

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

December 17, 2015

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00 p.m., Thursday, December 17, 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: County Administrator/Controller Kelli Scott, Assistant County Administrator Brad Wilcox, Human Resource 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 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 December 17, 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 December 3, 2015 Regular Session

"Moved Comr. VanSickle, second by Comr. Frisbie to approve the minutes of the December 3, 2015 Regular Session of the Calhoun County Board of Commissioners as presented."

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

6. CITIZENS' TIME

Jerry, Emmett Township, wished everyone a Merry Christmas and a Happy New Year.

7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

Treasurer Christine Schauer reminded everyone her office was working with homeowners who were having trouble paying their taxes and facing foreclosure. She encouraged people to call the office and connect with staff to set up a payment plan to help get back on track and they could do reduced interest rate plans for a short time. She noted that the Step Forward Program ends at the end of December and she was trying to get the word out for people to apply for assistance with hardship in paying taxes.

Sheriff Matt Saxton let everyone know that Calhoun County Jail Chaplain Dave Mason will be spending his 30th Christmas in jail this year. He explained Mason was the jail chaplain through the Calhoun County Jail Ministry and presents Christmas programs for the inmates each year. Saxton stated that he and Commissioner Haadsma will join him this year.

Land Bank Executive Director Krista Edwards gave an update on the demolition of the old jail in Marshall, stating they would be having a walkthrough tomorrow with the environmental assessment contractor. She stated they would receive the assessment results in January, removal of contaminants in February and demo will begin in the spring. She also announced the Land Bank's new website: calhounlandbank.org.

8. SPECIAL ORDER OF BUSINESS

Julie Pioch, MSU Extension District 13, stated she appreciates Comr. Haadsma, as he serves on their Advisory Board and offers leadership and help. She then gave an overview of the MSU Extension staff, services and programs.

9. CONSENT AGENDA

A. Petitions, Communications, Reports

B. Resolutions

1. Schedule the Calhoun County Board of Commissioners' Organizational Meeting for 2016 for January 7, 2016 at 7:00 p.m. and the Deputy Clerk is directed to post notice of said meeting in accordance with the Open Meetings Act.
2. Veterans Affairs Committee Reappointment
(Term to Expire October 31, 2019)

{a} Trena Philo

3. Solid Waste Management Planning Advisory Committee Appointments

- {a} Brandy VanHorn (Best Way Disposal) Solid Waste Management Industry
- {b} James Porter (Republic Services) Solid Waste Management Industry
- {c} Bradley Wey (Scooter's Refuse Service, Inc) Solid Waste Management Industry
- {d} John LaForge (Marshall Disposal) Solid Waste Management Industry
- {e} Mark Frever (Albion College) Environmental Interest Group
- {f} James Coury, General Public
- {g} Tiffany Welsh, General Public

4. Board of Health Appointments

- {a} Mark Crawford (replacing Mahesh Karamchandani) – Term to Expire December 31, 2016
- {b} Rebecca Fleury – Term to Expire December 31, 2018

5. Land Bank Appointments

- {a} Peggy Sindt (City of Albion) – Term to Expire December 31, 2016
- {b} Lynn Ward Gray (City of Battle Creek) – Term to Expire December 31, 2017
- {c} Rob Behnke (Pennfield Township) – Term to Expire December 31, 2017
- {d} Jeremy Andrews (At-Large) – Term to Expire December 31, 2017

6. Board Policy #242: Federal Grants – Allowable Costs

7. Approval of Truck Route Ordinance

8. CCCDA Board Reappointment
(Term to Expire December 31, 2017)

- {a} Steve Frisbie

9. Calhoun County Board Rules

10. Parks and Recreation Commission Reappointments
(Terms to Expire December 31, 2017)

- {a} Annette Chapman
- {b} John Rodwan

Res. 191-2015

“Moved Comr. Bearman, second by Comr. VanSickle to approve the Consent Agenda of the December 3, 2015 Regular Session of the Calhoun County Board of Commissioners as presented.”

