

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

November 21, 2019

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00 p.m., Thursday, Nov. 21, 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, Frisbie, King and Vette

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. Smith leading the Pledge of Allegiance.

4. APPROVAL OF AGENDA

Res. 236-2019

"Moved Comr. Hatcher, second by Comr. Vette to approve the agenda of the Nov. 21, 2019 Regular Meeting of the Calhoun County Board of Commissioners as presented."

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

5. APPROVAL OF MINUTES

Minutes of the Nov. 7, 2019 Board of Commissioners Annual Session

Res. 237-2019

"Moved Comr. Tompkins, second by Comr. Miller to approve the minutes of the Nov. 7, 2019 Board of Commissioners Annual Session as presented."

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

6. CITIZENS' TIME

Sheridan Township Trustee Scott Frederick stated that he felt that the proposed amended Policy 509 that was on that night's agenda was an improvement from the previous one and expressed concern regarding who would be responsible for addressing canopy and tree maintenance.

Doug Damon of Fredonia Township requested that the Commissioners and other speakers please speak up as the audience had difficulty hearing them.

7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

There was none.

8. SPECIAL ORDER OF BUSINESS

1. Battle Creek Area Transportation Study (BCATS) Holiday Season Impaired Driving and Drive Sober or Get Pulled Over Campaign Proclamation

Comr. King read the proclamation into record.

**Holiday Season Impaired Driving Prevention Campaign December 2019
December 13, 2019 – January 1, 2020
"Drive Sober or Get Pulled Over" Enforcement Campaign**

WHEREAS, motor vehicle crashes involving alcohol (with at least one driver with a blood alcohol concentration of .08 grams per deciliter or above) accounted for almost twenty-nine percent of all motor vehicle traffic fatalities in 2018 (killing 10,511 people, a small decrease over 2017 numbers) and injure hundreds of thousands more every year in the United States; and

WHEREAS, to put the fatality number into perspective, the number of persons killed in alcohol related crashes is equal to about 20 jumbo jets crashing during the year, with no survivors; and

WHEREAS, the mid' December through January 1st holiday period is traditionally one of the most deadly times of the year for alcohol-impaired driving, with 839 people losing their lives in such crashes during December 2018; and

WHEREAS, in 2018 one person was killed every 50 minutes in a drunk-driving crash in the United States; and

WHEREAS, drivers must remember that driving impaired by any substance, drugs or alcohol, is illegal and potentially deadly for themselves and others; and

WHEREAS, organizations across the nation are joining together to promote a Holiday Season Impaired Driving Prevention Campaign in December 2019 and the "*Drive Sober or Get Pulled Over*" national public

awareness campaign and law enforcement initiatives during the December 13, 2019 – January 1, 2020 time period;

NOW, THEREFORE, We, the Calhoun County Board of Commissioners, do hereby proclaim December 2019 as Holiday Season Impaired Driving Prevention, and recognize the December 13, 2019 – January 1, 2020 "Drive Sober or Get Pulled Over" Enforcement Campaign in Calhoun County. We call upon everyone to promote awareness of the impaired driving problem, to promote safer and healthier behaviors regarding the use of alcohol and other drugs, and to promote the awareness campaign this holiday season and throughout the year.

Signed,

Steve Frisbie
Chair, Board of Commissioners

Res. 238-2019

"Moved Comr. Vette, second by Comr. King to approve the Battle Creek Area Transportation Study (BCATS) Holiday Season Impaired Driving and Drive Sober or Get Pulled Over Campaign Proclamation as presented."

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

2. Amended 2019 Calhoun County Apportionment Report

Administrator/Controller Scott explained that the amended report was before the Board to approve due to a Tekonsha Township unlimited tax bonds proposal that was approved by voters at the November 5, 2019 election which occurred after the initial Apportionment report was approved. She acknowledged Deputy Equalization Director Tom Scott, who was in attendance.

Res. 239-2019

"Moved Comr. King, second by Comr. Vette to approve the amended 2019 Calhoun County Equalization Report as presented."

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

3. EPA FY 2020 Brownfield Cleanup Grant Application

Res. 240-2019

"Moved Comr. Hatcher, second by Comr. King to Open Public Hearing."

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

Comr. Frisbie declared the Public Hearing Open.

