

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

May 20, 2021

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00 p.m., Thursday, May 20, 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 that 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. Steve Frisbie, Derek King, Tommy Miller, Gary Tompkins, Kathy-Sue Vette, Rochelle Hatcher and Jake Smith.

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. 082-2021

“Moved Comr. Hatcher, second by Comr. Vette to approve the agenda of the May 20, 2021 Regular 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’ May 6, 2021 Regular Session.

Res. 083-2021

“Moved Comr. Tompkins, second by Comr. Hatcher to approve the minutes of the Board of Commissioners’ May 6, 2021 Regular Session as presented.”

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

6. CITIZENS' TIME

There was none.

7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

There was none.

8. SPECIAL ORDER OF BUSINESS

There was none.

9. CONSENT AGENDA

A. Petitions, Communications, Reports

1. Resolutions from Other Governmental Units to be Acknowledged

- a. Alpena County re: County Revenue Sharing
- b. Livingston County re: MIOSHA Emergency Rules

B. Resolutions

- 1. Consent for Local Road Agreements with Athens, Convis, Eckford, Fredonia, Marengo, Marshall, Pennfield Townships
- 2. Engineering Reimbursement, MDOT Form 2044

Res. 084-2021

"Moved Comr. Hatcher, second by Comr. Miller to approve the Consent Agenda of the May 20, 2021 Board of Commissioner's Regular 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 May 7 to strategize about upcoming projects and discuss a new local food distribution program for residents.

Comr. Tompkins reported that the Homer Lake Board met and reviewed Spring plans and highlighted the early payoff of a loan held by the Board.

Comr. Tompkins noted the May monthly Calhoun County Solid Waste Advisory Committee meeting was cancelled due to lack of agenda items.

Comr. Tompkins added that the newly created Broadband Task Force met virtually on May 18 to review general plans, goals, and objectives.

Comr. Vette reported that the Calhoun County Visitors Bureau (CVB) Board met virtually on May 11 and voted to support the former McCamly Hotel renovations with the involvement of Battle Creek Unlimited, with funds committed this year and in future years totaling \$400,000.

Comr. King shared that the Firekeepers Local Revenue Sharing Board (FLRSB) met virtually on May 14, and approved checks for the Administrative Services Agreement between the County and the Board and the Tier 2 reimbursements already approved. He added that all checks are scheduled to be disbursed in June for this year's allocations within the four tiers.

Comr. Frisbie informed the Board that a committee of the Calhoun County Consolidated Dispatch Authority (911 Board) will hold a public event in the near future to meet final candidates for the Executive Director position.

Comr. Frisbie noted that the Board of Commissioners Special Workshop related to the American Rescue Plan Act will be open to the public and is scheduled for next Friday, May 28 via Zoom.

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 provided an update on the County's COVID-19 response plans and noted that the recent changes in CDC guidance and MDHHS Masks and Gatherings Order have resulted in the County lifting the mask requirement for fully vaccinated employees and visitors in most County Buildings. She noted that visitors and employees of the Calhoun County Courts are still required to wear masks regardless of vaccine status until the Michigan State Court Administrative Office (SCAO) changes its operational guidance.

Ms. Scott added to Commissioner King's report on the FireKeepers Local Revenue Sharing Board (FLRSB) meeting on May 14, clarifying that the Board approved the check distribution of Tier 1 and Tier 2 funds and approved its 2021 budget. Scott reported that the Net Win revenue payment was down 16% due to the pandemic last year and three-month closure of the casino. She affirmed that following the next meeting on June 4, the County will distribute all of the checks to complete the 2021 allocation process.

Administrator/Controller Scott added to Commissioner Tompkins' report of the first meeting of the Calhoun County Broadband Task Force meeting on May 18. She noted that next steps for this task force include conducting a study regarding access to broadband under a contract with the Michigan Merit Network. Scott added that Willard Library's Mac McCullough is chairing the task force and County Communications Manager Lucy Blair is staffing their efforts.

B. New Business

1. Contract with GovPros for Countywide Payment Processing.

Administrator/Controller Kelli Scott reported that this project has been in the works for several years with the leadership of Assistant Administrator Brad Wilcox, who was present at the meeting to answer any questions. Ms. Scott mentioned that GovPros will provide some cost recovery revenues for the County and technology solutions to protection against fraud.

Comr. Smith questioned if smaller municipalities could partner with the County to get a cost savings.

Administrator/Controller Scott stated that this project was in fact a good example that she often shares with city managers and other local governments so that they may be able to negotiate price breaks based on the County's contract terms.

