

CALHOUN COUNTY
PROCEEDINGS OF THE
BOARD OF COMMISSIONERS

July 16, 2015

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00 p.m., Thursday, July 16, 2015 in the Commissioners' Meeting Room, County Building, Marshall, MI.

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

Present: Comrs. Dunn, Reynolds, Haadsma, Frisbie, VanSickle and Bearman

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. INVOCATION AND PLEDGE OF ALLEGIANCE

The Invocation was presented by Matthew Hall followed by Comr. VanSickle leading the Pledge of Allegiance.

4. APPROVAL OF AGENDA

“Moved Comr. Bearman, second by Comr. Reynolds to approve the agenda of the July 16, 2015 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 June 18, 2015 Regular Session

“Moved Comr. VanSickle, second by Comr. Reynolds to approve the minutes of the June 18, 2015 Regular Session of the Calhoun County Board of Commissioners as presented.”

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

6. CITIZENS' TIME

Bob Coward, Golden Avenue in Emmett Township, shared a picture of an oak tree that was cut down across the street of his house. He shared his concerns about the amount of trees being cut down and not replaced.

Jan Perkins, Newton Township, stated she brought a petition to the last meeting regarding a drainage issue in her neighborhood and asked the Commissioners for help in resolving the problem.

7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

Prosecutor Dave Gilbert stated July 23 is Crimes Victims Night at the Battle Creek Bombers game. He stated he would throw the first pitch in pink high heels in honor of the Walk a Mile in Her Shoes event held by S.A.F.E. Place.

Gilbert stated they had an investigator working on bad checks collections and they had collected over \$4,000 in bad checks so far.

Sheriff Matt Saxton stated the Law Enforcement Building was on schedule and almost completed, with the grand opening being held on August 31. He noted the Governor would be there along with State Reps. He stated the invitations were going out and the Commissioners would be invited. He stated they would start working out of the office soon after the grand opening.

Saxton announced that two former employees of the Sheriff's Office had passed away, Jack Schoder and Gary Morgan. He asked that everyone keep their families in their prayers.

Road Department Managing Director Christopher Bolt noted that the Clark Road petition from Ms. Perkins was being evaluated. He stated that through Public Act 84, we received notice from MDOT that Calhoun County would receive \$1.33 million in three payments starting in November. He stated they hired a new Project Manager, Fred Oakes, and he would bring him to the next meeting. He met with Bedford Township and they were getting up to speed. He had conducted positive interviews for a Projects Engineer. He stated staff had been posting ongoing activities daily on Facebook. Bolt noted the Woodland Beach project was now complete and they were working on yard restorations. He stated they were trying to button up projects quickly when the work was done. He stated crews were working on Pennfield and Bedford projects. He stated the first Pennfield project was in progress, they were preparing for Pennfield project two next week and Pennfield three, Bedford one and two were getting bids and would be done at the end of July or beginning of August. He noted they had been putting door hangers on residences impacted by projects for notification. He stated they would be doing a second round of bidding for countywide projects and MDOT was bidding projects in August. He noted they were coming in well under budget so far.

8. SPECIAL ORDER OF BUSINESS

A. Audit Presentation by Joe Verlin of Gabridge and Company

Joe Verlin of Gabridge and Company presented the Calhoun County 2014 Audit. He noted that staff was very professional; he commended them, and noted that Calhoun County was one of less than 10% of their clients that had zero findings or recommendations regarding internal controls.

Administrator/Controller Scott thanked Finance Analyst Jeryl Schoepke, Budget Analyst Pam Kline and all of the staff who coordinated with the audit. She thanked Joe (Verlin) for his assistance.

Res. 112-2015

“Motion by Comr. Dunn, second by Comr. Reynolds to approve the following: County Audit as presented by Gabridge and Company.”

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

9. CONSENT AGENDA

A. Petitions, Communications, Reports

1. Bedford Township Road Agreement
2. Amendment of Appraisal Agreement

B. Resolutions

There was none.

Res. 113-2015

“Motion by Comr. Dunn, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby accept the July 16, 2015 Consent Agenda as presented.”

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

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. Reynolds stated she had an awesome time at the Centenarian Luncheon that was put on by Senior Services at Schulers.

Comr. Bearman stated he also had a great time and he got to sit with his first grade teacher.

Comr. Vansickle stated he attended a Parks and Recreation Committee meeting and it was standard business. He stated they were presented with the audit and it was interesting how funds come in and were used. He stated they also discussed new fencing in the parks and replacing stolen and broken playground equipment at Bridge Park.

Comr. Frisbie stated he attended a Dispatch Authority Board Meeting and they received their audit. He stated they awarded a contract with three other counties to build capacity in a regional fashion by purchasing like systems with systems that are interoperable. He stated that as they move forward and an increased number of calls come in from cell phones, the number of events hasn't increased but the number of calls regarding those events has increased substantially. He stated they are trying to work together regionally for solutions.

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 Veteran's Affairs Committee met under the new Director and included in the discussion was possible collaboration with Kellogg Community College Foundation for a Veteran Scholarship. She stated Director Aaron Edlefson was showing his willingness to get out in the community and explain what we do.

Scott stated she attended a Workforce Development Board meeting where they reported changes in service delivery for Calhoun County. She stated the Battle Creek Michigan Works Center was being operated by a different agency, KRESA (Kalamazoo Regional Educational Service Area). She stated the transition was smooth, they were looking for another facility to operate out of and they were required to employ local staff. She stated the PATH Program, another countywide, grant funded employment would expire in September. She stated the Board voted for the Upjohn Institute to take over the administration of the program while they find a replacement.

Scott stated that several Department Heads and county management teams were meeting quarterly with NHBP Tribal leaders. She stated it was bringing different Department Heads together to see what we can do to help each other. She stated it had been a very positive interaction and the Health Department is working with them for possible ways to partner on health emergency preparedness services.

