

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

AUGUST 17, 2023

1. Call to Order/Roll Call

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00pm, Thursday, August 17, 2023, in the Commissioners' Meeting Room, County Building, Marshall, MI.

Vice-chair Frisbe called the meeting to order and requested the Deputy Clerk call the roll.

Present: Comrs. Steve Frisbie, Derek King, Tommy Miller, Rochelle Hatcher, and Diane Thompson.

Excused: Chair Kathy-Sue Vette and Comr. Monique French

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

2. Moment of Silence/Invocation

Vice chair Frisbie called a Moment of Silence.

3. Pledge of Allegiance

Comr. Hatcher led the Pledge of Allegiance.

4. Approval of Agenda

Res.100-2023

"Moved Comr. Hatcher, second by Comr. Thompson to approve the agenda of the August 17, 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 July 20, 2023 Board of Commissioner's Regular Meeting*

Minutes of the July 20, 2023, Board of Commissioners' Regular Meeting.

Res.101-2023

"Moved Comr. Thompson, second by Comr. Hatcher to approve the Minutes of the July 20, 2023, Board of Commissioners' Regular Meeting, as presented."

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

6. Citizens' Time

Autumn Smith from the City of Battle Creek provided the Commissioners a document titled the Ericsson Report related to 911/EMS security risks.

Barry Wayne Adams from the City of Marshall shared concerns related to the Ford Blue Oval Battery Park project in Marshall, and other comments regarding government oversight.

7. Elected/Appointed County Officials' Comments

County Clerk Kim Hinkley reported on a recent visit by Comr. French and her Youth Group, who were given a tour of the County Building and departments. Clerk Hinkley noted that County Administrator/Controller Kelli Scott and Communications Director Lucy Blair spoke to the youth and highlighted various job opportunities the County offers.

Clerk Hinkley updated the Board on the status of new legislation providing for early voting requirements, and noted that she is working collaboratively with the majority of local governments within the county on joint voting centers. Hinkley asked the Board for support for the agenda item requesting the elections division position be increased from part-time to full-time.

Senior Services Manager Helen Guzzo expressed her appreciation for her work with the County, and announced her upcoming departure for a position with the City of Battle Creek. Guzzo reminded the Board of the upcoming Senior Millage request for proposals for contractors coming in November. Ms. Guzzo noted that Chair Tom Hunsdorfer from the Senior Millage Allocation Committee was present.

Helen Guzzo added that the United Way Campaign for 2023 will be chaired by Communications Director, Lucy Blair. Ms. Guzzo noted the campaign will run from September 11 - 22, 2023.

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: July 2022*

B. Resolutions

- 1. CCRD Local Road Agreements: Clarendon, Eckford, Emmett and Newton Townships*

2. *FY24 Public Defender - MIDC Grant*
3. *CCRD 2022 Act 51 Report*
4. *Friend of the Court: 2023 - 2028 Cooperative Reimbursement/Child Support Enforcement Grant Agreement*
5. *Senior Millage Supplemental Funding Agreement: Prescription Assistance Program*
6. *Calhoun County Broadband Task Force Appointment*
7. *2023 MERS Officer & Employee Delegate Certification*

Res.102-2023

“Moved Comr. Miller, second by Comr. Thompson to approve the Consent Agenda of the August 17, 2023, Board of Commissioner’s Regular Session, as presented.”

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

10. Special Committee/Workshop/Board Reports

Comr. King mentioned the upcoming retirement of Director Pat Karr from the Battle Creek Area Transportation Study (BCATS).

Corm. Frisbie noted the Calhoun County Consolidated Dispatch Authority (911 Board) meeting was rescheduled for August 22, 2023.

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 from the combined County Internal and Board of Commissioners Budget Committee meeting held July 31 and shared information about the 2024 budget process. Ms. Scott added that Finance Director Megan Banning was present at the meeting.

Ms. Scott reported that the Michigan Native American Heritage Fund Board met August 10 and voted unanimously to award grants to 9 applicants totaling \$480,000, mostly for the continuation of mascot rebranding projects. Scott noted that the check distribution ceremony is scheduled for August 25 at Firekeepers Casino Hotel.