Treasurer Brian Wensauer noted that GovPros may also be able to place kiosks at various locations throughout the County so residents don't have to travel to County buildings to make payments. Mr. Wensauer shared the Treasurer's Office receipts an estimated 2.3 million dollars per year in credit card receipts and is very pleased with the proposed new system.

Comr. King questioned the necessity for a long-term contract. Assistant Administrator Wilcox replied that it would not make sense for the County to change credit card processing vendors on an annual basis due to the burden it would create to the departments that utilize the vendor and the cost of conversion.

Res.085-2021

"Moved Comr. Smith, second by Comr. King to approve the Contract with GovPros for Countywide Payment Processing as presented."

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

2. Albion Trailhead Construction Contract with Hoffman Brothers.

Administrator/Controller Scott explained that this Contract is a continuation of the ongoing project to develop a trailhead at the property acquired and funded by MDNR trust fund grants.

Comr. Tompkins asked what the timeline is for completion of project.

Assistant Administrator Wilcox reported the project is estimated to be completed by this Fall.

Res.086-2021

"Moved Comr. Tompkins, second by Comr. Vette to approve the Albion Trailhead Construction Contract with Hoffman Brothers as presented."

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

3. Calhoun County April 2021 Financials.

Kelli Scott highlighted General Fund notes included in the Financial Report, noting that charges for services revenue is still lagging, and on the positive side there is an increase in the deed recording fee area due to the positive real estate market. Ms. Scott added that the April report notes savings from vacancies, furloughed employees, and the work share program. Administrator/Controller Scott highlighted Road Department Fund notes, including that permit fees were up \$40,000 compared with 2020 because last year the Road Department did not apply frost laws that sometimes have associated permit fee revenues.

Comr. Miller asked if the \$40,000 goes back to the Road Department for repairs. Ms. Scott replied that this revenue does remain with the Road Department's funds for ongoing costs and that if specific damage was attributed to heavy trucks operating under the permits, then there is also legal ramifications to recoup repair costs from those operators.

Res.087-2021

"Moved Comr. Miller, second by Comr. Smith to approve the Calhoun County April 2021 Financials as presented."

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

4. Designation of Southern Michigan Bank & Trust as main banking depository for Calhoun County

Administrator/Controller Scott noted that the Board designated in 2013 Chemical Bank as the County's main depository based on the Treasurer's recommendation at that time. She added that Chemical Bank was merged into TCF and will be merged into Huntington Bank since that designation.

Kelli Scott added that Treasurer Brian Wensauer and his staff reviewed the current banking relationship partly due to the upcoming merger to Huntington Bank. She added that this review included the consideration of a number of local banks and the conclusion was that Southern Michigan Bank & Trust would be most beneficial to Calhoun County. Scott noted that Mr. Wensauer was in attendance at the meeting to answer questions and she thanked him for his leadership in managing the County's cash and investments.

Res.088-2021

"Moved Comr. Tompkins, second by Comr. King to approve the Designation of Southern Michigan Bank & Trust as main banking depository for Calhoun County as presented."

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

13. CITIZENS' TIME

There was none.

14. COMMISSIONERS' TIME

Comr. Tompkins wished his first daughter a Happy Birthday.

Treasurer Brian Wensauer wished his condolences to Teresa Durham and her family following the recent loss of her mother.

Comr. King shared he's received numerous compliments from residents about the road department and the pothole patching this spring.

15. CLAIMS PAYABLE

Res.089-2021

"Moved Comr. Smith, second by Comr. Miller to approve the Calhoun County Claims Payable for April 30, 2021 through May 13, 2021 in the amount of \$13,824,962.14 as presented."

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

16. ANNOUNCEMENTS

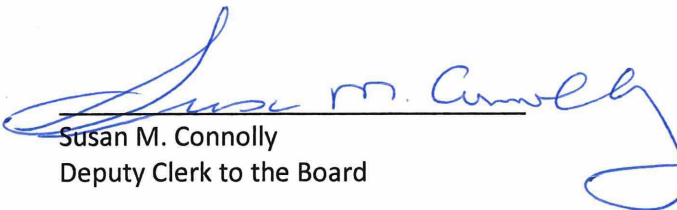
Comr. Tompkins announced an upcoming Memorial Day Parade.

Comr. Frisbie once again mentioned that the Special BOC Workshop is open to public May 28 via Zoom.

17. ADJOURNMENT

The meeting was adjourned at 7:51 pm at the call of the Chair.

smc



Susan M. Connolly
Deputy Clerk to the Board