

**PROCEEDINGS OF THE  
BOARD OF COMMISSIONERS**

May 7, 2020

1. CALL TO ORDER/ROLL CALL

The Equalization Session of the Calhoun County Board of Commissioners convened at 7:00 p.m., Thursday May 7, 2020 via Zoom Meeting and aired live on YouTube.

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

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

5. APPROVAL OF AGENDA

Res. 78-2020

“Moved Comr. Vette, second by Comr. Hatcher to approve the agenda of the May 7, 2020 Regular Session of the Calhoun County Board of Commissioners as presented.”

On a roll call vote, Yes – 6. Offline - 1, Comr. King. Motion **CARRIED**.

6. APPROVAL OF MINUTES

Minutes of the Apr. 14, 2020 Board of Commissioners Equalization Session

Res. 79-2020

“Moved Comr. Tompkins, second by Comr. Miller to approve the Minutes of the Apr. 14, 2020 Equalization Session of the Calhoun County Board of Commissioners as presented.”

On a roll call vote, Yes – 6. Offline - 1, Comr. King. Motion **CARRIED**.

7. CITIZENS’ TIME

There was none.

8. ELECTED/APPOINTED COUNTY OFFICIALS’ COMMENTS

County Clerk Kimberly Hinkley explained that her office was in the process of establishing appointments for certain essential services as well as updating their website and voicemail to reflect those changes.

Chief Judge Michael Jaconette stated that the Courts were working through issues related to ramping back up to reopen at some level and that the Supreme Court had issued an Administrative Order the previous day with guidelines that they were reviewing.

10. CONSENT AGENDA

A. Petitions, Communications, Reports

B. Resolutions

1. Recycling Infrastructure Grant -- attachment
2. MERS Service Credit Purchase -- attachment

Res. 80-2020

“Moved Comr. Miller, second by Comr. Vette to approve the Consent Agenda of the May 7, 2020 Board of Commissioners’ Regular Session as presented.”

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

11. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. Vette stated that the Summit Pointe Board met via their first Zoom meeting and re-elected their existing officers.

Comr. Tompkins shared that the Senior Millage Allocation Committee met virtually Friday, May 1 and discussed potentially rescheduling their strategic planning session and approved several mini grants. He stated that their next meeting would be held virtually on Friday, June 5. Comr. Tompkins shared that the Homer Lake Board would be meeting virtually on Tuesday, May 12 at 4 p.m.

Comr. Frisbie shared that the Parks and Recreation Committee met on May 7 and voted to move forward with the August ballot initiative for a new park’s millage request. He stated that he voted not to move forward with the request and all other members voted yes. Comr. Frisbie explained that he was not against the initiative, but was concerned about timing and that Doug Ferrall provided a good update regarding plans for the parks.

12. UNFINISHED AND OLD BUSINESS

There was none.

### 13. NEW BUSINESS AND COUNTY ADMINISTRATOR'S REPORT

#### A. County Administrator/Controller's Report

Administrator/Controller Kelli Scott stated that, as Comr. Vette mentioned, the Summit Pointe Board met on Tuesday, May 5 and accepted the financial audit for fiscal year ended September 30, 2019, and that for the second year, there were no internal control findings. Ms. Scott shared that the Summit Pointe Board also approved a contract with Enterprise Fleet Management, which the County also uses to manage purchase and disposition of county vehicles. She reported that the Battle Creek Rotary Club has begun virtual meetings every week and would hold its Board meeting on May 8. Ms. Scott shared that the Marshall Area Economic Development Authority (MAEDA) Board held a special meeting on Friday, May 1 to vote on dedicating fund balance toward a Marshall Area COVID-19 Relief Fund for local businesses. She added that she had attended several recent virtual conference sessions that centered around COVID-19 budget impacts, along with other county staff. Ms. Scott reminded the Board that almost half of the County's revenue base is from tax revenues. Administrator/Controller Scott explained that the County was implementing a voluntary furlough program as a proactive solution for budget impacts, and that currently 50 employees would be furloughed through July. She shared that Assistant Administrator Wilcox was working with facilities staff to prepare the county buildings for those required to report to work and that a document preparedness document would come before the Board on May 21 in accordance with state Executive Orders.

