

**PROCEEDINGS OF THE  
BOARD OF COMMISSIONERS**

March 7, 2019

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00 p.m., Thursday, Mar. 7, 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. King leading the Pledge of Allegiance.

4. APPROVAL OF AGENDA

“Moved Comr. Vette, second by Comr. Miller to approve the agenda of the Mar. 7, 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. 21, 2019 Board of Commissioners Regular Session

“Moved Comr. Tompkins, second by Comr. Miller to approve the minutes of the Feb. 21, 2019 Regular Session as presented.”

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

6. CITIZENS' TIME

There was none.

7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

Sheriff Matt Saxton stated that at 3:30 that day the Sheriff's Department had their closeout meeting for the Federal ICE three-day intensive inspection of the jail facility. Sheriff Saxton explained that there were additional inspections done in the outside secured area and the kitchen area, and that those inspections resulted in a couple of issues that would be resolved. He added that overall the jail did well and was one of the best facilities in the State and always received good reports. Sheriff thanked the maintenance and jail staff for all of their hard work.

## 8. SPECIAL ORDER OF BUSINESS

### 1. Community Action Agency Presentation

Comr. Frisbie stated that he has served as Community Action's Board Chair for the past two years and commended Michelle Williamson for her leadership and the work she has done since becoming CEO.

Chief Executive Officer Michelle Williamson explained that the Agency was a 501c(3) non-profit organization. She noted that there are 28 agencies in Michigan and that their agency covered the counties of Calhoun, Barry, Branch, St. Joseph, and as Jan. 1 of this year, Kalamazoo County. CEO Williamson stated that their mission is being "Dedicated to helping people achieve and maintain independence" and their presence in Calhoun County includes a staff of 171 individuals and an annual \$19M budget. She provided an overview of services including the Head Start Program, Foster Grandparent Program, GED program, Lead Safe Program, and Senior programs including Housing/Supporting programs, Food/Nutrition programming and transportation program. Ms. Williamson stated that in 2017 the Agency's total footprint within Calhoun County was \$10,190,712.

Comr. Miller asked if the contractors that replaced appliances were acquired through a bidding process. Ms. Williamson stated that each program had different requirements and either a Request for Proposals (RFP) or bidding process was utilized.

Comr. Hatcher asked if the home repair program had the greatest increase in need because other agencies weren't assisting. Ms. Williamson stated that they did receive funding through the Senior Services Millage and collaborated with Neighborhoods, Inc. and explained that the need was great because as the population is aging, along with aging housing and a growing list of needed repairs.

Comr. Frisbie stated that Corporation Counsel Jim Dyer also sat on the Community Action Board and that taking on Kalamazoo County was a challenge. He again thanked Michelle Williamson and her staff and volunteers for their work.

Comr. Tompkins stated that both Ms. Williamson and her staff did a great job and that he sat on the Senior Millage Allocation Committee and witnessed all of the great work that has been done across the County. He added that he participated in the Walk for Warmth Event.

Comr. King stated that Ms. Williamson was doing a great job.

## 9. CONSENT AGENDA

A. Petitions, Communications, Reports

B. Resolutions

1. Old Policy Deletion

Res. 25-2019

“Moved Comr. Vette, second by Comr. Miller to approve the Consent Agenda of the Mar. 7, 2019 Board of Commissioners’ Regular Session as presented.”

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

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. Tompkins stated that the Senior Millage Allocation Committee (SMAC) met on Friday, Mar. 1 and that Alyssa Parker, Managing Attorney for Legal Services of Southcentral Michigan provided an overview of services that their agency provided for seniors of Calhoun County. He added that the Committee approved mini grants, including a grant to the City of Marshall for the Albion-Marshall Connector and a grant for an accessible trail in Kimball Pines Park.

Comr. Vette stated that the Summit Pointe Board had their Strategic Plan Retreat on Tuesday, Mar. 5 and they focused on community engagement strategies for 2020. Comr. Vette stated that the Goguac Lake Board meeting took place on Mar. 7 and they approved their Spring plans and budget.

Comr. King stated that the Battle Creek Area Transportation Study Committee (BCATS) met and implemented an approval process for upcoming years. He added that Director Pat Karr was undergoing her annual performance evaluation. Comr. King stated that his Governor appointed seat to the Michigan Indigent Defense Commission (MIDC) will expire in April and he hoped that he would be able to continue to serve on the Commission.

Comr. Vette announced that the March Employee of the Month was Amanda Smith, Administrative Assistant for the Health Department who was recognized for her organizational skills and willingness to assist others.

