

## MINUTES

### KALAMAZOO COUNTY BOARD OF COMMISSIONERS

#### ANNUAL MEETING

OCTOBER 15, 2013

ITEM 1      Call to Order: The Regular Meeting of the Board of Commissioners was called to order by Chairperson Maturen, at 7:00 pm in the Board of Commissioner's Room, second floor, County Administration Building, 201 West Kalamazoo Avenue, Kalamazoo, Michigan, on October 15, 2013.

ITEM 2      Invocation: Commissioner Jeff Heppler.

ITEM 3      Pledge of Allegiance: Commissioner Heppler led the Pledge of Allegiance.

ITEM 4      Roll Call: Commissioners Carolyn Alford, Dave Buskirk, Jeff Heppler, Brandt Iden, David Maturen, Julie Rogers, Michael Seals, Phil Stinchcomb, John Taylor, Roger Tuinier and John Zull.

Members Absent: None.

Administrators Present: Peter Battani, Administrator; John Faul, Deputy County Administrator; Tracie Moored, Finance Director; Thom Canny, Corporate Counsel; Treasurer Mary Balkema; David Rachowicz, Parks Director; Linda Vail, HCS Director; Matt Hansen, Equalization Director; Adrian Gregor, Assistant Equalization Director; Pat Crowley, Drain Commissioner; Dane Turner, Human Resources Director; Timothy A. Snow, County Clerk; Dina Sutton, Office Manager.

ITEM 5      Approval of Minutes:

Commissioner Alford moved and it was duly seconded that the Minutes of the October 1, 2013, Board meeting be approved as distributed.

There being no discussion, the motion carried by a voice vote.

ITEM 6      Communications:

Commissioner Heppler presented the following communications which are on file in the Administrative Services Office unless otherwise noted:

a)      A Notice of Public Hearing from Charter Township of Oshtemo on the creation of an Industrial Development District for Software Services Group, Inc. d/b/a Secant Technologies.

b)      A Notice of Public Hearing from Village of Schoolcraft for Industrial Development District No. 8 for Craft Precision, Inc.

ITEM 7      Citizens' Time

Chairperson Maturen stated that Citizens' Time was when any citizen could address the Board on a non-agenda item. He said anyone wishing to address the Board on a non-agenda item should come to the podium, give their name and address, and limit their remarks to four minutes. He said if anyone would like to speak about an item that was on the consent agenda, they could ask that it be removed from the consent agenda at this time or he would provide an opportunity just prior to that section of the agenda.

Ms. Mary Balkema, County's United Way representative urged all employees to participate. Ms. Nicole Guza from United Way thanked the County for its support.

Ms. Katie Boring, Kalamazoo County Land Bank, invited everyone to an update on the Riverview Launch Community on October 24<sup>th</sup> at Old Dog Tavern.

Pastor Lyndsey Bell, Kalamazoo addressed the Board concerning the foreclosure issue within Kalamazoo County, particularly within the City. He thanked Treasurer Balkema for meeting with him and members of his church. He thanked the Board for supporting the additional funds for the Public Housing Commission.

Mr. Mark Dunning, Kalamazoo addressed the Board concerning the Land Bank Authority. He stated he didn't feel most of the homes needed to be demolished as there were other opportunities available, such as Care Ranch.

ITEM 8      For Consideration

A.      Request for Approval of Resolution Honoring Michael Sinclair

Commissioner Rogers moved and it was duly seconded that the Board of Commissioners approve the following Resolution:

WHEREAS, Michael Sinclair, a resident of Kalamazoo Township, has served the students of Kalamazoo County teaching at the Kalamazoo Area Math and Science Center for 25 years; and

WHEREAS, he has spent countless hours outside of regular classroom time mentoring students and going the extra mile to help ensure their success, and

WHEREAS, he has displayed genuine love for his profession of teaching math and science and dedication to his students, and

WHEREAS, teachers are often under-appreciated and overlooked for their efforts in shaping student development, and

WHEREAS, The Kennedy Center/Stephen Sondheim Inspirational Teacher Award, is a highly prestigious and competitive National Award given annually to celebrate the teaching profession, highlight teachers' important role in society, and inspire others to pursue it, and

WHEREAS, Mike Sinclair was one of only six teachers in the country to be awarded a Kennedy Center/Stephen Sondheim Inspirational Teacher Award in 2013.