Administrator/Controller Scott explained that as part of the Environmental Protection Agency (EPA) grant application process it was required that the County conduct a Public Hearing to receive public comment.

Land Bank Director Krista Trout-Edwards explained that the Land Bank had been assisting the County through some technical assistance in acquiring a grant through the EPA to remove contaminated soil located on the Justice Complex property at 161 E. Michigan Avenue.

Comr. Frisbie opened the floor for public comment. There was none.

Ms. Scott acknowledged Community Development Director Jen Bomba for her assistance with being the Project Manager for the grant. She explained that the County needed to be the fiduciary of the grant as a local government and owner of the property. She shared that Battle Creek Unlimited had also assisted the County during the grant process.

Res. 241-2019

“Moved Comr. Vette, second by Comr. Hatcher to Close Public Hearing.”

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

4. EPA FY 2020 Brownfield Cleanup Grant Application

Res. 242-2019

“Moved Comr. King, second by Comr. Hatcher to approve the EPA FY 2020 Brownfield Cleanup Grant Application as presented.”

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

5. Presentation of the Administrator/Controller’s Fiscal Year 2020 Budget Recommendation and Public Hearing on the Proposed 2020 Budget

Res. 243-2019

“Moved Comr. Tompkins, second by Comr. Miller to Open Public Hearing.”

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

Comr. Frisbie declared the Public Hearing Open.

Administrator/Controller Scott explained that state law required the Administrator/Controller to present a balanced budget for adoption and required the County to hold a public hearing regarding the proposed budget. She stated that for the previous six months, the BOC Budget Committee, including Comrs. Frisbie, King and Smith, elected officials and department heads had worked to help deliver a

balanced budget that started with a six-figure deficit. Ms. Scott explained that the County was working with 50 fewer employees than were funded several years ago. She introduced Deputy Controller Megan Banning who facilitated the budget process to provide highlights of the proposed budget.

Deputy Controller Megan Banning explained the budget process which included developing a budget calendar, establishing broad budget goals, and working with Elected Officials and Department Heads to align with Governmental Accounting Standards Board (GASB) best practices to develop a five-year plan and the 2020 budget. She highlighted that they used detailed position budgeting with Human Resources to create a five-year forecast, which was then approved by Elected Officials and Department Heads. Ms. Banning stated that the County's funding was primarily received through State government transfers, property taxes, and charges for services largely from court costs and public safety. She explained that a 4 1/2% increase in employer-paid health care costs, step increases, cost of living (COLA) and market-based pay scale adjustments were included in the proposed budget, as well as a \$400,000 contingency and a 2% inflationary factor for most non-salary expenditures. Ms. Banning stated that the County's anticipated revenues were \$4.7M, compared with \$4.6M in expenditure, which results in a projected deposit to fund balance of \$100,000, keeping the balance at 11% and within the 8% to 12% range as set by the Board.

Regarding the Road Department, she explained that their budget was not funded through any General Fund revenues and their largest source of funding was received through the Michigan Transportation Fund (MTF) generated through fuel taxes and registration fees. Ms. Banning stated that they were continuing to see an increase in MTF revenue and that there was a large increase in local funding, primarily based on the Emmett Township local road improvement project that would take place over the next three years. She concluded that the Road Department had built in a \$500,000 budget contingency and anticipated capital purchases in the amount of \$900,000.

Ms. Scott thanked Ms. Banning for her leadership and the presentation and gave an overview of the budget book that provided the projected millage rates for the following year as well as a line-item breakdown by department. She explained that the Senior Service millage would be on the August 2020 ballot for renewal and that the proposed Parks millage would most likely be on the same ballot to save election costs. Ms. Scott shared that next steps included the budget transmittal memo and appropriations resolution that sets salaries for elected officials and non-union employees as well as provides the parameters for managing the budget over the next year, all of which would be included on the December 5 agenda.

Comr. Tompkins thanked Ms. Banning for the presentation and a job well done and asked, regarding the Road Department budget, how many miles 7,000 tons of hot mix asphalt would pave.

Kristine Parsons estimated two to three miles.

Comr. Tompkins asked if there was a strategy to resolve the staffing shortage in the Prosecutor's Office.

Comr. Frisbie said they were working with the Prosecutor to see how they could address that.

Comr. Tompkins asked if it was correct that the Child Care Fund was impacted by the Governor's line-item vetoes.

