

**PROCEEDINGS OF THE  
BOARD OF COMMISSIONERS**

February 21, 2019

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00 p.m., Thursday, Feb. 21, 2019 in the Commissioners' Meeting Room, County Building, Marshall, MI.

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

Present: Comrs. Smith, Miller, Hatcher, Tompkins, King, Vette, and Frisbie

Staff Present: Administrator/Controller Kelli Scott, Assistant Administrator Brad Wilcox, Human Resources Director Kim Archambault, Corporation Counsel Jim Dyer, Communications Manager Lucy Blair and Deputy Clerk Shana Huerta

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

A moment of silence was held followed by Comr. Smith leading the Pledge of Allegiance.

4. APPROVAL OF AGENDA

“Moved Comr. Vette, second by Comr. King to approve the agenda of the Feb. 21, 2019 Regular Session of the Calhoun County Board of Commissioners as presented.”

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

5. APPROVAL OF MINUTES

Minutes of the Feb. 7, 2019 Board of Commissioners Regular Session

“Moved Comr. Tompkins, second by Comr. Vette to approve the minutes of the Feb. 7, 2019 Regular Session 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

1. Proclamation Honoring Felix Theodore McShan III

Felix Theodore McShan III

WHEREAS, Felix Theodore McShan III was born 11/12/1972 in Battle Creek, Michigan as the third child of three siblings born to Vanessa Scott Jackson.

WHEREAS, in 1990, he graduated from Battle Creek Central High School then was accepted to the Ferrari Advanced School of Cosmetology. After graduating he continued working under the tutoring of his grandmother Elizabeth Jackson and his mother Vanessa Scott in the family business. Upon leaving the family business and starting his entrepreneurship journey he began working to give back to community by inspiring students to do well in school and offering free hair care services to all students who reached and maintained a positive GPA.

WHEREAS, Felix continued to be a true example for church family and the City of Battle Creek by donating all proceeds from his hair shows to the American Cancer Society, Hurricane Katrina relief fund and cosmetology scholarship's and apprenticeships to Battle Creek students for any school of their choice.

WHEREAS, Felix is a pillar of strength and success in his industry as demonstrated by his Hollywood achievements. Twenty years in Las Vegas, Nevada as stylist to the stars, Felix has and continues to be the personal stylist for events such as The Elton John Aids Foundation, Opera Winfrey Foundation, The Soul Train and BET Music Awards, The Oscars, The White House with Michelle Obama and lastly but, not least, he is the personal stylist for eight time Grammy Award winner and Super Bowl 2019 National Anthem presenter Gladys Knight.

WHEREAS, Felix is the proud father of four children and nine grandchildren who he loves spending all his spare time with along with his spouse of 17 years Tramar McShan. He enjoys fishing, cooking, going to church and construction building.

WHEREAS, Felix has not only touched the lives of so many throughout our community he has proudly represented Calhoun County and District 2 throughout this County and internationally across the pond.

NOW, THEREFORE BE IT RESOLVED, I Commissioner Rochelle R. Hatcher of the Calhoun County Board of Commissioners, hereby recognizes Felix Theodore McShan III for his contributions to the Battle Creek Community and will forever be grateful for making a difference in our lives.

Signed, Commissioner Rochelle Hatcher

Res. 18-2019

“Moved Comr. Vette, second by Comr. Smith to approve the Felix Theodore McShan III Proclamation as presented.”

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

Felix Theodore McShan III provided his future plans for assisting students in Battle Creek as well as his plans to support various charities.

9. CONSENT AGENDA

A. Petitions, Communications, Reports

B. Resolutions

There was none.

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. Tompkins stated that Mr. McShan did a phenomenal job on Gladys Knight for her performance at the SuperBowl. Mr. Tompkins added that the Trailway Alliance met on Wednesday, Feb. 13 and received an update on grants applications.

Comr. Miller stated that he attended his first Solid Waste Committee meeting on Wednesday, Feb 20 and shared that he had witnessed the improvements at the Recycling Center located at the Road Department in Marshall. Comr. Miller stated that he attended the Fair Board meeting on Wednesday, Feb. 20 and they approved the age requirements for livestock showing.

Comr. Vette stated that the Summit Pointe Board had two new appointments, Lieutenant Jim Martens and Marcia Starkey and that their strategic planning meeting would take place in March.

