

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

October 17, 2019

1. CALL TO ORDER/ROLL CALL

The Apportionment Session of the Calhoun County Board of Commissioners convened at 6:59 p.m., Thursday, Oct. 17, 2019 in the Commissioners' Meeting Room, County Building, Marshall, MI.

Chair Frisbie called the meeting to order and requested the Deputy Clerk call the roll.

Present: Comrs. Smith, Miller, Hatcher, Tompkins, King, Frisbie, and Vette (7:09 p.m.)

Staff Present: Administrator/Controller Kelli Scott, Assistant Administrator Brad Wilcox, Corporation Counsel Jim Dyer, Human Resources Director Kim Archambault, Communications Manager Lucy Blair and Deputy Clerk Shana Huerta

2 and 3. MOMENT OF SILENCE/INVOCATION AND PLEDGE OF ALLEGIANCE

A moment of silence was held followed by Comr. King leading the Pledge of Allegiance.

4. APPROVAL OF AGENDA

Res. 202-2019

"Moved Comr. Miller, second by Comr. Smith to approve the agenda of the Oct. 17, 2019 Apportionment Session of the Calhoun County Board of Commissioners as presented."

On a voice vote, Motion **CARRIED**.

5. APPROVAL OF MINUTES

Minutes of the Sept. 19, 2019 Board of Commissioners Annual Session

Res. 203-2019

"Moved Comr. Tompkins, second by Comr. Miller to approve the minutes of the Sept. 19, 2019 Board of Commissioners Annual Session as presented."

On a voice vote, Motion **CARRIED**.

6. CITIZENS' TIME

There was none.

7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

There was none.

8. SPECIAL ORDER OF BUSINESS

1. 86th NAACP Freedom Fund Dinner Proclamation

Comr. Hatcher read the 86th NAACP Freedom Fund Dinner Proclamation into record.

**BATTLE CREEK SENIOR BRANCH OF THE NAACP
FREEDOM FUND DINNER
PROCLAMATION**

WHEREAS, The National Association for the Advancement of Colored People (NAACP) was created in 1909 by a small group of black and white citizens, and has grown to be the largest and most influential civil rights organization in the country; and

WHEREAS, For more than 100 years, the NAACP has led the civil rights battle to destroy barriers to equality for minority groups, and has launched many programs to assist in eliminating the scourges of racial hatred and poverty; and

WHEREAS, the mission of the NAACP is to ensure the political, educational, social and economic equality of minority groups, to achieve equality of rights and eliminate racial prejudice among the citizens of the United States; to remove barriers of racial discrimination through the democratic process and seek to enact and enforce all federal, state and local laws securing civil rights; and

WHEREAS, the Battle Creek Senior Branch of the NAACP hosts its 86th Annual Freedom Fund Dinner on Friday, October 25, 2019, at 6:00 p.m. at the McCamly Plaza Hotel in Battle Creek; and

NOW, THEREFORE, on behalf of the Calhoun County Board of Commissioners, it is my honor and privilege to extend our very best wishes for a most successful 86th Annual Freedom Fund Dinner.

Signed,

Steve Frisbie, Chair
Calhoun County Board of Commissioners

Res. 204-2019

“Moved Comr. Smith, second by Comr. King to approve the 86th NAACP Freedom Fund Dinner Proclamation as presented.”

On a voice vote, Motion **CARRIED**.

2. National Business Women’s Week Proclamation

Comr. Tompkins read the National Business Women’s Week Proclamation into record.

NATIONAL BUSINESS WOMEN'S WEEK® PROCLAMATION

October 21-25, 2019

WHEREAS, working women constitute 11.6 million, or half, of the nation's workforce and strive to serve their communities, their states and their nation in professional, civic and cultural capacities; and

WHEREAS, women-owned businesses account for 39% percent of all U.S. business, generating \$1.7 trillion in sales and employing 9 million people; and

WHEREAS, working women should be applauded for their contributions to the workplace and the financial stability of their families especially during the economic downturn when more women have become their family’s breadwinner; and

WHEREAS, the major goal of Business and Professional Women’s Foundation is to promote equity for all women and to help create better conditions for working women through the study and advocacy of social, educational and economic issues impacting women in the workplace; and

WHEREAS, since 1928, National Business Women's Week® has honored the contributions of working women and employers who support working women and their families.

