

**PROCEEDINGS OF THE
BOARD OF COMMISSIONERS**

AUGUST 7, 2025

1. Call to Order/Roll Call

The Regular Session of the Calhoun County Board of Commissioners convened at 7:00pm, Thursday, August 7, 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, Al Morehart, Dominic Oo, Dan Strowbridge, and Matt Saxton. Excused: Comr. Gary Tompkins.

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 Coco, Administrative Assistant, Teri Zadigian, and Deputy Clerk to the Board of Commissioners Susan Connolly.

2. Moment of Silence/Invocation

Chair King called for a Moment of Silence.

3. Pledge of Allegiance

Comr.King led the Pledge of Allegiance.

4. Approval of Agenda

Res.091-2025

"Moved Comr. Saxton, second by Comr. Morehart to approve the Agenda of the August 7, 2025, Regular Session of the Calhoun County Board of Commissioners, as presented."

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

5. Approval of Minutes

Minutes of the August 7, 2025, Board of Commissioners' Regular Meeting.

"Moved Comr. French second by Comr. Oo to approve the Minutes of the August 7, 2025, Board of Commissioners' Regular Meeting, as presented."

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

A. *Minutes of the June 26, 2025 Board of Commissioners' Regular Meeting*

Minutes of the August 7, 2025, Board of Commissioners' Regular Meeting.

"Moved Comr. French, second by Comr. Oo to approve the Minutes of the August 7, 2025, Board of Commissioners' Regular Meeting, as presented."

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

6. Citizens' Time

City Manager of Springfield, Aaron Edlefson, congratulated the Sheriff's Department on receiving their accreditation and thanked the department on behalf of the citizens of Springfield for their hard work.

7. Elected/Appointed County Officials' Comments

Clerk/Register of Deeds Kimberly Hinkley thanked the Board of Commissioners for previously approving her request for a second Personal Protection Order Coordinator. Clerk Hinkley reported that the cost of early voting was significantly less than expected, noting that the 19 municipalities were planning to pay over \$20,000 each, but after receiving state reimbursement, the 19 municipalities were invoiced for only \$1,083.86 each. Hinkley added that she serves on a workgroup for the State of Michigan's Trial Court Funding Commission.

8. Special Order of Business

- A. Presentation and acknowledgment of Accreditation Status for the Calhoun County Sheriff's Office by Michigan Law Enforcement Accreditation Commission (MLEAC) and the Michigan Sheriff's Association (MSA).*

Comr. Saxton acknowledged the Accreditation Status for the Calhoun County Sheriff's Office by the Michigan Law Enforcement Accreditation Commission and the Michigan Sheriff's Association. Saxton stated that the Calhoun County Sheriff's Office will become one of ninety-five law enforcement agencies accredited in the State of Michigan, and the fifth Sheriff's Department. Matt Silverthorn, Director of the Michigan Law Enforcement Accreditation Commission, presented the Accreditation award to Sheriff Hinkley. Sheriff Hinkley stated that in 34 years of law enforcement, this accreditation is at the top of proud achievements. Sheriff Hinkley thanked the deputies for their hard work in achieving the accreditation. Rachel Warner, on behalf of State Representative, Steve Frisbie, acknowledged the accreditation of the Calhoun County Sheriff's Department.

- B. CCRD Facilities Improvement Project - Informational Presentation*

Dick Williams, Government Market Leader with Veregy, provided an informational presentation related to the Calhoun County Road Department Facilities Improvement Project. Ed Sapala, Professional Engineer with Veregy, explained the scope of the planned work.

9. Consent Agenda

- A. Petitions, Communications, Reports*

1. *2024 Retirement System Annual Report*
2. *Financial Statements for Information Only: June 2025*
3. *Other County Resolutions to be Acknowledged*

B. Resolutions

1. *Appointment of New Deputy Medical Examiner at WMed - Dr. Nicolas Kostelecky*
2. *Health Department Grant Request--State of Michigan FY2026 TPIP*

Res.093-2025

“Moved Comr. Strowbridge, second by Comr. Morehart to approve the Consent Agenda of the August 7, 2205, Board of Commissioner’s Regular Session, as presented.”

