

CALHOUN COUNTY
PROCEEDINGS OF THE
BOARD OF COMMISSIONERS

March 21, 2013

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00 p.m., Thursday, March 21, 2013 in the Commissioners' Meeting Room, County Building, Marshall, MI.

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

Present: Comrs. Dunn, Todd, Haadsma, Frisbie, King, VanSickle and Kale

Staff Present: County Administrator/Controller Kelli Scott, Assistant County Administrator Brad Wilcox, Corporation Counsel Richard Lindsey, Human Resources Director Kim Archambault and Deputy Clerk Lora Stevens

2 and 3. INVOCATION AND PLEDGE OF ALLEGIANCE

The Board held a moment of silence, followed by the Pledge of Allegiance led by Comr. King.

4. APPROVAL OF AGENDA

"Moved Comr. Dunn, supported by Comr. Todd to approve the agenda of the March 21, 2013 Regular Session of the Calhoun County Board of Commissioners as presented."

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

5. APPROVAL OF MINUTES

A. Minutes of the March 7, 2013 Regular Session

"Moved Comr. VanSickle, supported by Comr. Frisbie to approve the minutes of the March 7, 2013 Regular Session of the Calhoun County Board of Commissioners as presented."

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

6. CITIZENS' TIME

There was none.

7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

There was none.

8. SPECIAL ORDER OF BUSINESS

There was none.

9. CONSENT AGENDA

A. Petitions, Communications, Reports

1. Ottawa County Resolution Supporting the Efforts of the Michigan State Court Administrator's Office (MSCAO) to Comprehensively Study the Question of Judicial Compensation in the State of Michigan.

B. Resolutions

1. Summit Pointe Board of Directors Appointments
(Terms to Expire March 31, 2016)

- {a} Michael Brubaker
- {b} Frank Letters
- {c} Joyce Spicer

2. Planning Commission Appointment
(Term to Expire December 31, 2016)

- {a} Suzanne Ebright

3. Department of Human Services Board Appointment
(Term to Expire December 31, 2016)

- {a} Mark Hires

Res. 37-2013

"Moved Comr. Dunn, supported by Comr. King to approve the following: Resolved the Calhoun County Board of Commissioners do hereby approve the consent agenda of the February 21, 2013 meeting as presented."

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

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. Haadsma stated he had attended the Senior Millage Allocation Committee. He stated Senior Services had recently sent out a Senior Needs Assessment to local residents and, in collaboration with Oaklawn Hospital and the City of Marshall, they would be holding a Marshall Area Senior Fair on April 4th from 10 a.m. to 1:30 p.m. at Marshall Middle School. He stated he had flyers for anyone who was interested. He also reminded everyone that the Senior Services office had been temporarily relocated to the third floor Administrative Offices until clean up from the flood was complete.

Comr. Frisbie stated he attended a Township Association meeting representing the Dispatch Authority and talked about funding issues, the possibility of bringing back a per device fee and what would be supported and what would not. He stated there was no consensus yet but he would keep the Board updated on their discussions.

Comr. Dunn stated the SouthCentral Michigan Planning Council was working on the task of getting back up and running. She stated the Council was making changes and the Governor would like them to align with other counties.

Comr. Haadsma stated the advisory board of The Area Agency on Aging were given an update on the effect of the sequestration on their programs, specifically congregate meals and Meals on Wheels.

A. Women's History Month Proclamation

Comr. Todd read the Women's History Month proclamation into the record.

Whereas American women of every race, class, and ethnic background have made historic contributions to the growth and strength of our Nation in countless recorded and unrecorded ways;

Whereas American women have played and continue to play a critical economic, cultural, and social role in every sphere of the life of the Nation by constituting a significant portion of the labor force working inside and outside of the home;

Whereas American women have played a unique role throughout the history of the Nation by providing the majority of the volunteer labor force of the Nation;

Whereas American women were particularly important in the establishment of early charitable, philanthropic, and cultural institutions in our Nation;

Whereas American women of every race, class, and ethnic background served as early leaders in the forefront of every major progressive social change movement;

Whereas American women have been leaders, not only in securing their own rights of suffrage and equal opportunity, but also in the abolitionist movement, the emancipation movement, the industrial labor movement, the civil rights movement, and other movements, especially the peace movement, which create a more fair and just society for all; and

Whereas despite these contributions, the role of American women in history has been consistently overlooked and undervalued, in the literature, teaching and study of American history:

Now, therefore, be it resolved by the Calhoun County Board of Commissions, that March 2013 is designated as "Women's History Month" and calling upon the people of the Calhoun County to observe **March as Women's History Month** with appropriate programs, ceremonies, and activities.