WHEREAS, Albion Business and Professional Women’s Club has been advocating on behalf of women for 90 years

NOW THEREFORE, We, The Calhoun County Board of Commissioners do hereby proclaim October 21 - 25, 2019 as

NATIONAL BUSINESS WOMEN'S WEEK®

Signed,

Steve Frisbie, Chair
Calhoun County Board of Commissioners

Res. 205-2019

“Moved Comr. Tompkins, second by Comr. Hatcher to approve the National Business Women’s Week Proclamation as presented.”

On a voice vote, Motion **CARRIED.**

3. Presentation and Approval of the 2019 Apportionment Report

Equalization Deputy Director Tom Scott introduced himself and Equalization Director Mathew Hansen and explained that report provided estimated revenue generated by the millage. He pointed out that there were several millage proposals on the November 5 ballot and that he would be submitting an amended apportionment report if needed. Mr. Scott pointed out that page 16 provided a breakdown of countywide millage rates by taxing jurisdiction and that total mills for homestead properties and total mills for non-homestead properties increased from 2018. .

Res. 206-19

“Moved Comr. King, second by Comr. Vette to approve the resolution approving the 2019 Apportionment Report pursuant to Michigan Compiled Law 211.37 as presented.”

On a roll call vote, Yes – 7. Motion **CARRIED**.

9. CONSENT AGENDA

A. Petitions, Communications, Reports

1. Arenac County Resolution Opposing BOC Election Legislation
2. Baraga County Line 5 Support Resolution
3. Baraga County Resolution Opposing Trial Court Funding Report
4. Baraga County Resolution Opposing BOC Election Legislation

B. Resolutions

1. Veterans Affairs Committee Reappointment
(Term effective October 31, 2019 through October 31, 2023)

{a} Trena Philo
2. MERS Resolution

Res. 207-2019

“Moved Comr. Vette, second by Comr. King to approve the Consent Agenda of the Oct. 17, 2019 Board of Commissioners’ Apportionment Session as presented.”

On a voice vote, Motion **CARRIED**.

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. Tompkins stated that the Senior Millage Allocation Committee met Friday, Oct. 4 and heard updates from Sprout CEO Jeremy Andrews about their Fresh Boxes for Seniors Program. He added that

the committee also approved their 2020 meeting schedule and a \$5,000 supplemental request for the Handy Helper Program. He shared that the Southwest Michigan Alliance for Region Three (SMART) met Wednesday, Oct. 9 at the Van Buren Technology Center and received a State budget update from Michigan Association of Counties (MAC) staff member Meghann Keit. Comr. Tompkins shared that he and Comr. King visited the White House on Thursday, Oct. 3 for the Regional State Leadership Meeting where Commissioners from Kentucky, Ohio and Michigan were present. He noted that some of the highlights were updates from the United States Economic Council, Department of Transportation, Office of American Innovation, Small Business Association and Department of Housing and Urban Development.

Comr. Vette shared that the October Employee of the Month was WIC Peer Counselor Ashley Ritchey. She stated that Ashley was recognized for being very passionate about her work inside and outside of the office and her rapport with every mother. Comr. Vette shared that Ms. Ritchey's favorite thing about her job was serving and making connections with people.

Comr. Frisbie stated that the Parks and Recreation Commission met on Thursday, Oct. 3 and voted to propose that the Board of Commissioners place a parks millage proposal on the election ballot next year. He thanked the County's Elected Officials for attending Board of Commissioners Budget Committee budget hearings earlier that day and noted that some of the takeaways focused on changes in the Child Care Funding and the newly created Public Defender's Office. Comr. Frisbie encouraged elected officials and Commissioners to complete a survey received earlier that day from the Governor's office and if possible attend the Thriving Cities Tour meeting that would be held on the following Monday in Battle Creek. He congratulated the county's Court Administrators for becoming Certified Court Managers.

11. UNFINISHED AND OLD BUSINESS

There was none.

