

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

JUNE 2, 2022

1. Call to Order/Roll Call

The Regular Session of the Calhoun County Board of Commissioners convened at 7:02 p.m., Thursday, June 2, 2022, 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. Tommy Miller, Gary Tompkins, Rochelle Hatcher, Jake Smith, Steve Frisbie, and Derek King.

Excluded: Comr. Kathy-Sue Vette.

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

2. Moment of Silence/Invocation

Chair Frisbie called a Moment of Silence.

3. Pledge of Allegiance

Comr. King led the Pledge of Allegiance.

4. Approval of Agenda

Res.099-2022

"Moved Comr. Hatcher, second by Comr. Miller to approve the agenda of the June 2, 2022, 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 May 19, 2022 Board of Commissioners' Regular Meeting

Minutes of the May 19, 2022, Board of Commissioners' Regular Meeting.

Res.100-2022

"Moved Comr. Tompkins, second by Comr. Hatcher to approve the Minutes of the May 19, 2022, Board of Commissioners' Regular Meeting, as presented."

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

6. Citizens' Time

Casey Powell with Fisa Home Health Care shared concerns related to Michigan auto insurance reform related to catastrophic injury coverage.

Lynn Ward Gray of Battle Creek shared details related to Juneteenth events scheduled on Friday June 17 and Saturday June 18 in Battle Creek and thanked the Board for the Proclamation.

7. Elected/Appointed County Officials' Comments

There was none.

8. Special Order of Business

A. Juneteenth Day Proclamation

Comr. Hatcher read the following Proclamation on the record:

JUNETEENTH DAY PROCLAMATION

WHEREAS, Juneteenth had its origin in 1865 in Galveston, Texas, observing June 19 as the African American Emancipation Day and is the oldest known celebration of the ending of slavery; and

WHEREAS, Juneteenth commemorates the date June 19, 1865, when the last African American slaves held in Confederate states were freed, and has been observed since June 19, 1866; and

WHEREAS, it is a time for reflection and rejoicing; a time for assessment, self-improvement and for planning the future. Its growing popularity signifies a level of maturity and dignity in America long overdue, and in cities across the country, people of all races, nationalities, and religions are joining hands to truthfully acknowledge a period in our history that shaped and continues to influence our society today; and

WHEREAS, sensitized to the conditions and experiences of others, only then can we make significant and lasting improvements in our society.

THEREFORE, BE IT RESOLVED, that the Calhoun County Board of Commissioners does hereby proclaim June 19th as:

“JUNETEENTH DAY”

In Calhoun County and encourages all citizens to participate in Juneteenth Day celebrations as permissible and to honor this great moment in the history of our nation.

Dated: June 2, 2022

Signed: Steve Frisbie, Chair Calhoun County Board of Commissioners

Res.101-2022

"Moved Comr. Miller, second by Comr. Hatcher to approve the Juneteenth Day Proclamation, as presented."

On a voicevote, Motion **CARRIED**.

9. Consent Agenda

A. Petitions, Communications, Reports

1. *Resolutions from Other Counties to be Acknowledged:*
** Menominee County re: Opposition to House Bills 4729-4732*

B. Resolutions

1. *Community Mental Health Authority (Summit Pointe) Board Appointment*

Res.102-2022

“Moved Comr. Smith, second by Comr. Miller to approve the Consent Agenda of the June 2, 2022, Board of Commissioner’s Regular Session, as presented.”

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

10. Special Committee/Workshop/Board Reports

Comr. Miller highlighted upcoming events at the fairgrounds.

Comr. King shared that the Firekeepers Local Revenue Sharing Board (FLRSB) met on June 2 and approved Tier II applications. King added that his opinion was that the FLRSB may likely vote to not offer Tier IV discretionary grants this year, partly due to the perception that local governments already have extra one-time funding from sources like the American Rescue Plan Act.

11. Unfinished and Old Business

There was none.

12. New Business and County Administrator's Report

A. Administrator/Controller's Report

Administrator/Controller Kelli Scott shared information related to the Albion Park Name unveiling event scheduled for Saturday, June 4.

B. New Business

1. *2022 Native American Heritage Fund Administrative Services Agreement*

County Administrator/Controller Kelli Scott noted that the Native American Heritage Fund Board (NAHFB) has requested that the County provide administrative services since the NAHF's inception. She added that this contract provides for a fixed-amount payment of \$15,000.00 for 2022, and that the Michigan NAHFB approved the agreement at its meeting on April 15, 2022.

