

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

December 2, 2021

1. CALL TO ORDER/ROLL CALL

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00 p.m., Thursday, December 2, 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. Corporation Counsel Jim Dyer called the roll on behalf of the Deputy Clerk, who was unable to attend.

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

Excused: Comr. Tommy Miller

Staff Present: Administrator/Controller Kelli Scott, Corporation Counsel James Dyer, HR/Labor Relations Director Kim Archambault, and Communications Manager Lucy Blair.

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.207-2021

"Moved Comr. Smith, second by Comr. Hatcher to approve the agenda of the December 2, 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 November 18, 2021 Board of Commissioners' Regular Meeting.

Res.208-2021

"Moved Comr. Tompkins, second by Comr. Smith to approve the Minutes of the November 18, 2021 Board of Commissioners' Regular Meeting, as presented."

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

6. CITIZENS' TIME

Linda Freybler, CEO of the Calhoun County Visitors Bureau (CVB) expressed her support for American Rescue Plan Act (ARPA) funding for the McCamly Hotel renovation project being managed by Battle Creek Unlimited. Ms. Freybler shared that the CVB will also be investing some of its funds toward the McCamly project over several years as the renovation is critical to local tourism.

7. ELECTED/APPOINTED COUNTY OFFICIALS' COMMENTS

County Clerk/Register of Deeds Kimberly Hinkley provided an update on the online marriage license program and informed the Board that the PPO Coordinator has been working with Safe Place to update their brochure for correct County information.

Sheriff Steve Hinkley provided an update on the newly created ARPA Summit Pointe positions to help address mental health needs of jail inmates, and noted the successes he's seen already. Sheriff Hinkley provided an update on the growing and large number of COVID-19 positive cases within inmates and employees of the jail, noting that it is having a significant operational impact on the jail.

8. SPECIAL ORDER OF BUSINESS

A. Public Hearing to Close Homeowner Rehabilitation and Emergency Repair CDBG Grant Program

Res.209-2021

"Moved Comr. King, second by Comr. Vette to Open the Public Hearing."

On a roll call vote, Yes – 6, Comrs. Hatcher, Smith, Frisbie, King, Tompkins, and Vette.

Excused – 1, Comr. Miller.

Motion **CARRIED**.

Land Bank Property Project Coordinator Amy Rose Robinson presented a financial update on the program assistance.

Comr. Frisbie asked if there was any public comment.

Comr. Frisbie stated that there was not any public comment and asked for a motion and second to Close Public Hearing.

Res.210-2021

"Moved Comr. Tompkins, second by Comr. Hatcher to Close Public Hearing."

On a roll call vote, Yes – 6, Comrs. Hatcher, Smith, Frisbie, King, Tompkins, and Vette.

Excused – 1, Comr. Miller.

Motion **CARRIED**.

Res.211-2021

“Moved Comr. Vette, second by Comr. Hatcher to accept the public hearing and accept the grant report, as presented.”

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

9. CONSENT AGENDA

A. Petitions, Communications, Reports

B. Resolutions

1. *Appointment to the Calhoun County Broadband Task Force (terms indefinite):*
 - a. *Karla Fales, CEO, CareWell Services*
 - b. *Benjamin Tenney, Housing Director, Nottawaseppi Huron Band of the Potawatomi*
2. *Updated Policy #205 - Building & Office Hours*
3. *Calhoun County Board of Public Health Reappointments:*
 - a. *Mary Jo Byrne, Reappointment, term expires December 31, 2024, Chair*
Reappointment, term expires December 31, 2023
 - b. *Rebecca Fleury, Reappointment, term expires December 31, 2023*
4. *Ratification of Acceptance of MEDC Grant Agreement for Additional Funding for Site Studies at the Marshall Mega Site*

Res.212-2021

“Moved Comr. Vette, second by Comr. King to approve the Consent Agenda of the December 2, 2021 Board of Commissioner’s Regular Session, as presented.”