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

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. Bearman stated he learned at the Workforce Development Committee meeting that unemployment in the county is down to 4.5%. He stated everyone in the Partnership, Accountability, Training, Hope (PATH) program from Albion has been hired and are looking to advance.

Comr. Frisbie announced that the Calhoun County Consolidated Dispatch Authority (CCDA) Executive Director Jeff Troyer has announced plans to leave Calhoun County to work with the newly formed Kalamazoo County Consolidated Dispatch. He wished Troyer good luck and stated it will be hard to replace him. He stated the CCDA budget was passed and included a \$220,000 reduction in budget, including a \$219,000 deduction for calls for service. He stated the CCDA was now spending less than all three public-safety access points (PSAP) combined were before consolidation.

Comr. King congratulated Land Bank Executive Director Krista Edwards for stretching grant funding so they could tear down more blighted houses than expected.

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 she was working on wrapping up the year end article for newspapers that will come out around New Years. She stated this article gives the highlights of the past year and expectations for the next year. She stated we had made significant progress in our relationship with the Tribal Government and the administrative teams from the Tribe and the county have been meeting for discussions.

B. New Business

1. 2016 MSUE Work Plan

Administrator/Controller Kelli Scott stated this request was for the approval of the MSU Extension work plan. She stated Assistant Administrator Brad Wilcox oversees the Extension support staff. She stated the workplan is essentially the same plan as we are working under now, the county provides space and secretarial support, we split the Community Development Educator Ingrid Ault and 4H Coordinator Kathy Fisher and we have access to Extension programs.

Res. 192-2015

“Motion by Comr. Haadsma, second by Comr. Reynolds to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the 2016 MSUE Work Plan - Exhibit A for the Michigan State University (MSU) Agreement for Extension Services as presented.”

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

2. 2016 Application for a Survey and Remonumentation Grant

Administrator/Controller Kelli Scott stated this request comes from Planning Consultant Jen Bomba asking for the approval of an annual grant application submission. She stated that the State provides most of the funding but the grant does require \$15,000 of county funds that comes from deeds. She stated there were fifty-two section corners and a continuation of their multi-year program that has been in place since 1993.

Res. 193-2015

“Moved Comr. Bearman, second by Comr. Dunn to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the 2016 Application for a Survey and Remonumentation for submission to the State of Michigan as presented.”

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

3. Final 2015 Budget Amendments

Administrator/Controller stated these are the final budget adjustments to realign extra revenues and impact expenditures for county funds and a restated Road Department budget for Fiscal Year 2015. She stated the Road Department subtracted out federal funding that didn't come to fruition and included the \$13 million in road bonds issued.

Res. 194-2015

“Moved Comr. Haadsma, second by Comr. Reynolds to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the FY 2015 Final Budget adjustments for the General Fund and several Special Revenue funds as presented by the Finance Department.”

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

4. Energy Conservation and Facility Improvements

Administrator/Controller Scott stated this item was to request approval to move forward with energy conservation and facility improvements that were included in the Capital Improvement Project. She stated the project will allow us to do water conservation in the jail and Justice Center, as well as exterior lighting and control system upgrades. She stated Financial Advisor Bobby Bendzinski is recommending up to \$2.2 million in bonds that we plan to issue after 45 day referendum. She noted we will issue these bonds with the \$6.5 million Road Department equipment bond.

Honeywell Representative Dick Williams stated Honeywell and Calhoun County entered into partnership five years ago. He stated over that time the county has had \$2.4 million in savings and energy conservation. He stated this request represents an opportunity to do water conservation in the jail, exterior lighting with LED, replace the failing control system at the Justice Center, and the replacement of the motors on air handling units. He stated they were excited to find more savings for the county.

Financial Advisor Bobby Bendzinski stated the best method of financing will be a blending of these bonds with the \$6.5 million bonds for the Road Department equipment so the county does not have to pay issuance costs twice. He explained the bonds will sell sometime in February and they will most likely schedule the closing date between March 15 and April 1.