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 FireKeepers Local Revenue Sharing Board (FLRSB) was scheduled to meet on Wednesday, Mar. 13 for their Annual Organizational Meeting. Ms. Scott stated that the Board received \$5.7M this year and would elect officers and approve the timeline for distribution of funds. Ms. Scott stated that Governor's Executive Budget was released this week and that counties were recommended to receive a 3% increase in state revenue sharing. Administrator Scott stated that the County hosted the quarterly City/County Meeting on Friday, Mar. 1 and that community updates included housing needs and strategies. She added that Community Development Program Manager Doug Ferrall discussed park initiatives with the city managers and mayors at the meeting. Scott noted that at the next Board of Commissioners meeting there would be a public hearing and grant applications related to park initiatives.

B. New Business

1. Resolution to Authorize Delinquent Tax Anticipation Notes

Administrator/Controller Kelli Scott stated that this item is an annual resolution that the Board is asked to approve each year and explained that the Treasurer's Office collected delinquent property taxes and rather than waiting until the delinquent taxes were paid, the Treasurer uses available funds and borrowed funds to pay each of the local governmental units for 100% of their delinquent real property taxes in the spring at the designated settlement time. Ms. Scott stated that she believes the Treasurer has done a great job managing and accumulating a sufficient reserve balance and added that the Treasurer's office is still in the process of determining the final amount that would be borrowed this year.

Res. 26-2019

"Moved Comr. Miller, second by Comr. Vette to approve the Resolution to Authorize Delinquent Tax Anticipation Notes as presented."

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

2. Recommendation for State of Michigan County VA Training Reimbursement Program

Ms. Scott stated that prior to Veterans Affairs Director Aaron Edlefsen's arrival, the office did not have accreditation status and that she appreciated his work to ensure all of the staff acquired those credentials.

Mr. Edlefsen explained that this State reimbursement was a small but very important \$1,500 grant that cover the costs for himself and two service officers to maintain their accreditation, allowing them to submit claims on behalf of the County's Veterans.

Res. 27-2019

"Moved Comr. King, second by Comr. Hatcher to approve the application for the Michigan Veterans Affairs Agency's County Training Reimbursement Program as presented and authorize the Board Chair to sign on behalf of the County."

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

3. 2019 Medical Marihuana Operation and Oversight Grant

Ms. Scott explained that this grant would be managed by the Sheriff's office and would provide partial funding for education and outreach related to the medical marihuana law. She noted that the grant award was a fixed amount of \$41,000, based on the number of medical marihuana card holders within Calhoun County.

Sheriff Saxton explained that the grant could only be used for outreach and education and no longer law enforcement due to legislative changes, and that the 9 month grant award was received after the Sheriff Office's budget was established. Sheriff Saxton explained that in the past many counties used the funding for enforcement and that Calhoun County was only one of two to receive funding this year because of our commitment to use it for education.

Res. 28-2019

"Moved Comr. Tompkins, second by Comr. Vette to accept the 2019 Medical Marihuana Operation and Oversight Grant, and authorize the Administrator/Controller to sign all documents necessary to implement the grant."

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

4. 2018 Annual Road Mileage Certification

Ms. Scott explained that this item was the annual road mileage certification required by the State to confirm that the County has jurisdiction for the roads included in the certifications.

Res. 29-2019

"Moved Comr. Miller, second by Comr. Tompkins to approve the Annual Road Mileage Certification as presented and authorize the Board Chair to sign the Certification on behalf of Calhoun County."

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

5. Michigan Department of Transportation Contract #19-5051

Ms. Scott explained that this item was a Michigan Department of Transportation (MDOT) contract to receive federal and state funding for a \$685,000 project along Michigan Avenue between 22 ½ Mile Road and 25 ½ Mile Road, which had been scheduled and prioritized a couple of years in advance through the Rural Taskforce. Administrator Scott stated that this contract includes 100% grant funding from state and federal sources.

Comr. King asked if the project was related to economic development since Talent and Economic Development (TED) funds were being used .

Operation Manager Kori Albrecht responded that it was related to the recent expansion at the Andersons Ethanol plant.

Res. 30-2019

“Moved Comr. Tompkins, second by Comr. Vette to approve the Michigan Department of Transportation Contract #19-5051 as presented and authorize the Board Chair and the County Administrator/Controller to sign the contract on behalf of Calhoun County.”

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

6. Appraisals Plus Group, Inc. Assessor Contract

Ms. Scott explained that this request was to continue a contractual relationship to get certain appraisal work done within the Equalization Department. She added that it was the third year of the contract, that there were no increases in rates, that the number of parcels varied and that the contract was not to exceed \$26,000.

