

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

OCTOBER 3, 2024

1. Call to Order/Roll Call

The Annual Meeting in accordance with MCL46.1 of the Calhoun County Board of Commissioners convened at 7:00pm, Thursday, October 3, 2024, in the Commissioners' Meeting Room, County Building, Marshall, MI.

Chair King called the meeting to order and requested the Deputy Clerk call the roll.
Present: Comrs. Derek King, Steve Frisbie, Tommy Miller, Rochelle Hatcher, Diane Thompson, Monique French, and Al Morehart.

Staff Present: Administrator/Controller Kelli Scott, Assistant County Administrator Brad Wilcox, Corporation Counsel Kate Ambrose, HR/Labor Relations Director Kim Archambault, Communications Director Amber LeClear, and Deputy Clerk to the Board Susan Connolly.

2. Moment of Silence/Invocation

Chair King called a Moment of Silence.

3. Pledge of Allegiance

Comr. French led the Pledge of Allegiance.

4. Approval of Agenda

Res.124-2024

"Moved Comr. Thompson, second by Comr. Hatcher to approve the agenda of the Calhoun County Board of Commissioners, October 3, 2024, Annual Meeting in accordance with MCL46.1, as presented."

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

5. Approval of Minutes

A. *Minutes of the September 19, 2024 Board of Commissioners' Regular Meeting*

Minutes of the September 19, 2024, Board of Commissioners' Regular Meeting.

Res.125-2024

"Moved Comr. French, second by Comr. Frisbie to approve the Minutes of the September 19, 2024, Board of Commissioners' Regular Meeting, as presented."

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

6. Citizens' Time

Barry Wayne Adams of Marshall addressed concerns over social media posts related to upcoming elections.

7. Elected/Appointed County Officials' Comments

There were none.

8. Special Order of Business

A. Proclamation - Miles for Memories - October 5, 2024

Comr. Frisbie read the following Proclamation onto the record:

PROCLAMATION - MILES FOR MEMORIES
October 5, 2024

WHEREAS, Miles for Memories began with its first event on September 7, 2013 for the purpose of raising funds and increasing awareness of Alzheimer's disease in Calhoun County; and

WHEREAS, Miles for Memories has adopted the vision statement of creating solutions for those impacted by dementia in Calhoun County through movement, programming, and research; and

WHEREAS, Miles for Memories is a volunteer-led organization that has developed programs and trainings across the county aimed at helping those impacted by dementia. Such initiatives offer hope for identifying and providing the best types of care, lifestyle programs, personal training, safety, risk reduction, and more; and

WHEREAS, Miles for Memories takes pride in the amazing collaborations made through the development of the Help Home program, a program designed to help individuals experiencing some form of dementia to register in a database maintained by Consolidated 9-1-1 Dispatch; and

WHEREAS, Miles for Memories has expanded those collaborations to develop a G.P.S. safe return watch and personal medical I.D. to locate loved ones that have wandered; and

WHEREAS, Miles for Memories hosts several events throughout the year, including the upcoming family-friendly ½ and 1 mile "Miles for Memories Community Stroll" event, taking place on October 5, 2024 at Festival Market Square in downtown Battle Creek, and raising funds and awareness about all forms of dementia.

NOW, THEREFORE, BE IT RESOLVED, that the Calhoun County Board of Commissioners does hereby proclaim that Miles for Memories be recognized for their commitment to raising awareness and funds for Dementia as well as creating solutions for families throughout Calhoun County, and encourages County residents and businesses to support the organization's events, including the Miles for Memories Community Stroll on October 5.

Dated: October 3, 2024

Signed: Derek King, Chair Calhoun County Board of Commissioners

Res.126-2024

"Moved Comr. Morehart, second by Comr. Hatcher to approve the Proclamation - Miles for Memories - October 5, 2024, as presented."

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

9. Consent Agenda

- A. *Petitions, Communications, Reports*
- B. *Resolutions*
 - 1. *Judicial Salaries Effective October 1, 2024*
 - 2. *Appointment of Deputy Medical Examiner*
 - 3. *Calhoun County Material Management Planning Committee Appointments*

Res.127-2024

"Moved Comr. Thompson, second by Comr. Hatcher to approve the Consent Agenda of the October 3, 2024, Board of Commissioner's Annual Meeting, as presented."

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

10. Special Committee/Workshop/Board Reports

There were none.

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 Summit Pointe Board met on October 1 and approved the CEO's goals for 2024-25 and a contract for 2024-25 for information technology services.

Ms. Scott added that the County Joint Budget Committee met on Oct.3 to review budget requests received by various departments, noting that the 2025 Budget Hearings are scheduled for October 22.

