

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

April 13, 2021

1. CALL TO ORDER/ROLL CALL

The Equalization Session of the Calhoun County Board of Commissioners convened at 7:00p.m., Tuesday April 13, 2021 via Zoom Meeting and aired live on YouTube.

Chair Frisbie called the meeting to order, requested the Deputy Clerk call the roll and requested all commissioners note their physical location for the current Board of Commissioners meeting in accordance with the Amended Open Meetings Act. All members indicated they were in Calhoun County, MI.

Present: Comrs. Rochelle Hatcher, Jake Smith, Steve Frisbie, Derek King, Tommy Miller, Gary Tompkins, and Kathy-Sue Vette.

Staff Present: Administrator/Controller Kelli Scott, Corporation Counsel Jim Dyer, Assistant Administrator Brad Wilcox, HR/Labor Relations Director Kim Archambault, Communications Manager Lucy Blair, and Deputy Clerk Susan Connolly.

2 and 3. MOMENT OF SILENCE/INVOCATION AND PLEDGE OF ALLEGIANCE

After a moment of silence, Comr. Vette led the Pledge of Allegiance.

4. APPROVAL OF AGENDA

Res. 060-2021

“Moved Comr. Miller, second by Comr. Vette to approve the agenda of the April 13, 2021 Equalization Session of the Calhoun County Board of Commissioners as presented.”

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

5. APPROVAL OF MINUTES

Minutes of the Board of Commissioners’ March 18, 2021 Regular Session.

Res. 061-2021

“Moved Comr. Tompkins, second by Comr. Vette to approve the minutes of the Board of Commissioners’ March 18, 2021 Regular Session, as presented.”

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

6. CITIZENS' TIME

Administrator/Controller Kelli Scott read the following email from County Resident Linda Cypret-Kilbourne: "How do I protect my lilies and keep the county from cutting them? I have followed all the rules, put do not cut signs, put out 100 yellow flags and put in 6-8ft. metal poles with yellow warning tape from post to post and still they cut the lilies."
(Address: 23225 H Drive North, Marshall)

7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

Treasurer Brian Wensauer provided an update on foreclosures and the Treasurer's Office's goal to not evict tenants from properties listed for foreclosure.

8. SPECIAL ORDER OF BUSINESS

A. 2021 Equalization Report and Resolution.

Comr. Frisbie introduced Matt Hansen, Equalization Director, and Tom Scott, Deputy Equalization Director. Mr. Scott provided an overview of the 2021 report and resolution.

Comr. Tompkins noted that he would follow up with Mr. Scott regarding certain market value changes within local governments in his commissioners district.

Comr. King requested Tom Scott provide hard copies of the report to the commissioners.

Res. 062-2021

"Moved Comr. Tompkins, second by Comr. Smith to approve the 2021 Equalization Report and Resolution as presented."

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

B. National County Government Month – April 2021 Proclamation.

Comr. Frisbie read the following Proclamation on the record:

National County Government Month - April 2021 "Counties Matter"

WHEREAS,

The nation's 3,069 counties, parishes and boroughs serving more than 300 million Americans provide essential services to create healthy, safe and vibrant communities; and

WHEREAS,

Counties provide public health services, administer justice, keep communities safe, foster economic opportunities and much more; and

WHEREAS,

Calhoun County and all counties take pride in our responsibility to protect and enhance the health, wellbeing and safety of our residents in efficient and cost-effective ways; and

WHEREAS,

Under the leadership of National Association of Counties President Gary Moore, NACo is demonstrating how “Counties Matter,” especially in supporting residents and businesses during the coronavirus pandemic; and

WHEREAS,

Each year since 1991 the National Association of Counties has encouraged counties across the country to elevate awareness of county responsibilities, programs and services; and

WHEREAS,

This year more than ever Calhoun County government will focus on continued pandemic response and the goal to vaccinate most of our residents as quickly as possible, and on recovery efforts to improve the economic prosperity and strength of our businesses and the health and wellbeing of our community as a whole

NOW, THEREFORE, BE IT RESOLVED THAT

I, Steve Frisbie, Calhoun County Board Chair, do hereby proclaim April 2021 as National County Government Month and encourage all county officials, employees, schools and residents to recognize the importance of county government and to partner with us as we emerge from this pandemic together.

Steve Frisbie, Chair
Calhoun County Board of Commissioners

Res. 063-2021

“Moved Comr. Hatcher, second by Comr. Vette to approve the National County Government Month – April 2021 Proclamation as presented.”