NOW, THEREFORE, let it be Resolved that the Kalamazoo County Board of Commissioners recognizes and congratulates Michael Sinclair on his special achievement of receiving the 2013 Kennedy Center/Stephen Sondheim Inspirational Teacher Award and for his contributions to teaching excellence in our County.

The roll call vote was as follows:

Ayes: All members present  
 Nays: None  
 Abstains: None  
 Absent: None

The motion carried.

Mr. Sinclair thanked the Board for honoring him.

### **CONSENT AGENDA**

#### **B. Request for Approval of 25 Year Resolution Honoring Rhonda Baxter-Todd**

That the Board of Commissioners approve the following Resolution:

WHEREAS, Rhonda F. Baxter-Todd has served the citizens of Kalamazoo County for twenty-five (25) years as of October 3, 2013; and

WHEREAS, Rhonda F. Baxter-Todd has faithfully served as a Victim Advocate; and

WHEREAS, the County of Kalamazoo wishes to acknowledge and honor employees who have longevity under the umbrella of County Government, since it is through longevity that expertise in the employee's particular field is achieved.

NOW, THEREFORE, BE IT RESOLVED that the Kalamazoo County Board of Commissioners does hereby acknowledge with gratitude the many years of dedication and service Rhonda F. Baxter-Todd has imparted to the citizens of the County and offers its best wishes for many more years of mutual association.

#### **Circuit Court**

#### **C. Request for Approval of Elimination/Creation of Positions (Child Care Fund)**

That the Board of Commissioners approve the Elimination/Creation of the following positions:

#### **Eliminate:**

<u>Account #</u>	<u>Position #</u>	<u>Grade</u>	<u>FTE</u>	<u>Pay Range</u>	<u>Effective Date</u>
292-669-704.00	10573-004	J 12	1.0	\$42,078.40-\$54,704.00	10/1/13

#### **Create:**

<u>Account#</u>	<u>Position #</u>	<u>Grade</u>	<u>FTE</u>	<u>Pay Range</u>	<u>Effective Date</u>
292-664-704.00	10558-tbd	J 12	1.0	\$42,078.40-\$54,704.00	10/1/13

**D. Request for Approval of Elimination/Creation of Positions**

That the Board of Commissioners approve the Elimination/Creation of the following positions:

**CREATE**

<u>Position #</u>	<u>Job Title</u>	<u>Grade</u>	<u>Salary Range</u>	<u>FTE</u>	<u>Account Number</u>
TBD/NEW	Financial Systems Supervisor	K09	44,033.60-59,446.40	1.0	215-141-704.00
TBD/NEW	Accounting Coordinator	K07	34,881.60-47,091.20	1.0	215-141-704.00

**ELIMINATE**

<u>Position #</u>	<u>Job Title</u>	<u>Grade</u>	<u>Salary Range</u>	<u>FTE</u>	<u>Account Number</u>
10266-001	Supervisor-Account Services	K07	34,881.60- 47,091.20	1.0	215-141-704.00
10273-001	Supervisor-Payment Services	K06	31,512.00-42,553.80	1.0	215-141-704.00

**Health & Community Services****E. Request for Approval to Accept Statement of Grant Award (SGA) #2013-4, #2013-5 and #2013-6 from the Michigan Office of Services to the Aging**

That the appropriate County officials be authorized and directed to accept SGA #2013-4, #2013-5 and #2013-6 from the Michigan Office of Services to the Aging for program funding for the period of October 1, 2012 through September 30, 2013; a copy of said Award to be attached to the official Minutes of this meeting.

**F. Request for Approval of Sublease Agreement with Auxilio Services**

That the appropriate County officials be authorized and directed to execute a Sublease Agreement with Auxilio Services for office space, school bus parking, and staging for KRESA's Head Start Program effective October 1, 2013 for 60 days or until written notification is received; a copy of said Agreement to be attached to the official Minutes of this meeting.

