

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

JULY 20, 2023

1. Call to Order/Roll Call

The Regular Session of the Calhoun County Board of Commissioners convened at 7:02 pm, Thursday, July 20, 2023, in the Commissioners' Meeting Room, County Building, Marshall, MI.

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

Present: Comrs. Kathy-Sue Vette, Steve Frisbie, Tommy Miller, Diane Thompson, and Monique French.

Absent/Excused: Comrs. Derek King and Rochelle Hatcher.

Staff Present: Administrator/Controller Kelli Scott, Corporation Counsel Jim Dyer, HR/Labor Relations Director Kim Archambault, Communications Director Lucy Blair, and Deputy Clerk to the Board Susan Connolly.

2. Moment of Silence/Invocation

Chair Vette called a Moment of Silence.

3. Pledge of Allegiance

Comr. Frisbie led the Pledge of Allegiance.

Following the Pledge of Allegiance, Comr. French welcomed her granddaughter Ms. Gibson, who was visiting from Alabama.

4. Approval of Agenda

Res.092-2023

"Moved Comr. Thompson, second by Comr. Miller to approve the agenda of the July 20, 2023, 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 June 15, 2023 Board of Commissioners' Regular Meeting*

Minutes of the June 15, 2023 Board of Commissioners' Regular Meeting.

Res.093-2023

“Moved Comr. French, second by Comr. Miller to approve the Minutes of the June 15, 2023, Board of Commissioners’ Regular Meeting, as presented.”

On a **VOICE VOTE**, Motion **CARRIED**.

6. Special Order of Business

A. Calhoun County 2022 Audited Financial Statements and Related Communications:

- 1. Presentation by Nathan Balderman, Rehmann*
- 2. Acceptance of 2022 Audit*

Nathan Balderman with Rehmann provided an overview of the audit process and noted that the audit firm issued an unmodified or clean opinion.

Administrator/Controller Kelli Scott thanked Mr. Balderman for his time and presentation.

Ms. Scott added that the County received its GFOA Certification in Achievement for Excellence in Financial Reporting, a reaffirmed 'AA' bond credit rating and a positive General Fund result in spite of a Headlee Amendment property tax millage rate rollback during 2022 because the increase in property values exceeded inflation.

Res.094-2023

“Moved Comr. Thompson, second by Comr. Frisbie to accept the Calhoun County 2022 Audited Financial Statements and Related Communications, as presented.”

On a **VOICE VOTE**, Motion **CARRIED**.

7. Citizens' Time

Resident Barry Wayne Adams questioned the transparency of the audit and expressed concerns related to public access to the Marshall fountain.

8. Elected/Appointed County Officials' Comments

Sheriff Steve Hinkley reported on the status of lighting upgrades at the jail and the importance of processes to meet required local and federal standards.

Sheriff Hinkley added that his Office has requested grant funds to purchase a body scanner for intake.

Senior Services Manager Helen Guzzo invited members of the board to the Centenarian Celebration scheduled for July 21.

County Clerk Kim Hinkley reported on the status of the renewal of the Kofile Contract.

Clerk Hinkley added that new Proposal 2 legislation will require added costs and steps for local clerks throughout the county, and that she's working with local clerks to collaborate in a way that is best for voters and taxpayers. She also reported positive news about recent recognition the PPO coordinator received.

9. Consent Agenda

A. Petitions, Communications, Reports

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

B. Resolutions

- 1. Mutual Aid Agreement between the Nottawaseppi Huron Band of the Potowatomi and the Calhoun County Public Health Department*
- 2. Southwest Michigan Behavioral Health Intergovernmental Contract*
- 3. Planning Consultation Services Agreement with Convis Township*
- 4. Conflict Waiver Agreement with Warner Norcross and Judd, LLP law firm*
- 5. Easement for Consumers Energy*
- 6. Amendment of the Goguac Lake Level Order to permit lake level determinations for Emerald and Laird lakes.*
- 7. Contract Extension for the Administrator/Controller*
- 8. CareWell Services Annual Implementation Plan*

Res.095-2023

“Moved Comr. French, second by Comr. Miller to approve the Consent Agenda of the July 20, 2023, Board of Commissioner’s Regular Session, as presented.”

On a **VOICE VOTE**, Motion **CARRIED**.

10. Special Committee/Workshop/Board Reports

Comr. French reported on Battle Creek affordable housing updates.

Comr. Thompson noted her attendance at the Tekonsha Board meeting and her participation in the recent visit to a Tekonsha bridge site by the Lieutenant Governor.