Comr. Frisbie stated that he would be meeting along with the vice chair of the Parks and Recreation Commission with Community Development staff the following week to discuss a potential grant through Consumers Energy.

11. UNFINISHED AND OLD BUSINESS

There was none.

12. NEW BUSINESS AND COUNTY ADMINISTRATOR’S REPORT

A. County Administrator/Controller’s Report

Administrator/Controller Kelli Scott stated that the Veterans Affairs Committee met on Wednesday, Feb. 13 and watched a video about an African American Infantry Unit from World War I and approved some Veterans Relief applications. Ms. Scott shared that the County-wide transit study kicked off the previous

week with a meeting with consulting firm FourSquare reviewing the nine month timeline for the study. She added that the study will include community engagement. Ms. Scott stated that the Michigan Municipal Services Authority (MMSA) Executive Committee met on Thursday, Feb. 14, noting that it was her first meeting as Chair and that they approved the auditor for the 2017-18 fiscal year. Ms. Scott stated that the MMSA was now the organization responsible for reimbursement of personal property tax losses to local municipalities. Ms. Scott stated that the Marshall Area Economic Development Alliance (MAEDA) board met on Tuesday, Feb. 19 and approved engaging Blufish for “Choose Marshall” branding guidelines for the Alliance.

B. New Business

1. Recycling Infrastructure Grant

Administrator/Controller Kelli Scott stated that this item was a recycling grant from the Michigan Department of Environmental Quality (MDEQ) and would pay for almost the entire \$30,000 cost estimated to buy a pickup truck and recycling bins to be put in all the County parks by April of 2020.

Comr. Miller added that the 25% match required by the County would come out of tipping fees within the Solid Waste Fund and not the General Fund.

Comr. Smith asked if the County was buying or leasing the truck. Mr. Wilcox replied that they were buying the truck.

Res. 18-2019

“Moved Comr. Tompkins, second by Comr. Vette to approve the grant application to the Michigan Department of Environmental Quality for the Recycling Infrastructure Grant Program as presented, and authorize the County Administrator to sign the grant application on behalf of the County.”

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

2. 2019 Remonumentation Contract Approval

Ms. Scott explained that this item comes before the Board each year to approve the independent surveyor contracts for the remonumentation program to ensure all corners are properly marked within Calhoun County. Ms. Scott stated the total cost was \$80,000 and the County’s match was covered by deed recording fees.

GIS Manager Brent Thelen added that the match was no longer mandatory but was provided in an effort to expedite the project and because the revenues have been dedicated for this purpose.

Res. 19-2019

“Moved Comr. Miller, second by Comr. Smith to approve the 2019 Survey and Remonumentation Program Surveyor Agreements with the six members of the Peer Group, and the County Representative Contract, as presented.”

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

3. Cold Patch Bid Recommendation

Ms. Scott stated that this item was a bid award for the County’s Road Department and the Jackson County Department of Transportation and asked Assistant Administrator Brad Wilcox to provide more details.

Assistant Administrator Brad Wilcox explained that the contract was for cold patch material used during the winter to fill potholes and recommended Lakeland Asphalt of Springfield. Mr. Wilcox stated that the \$345,000 contract for both counties was a 9.4% increase from the previous bid and explained the correlation between asphalt and diesel prices. Mr. Wilcox stated that the purchasing team was working on a new strategy for future cold patch bids in an effort to better respond to the changing market.

Res. 20-2019

“Moved Comr. Vette, second by Comr. Smith to approve the one year contract with the option for a one year extension with Lakeland Asphalt Corporation to provide bituminous cold patching material to the Calhoun County Road Department and the Jackson County Department of Transportation as presented.”

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

4. Parking Lot Repair Bid Recommendation

Ms. Scott explained that this item was a recommended contract bid award to do improvements in all of the County parking lots and that it was one of the budgeted capital projects within the recently issued capital improvement bonds.

Mr. Wilcox stated that this project was long overdue that would replace the parking lots and included ongoing maintenance. He stated that Asphalt Solutions from Marshall was selected even though their bid was \$24,000 higher than the other bid received, because their proposal specified materials and two-year maintenance plans that would extend the life of the parking lots. Mr. Wilcox stated that the total bid for the project was \$761,239.