**G. Request for Approval of Business Associate Agreements with Kalamazoo Regional Education Services Agency (KRESA) Head Start and Communities in Schools of Kalamazoo (CIS)**

That the appropriate County officials be authorized and directed to execute Business Associate Agreements with KRESA and CIS for dental services for the 2013-2014 school year effective September 3, 2013 with automatic annual renewals; a copy of said Agreements to be attached to the official Minutes of this meeting.

**H. Request for Approval of Partnership Agreements with Kalamazoo Regional Education Services Agency (KRESA) Head Start and Communities in Schools of Kalamazoo (CIS)**

That the appropriate County officials be authorized and directed to execute Partnership Agreements with KRESA and CIS for dental services for the 2013-2014 school year effective September 3, 2013 with automatic annual renewals; a copy of said Agreements to be attached to the official Minutes of this meeting.

**I. Request for Approval to Accept DOE Weatherization Assistance Program, Notice of Funds Available (NFA), #1 from the Michigan Department of Human Services (MDHS)**

That the appropriate County officials be authorized and directed to accept NFA #1 from MDHS for the DOE Weatherization Assistance Program in the amount of \$71,542 for the period of July 1, 2013 through June 30, 2016; a copy of said Contract to be attached to the official Minutes of this meeting.

Michigan Works!

J. Request for Approval of Reappointments to the Workforce Development Board

That the Board of Commissioners approve the following Reappointments:

These renewals are for two-year terms beginning January 1, 2014 and ending December 31, 2015.

<u>Name</u>	<u>Sector</u>	<u>Representing</u>
Dannie Alexander Morris Applebey	Private Sector Labor	PNC Financial Services Group IBEW Kalamazoo Electrical Joint Apprenticeship & Training
Jill Bland Michelle Davis Susan Einspahr Lisa Godfrey Cathy Knapp Virginia Kowalski Jan Opalewski	Economic Development Community Based Org. Private Sector Private Sector Economic Development Education Private Sector	Southwest Michigan First Housing Resources, Inc. Kingscott Associates Attorney at Law Southwest Michigan First St. Joseph Intermediate School District Express Packaging Solutions, A division of Fabri-Kal Corp.
Mary Oudsema Kelly Presta Windy Rea Sabrina Pritchett-Evans	Private Sector Private Sector Job Corp Private Sector	Mary Oudsema Consulting, LLC Sturgis Molded Products Michigan Job Corp State Farm Insurance

K. Request for Approval of Appointments to the Workforce Development Board

That the Board of Commissioners approve the following appointment:

<u>Name</u>	<u>Sector</u>	<u>Representing</u>	<u>Replacing</u>
Dave Maurer CFO and Vice President of Operations	Private Sector	Humphrey Products	Jerry Love (after 12/31/13)

This appointment is for the remainder of a two-year term that began on January 1, 2012 and ends on December 31, 2013 and for another two-year term beginning on January 1, 2014 through December 31, 2015.

Ken Willcutt Business Agent	Labor	Plumbers, Pipefitters and HVACR Local Union No. 357	Lori Stanaszek
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This appointment is for the remainder of a two-year term that began on January 1, 2013 and ends on December 31, 2014.

Parks & Expo Center

L. Request for Approval of KRV Trail Easement Acquisition, River Street to 35<sup>th</sup> Street

That the appropriate County officials be authorized and directed to execute KRV Trail Easement Acquisition, Segment 5, River Street to 35<sup>th</sup> Street in the maximum easement acquisition amount of \$9,119; a copy of said Easement to be attached to the official Minutes of this meeting.

Board of CommissionersM. Request for Approval of Transfers and Disbursements

That the Board of Commissioners approve the Transfers and Disbursements as defined and set forth in the document entitled, "Recommended Transfers and Disbursements, dated October 15, 2013", noting claims in the total amount of \$1,730,213.90, be approved; that the County Clerk be authorized to certify to the County Treasurer that the Board has approved on this date the disbursements in the list dated October 15, 2013, and the Director of Finance be authorized to make budgetary transfers, as listed.