Res. 195-2015

“Moved Comr. Haadsma, second by Comr. Reynolds to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the Notice of Intent Resolution as presented and attached, to approve publication of a notice of intent to issue up to \$2,200,000 in general obligation limited tax bonds to finance capital improvements for energy conservation and other improvements to County facilities, to authorize and direct the County Clerk to publish a notice of right of electors to petition for referendum, and authorize the County Administrator/Controller to execute and deliver all required legal documents once terms are determined.”

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

5. Retention of Outside Counsel

Administrator/Controller Scott stated we need to retain outside counsel to negotiate the contract with the local landfill.

Corporation Counsel Richard Lindsey stated this agreement arose out of negotiations with the C & C Landfill owned by Republic Services. He stated that Schroeder DeGraw is representing Convis Township also and we will not move forward with an approval of the requested expansion until issues with Convis Township are resolved. He stated this is a standard fee agreement for \$250 per hour. He stated we have been talking for some time about this and we are hopeful it will be resolved quickly.

Res. 196-2015

“Moved Comr. Frisbie, second by Comr. Reynolds to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the Attorney Employment Agreement with Schroeder DeGraw, PLLC as presented.”

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

6. Employee Leave of Absence Request

Administrator/Controller Scott stated this leave of absence request is for a Juvenile Home Employee. She explained that the policy states an unpaid leave request needs the Board’s approval. She stated Human Resources and Administration are supporting the request. She stated it will have a positive impact on the Juvenile Home and encourages employees to pursue higher education.

Res. 197-2015

“Moved Comr. Frisbie, second by Comr. Reynolds to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve a request to grant Juvenile Home employee Adam Saylor a 180 day unpaid (January 1, 2016 to June 13, 2016) personal leave of absence.”

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

7. Indigent Felony Public Defense Agreements 2016

Administrator/Controller Scott stated we are asking the Board to concur with the Calhoun County Judges’ recommendation of Indigent Felony Public Defense Attorneys.

Circuit Administrator Jeff Albaugh stated this would normally be an extension but they had two attorneys drop out so we needed to replace them. He stated they received three responses to the RFQ for two spots and the Judges are recommending the two listed.

Res. 198-2015

“Moved Comr. Haadsma, second by Comr. Reynolds to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the Indigent Felony Public Defense Agreements for 2016 as presented.”

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

8. Catch Basin Cleaning Recommendation RFB#131J-15

Administrator/Controller Scott stated this is a Road Department joint bid with the Jackson Department of Transportation (JDOT).

Assistant County Administrator Brad Wilcox stated there are 1600 catch basins to be cleaned at a cost of \$91,000 per year. He stated the lowest bidder is from Jackson, is MDOT certified, has been the contractor for JDOT and will save them \$15,000.

Res. 199-2015

“Moved Comr. VanSickle, second by Comr. Frisbie to approve the following:

Resolved the Calhoun County Board of Commissioners does hereby approve the contract award to M&K Jetting & Televising for Catch Basin Cleaning for Calhoun County Road Department, Jackson County Department of Transportation and Jackson County MDOT as presented.”

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

9. Roadside Mowing RFB#132J-15

Administrator/Controller Scott stated this is the award for the roadside mowing contract. She stated she was proud of purchasing team, as they created significant savings by receiving a discount because it was bid for both counties.

Assistant County Administrator Brad Wilcox stated the local and primary roads were mowed twice per season. He stated there were two bidders and we are recommending this company out of Wayland and noted they do several counties across Michigan. He stated they tried to use joint projects as leverage for lower bids and this was the first occasion a bidder stated they would discount 5% because it was a joint bid. He noted they are working on better contract management to ensure projects are being completed according to specifications.

Res. 200-2015

“Moved Comr. Haadsma, second by Comr. Reynolds to approve the following:

Resolved the Calhoun County Board of Commissioners does hereby approve the contract award to J. Jablonski & Sons, Inc. for roadside mowing as presented.”

