

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

December 5, 2019

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00 p.m., Thursday, Dec. 5, 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, 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. Miller leading the Pledge of Allegiance.

4. APPROVAL OF AGENDA

Res. 256-2019

"Moved Comr. Hatcher, second by Comr. Miller to approve the agenda of the Dec. 5, 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. 21, 2019 Board of Commissioners Regular Session

Res. 257-2019

"Moved Comr. Tompkins, second by Comr. Vette to approve the minutes of the Nov. 21, 2019 Board of Commissioners Regular Session as presented."

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

6. CITIZENS' TIME

There was none.

7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

Sheriff Matt Saxton stated that as one of the Department Heads that worked on the 2020 budget, he wanted to thank the Budget Committee, Administration and the budget staff for working with all the departments to get the budget balanced and recommended approval of the budget. He explained that the previous day, the Governor's office had begun work on the State's budget that should restore funding that otherwise would have impacted approximately \$600,000 of the Sheriff's budget. Sheriff Saxton stated that he believes the county would never be able to pay the Sheriff's staff enough for their hard work and dedication but was pleased with the budget outcome.

Comr. Frisbie challenged the rest of the Commissioners to make a donation toward the Sheriff's Awards Banquet to match the funds that the Sheriff has donated each time he spoke throughout the year at a Board of Commissioners meeting.

Comr. Vette stated that she and Comrs. Smith and Tompkins attended last year's banquet and it was a wonderful event.

Sheriff explained the awards banquet recognized staff for their work throughout the year as well as other agencies or citizens involved in major events.

8. SPECIAL ORDER OF BUSINESS

There was none.

9. CONSENT AGENDA

A. Petitions, Communications, Reports

1. Huron County Resolution in Support of HB-4937-38 and SB 504-505
2. Otsego County Resolution in Support of HB-4937-38 and SB 504-505
3. Alger County Opposition to Trial Court Funding Commission Interim Report
4. Alger County Resolution in Support of HB 4590
5. Crawford County Response to State Budget Cuts

B. Resolutions

There was none.

Res. 258-2019

“Moved Comr. Vette, second by Comr. King to approve the Consent Agenda of the Dec. 5, 2019 Board of Commissioners’ Regular Session as presented.”

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

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

There was none.

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 Planning Commission met on Monday, Nov. 25 and recommended for approval a few planning and zoning changes from townships. She stated that the Parks and Recreation Commission met on Nov. 21 and recommended for approval their five-year master plan that would come before the Board in January. She added that the Commission approved their 2020 meeting schedule and voted to place the proposed parks millage on the August Primary Election ballot in 2020. Ms. Scott explained that the Community Development Department with the assistance of Corporation Counsel closed within the last week on the purchase of the 65-acre piece of property that would be used for the trailhead project in Albion.

B. New Business

1. 2020 Medical Marihuana Operation and Oversight Grant

Ms. Scott stated that this item was a request to approve the 2020 Medical Marijuana Operation and Oversight Grant received from the State.

Sheriff Saxton explained that it was the same medical marijuana grant as the last two years; however, this year’s grant was for less money as it was based on the number of medical marijuana cardholders and that number had decreased.

Res. 259-2019

“Moved Comr. Hatcher, second by Comr. Vette to accept the 2020 Medical Marihuana Operation and Oversight Grant as presented and authorize the Administrator/Controller to sign all documents necessary to implement the grant.”

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

2. Authorization for Land Bank Fund Transfer

Administrator/Controller Scott stated that this request was entered by Corporation Counsel Jim Dyer on behalf of the Land Bank and the Treasurer's Office to appropriate up to \$500,000 from the Delinquent Tax Revolving Fund's Land Reutilization Fund to the Land Bank Authority to complete several projects. She explained that the appropriation would allow the Land Bank to complete approximately \$1.3M worth of projects using only \$500,000 from the fund.

