

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

July 15, 2021

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00 p.m., Thursday, July 15, 2021 in the Commissioners' Meeting Room, County Building, Marshall, MI.

Chair Frisbie called the meeting to order and requested the Deputy Clerk call the roll.

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

Excused: Comr. Derek King

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. Tompkins led the Pledge of Allegiance.

4. APPROVAL OF AGENDA

Res.115-2021

"Moved Comr. Hatcher, second by Comr. Vette to approve the agenda of the July 15, 2021 Regular Session of the Calhoun County Board of Commissioners as presented."

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

5. APPROVAL OF MINUTES

Minutes of the June 17, 2021 Board of Commissioners' Regular Session.

Res.116-2021

"Moved Comr. Tompkins, second by Comr. Miller to approve the Minutes of the June 17, 2021 Board of Commissioners' Regular Session as presented."

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

6. CITIZENS' TIME

There was none.

7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

County Sheriff Steve Hinkley shared that he was proud of the success of the Summit Pointe Mental Health Crisis Intervention Team, noting the positive outcomes. Sheriff Hinkley added that Deputy Hall will attend the National CIT Conference funded by Summit Pointe. Hinkley informed the Board that Holly Thomas and Randy Hazel will be retiring from the Sheriff's Office and thanked them for their years of service.

Deputy Treasurer Melinda Weaver reported that the Treasurer's Department will soon begin foreclosure visits throughout the County. Ms. Weaver added that there will be a Dog Festival in Battle Creek on August 21 and that the County Treasurer's staff will be there to sell dog licenses for half price.

County Clerk Kim Hinkley announced that the first Personal Protection Order (PPO) appointments at the Marshall building took place on July 15 with a positive response. Kim Hinkley noted that there will be various local elections taking place August 3rd. Clerk Hinkley added that Kurt Thornton in the records department will be retiring August 5 and thanked him for his years with the County.

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. Oceana County re Opposition to Vaccine Passports
- b. Lenawee County re Opposition to Mental Health System Changes
- c. Roscommon County re Opposition to Secretary of State "Appointment Only"
- d. Kalamazoo County re Opposition to Mental Health System Changes

B. Resolutions

1. CCRD Local and Primary Road Improvement Agreements: Albion Township and Leroy Township (Local); Bedford Township (Primary)
2. MERS Service Credit Purchase - Bradley Hall
3. MERS Service Credit Purchase - Jonathan Pignataro
4. 2021 Early Retirement Incentive Program--Extension of Election Period
5. Michigan Veterans Affairs Agency's (MVAA) County Veterans Service Fund (CVSF) Grant application

Res.117-2021

“Moved Comr. Vette, second by Comr. Hatcher to approve the Consent Agenda of the July 15, 2021 Board of Commissioner’s Regular Session as presented.”

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

10. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. Tompkins shared that the Senior Millage Allocation Committee met July 9 and heard from Kate Turner of Senior Services on the Centenarian event that will take place on July 26.

Comr. Tompkins informed the Board that the Calhoun County Broadband Task Force met July 14 to discuss goals and objectives, including the unveiling of the Merit Network/Michigan Moonshot public survey, which will be open July 19 for online, text message and paper survey options.

Comr. Miller reported that the 4H MSU Extension advisory committee met June 30 via zoom for its quarterly meeting and shared all events are a go for 2021 with the restrictions lifted by the State.

Comr. Frisbie reported that the Calhoun County Consolidated Dispatch Authority (911 Board) has two finalists who will interview for the Director position in early September.

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 added to previous board and committee reports, noting that details about the Centenarian Open House and Broadband Internet Survey are included in the email version of her Administrator’s Update Report, to be released following the July 15 Board of Commissioners meeting.

Kelli Scott reported that the County’s 2022 budget season will soon be underway and the 2020 audit presentation is expected in August, noting that the audit results include a clean opinion and no negative internal control findings.

Administrator/Controller Scott noted that the Michigan Association of Counties is having their annual conference the end of September at the Grand Hotel on Mackinac Island.

B. New Business

1. Lease Agreement with Alternative Choices, LLC.

Administrator/Controller Kelli Scott explained that this is a renewal of a lease for office space within the Albion Human Services Building, and that the lease generates a little over \$15,000 per year to help offset the cost of operating county facilities. Scott noted that Assistant County Administrator Brad Wilcox does a great job managing all county leases and upkeep of the facilities.

Res.118-2021

“Moved Comr. Vette, second by Comr. Miller to approve the Lease Agreement with Alternative Choices, LLC as presented.”

On a roll call vote, Yes – 6, Comrs. Frisbie, Hatcher, Miller, Smith, Tompkins, and Vette. Excused – 1, Comr. King. Motion **CARRIED**.

2. Agreement with the City of Livonia for Prisoner Transport and Lodging.

Kelli Scott reported that this agreement is a Sheriff’s Office renewal with the City of Livonia for prisoner transport and lodging for a four-year contract. Ms. Scott noted that the agreement brings in revenue that helps offset the County's costs to operate the jail, adding her appreciation for the sheriff continuing to secure contracts that help other local governments and our County budget.

