

CALHOUN COUNTY
PROCEEDINGS OF THE
BOARD OF COMMISSIONERS

March 6, 2014

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00 p.m., Thursday, March 6, 2014 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 (arrived at 7:25), Haadsma, Frisbie, King, and Kale

Excused: Comr. VanSickle

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. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

The Board held a moment of silence followed by Comr. Haadsma leading the Pledge of Allegiance.

4. APPROVAL OF AGENDA

"Moved Comr. Haadsma, supported by Comr. King to approve the agenda of the March 6, 2014 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 February 20, 2014 Regular Session

"Moved Comr. Dunn, supported by Comr. Todd to approve the minutes of the February 20, 2014 Regular Session of the Calhoun County Board of Commissioners as presented."

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

6. CITIZENS' TIME

Jack Hunn, Emmett Township, introduced himself as the newly elected Vice Chair of the Veterans Affairs Committee, with Rodger Seidel elected as Chair. He stated the Committee was working toward developing a Strategic Plan as well as reviewing bylaws and procedures. He stated they were looking at having a greater outreach to Veterans. He announced that on March 22 from 10 - 2 at the American Legion Post on 20th Street there would be a Veteran's seminar for Veterans from all over the county. He stated there would be speakers from the Veterans Administration, Kellogg Community College, Senior Services, and more. Hunn stated they expected to have a large crowd and there would be good information getting out. He noted there was still some confusion on the property tax exemption for disabled Veterans so they hoped to answer questions.

7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

Carl Gibson, Senior Services announced the Fifth Annual Marshall Area Senior Fair, would be held April 10 from 10 - 1:30 at the Marshall Middle School. He stated they work with Oaklawn Hospital, the City of Marshall and services in Albion to present around fifty-five vendors with access to all types of services, not just health.

Gibson stated they were participating with the Non Profit Alliance and The Coordinating Council on the development of a small video to be shown at the Legislative Breakfast on March 28. He stated they were providing resources and pictures.

Gibson stated home delivered meals were taking off like wildfire this winter, and that the program had been very successful and he was very pleased. He stated they may need to request additional funding because it had been so successful.

8. SPECIAL ORDER OF BUSINESS

There was none.

9. CONSENT AGENDA

A. Petitions, Communications, Reports

B. Resolutions

1. Planning Commission Appointments

(Appointments shall be for a three year term of office which shall end May 30 at 9:00 a.m. of the third year of the term of the appointment [2017])

{a} John Coulter, Industrial and Economic Representative

{b} Angie Kline, Transportation and Communication Representative

{c} Sarah Kelly, Sanitation, Environmental Health, Housing and Human Services Representative

2. Amended Planning Commission Bylaws

Res. 22-2014

“Moved Comr. King, supported by Comr. Frisbie to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Consent Agenda of the March 6, 2014 Regular Session.”

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

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. Haadsma stated he, Comr. King, Administrator/Controller Scott and Water Resources Comr. Chris Kosmowski attended the Calhoun Conservation District Annual Meeting and saw a presentation on the Ceresco Dam.

Comr. Haadsma stated he attended County Road Association of Michigan (CRAM) conference and stated there was much discussion on the need for more funding and what was happening in the legislature.

Comr. Frisbie stated the Administrator Review Committee met and they would have an evaluation tool to the other Comrs. by the end of May.

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 the Road Department issued a press release that weight restrictions would go into effect Monday, March 10 and the restricted roads were listed on the Road Department website. She stated this was a state-wide initiative so those traveling through our county and surrounding would find similar restrictions. She explained it took a lot of time to get the signs up and encouraged everyone to check the website.

B. New Business

1. Resolution to Borrow Against Anticipated Delinquent 2013 Taxes

Administrator/Controller Scott stated this agenda item was the annual request to issue Delinquent Tax Bonds so the Treasurer could settle delinquent taxes with the local entities.

Treasurer Schauer stated the resolution allows for up to \$8 million in borrowing to pay out the local municipalities for their delinquent tax amounts in advance of collection, which pays off the bond. She stated it was a no risk type of proposition. She stated this was the last month for people to pay 2011 or prior delinquent taxes or they would be foreclosed on April 1. She noted there was 811 properties in forfeiture or were in danger of foreclosing if taxes were not paid. She stated hardship extensions were granted to owner/occupants and they had a judicial hearing with Judge Kingsley in which he allowed a dozen owners until September 1 to pay. She stated they could fold them into the one year hardship extension. Schauer explained there were also about 120 other extensions to June 2 given by the judge for non-homestead properties that consisted of about four or five owners of rental properties. She stated they were having success in helping people keep their homes. She announced they had received "Step Forward" funding on 94 properties for \$482,000 in tax payments. She explained this would help primary residents get caught up on their property taxes so they can be on time going forward. She noted she didn't have a total tax delinquency amount yet because the local Treasurers were still settling and turning in their tax rolls.

