

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

March 17, 2016

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00 p.m., Thursday, March 17, 2016 in the Commissioners' Meeting Room, County Building, Marshall, MI.

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

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

Staff Present: County Administrator/Controller Kelli Scott, Assistant County Administrator Brad Wilcox, Human Resources Director Kim Archambault, Corporation Counsel Richard Lindsey and Deputy Clerk Chris McComb

2 and 3. INVOCATION AND PLEDGE OF ALLEGIANCE

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

4. APPROVAL OF AGENDA

"Moved Comr. Bearman, second by Comr. Reynolds to approve the agenda of the March 17, 2016 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 March 3, 2016 Regular Session

"Moved Comr. VanSickle, second by Comr. Dunn to approve the minutes of the March 3, 2016 Regular Session of the Calhoun County Board of Commissioners as presented."

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

6. CITIZENS' TIME

Lynn Ward Gray from the City of Battle Creek stated she and her sisters from the Delta Sigma Theta Sorority presented the Commissioners with a package of information about their sorority and their activities and thanked the Commissioners for their service to the community.

Doris Smith, Albion, inquired if there was a long term plan in the county for replacing lead water pipes.

7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

Treasurer Christine Schauer reminded everyone that the March 31 deadline for 2013 tax deadline before foreclosure was quickly approaching. She stated her office has granted about seventy hardship extensions and they are working on 2014 forfeitures.

Sheriff Matt Saxton stated the Marshall Exchange Club and the Sheriff's Office recognized Deputy Guy Picketts, Jr. as Deputy of the Year. He stated Guy's father was also a recipient but passed away before seeing his son win. He stated Guy is a K9 deputy assigned to the City of Springfield who also does school programs with the kids. The Sheriff stated he has filed paperwork to seek reelection and it has been an honor to serve the citizens over the last 22 years.

8. SPECIAL ORDER OF BUSINESS

Calhoun County Land Bank Authority Director Krista Trout Edwards presented the Land Bank's 2015 year in review.

9. CONSENT AGENDA

A. Petitions, Communications, Reports

There were none.

B. Resolutions

There were none.

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. Dunn stated she was on the Summit Pointe Board and she would be transitioning onto the Southwest Michigan Behavioral Health (SWMBH) Board, replacing the current Summit Point Board Chair.

Comr. Frisbie stated he was on the Governance Committee at Community Action and they were in the process of reviewing Board policies and procedures.

11. UNFINISHED AND OLD BUSINESS

There were none.

12. NEW BUSINESS AND COUNTY ADMINISTRATOR'S REPORT

A. County Administrator/Controller's Report

Administrator/Controller Kelli Scott stated Finance was in the process of closing out the Fiscal Year 2015 General Fund and we have started the audit. She noted the bond agency reaffirmed the county's AA rating. She stated the General Fund revenue was less than budget but expenses were also less than budget so we ended with a little less than \$600,000 in surplus.

B. New Business

1. Addendum to Staffing Agreement - MRLEC

Administrator/Controller Kelli Scott stated this addendum doesn't directly impact the county, as the staffing agreement is between the City of Marshall and the State, but we are all a part of the lease. She stated the addendum was cleanup language in regards to the Property Room Manager.

Res. 40-2016

"Motion by Comr. Haadsma, second by Comr. Bearman to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the Addendum to the Enclosure G staffing Agreement as presented."

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

2. Resolution to Authorize Payment of Administrative Expenses

Administrator/Controller Kelli Scott stated the next two items were annual requests from the Treasurer to issue delinquent tax anticipation notes and payment of administrative expenses.

Treasurer Christine Schauer explained that the resolution in item 12B3 authorizes her to issue delinquent tax anticipation notes. She stated the delinquents come over from the cities and townships then we reimburse them and do the collection proceedings. She explained that the bond gets paid off as we collect the delinquent taxes. She stated she asks for approval for up to \$7.5 million but last year they only needed \$5.5 to cover the delinquents and are expecting this year to be close to that. She stated the resolution for item 12B2 authorizes payment of administrative expenses related to delinquent taxes from the Delinquent Tax Revolving Fund.

Res. 41-2016

“Moved Comr. Dunn, second by Comr. Haadsma to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the Resolution to Authorize Payment of Administrative Expenses as presented.”

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

3. Resolution to Authorize Delinquent Tax Anticipation Notes

Administrator/Controller Scott stated this is the request discussed with the last agenda item.

Res. 42-2016

“Moved Comr. VanSickle, second by Comr. Reynolds to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the Resolution to Authorize Delinquent Tax Anticipation Notes as presented.”

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

4. Calhoun County’s Housing Rehabilitation Program

Administrator/Controller Scott stated this was a request to approve acceptance of the Housing Rehabilitation Program.

Treasurer Christine Schauer stated that last fall her office got approval for the submission of a home repairs allocation grant. She stated her office has been awarded the grant so they now need the Board to accept it so they can spend the funds.

Res. 43-2016

“Moved Comr. VanSickle, second by Comr. Reynolds to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve Calhoun County's Housing Rehabilitation Program as presented .”

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

5. 2016 Survey and Remon Program Surveyors Agreements

Administrator/Controller Scott stated this item is follow up to the approval of the submission of the Survey and Remonumentation Grant Program, asking to approve contracts with individuals doing the surveying work. She stated we have worked with all of these surveyors in the past and Planning Consultant Jen Bomba is recommending approval.