Comr. Miller shared information from a recent County Solid Waste Committee meeting.

Comr. Frisbie reported on the 911 Calhoun County Consolidated Dispatch Authority meeting held earlier in the month.

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 provided an update on the County's Broadband Task Force initiatives and strategies for preparing for the upcoming federal Broadband Equity, Access, and Deployment (BEAD) Grant opportunity.

B. *New Business*

1. *2023 Mid-Year Budget Amendments*

Administrator/Controller Kelli Scott noted the \$1M reduction in the 2023 budgeted transfer to the General Fund from the Delinquent Tax Revolving Fund requested by the Treasurer, noting that the budget amendment assumes this shortfall must be covered by American Rescue Plan Act funding that was previously planned for use with the 2024 budget.

Ms. Scott highlighted other adjustments, including jail medical and food contracts, and the reinstatement of a Drug Enforcement Officer.

Kelli Scott noted adjustments to the Road Department budget, including the County's appropriation of ARPA dollars to allow for additional local road improvements this year.

Finance Director Megan Banning and members of the Finance Department were available to answer questions.

Res.096-2023

“Moved Comr. Thompson, second by Comr. French to approve the 2023 Mid-Year Budget Amendment, as presented.”

On a **ROLL CALL VOTE**, Yes – 5, Comrs. Vette, Frisbie, Miller, Thompson, and French.

Absent/Excused -2, Comrs. King and Hatcher
Motion **CARRIED**.

2. *CCRD Bid Award--RFP#111J-23 Cutting Edges*

Kelli Scott noted that this bid is related to winter maintenance for the upcoming winter season, to provide for the purchase of cutting blades for snow plows. Ms. Scott added that this bid was in coordination with the Jackson County Department of Transportation.

Kori Albrecht, Road Department Direction of Operations, was available to answer any questions.

Res.097-2023

“Moved Comr. Miller, second by Comr. Frisbie to approve Calhoun County Road Department Bid Award -- RFP#111J-23 Cutting Edges, as presented.”

On a **ROLL CALL VOTE**, Yes – 5, Comrs. Vette, Frisbie, Miller, Thompson, and French.
Absent/Excused: 2 - Comrs. Hatcher and King
Motion **CARRIED**.

3. *Updated Policy #280 - Fund Balance*

Ms. Scott shared that this updated policy reflects recommendations from the Michigan Treasury Department, and GFOA best practices, noting that the County's policy was last updated in 2003.

Kelli Scott noted the updated policy will strengthen the cash flow position and bond rating factors.

Comr. Frisbie noted that funds relating to both Fund Balance Reserves and Investment strategies need to work together to balance budget impact, cash flow and earnings.

Res.098-2023

“Moved Comr. Frisbie, second by Comr. Miller to approve Updated Policy #280 - Fund Balance, as presented.”

On a **ROLL CALL VOTE**, Yes – 5, Comrs. Vette, Frisbie, Miller, Thompson, and French.
Absent/Excused - 2, Comrs. King and Hatcher
Motion **CARRIED**.

13. **Citizens' Time**

Barry Wayne Adams commented regarding previous COVID-19 emergency health orders.

Julie Bryant of Squaw Creek expressed concerns related to the Marshall megasite and Ford Blue Oval Battery Park project.

14. Commissioners' Time

Comr. Frisbie noted information recently released by the County's Medical Examiner showing disproportionately high levels of deaths related to opioids, methamphetamine and/or suicide.

Comr. Miller commented regarding the Marshall fountain and MDOT's jurisdiction over traffic flow on the roads around the fountain.

15. Claims Payable Listing

- A. *Claims Payable listing for June 8, 2023 through July 12, 2023, in the amount of \$8,570,666.93.*

Res.099-2023

“Moved Comr. Miller, second by Comr. Frisbie to approve the Calhoun County Claims Payable for June 8, 2023 through July 12, 2023, in the amount of \$8,570,666.93, as presented.”

On a **ROLL CALL VOTE**, Yes – 5, Comrs. Vette, Frisbie, Miller, Thompson, and French.

Absent/Excused - 2, Comr. King and Hatcher.

Motion **CARRIED**.

16. Announcements

Comr. French reported some upcoming events in Battle Creek.

17. Adjournment

The meeting was adjourned at 8:15 opm p.m. at the call of the Chair.

smc

Susan M. Connolly
Deputy Clerk and Secretary to the Board of Commissioners