

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

MARCH 7, 2024

1. Call to Order/Roll Call

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00pm, Thursday, March 7, 2024, in the Commissioners' Meeting Room, County Building, Marshall, MI.

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

Present: Comrs. Steve Frisbie, Derek King, Tommy Miller, and Monique French.

Absent/Excused: Comrs. Kathy-Sue Vette, Rochelle Hatcher, and Diane Thompson.

Staff Present: Assistant County Administrator Brad Wilcox, Corporation Counsel Kate Ambrose, 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 for a moment of silence, remembering John Townsend, long-time Emergency Management Director for Calhoun County, who recently passed away.

3. Pledge of Allegiance

Comr. King led the Pledge of Allegiance.

4. Approval of Agenda

Res.023-2024

"Moved Comr. Miller, second by Comr. French to approve the agenda of the March 7, 2024, 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 February 15, 2024 Board of Commissioners' Regular Meeting*

Minutes of the February 15, 2024, Board of Commissioners' Regular Meeting.

Res.024-2024

"Moved Comr. French, second by Comr. Miller to approve the Minutes of the February 15, 2024, Board of Commissioners' Regular Meeting, as presented."

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

6. Citizens' Time

Battle Creek resident, Richard Logan, requested reconsideration of a road dispute.

Marshall resident, Barry Wayne Adams provided Corporate Counsel documentation regarding Ethics-Misconduct in Office by Public Officers.

7. Elected/Appointed County Officials' Comments

There was none.

8. Special Order of Business

There was none.

9. Consent Agenda

A. Petitions, Communications, Reports

1. Other County Resolutions to be Acknowledged

B. Resolutions

1. CCRD 2023 Act 51 Certification, and Decertification of Certain Roads

2. Community Mental Health Authority (Summit Pointe) Board Reappointments

3. Appointment of Deputy Medical Examiner

Res.025-2024

“Moved Comr. Miller, second by Comr. King to approve the Consent Agenda of the March 7, 2024, Board of Commissioner’s Regular Session, as presented.”

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

10. Special Committee/Workshop/Board Reports

There was none.

11. Unfinished and Old Business

There was none.

12. New Business and County Administrator's Report

A. Administrator/Controller's Report

Assistant County Administrator Brad Wilcox attended and gave no report.

B. New Business

1. Resolution to Authorize Delinquent Tax Anticipation Notes

Assistant Administrator Brad Wilcox reported that this is an annual item for board approval which is a short term borrowing that allows the Treasurer's Office to make local units of government whole for delinquent real property taxes to be collected at a later date.

Treasurer Brian Wensauer was present and provided updates and support for this agenda item.

Res.026-2024

“Moved Comr. Miller, second by Comr. French to approve the Resolution to Authorize Delinquent Tax Anticipation Notes, as presented.”

On a **ROLL CALL VOTE**, Yes – 4, Comrs. Vette, Frisbie, King, and Miller.

Absent/Excused - 3, Comrs. Vette, Hatcher, and Thompson.

Motion **CARRIED**.

2. CCRD Bridge Replacement Design Contract Award--Structures 1335 & 1301

Mr. Wilcox reported that this item was related to funding that the Road Department (CCRD) received through the MDOT Local Bridge Program to replace Structures 1335 and 1301.

Assistant Administrator Wilcox added that the CCRD put out a Request for Proposals for design services for these two bridge replacements, and that through the scoring process, Rowe Professional Consulting Services was determined to be the most qualified consultant for these projects.

Interim Managing Director of the Road Department, Kristine Parsons, was present to answer questions.

Res.027-2024

“Moved Comr. Miller, second by Comr. King to approve the Calhoun County Road Department Bridge Replacement Design Contract Award--Structures 1335 and 1301, as presented.”

On a **ROLL CALL VOTE**, Yes – 4, Comrs. Frisbie, King, Miller, and French.

Absent/Excused - 3, Comrs. Vette, Hatcher, and Thompson.

Motion **CARRIED**.

3. CCRD Bid Award--2024 Countywide HMA Paving

Assistant Administrator Wilcox informed the Board that this contract includes paving on multiple roads within the 2024 construction season.

Ms. Parsons noted that Lakeland Asphalt was the low bidder, and she offered to answer any questions.

Res.028-2024

“Moved Comr. French, second by Comr. King to approve the Calhoun County Road Department Bid Award--2024 Countywide HMA Paving, as presented.”

On a **ROLL CALL VOTE**, Yes – 4, Comrs. Frisbie, King, Miller, and French.
Absent/Excused - 3, Comrs. Vette, Hatcher, and Thompson.
Motion **CARRIED**.

4. Bid Award of RFP#125-23 Ott Preserve Park Improvements

Brad Wilcox noted that Ott Preserve is the second most popular park in the county, with a significant number of visitors every day, and that this improvement project includes having on-site bathroom facilities, which is crucial.

Mr. Wilcox highlighted that following a 2019 survey, 67% of respondents emphasized the necessity for additional accessible restrooms.

Assistant Administrator Wilcox shared that the project has a budget of \$445,915 to address the need for a bathroom facility, improvements to the parking area, installation of drinking fountains and picnic tables, and enhancement of the park's landscaping.

Assistant Director of Community Development, Doug Ferrall was available to answer questions and noted that there was a negotiation process for cost savings to the county.

Comr. Frisbie shared that the Parks and Recreation Commission met earlier on the day and discussed these park improvements.

Res.029-2024

“Moved Comr. Miller, second by Comr. French to approve the Bid Award of RFP#125-23 Ott Preserve Park Improvements, as presented.”

On a **ROLL CALL VOTE**, Yes – 4, Comrs. Frisbie, King, Miller, and French.
Absent/Excused - 3, Comrs. Vette, Hatcher, and Thompson.
Motion **CARRIED**.

5. Staffing Allocation Request: Friend of the Court Investigator - Establishment Unit

Assistant Administrator Wilcox stated that this request was from the Friend of the Court and addresses staffing shortages and the increase in filings after COVID-related prohibitions ended.

Mr. Wilcox added the Investigator would serve defendants with paternity lawsuits within a particular time frame to meet the state's requirements.

Court Administrator Kris Getting was present to answer questions and shared that the investigator would manage the process of paternity cases.

Res.030-2024

“Moved Comr. French, second by Comr. Miller to approve the Staffing Allocation Request: Friend of the Court Investigator-Establishment Unit, as presented.”

On a **ROLL CALL VOTE**, Yes – 4, Comrs. Frisbie, King, Miller, and French.

Absent/Excused - 3, Comrs. Vette, Hatcher, and Thompson.

Motion **CARRIED**.

13. Citizens' Time

Mr. Adams expressed opposition to the Citizens' time limit enacted by the board.

14. Commissioners' Time

Comr. Frisbie addressed public comments related to the Board's rules and procedures for time set for Citizens' Time.

15. Claims Payable Listing

- A. *Claims Payable for February 8, 2024 through February 28, 2024 in the amount of \$4,750,917.85*

Res.031-2024

“Moved Comr. Miller, second by Comr. French to approve the Calhoun County Claims Payable for February 8, 2024, through February 28, 2024, in the amount of \$4,750,917.85, as presented.”

On a **ROLL CALL VOTE**, Yes – 4, Comrs. Frisbie, King, Miller, and French.

Absent/Excused - 3, Comrs. Vette, Hatcher, and Thompson.

Motion **CARRIED**.

16. Announcements

There were none.

17. Adjournment

The meeting was adjourned at 7:33 p.m. at the call of the Chair.

smc

Susan M. Connolly
Deputy Clerk to the Board of Commissioners