12. NEW BUSINESS AND COUNTY ADMINISTRATOR'S REPORT

A. County Administrator/Controller's Report

Administrator/Controller Kelli Scott thanked Comrs. Frisbie, King and Smith for attending the all-day budget hearings earlier that day as members of the Board's Budget Committee. She also thanked the Elected Officials for their work on their budgets and Deputy Controller Megan Banning for her oversight. She stated that the County hosted on Tuesday, Oct.8 the Calhoun County Visitor's Bureau Board meeting during which Treasurer Brian Wensauer and Deputy Treasurer Melinda Weaver provided an overview on hotel accommodation taxes. Ms. Scott also shared that the Lt. Governor would be visiting Battle Creek on the Thriving Cities Tour to seek input from local elected officials and community members on Monday, Oct. 21 at 11 a.m. at the Kool Family Center. She also extended congratulations to the Court Administrators for becoming Certified Court Managers.

B. New Business and adopted

1. Judicial Salaries Resolution

Ms. Scott stated that this item was a required resolution from the State to approve the 2019-2020 Judicial Court Judges salary increases. She explained that the 2% raises were based on State statute and were fully reimbursed by State and had no effect on the General Fund.

Res. 208-2019

“Moved Comr. King, second by Comr. Miller to approve the Judicial Salaries Resolution for Circuit, Probate and District judges consistent with Public Act 31 of 2016 as presented.”

On a roll call vote, Yes – 7. Motion **CARRIED**.

2. Senior Millage 2019 Request for Proposals (RFP) Funding Recommendations

Administrator/Controller Scott explained that the Senior Millage Allocation Committee RFP approvals occurred annually and that that this year there were 11 contracts before the Board for approval.

Senior Services Manager Helen Guzzo provided an overview of all of the programs impacted by the contracts up for approval and explained that some of the four-year contracts would be moved to a different cycle so there would not be so many contracts up for renewal at the same time.

Comr. Tompkins expressed his appreciation for the Senior Millage Allocation Committee, a Committee on which he serves, and the Senior Services staff for their work and dedication in preparing the contracts.

Res. 209-2019

“Moved Comr. Tompkins, second by Comr. Hatcher to approve the Senior Millage funding recommendations from the Senior Millage Allocation Committee resulting from the 2019 Request for Proposals #109-19 as presented and authorize the Board Chair to sign contracts on behalf of the County.”

On a roll call vote, Yes – 7. Motion **CARRIED**.

3. Nutrition/Food Services Agreement Extension

Ms. Scott explained that this was a proposal to amend a contract for nutritional services with CareWell Services from September through December of the current year.

Ms. Guzzo explained that Senior Services was reviewing contracts and realized that the Nutrition/Food Services Agreement with CareWell Services was based on their fiscal year and not the County's and ended on September 30, 2019. She stated that there were no funds

associated with the amendment and that it simply continued the services that were already in place and budgeted for.

Res. 210-2019

“Moved Comr. Smith, second by Comr. Vette to approve the Nutrition/Food Services Agreement extension with the Region 3B Area Agency on Aging doing business as CareWell Services SW as presented and authorize the Board Chair to sign the extension on behalf of the County.”

On a roll call vote, Yes – 7. Motion **CARRIED**.

4. Pictometry International Corporation Contract

Administrator/Controller Scott explained this item was a request to approve a contract for aerial imagery with Pictometry International Corporation. She stated that the images were part of the GIS mapping system on the County’s website and needed to be updated every five years to keep information accurate. Ms. Scott explained that the imagery provided both ortho and oblique views at a cost of \$180,000 that would be financed over three years and that the cost would be shared with local municipalities. She noted that 19 out of 24 municipalities had already committed to contribute.

GIS Manager Brent Thelen explained that local municipalities used the information for their assessing needs and that he had attended numerous township and city meetings to encourage funding the project.

Comr. King asked who had opted out.

Mr. Thelen stated that Fredonia Township was his only no and that he did not have a response from Eckford, Clarence or Tekonsha Townships at that point, but they were taking funding to their perspective Boards for potential approval.

Comr. Frisbie stated that at the Budget Hearings held earlier that day a couple elected officials shared the work that the GIS Department had done for them and how much they appreciated it.