Administrator/Controller Scott shared that she attended the Countywide Community Health Needs Assessment Prioritization Session on October 1, intended to get community input to help the steering committee create an action plan to improve health indicators within Calhoun County.

Scott reported that she attended the Michigan Association of Counties' (MAC) Annual Conference the previous week, noting that she learned about various programs such as brain health for employee wellness and a new grant portal, which is a free resource to local governments.

Ms. Scott noted Brad Wilcox's retirement after 29 years of service to Calhoun County. Kelli Scott highlighted a few of Brad's numerous accomplishments and thanked him for his dedication and service.

B. New Business

1. CCRD Bid Award--Verona Corridor Design

Administrator/Controller Scott stated that the Board of Commissioners approved the economic development grant application for the Road Department on April 9, 2024, and that this agenda item was to request approval for the selection of the design engineering firm for the project.

Ms. Scott shared the corridor design will improve economic development for Marshall and Emmett Township, and noted that Kristine Parsons, Interim Director of the Road Department, and Brian Kerstock were present to answer any questions.

Res.128-2024

“Moved Comr. Miller, second by Comr. Morehart to approve the Calhou Count Road Department Bid Award -- Verona Corridor Design, as presented.”

On a **ROLL CALL VOTE**

Yes – 7, Comrs. Frisbie, King, Miller, Hatcher, Thompson, French, and Morehart.

Motion **CARRIED.**

2. Authorized Staffing Allocation Changes

Kelli Scott noted that this request is in compliance with the Board's Annual Appropriations Resolution that requires Board approval for staffing allocation changes mid-year, and in accordance with County Administration's succession plans for the upcoming retirement of Brad Wilcox and upcoming retirement of members of the finance department and Sheriff's office.

Administrator/Controller Scott added that there is also a new request for a Customer Service Specialist for the Road Department in addition to staffing changes due to the realignment of operational functions for the Administration and Finance Departments.

Ms. Scott noted the change from an Assistant County Administrator and Finance Director to cover operational functions to two Assistant County Administrators, one for internal services and one for community services. Scott added that the current Finance Director Megan Banning will be promoted into the Assistant County Administrator-Internal Services position , and that the other Assistant County Administrator position will be posted soon.

Res.129-2024

“Moved Comr. Frisbie, second by Comr. Morhart to approve the authorized staffing allocation changes, as presented.”

On a **ROLL CALL VOTE**

Yes – 7, Comrs. Frisbie, King, Miller, Hatcher, Thompson, French, and Morehart.

Motion **CARRIED**.

3. *Bid Award: RFB#109-24 Project Safe Schools*

Ms. Scott noted that the Board of Commissioners already approved the grant associated with this security project in 2023, and that this item is to now approve one of the contractors to implement the project to install cameras in K-12 schools linked to 911 Dispatch for emergencies.

Comr. French asked if this replaces the School Resource Officers, and Scott replied that it does not.

Comr. Frisbie noted the installation of the cameras will increase response time for emergencies.

Res.130-2024

“Moved Comr. Miller, second by Comr. Hatcher to approve Bid Award: RFB#109-24 Project Safe Schools, as presented.”

On a **ROLL CALL VOTE**

Yes – 7, Comrs. Frisbie, King, Miller, Hatcher, Thompson, French, and Morehart.
Motion **CARRIED**.

13. Citizens' Time

Mr. Adams noted the weekly protests at the Marshall fountain.

14. Commissioners' Time

Comr. King noted that the current Board of Commissioners meeting was officially the Annual Meeting in accordance with MCL46.1 and that there are no canvasser appointments this year.

Comrs. Frisbie and King thanked Brad Wilcox for his years of service to the County, adding that he will be missed.

15. Claims Payable Listing

- A. *Claims Payable for September 11, 2024, through September 25, 2024, in the amount of \$4,192,148.83*

Res.131-2024

“Moved Comr. Miller, second by Comr. Thompson to approve the Calhoun County Claims Payable for September 11, 2024, through September 25, 2024, in the amount of \$4,192,148.83, as presented.”

On a **ROLL CALL VOTE**

Yes – 7, Comrs. Frisbie, King, Miller, Hatcher, Thompson, French, and Morehart.
Motion **CARRIED**.

16. Announcements

Comrs. French and Hatcher shared information about the Miles for Memories event Saturday, October 5 in Battle Creek.

17. Adjournment

The meeting was adjourned at 7:38p.m. at the call of the Chair.

smc

Susan M. Connolly
Deputy Clerk to the Board of Commissioners