N. Request for Approval of the Appointment of Jerome Kisscorni to the Land Bank Authority Board

That the Board of Commissioners approve the Reappointment of Jerome Kisscorni to the Land Bank Authority Board for a term ending September 30, 2016.

O. Request for Approval of Reappointments to the Retirement Investment Committee

That the Board of Commissioners approve the Reappointments to the Retirement Investment Committee for a three-year term effective January 1, 2014, expiring December 31, 2016.

- Dan DeMent (member since 2005)
- Randall Eberts (member since 1997)
- Robert Salisbury (member since 2005)

P. Request for Approval of Contract Amendment with L.R. Kimball

That the Board of Commissioners approve a Contract Amendment with L.R. Kimball to include payment for travel expenses for the Consolidated Dispatch meeting being held on October 17, 2013; a copy of said Amendment to be attached to the official Minutes of this meeting.

Q. Request for Approval of Letter of Endorsement of Runner Friendly Community

That the Board of Commissioners authorize the Board Chair, County Administrator and Public Health Officer to sign a Letter of Endorsement of Runner Friendly Community.

R. Request for Approval of KCTA Articles of Incorporation

That the Board of Commissioners approve the KCTA Articles of Incorporation as included in the packet.

Commissioner Heppler moved and it was duly seconded that Items B. through R., be voted on at one time by a roll call vote and be considered as a consent agenda by the Board.

The roll call vote was as follows:

Ayes: All members present  
Nays: None  
Abstains: None  
Absent: None

The motion carried.

**NON-CONSENT AGENDA ITEMS**

**The following Items are Non-Consent Agenda Items and will be voted on individually.**

**ANNUAL MEETING ITEMS**

S. Annual Public Hearing Re: Proposed 2014 Budget for Kalamazoo County

Commissioner Iden moved and it was duly seconded that Board of Commissioners go into a Public Hearing on the Proposed 2014 Budget.

There being no discussion, the motion carried by a voice vote.

Ms. Meredith Loomis-Quinlan stated she supported increasing the funding to the Public Housing Commission.

Ms. Jane Dunning stated she supported allocating additional funds for affordable housing.

Commissioner Rogers moved and it was duly seconded that Board of Commissioners move out of a Public Hearing on the Proposed 2014 Budget.

There being no further discussion, the motion carried by a voice vote.

T. Request for Adoption of the 2014 Budget for Kalamazoo County

Commissioner Seals moved and it was duly seconded that the Board of Commissioners approve the Proposed 2014 Budget as presented.

Commissioner Taylor moved and it was duly seconded to increase carry over by \$125,000 and allocate those funds to the Public Housing Commission fund.

Commissioner Zull moved and it was duly seconded to amend the Amendment in order to make the increased spending for the Housing Commission contingent on an acceptable, specific plan to be drawn up by the Housing Commission in collaboration with the Kalamazoo Gospel Mission, and/or other homeless shelters, for how the money would be made available. Such plan to be submitted at the first meeting of the Board in March.

Commissioner Rogers wanted clarification on the motion. She stated she would support this motion.

The roll call vote on the amended, amendment motion was as follows:

Ayes: All members present except  
Nays: Commissioners Maturen, Alford, Iden  
Abstains: None  
Absent: None

The motion carried.

Chairman Maturen indicated he would not support amendment to the budget.

The roll call vote on the amended motion was as follows:

Ayes: All members present except  
Nays: Commissioners Maturen, Iden  
Abstains: None  
Absent: None

The motion carried.

Commissioner Stinchcomb moved and it was duly seconded to amend the compensation to have Administration conduct a review of Merit Based Pay options, particularly those applicable to the public sector, and bring a written report, summarizing its findings and recommendations, to the Board of Commissioners by September 1, 2014.

Vice Chairman Buskirk stated while he agreed with this, he felt it did not belong as a budget policy but a direction to Administration.

