

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

February 6, 2020

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00 p.m., Thursday, Feb. 6, 2020 in the Commissioners' Meeting Room, County Building, Marshall, MI.

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

Present: Comrs. Jake Smith, Tommy Miller, Rochelle Hatcher, Gary Tompkins, Kathy-Sue Vette, and Derek King

Excused: Comr. Steve Frisbie

Staff Present: Administrator/Controller Kelli Scott, Corporation Counsel Jim Dyer, 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

After a moment of silence, Comr. Hatcher led the Pledge of Allegiance.

4. APPROVAL OF AGENDA

Res. 24-2020

"Moved Comr. King, second by Comr. Hatcher to approve the agenda of the Feb. 6, 2020 Regular Meeting of the Calhoun County Board of Commissioners as presented."

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

5. APPROVAL OF MINUTES

Minutes of the Jan. 16, 2020 Board of Commissioners Organizational Session

Res. 25-2020

"Moved Comr. Tompkins, second by Comr. Miller to approve the minutes of the Jan. 16, 2020 Board of Commissioners Organizational Session as presented."

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

6. CITIZENS' TIME

Michelle Gregory of Battle Creek stated she felt that the Resolution in Support of the Constitution of the United States was vague and requested a change in the verbiage.

Brendan Ridder of Marshall stated he felt the Resolution in Support of the Constitution of the United States was vague and specifically expressed his concerns regarding his Second Amendment rights.

7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

Sheriff Matt Saxton read his letter of resignation to the Board of Commissioners to accept the CEO and Executive Director of the Michigan Sheriff's Association position and noted his last day with the County would be April 18. He thanked the Commissioners, Administration staff, his family and co-workers and outlined his career accomplishments.

Comr. Vette, on behalf of everyone, expressed her appreciation for the Sheriff's accomplishments.

8. SPECIAL ORDER OF BUSINESS

A. Building Emergency Safety Team (BEST) Proclamation

Comr. King read the proclamation into record.

Building Emergency Safety Team (BEST) Recognition Proclamation

Whereas, BEST Members are an integral component of the Risk Management Committee's security plan to ensure safety throughout County operations; and

Whereas, Calhoun County values the contributions of employee BEST Members who volunteer to respond to emergencies in County buildings; and

Whereas, BEST Members participate in activities—sometimes without notice—such as, minor medical incidents, fire alarms and severe weather events, etc.; and

Whereas, BEST Members promote safety and well-being for employees and visitors to County buildings by gaining skills necessary to assist in emergency situations; and

Whereas, the BEST Members selflessly volunteer for this program thereby committing their work time throughout the year participating in trainings and emergency exercises; and

Whereas, BEST Members contribute to County safety and security by acting professionally and helping to enforce compliance with applicable County policies; and

Whereas, at an event for sixty-five BEST Members on Thursday, March 19, 2020, all will be recognized for their participation and dedication to this program; and

Therefore, on behalf of the Calhoun County Board of Commissioners, it is my honor and privilege to thank the employees who choose to be BEST Members thereby taking on the responsibility of keeping our County buildings secure while contributing to the safety of employees and visitors.

Signed,
Steve Frisbie
Chair, Board of Commissioners

Assistant Administrator Brad Wilcox introduced BEST Program members Durk Dunham, Phil Amsterburg, Curtis Smyers, Brent Thelen and Chuck Walsh and publicly thanked all the employees who volunteered their time to participate in such an important program.

Comr. Vette thanked Mr. Wilcox and all the employees that participated in the BEST program.

Res. 26-2020

“Moved Comr. Miller, second by Comr. Hatcher to approve the Building Emergency Safety Team (BEST) Proclamation as presented.”

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

9. CONSENT AGENDA

- A. Petitions, Communications, Reports
- B. Resolutions
 - 1. MDOT Contract #19-5542 Amendment
 - 2. Resolution in Support of the Constitution of the United States

Res. 27-2020

“Moved Comr. King, second by Comr. Miller to approve the Consent Agenda of the Feb. 6, 2020 Board of Commissioners’ Regular Session as presented.”

