

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

March 21, 2019

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7:01 p.m., Thursday, Mar. 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, King, Vette, and Frisbie

Staff Present: Administrator/Controller Kelli Scott, Assistant Administrator Brad Wilcox, 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. 34-2019

"Moved Comr. Smith, second by Comr. King to approve the agenda of the Mar. 21, 2019 Regular Session of the Calhoun County Board of Commissioners as presented."

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

5. APPROVAL OF MINUTES

Minutes of the Mar. 7, 2019 Board of Commissioners Regular Session

Res. 35-2019

"Moved Comr. Tompkins, second by Comr. Smith to approve the minutes of the Mar. 7, 2019 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 Det. Bryan Gandy retired last month after 27 years of service with the Sheriff's Office and returned to his previous employer, City of Albion, two days after his retirement. Sheriff Saxton shared that on Friday, Mar. 15 four Corrections Officers graduated from the 160 hour mandated local corrections course through Kalamazoo Valley Community College Corrections Academy and asked that the Commissioner's match to his quarter for speaking go toward the Employee Recognition Program rather than the Jail Ministry Fund.

8. SPECIAL ORDER OF BUSINESS

1. Michigan Natural Resource Trust Fund Albion Trailhead Development Grant Public Hearing

Res. 36-2019

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

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

Comr. Frisbie declared the Public Hearing Open.

Community Development Director Jen Bomba stated that this hearing was to let the public know that the County intended to apply for a Michigan Natural Resources Trust Fund grant for the Albion Trailhead Development. Ms. Bomba stated that the grant funds would be used to remove two structures on the property, create a parking area and a ¼ mile paved connection to the existing Iron Belle Trail. Director Bomba explained that the total project cost was \$406,000 and required a 26% County match, that the vision was to mimic the Marshall Natural Preserve, and the grant application was due Monday, Apr. 1st.

Comr. Miller asked if it had been determined who would be responsible for the upkeep of the new park area.

Ms. Bomba stated that it had not and they were working on a plan and anticipated having a Memorandum of Understanding (MOU) between the City of Albion, the County and Albion College in place soon and that maintenance would consist of mowing, upkeep of the property and trash removal. She explained that the City is maintaining the cemetery nearby and had offered to manage the upkeep of the Park.

Public Comment: There was none.

Res. 37-2019

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

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

Comr. Frisbie declared the Public Hearing Closed.

9. CONSENT AGENDA

A. Petitions, Communications, Reports

1. Alger County Resolution Proposing Revision to Medicare Prescription Drug Bill of 2003

B. Resolutions

1. Reappointment of Senior Millage Allocation Members (SMAC) -- attachment
(Terms effective May 1, 2019 - April 30, 2022)

{a} Dianne "Willy" Kalnins

{b} Michelle Hill

{c} Richard Lindsey

2. Calhoun County Community Mental Health Authority (d/b/a Summit Pointe)
Appointment and Reappointments -- attachment

{a} Appointment of Sherii Sherban
(Effective April 1, 2019 to expire March 31, 2020)

{b} Reappointment of Dr. Preston Hicks
(Effective April 1, 2019 to expire March 31, 2022)

{c} Reappointment of Dr. Terance Lunger
(Effective April 1, 2019 to expire March 31, 2022)

3. Jury Board Reappointment -- attachment

{a} Ms. Sherry Williams - Democratic Party
(Term effective May 1, 2019 through April 30, 2022)

Res. 38-2019

"Moved Comr. Vette, second by Comr. Tompkins to approve the Consent Agenda of the Mar. 21, 2019 Board of Commissioners' Regular Session as presented."

