

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

December 4, 2014

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00 p.m., Thursday, December 4, 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, Haadsma, Frisbie, VanSickle and Kale

Excused: Comr. King

Staff Present: 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. Kale leading the Pledge of Allegiance.

4. APPROVAL OF AGENDA

"Moved Comr. Dunn, second by Comr. Todd to approve the agenda of the December 4, 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 November 20, 2014 Regular Session

"Moved Comr. VanSickle, second by Comr. Todd to approve the minutes of the November 20, 2014 Regular Session of the Calhoun County Board of Commissioners as presented."

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

6. CITIZENS' TIME

David Schmidt, Clarence Township, asked for information on the timeline for repairs on the bridge structure on 29 Mile Road. He stated that was the main route for emergency crews for the majority of their community.

Christa Martinez, Clarence Township, stated she lives next to the closed bridge and was concerned for driver safety.

Bob Overley, Tekonsha Township Supervisor, asked for clarification on information the Township Assessors were given regarding the fly over ordered by the county for GIS.

7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

Carl Gibson, Senior Services, announced they had just received word they were awarded \$135,000 from the Battle Creek/Kalamazoo United Way for assistance with dental services. He explained that the \$45,000 per year for three years would be used to improve dental services in Battle Creek and the metro region through the Fountain Clinic in Marshall and Family Health Service in Albion and Battle Creek.

Sheriff Saxton stated the Sheriff's Office supported the Holiday Season Impaired Driving Prevention proclamation and would have extra patrols on through the holidays. He asked everyone to drink responsibly and have designated drivers.

Sheriff Saxton thanked Budget Committee for a smooth budget season and hoped the budget was supported and passed.

Road Department Managing Director Christopher Bolt responded to concerns about the 29 Mile Road Bridge, stating they were having problems getting responses from contractors. He stated they found a timber deck was too expensive and so they were waiting for quotes on a concrete bridge deck. He stated they were moving ahead with filing paperwork with the DEQ and had been in touch with the Township, who had pledged \$10,000 toward repairs.

Bolt stated he had spoken to the Michigan Township Association and got a lot of good feedback. He stated he looked forward to building good relationships with the townships.

8. SPECIAL ORDER OF BUSINESS

- A. Holiday Season Impaired Driving Prevention Proclamation

Comr. Dunn read the proclamation into the record.

**WHEREAS**, one of Calhoun County's greatest assets is the health of its people; and

**WHEREAS**, 33 million people in the world now live with HIV/AIDS and two million of them are under the age of 15; and

**WHEREAS**, there are approximately 1.1 million people living with HIV/AIDS in the United States; and

**WHEREAS**, the Department of Community Health estimates that 180 people are HIV positive in Calhoun County, twenty of who are under the age of twenty; and

**WHEREAS**, the number of women living with HIV in the United States has tripled in the last two decades and in Calhoun County approximately 60 women are currently HIV positive; and

**WHEREAS**, the HIV prevalence estimates of all persons living in Calhoun County with a diagnosis of HIV or AIDS has steadily increased since 1983; and

**WHEREAS**, every 15 seconds a young person in our world, age 13-24, is infected with HIV, including two American teens every hour and one in five Americans do not know they have HIV; and

**WHEREAS**, it is important that we raise awareness of HIV/AIDs by fighting prejudice, improving education, remembering that HIV has not gone away, that we need to talk about it, provide testing and shine a light for those infected and affected by HIV/AIDS; and

**WHEREAS**, the theme for World AIDS Day for the next several years is “GETTING TO ZERO”, establishing the world-wide goal of Zero new HIV infections, Zero discrimination and Zero AIDS-related deaths; and

**WHEREAS**, President of the United States of America, Barack Obama, proclaimed December 1, 2014, as World AIDS Day;

**NOW, THEREFORE**, the Calhoun County Board of Commissioners recognize Monday, December 1, 2014, as

**“WORLD AIDS DAY”**

In Calhoun County and urge all citizens to recognized and promote it observance.

Res. 205-2014

“Motion by Comr. Todd, second by Comr. Dunn to approve the World AIDS Day proclamation as presented.”

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

9. CONSENT AGENDA

A. Petitions, Communications, Reports

1. Bay County Resolution 2014-244 Supporting HR 5078
2. Bay County Resolution 2014-245 Supporting S 2729 and HR 4319
3. Bay county Resolution 2014-246 Opposing HB 5886

B. Resolutions

There was none.

