

**CALHOUN COUNTY**  
**PROCEEDINGS OF THE**  
**BOARD OF COMMISSIONERS**

April 18, 2013

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00 p.m., Thursday, April 18, 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 Chris McComb

2 and 3. INVOCATION AND PLEDGE OF ALLEGIANCE

Chair Kale gave tribute to Comr. Dunn's father, Woody Bush, who passed away that morning and the Board held a moment of silence in his honor followed by Comr. VanSickle leading the Pledge of Allegiance.

4. APPROVAL OF AGENDA

"Moved Comr. Frisbie, supported by Comr. Todd to approve the agenda of the April 18, 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 April 9, 2013 Regular Session

"Moved Comr. VanSickle, supported by Comr. Dunn to approve the minutes of the April 9, 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. Marshall Township Resolution Supporting a New Vote on 911 Phone Surcharge Funding.
2. Oceana County Resolution Requesting Legislature to Implement a Plan to Improve Michigan Roads and Highways.

B. Resolutions

1. Calhoun County Jury Board Reappointment  
(Term to Expire April 30, 2019)  
  
{a} Sherry Williams
2. Board of Health Appointment  
(Term to Expire December 31, 2013)  
  
{a} Mary Jo Byrne (Replacing Nelson Domingo Almeida)

Res. 58-2013

"Moved Comr. Frisbie, supported by Comr. Dunn to approve the following: Resolved the Calhoun County Board of Commissioners do hereby approve the consent agenda of the April 18, 2013 meeting with the removal of Agenda Item 9B2 for discussion."

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

Res. 59-2013

"Moved Comr. VanSickle, supported by Comr. Todd to approve the following: Resolved the Calhoun County Board of Commissioners do hereby appoint Mary Jo Byrne to the Board of Health for a term to expire December 31, 2013."

Comr. Frisbie stated that as a former Health Board member, he felt it was important there the Board had a diverse background. He believed the membership of the Board was moving too far away from the medical field. He stated he was not opposed to the candidate herself, he just believed the appointment should be someone who works in the medical field.

Comr. Dunn stated she was the Commissioner serving on the Board, she had the same concerns as Comr. Frisbie and she had shared them with the Board. She explained that the Health Board was a small board, there was only one person in the medical field and he would not be on the Board much longer. She believed they needed to move in a different direction.

Comr. Haadsma stated he valued the recommendation of the Commissioners, as they had both served on the board but since the members of the Health Board voted in support of Ms. Byrne he thought deference should be given to their choice. He stated he would vote in favor.

Comr. Kale stated he knew this discussion had been going on for ten months and he respected the Commissioner's input but the board went through a process, had a committee and did their due diligence so he would be voting in favor of their choice.

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

#### 10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. Haadsma stated the Area Agency on Aging Advisory and Policy Board met about their new plan. He stated the Board and Committee showed support for the new plan. He stated there was much accolade given to Karla Fales, Director of the Area Agency on Aging.

Comr. Haadsma stated he also attended the MSU District Advisory Council meeting and learned a lot about what MSU Extension could provide.

Comr. Frisbie stated at the 911 Meeting (Consolidated Dispatch Authority) they continued the discussion about funding and whether they would stay with contracted amounts with AMSA or move to the new funding levels and how would that impact the dollars they had earmarked to return to the original funders. He believed they came to some good resolutions and he thought everyone would be pretty satisfied. He stated they would stay with the contracted amounts they already had and those not paying will begin paying the amounts they were assessed by calls for service. He stated they would be in discussions in August to arrange returning dollars to the original funders. He stated they would be able to keep their fund balance where they needed it, maintain cash flow and return funds to taxpayers to be utilized in their own districts.

Comr. Frisbie stated the Budget Committee had met with the Sheriff, they were excited by what they heard and they would like to continue to meet.

Comr. King stated the Parks and Recreation Commission met and they were still looking for someone to fill the vacant seat on their Board. He reminded everyone that Kimball Pines was destroyed in the 2011 storm and the trees that were left there were infested with a beetle, including the ones on Michigan Avenue. He stated there would be a banner going up directing people to a website for information on the beetle and this would be a big change in the landscape

## 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 environmental services were hosting a spring tire collection April 24 – 26 from 7:30 - 4:30 at the county garage at 13300 15 Mile Road and it was free to county residents. She stated funding for the collection came from the solid waste fund.