Res.119-2021

“Moved Comr. Miller, second by Comr. Smith to approve the Agreement with the City of Livonia for Prisoner Transport and Lodging as presented.”

On a roll call vote, Yes – 6, Comrs. Frisbie, Hatcher, Miller, Smith, Tompkins, and Vette. Excused – 1, Comr. King. Motion **CARRIED**.

3. 2021 Homer Village Law Enforcement Contract.

Ms. Scott noted that this a renewal of the agreement with the Sheriff that’s been in place since 2014 with one amendment in 2017 with the Village of Homer related to law enforcement services. Scott added that there was no expected financial impact of the changes incorporated by Corporation Counsel Jim Dyer at the request of the village president and Sheriff Hinkley.

Res.120-2021

“Moved Comr. Tompkins, second by Comr. Smith to approve the 2021 Homer Village Law Enforcement Contract as presented.”

On a roll call vote, Yes – 6, Comrs. Frisbie, Hatcher, Miller, Smith, Tompkins, and Vette. Excused – 1, Comr. King. Motion **CARRIED**.

4. CCRD Construction Bid Award: 2 1/2 Mile Road Improvement - Leroy Township.

Administrator/Controller Scott reported that this is a construction bid award for a County Road Department local road improvement contract with Leroy Township, noting that the local road agreement itself had already been ratified by the Board on the consent agenda. Scott added that the construction contract requires Board approval because of the amount and the competitive bid requirement.

Kelli Scott noted Engineering Director Kristine Parsons and Civil Engineer Brian Kernstock were present to answer any questions.

Res.121-2021

“Moved Comr. Miller, second by Comr. Hatcher to approve the CCRD Construction Bid Award: 2 1/2 Mile Road Improvement - Leroy Township as presented.”

On a roll call vote, Yes – 6, Comrs. Frisbie, Hatcher, Miller, Smith, Tompkins, and Vette. Excused – 1, Comr. King. Motion **CARRIED**.

5. Health Dept.--New Reduced Fee for Food Safety Review and Test.

Administrator/Controller Kelli Scott reported on behalf of the Health Department that this is a proposed new reduced fee for a condensed program that will allow for a less costly and more convenient option for food safety certified managers in the restaurant industry. .

Comr. Hatcher questioned how the reduced class time will impact restaurants and food safety.

Kelli Scott replied that the certification is required by the State and that there will still be the full day class and full fee option available in addition to this new proposed condensed option, and so there is not an expected negative impact on food safety.

Comr. Frisbie noted whether this option can continue moving forward to build into ongoing budgets.

Scott replied that she did believe the intent was to continue to incorporate this new reduced fee into the Health Department’s annual fee schedule and budgets for future years.

Res.122-2021

“Moved Comr. Vette, second by Comr. Smith to approve the Health Dept.--New Reduced Fee for Food Safety Review and Test as presented.”

On a roll call vote, Yes – 6, Comrs. Frisbie, Hatcher, Miller, Smith, Tompkins, and Vette. Excused – 1, Comr. King. Motion **CARRIED**.

6. Calhoun County June 2021 Financials.

County Administrator/Controller Scott reported that the General Fund financial statements now reflect the deferral in revenue of the 50% deposit of American Rescue Plan Act (ARPA) funds received in May, and highlighted other items mentioned in the summary memo issued by County Finance.

Comr. Miller questioned the marijuana tax distribution and banking policies for accepting the funds.

Kelli Scott replied that it has been difficult to get information about amounts and timing of the expected marijuana tax distributions as specified in State statutes, and that she believed that somehow the industry has figured out acceptable banking relationships.

Res.123-2021

“Moved Comr. Tompkins, second by Comr. Vette to approve the Calhoun County June 2021 Financials as presented.”

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

13. CITIZENS’ TIME

There was none.

14. COMMISSIONERS’ TIME

Comr. Tompkins acknowledged the 150th Anniversary of the Homer Fire Department and 100th Anniversary of Folk Oil.

Comr. Miller stated that he would still like to know whether local townships could hire their own contractors for road improvement contracts shared with the County.

Comr. Frisbie responded that the County holds primary responsibility for the contracted work because the County owns the road infrastructure, and that MDOT specifies how contractors must be selected according to their standards.

15. CLAIMS PAYABLE

Res.124-2021

“Moved Comr. Hatcher, second by Comr. Miller to approve the Calhoun County Claims Payable for June 10, 2021 through July 8, 2021 in the amount of \$9,575,350.92 as presented.”

On a roll call vote, Yes – 6, Comrs. Frisbie, Hatcher, Miller, Smith, Tompkins, and Vette. Excused – 1, Comr. King. Motion **CARRIED**.

16. ANNOUNCEMENTS

Comr. Hatcher shared that the Youth Village 5K Run is scheduled for the morning of July 17.

Comr. Tompkins announced that the American Legion Pancake Breakfast is scheduled for July 25.

17. ADJOURNMENT

The meeting was adjourned at 7:43 p.m. at the call of the Chair.

smc

Susan M. Connolly
Deputy Clerk to the Board