

CALHOUN COUNTY
PROCEEDINGS OF THE
BOARD OF COMMISSIONERS

June 4, 2015

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00 p.m., Thursday, June 4, 2015 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: 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. Bearman leading the Pledge of Allegiance.

4. APPROVAL OF AGENDA

“Moved Comr. Frisbie, second by Comr. Bearman to approve the agenda of the June 4, 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 May 21, 2015 Regular Session

“Moved Comr. VanSickle, second by Comr. Bearman to approve the minutes of the May 21, 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, described oak wilt, a disease of oak trees and stated the disease was caused by trimming at the wrong time of year. He asked if the Road Department would look into this when they were trimming trees along the road.

7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

Ingrid Ault, Community Development Educator, invited the Commissioners and audience to the grand opening of the Trailway at Kimball Pines Park from 1:00 - 4:00 on Saturday, June 6 with a ribbon cutting at 1:30.

8. SPECIAL ORDER OF BUSINESS

A. Harmony Hounds Appreciation Day Proclamation

Comr. Frisbie read the proclamation into the record.

WHEREAS, Battle Creek's own Harmony Hounds Quartet, the Clown Princes of Barbershop Harmony will be retiring on June 14, 2015 after 56 years of performing.

WHEREAS, The Harmony Hounds, formed in 1959, consisting of eleven different "litters", thirteen different men, including the present litter of Dick Smith, Dean Burrill, Roger Lewis, and Dorn Burrill who have been singing together for 32 years.

WHEREAS, The Battle Creek Chapter of Barbershop Harmony, The Cereal City Chorus, wishes to thank the Harmony Hounds for their unique brand of humor and incomparable style and sound of four-part Barbershop harmony these past 56 years throughout the city, county, state, and country.

NOW THEREFORE, the Calhoun County Board of Commissioners does hereby proclaim Sunday, June 14th, 2015, as "Harmony Hounds Appreciation Day" in Calhoun County and urges our citizens to recognize and extend best wishes to these men for their many years in promoting and supporting barbershop singing throughout our county.

Res. 85-2015

"Moved Comr. Reynolds, second by Comr. VanSickle to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the Harmony Hounds Appreciation Day Proclamation as presented."

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

9. CONSENT AGENDA

A. Petitions, Communications, Reports

B. Resolutions

Res. 86-2015

“Moved Comr. Bearman, second by Comr. Reynolds to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the Consent Agenda of the June 4, 2015 Regular Session.”

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

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. Haadsma stated he and Comr. Bearman attended a Land Bank and Treasurer's Office presentation on a residential housing Target Market Study in Albion that was very informational.

Comr. Haadsma stated he attended a Southwest Michigan Region 3 (SMART) meeting and they were treated to a farm tour. He stated it was great to see MSU Extension in that context.

Comr. Dunn stated she and Administrator/Controller Scott attended the Summit Point board meeting and during the meeting Comr. Dunn was elected to be the alternate on the Southwest Michigan Behavioral Health Board.

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 all of the Commissioners should have received a postcard in their mail from Michigan Association of Counties announcing the regional summits that were starting next week. She stated they would be discussing the Department of Health and Human Services merger, Regional Veterans Coordinators, 9-1-1 service, electric supply and how pending legislation relates to it and an overview of MERS plans.

She stated she attended the Michigan Association of County Administrative Officers' (MACAO) conference and got legislative updates. She stated pending was an extension to the bill allowing counties to dissolve the Road Commission. She gave an overview of other pending legislation and offered to send the information to the Board. She stated the state's budget passed and included full funding for revenue sharing and some money for road funding. She also stated she had been elected Treasurer of the MACAO Governing Board.

B. New Business

1. 2014 Pre-Disaster Mitigation Grant Agreement

Administrator/Controller Scott stated this was a grant award from the Office of the Sheriff's Office of Emergency Management.

Emergency Management Director Durk Dunham stated this process began over one and a half years ago when the County Mitigation Plan expired. He explained the county was not required by law to have a plan but it was advantageous if we do have a local disaster. He stated this grant would pay for the entire update, which will take six months to a year to complete. He stated there were very few companies that did this type of work and the grant money would be paid directly to them.

Res. 87-2015

"Motion by Comr. Dunn, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the 2014 Pre-Disaster Mitigation Grant Agreement as presented and does authorize the Board Chair to sign on behalf of the County."

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

2. Health Department Budget Amendment

Administrator/Controller Scott stated the Health Department had previously received approval from the Board to enter into a lease to move the Albion office. She stated they needed to cover up front capital costs as renovations were made.

Health Director Rutherford stated it had been a yearlong process of working on and securing the lease to move the Albion office. He stated the renovations had been completed. He stated they were asking for utilization of \$74,219 to be used from the Health Department's fund balance to allow the building to be brought up to code with new lighting, flooring and walls. He stated this amendment was supported by the Health Board. He noted that, in addition to county funds, building owner Dr. Dobbins was coming up with \$30,000 plus.

Comr. Haadsma stated he was not in favor of this move initially but had spoken with an Albion City Council member and other members of the community and they believed it was in the best interest of the community. He noted he defers to the Board of Health as well.

Res. 88-2015

"Moved Comr. Bearman, second by Comr. Dunn to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the Calhoun County Public Health Department budget amendment, including Use of Fund Balance, for the Albion Office Relocation."

