

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

OCTOBER 20, 2022

1. Call to Order/Roll Call

The Property Tax Apportionment Session according to MCL211.37 of the Calhoun County Board of Commissioners convened at 7:05pm, Thursday, October 20, 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. Steve Frisbie, Derek King, Tommy Miller, Gary Tompkins, Kathy-Sue Vette, and Jake Smith

Absent: Comr. Rochelle Hatcher

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

2. Moment of Silence/Invocation

Chair Frisbie called a Moment of Silence.

3. Pledge of Allegiance

Comr. Miller led the Pledge of Allegiance.

4. Approval of Agenda

Res.166-2022

"Moved Comr. Vette, second by Comr. Miller to approve the agenda of the October 20, 2022, Property Tax Apportionment Session according to MCL211.37 of the Calhoun County Board of Commissioners, as presented."

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

5. Approval of Minutes

A. *Minutes of the October 6, 2022 Board of Commissioners' Annual Meeting according to MCL46.1*

Minutes of the October 6, 2022, Board of Commissioners' Annual Meeting according to MCL46.1.

Res.167-2022

"Moved Comr. Tompkins, second by Comr. Vette to approve the Minutes of the October 6, 2022, Board of Commissioners' Annual Meeting according to MCL46.1, as presented."

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

6. Citizens' Time

There was none.

7. Elected/Appointed County Officials' Comments

There was none.

8. Special Order of Business

- A. *Presentation of 2022 Apportionment Report by Tom Scott, Deputy Equalization Director, and Approval of Report and Resolution (Attachment) -- Action: Motion to Approve by ROLL CALL VOTE*

Deputy Equalization Director Tom Scott read the memo included with the Apportionment Report and signed by Equalization Director Matthew Hansen, who was also present at the meeting. He informed the Board of Commissioners that the resolution approving the apportionment process serves as each taxing jurisdiction's authority to levy property taxes in the county.

Mr. Scott shared that the report includes pages for each township, authority, city, village, school district, intermediate school district and community college showing their millage rates and taxable values with comparisons to the prior year.

Res.168-2022

"Moved Comr. Tompkins, second by Comr. Vette to approve the 2022 Apportionment Report and Resolution as presented."

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

Absent – 1, Comr. Hatcher.

Motion **CARRIED**.

9. Consent Agenda

- A. *Petitions, Communications, Reports*

1. *Financial Statements for Information Only: September 2022*

- B. *Resolutions*

Res.169 -2022

"Moved Comr. Smith, second by Comr. Vette to approve the Consent Agenda of the October 20, 2022, Board of Commissioner's Regular Session, as presented."

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

10. Special Committee/Workshop/Board Reports

Comr. Miller shared information related to recent Solid Waste Committee discussions about a new recycling program for County residents.

11. Unfinished and Old Business

There was none.

12. New Business and County Administrator's Report

A. *Administrator/Controller's Report*

County Administrator/Controller Kelli Scott shared that Standard & Poor's (S&P) Global Ratings issued the County an "AA" bond credit rating with a stable outlook for the upcoming Capital Improvement Bonds to renovate the Youth Center.

Ms. Scott added the "AA" rating is something very few local governments achieve.

B. *New Business*

1. *New Ordinance: Calhoun County Off Road Vehicle Ordinance*

Corporation Counsel Jim Dyer informed of the process for the Notice of Public Hearing which, if approved, would be scheduled for no earlier than December 15.

Mr. Dyer noted changes to the verbiage of the proposed ordinance can be suggested by local municipalities and presented at the public hearing in December.

Motion by Comr. Vetter, seconded by Comr. Smith, for approval of the ordinance. (Res. 170-2022)

Comr. King suggested the item be tabled in order to allow revisions to the proposed ordinance, following recent discussions with local entities, to be made in advance of the Board's approval and in advance of the County distributing the ordinance to townships for their comments..

After open discussion, it was motioned and second to table the item to another date:

Res.171-2022

"Moved Comr. King, second by Comr. Miller to table the proposed text of the Calhoun County Off-Road Vehicle (ORV) Ordinance; authorize the Calhoun County Sheriff and Road Department to create a proposed list of County roads to be closed to ORV use for inclusion as Appendix A of the Ordinance; schedule a public hearing on the ORV Ordinance on December 15, 2022, and provide certified mail notice to the Michigan Department of Transportation and to all townships and municipalities within the County, as required by MCL 324.81131 (3), as presented."

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

Absent - 1, Comr. Hatcher
Motion **CARRIED**.

2. *CCRD Bid Award: RFP#126J-22 Mineral Aggregate*

Ms. Scott mentioned this item was a collaborative bid for the Calhoun County Road Department and the Jackson County DOT.

Assistant County Administrator Brad Wilcox was available to answer any questions related to the three bids received.

Res.172-2022

“Moved Comr. Tompkins, second by Comr. King to approve the contracts with Stoneco of Michigan, Trojan Sand & Gravel, and Carr Brothers and Sons Inc., for Mineral Aggregate, as presented.”

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

3. *CCRD Bid Award: RFP#122-22 Organic Additive De-Icer (Beet By-Product)*

County Administrator/Controller Kelli Scott noted this bid is designed to provide organic additives for pre-wetting road salt from qualified vendors for the 2022-2023 season.

Brad Wilcox was present to answer any questions related to the bids received.