Scott stated the solid waste fund's largest activity, Recycle Rama, would be held at Kellogg Community College on Saturday, April 27 from 9-1 and they will be accepting most everything. She stated the would be sponsored by Calhoun County Recycling with Republic Waste, Kellogg Community College, Substance Abuse Council, Calhoun County Health Department, Valley City Environmental Services, Franklin Iron and Metal, BGame Refrigeration, Epaint Recycling and 3E. She noted the Commissioners were given fliers and the information was on the recycling website, [www.calhouncountyrecycling.com](http://www.calhouncountyrecycling.com).

Scott stated the Interim Managing Director of the Road Department was present to give an update on the transition.

Bob Griffis, Road Department Interim Managing Director, stated they were still working on evaluating policies and positions and that would take a while. He stated they were working on end of year closeout for ACT 51 funding and would be going to twelve hour shifts on April 29. He stated they did an impromptu safety inspection of the facility and it was quite impressive almost all things were as they should have been. He noted he and staff had looked at a salt shed and some equipment from Muskegon County that might benefit both Calhoun and Jackson counties. Griffis stated he had talked to staff and they would be halting the trimming of oak trees because of oak wilt. He explained that he DNR asked that oak trees not be cut between April 15<sup>th</sup> and July 15<sup>th</sup> because of a fungus that can kill the trees. He stated they also had two mechanic positions posted and they were out patching every day. He noted he had gone out to check on a few problems people had reported and were being resolved.

### B. New Business

1. Software License and Services Agreement between Sungard Public Sector, Inc., the City of Battle Creek and Calhoun County

Assistant County Administrator Wilcox stated they had been working on this project for about two years and had come to an agreement on an interlocal alliance where the county and the city would be able to share law enforcement records and other communities could join the new system at any time. He stated the contract was still being finalized and Corporation Counsel Lindsey could describe the terms. He stated the contract would allow for the Board Chair to execute the agreement, approve the interlocal agreement, and appoint a designee from the county as one of three representatives the county would have on the alliance board, with the other two being from the Office of the Sheriff. He noted this would allow everyone to share the same database and the county financial impact out of the Capital Fund would be about \$600,000 of a \$2million project. Wilcox explained the City of Battle Creek would do the financing so the project was financed in one piece and they could issue bonds or do whatever was most cost effective. He stated the county would pay Battle Creek at the same rate and time period as their bond. He explained maintenance on the system would be about \$160,000 per year. He stated the most innovative piece was the alliance and the Sheriff reaching out to other entities. He stated they hoped others in the county would join and pay into the alliance. He stated this project would allow for better, accurate data and more efficient, thorough records.

Battle Creek Assistant City Manager Jim Ritsema stated this was brought before City Commission on Tuesday and they approved both the interlocal alliance and the contract with SunGuard. He stated this was a much more integrated system and the records would include dispatch, fire, police and jail.

Comr. Kale inquired if any other local entities had shown interest yet and what was the timeline.

Wilcox stated there had been a lot of interest from other agencies and as we implement we would bring them in for demonstrations. He stated implementation would probably be a twelve month process then they would be able to share crime data, with other local entities, even regionally. He stated officers could do reporting from their cars, which should increase the time on the road dramatically because they won't have to go back in to the office to do reports. He explained the county would be the information technology host so we would maintain the data.

Corporation Counsel Lindsey stated the Calhoun County Consolidated Dispatch Authority (CCFDA) approved the CAD portion of this agreement and everything will flow together, starting with CAD.

Comr. Frisbie stated the Budget Committee has talked about how to perform more efficiently and this was a perfect example. He noted the CCCDA would be saving at least \$70,000 but don't even know the full impact yet.

Comr. Haadsma stated he would be supportive, as collaboration was high on the list of things the Budget Committee would like to see from departments and this wouldn't be just county but regionally. He noted it was greater efficiency with less cost.

Sheriff Saxton stated he was very supportive of moving forward with this and there were many other agencies interested. He stated he had talked to several chiefs who were looking at it already. He explained that from a 911 call, it would be one complete system all the way through to the jail to the Prosecutor's office, where right now each entity has a different system that doesn't communicate with the others.

Comr. Kale stated the Budget Committee always asked the departments in budget meetings what they could do to make their departments more efficient and this was exactly what we meant.

Prosecutor Gilbert stated he also supported the project. He stated it was very important for Public Safety and in the short time he has been in office they have already had four or five situations where this system would have helped tremendously.

