

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

FEBRUARY 20, 2025

1. Call to Order/Roll Call

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00pm, Thursday, February 20, 2025, 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, Monique French, Dominic Oo, Dan Strowbridge, Matt Saxton, and Gary Tompkins.

Excused: Comr. Al Morehart.

Staff Present: Administrator/Controller Kelli Scott, Assistant County Administrator-Internal Services Megan Banning, Assistant County Administrator-Community Services Doug Ferrall, 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

Chair King called a Moment of Silence.

3. Pledge of Allegiance

Comr. Saxton led the Pledge of Allegiance.

4. Approval of Agenda

Res.023-2025

"Moved Comr. French, second by Comr. Saxton to approve the agenda of the February 20, 2025, 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 6, 2025, Board of Commissioners' Regular Meeting*

Minutes of the February 6, 2025, Board of Commissioners' Regular Meeting.

Res.024-2025

"Moved Comr. Tompkins, second by Comr. Strowbridge to approve the Minutes of the

February 6, 2025, Board of Commissioners' Regular Meeting, as presented.”

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

6. Citizens' Time

There was none.

7. Elected/Appointed County Officials' Comments

There was none.

8. Special Order of Business

There was none.

9. Consent Agenda

- A. *Petitions, Communications, Reports*
- B. *Resolutions*
 - 1. *Earned Sick Time Act Implementation*
 - 2. *CCRD 2025 Plow Truck Financing Resolution*
 - 3. *Calhoun County Planning Commission Appointment and Reappointments*
 - 4. *Calhoun County Planning Commission Board of Commissioners Appointment*
 - 5. *Calhoun County Risk Management Committee Appointments*
 - 6. *County Administrator/Controller Evaluation Committee Appointments*
 - 7. *Area Agency on Aging Advisory Board Appointment*
 - 8. *Area Metropolitan Service Agency (AMSA) Liaison Appointments*
 - 9. *Battle Creek Downtown Development Authority (DDA) Advisory Member Appointments*
 - 10. *Battle Creek Local Development Finance Authority (LDFA) Board Appointment*
 - 11. *Battle Creek Area Transportation Study (BCATS) Policy Committee Appointments*
 - 12. *Calhoun County Board of Public Health Appointment*
 - 13. *County Board of Commissioners' Budget Committee Appointments*

14. *Calhoun County Economic Development Corporation (EDC) Board Appointments*
15. *Calhoun County Trailway Alliance Appointment*
16. *Calhoun County Consolidated Dispatch Authority (CCDA) Board Appointment*
17. *Drainage Board Appointment*
18. *Goguac Lake Board Appointment*
19. *Homer Lake Management Board Appointment*
20. *Calhoun County Hospital Finance Authority Board Appointments*
21. *Calhoun County Board of Commissioners Legislative Liaisons Committee Appointments*
22. *Michigan State University Extension Advisory Board Appointments*
23. *Marshall Local Development Finance Authority Appointment*
24. *Community Action of South Central Michigan Governing Board of Directors Appointment*
25. *Calhoun County Senior Millage Allocation Committee (SMAC) Appointment*
26. *Southwest Michigan Behavioral Health (SWMBH) Substance Use Disorder Policy Oversight Board Appointments*
27. *Calhoun County Agricultural and Industrial Society (CAIS) Liaison Appointment*
28. *Calhoun County Land Bank Authority Reappointment*
29. *Calhoun County Parks and Recreation Commission Appointment*
30. *FireKeepers Local Revenue Sharing Board Appointments*

Res.025-2025

“Moved Comr. Saxton, second by Comr. Strowbridge to approve the Consent Agenda of the February 20, 2025, 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*

Administrator/Controller Kelli Scott encouraged the commissioners to consider attending the Michigan Counties Legislative Conference scheduled for April 7-9.

Ms. Scott reported on the Elected Officials and Department Head meeting held on Feb.20.

Kelli Scott shared that the Marshall Area Economic Development Alliance (MAEDA) met on Feb.18 and discussed plans to develop the MAJOR Campus.

Administrator/Controller Scott added that the Road Department hosted a Township Supervisors meeting on February 18 and shared 2025 construction and maintenance plans and schedules.

Kelli Scott thanked Communications Director Amber LeClear for her support and work on the State of the Community event held on Feb.20.

B. *New Business*

1. *Amended Administrative Services Agreement - Calhoun County Consolidated Dispatch Authority*

Kelli Scott noted that the Administrative Services Agreement with the Calhoun County Consolidated Dispatch Authority is being amended to incorporate grant support services and Geographic Information Services , and adjust pricing for information technology services.