B. New Business

1. Health Department Staffing Change

Administrator/Controller Scott stated the Health Department was asking for changes to their authorized staffing relating to the school wellness program and contracted social workers.

Health Officer Jim Rutherford explained they were asking for approval to allow the hiring within the school wellness program for the behavioral and mental health portion of the program. He stated they contracted with Summit Pointe in the past but recommendations from the State in their audit recommended a direct hire. He stated they would like to make them permanent employees during the school year. He noted they were developing a memo of understanding for referrals to mental health providers and the peer reviews with Summit Pointe would continue.

Res. 114-2015

“Motion by Comr. VanSickle, second by Comr. Reynolds to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the Calhoun County Public Health Department request to approve Social Work MA (MSW) staffing changes as presented.”

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

2. Phone System Recommendation and Replacement

Administrator/Controller Scott stated this request was to approve the contract to replace the county phone system. She explained this was a Capital Improvement Plan project for just under \$1 million. She explained it was a large project that Assistant Administrator Wilcox has been overseeing. She stated the phones were coming from a MiDeal vendor, Logicalis and they would offer voice over internet protocol.

Assistant Administrator Wilcox stated this was a significant investment in functionality and funds. He explained that the phone system had not been updated since 2006, and the contractor of that system, Siemens, is out of the phone business. He stated the phones are outdated and we can't get replacement parts. He noted there are now legal requirements we have to have caller identification.

Res. 115-2015

“Moved Comr. Reynolds, second by Comr. Dunn to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the Voice over Internet Protocol phone system as presented.”

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

3. Cold Patch RFB #116J-15 Recommendation

Administrator/Controller Scott stated this was a joint purchasing bid for the Road Department and Jackson County Department of Transportation. She stated the award recommendation was for the low, local bidder, Lakeland Asphalt for an estimated \$300,000. She noted the cost was estimated because the amount needed was estimated. She stated this was a two year bid and the Calhoun County Road Department's estimated portion was \$175,000.

Comr. Frisbie inquired about quality testing and was assured everything purchased was tested.

Road Department Managing Director Christopher Bolt stated they had been testing asphalt received and corrections had been made when issues were found.

Res. 116-2015

"Moved Comr. VanSickle, second by Comr. Haadsma to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby the two year contract 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 – 6, Excused – 1 (King). Motion **CARRIED**.

4. June 2015 Financial Statement

Administrator/Controller Scott stated we were tracking on budget and she had asked Department Heads for any projections. She stated the results were noted and there was a potential for a \$500,000 variance to the negative coming from District Court, the Register of Deeds and Public Safety. She stated the Board Budget Committee was meeting soon and would review. She stated the projected fund balance was near what it was in 2014.

Res. 117-2015

"Moved Comr. Dunn, second by Comr. Haadsma to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby accept the June 2015 Financial Statements for informational purposes as presented."

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

13. CITIZEN'S TIME

Tom Sprau, Bedford Township, congratulated the county financial staff, stating he had never seen an audit come back with no recommendations.

Matthew Hall, Sheridan Township, thanked Comr. Frisbie for the opportunity to say prayer at the start of the meeting. He stated he started at the Road Department in 2002 and in all those years he had never seen the things they were now able to do, specifically mentioning engineering and quality standard improvements on the Woodland Beach project in Emmett Township.

Bob Coward, Golden Avenue in Emmett Township, gave suggestions on getting grants to replace trees.

14. COMMISSIONERS TIME

Comr. Bearman expressed kudos to the Road Department, stating he had received calls on how good the response times on complaints and coming up with solutions had been.

Comr. Frisbie clarified the ten year warranty was for the construction, not the expected life of road. He stated he didn't want anyone to think we were building a road that would fall apart in ten years.

15. CLAIMS PAYABLE

- A. Calhoun County Claims Payable for June 11 - July 5, 2015 and PCard Claims for May 2015 in the amount of \$3,563,547.47, Calhoun County Road Department Claims from June 9, 2015 in the amount of \$429,951.64 and June 25, 2015 in the amount of \$258,949.98 and Road Department PCard Claims dated June 17, 2015 for \$54,982.75 as presented.

Res. 118-2015

"Moved Comr. Haadsma, second by Comr. Bearman to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Calhoun County Claims Payable for June 11 - July 5, 2015 and PCard Claims for May 2015 in the amount of \$3,563,547.47, Calhoun County Road Department Claims from June 9, 2015 in the amount of \$429,951.64 and June 25, 2015 in the amount of \$258,949.98 and Road Department PCard Claims dated June 17, 2015 for \$54,982.75 as presented."

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

16. ANNOUNCEMENTS

Comr. Bearman announced a ribbon cutting ceremony July 30 at 7pm at the Albion Community School.

Comr. Bearman announced the Marshall Rotary Band would be playing at the Albion Band Shell.

17. CLOSED SESSION TO CONSIDER PENDING LITIGATION

Res. 119-2015

"Moved Comr. Haadsma, second by Comr. Dunn to approve the following: Resolved the Calhoun County Board of Commissioners does hereby retire to closed session to consider pending litigation at 8:29 a.m."

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

The Board returned to open session at 8:42 p.m.

18. RESOLUTION TO APPROVE THE SETTLEMENT IN CASE NO. 15-526-NI AS RECOMMENDED BY COUNSEL

Res. 120-2015

“Moved Comr. Reynolds, second by Comr. Haadsma to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the settlement in case no. 15-526-NI as recommended by counsel.”

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

19. ADJOURNMENT

The meeting was adjourned at 8:45 p.m. at the call of the Vice Chair.

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Chairman
Calhoun County Board of Commissioners

Clerk
Calhoun County