Res. 60-2013

“Moved Comr. Frisbie, supported by Comr. Dunn to approve the following: Resolved, the Calhoun County Board of Commissioners do hereby approve the software license and services agreement between SunGard Public Sector, Inc., the City of Battle Creek and Calhoun County as presented and the Board Chair is authorized to sign the Agreement on behalf of Calhoun County.”

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

Res. 61-2013

“Moved Comr. Haadsma, supported by Comr. Dunn to approve the following: Resolved, the Calhoun County Board of Commissioners do hereby approve the Interlocal Agreement between the City of Battle Creek and Calhoun County creating the Calhoun Public Safety Information Alliance ("CPSIA") as presented.”

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

Res. 62-2013

“Moved Comr. Haadsma, supported by Comr. Dunn to approve the following: Resolved, the Calhoun County Board of Commissioners do hereby appoint the Administrator/Controller or her designee as one of the County members of the CPSIA and the other two members shall be appointed by the Calhoun County Office of the Sheriff pursuant to the provisions of the Interlocal Agreement.”

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

2. Interlocal Agreement with the Calhoun Conservation District

Administrator/Controller Scott stated this was another request for an interlocal agreement with the Calhoun Conservation District. She stated the Conservation District proposed a partnership because solid waste programs and recycling events were a common goal. She stated we had been working with Tracy Bronson on having the Conservation District take charge of some of these programs for us.

Res. 63-2013

“Moved Comr. VanSickle, supported by Comr. Frisbie to approve the following: Resolved, the Calhoun County Board of Commissioners does hereby approve the Interlocal Agreement with the Calhoun Conservation District and the Board Chair is authorized to sign the Agreement on behalf of Calhoun County.”

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

### 3. Equalization and Assessing Services Agreement Approval

Administrator/Controller Scott stated this was a collaborative and creative solution for our needs for an MMAO and someone to run the daily operations of the Equalization office. She stated Bonnie Payton was not contracted to be in the office much and since the departure of the Deputy Director last October, we need to fill the Level 4 requirement plus the office administration requirements. She stated Judy Nelson was about to retire from St. Joseph County. She explained the contract was for a fixed fee of \$100,000 for the next twelve months, June 1, 2013 - May 31, 2014, and would be split between Judy and Roger McEvers. She noted this would allow for Judy to be appointed by the City of Marshall as their Assessor of record. Scott noted this contract was less than the cost of just an Equalization Director including salaries and benefits, we had been very happy with Roger's work and had heard great things about Judy.

Judy Nelson stated she been with St. Joseph for 29 years full time and 2 years part time. She explained she had turned her office around to be more customer friendly. She stated she was educated in Emergency Planning as a certified instructor and would go on with St. Joseph in that capacity but she would not continue with their Equalization Department.

Roger McEvers stated he had been in the business for 35 years and was glad to be here in Calhoun County.

Scott stated Assistant Administrator Wilcox had been directly overseeing Equalization and was creative enough to come up with this solution.

Comr. King asked that we keep our eyes open to find a permanent director.

Assistant Administrator Wilcox stated we would continue to recruit and he had been in touch with the state on people pursuing their degree to see if we could find someone who would work with us during their advancement.

#### Res. 64-2013

“Moved Comr. Frisbie, supported by Comr. Todd to approve the following: Resolved, the Calhoun County Board of Commissioners do hereby approve the one year professional services agreement with Judy Nelson and Roger McEvers for Equalization and Assessing services as presented.”

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

### 4. Replacement of NBI Bridges, Structures #1317, 1326, 1327, 1328, and 1334

Road Department Engineer Angie Kline stated Calhoun County owns 85 bridges and 25 are eligible for grants. She stated these were competitive grants and we were only allowed to pick five for consideration each year. She stated there were three on Old 27 because they were load rated and that was an all season route, one on 25 ½ Mile Road in Homer because it had a low efficiency rating and it was still open and Raymond Road over the ConRail and we had to keep the tracks safe.

Comr. Frisbie asked if we had submitted these in the past.

Kline stated we submit five every year, we have one project starting in July, one in 2014, and two in 2015. She stated the applications were always three years out (this was for 2016) and required a 5% match.

Res. 65-2013

“Moved Comr. Frisbie, supported by Comr. Todd to approve the following: Resolved, the Calhoun County Board of Commissioners do hereby support the replacement of NBI bridge structures 1317, 1326, 1327, 1328 and 1334 and will seek funding assistance for said structure replacement through the State of Michigan Department of Transportation Local Bridge Program which shall administer the project as part of the Local Agency Program.”