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

10. Special Committee/Workshop/Board Reports

Comr. French reported that the Battle Creek Downtown Developing Authority Board is continuing to move forward with development for the Gull Lake Distillery Company. French added that the Battle Creek Area Chamber of Commerce conducted a ribbon-cutting ceremony at its new facility, and that the Voces child care facility has renewed its lease at its current location. Comr. King spoke of the Materials Management Committee, which discussed that the State of Michigan will require counties to become more recycling-friendly and meet a 30% recycling threshold.

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 explained plans to bring forth to the Board of Commissioners a combined financing for the road department facilities improvement project presented by Veregy, with various countywide facilities improvements within the capital improvement plan. Scott noted that County Administration is finalizing the list, currently totaling approximately \$6,500,000, to add to the \$3.7M for the road department project, and will bring a not to exceed bond authorizing resolution and the Veregy contract to the Aug.21 Board meeting.

Scott reminded commissioners that the Michigan Association of Counties Annual Conference is September 30th to October 2nd, with registration open until September 19th, and the hotel booking deadline of August 29th.

Ms. Scott noted that the County Road Association of Michigan released their annual report of progress made during 2024 by local road agencies to improve county road systems, and that report showed that on average counties were able to improve only 1% of their roads. Scott reported that our county road department improved 10% of the county's roads during 2024, far exceeding the state average. Finally, Scott reported that the Calhoun County Economic Development Corporation met during July and elected officers for the year.

B. New Business

1. Sheriff's Office Contract Amendment--City of Livonia Misdemeanor Prisoner Transport and Lodging

Administration/Controller Kelli Scott stated that this is a one-year extension of the contract with the City of Livonia, that increases the per diem rate and provides about \$236,000.00 a year annually for cost reimbursements for the sheriff's operation.

Res.094-2025

"Moved Comr. Strowbridge, second by Comr. French to approve the Sheriff's Office Contract Amendment - City of Livonia Misdemeanor Prisoner Transport and Lodging, as presented."

On a **ROLL CALL VOTE**

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

NO - 0, Comr.

Excused - 1, Comr. Tompkins.

Motion **CARRIED**.

2. 2025 Mid-Year Budget Amendments

Assistant County Administrator - Internal Services Megan Banning highlighted the mid-year budget adjustments, mentioning that they include: increased revenues in relation to the Sheriff's Office; a decrease in legal fees; and a decrease in revenue in property taxes and personal property taxes related to the solar installation throughout the county; an increase in expenditures in the sheriff office salaries, overtime within the jail and road deputies, in the General Fund budget. Banning added that the road department budget had savings from operational costs from winter maintenance in 2024 and was able to carry those savings forward in the 2025 budget, which was utilized on primary and secondary roads.

Res.095-2025

"Moved Comr. Saxton, second by Comr. Oo to approve the 2025 Mid-Year Budget Amendments, as presented."

On a **ROLL CALL VOTE**

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

NO - 0, Comr.
Excused - 1, Comr. Tompkins.
Motion **CARRIED**.

13. Citizens' Time

There was none.

14. Commissioners' Time

Comr. French and Comr. King congratulated the sheriff's office on their recent accreditation and thanked the department for their service.

15. Claims Payable Listing

A. *Claims Payable for June 19, 2025, through July 30, 2025, in the amount of \$13,002,009.70*

Res.096-2025

“Moved Comr. Morehart, second by Comr. Saxton to approve the Calhoun County Claims Payable for June 19, 2025, through July 30, 2025, in the amount of \$13,002,009.70, as presented.”

On a **ROLL CALL VOTE**

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

NO - 0, Comr.

Excused - 1, Comr. Tompkins.

Motion **CARRIED**.

16. Announcements

There were none.

17. Adjournment

The meeting was adjourned at 8:30 p.m. at the call of the Chair.

smc

Susan M. Connolly
Deputy Clerk to the Board of Commissioners