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

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. King shared that the Local Revenue Sharing Board held their Organizational meeting earlier that day and elected officers with Jamie Stuck being elected Chair, Joe Caron being elected Vice Chair, Greg Moore as Treasurer and himself as Secretary. He stated that the BCATS Policy Committee met the previous week and discussed rural route funding.

Comr. Tompkins stated that the Southwest Michigan Behavioral Health Substance Use Disorder Policy Oversight Board met Monday, Jan. 20 and discussed drug abuse admission statistics. He explained that while opioid admissions decreased, there was an increase in heroin, speed and marijuana admissions within Calhoun County. He shared that the Calhoun County Planning Commission held their Organizational meeting on Monday, Jan. 27 and that Terance Lunger was elected Chair, John Sackrider as Vice Chair and Ben Lark as Secretary. They also approved zoning map amendments.

Comr. Vette stated that Summit Pointe held their February board meeting and heard three presentations on community mental health, one of which introduced a new program, KREST, a logic model program focused on Battle Creek Central High School students either on probation or parole and getting their lives back in order. She shared that the other two focused on Autism and community marketing.

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 Board of Health met on Monday, Jan. 27 and received an annual report on the School Wellness Program. She stated that the Parks and Recreation Commission held their Organizational meeting earlier that day and that Steve Frisbie was re-elected as Chair, Annette Chapman was elected as Vice Chair, and Jesse Jacox was elected as Secretary. The Commission heard an annual financial report from Deputy Controller Megan Banning. She shared that the Road Department hosted the Southeastern County Road Council meeting on Monday, Feb. 3 and heard legislative updates from the County Road Association of Michigan, including the Governor's proposal for road funding, which would not provide any funding for roads that the County takes care of. She added that the County's Road Department highlighted the recent Halbert Road culvert project that received an award from the Michigan Concrete Association. Ms. Scott congratulated Sheriff Saxton on his new position and expressed that while it is sad when good leaders leave the organization, it is celebrated when they are able to move on to bigger and better things.

B. New Business

1. 2019 Homeland Security Grant Program – Intergovernmental Funding Agreement

Ms. Scott stated that this item was the approval of the 2019 Homeland Security Grant Program Intergovernmental Funding Agreement for a nine-county district and the City of Battle Creek to ensure they are eligible for Homeland Security grant funding.

Emergency Management Director Durk Dunham explained this was a request to approve the 2019 agreement using VanBuren County as the fiduciary for 10 agencies in District Five and even though it is the 2019 agreement it was for the current year.

Res. 28-2020

“Moved Comr. Tompkins, second by Comr. King to approve the 2019 Homeland Security Grant Program Intergovernmental Funding Agreement as presented.”

On a roll call vote, Yes – 6. Excused – 1. Motion **CARRIED**.

2. C&C Landfill Recycling Center Agreement

Administrator/Controller Scott stated that this was a renewal of an agreement with C&C Landfill that allowed Calhoun County residents to take their recycling to the landfill free of charge. She explained that in June 2018 the County initiated a pilot program with the landfill and because of the success the contract was being renewed until further notice. Ms. Scott shared that the total annual cost was approximately \$5,000 in 2019 and will increase some for 2020, with the entire cost being funded by the Solid Waste budget.

Comr. Vette asked about the number of municipalities that did not offer curbside pick-up.

Administrator/Controller Scott explained that currently only the City of Battle Creek, including Springfield, included curbside recycling and Marshall and Albion were considering it.

Comr. Smith asked how residents received the required passes.

Comr. Vette asked if the passes could be mailed to residents.

Ms. Bomba stated that residents needed to go to their local municipality to receive the passes. She added that the program allowed the County to track data that helped determine recycling needs and provide educational material to residents.

Res. 29-2020

“Moved Comr. Hatcher, second by Comr. Miller to approve the contract between Calhoun County and C&C Expanded Landfill, LLC, as presented and authorize the Board Chair to sign all necessary documents on behalf of the County.”