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

3. Summer and Winter Tax Levy

Administrator/Controller Scott stated this was one of the most important votes the Commissioners had because this was to approve the levy of property taxes, which represent 45% of the county's revenue. She stated the public hearing was satisfied in November as part of the budgeting process. She stated this was the copy of the form that would go out to the local units.

Equalization Consultant Roger McEvers stated there was a lot of redundancy in the resolutions and we combined them.

Res. 89-2015

"Moved Comr. Frisbie, second by Comr. VanSickle to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the attached resolution to levy the 2015 Summer and Winter property taxes."

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

4. PA511 Grant Application for Community Corrections Funding

Administrator/Controller Scott stated this was the Community Corrections Grant Application that was submitted every year. She stated it provided funding for most of Community Corrections operations and programming offered as a jail diversion program.

Community Corrections Director Jerry Lambert stated this was an annual application and they were requesting the same amount of money as last year. He stated it funded two and half case manager positions for pretrial services as well as cognitive education which were part of the jail program and early release program. He stated the State was moving Community Corrections toward re-entry so there would be more emphasis on that for the 2015 year.

Comr. Frisbie stated this was important work and gave corrective activity to keep people out of jail.

Res. 90-2015

"Moved Comr. Reynolds, second by Comr. VanSickle to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the PA511 Grant Application for Community Corrections funding as presented."

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

5. Amendments to Board Policies #290, #315 and #326

Administrator/Controller Scott stated that this was part of our ongoing policy review mentioned at the recent Board orientation. She stated HR Director Kim Archambault did a lot of work on these policies with Corporation Counsel Richard Lindsey. She stated the procedure before a policy was brought to the Board was to consult with union leadership and department heads. She stated the next step was to focus training around these three policies.

HR Director Archambault stated it had taken time to make sure all of the legal updates were in there. She explained that all three policies now had the same complaint policy so it was easier for employees. She noted the Harassment Policy was now broken down into different sections.

Res. 91-2015

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

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

6. Amendment to Board Policy #405 and the Deletion of Board Policy #410 and #505

Administrator/Controller Scott stated we were incorporating the prior Road Commission purchasing policy into the county policy. She explained that after a general review of the county policy we found we did not have some necessary sections such as disposal of assets no longer in use. She noted we also added a section to allow the use of public auction for purchasing.

Assistant Administrator Wilcox stated that we have incorporated a collaborative and cooperative purchasing effort with Jackson County. He stated that gave us a large increase in work with no increase in staff so we were working to be more effective in procurement.

Res. 92-2015

“Moved Comr. Bearman, second by Comr. Dunn to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the changes to board policy #405 as presented and approves the deletion of Policies #410 and #505.”

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

7. List of Pre-Qualified Contractors Eligible to Participate in Road Construction Bids

Administrator/Controller Scott stated this would allow for prequalification of contractors who would quote work throughout the season.

Assistant Administrator Wilcox stated the state's bidding was unit based and the bid pricing did not respond to our needs because the scope wasn't specific enough. He stated that on big projects we need to be specific and bid quickly to approve the pool of contractors. He stated we were duplicating MDOT's work of prequalification but not to the level of MDOT.

Road Department Managing Director Christopher Bolt stated this would help us be more nimble and able to make decisions from the field.

Comr. Frisbie stated this was important with the amount of projects coming up.

Res. 93-2015

"Moved Comr. VanSickle, second by Comr. Reynolds to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the list of pre-qualified contractors who will be eligible for selection by the Calhoun County Road Department to participate in the bids for the 2015 road construction season as presented."

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

13. CITIZEN'S TIME

There was none.

14. COMMISSIONERS TIME

There was none.

15. CLAIMS PAYABLE

- A. Calhoun County Board of Commissioners does hereby approve the Calhoun County Claims Payable from May 14 - 27, 2015 and April 2015 PCard Payables in the amount of \$1,969,298.14

Res. 94-2015

"Moved Comr. Dunn, second by Comr. Bearman to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the May 14 - 27, 2015 and April 2015 PCard Payables in the amount of \$1,969,298.14 as presented."

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

16. ANNOUNCEMENTS

Comr. Frisbie reminded everyone the Cereal Festival was Friday, June 12 and the longest breakfast table was on Saturday, June 13.

Comr. Bearman reminded everyone to attend the Trailway ribbon cutting ceremony from 1 - 4 at Kimball Pines.

17. CLOSED SESSION TO CONSIDER PENDING LITIGATION

Res. 95-2015

“Moved Comr. VanSickle, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby agree to retire to closed session to consider pending litigation.”

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

The Board retired to closed session at 8:17 p.m.

The Board returned to open session at 8:37 p.m.

18. APPROVE THE SETTLEMENT OF CASE NO. 1:14-cv-323 AS RECOMMENDED BY COUNSEL

Res. 96-2015

“Moved Comr. Haadsma, second by Comr. Dunn to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the settlement of Case No. 1:14-cv-323 as recommended by Counsel.”

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

19. ADJOURNMENT

The meeting was adjourned at 8:38 p.m. at the call of the Chair.

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Chairman
Calhoun County Board of Commissioners

Clerk
Calhoun County