Res. 206-2014

“Moved Comr. Frisbie, second by Comr. Dunn to approve the following:  
Resolved the Calhoun County Board of Commissioners does hereby approve the Consent Agenda of the December 4, 2014 Regular Session.”

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

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. Dunn stated she attended the Gougac Lake Board meeting and received good news. She stated the water quality was really good and the phosphorus and algae numbers were very low. She noted that most lakes in Michigan didn't compile this data.

Comr. VanSickle stated he attended a Parks and Recreation Commission meeting where they received updates on the Trailway, which was now finished. He stated they were having final draft Master Plan discussions and were putting together a plan for treework by power lines. He stated new Community Development Educator Ingrid Ault was great, that she was taking our parks to a new level and that it was a pleasure to listen to her report.

Comr. VanSickle stated he attended the Township Association meeting and listened to Road Department Managing Director Christopher Bolt and Community Development Educator Ingrid Ault speak. He stated they were two fine employees.

Comr. Frisbie stated they had a positive meeting at Community Action and they were moving forward with Strategic Planning.

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 was very proud and happy to hear of the grant award for Senior Services. She explained the process of having the Senior Millage Allocation Committee approve the grant acceptance and then it would be brought to the Board.

She stated they received good news from Honeywell. She explained that in 2010 we entered into a contract with Honeywell for guaranteed utility savings. She stated that every year they measure actual savings versus what they had guaranteed. She stated this was the third year of our contract and we were \$3000 short of the guarantee. She stated that per the agreement they would write us a check to make up the difference then we investigate where we fell short in savings. She stated our total cost avoidance just from utility savings was expected to be over \$700,000 for the past three years, and so the program was working and they would monitor it for fifteen years.

### B. New Business

#### 1. Contract for Maintenance and Inspection of Elevators in County Facilities

Administrator/Controller Scott stated this recommendation was to award a three year contract for maintenance and inspection of all elevators to Thyssenkrup Elevator Corporation.

Assistant County Administrator Wilcox stated we did this bid every three or four years and it was a state requirement to have inspections. He stated Thyssenkrup had the contract and done the service for years. He noted they were also the low bidder.

#### Res. 207-2014

"Motion by Comr. Haadsma, second by Comr. Todd to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the three year contract for the maintenance and inspection of elevators located in county facilities as presented."

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

#### 2. Auditing Contract Approval

Administrator/Controller Scott explained the we issued a bid for auditing services last year and didn't get an adequate response, and so we rebid this year and tried for further outreach. She stated they followed a committee process when looking at qualifications and unanimously voted to change from Rehmann Robson to Gabridge and Company. She stated it was a five year contract that will bring approximately \$10,000 in annual savings. She noted they had also accepted bids on Land Bank and Revolving Tax Fund auditing that had been handled by the Treasurer because there are efficiencies in having one auditor for everything. She stated those would be looked at closer next year when the current contract was up. She stated no local bids were received and Gabridge specialized in governmental accounting.

Res. 208-2014

“Moved Comr. Haadsma, second by Comr. Todd to approve the following:  
Resolved the Calhoun County Board of Commissioners does hereby approve the five year auditing contract with Gabridge and Company as presented and authorizes the Board Chair to sign on behalf of Calhoun County.”

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

3. Community Recycling Agreement Between Calhoun County and the City of Albion

Administrator/Controller Scott stated this request was to enter into agreement with City of Albion for community recycling. She stated the current process for free recycling was limited and localized at the Road Department. She stated we were looking to replicate Albion's model for the rest of the county. She noted the Health Department was overseeing the Solid Waste Program that coordinates recycling. She stated the agreement required Albion to contribute by \$7,000 per year and also to provide the site for drop off.

Environmental Health Manager Paul Makoski explained recycling in Calhoun County used the old model of having containers at a designated location that people bring their recycling to. He stated studies have shown there was a very large carbon footprint associated with that. He stated they had looked for good models and found that Charlotte had a very successful program. He stated that instead of having an unmanned site open twenty-four hours, we would have a site open during designated times with an attendant.

Scott stated that from a financial standpoint, the unmanned model cost almost \$100,000 and most of the material ends up in the landfill because it was mixed and considered contaminated. She explained that the new model would be much more cost effective. She stated we were looking into changing the Marshall model as well. She stated Albion already had the site built and in place so it was easy to move ahead.

Makoski explained there were volunteers from Starr, the Boy Scouts, and Albion College interested in helping.

Res. 209-2014

“Moved Comr. VanSickle, second by Comr. Haadsma to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Community Recycling Agreement Between Calhoun County and the City of Albion as presented.”

