



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

MINUTES

KALAMAZOO COUNTY BOARD OF COMMISSIONERS

REGULAR MEETING

FEBRUARY 6, 2018

ITEM 1 Call to Order: The Regular Meeting of the Board of Commissioners was called to order by Chairperson Moore at 7:00 pm in the Board of Commissioner's Room, second floor, County Administration Building, 201 West Kalamazoo Avenue, Kalamazoo, Michigan, on February 6, 2018.

ITEM 2 Invocation: Commissioner Tracy Hall.

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

ITEM 4 Roll Call: Commissioners John Gisler, Tracy Hall, Ron Kendall, Scott McGraw, Stephanie Moore, Mike Quinn, Julie Rogers, Michael Seals, Dale Shugars, Roger Tuinier and Kevin Wordelman.

Members Absent: None.

Administrators Present: Tracie Moored, County Administrator/Controller; Amber Beebe, Assistant Corporate Counsel; Amanda Morse, Deputy County Administrator; Lisa Henthorn, Deputy County Administrator; Sheriff Rick Fuller; Undersheriff James VanDyken; Mary Balkema, Treasurer; Judge Lipsey; David Rachowicz, Parks Director; Rachael Grover, Resource Coordinator; Jeff Getting, Prosecuting Attorney; Jim Rutherford, HCS Director; Timothy A. Snow, County Clerk; Dina Sutton, Executive Coordinator.

ITEM 5 Approval of Minutes:

Commissioner McGraw moved and it was duly seconded that the Minutes of the January 16, 2018 Board meeting be approved as distributed.

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



ITEM 6 Communications:

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

- a) A Resolution from Gogebic, Wexford, Eaton, Gratiot, and Alger Counties opposing HB 5096 – 5098.

Several commissioners received emails from citizens concerning drilling at County Parks.

ITEM 7 Citizens' Time

Chairperson Moore stated that Citizens' Time was when any citizen could address the Board on a non-agenda item. She 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. She 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 she would provide an opportunity just prior to that section of the agenda.

Chair Moore clarified for the citizens that there would be no drilling at any County Parks. She read an email from Parks Commission Chair Tom Matteson.

A citizen addressed the Board concerning a code of conduct/ethics of the County Board of Commissioners and a lack of oversight.

Several citizens addressed the Board concerning drilling at Scotts Mill Park which had been discussed by the Parks Commission.

ITEM 8 For Consideration

- A. Public Hearing on Brownfield Plan - Holiday Terraces Brownfield Plan, 2747 South 11th Street, Oshtemo Township

Commissioner Tuinier moved and it was duly seconded that the Board of Commissioners move into a Public Hearing on Brownfield Plan - Holiday Terraces Brownfield Plan, 2747 South 11th Street, Oshtemo Township.

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

Ms. Rachael Grover, Resource Coordinator addressed a few questions from the Committee of the Whole meeting.

Mr. Dan Flannigan, GM for Holiday Inn stated he along with his company were very excited about the project.



Ms. Connie Ferguson, BRA Board member stated she was excited about this project and hoped the Board would approve the Plan.

Mr. Ken Paragon, BRA Chair stated the BRA approved the Plan along with Oshtemo Township and hoped the Board would support the Plan.

Commissioner McGraw moved and it was duly seconded that the Board of Commissioners move out of a Public Hearing on Brownfield Plan - Holiday Terraces Brownfield Plan, 2747 South 11th Street, Oshtemo Township.

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

B. Request for Approval of Resolution Approving Brownfield Plan - Holiday Terraces Brownfield Plan, 2747 South 11th Street, Oshtemo Township

Commissioner Rogers moved and it was duly seconded that the Board of Commissioners approve a Resolution Approving Brownfield Plan - Holiday Terraces Brownfield Plan, 2747 South 11th Street, Oshtemo Township.

Commissioner Rogers stated she was excited about the Plan and hoped the Board would support the Plan.

Commissioner Kendall stated he had reservations with this particular Plan.

Commissioner Rogers stated functioning obsolete is very specific and would ask if staff would clarify.

Ms. Grover reviewed the PA 381 which spelled out the functioning obsolete definition.

Chair Shugars stated the Board should have further discussions on brownfield plans.

The roll call vote was as follows:

Ayes:	All members present except
Nays:	Commissioner Kendall
Abstains:	None
Absent:	None

The motion carried.

CONSENT AGENDA

Administration

C. Request for Approval of Contract Amendment #1 to Property Management Agreement with MW VanderVeen Project Management LLC - Cost Analysis

That the appropriate County officials be authorized and directed to execute Contract Amendment #1 to Property Management Agreement with MW VanderVeen Project Management LLC to retain cost estimating consultant for the County Consolidated Services Facility Project in the amount of \$43,500



effective immediately; a copy of said Amendment #1 to be attached to the official Minutes of this meeting.