Land Bank Director Krista Trout-Edwards explained that this request differed from the request for funds made in 2018 for 20 blight elimination projects as it focused on stabilization, rehabilitation and environmental clean-up of both commercial and residential properties. She described various projects that they hoped to complete including two commercial properties, Union Steel and 131 N. Superior St. in Albion, and several residential properties. The largest residential property was 68 and 70 Frelinghuysen, a historic duplex, which was estimated at approximately \$350,000. Ms. Trout-Edwards discussed several challenges and options for the property.

Ms. Scott explained that the \$500,000 in the Land Reutilization Fund was restricted and could only be used for this purpose and was not available funding that could otherwise be transferred into the General Fund to supplement operations.

Comr. Hatcher asked how long the Frelinghuysen property had been vacant and what would happen to the land and if there was a potential buyer.

Ms. Trout-Edwards replied that it had been vacant for five years and that there currently was not a potential buyer.

Comr. King commended the Land Bank on their accomplishments and explained that there was a learning curve to understand the work they do. He stated it appeared that most of their projects were in Battle Creek and Albion and asked if it was possible to do projects in other areas.

Director Trout-Edwards explained that there were a couple projects occurring in other areas such as Bedford and Sheridan Townships, but a vast majority of their properties were in Battle Creek and Albion.

Comr. Miller inquired if the Commissioners could see the bids acquired for the Union Steel project.

Ms. Trout-Edwards shared that the bids ranged from \$420,000 to \$900,000 and that she could share specific bid information.

Comr. Tompkins thanked the Land Bank for their work and expressed that it was important to rehabilitate properties when possible.

Comr. Frisbie asked how quickly the vacant land went to market.

Director Trout-Edwards explained that vacant land had become more desirable recently and was moving quicker. She stated that in an effort to ensure that the properties did not end up back with the Treasurer's Office and the buyers could complete their proposed projects, they established a timeline that allows potential buyers to ensure they secure zoning approval and financing before the property is sold.

Comr. Frisbie clarified that properties held by the Land Bank were not on the tax roll and the goal was to always to get them functional and return them to the tax roll.

Res. 260-2019

"Moved Comr. Tompkins, second by Comr. Miller to authorize the County Treasurer to setup a reserve account within the Delinquent Tax Revolving Funds designated for the Calhoun County Land Bank Authority, and to appropriate up to \$500,000 from the Land Reutilization Fund to the Calhoun County Land Bank Authority to complete the projects and activities presented in Exhibit A."

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

3. RFB #113-19 Uniform Supplies Award

Ms. Scott explained that this item was a competitive purchasing bid award for uniforms for the Sheriff's deputies, corrections officers and control room office personnel. She stated that two bids were evaluated, and the Sheriff's Office recommended the three-year contract be awarded to Galls, LLC. Ms. Scott explained that while they were not the apparent lowest bidder, the pricing was very close, and Galls was deemed the most responsible bidder. She stated that the Sheriff's office had purchased items from them previously and they offered online ordering, delivery efficiencies and reporting.

Res. 261-2019

"Moved Comr. Vette, second by Comr. Miller to approve the three-year contract with Galls, LLC to provide uniforms to the Sheriff Department's uniformed personnel and authorize the Board Chair to sign the contract on behalf of the County."

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

4. Fiscal Year 2020 Budget and Appropriations

Administrator/Controller Scott explained that the last item on the agenda was the approval of the 2020 Budget and Appropriation Resolution. She thanked Megan Banning, the Finance staff, Budget Committee and Elected Officials for everyone's work on the budget. She pointed out that even though they started out with a deficit that needed to be filled, it had been a smooth process this year and was thankful that the Governor's line item vetoes that would have impacted the budget by \$1M were being restored. Ms. Scott stated the County's total budget was \$46.5M, a 2 ½% increase over the previous year with a \$100,000 contribution to bring the General Fund balance to a little over \$5M. She highlighted that staffing stayed consistent at 670

with only one net additional position that would be funded through revenue sources; the fringe benefit rate decreased to 38% of salaries; and pension plans went from 64% funded to 79% funded through closing a couple defined benefit plans and funding them through unfunded liabilities. Ms. Scott explained a couple of the significant cost increases including the Child Care fund transfer due to the increased need for institutional child care, and an increase in printing for the upcoming election year. She shared that the County has and will continue to have reduced cost increases in utilities as a result from the ongoing Honeywell improvements.