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

10. RFP#129-15 Household Hazardous Waste Collection

Administrator/Controller Scott stated this is a request to approve a bid for household hazardous waste removal, in coordination with the Health Department and the Solid Waste Coordinator.

Assistant County Administrator Brad Wilcox stated this bidder operated a number of collection events in Michigan as well as having five permanent collection sites in Michigan.

Solid Waste and Recycling Coordinator Sarah Kelly stated they have four waste collections per year, their current vendor did not bid and this was the low bid.

Res. 201-2015

“Moved Comr. Haadsma, second by Comr. Reynolds to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve RFP#129-15
Household Hazardous Waste Collection as presented.”

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

11. November 2015 Financial Statement

Administrator/Controller Scott noted that as part of the Consent Agenda, the Board has set their Organizational meeting for January 7. She stated we will do organizational business at that meeting, including the election of the Chair and Vice Chair.

Scott stated the budget got better than we were reporting mainly because of additional liquor and hotel accommodation tax. She stated the year closeout will take a few months and we may have to transfer a few reserve funds to end the year balanced.

Res. 202-2015

“Moved Comr. Bearman, second by Comr. Dunn to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby accept for
information the November 2015 Financial Statement as presented.”

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

13. CITIZEN’S TIME

Jerry, Emmett Township, inquired about the guidelines for mowing and was invited to discuss the questions after the meeting.

Art Kale, Clarence Township, stated the county has a great staff and Board and the citizens are lucky to have you all running the county. He wished everyone a Merry Christmas.

14. COMMISSIONERS TIME

Comr. Bearman stated had a pin on for his two sons that are in the Army.

Comr. Dunn apologized for missing a couple meetings and explained she has been having issues with her back.

Comr. King wished Comr. Bearman a happy anniversary.

15. CLAIMS PAYABLE

- A. Calhoun County Board of Commissioners does hereby approve the Calhoun County Claims Payable for November 26 - December 10, 2015 in the amount of \$774,104.28

Res. 203-2015

“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 November 26 - December 10, 2015 in the amount of \$774,104.28 as presented.”

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

16. ANNOUNCEMENTS

There were none.

17. CLOSED SESSION TO DISCUSS PENDING LITIGATION AND LABOR NEGOTIATIONS

Res. 204-2015

“Moved Comr. Bearman, second by Comr. Reynolds to approve the following: Resolved the Calhoun County Board of Commissioners does hereby retire to closed session to include appropriate staff.”

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

The Board entered closed session at 8:28 p.m.

The Board returned to open session at 9:36 p.m.

18. LITIGATION SETTLEMENT

Res. 205-2015

“Moved Comr. Haadsma, second by Comr. Dunn to approve the following: Resolved the Calhoun County Board of Commissioners does hereby approve the settlement as recommended by outside Counsel in closed session relative to Circuit Case No. 21-NZ is approved together with any associated workers compensation claim. The Administrator/Controller is authorized to sign all documents necessary to effectuate the dismissal of both claims.”

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

19. APPROVAL OF APAA COLLECTIVE BARGAINING AGREEMENT

Res. 206-2015

“Moved Comr. Haadsma, second by Comr. Dunn to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the APAA
Collective Bargaining Agreement as presented.”

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

20. TPOAM – CIRCUIT COLLECTIVE BARGAINING AGREEMENT

Res. 207-2015

“Moved Comr. Haadsma, second by Comr. Reynolds to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the TPOAM -
Circuit Collective Bargaining Agreement as presented.”

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

21. TPOAM – DISTRICT COLLECTIVE BARGAINING AGREEMENT

Res. 208-2015

“Moved Comr. Bearman, second by Comr. Reynolds to approve the following:
Resolved the Calhoun County Board of Commissioners does hereby approve the TPOAM -
District Collective Bargaining Agreement as presented.”

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

22. ADJOURNMENT

The meeting was adjourned at 9:40 p.m. at the call of the Chair.

cam

Chairman

Clerk