D. Request for Approval of Extension of Agreement with Tower Pinkster Titus Associates, Inc. – Phase 2

That the appropriate County officials be authorized and directed to execute Extension of Agreement with Tower Pinkster Titus Associates, Inc. as architects of the County Consolidated Services Facility Project to cover the duration of the project; a copy of said Extension of Agreement to be attached to the official Minutes of this meeting.

E. Request for Approval to Obtain Services with Court Works for Court Forecasting Services as Part of the Consolidated County Services Facility Project

This Item was removed from the Agenda.

Buildings & Grounds

F. Request for Approval of a Contract with Advance Security for Security Guard Services at Gull Road Justice Complex, Administration Building, and Health & Community Services

This Item was removed from the Consent Agenda.

District Court

G. Request for Approval of Contract with Kalamazoo Community Mental Health and Substance Abuse Services (KCMHSAS) for Mental Health Recovery Court Program

That the appropriate County officials be authorized and directed to execute Contract with Kalamazoo Community Mental Health and Substance Abuse Services (KCMHSAS) for Mental Health Recovery Court Program in the amount of \$132,178 for the period of October 1, 2017 through September 30, 2018; a copy of said Contract to be attached to the official Minutes of this meeting.

Finance

H. Request for Approval of Contract Extension with Equipment Maintenance Insurance with Specialty Underwriters LLC

That the appropriate County officials be authorized and directed to execute Contract Extension with Equipment Maintenance Insurance with Specialty Underwriters LLC for equipment maintenance for various departments in the amount of \$15,747 for the period of February 1, 2018 through February 1, 2019; a copy of said Contract to be attached to the official Minutes of this meeting.

Health & Community Services

I. Request for Approval of Contract Renewal with Branch- St. Joseph Area Agency on Aging IIIC for the Long Term Care Ombudsman Program

That the appropriate County officials be authorized and directed to execute Contract Renewal with Branch- St. Joseph Area Agency on Aging IIIC for the Long Term Care Ombudsman Program in the amount of \$2,000 for the period of October 1, 2017 through September 30, 2018; a copy of said Contract renewal to be attached to the official Minutes of this meeting.

J. Request for Approval to Accept Statement of Grant Award #2018-2 from the MI Aging & Adult Services Agency to HCS Area Agency on Aging IIIA Unit



That the appropriate County officials be authorized and directed to accept Statement of Grant Award #2018-2 from the MI Aging & Adult Services Agency to HCS Area Agency on Aging IIIA Unit to support older adult service programs in the amount of \$149,506 for the period of October 1, 2017 through January 31, 2018; a copy of said Grant Award to be attached to the official Minutes of this meeting.

K. Request for Approval of Michigan Community Action (MCA) Letter of Agreement for the Michigan Energy Assistance Program (MEAP), Low Income Heating & Energy Assistance Program (LIHEAP) – Community Action Agency Unit

That the appropriate County officials be authorized and directed to execute Michigan Community Action (MCA) Letter of Agreement for the Michigan Energy Assistance Program (MEAP), Low Income Heating & Energy Assistance Program (LIHEAP) in the amount of \$170,520 for the period of December 19, 2017 through September 30, 2018; a copy of said Letter of Agreement to be attached to the official Minutes of this meeting.

L. Request for Approval of Partnership Agreement with Central County Transportation Authority (CCTA) to Provide Transportation Assistance for Low-Income KVCC Students

That the appropriate County officials be authorized and directed to execute Partnership Agreement with Central County Transportation Authority (CCTA) to Provide Transportation Assistance for Low-Income KVCC Students in the amount of \$3,000 for the period of December 1, 2017 through September 30, 2018; a copy of said Partnership Agreement to be attached to the official Minutes of this meeting.

M. Request for Approval to Accept Notice of Funds Available #7 and #8 from the Michigan Department of Human Services for Heating Assistance with the Community Action Agency Unit

That the appropriate County officials be authorized and directed to accept Notice of Funds Available #7 and #8 to the WAP16-39015 Contract from the Michigan Department of Human Services for Heating Assistance with the Community Action Agency Unit for the period of July 1, 2016 through September 30, 2019; a copy of said Notice of Funds Available #7 and #8 to be attached to the official Minutes of this meeting.

N. Request for Approval of Amendment #1 to the Agreement with Family Health Center to Utilize Space to Enable Patients to Access the Services of the HCS Maternal & Child Health Unit

That the appropriate County officials be authorized and directed to execute Amendment #1 to the Agreement with Family Health Center to Utilize Space to enable patients to access the services of the HCS Maternal & Child Health Unit in the annual amount of \$6,000; a copy of said Amendment #1 to be attached to the official Minutes of this meeting.