Commissioner Taylor stated he concurred with Vice Chairman Buskirk. He stated he didn't have an issue with the motion, but felt Administration could be directed.

Chairman Maturen concurred with Vice Chairman's comments.

The roll call vote on the budget policy amendment was as follows:

Ayes: All members present except  
Nays: Commissioners Alford, Buskirk  
Abstains: None  
Absent: None

The motion carried.

Commissioner Rogers stated she was pleased with the budget process and how well the Board worked together.

The roll call vote on the 2014 budget was as follows:

Ayes: All members present  
Nays: None  
Abstains: None  
Absent: None

The motion carried.

U. Request for Approval of Resolution to Levy

Commissioner Stinchcomb moved and it was duly seconded that the Board of Commissioners approve the following Resolution:

WHEREAS, the County Administrator of Kalamazoo County has submitted to the Board of Commissioners of Kalamazoo County estimates of the anticipated expenditures for the various

Chm Initial \_\_\_\_\_

Clk Initial \_\_\_\_\_

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departments and functions of Kalamazoo County for the year 2014 together with the estimated revenues from said departments and from taxation for the year 2014 and

WHEREAS, it is the duty of the Kalamazoo County Board of Commissioners to discuss, consider and authorize an annual appropriation to cover such expenditures as are determined by the Board of Commissioners to be necessary; and

WHEREAS, it is estimated that a 4.6871 mills tax to cover such estimated expenditures would be necessary plus a 1.4491 mills operating levy for special law enforcement as approved by the voters on May 4, 2010 plus a .2333 mill debt service levy for the Juvenile Home construction bond issue as approved by the voters on August 8, 2006.

NOW, THEREFORE, BE IT RESOLVED that a 4.6871 mills operating tax was spread on the taxable value of the property of the County of Kalamazoo on July 1, 2013 to cover the estimated expenditures for the various departments and functions of Kalamazoo County for the year 2013, Adopted June 4, 2013.

BE IT FURTHER RESOLVED that 1.4491 mills for special law enforcement operations be spread on the taxable value of the property of the County of Kalamazoo on December 1, 2013 to cover the estimated expenses for operations for 2014.

BE IT FURTHER RESOLVED THAT .2333 mills be spread on the taxable value of the property of the County of Kalamazoo on December 1, 2013 to cover the estimated Juvenile Home bond issue debt service for the year 2014.

BE IT FURTHER RESOLVED that the County Administrator, as the duly appointed Budget Director, is hereby empowered to administer such duties as may be from time to time delegated to that office by the Kalamazoo County Board of Commissioners.

BE IT FURTHER RESOLVED that the Budget Guidelines as adopted by the Kalamazoo County Board of Commissioners at the October 15, 2013 meeting and such amendments as from time to time may be adopted, shall be incorporated by reference into this Resolution and the County Administrator is hereby authorized to implement those guidelines for fiscal control of the County revenues and expenditures.

The roll call vote was as follows:

Ayes: All members present

Nays: None

Abstains: None

Absent: None

The motion carried.

V. Report from the Equalization Director Re: Apportionment of Taxes

Mr. Matt Hansen presented the Apportionment Report as included in the packet.

Commissioner Seals moved and it was duly seconded to accept the Apportionment Report.

There being no discussion, the motion carried by a voice vote.

W. Request for the Adoption of Resolution to Apportion Ad Valorem Taxes

Commissioner Taylor moved and it was duly seconded that the Board of Commissioners approve the following Resolution:

WHEREAS, M. C. L. 211.34 through 211.37, as amended, requires the County Board of Commissioners, at its annual Session in October each year, to ascertain and determine the amount of money to be raised for County, school, highway, Drains, township and other purposes; and

WHEREAS, the board shall apportion such amount, in terms of millage among the townships and cities in the County In proportion to the Taxable Valuation of the property therein, real and personal, as determined by it, or the State Board Of Equalization; and

WHEREAS, the Board shall direct that such of the several amounts of millage to be raised as authorized by law be Spread upon the tax roll of the proper township and city; and

WHEREAS, such action and direction shall be final as to the levy and assessment of all such taxes, except where there is a change made in the Taxable Valuation of the County by the Michigan State Tax Tribunal upon appeal or any manner Provided by law; and

WHEREAS, the Board has examined and ascertained that all certificates, statements, papers, and records submitted to It are accurate and properly certified, as required by M. C. L. 211.34, 211.34(d) and 211.34(e); and

WHEREAS, the Board has received Statement(s) of Compliance with Section 31, Article 9, of the State Constitution of 1963 Certifying the requested millage has been reduced, if necessary, from each taxing authority.