Comr. King asked about the 5% discount shown on the bid tabulation. Mr. Wilcox replied that it was a discount for up front payment in full for the project.

Comr. Hatcher asked how many buildings would be impacted. Mr. Wilcox explained that it wasn’t necessarily the number of buildings but the number of parking lots, which was seven in total.

Res. 21-2019

“Moved Comr. Tompkins, second by Comr. Vette to approve the recommendation to award the contract for Parking Lot repair and maintenance to Asphalt Solutions Plus as presented.”

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

5. Approval of Northeast Marshall Neighborhood Improvement Authority Plan

Ms. Scott explained that this item was the approval of the new Northeast Marshall Neighborhood Improvement Authority (NMNIA) Development and Tax Increment Finance Plan that would address the need for housing in Marshall. Ms. Scott stated that the NIA Board met earlier that week and finalized the plan to ultimately be adopted by the Marshall City Council on April 15.. Administrator Scott explained that the plan covered \$3M of public improvements only and that the Authority would issue bonds and pay them back partially through tax capture to create 15 new housing units in different forms. Ms. Scott stated that the tax capture amount for the County was estimated at \$32,000 per year over the next 20 years and the amount that the County would keep was about \$17,000 per year, and that at the expiration of the capture period the County would receive all of the new tax revenue. Administrator/Controller Scott described the background of increment tax financing and stated that she had confidence that the NIA would manage the plan properly. She added that the City of Marshall has agreed to include a County representative as a member of the NMNIA board.

Comr. King stated that he typically did not like these types of plans but because there would be two representatives from the County including the Land Bank’s Executive director and a chosen Commissioner or county employee, he felt more comfortable with the plan and further stated that this would result in revenue that the County would not receive without the development.

Comr. Smith stated that he seconded Comr. King’s statement.

Comr. Miller asked if the plan was dedicated only to the Northeast part of the Marshall. Administrator Scott stated that it did and the plan defined the parcels that would be included.

Chair Frisbie stated that he reached out to local realtors and confirmed that Marshall has some of the lowest available housing stock in the area and it was hard to attract developers when there was a shortage of housing. Chair Frisbie stated that he felt it was good development that would pay back in the long run.

Res. 22-2019

“Moved Comr. Miller, second by Comr. King to approve the Draft Northeast Marshall Neighborhood Improvement Authority Development Plan and Tax Increment Finance Plan as presented and authorize the County's Corporation Counsel and Administrator/Controller to review and approve the final Plan as adopted by the City of Marshall, as long the estimated tax capture from the County does not increase.”

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

13. CITIZEN'S TIME

There was none.

14. COMMISSIONERS TIME

Comr. Hatcher commented on the recent water situation that impacted the City of Battle Creek, Bedford, Emmett and Pennfield Townships and asked for efforts toward the County and the City working better together to disseminate information going forward.

15. CLAIMS PAYABLE

- A. Claims Payable for February 1, 2019 through February 14, 2019 in the amount of \$3,083,748.79

Res. 23-2019

“Moved Comr. Smith, second by Comr. Hatcher to approve Claims Payable for February 1, 2019 through February 14, 2019 in the amount of \$3,083,748.79 as presented.”

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

16. ANNOUNCEMENTS

Comr. Tompkins stated that on Saturday, Feb. 23 the 34<sup>th</sup> Annual Community Action Walk for Warmth would take place at the Albion First United Methodist Church and on that same date the 2<sup>nd</sup> annual Black History Music Celebration would take place at 6 p.m. at the Washington Gardner Auditorium and on Tuesday, Feb. 26<sup>th</sup> there would be an Albion College Convocation lecture honoring Dr. Martin Luther King, Jr. at 7 p.m. at the Bohm Theatre in Albion.

17. CLOSED SESSION TO DISCUSS OPEN LITIGATION (KIRK V. CALHOUN COUNTY ET AL, 1:17-CV-00589)

Res. 24-2019

“Moved Comr. King, second by Comr. Hatcher to retire to closed session to discuss Open Litigation.”

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

The meeting returned to open session at 8:35 p.m.

18. ADJOURNMENT

The meeting was adjourned at 8:35 p.m. at the call of the Chair.

slh

---

Chairman

---

Clerk to the Board