

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

DECEMBER 19, 2024

1. Call to Order/Roll Call

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00p.m., Thursday, December 19, 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. Steve Frisbie, Derek King, Tommy Miller, Rochelle Hatcher, Diane Thompson, Monique French, and Al Morehart.

Staff Present: Administrator/Controller Kelli Scott, Assistant County Administrator-Internal Services Megan Banning, Corporation Counsel Kate Ambrose, HR/Labor Relations Director Kim Archambault, Communications Director Amber LeClear, and Deputy Clerk to the Board of Commissioners Susan Connolly.

2. Moment of Silence/Invocation

Comr. King called for a moment of silence.

3. Pledge of Allegiance

Comr. Morehart led the Pledge of Allegiance.

4. Approval of Agenda

Res.173-2024

"Moved Comr. Miller, second by Comr. Thompson to approve the agenda of the December 19, 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 December 5, 2024 Board of Commissioners' Regular Meeting*

Minutes of the December 5, 2024, Board of Commissioners' Regular Meeting.

Res.174-2024

"Moved Comr. French, second by Comr. Hatcher to approve the Minutes of the December 5, 2024, Board of Commissioners' Regular Meeting, as presented."

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

6. Citizens' Time

Marshall resident Barry Wayne Adams expressed opposition to the Ford Blue Oval Battery Park development and the related water project.

Autumn Smith of Battle Creek requested to speak to Corporate Counsel Kate Ambrose and Administrator/Controller Kelli Scott following the meeting.

7. Elected/Appointed County Officials' Comments

Sheriff Steve Hinkley thanked the current Board of Commissioners for their leadership and positive work environment.

Prosecutor Gilbert thanked the Board and expressed well-wishes to those leaving their positions.

Deputy Treasurer Melinda Weaver expressed her appreciation to the Board.

Clerk Kimberly Hinkley thanked the Board for their dedication and offered well-wishes for their future.

Clerk Hinkley shared Deputy Chief Julie Peet will be retiring on January 9 and announced the appointment of Marian Washburn to the position. Hinkley noted the conclusion of the 2024 election and highlighted the remodeling of the Circuit Court Clerk's office.

8. Special Order of Business

A. Commissioners' Oath of Office

County Clerk, Kimberly Hinkley administered the Oath of Office to the elected members of the 2025-2028 Calhoun County Board of Commissioners, as follows:

Comr. Dominic Oo, District 1
Comr. Monique French, District 2
Comr. Al Morehart, District 3
Comr. Dan Strowbridge, District 4
Comr. Derek King, District 5
Comr. Matt Saxton, District 6
Comr. Gary Tompkins, District 7

9. Consent Agenda

A. Petitions, Communications, Reports

1. Other County Resolutions to be Acknowledged

2. *Financial Statements for Information Only: November 2024*

B. Resolutions

1. *Scheduling of the 2025 Board of Commissioners Organizational Session*

2. *Calhoun County Material Management Planning Committee Appointments*

3. *Calhoun County Board of Public Health Appointments*

4. *Clarification of Appointment Term for Patrick A. Hansma, D.O. as the Medical Examiner for Calhoun County*

5. *Ratification of Grant Application: MCOLES Community Policing Competitive Grant Program*

6. *Housing Choices LLC Office Space Lease Renewal*

Res.175-2024

“Moved Comr. Thompson, second by Comr. French to approve the Consent Agenda of the December 19, 2024, Board of Commissioner’s Regular Session, 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 shared that the Calhoun County Economic Development Corporation board met on Dec.16 and reviewed the latest draft of a new County Relocation Guide.

Ms. Scott mentioned the City Managers and Mayors convened on Dec.13 and heard updates regarding the Transportation Authority of Calhoun County (TACC) and other updates from each community on housing and economic development efforts.

Kelli Scott thanked the outgoing commissioners for their service.

Administrator/Controller Scott welcomed Doug Ferrall in his new role as Assistant County Administrator for Community Services starting Dec.20.

B. New Business

1. Updated Policy 233 Freedom of Information Act (FOIA)

Administrator/Controller Scott noted Corporate Counsel Kate Ambrose was present to answer questions.

Kate Ambrose shared that the updates reflect technology and online software updates since 2015 to match current practices.

Res.176-2024

“Moved Comr. Morehart, second by Comr. Miller to approve Updated Policy 233 Freedom of Information Act (FOIA), as presented.”

On a **ROLL CALL VOTE**

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

Motion **CARRIED**.

2. 2024 Year-End Budget Amendments

Kelli Scott stated that the proposed budget amendments were prepared by Assistant County Administrator Megan Banning, and represent year-end projections and are in accordance with Board financial policies and the annual Appropriations Resolution.

County Administrator/Controller Kelli Scott highlighted significant changes to the general fund budget, including property tax estimates and an increase to the capital improvement fund by \$700,000.

Ms. Scott highlighted significant changes to the road department budget, including incorporating savings related to chip seal projects.

Res.177-2024

“Moved Comr. Frisbie, second by Comr. Miller to approve the 2024 Year-End Budget Amendments, as presented.”

On a **ROLL CALL VOTE**

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

Motion **CARRIED**.

3. 2025 Agreement for MSU Extension Services

County Administrator/Controller Kelli Scott noted MSUE Regional Director Julie Pioch was present and highlighted the terms of the renewal for 2025.

Ms. Scott reported a 2.5% increase in the overall cost, essentially an inflationary factor.

Res.178-2024

“Moved Comr. Miller, second by Comr. French to approve the 2025 Agreement for MSU Extension Services, as presented.”

On a **ROLL CALL VOTE**

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

Motion **CARRIED**.

13. Citizens' Time

Rebecca Sebring of Fredonia Township provided handouts to the Board related to national and local security breach concerns.

Barry Wayne Adams acknowledged new commissioners sworn into office and noted their role to the public.

Autumn Smith thanked everyone related to the election and support staff.

14. Commissioners' Time

Comrs. Miller, Thompson and Hatcher thanked the Board and county administration as the commissioners conclude their years of service to their districts.

15. Claims Payable Listing

- A. *Claims Payable for November 27, 2024, through December 11, 2024, in the amount of \$4,113,398.65*

Res.179-2024

“Moved Comr. Frisbie, second by Comr. Thompson to approve the Calhoun County Claims Payable for November 27, 2024, through December 11, 2024, in the amount of \$4,113,398.65, as presented.”

On a **ROLL CALL VOTE**

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

Motion **CARRIED**.

16. Announcements

Comr. French thanked outgoing Board members for their service and welcomed the new commissioners.

Comrs. Frisbie and Miller resigned at the conclusion of the meeting as each will be sworn into other elected offices before the end of the year.

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