Res. 38-2013

"Moved Comr. Todd, supported by Comr. Dunn to approve the following: Resolved the Calhoun County Board of Commissioners do hereby approve the proclamation to observe March 2013 as Women's History Month as presented."

Comr. Todd recognized six women who have played a tremendous role in his life, Pearline Todd, Gladys Brown, Pat Brown, Margaret Karr, Emma Ross and Debbie Abbott.

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

11. UNFINISHED AND OLD BUSINESS

There was none.

12. NEW BUSINESS AND COUNTY ADMINISTRATOR'S REPORT

A. County Administrator/Controller's Report

Administrator/Controller Scott stated she had attended the Michigan Association of Counties Legislative Conference with five of the Commissioners and Corporation Counsel Lindsey to hear about what initiatives were being worked on at the State and Federal level.

Scott stated we would be having a BOC Budget Committee meeting on March 22. She stated the auditors had started already on the 2012 audit. She noted there was a significant revenue shortfall, mainly in the area of Public Safety, but we also saw county wide savings on expenditures and health insurance costs were down significantly. She stated there was about \$1 million transferred from the budget stabilization fund so we could end the year with a \$70,000 surplus in the General Fund.

Scott gave a Road Department update, stating the next Township Supervisor meeting would be on March 28 at 9 a.m., they would discuss the winding down of weight restrictions for the season and Angie Kline, Calhoun County Engineer would be updating everyone on Federal aid projects scheduled for this year and the condition of bridges. She stated the Road Department was getting ready to move from winter operations to summer operations, traditionally done on April 1st, and that would be the end of the time for seasonal employees who help with plowing. She stated they were also looking at possibly eliminating the night shift.

Scott stated the County had been discussing proposals with Jackson County that might help with the management of the Road Department, possibly on an interim basis, until the Managing Director position was filled.

B. New Business

1. 2013 Survey and Remonumentation Surveyor Agreement and Representative Agreement

Administrator/Controller Scott stated the grant approval for the 2013 Remonumentation was previously presented to the Board and this was the agreement with the surveyors who actually do the work. She stated we would not only have an agreement with surveyors, there would also be a pier group program in which all the local surveyors will meet to discuss and update the markers throughout the County. She stated this was a multi-year, grant funded program for which the County had a match of \$30,000.

Res. 39-2013

“Moved Comr. Frisbie, supported by Comr. Todd to approve the following: Resolved, the Calhoun County Board of Commissioners do hereby approve the 2013 Survey and Remonumentation Program Surveyor Agreement and the 2013 Survey and Reomonumentation County Representative Agreement in order to carry out the approved 2013 Survey and Remonumentation Grant.

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

2. Transportation Alternatives Program Grant for Calhoun County Trailway, Segment 1, Phase 1

Administrator/Controller Scott stated this was a resolution to certify to the State in accordance with grant requirements that we will make sure there are matching funds for the grant are available. She stated it was a formality that the grant document requires for the grantee (County) gets this certification and it’s necessary for the Road Department to oversee the project. She stated the next step will be to bid out the construction for the Trailway. She stated the funds were secured for what was needed to build it. She noted the Battle Creek Community Foundation has pledged to make up for any shortfall in endowment funds.

Res. 40-2013

“Moved Comr. Dunn, supported by Comr. VanSickle to approve the following:

WHEREAS , The Calhoun County Trailway, Segment 1, Phase 1 has been planned to be constructed during the summer of 2013.

WHEREAS, Calhoun County, through the Road Department has secured Michigan Department of Transportation, Transportation Alternatives Program (TAP) grant funding to construct the Trailway.

WHEREAS, Calhoun County will provide matching funding to move forward and commits the funds necessary to carry out the project. This commitment includes but is not limited to, matching funds, engineering for design and construction, permit fees, administration costs and any cost overruns.

WHEREAS, Calhoun County commits to owning, operating and funding/implementing a maintenance plan/program over the design life of Calhoun County Trailway constructed with TAP funding because the Calhoun County Trailway will be part of the Calhoun County Parks System.

NOW, THEREFORE BE IT RESOLVED, that the Calhoun County Board of Commissioners authorize Kelli Scott as Administrator/Controller to request TAP funding and act as the agent during project development, sign a project agreement upon receipt of the funding award and commit to the availability of the funds necessary to carry out the project.

Comr. Kale confirmed the funding for construction was there, this funding was for maintenance in the future. He reminded everyone the Trailway would use no County General Fund dollars for construction or the endowment.

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

Administrator/Controller Scott recognized Jim Coury and Ron Sootsman in the audience, stating we appreciated their oversight on the project and their fundraising efforts.