Ms. Banning said that was correct and the other two large items impacted the Sheriff's Office.

Comr. Vette thanked Ms. Banning and Ms. Scott on their hard work in presenting a balanced budget and expressed empathy regarding the impact that the Sheriff's budget received.

Comr. Frisbie thanked everyone involved in delivering a balanced budget and shared that other counties were impressed at the relationship between the County and Elected Officials and how smoothly the County's budget process ran compared to others. Comr. Frisbie explained that the County continually invested in the General Fund to ensure that it remained between 8% and 12% which helped ensure a strong credit rating.

Comr. Frisbie opened the floor for public comment. There was none.

Res. 244-2019

"Moved Comr. Vette, second by Comr. Miller to Close Public Hearing."

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

9. CONSENT AGENDA

A. Petitions, Communications, Reports

B. Resolutions

There was none.

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. Tompkins stated that the Coordinator for the Kalamazoo River Watershed Council, Patty Hoch-Melluish spoke about Calhoun County water trails at the Wednesday, Nov. 13 Trailway Alliance meeting and they approved new board member Jason Rapelje. He shared that he and Comr. Vette attended the Southwest Michigan Substance Abuse Oversight Policy Board meeting on Monday, Nov. 18 and received their funded outcomes report with an overall success rate of 89% and 96% success rate in Calhoun County.

Comr. Miller stated that the Calhoun County Agricultural & Industrial Society (CCAIS) held their Annual meeting on Wednesday, Nov. 20 where they received the annual report and held their election.

Comr. King shared that the Battle Creek Area Transportation Study Committee (BCATS) met on Wednesday, Nov. 20 and that the FireKeeper's Local Revenue Sharing Board (FLRSB) meeting, scheduled for earlier that day, was canceled and would be rescheduled to review the casino impact study once it is completed.

Comr. Frisbie stated that the Calhoun County Consolidated Dispatch Authority met the previous week. He shared that they would vote on their 2020 budget at their next meeting on Tuesday, Dec. 10 and they were still operating at costs less than in 2008.

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 shared that the quarterly City/County meeting took place on Tuesday, Nov. 12 in Homer, and that city managers and mayors in attendance shared updates from each of the communities, mainly focused on economic development and funding initiatives. She stated that Calhoun County Visitors Bureau (CCVB) also met on Tuesday, Nov. 12 and approved the 2020 budget and discussed the Pure Michigan campaign, as it was also included in the Governor's line-item vetoes. Ms. Scott stated that the Michigan Municipal Services Authority (MMSA), that she chairs as an appointment from former Governor Snyder, met on Thursday, Nov. 14. She explained that they have a new Interim CEO, Shea Charles, and they heard updates on the two shared services contracts that the Authority is currently managing. Ms. Scott shared that the Board of Health met on Monday, Nov. 18, and heard a presentation on the Infants Safe Sleep Program. She added that Health Officer Eric Pessell reported follow up with the state regarding the recent EEE outbreak and how the process was handled. She stated that the countywide transit study was nearing completion and that the steering committee heard a presentation from the Consultant, Foursquare, on Wednesday, Nov. 20. She noted that two options were presented, both of which included creating one or more new Transit Authority(ies). Administrator/Controller Scott concluded that Communications Manager Lucy Blair helped to facilitate a tour of the Sheriff's Department, jail, Road Department, Health Department and Treasurer's Office for the Battle Creek Chamber's Leadership Cohort.

B. New Business

1. County Board Policy 509 Modification

Ms. Scott stated that this item was a revisited request for the Board's approval of the amended former Road Commission Local Road Improvement Policy 509. She provided an overview of what had taken place since the first time the item was brought before the Board, including meetings with Township Supervisors to solicit feedback, and rewording the policy to clearly state the County's accountability to maintain safe roads.

Corporation Counsel Jim Dyer explained that he was involved in the legal structure of the policy and removed any objectionable provisions such as how disputes would be handled as those were dictated by Michigan statute. He stated that the County was trying to encourage types of construction and maintenance they would like to see.

Managing Director John Midgely added that the return to gravel section of the policy was a new addition to the policy and ensured that if a road was returned to gravel there would be an agreement with the township that it would be done entirely at the County's cost and the County would be responsible for maintenance barring a few exceptions. He clarified that they would be working with Townships on prioritization of the order in which roads would be completed and repaired.