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

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. Tompkins stated that the Homer Lake Board met Tuesday, Mar. 12 and had a preliminary discussion regarding long-term strategy for the lake including using alternative methods for weed control and the treatment contract with the Village of Homer. Comr. Tompkins stated that the Trailway Alliance Board met on Wednesday, Mar. 13 and approved a new Board member and discussed construction project grants for 2020. He added that the Southwest Michigan Behavioral Health

Substance Use Disorder Policy Board met on Monday, Mar. 18 and received an update from Achilles Malta, Substance Use Disorder (SUD) Prevention Specialist regarding prevention highlights and accomplishments. Mr. Tompkins stated that the Board inquired how the 1,598 lbs. of medicine retrieved on the take-back days in 2018 compared to previous years and learned that it was an increase from the previous year and was hopeful that with pharmacies agreeing to accept medicine the amount would continue to increase. Comr. Tompkins stated that the Board also discussed potential alternative use prevention options.

Comr. Frisbie stated that the upcoming Saturday, Apr. 6 Recyclerama event accepted prescription medication.

Comr. King stated that the FireKeeper's Local Revenue Sharing Board (FLRSB) met Wednesday, Mar. 13 and elected new officers and discussed potential 2019 grant opportunities.

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 stated that the FLRSB Tier 2 Cost Reimbursement applications would be accepted through Friday, April 19. Ms. Scott shared that the Calhoun County Visitors' Bureau (CVB) Board of Directors met Tuesday, Mar. 12 and approved the 2019 budget and business plan. She added that Communications Manager Lucy Blair recently completed the Certified Tourism Ambassador Program through the CVB. Administrator Scott stated that the Marshall Area Economic Development Alliance (MAEDA) Board met Tuesday, Mar. 19 and discussed a proposal related to the Youngish Professionals Committee, a funding request from the Mandolin Summit and proposed by-laws amendments related to chamber membership. Ms. Scott stated the County Economic Development Corporation (EDC) Board met that morning and Homer Village Manager Art Kale was named President, and that the board welcomed new member Greg Moore from Consumers Energy. She added that Community Development Director Jen Bomba was providing staff support for the Corporation Board now. Administrator Scott stated that the Michigan Municipal Services Authority Board met Wednesday, Mar. 14 and approved the 2017-2018 audit and heard updates on potential new programs including Chief Information Security Officer (CISO) as a service. Ms. Scott reminded everyone that the Michigan Association of Counties (MAC) Legislative conference was the following week and that she and Comr. Tompkins would be attending.

B. New Business

1. Michigan Natural Resources Trust Fund Grant Application – Albion Trailhead Development

Administrator/Controller Kelli Scott stated that this was the action item from the Michigan Natural Resources Trust Fund Grant Public Hearing that took place earlier in the meeting, and that Board approval was required for the grant application submission.

Res. 39-2019

“Moved Comr. Miller, second by Comr. Vette to authorize submission of an application to the Michigan Natural Resources Trust Fund (MNRTF) for a development grant to establish a trailhead and public recreation area on 65 acres in Albion Township.”

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

2. Recreation Passport Grant for Kimball Pines Redevelopment

Ms. Scott stated that this Recreation Passport Grant application through the Michigan Natural Resources Trust Fund was for the Kimball Pines redevelopment project, and that it required a \$60,000 County match for a \$150,000 grant.

Community Development Program Manager Doug Ferrall stated that \$50,000 of the County’s match was provided by the Calhoun County Visitors Bureau (CVB) and \$10,000 was provided by the Solid Waste Department, and that the grant included benches and recycling containers in the park. He added that the grant would also be used to construct a new pavilion and entrance to the park, and that they had already received the permit from the Michigan Department of Transportation (MDOT) to put in the new driveway.

Res. 40-2019

“Moved Comr. Miller, second by Comr. Vette to authorize submission of an application to the Michigan Department of Natural Resources for a Recreation Passport grant to make improvements in Kimball Pines Park, located in Emmett Township.”

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

3. Hepatitis A Outbreak Funding

Ms. Scott stated that this item was a Health Department request to accept additional grant funding related to the regional Hepatitis A outbreak. Administrator Scott explained that the State had released an additional \$25K of funding extended through September of 2019 for a Hepatitis A prevention program focused on outreach, education and communication awareness.

Res. 41-2019

“Moved Comr. Tompkins, second by Comr. Hatcher to approve the fiscal year 2019 Hepatitis A Outbreak funding, and authorizes the Administrator/Controller to sign all necessary documents on behalf of Calhoun County.”