On a roll call vote, Yes – 6. Excused – 1. Motion **CARRIED**.

3. Albion Trailhead Development Contract

Ms. Scott explained that this item was a request for approval of a contract for a landscape architect to do the design development for the Albion Trailhead Development Project. She stated that the Michigan Natural Resources Trust Fund grant funding received required utilization of a landscape architect. Ms.

Scott explained that the Community Development Department conducted a competitive search and recommended O'Boyle, Cowell, Blalock & Associates in the amount of \$28,500.

Community Development Director Jen Bomba shared that the architect would reduce the amount of work required from County staff and invited everyone to attend the Park Tour in the fall.

Res. 30-2020

"Moved Comr. Tompkins, second by Comr. Hatcher to approve the contract for prime professional services with O'Boyle, Cowell, Blalock & Associates (OCBA) for development of the Albion - Iron Belle Trailhead project, as presented."

On a roll call vote, Yes – 6. Excused – 1. Motion **CARRIED**.

4. MDOT Contract #19-5606

Ms. Scott explained that this item was a federally funded grant contract through the Highway Safety Improvement Program to do signage at seven intersection along federal aid eligible routes. She stated the total cost was \$29,000 and the grant would cover 87% of the project leaving the County responsible for only \$4,000.

Managing Director John Midgely shared that the Road Department Engineering Department did a great job securing federal safety grants and transportation economic development funds.

Res. 31-2020

"Moved Comr. King, second by Comr. Smith to approve the Michigan Department of Transportation Contract #19-5606, for permanent signing installation work at up to seven (7) intersections on federal-aid routes countywide; and all together necessary work; and authorize the Board Chair and the County Administrator/Controller to electronically sign the contract on behalf of Calhoun County."

On a roll call vote, Yes – 6. Excused – 1. Motion **CARRIED**.

5. MDOT Contract #19-5661

Ms. Scott explained that this item was a federal and state funded reconstruction project on Union City Road. She stated that federal and state economic development funding totaled 91% of the \$1.2M project leaving the County responsible for just over \$100,000.

Managing Director Midgely stated that it was the completion of a project from 7 1/2 Mile Road to M60.

Comr. Miller asked when the project was scheduled to be completed.

Mr. Midgely stated that the project was scheduled to be completed this year.

Res. 32-2020

“Moved Comr. King, second by Comr. Miller to approve the Michigan Department of Transportation Contract #19-5661 and authorize the County Administrator/Controller and Board of Commissioner Chair to electronically sign necessary documents to execute the contract.”

On a roll call vote, Yes – 6. Excused – 1. Motion **CARRIED**.

6. Dispatch Administrative Services Agreement

Administrator/Controller Scott stated this item was a request to authorize the extension and increase of the Administrative Services Agreement with the Calhoun County Consolidated Dispatch Authority (CCDA). She explained that in addition to lease space provided, the County provided various administrative services including Human Resources, payroll, Treasurer’s office and IT services.

Mr. Wilcox explained that half of the increase in the agreement resulted from the new Microsoft Office 365 software and the remaining increase was for improvements to their main infrastructure IT platforms.

Ms. Scott stated that agreement provided \$55,800 to various County departments and without it, the CCDA would need to hire several employees to provide the level of expertise required.

Comr. Smith asked if there was an audit process in place to ensure that Dispatch adhered to County IT policies.

Mr. Wilcox stated that the County as a whole was audited, and he would follow-up with a process specific to Dispatch.

Res. 33-2020

“Moved Comr. Tompkins, second by Comr. Hatcher to approve the Calhoun County Consolidated Dispatch Authority Administrative Services Agreement as presented.”

On a roll call vote, Yes – 6. Excused – 1. Motion **CARRIED**.

