

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

June 16, 2016

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00 p.m., Thursday, June 16, 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 (arrived at 7:05), Reynolds, Haadsma, Frisbie, King, VanSickle and Bearman

Staff Present: Administrator/Controller Kelli Scott, Assistant County Administrator Brad Wilcox, Human Resources Director Kim Archambault, Finance Director Michele Johnson, Corporation Counsel Jim Dyer and Deputy Clerk Chris McComb

2 and 3. INVOCATION AND PLEDGE OF ALLEGIANCE

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

4. APPROVAL OF AGENDA

“Moved Comr. Bearman, second by Comr. Reynolds to approve the agenda of the June 16, 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 June 2, 2016 Regular Session

“Moved Comr. VanSickle, second by Comr. Reynolds to approve the minutes of the June 2, 2016 Regular Session of the Calhoun County Board of Commissioners as presented.”

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

6. CITIZENS' TIME

Pat Dougherty, Emmett Township, stated the road over the railroad crossing on Wattles Road had recently been replaced by Enbridge and they did a great job. The railroad began working on the tracks at Wattles Road, stating they would only be working there for about a week but the week turned into much more. He stated they had overloaded trucks running every fifteen minutes and the road is now cracked and damaged. He believes the railroad should be held accountable for the damage to that brand new section of road.

7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

Water Resources Commissioner Christine Kosmowski stated she was honored to be attending on behalf of the Juneteenth Celebration Committee and will accept the proclamation the Board will soon vote on. She read a few words in honor of the group and noted there were many activities being planned in Battle Creek.

Senior Services Manager Carl Gibson stated that Senior Services will be represented in the Juneteenth Celebration in Albion.

Gibson announced that Senior Millage has donated \$5000 to Talons Out Honor Flight.

Gibson stated the Senior Services Dental Program is requesting approval of a four month extension on the agenda.

Tina Yost, appearing on behalf of the Prosecutor's Office, stated the county receives incentives for paternity establishment and our rate is 100%. She stated statistically they also went from seventeenth to seventh in establishing court cases. She stated they were reapplying for grant for cooperative reimbursement that had previously provided \$2.5 million and will be \$3.7 million in the future.

Sheriff Matt Saxton stated he missed the Board of Commissioners' last meeting because he was at Homer Community Schools for the American Legion Awards where they awarded forty-two students with citizenship awards.

Saxton stated the Sheriff's Office had three deputies retiring - Vickie Larimer, Andy Mataka, and Mike Beaumont, with a total of sixty-eight years of service between the three. He stated he was starting an award for the Deputy of the Year and would like to present the award at the Board's July 21 meeting.

Saxton thanked Assistant County Administrator Wilcox for helping get the quote to upgrade the security system at the jail approved quickly.

8. SPECIAL ORDER OF BUSINESS

A. Juneteenth Proclamation

Comr. Reynolds read a statement honoring Juneteenth into the record.

WHEREAS, Juneteenth had its origin in 1865 in Galveston, Texas, observing June 19 as the African American Emancipation Day and is the oldest known celebration of the ending of slavery; and

WHEREAS, Juneteenth commemorates the date June 19, 1865, when the last African American slaves held in Confederate states were freed, and has been observed since June 19, 1866; and

WHEREAS, it's a time for reflection and rejoicing; a time for assessment, self-improvement and for planning the future. Its growing popularity signifies a level of maturity and dignity in America long overdue, and in cities across the country, people of all races, nationalities, and religions are joining hands to truthfully acknowledge a period in our history that shaped and continues to influence our society today; and

WHEREAS, sensitized to the conditions and experiences of others, only then can we make significant and lasting improvements in our society;

THEREFORE, BE IT RESOLVED, that the Calhoun County Board of Commissioners does hereby proclaim June 17 and 18 as:

"JUNETEENTH WEEKEND"

In Calhoun County and encourages all citizens to participate in Juneteenth Weekend celebration and to honor this great moment in the history of our nation.

Res. 79-2016

"Moved Comr. Haadsma, second by Comr. Reynolds to approve the Juneteenth Proclamation as presented."

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

9. CONSENT AGENDA

A. Petitions, Communications, Reports

1. Albion Industrial Facilities Tax Exemption Hearing for Team 1 Plastics

B. Resolutions

1. Policy #310 Employee Classification and Compensation
2. Policy #415 Vehicle Use Policy

Res. 80-2016

“Moved Comr. Bearman, second by Comr. VanSickle to approve the consent agenda of the June 16, 2016 Board of Commissioners’ Regular Session as presented.”

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

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

There were none.