Human Resources

O. Request for Approval of Amendment to Personnel Policy 4.07 (F) - Interim Appointments

That the Board of Commissioners approve Amendment to Personnel Policy 4.07 (F) - Interim Appointments as included in the Packet.

P. Request for Approval of Creation of Personnel Policy 2.08 – Safe Workplace Policy

That the Board of Commissioners approve the Creation of Personnel Policy 2.08 – Safe Workplace Policy as included in the Packet.



Q. Request for Approval of Renewal of Recruitment Advertising Agreement with MLive Media Group
That the appropriate County officials be authorized and directed to execute Renewal of Recruitment Advertising Agreement with MLive Media Group in the amount of \$10,000 for the period of February 1, 2018 through January 31, 2019; a copy of Renewal of Agreement to be attached to the official Minutes of this meeting.

Planning & Community Development

R. Request for Approval of Contract and Contract Amendments with Multiple Surveyors for the Remonumentation Program

That the appropriate County officials be authorized and directed to execute Contract and Contract Amendments with Multiple Surveyors for the Remonumentation Program for the period of January 1, 2018 through December 31, 2018; a copy of said Contracts to be attached to the official Minutes of this meeting.

New contract:

- Crane Land Surveying, PC

Contract Amendments (last amended Feb 21, 2017):

- Southwest Survey & Engineering LLC
- Reynolds-Heritage Land Surveying and Mapping PC
- Wightman & Associates, Inc.
- Ingersoll, Watson and McMachen, Inc

Sheriff

S. Request for Approval of Contract with Kalamazoo Community Mental Health and Substance Abuse Services (KCMHSAS) for Services at the Jail

That the appropriate County officials be authorized and directed to execute Contract with Kalamazoo Community Mental Health and Substance Abuse Services (KCMHSAS) for mental health and substance abuse needs at the Jail for the period of October 1, 2017 through September 30, 2018; a copy of said Contract to be attached to the official Minutes of this meeting.

T. Request for Approval of Police Protection Agreement with City of Galesburg and the Creation of a Position

That the appropriate County officials be authorized and directed to execute a Police Protection Agreement with the City of Galesburg upon legal review by both parties and the creation of the following position; a copy of said Agreement to be attached to the official Minutes of this meeting.

Create:

<u>Fund & Activity</u>	<u>Position #</u>	<u>Position Title</u>	<u>Band</u>	<u>FTE</u>	<u>Salary Range</u>
101-303	#10437	Deputy/COII	F19	1.0	\$48,713.60-\$69,201.60

Treasurer

U. Request for Approval to Accept Grant from LISC for Delinquent Tax Assistance



This Item was removed from the Consent Agenda.

Board of Commissioners

V. 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 February 6, 2018", noting claims in the total amount of \$5,308,186.63 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 February 6, 2018, and the Director of Finance be authorized to make budgetary transfers, as listed.

W. Request for Approval of Board Bylaws

That the Board of Commissioners approve Board Bylaws.

X. Request for Approval of Various Advisory Board Appointments

That the Board of Commissioners approve the following appointments:

- ✚ Animal Services & Enforcement for terms commencing January 1, 2018 through December 31, 2020
 - Danielle Gray
 - Bob Cinabro
 - Katie Timber

- ✚ Environmental Health Advisory Council for terms commencing January 1, 2018 through December 31, 2020
 - David Harn
 - Meredith Place
 - Fran Bell

- ✚ Older Adult Services for terms commencing January 1, 2018 through December 31, 2020
 - Beulah Price
 - Kimberly Middleton

- ✚ Older Adult Services for terms commencing January 1, 2015 through December 31, 2018
 - Kim Phillips

Y. Request for Approval of 2018 Board of Commissioners Mobile Device Reimbursement Policy

That the Board of Commissioners approve 2018 Board of Commissioners Mobile Device Reimbursement Policy as included in the Packet.

Commissioner Hall moved and it was duly seconded that Items C. through Y., with the exception of Item E., F., and U., 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.

F. Request for Approval of a Contract with Advance Security for Security Guard Services at Gull Road Justice Complex, Administration Building, and Health & Community Services

Commissioner Rogers moved and it was duly seconded that appropriate County officials be authorized and directed to execute Contract with Advance Security for Security Guard Services at Gull Road Justice Complex - \$113,203/annually, Administration Building - \$39,000/annually, and Health & Community Services - \$31,200/annually for the period of January 1, 2018 through December 31, 2020; a copy of said Contract to be attached to the official Minutes of this meeting.

Mr. Zachary Lassister stated one of the Commissioners had hired private security for the Board meetings and had issues with this as it was a violation.