Res. 23-2014

"Moved Comr. Haadsma, Supported by Comr. Dunn to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Resolution to Borrow Against Anticipated Delinquent 2013 Taxes as presented."

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

2. Resolution to Authorize Payment to Bond Administration Fund

Administrator/Controller Scott stated this provided an offset to the General Fund because the law allowed the Treasurer's Office to pay certain expenses out of the fund.

Treasurer Schauer stated this yearly resolution allowed, by statute, the transfer of funds into the Bond Administration Fund to offset the cost of the delinquent fund process.

Res. 24-2014

"Moved Comr. Dunn, Supported by Comr. King to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Resolution to Authorize Payment to Bond Administration Fund as presented."

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

3. Habitat Restoration Grant Application

Administrator/Controller Scott stated this request for approval was part of the overall Big Marsh Drain work plan being developed by the City of Battle Creek, the County and Emmett Township. She stated all have agreed to address flooding issues in the City and in Emmett Township in the Juanita Drive area.

Water Resources Commissioner Kosmowski introduced Randy Ramsey of Civil Engineers Incorporated (CEI), the project engineer for the Big Marsh Drain.

Randy Ramsey, CEI, stated the approval they were seeking was to apply for an Aquatic Habitat Grant Program. He explained the grant was developed by the DNR to improve water and fish sources and a lot of the work on Juanita Drive qualifies. He explained they would be removing berms to reconnect wet lands. He stated the total project cost was \$270,200 and the grant request was \$149,000 with a local match. He stated the Road Department would do in kind match of equipment and work of \$15,000 and CEI would donate \$1,000.

Scott explained the grant policy requires grant applications to be brought to the Board when there is a required local match and the Board was required to approve before the Department could spend the money. She stated some funding agencies also require Board approval for a local match. She explained the reason the county was committing General Fund dollars for this was because it was much less than what the costs and assessments would have been if we had gone forward with the full Big Marsh Drain Project. She stated the next step was to bring the work plan back to the Board, probably in April. She noted this would need to be budgeted in next year's budget.

Comr. Frisbie stated he appreciated the ground work Comr. King had done and all the time he had spent with the residents in that area.

Res. 25-2014

"Moved Comr. Frisbie, Supported by Comr. VanSickle to approve the following: Resolved the Calhoun County Board of Commissioners does hereby authorize the Administrator/Controller to sign the habitat restoration grant application on behalf of Calhoun County. "

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

4. Road Department Title VI Non-Discrimination Plan

Administrator/Controller Scott stated these were the required compliance documents for us to receive federal funding. She stated most of the language was supplied by MDOT, customized by the Road Department and Corporation Counsel Richard Lindsey and laid out a plan to certify contracts that didn't discriminate. She stated Board action was required to adopt.

Corporation Counsel Lindsey stated legally we did all these things through other county policies, but that this plan was to meet MDOT requirements.

Res. 26-2014

"Moved Comr. Dunn , Supported by Comr. Frisbie to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Calhoun County Road Department Title VI Non-Discrimination Plan as presented."

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

5. Fee Agreement for Outside Counsel

Corporation Counsel Lindsey stated this agenda item was asking to approve a fee agreement with outside counsel to represent Calhoun County. He stated that when we dissolved the Road Department we were not allowed to keep same insurance, as the company's membership voted not to allow counties to be members. He explained the Road Department switched to the county's insurance carrier and terminated their policy with their previous carrier. He explained the previous company's program involved rebates and we believed we were entitled to receive rebates based on past performance. He stated litigation was planned, but wouldn't be filed until this fee agreement was approved. He explained this was a collaborative effort with Jackson County and Ingham County. He stated this agreement was with Ingham County's counsel and we believed it was the right firm. He stated once the claim had been filed, we could talk more about strategy but no plan had been developed yet. He noted this was a request to approve the fee agreement only.

Res.27-2014

"Moved Comr. King, supported by Comr. Frisbie to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Fee Agreement for retention of outside counsel as presented and the Board Chair is authorized to sign the Agreement on behalf of Calhoun County."

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

6. Title VI and EEO Compliance and Assurances

Administrator/Controller Scott stated every time we signed grant agreements for federal grants, she had to sign an assurance that we were in compliance with all of the requirements. She stated this put in place one such formal assurance program required by the federal government.