Ms. Scott added that the biggest changes were the policy's match amounts, stating that most of the previous local road improvement project contracts required Townships to pay 70% with the County paying 30%, and now the County's match portion was 50%.

Mr. Dyer added that the new policy reversed the previous policy where the process began with the County approaching townships and now the process would start with the township and require the Board's approval for the County to fund 100% of the project.

Comr. Miller thanked everyone for the work that had been done to revise the policy and wanted to see a certain amount of money set aside each year to match township's contributions.

Comr. Tompkins expressed appreciation on the work that was done on the policy ensuring that all township, large and small, had an opportunity to contribute feedback and be able to participate in the program due to the increased match by the County. He asked if the County was going to take care of tree trimming and removal.

Mr. Midgely stated that the County would take care of tree trimming and tree cutting.

Comr. Tompkins inquired as to why the tree trimming and removal was not in the policy.

Mr. Midgely stated that tree removal and trimming were not listed in the policy because the policy covered items that would be included in the cost sharing contracts. He added that they were working to get caught up county-wide on tree work to ensure the safety of not only fire and rescue vehicles but farm equipment as well to be able to safely pass.

Comr. Hatcher stated that Mr. Frederick's concerns expressed during Citizen's Time were valid and asked if they would be addressed.

Mr. Midgely stated yes, they were trying to get caught up, and would address the canopy issue.

Res. 245-2019

"Moved Comr. Vette, second by Comr. Miller to approve the modified Board Policy 509 concerning the Local Road Improvement Funding Program as presented."

On a roll call vote, Yes – 6, Comrs. Vette, Hatcher, Smith, Frisbie, King and Tompkins. No -1, Comr. Miller. Motion **CARRIED**.

2. Memorandum of Understanding between the Department of the Attorney General and the Calhoun County Prosecutor

Administrator/Controller Scott explained that this item was an annual agreement between the Attorney General, Bronson Battle Creek and the Prosecutor's Office for victim advocacy regarding sexual assault rape kits. She stated that the services were fully funded by state funding.

Special Prosecutor Michelle Richardson from the Attorney General's Office explained that this year the office would request an additional investigator. She stated that 232 rape kits had been tested for DNA and 76 required further investigation and hoped that with an additional investigator they would be able to close out the cases by the completion of next year.

Ms. Scott clarified that the contract that authorized the second investigator would need to be presenting to the Board at a later date.

Comr. Tompkins thanked Ms. Richardson for a wonderful job closing so many cases and was pleased that the County was able to be a part of it.

Ms. Richardson stated that it was a community project and that she did not do it alone and had an amazing team and support from the Prosecutor's Office, Sheriff Department and many others.

Comr. Frisbie asked how long the program had been in place.

Ms. Richardson stated that she started in September 2016 and they had tried seven cases with six convictions. She explained that many survivors had thanked them for reaching out and providing services even if they chose not to pursue additional prosecution.

Res. 246-2019

"Moved Comr. Hatcher, second by Comr. Vette to approve the Memo of Understanding between the Department of Attorney General and the Calhoun County Prosecutor's Office as presented."

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

3. Independent Contractor Agreement between Calhoun County, the Calhoun County Prosecutor and Jerry Stonebraker

Ms. Scott explained that this item was an independent contract for Investigator Jerry Stonebraker and that the County was 100% reimbursed by the State.

Res. 247-2019

"Moved Comr. Tompkins, second by Comr. Vette to ratify and approve an Independent Contractor agreement between Calhoun County, The Calhoun County Prosecutor and Jerry Stonebraker as presented, and to authorize the County Administrator to sign the

Agreement, subject to minor changes in language acceptable to the Prosecutor, Administrator/Controller and Corporation Counsel.”

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

4. MDOT Contract #19-5542

Administrator/Controller Scott explained this item was a two-part project, a federal aid project and a safety grant.

Engineering Director Kristine Parsons explained the project was a crush and shape on Gorsline Road from McAllister Road to 12 Mile Road tree removal from the right of way. She stated that the crush and shape was part of their urban area federal aid money and the tree removal was possible through tree removal grants.

Ms. Scott stated that the total cost of the project was about \$1.1M and the County was only responsible for 44% of the road work and 10% of the tree removal.

Ms. Parsons explained that the project had been on the TIP list for quite some time and since that time the cost of asphalt had almost doubled which was why the match was so much larger on the road work project.

