

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

October 1, 2020

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7:01 p.m., Thursday October 1, 2020 via Zoom Meeting and aired live on YouTube.

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

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

Staff Present: Administrator/Controller Kelli Scott, Corporation Counsel Jim Dyer, Assistant Administrator Brad Wilcox, Human Resources/Labor Relations Director Kim Archambault, Road Department Manager John Midgley, Communications Manager Lucy Blair, and Deputy Clerk Susan Connolly

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

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

4. APPROVAL OF AGENDA

Res. 160-2020

“Moved Comr. Miller, second by Comr. Vette to approve the agenda of the October 1, 2020 Regular Session of the Calhoun County Board of Commissioners as presented.”

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

5. APPROVAL OF MINUTES

Minutes of the September 17, 2020 Board of Commissioners Regular Session

Res. 161 -2020

“Moved Comr. Tompkins, second by Comr. Vette to approve the Minutes of the September 17, 2020 Regular Session of the Calhoun County Board of Commissioners as presented.”

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

6. CITIZENS' TIME

There was none.

7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

Sheriff Steve Hinkley reported that the Police Officers Association of Michigan awards event was recently held, and Calhoun County Deputy Curtis Smith received the Officer of the Year Award for 2019 and Deputy Joel fleece received the Distinguished Service Award. Hinkley noted that these deputies were chosen at a statewide level and thus were a special honor.

Sheriff Hinkley informed that the Sheriff's Office hired Jesse Beaver as a new deputy who has started in the law enforcement division. He also shared that volunteer Joe Donato has been promoted as Deputy Director for the Emergency Management Division. Hinkley added that Joe Donato is experienced in management and security emergency operations, and is also the assistant fire chief for the Athens Fire Department.

County Clerk Kimberly Hinkley shared that mail-in ballots are already coming back to the local clerks and they are going to keep an eye on ballot numbers to make sure that people have their voices heard this year.

Clerk Hinkley informed she joined the Battle Creek Urban League on Facebook Live for a conversation about the upcoming presidential election. This discussion answered questions particular to this election, clearing up confusion about absentee voting and explaining what social distancing measures will be taken on election day.

Prosecutor Dave Gilbert shared that jury trials are scheduled to begin this month.

8. SPECIAL ORDER OF BUSINESS

A. 2020 Water Resources Commissioner Annual Report and Assessment Summary

Water Resources Commissioner Fred Heaton reported that the Gang of Lakes Project has begun. He also shared that in Leroy Township they've addressed engineering and maintenance issues caused by drains not being cleaned and related flooding. He offered to answer questions about the 2020 Annual Report presented to the Board of Commissioners.

Res. 162-2020

"Moved Comr. Tompkins, second by Comr. Miller to approve the 2020 Water Resources Commissioner Annual Report and Assessment Summary as presented."

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

B. Public Hearing for the CDGB CARES Act Funding Allocation, and Adoption of Authorizing Resolution Permitting Use of this Supplemental Funding

Res. 163-2020

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

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

County Administrator/Controller Kelli Scott presented this is an approximate \$440,000 appropriation from Congress passed through the State of Michigan of an authorizing resolution that allows the County to receive federal funding from the CARES Act to reimburse for funds spent on COVID-19 response efforts, and that this funding is specifically focused on targeting vulnerable populations that have been impacted by the pandemic.

Ms. Scott added a unique feature of this funding is that the county can use it for expenditures that have been made or will be made through December or we are allowed to pass it through to other organizations in the community that are providing COVID response services.

Administrator/Controller Scott mentioned the potential allocation of funding toward the initiative in Battle Creek to transition to a new homeless shelter and additional testing sites in Albion. She noted that she would continue to seek input from Finance and countywide leadership to ensure that all internal expenditures that qualify for reimbursement from this CDBG CARES Act grant allocation were covered first.

Ms. Scott asked for public input on this subject and added that public notice was published prior to the meeting.

Deputy Controller Megan Banning was in attendance to provide an overview of this funding allocation.

Comr. Frisbie stated that there was not any public comment and asked for a motion and second to Close Public Hearing.

Res.164-2020

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

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

CDGB CARES Act Funding Allocation, and Adoption of Authorizing Resolution Permitting Use of this Supplemental Funding

Res.165-2020

“Moved Comr. Vette, second by Comr. Tompkins to approve CDGB CARES Act Funding Allocation, and Adoption of Authorizing Resolution Permitting Use of this Supplemental Funding as presented.”

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

9. CONSENT AGENDA

A. Petitions, Communications, Reports

There was none.