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

10. UNFINISHED AND OLD BUSINESS

There was none.

11. SPECIAL COMMITTEE/ WORKSHOP/BOARD REPORTS

Comr. Tompkins reported that the Broadband Taskforce met on December 2 and heard from legal consultant Mike Watza with the Kitch Law Firm, who provided an introduction and overview of his services to coordinate other financial and technical consultants to help the County continue to create broadband project plans.

12. NEW BUSINESS AND COUNTY ADMINISTRATOR'S REPORT

A. County Administrator/Controller's Report

County Administrator/Controller Kelli Scott reported that the County's Local Jail Population Management Committee met early in the week with Commissioner Jake Smith chairing the meeting. She added that this was the first meeting of this committee this year. Ms. Scott added that the chief judge and other judges, court administrators, prosecutor, and those involved with community corrections were present, and that the Sheriff shared data and updates on the makeup of the local jail population, asking the group to continue to work together to communicate about processes for managing the population in the most appropriate and safe way.

Kelli Scott stated that there continues to be high levels of new COVID-19 positive cases within county government employees, increasing drastically in the month of November. She noted that the County's HR department has also indicated that at least one of the most recent cases did involve workplace spread.

B. New Business

1. Calhoun County Fiscal Year 2022 Budget and Appropriations Resolution.

Administrator/Controller Kelli Scott noted the fiscal year 2022 budget and the appropriations resolution is required by state law. She thanked Deputy Controllers Megan Banning and Jeryl Schoepke for being present at the meeting, along with Shannon Rose, who has primary budgeting responsibility within the road department.

Ms. Scott mentioned there were no changes in the budgets themselves from what was presented in our public hearing and recommendation on November 18. Kelli Scott noted the tax millage rates are the same as they have been for years.

Administrator/Controller Scott highlighted some items within the Appropriations Resolution, including that all departments, regardless of the funding source, need to comply with board policies and is required by state law that the Board of Commissioners set the salaries for non-union employees, because they're not set by collective bargaining agreements, and then also the salaries for the Board of Commissioners and our elected officials and their deputies.

Ms. Scott noted next year's budget includes zero increase to expected county costs, and also 0% increase to what employees will pay, for health insurance benefits, due to successful countywide strategies implemented over the past several years. Kelli Scott highlighted that there continues to be a large number of staffing vacancies and positions that have been left unfunded, as one of the most critical needs to balancing the General Fund budget.

Administrator/Controller Kelli Scott provided an overview of the Road Department budget, noting that there are a higher than usual number of federal aid grant-funded projects scheduled for next year that come from long-term transportation plans. Ms. Scott shared information related to an expected lower level of pothole patching, somewhat due to improvements in Emmett Township and other townships that had recent road improvements.

Res. 213-2021

“Moved Comr. Smith, second by Comr. Hatcher to strike the figures contained in item number 11, and instead to have the resolution regarding Commissioner pay reflect the salary figures contained as part of the adopted 2021 budget.”

On a roll call vote, Yes – 2, Comrs. Hatcher and Smith

No – 4, Comr. Vette, Frisbie, King, and Tompkins

Absent – 1, Comr. Miller.

Motion **DENIED**.

Res.214-2021

“Moved Comr. Tompkins, second by Comr. Vette to approve the Calhoun County Fiscal Year 2022 Budget and Appropriations Resolution, as presented.”

On a roll call vote, Yes – 6, Comrs. Hatcher, Smith, Frisbie, King, Tompkins, and Vette.

Excused – 1, Comr. Miller.

Motion **CARRIED**.

2. County American Rescue Plan Act (ARPA) Appropriation Phase 3.

- A. American Rescue Plan Act (ARPA) Appropriation #3 Resolution: \$600,000 for one-time additional paid time off and cash-out option for PTO-eligible employees.