Comr. King asked Ms. Parsons to explain TIP.

Ms. Parsons stated that TIP was the Transportation Improvement Plan and that urban and rural areas each had their own TIP and the Road Department was required to plan out projects four years in advance outlining what they planned to spend federal funding on.

Comr. Miller commended the Engineering staff on the amount of grants they had been able to secure to complete these types of projects.

Comr. Frisbie added that the County’s participation in BCATS helped in securing funding to complete these types of projects as well.

Res. 248-2019

“Moved Comr. Tompkins, second by Comr. Miller to approve the Michigan Department of Transportation Contract #19-5542 as presented and authorize the Board Chair and the Administrator/Controller to sign on behalf of the County.”

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

5. 29 ½ Mile Rd. Culvert Replacement Support Request

Ms. Scott stated that this item was another example of securing funding to complete large improvements to roadways. She explained that the Road Department was seeking the Board’s

approval to submit an application for a DNR Fisheries Habitat grant to fund work on 29 ½ Mile Road.

Ms. Parsons explained that this project was to replace culverts over the south branch of the Kalamazoo River and that they were approached by the DNR to apply for the grant as the site was listed on the DNR's priority list as well. She stated that culvert will be replaced with a large bridge and that without the funding the County would not have been able to afford to replace it at this time.

Res. 249-2019

"Moved Comr. Vette, second by Comr. Tompkins to support the proposed replacement of the existing culverts on 29 1/2 Mile Rd. over the South Branch of the Kalamazoo River in Albion Township between Division Drive and B Drive S as presented and authorize the Road Department to seek funding assistance for the replacement of said structures through the State of Michigan Fisheries Habitat Grant Program."

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

6. RFB #116J-19 Slag Award Recommendation

Assistant Administrator Brad Wilcox stated that this was a request to accept a bid award for transportation of slag material to be used in the Road Department's chip and seal projects. He explained that by switching to a different type of by-product they were able to recommend Yellow Rose Transport at less than a 2% increase.

Res. 250-2019

"Moved Comr. Smith, second by Comr. Miller to approve the one-year contract with Yellow Rose Transport to provide blast furnace slag aggregate material to the Calhoun County Road Department and the Jackson County Department of Transportation in an amount estimated at \$264,000 and authorize the Board Chairman to sign the contract on behalf of the County."

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

7. Pothole Patching RFQ #115-19 Recommendation

Ms. Scott stated that this item was a request for the Board to approve a list of pre-qualified contractors to complete the contracted patching for the following year estimated at approximately \$1M.

Mr. Wilcox explained that they selected four local firms, New Horizon, Gardner Brothers, Diamond Cut and All Weather, all of which were the selected firms the previous year. He stated they were offering one-year contract at \$100 per hour. Mr. Wilcox stated that this year they were using a stronger contract to enforce bids as presented as well as Road Department expectations.

Comr. Smith clarified that the proposed firms were the same firms used last year and asked how that was determined.

Mr. Wilcox explained that they were independently evaluated and that these four firms scored the highest out of all the qualification applicants.

Comr. Tompkins inquired if efficiencies were taken into consideration when determining qualified bidders and if identified deficiencies were being addressed.

Mr. Wilcox stated that they were being addressed and with a \$1M contract, the County did not want any waste in material or labor.

Comr. King asked if the County was making progress with infield loading.

Mr. Midgely stated that they had started infield loading this past summer.

Comr. King expressed concern regarding accurate reporting and monitoring.

Mr. Midgely stated that they had two inspectors that monitored contractor work and they would continue that to ensure that the contractors were held accountable.

Comr. Frisbie stated that the County needed to continue to develop better ways to measure quality vs. quantity.

Res. 251-2019

“Moved Comr. Smith, second by Comr. Vette to approve the list of pre-qualified contractors who will be eligible for selection by the Calhoun County Road Department to provide pothole patching for the 2020 season, and the attached form of contract for professional services subject to minor modifications acceptable to the Administrator/Controller and Corporation Counsel, and authorize the County Administrator/Controller to sign this form contract with the approved contractors including: All Weather Construction, Diamond Cut Lawn & Snow, New Horizon Property Management, and Gardner Brothers Lawn and Landscaping.”