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

5. Sale of County Property on H Drive North

Corporation Counsel Lindsey stated the Board had discussed the possible sale of two parcels two months ago. He stated the county owns the parcels via the Road Department and this one was formerly a gravel pit. He stated he had placed ads for public bids. He noted the Planning Commission reviewed the sale and approved it.

Administrator/Controller Scott stated the proceeds would be kept in the Road Fund for road improvement.

Comr. VanSickle inquired about the status of the second property.

Lindsey stated we found the second property had a DNR boat launch on it and he was trying to track down the agreement for it. He stated several people have told us they would like to see the second parcel stay in the county inventory.

Res. 66-2013

“Moved Comr. Haadsma, supported by Comr. VanSickle to approve the following: Resolved, the Calhoun County Board of Commissioners do hereby approve the sale of the Parcel ID#15-140-015-00 (the "premises"), located on H Drive North in Marengo Township to Walt Obrinske for the sum of Twenty Two Thousand Three Hundred One and 00/100 Dollars (\$22,301.00).

It is further resolved that Corporation Counsel is authorized to negotiate a purchase agreement with the Purchaser for the premises and further the Board Chair is authorized to sign the purchase agreement, deed transferring said premises, and any other associated documents necessary to transfer title to the Purchaser.

It is further resolved that the closing regarding the sale of the premises shall take place on or before June 1, 2013.”

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

6. Contract Extension Between Calhoun County and J. Bomba Land Planning, LLC

Administrator/Controller Scott stated this was a proposed amendment to the contract with Jen Bomba to allow her to continue to provide planning services and also take on the environmental services for the County. She stated the contract allows Jen to bill for those services on an hourly basis up to a maximum of not to exceed \$5,500 per month. Her rate will be blended based on the activities which she is performing and will not exceed in total what had previously been budgeted for Tiffany Eichorst's position.

Res. 67-2013

"Moved Comr. VanSickle, supported by Comr. Dunn to approve the following: Resolved, the Calhoun County Board of Commissioners do hereby approve the Amendment to Month to Month Contract Extension between Calhoun County and J. Bomba Land Planning, LLC is approved and the Board Chair is authorized to sign the Amendment on behalf of Calhoun County."

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

7. Acceptance of Michigan Municipal Risk Management Authority (MMRMA) Risk Avoidance Program Grant

Administrator/Controller Scott stated that in accordance with our grants policy the grant award of a Risk Avoidance Program (RAP) grant from our liability carrier, MMRMA, in the amount of \$32,291 and would allow for the replacement and enhancement of video and audio surveillance systems within the jail. She explained the grant required a 50% match but it provides for \$32,000 that we would otherwise have to find in our Capital or General Fund. She noted this was a life cycle replacement for the equipment and will allow for an additional two cameras, better resolution, and more storage.

Res. 68-2013

"Moved Comr. King, supported by Comr. VanSickle to approve the following: Resolved, the Calhoun County Board of Commissioners do accept the Risk Avoidance Program (RAP) grant from Michigan Municipal Risk Management Authority in the amount of \$32,291 to complete enhancements to the Jail audio and video surveillance system."

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

8. Collection of a Local 9-1-1 Surcharge

Administrator/Controller Scott explained this was the annual request for the County to collect the \$.60 per device surcharge that the Board of Commissioners was required to approve. She stated the request came from Consolidated Dispatch Authority Governing Board to continue at the same rate for the next fiscal year.

Res. 69-2013

“Moved Comr. Haadmsa, supported by Comr. Frisbie to approve the following: Resolved, the Calhoun County Board of Commissioners do hereby approve the collection of a local 9-1-1 surcharge at the rate of sixty (60) cents for July 1, 2013 through June 30, 2014.”

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

9. Tandem Axle Truck Bid #102-13

Administrator/Controller Scott stated we had the grant funded ability to buy two plow trucks for the Road Department that will be mostly funded from CMAQ, federal funds through BCATS.

Assistant Administrator Wilcox stated the trucks would be funded through a grant and they had a supervisor and two teamsters help make the decision on what truck to purchase. He stated the match and grant would fund the trucks and \$174,000 to equip the truck. He stated they went through the normal purchasing process, issuing an RFP and getting three bids.

Scott stated the purchase would be made from D&K Freightliner and the local match of \$74,800 would come from the Road Department budget.