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 she was asked for the second time this year to participate in a Women in Government panel for high school girls finishing their junior year to them on how government works.

Scott stated she attended a quarterly meeting with the Nottawaseppi Tribe and County Department Heads to focus on collaboration with the Road Department and their Public Works. She stated areas being explored are the making of road signs and purchasing. She noted their CEO contract was not renewed and they also voted in a new Tribal Council.

Scott gave an update on the demolition of the old jail, stating the Land Bank was working with Administration on bidding and managing the project. She explained that the building has asbestos, so we are making sure neighbors, the public, employees are informed. She stated the demolition timeline is being stretched out to make sure the proper amount of care is built in for environmental concerns.

B. New Business

1. BCATS Fiscal Year 2017 Local Funding Resolution

Administrator/Controller Kelli Scott stated this was an annual request from the Battle Creek Area Transportation Study (BCATS); the County authorized transportation planning authority. She stated BCATS is funded from a Battle Creek/County/Springfield collaboration. She stated the total match requested is just under \$49,000, with the County share being \$19,268, roughly the same as last year. She stated Board approval authorizes and guarantees funds from the Road Department budget.

Res. 81-2016

“Motion by Comr. VanSickle, second by Comr. Reynolds to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the Battle Creek Area Transportation Study's (BCATS) Fiscal Year 2017 Local Funding Resolution as presented.”

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

2. Pledge of Full Faith & Credit RE: Blackmore Drain Drainage District Bonds

Administrator/Controller Scott stated this resolution is similar to what we have received from Water Resources before. She explained the request was for an amount not to exceed \$2.5 million and this is the least cost financing for them because the County full faith and credit allows us to get the lowest percentage rates.

Water Resources Commissioner Chris Kosmowski stated issues with this drainage district have led to historical flooding on Columbia Avenue. She stated she is working with the City of Battle Creek on a solution and noted she didn't expect to borrow more than \$700,000.

Res. 82-2016

“Moved Comr. Reynolds, second by Comr. Bearman to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the resolution pledging full faith and credit of the County for the prompt payment of principal and interest on the Blackmore Drain Drainage District Bonds, Series 2016 (General Obligation Limited Tax) as presented.”

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

3. Senior Dental Services Program – United Way Grant

Administrator/Controller Scott stated this grant is provided for acceptance in accordance with County policy stating the Board must approve all grants before spending. She stated this grant provides \$13,650 for dental services for seniors.

Senior Services Manager Carl Gibson explained this was a four month extension to their existing contract.

Res. 83-2016

“Moved Comr. Bearman, second by Comr. Reynolds to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby accept the four month extension of the Senior Dental Services Program -- United Way grant from July 1 through October 31, 2016 in the amount of \$13,650 as presented.”

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

4. Senior Millage Allocation Committee (SMAC) Updated By-Laws

Administrator/Controller Scott stated this was a request for approval of updated Senior Millage Allocation Committee (SMAC) bylaws. She stated SMAC had approved the update on June 3 and it was good that they continue to look at governing structure.

Senior Services Manager Carl Gibson stated updates included the increased number of Board members and reduced restrictions on absenteeism and they will schedule a review once every three years. He stated the Board will appoint their own Vice Chair, as the Chair is the appointed Board of Commissioners’ member, and they will schedule eleven meetings each year. He stated they were also discussing expanding membership roles and responsibilities.

Res. 84-2016

“Moved Comr. Frisbie, second by Comr. Dunn to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the update of the Senior Millage Allocation Committee By-Laws as presented.”

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

5. Road Department Staffing Allocation Changes

Administrator/Controller Scott stated by policy any staffing allocation change must be approved by Board. She explained that earlier this year the Board granted authority to the Road Department to add a Purchasing and Contracts Manager. She stated the position was filled from within, leaving a mechanic position open. She stated the decision was made to add another road worker and leave the mechanic position left empty. She stated there was no significant change and no financial impact.

Road Department Managing Director Christopher Bolt introduced the new Purchasing and Contracts Manager Kori Albrecht, stating he was a long term employee who moved up into the position and is doing a great job. Bolt then gave an overview of status of positions in the department.

Res. 85-2016

“Moved Comr. VanSickle, second by Comr. Frisbie to approve the following:
Resolved the Calhoun County Board of Commissioners does approve changes to the 2016 Authorized Staffing Allocation Report for the Road Department as presented.”