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

9. CONSENT AGENDA

A. Petitions, Communications, Reports

1. Resolutions from Other Governmental Units to be Acknowledged
 - a. Berrien County re Support of SB 207 (Virtual Meetings)
 - b. Tuscola County re Virtual Meetings
 - c. Newton Township (Calhoun County) re 6 Mile Road

- d. Cheboygan County re COVID-19 State Orders
- e. Cheboygan County re SB 1
- f. Hillsdale County re COVID-19 State Mandates
- g. Berrien County re Federal COVID-19 Funds held by State

B. Resolutions

- 1. 2021 Blue Cross Blue Shield of Michigan (BCBSM) Agreements
- 2. Resolution to Seek an MDOT TED Grant for Morgan Road (O Drive North)
- 3. Road Use Agreement between the County and the County Solar Project, LLC

Res. 064-2021

“Moved Comr. Vette, second by Comr. Miller to approve the Consent Agenda of the April 13, 2021 Board of Commissioner’s Equalization Session as presented.”

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

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. Tompkins shared that the Senior Millage Allocation Committee (SMAC) met virtually April 2 and heard presentations from three individuals interested in filling a vacant committee seat and recommended one for approval by the Board of Commissioners. Senior Services Specialist Kate Turner provided information about an interactive Centenarian project, and SMAC voted to approve mini-grants for two Albion organizations, and two subcommittees were formed by interested committee members.

Comr. Hatcher reported Southwest Michigan Behavioral Health (SWMBH) held an Orientation Meeting virtually on April 9 for new members on the Substance Use Disorder Policy Oversight Board, but that she was unable to participate due to technical problems accessing the virtual meeting link.

Comr. Miller mentioned the MSU 4H Committee met virtually to discuss upcoming events and a PowerPoint presentation was shown which provided information of online courses offered to the public.

Comr. Frisbie informed the Board that he was interviewed on a recent Access Vision “Be Scene on Air” show and discussed current events in the County. Steve Frisbie also mentioned the Parks and Recreation Commission met last week to review the annual budget and how millage funds may be utilized.

11. UNFINISHED AND OLD BUSINESS

There was none.

12. NEW BUSINESS AND COUNTY ADMINISTRATOR'S REPORT

A. County Administrator/Controller's Report

County Administrator/Controller Kelli Scott reported that Communications Manager Lucy Blair has published several departmental annual reports on the County website.

Ms. Scott noted the Firekeepers Local Revenue Sharing Board (FLRSB) 2021 Application is published for response for Tier 2 reimbursement and the Board will meet April 30 to review applications received.

Administrator/Controller Scott added the Native American Heritage Fund Board (NAHFB) will publish on April 23 its annual Grant Application and responses are due to the County Administrator by June 11.

Kelli Scott informed the Board that the MIOSHA emergency rules have been extended to include remote work for an additional six months.

B. New Business

1. Authorization to Issue 2021 Pension Obligation Bonds.

Administrator/Controller Kelli Scott shared that this Authorizing Resolution is the final step needed by the Board so that the County can issue bonds to pay MERS for nearly all its unfunded liabilities from defined benefit pension plans. She added that next steps will include seeking an updated bond credit rating and seeking approval from the State Treasury in May.

Kelli Scott welcomed representatives from Miller Canfield, the County's bond counsel, Bendzinski & Co., the County's financial advisor and Huntington Bank, the County's underwriter for this issuance, and noted that they were present at the meeting to answer any questions.

Res.065-2021

"Moved Comr. Miller, second by Comr. Hatcher to approve the Authorization to Issue 2021 Pension Obligation Bonds, as presented."

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

2. Contract with the City of Westland, MI for Prisoner Transport and Lodging.

Administrator/Controller Scott noted that this is a Contract in response to a request for proposal from the City of Westland for prisoner transport and lodging. She added that Sheriff Hinkley executed the Contract on March 16 and that Corporation Counsel Jim Dyer has reviewed and recommends the contract. Ms. Scott highlighted the cost recovery financial nature of the contract.

Res.066-2021

“Moved Comr. Tompkins, second by Comr. King to approve the Contract with the City of Westland, MI for Prisoner Transport and Lodging, as presented.”

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

3. MDOT Contract 21-5001 Tree Removal throughout Calhoun County.

Kelli Scott welcomed Road Department Managing Director John Midgley and Engineering Director Kristine Parsons, noting that they were present to answer any questions. Ms. Scott reported that this Contract would utilize federal safety grant funding for tree removal for 12 locations throughout the County.

Res.067-2021

“Moved Comr. Tompkins, second by Comr. Smith to approve MDOT Contract 21-5001 Tree Removal throughout Calhoun County, as presented.”