B. Resolutions

1. Support for Intention to Apply for F Drive North TAP Grant - Emmett Township
Res.166-2020

“Moved Comr. Miller, second by Comr. Smith to approve the consent agenda as presented.”

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

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. Gary Tompkins shared that the County Planning Commission met on September 28 and that Terence Lunger and John Sackrider were recommended to be reappointed to three-year terms on the commission.

Comr. Tompkins added the Planning Commission recommended approval of PA 116 applications for residents at Newton, Clarendon and Homer Townships.

Comr. Steve Frisbie noted the spraying for EEE through an emergency order put in place by the state health department.

11. UNFINISHED AND OLD BUSINESS

There was none.

12. NEW BUSINESS AND COUNTY ADMINISTRATOR’S REPORT

A. County Administrator/Controller’s Report

County Administrator/Controller Kelli Scott highlighted the County Health Department was recognized by the Bureau of Emergency Management Services for achieving an award from a National Emergency Response Standard.

Ms. Scott informed due to a recent spike in COVID-19 cases, a Joint Information Center (JIC) Briefing was held September 30. At this briefing with elected officials and local media, Deputy Health Officer Brigette Reichenbaugh explained that recent outbreaks are from gatherings, such as weddings, funerals, or birthday parties.

Administrator/Controller Scott reported a tentative agreement with Teamsters Local 214 Union with the Road Department.

Ms. Scott shared that the Marshall South Neighborhood Improvement Authority is scheduled to have an informational public meeting on October 12 to update on the proposed residential development plan at the Alwyn Downs Golf Course.

Finally, she informed of the budget meetings held with internal and Board of Commissioners budget teams reviewing General Fund budget requests for 2021 and assessing how we can close a potential \$5M shortfall caused mainly by flat levels of local revenues coupled with inflationary levels of expense increases. Scott added that the State's budget for FY2021 brought good news as it spared County revenue sharing from cuts we originally were expecting. She noted that property tax revenues look stable, providing a small increase to the County's largest operational revenue source. Scott explained that other revenues that rely partly on economic conditions, such as court fines and fees, boarding of jail beds and other departmental revenues have been reduced for a few years and are especially vulnerable as we emerge from COVID-19 and its restrictions on activity. She reported that countywide leaders have been asked to examine ways to reduce their required General Fund appropriation, such as keeping current vacancies unfilled, and noted that our judiciary, elected officials and department heads have done a phenomenal job in recognizing the need for such reductions. Scott reminded the Board that the County is required to adopt a balanced budget by December.

B. New Business

1. RFP#111-20 Rest Area Maintenance Award

Administrator/Controller Scott informed the Board that this item requests a bid award within the Road Department for rest area maintenance located on I69.

Assistant County Administrator Brad Wilcox noted this is related to maintenance at the rest area located on I69 and the selected bidder has been maintaining the rest area for over 15 years.

Res.167-2020

"Moved Comr. Vette, second by Comr. Miller to approve RFP#111-20 Rest Area Maintenance Award as submitted."

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

2. Revised Kimball Pines Redevelopment Grant

Administrator/Controller Scott shared this relates to \$388,000 project to improve the park to allow for ADA compliant restrooms, parking, a paved trail and other improvements. She noted the improvement project was approved earlier in the day at the Parks and Recreation Commission meeting and that the revision is to increase the County's match portion using newly voted parks millage funds, in order to improve the chances of the State awarding this grant.

Res.168-2020

“Moved Comr. King, second by Comr. Miller approve the Revised Kimball Pines Redevelopment Grant as presented.”

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

3. RFB#110J-20 Cutting Edges - Award

Administrator/Controller Scott shared this is a joint bid with the Jackson County Department of Transportation. She highlighted the correction to the background information describing single and double bevel blades.

Assistant Administrator Wilcox described the differences between single and double bevel blades and the costs associated with each.

Res.169-2020

“Moved Comr. Tompkins, second by Comr. Smith to approve the RFB#110J-20 Cutting Edges - Award as submitted.”

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

13. CITIZEN’S TIME

There was none.

14. COMMISSIONER’S TIME

There was none.

15. CLAIMS PAYABLE

Res.170-2020

“Moved Comr. Miller, second by Comr. Vette to approve the Calhoun County Claims Payable for September 11, 2020 through September 24, 2020 in the amount of \$9,665,591.86 as presented.”

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


16. ANNOUNCEMENTS

There were none.

17. ADJOURNMENT

The meeting was adjourned at 7:42 p.m. at the call of the Chair.

smc


Clerk to the Board