3. Community Compost Center Agreement Between Calhoun County and the City of Marshall

Administrator/Controller Scott presented the agreement for the County Wide Compost Center, provided by the County Solid Waste Fund, proposing to continue with the City of Marshall handling the daily operations. She stated this proposal differs because the City is asking the County to fund the full amount instead of the splitting it as had been done in the past, a total of \$58, 504. She stated they had approached the Solid Waste Committee last fall asking for the County to provide full funding and the Committee agreed. She stated the County wide compost center was the only option for people living in the townships.

Carl Fedders, Marshall Director of Public Services, stated the agreement covers the operation of the compost center, which serves the city and county residents with no fees for dumping.

Comr. Frisbie inquired if the demographic of who was using the facility was tracked.

Fedders stated the center operates with one part time employee, who tracks citizenship the best he can, but what they have seen was the center was serving 80% city and 20% county residents.

Comr. King stated the center required a lot of money and for years it had been a marriage with split funding between the City and County. He believed Marshall should have to help fund it because it was mostly their residents and it was next to their city. He stated the Solid Waste Committee has had discussion that there should be a new funding mechanism. He believed if fees were being charged they should they go back to the solid waste fund.

The Board discussed the solid waste fund and landfill tipping fees that were meant to promote recycling of materials such as compost. The Board showed concern over the hours the compost center was open, confirming it will open on April 8 and hold set hours. They agreed the center was a valuable resource but they needed to look at more options for people across the county and they would review the contract for next year to make sure everyone in the county was receiving the same benefits from it.

Comr. Kale thanked Mr. Fedders for coming to present the information and stated next year we would need to work together to resolve the issue.

Res. 41-2013

“Moved Comr. VanSickle, supported by Comr. Dunn to approve the following: Resolved, the Calhoun County Board of Commissioners do hereby approve the Community Compost Center agreement between Calhoun County and the City of Marshall for a period of one year.”

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

4. Bylaws of the Calhoun County Parks and Recreation Commission

Administrator/Controller Scott stated the Parks and Recreation Commission was offering their newly adopted Bylaws for approval as prepared by Corporation Counsel Lindsey.

Res. 42-2013

“Moved Comr. Frisbie, supported by Comr. Dunn to approve the following: Resolved, that the Bylaws of the Calhoun County Parks and Recreation Commission are approved as presented.”

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

5. Authorization of the County Administrator/Controller, or her designee, to Take All Actions Which a County Road Commission is Authorized or Permitted to Take Pursuant to MCL 257.722 and MCL 257.725

Administrator/Controller Scott recognized Tiffany Eichorst for efforts related to all environmental services, whose last day with the County was March 22, as she was starting with the City of Battle Creek. She stated Eichorst had been doing a great job and our loss was the city's gain. She mentioned this resolution, however, related to permitting, staffed by Erin Cummings. Scott stated Corporation Counsel was recommending they allow Administration to formally support efforts already taken to put road restrictions into effect, issue permits and allow for road bonding.

Corporation Counsel Lindsey stated we were asking the Board for authority under the two cited statutes, one dealing with road restrictions such as frost laws and the second allows for special permits to be issued. He stated both statutes state the Road Commission with no reference to an Administrator or Managing Director and this will allow for decisions to be made immediately.

Res. 43-2013

“Moved Comr. Haadsma, supported by Comr. VanSickle to approve the following: Resolved, that the County Administrator/Controller, or her designee, is authorized and permitted to take all actions which a County Road Commission is authorized or permitted to take pursuant to MCL 257.722; It is further resolved that the Administrator/Controller is further authorized and permitted to take all actions which a "jurisdictional authority" is authorized or permitted to take pursuant to MCL 257.725, and It is further resolved that any and all actions taken by the Administrator/Controller pursuant to either statute prior to the date of this authorizing resolution are hereby ratified.

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

6. Award of RFP#106-12 for Janitorial Supplies

Assistant County Administrator Wilcox stated this was the third time this bid for janitorial supplies had been updated. He stated the Jail was a primary user because of safety requirements and buying supplies in bulk was the most efficient way to purchase. He stated Staples was the most responsible and low bidder, they did a significant business in facility management solutions, they had a local super store in Battle Creek and we also used them for our office supplies. He stated the janitorial supply contract was a \$150,000 per year, 5 year contract.

Comr. Haadsma stated Staples was a national entity and inquired if there were any local bidders.

Wilcox stated D&D Maintenance in Albion and Fibers in Kalamazoo were also bidders. He noted that by definition a local bidder was one who had a presence in the community, which Staples certainly did and they also offered green products and lower pricing.

Res. 44-2013

“Moved Comr. Frisbie, supported by Comr. Dunn to approve the following: Resolved, the Calhoun County Board of Commissioners does hereby authorize the Board Chairman to execute a contract with Staples for the provision of janitorial supplies in a projected annual amount of \$150,000.”