Res. 28-2014

"Moved Comr. Haadsma, supported by Comr. King to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Title VI and EEO Compliance and Assurances as presented."

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

7. Limited English Proficiency (LEP) Plan for the Road Department

Administrator/Controller Scott stated this was the final compliance document and it outlined how the Road Department would serve a customer who had limited English proficiency. She stated the wording for this plan was supplied by MDOT.

Res. 29-2014

“Moved Comr. Haadsma, supported by Comr. Dunn to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Limited English Proficiency (LEP) Plan for the Calhoun County Road Department as presented.”

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

8. Agreement with Professional Surveyor Robert Carr for the Remonumentation Program

Administrator/Controller Scott stated the next two contracts related to remonumentation. She stated Robert Carr was an appointed surveyor already, but this agreement allowed him to be the liaison between County and the State as the leader of Remonumentation Peer Group. She stated there was no General Fund impact because the surveyors were grant funded.

Res. 30-2014

“Moved Comr. Dunn, supported by Comr. Frisbie to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the agreement with Professional Surveyor Robert Carr of Carr and Associates Land Surveying to serve as the County Representative for the Calhoun County Remonumentation Program.”

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

9. Contract with Professional Surveyor Tony Bumstead for the Remonumentation Peer Group

Administrator/Controller Scott stated the amount of the Remonumentation Grant increased, and so we added a contractor to the peer group. She explained the lead surveyor selected members of the peer group. She noted there was no General Fund impact, as remonumentation was grant funded.

Res. 31-2014

“Moved Comr. Frisbie, supported by Comr. Haadsma to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the contract to be a new member of the Remonumentation Peer Group with Professional Surveyor Tony Bumstead as presented.”

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

10. Contract for the Purchase of Cutting Blades

Administrator/Controller Scott stated staff was recommending the contract for the purchase of cutting blades bid be awarded to St. Regis Culvert. She stated this was a continuation of collaborative purchasing with Jackson County.

Assistant Administrator Wilcox explained this was a formal RFP for cutting edges that were attached to the bottom of plows. He stated they did a lot of experimentation with different materials to try to be more cost effective.

Res. 32-2014

“Moved Comr. Haadsma, supported by Comr. Frisbie to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the contract with St. Regis Culvert, Inc. for the purchase of cutting blades in an amount not to exceed \$93,465.”

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

11. Contract for Pavement Markings

Administrator/Controller Scott stated staff was recommending a one year contract for pavement markings with R&S contracting. She stated they had estimated the amount based on how much work the Road Department did. She stated this was one of the items that had to be evaluated in light of budget shortfalls after the winter impact.

Assistant Administrator Wilcox stated they estimated the cost was a little lower because the contract was now combined with Jackson. He stated this was not the lowest bid but this vendor had more experience and a favorable reference and thus scored higher overall on the bid evaluation.

Res. 33-2014

“Moved Comr. Haadsma, supported by Comr. Dunn to approve the following: Resolved the Calhoun County Board of Commissioners does hereby award a one year contract to R&S Contracting, Inc. for the provision of pavement markings for Calhoun and Jackson County roads in an amount estimated at \$138,635 as presented.”

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

13. CITIZEN’S TIME

There was none.

14. COMMISSIONERS TIME

Comr. King relayed to Veterans Affairs Committee Vice Chair Jack Hunn he had called the Veterans Affairs Office and they were very responsive.

Comr. King stated his brother-in-law was a Marine veteran who had served lots of tours. He stated he had several horrible situations on deployment and had closed head injuries as a result. He stated there was a fundraiser on Saturday, March 8 at the VFW in Climax. He stated his prayers were with him and his family.

Comr. Todd wished all women in leadership, in chambers and watching , a Happy Women’s History Month.

15. CLAIMS PAYABLE

- A. Calhoun County Claims Payable for February 7 - 27, 2014 in the Amount of \$1,072,257.49 and the January P-Card Claims in the Amount of \$74,186.74.

Res. 34-2014

“Moved Comr. King, supported by Comr. Dunn to approve the following: Resolved, the Calhoun County Board of Commissioners does hereby approve the Calhoun County Claims Payable for February 7 - 27, 2014 in the Amount of \$1,072,257.49 and the January 2014 P-Card Claims in the Amount of \$74,186.74 as presented.”

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

16. ANNOUNCEMENTS

There was none.

17. ADJOURNMENT

The meeting was adjourned at 8:09 p.m. at the call of the Chair.

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Chairman
Calhoun County Board of Commissioners

Clerk
Calhoun County