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

4. Michigan Department of Transportation (MDOT) Contract #19-5068

Ms. Scott explained that this item was a standard contract related to work done on F Drive North in Emmett Township. Administrator Scott stated that the \$300,000 grant required a 30% County match in the amount of \$120,000 and that the Road Department had budgeted for the match amount.

Res. 42-2019

“Moved Comr. King, second by Comr. Vette to approve the Michigan Department of Transportation Contract #19-5068 as presented and authorize the Board Chair and the County Administrator/Controller to sign the contract on behalf of Calhoun County.”

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

5. Revisions to Policy #340 Employee Benefits

Ms. Scott explained that this policy revision request was responsive to new state legislation.

Human Resources Director Kim Archambault stated that the Employee Benefit Policy covers the County’s and the Court’s non-union employees only, and reiterated that the change was due to legislative changes that would become effective on March 29. Ms. Archambault explained that the County offers benefits that are better than the requirements provided by the State and so the new Paid Medical Leave Act wouldn’t affect the County much, other than procedural changes.

Comr. Miller asked if the change would lower benefits packages when it went in front of the bargaining units.

Ms. Archambault replied that it would not lower benefit levels and that the change would clarify how PTO could be utilized for medical reasons.

Res. 43-2019

“Moved Comr. Smith, second by Comr. Vette to approve changes to the Employee Benefits Policy #340, as presented.”

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

6. Administrative Services Agreement with the FireKeepers Local Revenue Sharing Board

Ms. Scott explained that the annual administrative agreement for the County to support the FireKeeper’s Local Revenue Sharing Board was the same agreement that had been used for the past several years and that it called for \$30,000 in compensation to the County, plus incidental expense reimbursements. She stated that she and other county staff provided for the FLRSB

communications, grant tracking, accounting, etc. Administrator Scott stated that it the FLRSB had approved the agreement already.

Res. 44-2019

“Moved Comr. Tompkins, second by Comr. Hatcher to approve the Administrative Services Agreement with the FireKeepers Local Revenue Sharing Board as presented and authorize the Board Chair to sign the Agreement on behalf of the County.”

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

7. Sodium Chloride RFB#105J-19

Assistant Administrator Brad Wilcox explained that that all four bids on that evening’s agenda had increased in materials and production costs triggered by an increase in raw materials, petroleum costs and supply and demand issues. Mr. Wilcox stated that the County continued to promote competition by providing bid tabs to vendors offered at bid openings as well as published on County’s website, changing guaranteeing volume commitments and rewarding responsive low-bidders. Assistant Administrator Wilcox stated that the County and Jackson County consolidated bid requests to create leverage and were being patient as the market would adjust.

Mr. Wilcox explained that the County’s road salt bid was for 52,000 tons of salt. He stated that they received four bids and recommended low bidder Morton Salt, whose bid was a 21% increase over the previous year. Mr. Wilcox stated that the current contract expires in May and that the Road Department could use that bid for purchases until then to save costs.

Res. 45-2019

“Moved Comr. Smith, second by Comr. Hatcher to approve the contract for the purchase of up to 52,000 tons of sodium chloride from Morton Salt, Inc. as presented and authorize the Board Chair to sign the Agreement on behalf of the County.”

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

8. Culvert Bid #103J-19 Recommendation

Assistant Administrator Brad Wilcox explained that this item was for an estimated \$150,000 annual culvert contract, and that the County received four bids. He stated that County administration is recommending a one-year contract with low bidder Jensen Bridge and Supply, and that Calhoun County’s portion of the bid was approximately \$50,000.

Comr. Miller asked if the contract was for stainless dipped culverts.

Mr. Wilcox replied that it was and even though they were 12% more expensive they lasted longer.

Comr. Miller stated that the stainless dipped culverts were delicate and the Road Department had to be very careful when moving and installing them to avoid compromised areas in the culverts which would negate the additional amount being spent.

Comr. Frisbie expressed the same concern.

Mr. Wilcox stated that they continued to build historical data to determine future plans.