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

8. Emmett Township Road Project Lakeland Asphalt Bid Approval

Ms. Scott explained what had transpired up to that point regarding the Emmett Township local road improvement plan and that this item was a request for the Board’s approval of a construction contract with Lakeland Asphalt in the amount of just under \$21M. She explained that there would be additional items that would come before the Board in relation to the project but that the County needed to identify a construction company in order to cover its risk of cost overruns and ensure that the Township would be able to adequately finance the project.

Ms. Parsons stated that Lakeland Asphalt had done a lot of work for the County and that the County's expectations and documentation levels were higher and that Lakeland had addressed any minor issues that the County had identified.

Comr. Smith questioned why Lakeland Asphalt's bid was significantly lower than the other bidders.

Ms. Parsons explained that it was hard to predict pricing and that they try to make their estimates as comprehensive as possible by analyzing costs of previous projects and estimating conservatively. She stated she felt that Lakeland was trying to remain competitive and that prices came in lower than expected.

Ms. Scott added that the second lowest bidder was within 1 ½% of Lakeland's bid.

Comr. Tompkins asked what the line-item mobilization was.

Ms. Parsons stated it was the cost for them to get to and from the site.

Comr. Tompkins inquired about the \$800,000 difference between the engineering estimate and next lowest bidder.

Mr. Parsons explained that Lakeland Asphalt provides their own Engineers and that was partly why the cost was so much lower.

Comr. King thanked everyone for a job well done.

Comr. Smith asked what contract controls were in place to ensure that service levels would be met.

Ms. Parsons stated that the County would have inspectors on every job to monitor work to ensure if there were any issues they would be remedied immediately.

Comr. Frisbie requested that the Commissioners have access to the results of the monitoring to share with the public.

Res. 252-2019

"Moved Comr. Smith, second by Comr. Vette to accept the bid from Lakeland Asphalt Corporation, in the amount of \$21,486,169.45, contingent upon securing appropriate financing and execution of a contract with Emmet Township, and authorize the Board Chair to sign any documents necessary to complete a contract."

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

9. Calhoun County October 2019 Financials

Ms. Scott stated that the last two items under new business were financial statements for information only. She explained that both the County and the Road Department were on track with some seasonal variances and they would any necessary adjustments to the Board in December.

Res. 253-2019

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

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

10. Calhoun County Road Department October 2019 Financials

Ms. Scott stated that.

Res. 254-2019

“Moved Comr. Smith, second by Comr. Vette to accept the Calhoun County Road Department October 2019 Financial Statements for information only.”

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

13. CITIZEN’S TIME

There was none.

14. COMMISSIONERS TIME

Comr. Tompkins wished everyone a Happy Thanksgiving.

Comr. King stated that he was pleased with the revised Policy 509 and hoped that the townships that did not currently contribute would be able to participate going forward. He explained, in reference to Comr. Miller’s concern with funds being held aside each year, that the County had always committed funds to the townships.

Comr. Hatcher shared that Kingdom Builder’s Church in Battle Creek would be hosting a Thanksgiving dinner to those less fortunate and anyone else that would like to attend from 3-5 p.m. and always accepted donations. She also wished everyone Happy Holidays.

Comr. Frisbie reiterated Comr. King’s comment in regarding to never telling a township no since 2012 regarding providing the required match.

15. CLAIMS PAYABLE

- A. Claims Payable for November 1, 2019 through November 13, 2019 in the amount of \$5,778,511.43

Res. 255-2019

“Moved Comr. Miller, second by Comr. Vette to approve Claims Payable for November 1, 2019 through November 13, 2019 in the amount of \$5,778,511.43 as presented.”

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

16. ANNOUNCEMENTS

Comr. Tompkins wished everyone Happy Holidays and shared that on Thursday, Dec. 5, Homer would be hosting Santa at 6 p.m. at the circle and afterwards there would be a tree-lighting ceremony. He stated that Albion’s Downtown Albion a Glow would be held on Friday, Dec. 6 from 5-9 p.m.

Comr. King wished everyone Happy Holidays.

Comr. Frisbie shared that he would be hosting the Battle Creek Christmas parade on Saturday, Nov. 23 at 6 p.m.

Comr. King congratulated Mark O’Connell on his retirement after 30 years of service.

17. ADJOURNMENT

The meeting was adjourned at 9:15 p.m. at the call of the Chair.

slh

Chairman

Clerk to the Board