Res. 211-2019

“Moved Comr. Smith, second by Comr. King to approve the agreement with Pictometry® International Corporation as presented and authorize the Board Chair to sign the agreement on behalf of Calhoun County and authorize the Administrator/Controller to negotiate agreements in the form attached hereto with each sub-unit of government in Calhoun County, together with any applicable governmental authority or non-profit corporation, to allow access to the Pictometry® products as an authorized user, with minor modifications, if necessary, that are acceptable to both the Administrator/Controller and Corporation Counsel.”

On a roll call vote, Yes – 7. Motion **CARRIED**.

5. Public Defender FY19 Grant Budget Adjustment

Ms. Scott stated that this item was in accordance with financial policies that required Board approval for any adjustments over \$20,000 per department. She explained that the County's portion was \$700,000 that came from the General Fund and that the remaining \$2M came from the State. Ms. Scott stated that the adjustments were largely attributed to this being the first year of the grant and having to utilize contract attorneys during the opening of the Public Defender's office and that the adjustments would not have an effect on the bottom line of the budget.

Res. 212-2019

"Moved Comr. Tompkins, second by Comr. Vette to approve the FY19 grant year budget adjustment for the Public Defender's Office as presented."

On a roll call vote, Yes – 7. Motion **CARRIED**.

6. Corizon Health Care Contract Extension and Amendment

Ms. Scott stated that this was a request to approve an extension of the Corizon contract for jail medical care. She explained that the contract was approximately a \$2.1M annual cost to the General Fund.

Assistant Administrator Brad Wilcox explained that in 2014 the Board approved a seven year contract with Corizon Health Care and that based on current annual percentage increases, the County felt it was in their best interest to renegotiate the contract at this time. He provided an overview of services provided by Corizon and explained that the contract would be effective from January 2020 through December 2020 and was included in the 2020 budget.

Sheriff Saxton stated that some of the Governor's recent budget cuts affected inmate medical care, that this contract would cover those costs, and that he supported the contract.

Res. 213-2019

"Moved Comr. King, second by Comr. Vette to approve the First Amendment to the Contract with Corizon Health, Inc. extending and amending the term of the contract until December 31, 2022, as presented."

On a roll call vote, Yes – 7. Motion **CARRIED**.

7. SME Engineering Contract

Ms. Scott stated that this item was a proposal from SME Engineering to perform environmental testing at the Road Department's Raymond Road salt barn and subcontract drilling for additional testing. She explained that it would have up to a \$140,000 impact on the Road Department's budget and was a required regulatory item.

Corporation Counsel Jim Dyer stated that the contract arose from a regulatory requirement to have the property tested and that being proactive in getting it tested would most likely save the County potential future costs.

Comr. Smith asked if we were addressing a symptom of the facility's age.

Mr. Midgely stated that he thought years ago, salt that is stored in the salt barn used to be stored on the ground and that the testing was to address potential concerns.

Comr. Miller asked if there could be issues in other garages that the County would be responsible for it.

Mr. Dyer stated that was a possibility.

Comr. Frisbie asked when the salt barn was built.

Comr. Miller stated that it was longer than 25 years ago.

Mr. Midgely stated that other locations would be addressed one at a time.

Res. 214-2019

“Moved Comr. King, second by Comr. Miller to approve the Contract with SME Engineering to perform environmental testing at the Raymond Salt Barn, as presented and authorize SME, with input from County Administration, to engage a drilling contractor for an additional contract payment, inclusive of all administrative costs, that shall not exceed \$80,000.00.”

On a roll call vote, Yes – 7. Motion **CARRIED**.

8. Cutting Edge RFP #111J-19 Recommendation

Ms. Scott stated that this item was a contract with St. Regis for snow plow cutting blades. She explained that in September the Board approved a contract with a vendor that made a mistake and could not meet the specs of the bid. Administrator/Controller Scott stated that due to an emergency issue to get cutting blades and that St. Regis was the sole source that met the County's specs, the purchase order had been issued in order to guarantee delivery in time for winter plowing needs.

Assistant Administrator Brad Wilcox reaffirmed Ms. Scott's statement that in order to meet this winter's plowing needs; they needed to issue the purchase order immediately due to production requirements of the blades.

Comr. King asked what did not meet the specs.