Health Officer Eric Pessell stated that the County was starting to see a decline in COVID-19 infection and hospitalization numbers, a result of people practicing good social distancing measures. He explained that some industries were being able to reopen if they had proper guidelines in place and that the Health Department would be keeping a close eye on hospitals to ensure they were not seeing a spike on the horizon. He encouraged everyone to continue what they were doing and felt confident that the County had a good plan in place regarding slowly reopening.

#### B. New Business

##### 1. Local Bridge Program

Ms. Scott explained that this item was an annual request that required the Road Department to monitor the inventory of the County's 87 bridges and prioritize work that needed to be completed. She shared that the funding was applied for two years in advance, and this request was for nine bridges for work to be completed in 2023. She added that the County would have a 5% match that would need to be built into the Road Department's 2023 budget.

Managing Director John Midgley stated that the requested funding for \$5M was for nine bridges in eight townships: Athens, Burlington, Bedford, Clarendon, Emmett, Lee, Marengo and Tekonsha. He explained that four of them were bridge replacements and five of them were heavy maintenance.

Comr. Miller inquired about the 22 Mile bridge over the St. Joe River and the 23 Mile Bridge over the Kalamazoo River as he believed they were relatively new bridges.

Managing Director Midgley stated that there was just sealing and joint expansion taking place on both bridges.

Comr. Tompkins if the Old 27 bridge was a full replacement and what the cost was for that work.

Mr. Midgley stated that it was, and the cost was \$668,000.

Res. 81-2020

“Moved Comr. Tompkins, second by Comr. Miller to support the proposed improvement of nine National Bridge Inventory (NBI) bridge structures and authorize the Road Department to seek funding assistance for the preventative maintenance, rehabilitation, or replacement of said structures through the State of Michigan Department of Transportation Local Bridge Program, which shall administer the project as part of the Local Agency Program as presented.”

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

2. Bond Authorizing Resolution for 2020 General Obligation Limited Tax Bonds

Administrator/Controller Scott stated that this item was the last step in securing financing for the County’s 50% share of the Emmett Township local road improvement project as well as various projects within the County’s deferred maintenance and capital improvement plan. She asked the County’s financial advisors to comment on the municipal bond market and provide guidance on what the County could expect.

Mr. Bendzinski stated that with market uncertainties surrounding COVID-19 that they were recommending a negotiated sale for both Calhoun County and Emmett Township that would allow them to change the sale date for sales to occur on the same date.

Mr. Danhof added that the sales would be done on a tax-exempt basis so interest rates would be lower.

Ms. Scott added that they were attempting to complete the process within the next 45 days for delivery of the funds to be complete by the end of June.

Res. 82-2020

“Moved Comr. Vette, second by Comr. Miller to approve the attached Bond Authorizing Resolution for up to \$16,500,000 in Capital Improvement 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 – 7. Motion **CARRIED**.

3. Calhoun County 1<sup>st</sup> Quarter 2020 Financials

Deputy Controller Banning stated that as of March, the County was showing approximately \$5.5M in revenues, with Summer taxes collected beginning in August. She explained that the County wouldn't see the financial effects of the COVID-19 crisis until April of May statements. Ms. Banning stated that County expenditures were currently at 21% budget compared to 25% last year and that most of the savings were attributed to fringe benefits.

Ms. Scott noted that the Road Department's financial statements were now included within the County's financials, and that they were at 7% of budget, aligned with expectations through March. She explained that the County was the fiduciary for the countywide COVID-19 Joint Operations Center and that most of those costs would be recovered through FEMA reimbursements.

Res. 83-2020

"Moved Comr. Hatcher, second by Comr. Vette accept the Calhoun County 1st quarter 2020 Financial Statements as presented."

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

14. CITIZEN'S TIME

There was none.

15. COMMISSIONERS TIME

Comr. Tompkins stated that rural broadband would need to be addressed given the current situation especially in relation to schools.

Comr. Vette shared that all of the County staff was doing a really great job.

Comr. Frisbie shared that the County was being proactive financially and in a much better position than many others.

16. CLAIMS PAYABLE

Can I have a motion to approve Claims Payable for April 3, 2020 through April 30, 2020 in the amount of \$5,868,463.59 as presented?

Res. 84-2020

"Moved Comr. Tompkins, second by Comr. Miller to approve Claims Payable for April 3, 2020 through April 30, 2020 in the amount of \$5,868,463.59 as presented."

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

17. ANNOUNCEMENTS

There were none.

18. ADJOURNMENT

The meeting was adjourned at 7:57 p.m. at the call of the Chair.

slh

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Chairman

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Clerk to the Board