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

#### 4. Calhoun County Fiscal Year 2015 Budget and Appropriations

Administrator/Controller Scott stated this item was the approval of the 2015 budget. She stated we held a public hearing at the last Board meeting and there were no changes from what was presented at that time. She stated she added a cover memo, the capital outlay, staffing allocation report and the department fee schedule. She stated that in the budget memo, it was explained that the budget process started in April. She noted we closed a \$2.8 million budget gap and present a General Fund of \$40.6 million in revenue and \$40.5 million in expenses while retaining an 11% reserve. She stated this budget included a long term forecast with good news on the revenue side for taxes, State Shared Revenue and Public Safety. She explained we included the elimination of personal property tax in the long term forecast, taking a very conservative approach. She stated that if the property tax elimination is reimbursed, we would be in in better financial shape. She noted one of our biggest costs was employee benefits. She explained that since Public Act 152, which limits what a county can contribute toward employee healthcare, started we had always chose the 80/20 plan. She stated our costs had decreased enough that next year our costs would be below the hard cap the state had set. She stated she appreciated the unions' willingness to work with Administration on solutions. She stated she would bring forward a correction to the staffing allocation and cover memo at the next meeting. She stated the resolution was very important and was several pages for a reason. She stated the budget resolution put additional controls in place to guide how the budget was handled during the year and set forth that budget transfers were limited. She stated the staffing allocation listed approved positions and gave requirements for Department Heads if they wanted staffing changes or wages. She stated the memo set forth payscale changes for non-represented employees, gave a 1% increase to county non-union employees and elected officials and Board of Commissioners wages would stay the same. She stated there was a requirement if there were any anticipated variances departments were required to submit them to the Administrator/Controller with a plan to fix. Scott stated there was a capital outlay forecast and we issued bonds to cover most of the 2015 and 2016 capital needs instead of paying cash. She stated we were also looking at a phased approach with GIS. She stated we got quotes for a fly over in the spring, something that needed to be updated every few years. She stated we were proposing it be done in a way that will benefit the local assessors. She stated we were starting to look at a plan on how to work with townships and cities so GIS Coordinator Brent Thelen went to the assessors meeting and gave them some ballpark figures. She stated the townships could agree to participate or not. She stated we had just started to get the information out and nothing was set in stone. She noted we did not receive any departmental recommendations for fee increases with the exception of the Health Department, whose budget was approved in the fall.

##### Res. 210-2014

"Moved Comr. Haadsma, second by Comr. Todd to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Calhoun County Fiscal Year 2015 Budget and Appropriations as presented."

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

13. CITIZEN'S TIME

Captain Dave Powell, Chair of the Western Michigan University (WMU) College of Aviation, asked for political support for their capital outlay bill at the state. He stated that when WMU moved to Calhoun County, they had a small program and have had to limit the number of students they could accept. He stated they were looking to the State Government to increase their footprint, for a increase in building space. He stated WMU offered the only four year aviation degree in the State of Michigan. He encouraged the Commissioners to talk to their state legislators and encourage them to support WMU's College of Aviation expansion.

14. COMMISSIONERS TIME

Comr. Todd stated he had taken kids from Battle Creek Schools to the Western Michigan University Aviation Program and it was a great program, very inspiring.

Comr. Kale stated he went to a luncheon at Burnham Brook to recognize the new kitchen Senior Services, Inc. was using for meals. He stated they did a terrific job. He stated that since the Board recommended to switch the service providers, service and meals had improved. He stated he was pleased to see it continue as effectively as possible.

15. CLAIMS PAYABLE

- A. Calhoun the Calhoun County Claims Payable for November 14 - 25, 2014 in the amount of \$700,347.26 and Calhoun County PCard Claims for October 2014 in the amount of \$116,276.72

Res. 211-2014

"Moved Comr. Frisbie, second by Comr. Todd to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Calhoun County Claims Payable for November 14 - 25, 2014 in the amount of \$700,347.26 and Calhoun County PCard Claims for October 2014 in the amount of \$116,276.72 as presented."

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

16. ANNOUNCEMENTS

There were none.

17. CLOSED SESSION TO CONSIDER THE WRITTEN LEGAL OPINION OF COUNSEL AS PERMITTED BY MCL 15.268(h)

Res. 212-2014

"Moved Comr. VanSickle, second by Comr. Dunn to retire to closed session to consider the written legal opinion of counsel as permitted by MCL 15.268(h)

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

The Board retired to closed session at 8:18 p.m.

The Board returned to open session at 9:05 p.m.

18. ADJOURNMENT

The meeting was adjourned at 9:06 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