Mr. Wilcox explained that the County's specs were for single bevel blades and that while the initial contractor submitted their bid with single blades, they ultimately could only provide

double bevel blades. He explained that while they could have pursued legal action against the contractor it was less expensive to obtain a new contractor at a cost of an additional cost of \$8,000.

Comr. King asked what the difference was between single and double bevel blades.

Matt Hall from the Road Department explained the difference.

Res. 215-2019

“Moved Comr. Miller, second by Comr. Smith to approve the contract with St. Regis Culvert, Inc. for the purchase of cutting blades in an amount estimated at \$240,000 as presented.”

On a roll call vote, Yes – 7. Motion **CARRIED**.

9. Rehmann Robson, LLC Auditing Contract

Ms. Scott stated that this item was a request to award an auditing contract for the next five years to Rehmann Robson, LLC as a result from a competitive bid. She explained that while this was not the lowest bid, it was being recommended for approval based on how they scored on qualifications. Ms. Scott stated that they were very experienced with local governments and that a lot of their clients received the GFOA award as the County had in years past.

Res. 216-2019

“Moved Comr. Hatcher, second by Comr. Miller to approve the five year auditing contract with Rehmann Robson, LLC ("Rehmann") as presented and authorize the Board Chair to sign on behalf of Calhoun County.”

On a roll call vote, Yes – 7. Motion **CARRIED**.

10. Calhoun County September 2019 Financials

Ms. Scott explained that this item was the September 2019 County financial statements for information only and noted that the County was $\frac{3}{4}$ through fiscal year and that revenue drastically increased due to the collection of property taxes. She stated that revenues were at 71% and that expenditures were at 75% and that the County General Fund was in line with projections.

Res. 217-2019

“Moved Comr. Tompkins, second by Comr. King to accept the Calhoun County September 2019 Financial Statements for information only.”

On a roll call vote, Yes – 7. Motion **CARRIED**.

11. Calhoun County Road Department September 2019 Financials

Ms. Scott explained that this item was the Road Department's financial statements through September and noted revenues were at 66% of budget primarily due to Michigan Transportation Funds (MTF) revenue lagging two months, and that expenditures were at 77% of budget. She stated that overall, the County's Road Department fund was in line with budget.

Res. 218-2019

"Moved Comr. Tompkins, second by Comr. Smith accept the Calhoun County Road Department September 2019 Financial Statements for information only."

On a roll call vote, Yes – 7. Motion **CARRIED**.

13. CITIZEN'S TIME

Matt Hall thanked Comrs. Miller and Tompkins for attending the Road Department's Safety Training that day.

14. COMMISSIONERS TIME

Comr. Miller stated that he attended the Calhoun County Agricultural & Industrial Society (CCAIS) Fair Board meeting on Wednesday, Oct. 16 and that membership dues were due by Monday, Oct. 21.

Comr. Tompkins wished Ms. Scott a Happy Birthday on Saturday, Oct. 20. He Discussed 2020 State budget cuts and the impacts they had on the County. He stated that he believed that both legislative parties in Lansing needed to sit down and discuss issues to reach an agreement. He also expressed frustration over federal project on 25 ½ Mile Road in Albion Township that had been stalled due to a vendor strike.

Comr. Frisbie stated that he was impressed with the progress of the new Public Defender's Office and the collaborative work between the Sheriff, Courts and Public Defender's office.

15. CLAIMS PAYABLE

- A. Claims Payable for September 13, 2019 through October 10, 2019 in the amount of \$17,721,177.63

Res. 219-2019

"Moved Comr. Smith, second by Comr. Miller to approve Claims Payable for September 13, 2019 through October 10, 2019 in the amount of \$17,721,177.63 as presented."

On a roll call vote, Yes – 7. Motion **CARRIED**.

16. ANNOUNCEMENTS

Comr. Tompkins shared that on Friday, Oct. 18 the Greater Albion Chamber of Commerce would hold its Eggs N Issues meeting at the Inasmuch House, on Saturday, Oct. 19, Albion College would host the 48th Annual Albion Freedom Fund Banquet and on Saturday, Oct. 26 the National Drug Take Back Day would take place in Albion.

17. ADJOURNMENT

The meeting was adjourned at 8:14p.m. at the call of the Chair.

slh

Chairman

Clerk to the Board