Commissioner Rogers confirmed with Administration that the company and employees were certified through the State.

Commissioner Seals stated in previous discussions it was decided the GRJC would have Sheriff Deputies vs. private security services and wanted to know when this would be addressed.

Ms. Moored indicated the 2018 budget did not allocate for the additional positions to accommodate that request.

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

U. Request for Approval to Accept Grant from LISC for Delinquent Tax Assistance

Commissioner Gisler moved and it was duly seconded that the appropriate County officials be authorized and directed to accept Grant from LISC for Delinquent Tax Assistance in the amount of \$40,000.

Ms. Mary Balkema, Treasurer indicated that there were currently 780 homes on the foreclosure list. She indicated these grant funds were only allowed to be spent within the City of Kalamazoo.

Commissioner Rogers stated she would support the motion, however, there were people on the foreclosure list in each community and a further discussion needed to be had.

Vice Chair Shugars thanked the Treasurer and her staff for their work on assisting citizens keeping them in their homes.



Chair Moore stated she was a consultant for LISC but was not an employee.

Chair Moore thanked the Treasurer and her staff for her hard work on assisting citizens.

The roll call vote was as follows:

Ayes: All members present

Nays: None

Abstains: None

Absent: None

The motion carried.

ITEM 9 Old Business

There was no old business.

ITEM 10 New Business

Z. Request for Approval of Letter of Understanding with Kalamazoo County Sheriff's Sergeants Association

Commissioner Hall moved and it was duly seconded that the Board of Commissioners approve a Letter of Understanding as secured by the County's bargaining team between the County of Kalamazoo and the Kalamazoo County Sheriff's Sergeants Association, and that the County Board Chair and the County Clerk-Register be authorized and directed to sign the aforementioned Letter of Understanding; a copy of said Letter of Understanding to be attached to the official Minutes of this meeting.

The roll call vote was as follows:

Ayes: All members present

Nays: None

Abstains: None

Absent: None

The motion carried.

ITEM 11 County Administrator's Report

County Administrator Ms. Tracie Moored stated HCS would be operational at the new site on July 1, 2018. She stated Kalamazoo County participated in strategic planning session with MDHHS concerning the Veterans Affairs office and was looking as a model in the Nation.

ITEM 12 Member's Time



Commissioner Hall stated she was pleased the discussion on drilling at Scotts Mill Park was done for now. She stated she hoped the Board and County did better with communicating with the citizens. She too had concerns that Administration had not been made aware until just recently. She stated perhaps the Board should adopt a Resolution to ensure this won't happen in the future.

Commissioner Wordelman thanked those who addressed the Board tonight. He stated he reflected on his words and actions over the last few days concerning the drilling issue and stood by them. He stated federal funding for Nurse Family Partnership Program was in jeopardy. He stated he would like an analysis of funding costs should federal funding fall through. He thanked Ms. Moored for her work ethic, service and ability to breakdown complex issues.

Commissioner McGraw stated he had concerns that the Park Commission had the authority to approve a contract without the Board's approval. He stated the committee toured the Kent County Courthouse last week. He stated the SCMPC met earlier today and authorized a settlement today. He stated the Dispatch Authority subcommittees met at the new facility.

Commissioner Seals stated he would like to see the Deeds to the County Parks to see if there were any restrictions on any of the land. He stated he too would be supportive of a Resolution. He stated he would like to change the first meeting in March to another day due to 3 Commissioners being at the NACO conference.

Commissioner Quinn thanked those who addressed the Board tonight.

Commissioner Tuinier thanked those who addressed the Board tonight.

Commissioner Rogers stated the advisory board's role was to advise however, not to make any decisions. She stated she was not supportive of drilling on County land. She attended the County Public Arts Commission meeting and were working on amendments to bylaws and policies. She stated she too supported the NFP Program.

ITEM 13 Vice Chairperson's Report

Vice Chairperson Shugars stated he recently flew out of the Kalamazoo Airport and the service was great. He stated the County needed to prepare for the upcoming millages that would expire.

ITEM 14 Chairperson's Report

Chairperson Moore acknowledged elected officials in the audience. She thanked Mr. Matt Lechel for sharing information on social media. She stated she was looking forward to the upcoming strategic planning session. She attended the Re-Entry Coalition meeting recently. She stated a lot of work had been done by the Health Equity Task Force.

ITEM 15 Adjournment



Chm Initial _____

Clk Initial _____

30321

There being no further business to come before the Board, Chairperson Moore adjourned the meeting at 9:29 p.m.

Timothy A. Snow
Clerk/Register of Deeds

Stephanie Moore, Chairperson
Kalamazoo County Board of
Commissioners

