

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

OCTOBER 6, 2022

1. Call to Order/Roll Call

The Annual Meeting According to MCL46.1 Session of the Calhoun County Board of Commissioners convened at 7:00, Thursday, October 6, 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

Excused: Comr. Hatcher

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. Tompkins led the Pledge of Allegiance.

4. Approval of Agenda

Res.158-2022

"Moved Comr. Miller, second by Comr. Smith to approve the agenda of the October 6, 2022, Annual Meeting According to MCL46.1 Session of the Calhoun County Board of Commissioners, as presented."

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

5. Approval of Minutes

A. Minutes of the September 1, 2022 Board of Commissioners' Regular Meeting

Minutes of the September 1, 2022, Board of Commissioners' Regular Meeting.

Res.159-2022

"Moved Comr. Tompkins, second by Comr. Smith to approve the Minutes of the September 1, 2022, Board of Commissioners' Regular Meeting, as presented."

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

6. Citizens' Time

Tom Hunsdorfer, resident of Albion and Vice Chair of the Senior Millage Allocation Committee (SMAC) provided an update of recent events held by SMAC such as the second Senior Fair, and shared information related to upcoming meetings, specifically the meeting scheduled for October 7 at the County Administration building.

7. Elected/Appointed County Officials' Comments

Jim Jordan, Chief Assistant Prosecuting Attorney informed of recent hires and the status of numerous open positions.

Mr. Jordan noted a new assistant prosecutor was hired for the juvenile docket effective October 17.

8. Special Order of Business

There was none.

9. Consent Agenda

A. Petitions, Communications, Reports

- 1. Other County Resolutions to be acknowledged*
- 2. Financial Statements For Information Only: August 2022*

B. Resolutions

- 1. Probate Judicial Salary Effective 10-1-22*
- 2. Community Mental Health Authority (Summit Pointe) Board Appointment:
Stephanie Swanson, to fill partial term vacated by Scott Frank, ending March 31, 2025*
- 3. MDOT Performance Resolution for Municipalities*
- 4. Calhoun County Department of Health & Human Services (DHHS) (Medical Care Facility) Board Appointment:
Sherii Sherban, term ending October 31, 2025*

Res.160-2022

“Moved Comr. Vette, second by Comr. Smith to approve the Consent Agenda of the October 6, 2022, Board of Commissioner’s Regular Session, as presented.”

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

10. Special Committee/Workshop/Board Reports

Chair Steve Frisbie shared that the Calhoun County Consolidated Dispatch Authority signed an agreement with Motorola and thanked Mike Armitage, Corporation Counsel, County Administrator/Controller and the firm of Miller Canfield for their services to come to a resolution.

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 reported that the United Way campaign serving all three Calhoun County United Way agencies, concluded with a successful fundraising effort.

Ms. Scott mentioned October is Breast Cancer Awareness Month.

Kelli Scott highlighted ongoing security measures at County facilities, which include the RAVE Alert System and additional apps available for employees.

Administrator Controller Scott mentioned the Joint Information Center for the COVID-19 Emergency Response group was held on Wednesday, Sept. 21, and noted that the Unified Command Team is still meeting every other Tuesday, and that the Joint Operations Center was still planning to hold occasional media and local officials briefings.

Ms. Scott highlighted information she brought back from the Michigan Association of Counties annual conference held at the end of September and noted that there may be legislative items to talk action to support or oppose during the Lamé Duck session of the Michigan legislature in November and December.

B. *New Business*

1. *PA2 Budget for FY22/23*

Kelli Scott highlighted the funding level and agencies included in the FY22/23 PA2 alcohol tax budget, and thanked Commissioners Vette and Tompkins for their input in the proposed budget, which the Southwest Michigan Behavioral Health organization and oversight committee already approved in September, for the fiscal year starting Oct.1.

Res.161-2022

“Moved Comr. Tompkins, second by Comr. Vette to approve the Calhoun County PA2 Alcohol Tax Budget for Substance Abuse Prevention and Treatment services for FY22/23 in the amount of \$558,716 in expenses, as presented.”

On a **roll call vote**, Yes – 5, Comrs. Frisbie, King, Miller, Tompkins, and Vette.
Excused - 1, Comr. Hatcher

Abstain - 1, Comr. Smith
Motion **CARRIED**.

2. *Calhoun County Public Health Department FY2022 Year End Budget Adjustment*

Kelli Scott noted that this budget amendment is in compliance with the County Board's financial policies, and that it relates solely to the implementation of a new software module within the Environmental Health division of the Health Department. Scott noted that there is no General Fund impact.

Res.162-2022

“Moved Comr. Vette, second by Comr. Miller to approve the Calhoun County Public Health Department year end budget adjustment, effective September 30, 2022, as presented.”

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

3. *Prosecutors Office Authorized Staffing Allocation Change*

Administrator Controller Scott reported that earlier this year, the Board approved the Prosecutors Office's request to change two Legal Secretary II positions to Paralegals. She added that due to a recent vacancy, there is one additional (and final) Legal Secretary II position that they would also like reclassified to Paralegal. Scott also noted that this request includes reclassifying court coordinator positions to be on the same scale with each other.

Assistant Chief Prosecuting Attorney Jordan shared the benefits of this allocation and was present to answer any questions.

Res.163-2022

“Moved Comr. Tompkins, second by Comr. Vette to approve the Prosecutors Office staffing allocation changes, along with any necessary budget adjustments, as presented.”

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

4. *Memorandum of Understanding with Eaton County for Emergency Alerting*

Ms. Scott explained that this agreement allows for Eaton County to issue public safety alerts that affect Calhoun County on a backup basis and for incidents that cross county borders. Scott acknowledged the efforts and meeting attendance of Emergency Services Manager Lt Chris Young and of CCCDA executive director Mike Armitage, along with Corporation Counsel Jim Dyer, who reviewed and approved the agreement.

Res.164-2022

“Moved Comr. King, second by Comr. Smith to approve the Memorandum of Understanding (MOU) For Emergency Alerting to the Public with Eaton County, as presented, as presented.”

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

13. Citizens' Time

There was none.

14. Commissioners' Time

Chair Steve Frisbie thanked CCCDA Director Mike Armitage for his assistance related to the Motorola Agreement.

Chair Frisbie thanked Emergency Manager Chris Young for his involvement with the event the following weekend in Battle Creek.

15. Claims Payable Listing

- A. *Claims Payable for August 25, 2022 through September 7, 2022, in the amount of \$2,967,182.29.*
- B. *Claims Payable for September 8, 2022 through September 28, 2022 in the amount of \$7,997,170.57*

Res.165-2022

“Moved Comr. Vette, second by Comr. Miller to approve the Calhoun County Claims Payable for August 25, 2022 through September 7, 2022, in the amount of \$2,967,182.29 and Claims Payable for September 8, 2022, through September 28, 2022, in the amount of \$7,997,170.57, as presented.”

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

16. Announcements

There was none.

17. Adjournment

The meeting was adjourned at 7:27 p.m. at the call of the Chair.

smc

Susan M. Connolly

Deputy Clerk to the Board of Commissioners