Res. 31-2019

“Moved Comr. Miller, second by Comr. Vette to approve the agreement with Appraisals Plus Group, Inc., in an amount not to exceed \$26,000, as presented and authorize the Board Chair to sign the agreement on behalf of the County.”

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

7. Approval of Seasonal Weight Restriction Policy

Ms. Scott explained that this item was a proposed new policy within the Road Department that would tighten up the protection related to enforcement of seasonal weight restrictions that would go into effect that coming weekend.

Corporation Counsel Jim Dyer stated that by default, during March, April and May, the State sets restrictions of axle weight on trucks on certain roads during the defrost and thaw period of the year. Mr. Dyer stated that this policy would give greater flexibility to the Road Department to determine exactly when the frost laws would be effective. He stated that it would also continue to allow the Road Department to issue permits to businesses who agreed that they would need to exceed the weight limit on certain roads in order to continue business in and exchange for agreeing to pay for anticipated damage to the roads. Mr. Dyer explained that in the past the County was responsible to prove damage caused and that that reimbursement had not been received. He noted that this new policy would require the business to agree that they may cause damage ahead of time, shifting the burden of proof to the permit holder and better protecting the County financially.

Comr. King asked who was going to enforce the policy, since we don't have a weighmaster position.

Mr. Dyer stated that was a valid point to be addressed in the future and provided an example of a pallet company that needed to travel ¾ of a mile on 28 Mile Road to get to an unrestricted route, explaining that the company would only be responsible for that ¾ of a mile portion of the road if it was damaged

Comr. Miller stated that he felt the County was moving in the right direction to get something put in place and expressed concern that the funding would go toward the bonded roads. Comr. Miller stated that the County should encourage companies that applied for permits to take video of the road condition prior to applying for the permit and continue to take video throughout the seasonal weight restriction period. He added that the Road Department should also take video of bonded roads.

Comr. Frisbie addressed Comr. Miller's concern regarding where funding would be applied as the policy stated that funds would be applied to the designated routes outlined in the permit.

Res. 32-2019

“Moved Comr. Smith, second by Comr. Vette to approve that the Calhoun County Commission, as the local authority with highways and streets under its jurisdiction, does approve the Seasonal Weight Restriction Policy as presented, and delegates to the Managing Director of the Calhoun County Road Department the authority to determine the dates and locations where Seasonal Weight Restrictions shall apply, and issue permits for exceptions thereto, according to Act 300 of 1949, the Michigan Motor Vehicle Code.”

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

13. CITIZEN'S TIME

There was none.

14. COMMISSIONERS TIME

Comr. Hatcher shared information regarding the Women's Be Well and Fabulous Michigan Tour focused on women's entrepreneurship that would take place at the Radisson Hotel in Kalamazoo on Thursday, April 18 .

Comr. Frisbie said he always picked on Sheriff Saxton about donating a quarter when he spoke and pointed out that the Sheriff left a quarter when he spoke that evening. Comr. Frisbie challenged the other Commissioners to donate what they could each time the Sheriff left a quarter to contribute to the Jail Ministry Program.

15. CLAIMS PAYABLE

A. Claims Payable for Feb. 15, 2019 through Feb. 28, 2019 in the amount of \$2,136,229.74

Res. 33-2019

“Moved Comr. Miller, second by Comr. Smith to approve Claims Payable for Feb. 15, 2019 through Feb. 28, 2019 in the amount of \$2,136,229.74 as presented.”

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

**16. ANNOUNCEMENTS**

Comr. Tompkins stated that on Friday, Mar. 8 the Homer All-In Community Breakfast would take place from 7:30-9:00 a.m. and on Friday, Mar. 15 the Greater Albion Chamber of Commerce would hold its monthly Eggs N’ Issues meeting at the Kellogg Community College (KCC) Eastern Academic Center.

Comr. Frisbie stated that Bedford Township announced the previous month that they were canceling their recycling dumpster program and were working on developing a local volunteer program to pick-up recycling and would encourage them to partner with the Solid Waste Committee to determine how the County could assist in their efforts.

Comr. Miller stated that recycling dumpsters would be placed in local parks and sorted at the County’s recycling center.

Comr. Hatcher congratulated a minority female business owner, Shannon Patrick, owner of Spic and Shan Cleaning Company that received a grant from the Black Business of Michigan Organization.

**17. ADJOURNMENT**

The meeting was adjourned at 8:02 p.m. at the call of the Chair.

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Chairman

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Clerk to the Board