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

6. Corporation Counsel Agreement

Administrator/Controller Scott presented the Request for Proposed Retainer Agreement, explaining that a committee was formed upon Richard Lindsey's departure and we interviewed candidates but were unsuccessful in hiring an employee. She stated Jim Dyer's firm can provide resources we wouldn't normally have, he is experienced with our insurance carrier MMRMA plus he has the ability to leverage other expertise in his firm. She stated he will be a part of the Executive Team and act as an employee and he will be occupying our offices through a lease agreement with his firm. She stated he will be paid an \$8500 flat fee for the month, with time tracking so we know where he is spending his time, and be credited back \$500 for the rent of Richard's old office. Administration is recommending this agreement. She also noted that staff has been stressed with the large number of FOIA requests and the large amount of time required so we are looking at the assistance of software and also requiring Jim's assistance.

Comr. Haadsma stated he will be voting against this agreement. He stated he has shared concerns about hiring outside counsel and he believes we should have in-house counsel. He believes the time spent on finding a replacement was too short. He stated that despite those beliefs he is not doubtful Jim will do a good job.

Comr. Frisbie stated he believes Jim wants to be a part of the team and act as Richard. He stated this agreement will save the county a few dollars also. He stated he has always been impressed with the legal advice Jim has given so he will be supporting.

Comr. King stated he will be supporting because he could not feel more comfortable with Jim and the County has had long term relationship with him. He stated the hiring committee had a hard time finding someone with the experience and qualifications of Richard.

Res. 86-2016

"Moved Comr. Frisbie, second by Comr. Reynolds to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the Corporation Counsel Agreement as presented"

On a roll call vote, Yes –6, No – 1 (Haadsma). Motion **CARRIED**.

7. MDOT Contract

Administrator/Controller Scott stated this is a standard language MDOT contract for work on the bridge that carries Raymond Road over the river. She stated MDOT provides 95% of the funding, there is no impact to the General Fund and the Road Department's 5% match is in their budget as work notices are given to the county well in advance.

Res. 87-2016

“Moved Comr. VanSickle, second by Comr. Reynolds to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve Michigan Department of Transportation Contract 16-5184 as presented and does also authorize the Board Chair and the County Administrator/Controller to sign on behalf of Calhoun County.”

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

8. May 2016 Financial Statement

Administrator/Controller Scott stated there are no significant variances in the General Fund and the primary revenue source, property taxes, will start to come in July. She stated the Department Heads and Elected Officials have been requested to do a mid-year budget review and any variances will be reported. She noted that Finance Director Michele Johnson is working on making these reports more user friendly.

Res. 88-2016

“Moved Comr. Haadsma, second by Comr. VanSickle to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby accept the May 2016 Financial Statement as presented for informational purposes.”

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

13. CITIZEN’S TIME

Tina Yost announced she is running for Circuit Court Judge and gave her credentials.

Homer Village Art Kale stated he is thrilled the Board of Commissioners has voted to retain Jim Dyer. He also announced that the Homer High School baseball teams from 2003 - 2006 will be inducted to the Michigan Baseball Hall of Fame and presented the team statistics.

Sheriff Matt Saxton thanked the Commissioners for approving the agreement with Jim Dyer. He stated that as Sheriff, it gives him the confidence to use Mr. Dyer to represent his office.

14. COMMISSIONERS TIME

Comr. Haadsma stated he attended the Michigan Association of Counties regional training in Battle Creek and believed we should take better advantage of that resource.

Comr. Reynolds gave kudos to the United Way for their reading buddy program and encouraged communities to reach out and help children.

Comr. Bearman thanked Art Kale for announcing the information on Homer baseball. He stated Art is doing a great job in Homer and he loves their new Facebook page. He stated we need to give recognition to all of our communities and noted we will be losing one of the long lasting school districts, Albion, on July 1.

Comr. Frisbie thanked the Road Department staff for sitting in on the information sharing meeting with Bedford Township. He also noted that Bedford Township Supervisor Tom Sprau was the chair of BCATS and he does a great job.

Comr. King stated there was an incident on the Trailway recently where there was a vehicle on Trailway, which is not allowed, and it made female resident feel very uncomfortable. He stated Community Development Coordinator Ingrid Ault informed law enforcement but asked if anyone sees anything suspicious, call 911 and report it immediately.

15. CLAIMS PAYABLE

- A. Calhoun County Claims Payable for April 29 - May 12, 2016 in the amount of \$107,670.46 and for May 13 - 26, 2016 in the amount of \$1,503,773.52 and Road Department Payables for May 26, 2016 in the amount of \$936,728.64

Res. 78-2016

“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 May 27 - June 9, 2016 in the amount of \$11,420,886.04 as presented.”

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

16. ANNOUNCEMENTS

There were none.

17. ADJOURNMENT

The meeting was adjourned at 8:12 p.m. at the call of the Chair.

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Chairman

Clerk