Res. 44-2016

“Moved Comr. Haadsma, second by Comr. Bearman to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the 2016 Survey and Remonumentation Program Surveyor Agreements as presented. ”

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

6. Jail Bed Agreement

Administrator/Controller Scott stated the Board was being asked to approve a Jail Bed Agreement with the City of Battle Creek. She stated it is a one year agreement for thirty beds at a rate of \$35 per bed, per day. She stated we had a long standing jail beds for dispatch agreement after the Justice Center was built and the City of Battle Creek provided dispatch and there was no cash exchanged. The county now pays for dispatch services through the Calhoun County Consolidated Dispatch Authority (CCDA) so we needed a new agreement with the city for their use of jail beds. She stated Battle Creek City Manager Rebecca Fleury sent a letter asking to terminate the long standing agreement and this is an attempt to put something in place going forward. She noted that the County and City Attorneys are still not in agreement on all terms so this is a one year agreement as negotiations continue. She noted the City Commission has already approved this agreement. Scott stated the rate in this agreement is lower than what we are paid from other entities for jail beds but it puts something in place until a higher legal authority can make a ruling to settle the disagreements.

Res. 45-2016

“Moved Comr. Dunn, second by Comr. Reynolds to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the Agreement with the City of Battle Creek regarding jail beds as presented and the Administrator/Controller is authorized to sign the agreement on behalf of the County .”

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

7. Annual Road Mileage Certification

Administrator/Controller Scott stated the Road Department asked for approval of the Annual Road Mileage Act 51 Certification. She stated there were no changes to the report but MDOT requires the Board to approve.

Res. 46-2016

“Moved Comr. VanSickle, second by Comr. Frisbie to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the Annual Road Mileage Certification as presented and does authorize the Board Chair to sign the Certification on behalf of Calhoun County.”

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

8. Culverts Bid RFB#104J-16

Assistant Administrator Wilcox stated that culverts are designed to drain water from the roadway. He stated they had four bids and this bid was 2.6% lower than other bids and a savings from last year. He stated Purchasing was recommending a three year contract with Jensen Bridge.

Res. 47-2016

“Moved Comr. VanSickle, second by Comr. Frisbie to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the three year contact with Jensen Bridge & Supply Company to provide culverts and related hardware to the Calhoun County Road Department and the Jackson Department of Transportation as presented..”

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

9. Overband Crack Seal RFB#105JX-16

Assistant Administrator Wilcox stated this was a formal bid issued by the Joint Purchasing Team. He stated thought it was principally a bid for Jackson, the vendor offers same price to Calhoun. He stated they were recommending Wolverine Sealcoating from Jackson for a three year contract.

Res. 48-2016

“Moved Comr. Dunn, second by Comr. Haadsma to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the three year contact with Wolverine Sealcoating, LLC., to provide overband crack sealing to the Calhoun County Road Department and the Jackson Department of Transportation as presented .”

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

10. RFB#107-16 2016/2017 Ford Escape SE 4WD

Administrator/Controller Scott stated this was a request for the purchase of vehicle for the Prosecutor's office.

Assistant Administrator Wilcox stated this bid was issued to local Ford dealers for an in-stock vehicle. He stated this was not a Capital Improvement Plan (CIP) or fleet managed vehicle, it is grant funded and leased for the Prosecutor's Office.

Res. 49-2016

"Moved Comr. Frisbie, second by Comr. Haadsma to approve the following:

Resolved the Calhoun County Board of Commissioners does hereby approve the award of RFB#107-16 for the purchase of a 2016 Ford Escape SE 4wheel drive vehicle, to Lakeview Ford Sales of Battle Creek in the amount of \$23,971.92."

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

13. CITIZEN'S TIME

Jerry, Emmett Township, stated commented on the first courthouse and jail in Calhoun County and asked for the amount reimbursed for mileage to county employees.

14. COMMISSIONERS TIME

Comr. Dunn stated she visited former Chair Kale in the Village of Homer where he is the Manager. She stated it was great to see him and he's happy.

Comr. Bearman stated that the Senior Fair would be on April 7 at the Marshall Middle School.

Comr. Frisbie stated Miles for Memories, the Sheriff and the Battle Creek Police Department will launch "Home Safe", a program to register family members who have Alzheimer's or dementia in a database to help with any needed tracking.

Comr. Frisbie stated the Calhoun County Consolidated Dispatch Authority Board is down to three director candidates. He stated they are finalizing questions with the full board and they will have public meeting interviews at the end of the month. He stated they are hoping to make a decision by the end of May and have the position filled by the end of November.

Comr. Reynolds wished Comr. King a happy belated birthday.

Comr. Bearman stated the Bohm Theater celebrating 100 years of continuous service of a Boy Scout troop 158 on Saturday, March 19, at 10:00.

15. CLAIMS PAYABLE

- A. Calhoun County Claims Payable for February 27 – March 10, 2016 in the amount of \$1,421,977-17 and Road Department Claims Payable for March 8, 2016 in the amount of \$340,169.69

Res. 50-2016

“Moved Comr. Haadsma, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Calhoun County Claims Payable for February 27 – March 10, 2016 in the amount of \$1,421,977-17 and Road Department Claims Payable for March 8, 2016 in the amount of \$340,169.69 as presented.”

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

16. ANNOUNCEMENTS

Comr. Reynolds thanked her Sorority Sisters for attending the meeting and their support.

Comr. King announced the Board of Commissioner’s meeting schedule for April is different, as there will only be one meeting, the statutory Equalization Meeting on April 12.

17. ADJOURNMENT

The meeting was adjourned at 8:16e p.m. at the call of the Chair.

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Chairman

Clerk