Ms. Scott noted this appropriation would provide county employees eligible for paid time off to receive an additional one-time allocation of 40 hours of PTO, and that they would have the option to either use the paid time off, or to cash out some or all of it between now and the end of 2022. She added that this strategy was intended to recognize and show appreciation for county employees and their dedication and perseverance throughout the pandemic, and that the U.S. Treasury has included this type of expense as one of the four main eligible uses of ARPA funds.

Res.215-2021

“Moved Comr. Tompkins, second by Comr. Vette to approve American Rescue Plan Act (ARPA) Appropriation #3 Resolution: \$600,000 for one-time additional paid time off and cash-out option for PTO-eligible employees, as presented.”

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

- B. ARPA #3 Appropriation and Resolution: \$2,000,000 to Battle Creek Unlimited for McCamly Hotel Renovation Project.

Ms. Scott invited Joe Sobieralski, CEO of Battle Creek Unlimited, to answer any questions the Board may have. Kelli Scott noted that a copy of the May 29, 2021 presentation from BCU was provided with the agenda packet and that it outlined the details of the current needs for the renovation, the scope of the project, and the importance of community partnerships to make the project successful.

Res.216-2021

“Moved Comr. Vette, second by Comr. King to approve the ARPA #3 Appropriation and Resolution: \$2,000,000 to Battle Creek Unlimited for McCamly Hotel Renovation Project, as presented.”

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

3. Health Dept. Staffing Request: 1.62 FTE increase (two .81 FTE SWP Program Technicians) in the School Wellness Program.

Administrator/Controller Kelli Scott stated this request relates to the school wellness program and specifically adds staffing for the Harper Creek School District, at the District’s request and cost, mainly due to the added work that they’re experiencing because of COVID-19 issues.

Res.217-2021

“Moved Comr. King, second by Comr. Vette to approve the Health Dept. Staffing Request: 1.62 FTE increase (two .81 FTE SWP Program Technicians) in the School Wellness Program, as presented.”

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

4. Approval of the 2022 Equalization Services and Assessment Contracts.

Ms. Scott mentioned these are a continuation through 2022 of the Equalization appraisal and Equalization director contracts for services that are currently in place.

Res.218-2021

"Moved Comr. Tompkins, second by Comr. Smith to approve the 2022 Equalization Services and Assessment Contracts, as presented."

On a roll call vote, Yes – 6, Comrs. Hatcher, Smith, Frisbie, King, Tompkins, and Vette.

Excused – 1, Comr. Miller.

Motion **CARRIED**.

13. CITIZENS' TIME

Matt Hall of Sheridan Township acknowledged the hard work performed by workers within the road department, noting that many of them have stepped up to cover vacancies to make sure the public is taken care of.

14. COMMISSIONERS' TIME

Comr. King thanked the Budget Committee for their efforts and stated that he approves of the recommended allocations of ARPA funds so far.

Comr. Frisbie highlighted the increase in COVID-19 from his perspective within the ambulance industry, stating that there is a real and a currently severe impact on local hospitals and first responders.

15. CLAIMS PAYABLE

Res.219-2021

"Moved Comr. Vette, second by Comr. Smith to approve the Calhoun County Claims Payable for November 13, 2021 through November 23, 2021 in the amount of \$5,886,997.91, as presented."

On a roll call vote, Yes – 6, Comrs. Hatcher, Smith, Frisbie, King, Tompkins, and Vette.

Excused – 1, Comr. Miller.

Motion **CARRIED**.

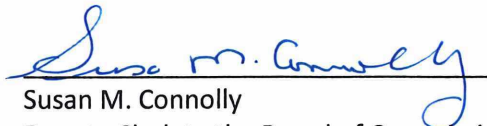
16. ANNOUNCEMENTS

Comr. Tompkins shared upcoming holiday events.

17. ADJOURNMENT

The meeting was adjourned at 7:54 p.m. at the call of the Chair.

smc


Susan M. Connolly
Deputy Clerk to the Board of Commissioners