NOW, THEREFORE, BE IT RESOLVED that the township supervisors and city assessors be hereby authorized and Directed to spread on the taxable valuations of their respective tax rolls the amounts in millage proposed to be raised by Taxation for County, township or city, school, drain, and all other purposes as set forth in the attached 2013 Apportionment Report.

The roll call vote was as follows:

Ayes: All members present

Nays: None

Abstains: None

Absent: None

The motion carried.

X. All Other Items to be Considered at the Annual Meeting

There were no other annual meeting items.

ITEM 9 Old Business

There was no old business.

ITEM 10 New Business

There was no new business.

ITEM 11 County Administrator's Report

County Administrator Peter Battani thanked Kelly Ball for stellar work she had done over the last several months. He stated Commissioners Alford, Zull, Buskirk and Rogers attended the Community Prayer Breakfast; he also thanked the Health Equity Staff for their work. He stated the 2014 Catalyst Event was being held on January 30, 2014 and if any Commissioner was interested in attending to let Administration know. He thanked the Board for passing the budget.

ITEM 12 Chairperson's Report

Chairman Maturen stated he was pleased with how well the Board had worked together on the budget. He congratulated the Kalamazoo Gazette for receiving the 2013 Newspaper of the Year Award.

ITEM 13 Vice Chairperson's Report

Vice Chairman Buskirk concurred with Chairman Maturen's comments. He thanked the Board for approving the KCTA Articles of Incorporation; it was one more effort of consolidation. He stated he was looking forward to the 911 Dispatch meeting on Thursday.

ITEM 14 Members' Time

Commissioner Heppler reminded everyone on the 911 Dispatch meeting on Thursday at 7:30 p.m.

Commissioner Iden thanked the Administrator for attending the Texas Township meeting concerning Road Patrol. He stated he was working with Secant Technologies on the industrial development district in Oshtemo Township.

Commissioner Rogers stated her final Coffee with Constituents will be held at Big Apple Bagel on West Main on Saturday. She stated she would like additional work on the KRV Trail within the City of Kalamazoo.

Commissioner Seals stated he was frustrated with the Federal Government. He also stated the Gull Road Court Facility committee met with citizens of the Eastside Neighborhood Association and felt the meeting went well.

Commissioner Stinchcomb thanked Administration for their work on the budget. He thanked Mr. Battani for his Administrator's Report, he said it was very informative.

Chm Initial \_\_\_\_\_

Clk Initial \_\_\_\_\_

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Commissioner Taylor thanked everyone for their support on the additional allocated funds for the Public Housing Commission.

Commissioner Tuinier thanked everyone for their support during his recent surgeries.

Commissioner Zull attended the Alternatives of Kalamazoo fund raiser event. He stated the Michigan Right to Life would have an initiative to not use tax payers dollars to pay for abortions.

Commissioner Alford thanked Administration for their work on the budget. She congratulated Dane Turner on his employment as Human Resources Director. She thanked John Faul, Jack Michael, Eric Hackman, and Sue Darling for meeting with the Eastside Neighborhood Association concerning the construction of the Gull Road Court Facility. She thanked the Health Equity staff for their support with the Community Prayer Breakfast held earlier today.

ITEM 15     Adjournment

There being no further business to come before the Board, Chairperson Maturen adjourned the meeting at 8:07 p.m.

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Timothy A. Snow  
Clerk/Register of Deeds

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David C. Maturen, Chairperson  
Kalamazoo County Board of  
Commissioners