Res. 46-2019

“Moved Comr. Tompkins, second by Comr. Vette to approve the one year contract with Jensen Bridge Supply Co., Inc. to provide culverts and related hardware to the Calhoun County Road Department and the Jackson Department of Transportation as presented and authorize the Board Chair to sign the Agreement on behalf of the County.”

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

9. Emulsion RFB#102J-19 Recommendation

Assistant Administrator Brad Wilcox explained that this item was a bid for emulsion material used in a variety of road maintenance activities and that they recommended a split bid award to Michigan Paving for durapatch product and K-Tech Specialty Coatings, Inc. for chip sealing product. Mr. Wilcox stated that there was an 11% increase over last year.

Res. 47-2019

“Moved Comr. Miller, second by Comr. Vette to approve the contracts with Michigan Paving & Materials Company and K-Tech Specialty Coatings, Inc. for asphalt emulsion materials as presented and authorize the Board Chair to sign the Agreement on behalf of the County.”

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

10. HMA Bid Recommendation

Assistant Administrator Brad Wilcox explained that this item was an HMA bid for hot mix asphalt used for patching. Mr. Wilcox stated the recommendation was a \$3.6M two-year contract with Lakeland Asphalt as the primary and Michigan Paving as the secondary, and that the cost was \$12,000/ton per year for the Calhoun County Road Department. Assistant Administrator Wilcox explained the bidding process and supplying competition by awarding low bidders.

Comr. Miller stated that there had been issues in the past with Lakeland’s quality of work and completing jobs causing the Road Department to complete the work. He stated that they hadn’t been held accountable in the past.

There was additional discussion among the Commissioners who agreed that the County should consider other factors when awarding bids to the lowest bidder and that contractors should be held accountable.

Administrator Scott explained that there was language in the contracts regarding holding contractors accountable and gave examples of how that action will continue to be addressed.

Res. 48-2019

“Moved Comr. Vette, second by Comr. Miller to approve a two year contract with Lakeland Asphalt and Michigan Paving & Materials as the primary vendors for Calhoun County Road Department and Jackson County Department of Transportation respectively, to provide plant pickup of hot mix asphalt paving materials as presented and authorize the Board Chair to sign the Agreement on behalf of the County.”

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

13. CITIZEN’S TIME

There was none.

14. COMMISSIONERS TIME

Comr. Miller stated that he had attended several township meetings and many of the Supervisors were not satisfied with the roads. He added that the County needed to strengthen relationships with the townships.

15. CLAIMS PAYABLE

- A. Claims Payable for March 1, 2019 through March 14, 2019 in the amount of \$2,490,847.45

Res. 49-2019

“Moved Comr. Vette, second by Comr. King to approve Claims Payable for March 1, 2019 through March 14, 2019 in the amount of \$2,490,847.45 as presented.”

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

16. ANNOUNCEMENTS

Comr. Tompkins stated that Kids N’ Stuff Children’s Museum would hold its Sweet 16th Anniversary on Saturday, Mar. 23 from 6:00 to 9:00 p.m. and the Calhoun County Senior Fair would take place on Thursday, Apr. 4 from 10:00 a.m. to 1:30 p.m. at the Marshall Middle School. Comr. Tompkins shared that on Friday, Mar. 22 he and Comr. Hatcher would participate in the Senior Millage Allocation Committee strategic planning session.

Comr. Miller stated that the County, partnered with City of Battle Creek, would hold Recyclerama at Bailey Park on Sat. Apr. 6. From 9:00 a.m. to 1:00 p.m. and the Fair Board met on Wednesday, Mar. 20 and there was discussion regarding removing old barns and purchasing electronic scales to weigh livestock.

Comr. Vette stated that on Friday, Mar. 22 from 11:30 a.m. to 1:30 p.m. Comr. Hatcher was being featured on a panel for the Battle Creek Area National Association for Negro Business Women at Kool Center in Battle Creek.

17. ADJOURNMENT

The meeting was adjourned at 8:02 p.m. at the call of the Chair.

slh

Chairman

Clerk to the Board