Res.173-2022

“Moved Comr. Smith, second by Comr. Vette to approve the contracts with K-Tech Specialty Coatings and Chloride Solutions for organic materials for pre-wetting road salt, as presented.”

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

4. *Senior Millage Contract Amendments - Sr. Fitness & Fun/Rural Health Education, Heritage Commons Sr. Enrichment Center, Prescription Assistance, and Adult Day Care*

Kelli Scott noted Senior Services Manager Helen Guzzo was unable to attend the meeting tonight.

Ms. Scott share the contract amendments were approved by SMAC (the Senior Millage Allocation Committee) at its October 7, 2022, meeting and the supplemental funding requests will be paid for out of the Senior Millage fund balance.

Res.174-2022

“Moved Comr. Tompkins, second by Comr. Miller to approve contract amendments for supplemental funding for four Senior Millage-funded programs and a contract amendment for allowing additional

activities for Adult Day Care beyond participant scholarships to fund reopening costs, and approves the Board Chair signing the contract amendments for these changes, as presented.”

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

Absent - 1, Comr. Hatcher

Motion **CARRIED**.

5. Tax Exempt Lease Purchase Financing for Energy Savings Improvements

Ms. Scott informed this is part of the County energy conservation project Phase 5, which was already approved by the Board of Commissioners and will provide energy savings for the County.

Kelli Scott notes the project will enable the facilities to become more sustainable while saving the County through energy cost avoidance for the next 30 years.

Ms. Scott informed the financing proposal by Bank of America was the lowest rate at 4%.

Comr Smith questioned the overall performance history of Veregy which he believed was very good.

Res.175-2022

“Moved Comr. Smith, second by Comr. Vette to ratify and approve the Administrator/Controller's signature on a Tax-Exempt Lease/Purchase Financing Proposal from Bank of America to fund the Energy Conservation portion of the 2022 Veregy Capital Improvement Project (Phase V), and authorizes the Administrator/Controller to sign all documents necessary to the complete the Lease/Purchase financing, as presented.”

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

Absent - 1, Comr. Hatcher

Motion **CARRIED**.

6. Authorization to Issue Capital Improvement Bonds

Kelli Scott noted the voters approved a new countywide 911 millage on August 2, 2022, and that a key goal to be achieved with the new funding is the upgrade of dispatch equipment and infrastructure throughout the County. .

Ms. Scott shared that the County's bond counsel, Miller Canfield and Financial Advisors, Bendzinski & Co., who were present at the meeting, have recommended that the County issue tax-exempt bonds in the amount not to exceed \$18,500,000 for financing this equipment on behalf of the CCCDA.

Administrator/Controller Scott noted that 100% of the debt service on the bonds will be covered by the CCCDA with the new 911 millage to be levied starting with the winter 2023 tax levy, and any other available funding sources.

Comr. Miller questioned the timeline of the millage.

Res.176-2022

“Moved Comr. Vette, second by Comr. Smith to approve the attached Notice of Intent and Bond Authorizing Resolution to issue up to \$18,500,000 in general obligation limited tax bonds to finance capital improvements for the Calhoun County Consolidated Dispatch Authority (CCCD), which includes authorization for the County Administrator/Controller to execute and deliver all required documents to issue bonds and implement the related legal agreements with CCCDA, subject to review and approval of the Corporation Counsel., as presented.”

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

13. Citizens' Time

There was none.

14. Commissioners' Time

Comr. Miller informed he had numerous conversations with retirees related to the new post-65 retiree health exchange program.

Kelli Scott offered details that were provided to retirees at group meetings prior to their open enrollment period, currently taking place through mid-December..

15. Claims Payable Listing

- A. *Claims Payable for September 29, 2022 through October 12, 2022 in the amount of \$3,390,078.82*

Res.177-2022

“Moved Comr. Vette, second by Comr. Miler to approve the Calhoun County Claims Payable for September 29, 2022 through October 12, 2022, in the amount of \$3,390,078.82, as presented.”

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

16. Announcements

There were none.

17. Closed Session

Comr. Frisbie stated the Board is requested by legal counsel to conduct a closed session to discuss the 2022 Calhoun County Emergency Action Guidelines.

Session closed: 7:53pm

Res.178-2022

“Moved Comr. Tompkins, second by Comr. King to retire to closed session under MCL15.268(1)(h) to discuss the 2022 Calhoun County Emergency Action Guidelines, which is material exempt from disclosure by Section 13(1)(u) of the Michigan Freedom of Information Act, as presented.”

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

Absent - 1, Comr. Hatcher

Motion **CARRIED**.

18. New Business Following Closed Session

A. 2022 Calhoun County Emergency Action Guidelines

Comr. Frisbie returned to Open Session with the tap of the gavel.

Open Session Began at 7:57pm

Res.179-2022

“Moved Comr. King, second by Comr. Vette to approve the 2022 Emergency Action Guidelines for the Sheriff's Emergency Management Division pursuant to MCL 30.410 (1)(a), and further finds that public disclosure would impair the County's ability to protect the security or safety of persons or property, as presented.”

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

Absent - 1, Comr. Hatcher

Motion **CARRIED**.

19. Adjournment

The meeting was adjourned at 7:59p.m. at the call of the Chair.

smc

Susan M. Connolly
Deputy Clerk to the Board of Commissioners