Administrator/Controller Scott stated that the Road Department's budget was separate from the General Fund and was primarily funded through the Michigan Transportation Fund (MTF) and was \$41.2M for 2020. She explained that the Road Department's expenditure budget showed a large increase in Preservation-Structural Improvements due to the Emmett Township local road improvement project and that the Department expected a 12% increase in MTF funding and a reduction in the amount of pothole patching that would need to be completed.

Ms. Scott stated that approval of the Appropriations Resolution established budgetary controls for managing the budgets throughout the year, that it limited the amount for administratively approved budget transfers and, the addition of new positions or increased salaries without the Board's approval and required countywide leadership to report variances within their budgets. She explained that the Resolution also set the salaries for non-union employees, Elected Officials and the Board of Commissioners and included a recommended 2 ½% cost of living increase, consistent with settled union contracts, and included the final stage of additional pay scale adjustments for elected officials including the Board of Commissioners, based on the wage study information completed a few years ago.

Administrator/Controller Scott concluded that the budget book also authorized the County's user fees that are not dictated by the State, based on actual costs to perform the services.

Comr. Smith thanked Ms. Scott, her staff and everyone involved in developing the budget and explained that it was his first year on the Budget Committee. He asked if all the townships were participating in the GIS mapping.

Ms. Scott stated that all the townships, cities, villages and the Notawaseppi Huron Band of the Potawatomi Tribe were participating.

Res. 262-2019

"Moved Comr. Smith, second by Comr. Miller to strike the language in Section 13 that addressed Commissioner's salaries and replace it with the language adopted for the 2019 budget."

On a roll call vote, Yes – 2. Comrs. Hatcher and Smith. No – 5. Comrs. Frisbie, King, Miller, Tompkins and Vette. Motion **FAILED**.

Comr. Tompkins expressed his gratitude to everyone involved with creating the balanced budget.

Res. 263-2019

“Moved Comr. Tompkins, second by Comr. Smith to approve the Calhoun County Fiscal Year 2020 Budget and Appropriations as presented.”

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

13. CITIZEN’S TIME

There was none.

14. COMMISSIONERS TIME

Comr. Miller stated that Marshall’s 55th Annual Christmas Parade took place on Monday, Nov. 25.

Comr. Smith took a moment to recognize the eight Michigan police officers that had been shot in the line of duty over the past three weeks.

Comr. King shared that Albion College’s President, Dr. Ditzler was retiring from Albion College and expressed his gratitude for all his accomplishments at the College and in Albion.

Comr. Frisbie asked that everyone please keep Officer Jeff Johnson from the Battle Creek Police Department and the three officers from Kalamazoo in their thoughts as they recovered.

15. CLAIMS PAYABLE

- A. Claims Payable for November 14, 2019 through November 27, 2019 in the amount of \$3,195,884.67

Res. 263-2019

“Moved Comr. Miller, second by Comr. Vette to approve Claims Payable for November 14, 2019 through November 27, 2019 in the amount of \$3,195,884.67 as presented.”

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

16. ANNOUNCEMENTS

Comr. Tompkins shared that the Homer parade was earlier that evening and that Albion would host its Albion Aglow Parade on Friday, Dec. 6 at 6 p.m.

Comr. Hatcher stated that the Battle Creek Chapter of the Delta Sigma Theta Sorority would be hosting Santa on Saturday, Dec. 7 from 11:30 a.m. to 1 p.m. at the 2nd Missionary Baptist Church.

Comr. King stated that regardless of political affiliation, it was an awesome experience to watch either Air Force One or Two land. He shared that he was able to be on the tarmac when Air Force Two landed the day before and that President Trump would be coming to Battle Creek on Wednesday, Dec. 18.

Comr. Frisbie stated that if the opportunity was made available, he would extend an invitation to all the Commissioners or Elected Officials to have the opportunity to witness a landing.

17. ADJOURNMENT

The meeting was adjourned at 7:56 p.m. at the call of the Chair.

slh

Chairman

Clerk to the Board