7. Notice of Intent Resolution for 2020 General Obligation Limited Tax Bonds

Ms. Scott stated that this item was the Notice of Intent resolution to issue 2020 general obligation limited tax bonds and was the next step in financing the Emmett Township local road project. She explained that the County expressed an intent to issue the bonds prior to Emmett Township residents passing the millage, to finance the County’s 50% of the project. She added that the contract calls for an amount not to exceed \$14M of the potential \$28M project. Ms. Scott stated that the process under state statute requires a Notice of Intent to be published in the paper allowing the public 45 days to review and comment on the plans. She noted that the State is planning to issue bonds for road funding and explained how the County’s bonds were different in that they were capital improvement bonds and not revenue bonds and would have lower interest rates and shorter maturities of 15 years. Ms. Scott explained that the total resolution was for an

amount not to exceed \$16.5M and included \$14M for road improvements and \$2M for various County capital improvements including concrete work, roof replacement, landscaping and furniture replacement.

Comr. Vette thanked fellow commissioners for asking questions regarding large projects such as that one and looking out for the citizens of the County.

Comr. King stated that this item was an example of the commitment made by the County to the Townships regarding improving roads when the Road Commission was dissolved, and the Road Department was created.

Res. 34-2020

“Moved Comr. Smith, second by Comr. King to approve the attached Notice of Intent Resolution for up to \$16,500,000 in General Obligation Limited Tax Bonds for the financing of Road Department capital projects including the Emmett Township local road improvement project, and other County facilities improvements, capital equipment, and furnishings, as presented, and authorize the County Administrator/Controller to execute necessary procedures and documents to procure such equipment within the parameters specified in the Resolution.”

On a roll call vote, Yes – 6. Excused – 1. Motion **CARRIED**.

13. CITIZEN’S TIME

Mr. Ridder asked when the Second Amendment resolution was going to be discussed.

Comr. King stated that the resolution in support of the Constitution of the United States was included and passed on the Consent Agenda.

14. COMMISSIONERS TIME

Comr. Tompkins shared that he attended the Southwest Michigan Alliance for Region Three (SMART) meeting on Wed., Feb. 5 hosted by Kent County. He shared that they received an update and overview from Kent County’s Administrator Wayman Britt on the West Michigan Sports Commission, and that they also toured the Gerald R. Ford Museum and received a legislative update from the Michigan Association of Counties (MAC).

Comr. King shared about a story about meeting Sheriff Saxton while campaigning and stated that he knew with the Sheriff’s leadership Comr. King was confident that the Sheriff’s replacement would hit the ground running. He congratulated him on his new role.

Comr. Vette stated she was confident as well that the Sheriff’s replacement would do a good job.

Comr. Tompkins shared a story regarding Sheriff Saxton’s father being their high school Principal. He congratulated the Sheriff and stated he knew he would accomplish great things in Lansing.

15. CLAIMS PAYABLE

A. Claims Payable for January 10, 2020 through January 30, 2020 in the amount of \$5,608,467.67

Res. 35-2020

“Moved Comr. King, second by Comr. Hatcher to approve Claims Payable for January 10, 2020 through January 30, 2020 in the amount of \$5,608,467.67 as presented.”

On a roll call vote, Yes – 6. Excused – 1. Motion **CARRIED**.

16. ANNOUNCEMENTS

Comr. Tompkins shared that on Saturday, Feb. 8 a Black History Month event would be held at United Methodist Church at 3 p.m. He stated that the 34th Annual Men Who Cook fundraiser would be held on Sunday, Feb. 16 at First Baptist Church from 12:30 to 2 p.m.

Comr. King shared that St. Philip Catholic Church and the Harper Creek Optimist Club would be holding drawdown raffles and shared ticket information.

Comr. Hatcher invited everyone to the Post/Franklin Black History Month event in on Friday, Feb. 28 at 2 p.m.

Comr. Miller shared that the City of Battle Creek’s Water Department sent three teams to participate in an event in Lansing showcasing how fast they could assemble a fire hydrant. He stated that all three teams qualified for the state competition.

17. ADJOURNMENT

The meeting was adjourned at 8:07 p.m. at the call of the Chair.

slh

Chairman

Clerk to the Board