Administrator/Controller Scott shared that efforts to develop a countywide transit authority are back on track and that the updated Articles of Incorporation for the new Authority will be

presented for a vote of the Board on September 7.

Scott reported on the receipt of opioid settlement funds that the County will receive, totaling nearly \$12M spread into annual payments over the next 18 years. Ms. Scott added efforts are underway to assess the communities' needs and to formulate a spending plan to deploy settlement funds.

Ms. Scott shared information related to the upcoming Michigan Association of Counties Annual Conference in Kalamazoo October 1-3.

B. New Business

1. Sheriff's Office FY2024 Secondary Road Patrol Grant

Administrator/Controller Scott noted that this state grant comes from a fixed allocation to each county from liquor tax revenues, and that Calhoun County's allocation of \$247,000 covers costs for two road patrol deputies.

Res.103-2023

“Moved Comr. Miller, second by Comr. Hatcher to accept the Sheriff's Office Fiscal Year 2024 Secondary Road Patrol and Traffic Accident Prevention Program Grant Award, as presented.”

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

2. CCRD Bid Award: RFP#112-23 Signs & Posts

Ms. Scott reported the Purchasing Department worked with the Road Department to issue this competitive bid to replenish signs and posts inventory. Kelli Scott added the recommendation is a two-year agreement with the option to extend one additional year.

Road Department Managing Director John Midgley was present to answer questions.

Res.104-2023

“Moved Comr. Hatcher, second by Comr. Thompson to approve the Calhoun County Road Department Bid Award RFP#112-23 Signs & Posts with Dornbos Sign, Inc., as presented.”

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

3. Calhoun County Clerk's Office-Elections Department Staffing Request

Kelli Scott noted that the County Clerk has indicated that a full-time position instead of the current part-time position is needed with the increased work related to changes in the election law.

Ms. Scott added that the State budget for FY2023-24 includes funding that is expected to be appropriated to counties like Calhoun County that are collaborating with other local units of government to consolidate costs and allow for convenient early voting locations for residents.

Clerk Kim Hinkley was present to answer questions.

Res.105-2023

“Moved Comr. Hatcher, second by Comr. Thompson to approve the Calhoun County Clerk's Office-Elections Department Staffing Request, as presented.”

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

13. Citizens' Time

Senior Millage Allocation Committee Chair Tom Hunsdorfer thanked Helen Guzzo for her years with the County and shared that a farewell reception will be held on August 23 in the Garden Level Conference Room from 9 - 10:30am.

Barry Wayne Adams from the City of Marshall made comments related to unrestrained legislature.

Autumn Smith from the City of Battle Creek asked whether the upcoming Consolidated Dispatch Authority meeting was open to the public, and commented on the election position within the Clerk's office.

14. Commissioners' Time

Comr. Miller announced that the County Fair is being held this week at the fairgrounds.

Comr. Thompson thanked Helen Guzzo for her years of service to the County.

Comr. Frisbie commended Comr. French's involvement with the Youth Group and the opportunities they're provided for success in the future, noting that the group also visited Life Care Ambulance recently.

15. Claims Payable Listing

A. *Claims Payable for July 13, 2023, through July 26, 2023, in the amount of \$6,540,000.27.*

- B. Claims Payable for July 27, 2023, through August 09, 2023, in the amount of \$3,132,644.08*

Res.106-2023

“Moved Comr. King, second by Comr. Miller to approve the Calhoun County Claims Payable for July 13, 2023 through July 26, 2023, in the amount of \$6,540,000.27 and Claims Payable for July 27, 2023 through August 9, 2023, in the amount of \$3,132,644.08, as presented.”

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

Excused - 2, Comrs. Vette and French.

Motion **CARRIED**.

16. Announcements

There was none.

17. Adjournment

The meeting was adjourned at 7:35 p.m. at the call of the Chair.

smc

Susan M. Connolly
Deputy Clerk to the Board of Commissioners