Res.103-2022

"Moved Comr. Tompkins, second by Comr. King to approve the 2022 Native American Heritage Fund Administrative Services Agreement, as presented."

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

Excused - 1, Comr. Vette.

Motion **CARRIED**.

2. 2022 FireKeepers Local Revenue Sharing Board Administrative Services Agreement

Ms. Scott noted that the Firekeepers Local Revenue Sharing Board (FLRSB) has requested again this year that the County provide administrative services, and that the contract remains unchanged from last year, providing a lump sum payment of \$30,000.00 in unrestricted General Fund revenue for the County. She added that the FLRSB approved the agreement at its meeting on April 29, 2022.

Res.104-2022

"Moved Comr. King, second by Comr. Smith to approve the 2022 Firekeepers Local Revenue Sharing Board Administrative Services Agreement, as presented."

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

Excused - 1, Comr. Vette.

Motion **CARRIED**.

3. Calhoun County 2022 Summer and Winter Property Tax Resolutions

Administrator/Controller Scott invited Deputy Equalization Director Tom Scott to the podium to answer any questions.

Ms. Scott noted that the General Property Tax Act requires all Michigan Counties to levy a summer property tax for all of the mills authorized for the County through a separate tax limitation vote, which is 5.3698 mills with the summer 2022 levy. Scott added that the County's remaining millage of 0.2478 mills for medical care, 0.744 mills for senior services, 0.0998 mills for veterans services and 0.1997 mills for parks services are planned to be levied in the winter of 2022.

Tom Scott noted this was the first time in 15 years with growth exceeding inflation, which triggered a permanent reduction in millage rates, also known as a "Headlee Rollback."

There was discussion related to the impact of the permanent reduction percentages.

Res.105-2022

"Moved Comr. Tompkins, second by Comr. Miller to approve the Calhoun County 2022 Summer and Winter Property Tax Resolutions, as presented."

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

Excused - 1, Comr. Vette.
Motion **CARRIED**.

4. *Leroy Township Road Improvement Bid Package*

Kelli Scott noted that this bid relates to an agreement with Leroy Township, for repairs to 3 ½ Mile Rd. from B Dr. S to Division Dr. and 4 Mile Rd. from B Dr. S to the Battle Creek City Limits at a 50/50 cost share.

She added that Lakeland Asphalt was the low bidder and was recommended for the bid award. Scott recognized Road Department Engineering Director, Kristine Parsons as being present to answer any questions from the board.

Res.106-2022

“Moved Comr. King, second by Comr. Hatcher to approve the Leroy Township Road Improvement Bid Package, as presented.”

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

5. *MDOT Contract 22-5192 - Traffic replacement & permanent pavement marking installation - 6 1/2 Mile Rd & Harper Village Dr - Emmett Township.*

Administrator/Controller Scott reported that this contract was a standard required agreement with MDOT for Congestion Mitigation and Air Quality (CMAQ) funding for a project for traffic signal modernization & replacement.

Kelli Scott added the federal funding covers 100% of the cost of the project.

Res.107-2022

“Moved Comr. Smith, second by Comr. King to approve MDOT Contract 22-5192 - Traffic replacement and permanent pavement marking installation - 6 1/2 Mile road and Harper Village Dr - Emmett Township, as presented.”

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

6. *MDOT Contract #22-5206 - Michigan Ave/22 1/2 Mile Rd Improvement Project - Marengo Township*

Kelli Scott reported that this contract was a standard required agreement with MDOT for federal and state funding to continue the improvements along Michigan Avenue from 20 Mile Road to 22 ½ Mile Rd. and along 22 ½ Mile Rd. from Michigan Avenue to EB I-94 ramp.

Ms. Scott added this project requires a match and that the match was already included in the Road

Department's 2022 budget.

Comr. Miller questioned the milling process, along with the difference between crush and shape of the roadway.

Kristing Parsons provided an explanation for each process and the standards for all season roadways.

Res.108-2022

“Moved Comr. Tompkins, second by Comr. Miller to approve MDOT Contract 22-5206 - Michigan Ave/22 1/2 Mile Road Improvement Project - Marengo Township, as presented.”

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

Excused - 1, Comr. Vette.

Motion **CARRIED**.

7. Countywide Paving Bid - 2022 Construction

Ms. Scott reported that this bid award relates to various 2022 road improvement projects involving contracted paving, and that Lakeland Asphalt was the low bidder and was recommended for the award.

Res.109 -2022

“Moved Comr. King, second by Comr. Smith to approve Countywide Paving Bid - 2022 Construction, as presented.”