Res. 70-2013

“Moved Comr. Dunn, supported by Comr. Haadsma to approve the following: Resolved, the Calhoun County Board of Commissioners do hereby approve the Tandem Axle Truck Bid #102-13 as presented.”

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

10. Updated Cell Phone Policy

Administrator/Controller Scott stated this amended policy was to put in place a cell phone allowance program so they could move away from county owned cell phones. She stated it would reduce county liability, the requirement to keep track of personal vs business use and allow for employees to choose their own phones and plans. She stated it was better from a convenience point and it was a better policy. She stated some of our elected officials and courts were still reviewing but the phones the county supported (at least 23) would be done away with.

Comr. Dunn stated this was typical of what companies in the private sector did.

Res. 71-2013

“Moved Comr. Haadsma, supported by Comr. Todd to approve the following: Resolved, the Calhoun County Board of Commissioners do hereby approve the updated Cell Phone Policy as presented.”

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

## 11. March 2013 Financial Statement

Administrator/Contoller Scott stated March was the first month of the year for financial statements and we were in the middle of the audit. She stated that Year to Date things were on track, we had the usual discrepancies with timing and we were expecting to need less transfers from other funds. She stated it was early in the year but there were no significant variances to report.

### Res. 72-2013

“Moved Comr. VanSickle, supported by Comr. King to approve the following: Resolved, the Calhoun County Board of Commissioners do hereby accept the March 2013 Financial Statement for informational purposes as presented.”

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

## 13. CITIZEN’S TIME

Larry Skelding, Pennfield Township, stated he stopped by the Road Department and walked out more educated than he walked in. He stated Ms Kline (Engineer Angie Kline) was fabulous to work with, very educated.

Bo Bess, Newton Township, stated he was disappointed how roads have been handled in their township. He stated he lived on 9 1/2 Mile Road and it was in such bad disrepair it was a safety hazard. He stated in the last week he has had major damage done to his vehicles from driving down the road.

## 14. COMMISSIONERS TIME

Comr. King expressed his condolences from him and his family to Comr. Dunn on the loss of her father.

Comr. King commented that Road Department Engineer Angie Kline was doing a great job and was really working hard.

Comr. Todd stated his family was sending condolences to Kathy-Sue and her family and said to let them know if she needed anything.

Comr. Todd congratulated Battle Creek Central and Springfield inductees to the Hall of Fame.

Comr. Haadsma extended condolences to Comr. Dunn and her family. He acknowledged it was difficult to come here and talk about tandem axle trucks and it showed her dedication.

Comr. Dunn thanked everyone and said her dad was proud. She stated everyone had been great and was wonderful support. She said he fought hard, he was a great guy and thanked everyone for their support.

Comr. Kale stated the pancake fundraiser at Albion High School raised over \$1600.

Comr. Kale stated we needed to recognize this administrative team had been very creative in filling voids and collaborating. He stated we were seeing another step in saving citizen's money and being more efficient. He was real proud of staff for what they had been doing.

15. CLAIMS PAYABLE

- A. County payables March 29 - April 11, 2013 in the amount of \$2,869,286.04 and the Road Department payables in the amount of \$438,515.06

Res. 73-2013

"Moved Comr. Haadsma, Supported Comr. Todd to approve the following: Resolved the Calhoun County Board of Commissioners County do hereby approve the County payables for March 29 - April 11, 2013 in the amount of \$2,869,286.04 and the Road Department payables in the amount of \$438,515.06

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

16. ANNOUNCEMENTS

Comr. VanSickle stated MSU Extension had a Michigan Cottage Foods workshop coming up in Kalamazoo on Saturday, April 27 and in Marshall on May 9. He encouraged people to contact the extension office for more details.

Comr. VanSickle stated there would be a manufacturing consortium on April 25 for students that weren't college bound. He stated it would be held at the Marshall Athletic Center and was an opportunity for MarLee, Albion, and Marshall students during the day and from 4-6 for parents.

Comr. Frisbie acknowledged Larry Hausman, the retiring Fire Chief of Battle Creek.

Comr. Todd congratulated Mr. Hausman, stating he had served on the Civil Service Division with him. He wished him the best in his retirement.

Comr. Todd stated he and his daughter Naomi baked a cake last night, ran out of flour and used pancake batter. He said it was the fluffiest cake they had ever made.

ADJOURNMENT

The meeting was adjourned at 8:50 p.m. at the call of the Chair.

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Chairman  
Calhoun County Board of Commissioners

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Clerk  
Calhoun County