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

4. Contract with Kofile for Clerk’s Records Management Upgrade.

Administrator/Controller Scott welcomed Clerk/Register of Deeds Kim Hinkley and a representative from Kofile, noting that they were present to answer questions. Ms. Scott shared that Kofile will provide vital records to the public through the County’s website and also allow for online requests for marriage licenses, which would reduce the amount of required in-person interaction for the public, and would create additional online options for the public to do business with the County.

Comr. Smith questioned where the records are stored. Clerk Kim Hinkley informed data will be saved on County servers and cloud technology as well.

Res.068-2021

“Moved Comr. Miller, second by Comr. Smith to approve the Contract with Kofile for Clerk’s Records Management Upgrade, as presented.”

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

5. Amendment #1 to the 2021 Michigan State University Extension Agreement for Extension Services.

Ms. Scott shared that this amendment would change the funding arrangement with MSU so that the university would provide clerical support staff instead of the position being employed by the County, with the goal of better aligning supervision and responsibilities.

Kelli Scott added that this change would provide an overall savings to the budgeted amount for the MSUE office within Community Development.

Res.069-2021

“Moved Comr. Miller, second by Comr. Smith to approve Amendment #1 to the 2021 Michigan State University Extension Agreement for Extension Services, as presented.”

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

6. Agreement for Land Use Planning Services with Lee Township.

Administrator/Controller Scott mentioned this is a request to approve a land use planning services agreement with Lee Township, similar to the agreement the County already has with Pennfield Township. She added that this service may be helpful for townships that either have a vacancy in their planning and zoning administration or that simply wish to leverage consistencies the County can offer. Ms. Scott noted the Lee Township board approved the agreement on March 15, and that in addition to a fixed retainer, the Agreement offers optional services to be billed at an hourly rate.

Res.070-2021

“Moved Comr. Tompkins, second by Comr. Hatcher to approve the Agreement for Land Use Planning Services with Lee Township, as presented.”

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

7. 2021 Remonumentation Appointments and Contract Approvals.

Administrator/Controller Scott noted the County’s GIS manager oversees the program, which is almost entirely grant funded. Ms. Scott highlighted that the professional services contracts have been incorporated into the annual budget.

Res.071-2021

“Moved Comr. Miller, second by Comr. Vette to approve the 2021 Remonumentation Appointments and Contract Approvals, as presented.”

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

8. Early Retirement Incentive Program.

Administrator/Controller Kelli Scott shared this program creates savings for the County over the long term, and offers the opportunity for employees that are eligible for either a reduced or full retirement to receive a cash incentive to retire within this fiscal year. She added that the program would provide a lump sum payout of \$400 per year of service up to a maximum of \$12,000. Ms. Scott noted there are approximately 75 to 80 employees eligible for the program with an estimated savings up to about 400,000 a year over the five-year forecast.

Comr. Miller questioned if this was available to all departments. Scott responded that it is being offered to all departments.

Comr. Smith noted whether employees can seek re-employment with the County. HR/Labor Relations Director Archambault responded that in general, re-employment is not allowed except for in very limited, part-time circumstances.

Res.072-2021

“Moved Comr. Miller, second by Comr. Smith to approve the Early Retirement Incentive Program, as presented.”

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

13. CITIZENS' TIME

There was none.

14. COMMISSIONERS' TIME

Comr. Miller reported the CCAIS (Fair Board) will hold its next meeting on April 14.

Comr. Tompkins informed of the passing of Steve Swafford, former Homer Township Trustee and former employee of the Calhoun County Road Department.

Comr. Frisbie shared a workshop will be scheduled in the near future related to the American Rescue Program Act. Steve Frisbie expressed his concerns related to unaccompanied children being housed at Starr Commonwealth, due to the local resources that will be needed and the impact it will have on the County.

15. CLAIMS PAYABLE

Res.073-2021

“Moved Comr. Hatcher, second by Comr. Miller to approve the Calhoun County Claims Payable for March 12, 2021 through April 1, 2021 in the amount of \$8,253,251.13 as presented.”

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

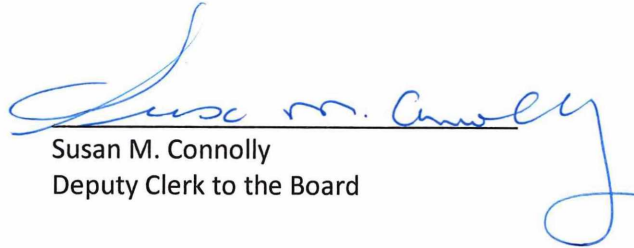
16. ANNOUNCEMENTS

Comr. Frisbie noted this is the onset of road construction season and urged motorists to be especially careful when in the vicinity of road workers.

17. ADJOURNMENT

The meeting was adjourned at 8:16 pm at the call of the Chair.

smc



Susan M. Connolly
Deputy Clerk to the Board