Res.026-2025

“Moved Comr. Strowbridge, second by Comr. Oo to approve the Amended Administrative Services Agreement - Calhoun County Consolidated Dispatch Authority, as presented.”

On a **ROLL CALL VOTE**

YES – 6, Comrs. King, French, Oo, Strowbridge, Saxton, and Tompkins.

Excused - 1, Comr. Morehart.

Motion **CARRIED**.

2. *Health Department Staffing Proposal*

Administrator/Controller Kelli Scott described the staffing request to reclassify a specialist position to an operations coordinator position within the Environmental Health division, and noted that Health Officer Eric Pessell was present to answer questions.

Mr. Pessell added that with recent retirements and staff changes, the department was in a position to rework operations and staffing.

Res.027-2025

“Moved Comr. Tompkins, second by Comr. French to approve the Health Department Staffing Proposal, as presented.”

On a **ROLL CALL VOTE**

YES – 6, Comrs. King, French, Oo, Strowbridge, Saxton, and Tompkins.

Excused - 1, Comr. Morehart.

Motion **CARRIED**.

3. *COAM Collective Bargaining Agreement January 1, 2025 to December 31, 2025*

Kelli Scott asked HR/Labor Relations Director Kim Archambault to present this proposed collective bargaining agreement with the Sheriff's Supervisory Division, COAM. Kim Archambault offered a summary of the terms of the agreement and noted that management proposed a one-year agreement so that the expiration date would coincide with that of the non-supervisory division, POAM.

Ms. Archambault added that the agreement was ratified by the membership.

Res.028-2025

“Moved Comr. Saxton, second by Comr. Oo to approve the COAM Collective Bargaining Agreement January 1, 2025 to December 31, 2025, as presented.”

On a **ROLL CALL VOTE**

YES – 6, Comrs. King, French, Oo, Strowbridge, Saxton, and Tompkins.

Excused - 1, Comr. Morehart.

Motion **CARRIED**.

4. *Changes to Board Policy #326 (Harassment) and Policy #328 (DEI and Civility)*

Ms. Scott stated that the policy updates are aimed at positioning the county better for the long term to support employees, prevent harassment, and reduce redundancy within similar policies, and also are in response to recent executive orders from the President of the United States.

Kelli Scott noted the County receives \$14 million in federal grants for services including road projects, health, crime victims unit, child support and mandated health services.

Res.029-2025

“Moved Comr. Saxton, second by Comr. Oo to approve Changes to Board Policy #326 (Harassment) and Policy #328 (DEI and Civility), as presented.”

On a **ROLL CALL VOTE**

YES – 6, Comrs. King, French, Oo, Strowbridge, Saxton, and Tompkins.

Excused - 1, Comr. Morehart.

Motion **CARRIED**.

5. *Calhoun County Materials Management Plan Work Program Grant Request*

Kelli Scott invited Community Development Director Jen Bomba and Assistant Director Lucy Hough to the podium to speak to this item.

Jen Bomba introduced Lucy Hough in her new role as Assistant Director for Community Development, and noted that this grant request would provide funding through EGLE for new state requirements for developing a new Materials Management Plan.

Ms. Bomba noted Sara Lundy's involvement as Solid Waste Coordinator.

Res.030-2025

“Moved Comr. Tompkins, second by Comr. Saxton to approve the Calhoun County Materials Management Plan Work Program Grant Request, as presented.”

On a **ROLL CALL VOTE**

YES – 6, Comrs. King, French, Oo, Strowbridge, Saxton, and Tompkins.

Excused - 1, Comr. Morehart.

Motion **CARRIED**.

13. Citizens' Time

There was none.

14. Commissioners' Time

Comr. Tompkins thanked Kelli Scott, elected officials, and department heads following the commissioners' two-day orientation sessions.

15. Claims Payable Listing

- A. *Claims Payable for January 30, 2025 through February 12, 2025, in the amount of \$3,958,764.31*

Res.031-2025

“Moved Comr. Strowbridge, second by Comr. Oo to approve the Calhoun County Claims Payable for January 30, 2025, through February 12, 2025, in the amount of \$3,958,764.31, as presented.”

On a **ROLL CALL VOTE**

YES – 6, Comrs. King, French, Oo, Strowbridge, Saxton, and Tompkins.

Excused - 1, Comr. Morehart.

Motion **CARRIED**.

16. Announcements

Comr. Oo noted an annual event at the Burma Center on Feb.22 in Springfield which is free to the public.

Comr Tompkins shared an event in Albion to support veterans through the American Legion and a Healthy Choices dinner on February 27.

17. Adjournment

The meeting was adjourned at 7:23 p.m. at the call of the Chair.

smc

Susan M. Connolly
Deputy Clerk to the Board of Commissioners