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

7. Amended Standing Board Rules of the Calhoun County Board of Commissioners

Administrator/Controller Scott stated the Amended Standing Board Rules were prepared and presented by Corporation Counsel Lindsey.

Corporation Counsel Lindsey stated the rules were rewritten extensively when several came into office and there were no major revisions, except the process to appoint a replacement to fill a Commissioner's position when vacated, as noted in section 9.7. He stated they found during the process that no separate committee was needed, it was a full Board decision, so that requirement was changed. He noted the rest were minor changes.

Res. 45-2013

"Moved Comr. VanSickle, supported by Comr. Dunn to approve the following: Resolved, that the Standing Board Rules of the Calhoun County Board of Commissioners are approved as presented."

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

8. Approval of Contract for the Purchase of Cutting Blades for the Road Department Snow Plows

Administrator/Controller Scott noted the process had been developed provide an annual bidding schedule. She stated this was the first bid completed and the process was much more comprehensive than it has been in the past. She stated Brad Wilcox was teaching the teams at the Road Department our Purchasing procedures and also getting input from everyone who uses the equipment and their supervisors.

Assistant County Administrator Brad Wilcox stated they had received valuable information from the Road Department and they had been working hard. He stated they went through an RFP process, solicited bids and asked for input from the Teamsters using the blades. He stated they were recommending St. Regis Culvert out of Charlotte, Michigan for a not to exceed bid of \$86,465. He explained that they will begin to see savings by looking at the quality of the products they were buying and how they are used. He stated the Purchasing Teams would be turned into Process Improvement Teams.

Res. 46-2013

"Moved Comr. Frisbie, supported by Comr. Haadsma to approve the following: Resolved, the Calhoun County Board of Commissioners do hereby approve the contract with St. Regis Culvert, Inc. for the purchase of cutting blades in an amount not to exceed \$86,465."

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

9. Approval of Board of Commissioners Amended Policy #205

Administrator/Controller Scott stated the policy needed to be amended to encompass Road Department seasonal hours, as they would have been in violation of the policy without this amendment.

HR Director Archambault stated this allows departments to be more flexible with their work days of week and office hours. She stated this policy would allow furlow days, there is also a section on what would happen if the county building would close. She department heads can request flexible hours for their staff with Administrator approval.

Res. 47-2013

“Moved Comr. Dunn, Supported Comr. Todd to approve the following: resolved the Calhoun County Board of Commissioners does hereby approve changes to BOC Policy #205 as presented.”

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

13. CITIZEN’S TIME

There was none.

14. COMMISSIONERS TIME

Comr. VanSickle appreciated the opportunity to attend the Michigan Association of Counties conference good educational session and good quality session with good speakers. He stated the session on natural gas fracking was very informative and he didn’t realize it was a very regulated and safe process.

Comr. Todd stated he appreciated the Women’s History Month proclamation and the diverse group of six women he had in his life.

Comr. Kale stated he also went to the Michigan Association of Counties conference and he found the most interesting break out session to the one on affordable health care (Obamacare). He stated a couple points he found interesting was that legislation was 2,500 pages, regulation was 20,000 pages, they are looking at 16 – 30,000 more IRS agents to monitor the program, they talked about 45,000 physicians leaving field in 2014 while we will be adding 45 million people to the tax rolls. He stated that because of the shortage of doctors some will be charging a \$5,000 retainer fee if you want to see your doctor on the same day and there was talk of having more phone consultations instead of office visits. He stated they were expecting twenty new taxes related to health care and seven of them will not be related to income..

Corporation Counsel Lindsey stated he and Comr. King attended a session at the Michigan Association of Counties conference on social media and the speaker pulled up Calhoun County’s web site and announced that it was cool. He thought the County had done a great job with social media and keeping the public informed.

Comr. King stated the speaker was a designer for Microsoft and she said our county website was very progressive and up to date.

15. CLAIMS PAYABLE

- A. Road Department payables for March 5 - 12, 2013 in the amount of \$287,958.01 and the Calhoun County payables for March 1 - 14, 2013 in the amount of \$1,568,906.94.

Res. 36-2013

“Moved Comr. VanSickle, Supported Comr. Dunn to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Road Department payables for March 5 - 12, 2013 in the amount of \$287,958.01 and the Calhoun County payables for March 1 - 14, 2013 in the amount of \$1,568,906.94

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

16. ANNOUNCEMENTS

Comr. Kale wished Tiffany Eichorst the best in her new position at the City of Battle Creek.

17. ADJOURNMENT

The meeting was adjourned at 8:18 p.m. at the call of the Chair.

cam

Chairman
Calhoun County Board of Commissioners

Clerk
Calhoun County