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

Excused - 1, Comr. Vette.

Motion **CARRIED**.

8. Financial Policy Updates

Kelli Scott informed the Board that the Finance Department with input from HR and IT is recommending numerous financial policy updates based on recommendations and federal compliance updates from the County's independent financial auditors.

Ms. Scott noted the changes have been vetted by the Elected Officials, Department Heads, and Union Leadership, with all suggestions incorporated.

Comr. Frisbie requested an explanation related to claims against the county. Administrator/Controller Kelli Scott replied that the threshold for administrative approval of claims settlements had been increased to match the administrative authorities within the Purchasing and Grants policies, and that for legal claims, the County's insurance policies for Workers Compensation and Liability/Property include self-insured retention amounts exceeding this administrative authority and already included in the Board-approved budgets.

Res.110-2022

“Moved Comr. Miller, second by Comr. King to approve Financial Policy Updates, as presented.”

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

Excused - 1, Comr. Vette.

Motion **CARRIED**.

9. Public Defender's Office Lease Amendment

County Administrator/Controller Kelli Scott shared that this amendment would add office space within the Toeller Building for the Public Defender's Office, needed due to additional staffing. She added that the lease amount includes office renovation and furniture costs which are spread out equally over the remaining five years of the lease.

Assistant County Administrator, Brad Wilcox was available to answer any questions.

Comr. Hatcher noted a typographical error in the attached Lease amendment document, not affecting the lease amendment recommendation as presented. Ms. Scott noted that the document would be corrected by Corporation Counsel Jim Dyer before executed..

Res.111-2022

“Moved Comr. King, second by Comr. Smith to approve the Public Defender's Office Lease Amendment, as presented.”

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

Excused - 1, Comr. Vette.

Motion **CARRIED**.

10. Calhoun County Consolidated Dispatch Authority (CCDA) Lease Amendment

Ms. Scott requested that Assistant Administrator Brad Wilcox present this item. Wilcox reported that this lease amendment would provide additional office space for the Dispatch Authority management within the County Building in Marshall. Wilcox added that the lease amount includes office renovation and furniture costs which are spread out equally over the remaining seven-years of the lease, and that the amended lease agreement would be effective August 1, 2022 and continue through December 31, 2029.

Res.112-2022

“Moved Comr. Tompkins, second by Comr. Miller to approve the Calhoun County Consolidated Dispatch Authority (CCDA) Lease Amendment, as presented.”

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

Excused - 1, Comr. Vette.

Motion **CARRIED**.

11. Calhoun County Public Health Department Clinical Medical Records Software Contract

Kelli Scott informed the Board that the Calhoun County Public Health Department (CCPHD) requests purchase and implementation of Patagonia Health, an electronic medical record (EMR) software, to replace the current Netsmart myInsight EMR.

Ms. Scott noted that some goals of this new system include anticipated increased staff efficiencies, improved data collection and accuracy, and improved client health record tracking which did not meet expectations, and in fact, increased staff time from client check-in to billing. Scott added that the purchase would come from accumulated Health Department fund balance and in future Health Department budgets and would not impact the County's General Fund.

Scott acknowledged Deputy Health Officer Brigitte Reichenbaugh, who was in attendance to answer questions.

Res.113-2022

"Moved Comr. Smith, second by Comr. Hatcher to approve the Calhoun County Public Health Department Clinical Medical Records Software Contract, as presented."

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

Excused -1, Comr. Vette.

Motion **CARRIED**.

13. Citizens' Time

Kim Lasata, Senator from the 17th District in Berrien County, introduced herself as she is running for re-election.

Battle Creek resident Sam Gray thanked the board for the Juneteenth Proclamation and the prior ballot language for the VA.

14. Commissioners' Time

There was none.

15. Claims Payable Listing

A. *Claims Payable for May 12, 2022 through May 25, 2022 in the amount of \$5,067,886.37*

Res.114-2022

"Moved Comr. Smith, second by Comr. Hatcher to approve the Calhoun County Claims Payable for May 12, 2022, through May 25, 2022, in the amount of \$5,067,886.37, as presented."

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

Excused - 1, Comr. Vette.

Motion **CARRIED**.

16. Announcements

Comr. Miller shared information about an upcoming car show cruise to the fountain in downtown Marshall.

Comr. Frisbie noted that the Wall that Heals coming to Harper Creek High School this summer is looking for volunteers.

17. Adjournment

The meeting was adjourned at 7:58 p.m. at the call of the Chair.

smc

Susan M. Connolly
Deputy Clerk to the Board of Commissioners