



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

MINUTES

KALAMAZOO COUNTY BOARD OF COMMISSIONERS

REGULAR MEETING

FEBRUARY 20, 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 20, 2018.

ITEM 2 Invocation: Commissioner Michael Seals.

ITEM 3 Pledge of Allegiance: Commissioner Seals 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; Lisa Henthorn, Deputy County Administrator; Amanda Morse, Deputy County Administrator; Jeff Getting, Prosecuting Attorney; Sheriff Rick Fuller; Undersheriff James VanDyken; Lotta Jarnefelt, Planning & Community Development Director; Jim Rutherford, HCS Director; Thom Canny, Circuit Court Administrator; Timothy A. Snow, County Clerk; Dina Sutton, Executive Coordinator.

ITEM 5 Approval of Minutes:

Commissioner Rogers moved and it was duly seconded that the Minutes of the February 6, 2018 Board meeting be approved as distributed.

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



ITEM 6 Communications:

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

- a) An email from Mary Ann Renz urging the Board to endorse climate action and/or carbon fee and dividend legislation.
- b) An email from Zach Lassiter concerning an issue with Chair Moore.
- c) An email from Kristopher Anderson from McDonald's Corporation concerning a focus on healthier meals.
- d) A letter from Charter Township of Comstock regarding the Senior Millage.
- e) A Notice of Public Hearing on the proposed Establishment of Commercial Rehabilitation District.
- f) A Notice of Public Hearing on the proposed Establishment of Commercial Rehabilitation District.
- g) A letter from Don Ryan, Chair Older Adult Services supporting placing the Senior Millage on the August 2018 ballot.

Commissioner Seals received a letter from Joel Cooper, Disability Network in support of the Senior Millage.

Commissioner Seals received a letter from an inmate outside of Michigan.

Commissioner Rogers received the same letter from Mr. Cooper as well as a few phone calls.

Commissioner Tuinier received a letter from Comstock Community Center not in favor of the Senior Millage.

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.

Mr. Don Ryan, Kalamazoo, OAS Chair encouraged the Board to place the millage on the ballot in August.

Ms. Connie McLind, Kalamazoo, Kalamazoo County Advocates for Senior Issues, stated they supported a Senior Millage.



Mr. Frank Warren, Kalamazoo, urged the Board to support Veterans.

Mr. John Hilliard, Kalamazoo, Vice Chair OAS spoke in favor of the Senior Millage.

Ms. Julie Osterhouse, Vicksburg, spoke in favor of the Senior Millage.

Ms. Christina Aubrey, Schoolcraft, spoke in favor of the Senior Millage.

Mr. Bob Little, Senior Services CEO, spoke in favor of the Senior Millage, however, cautioned the Board to run a successful campaign.

Mr. Zach Lassister, Kalamazoo, spoke in favor of the Senior Millage.

ITEM 8 For Consideration

CONSENT AGENDA

Buildings and Grounds

A. Request for Approval of a Contract with Allied Mechanical to Replace the Boilers at the Lake/Lamont Building

That the appropriate County officials be authorized and directed to execute a Contract with Allied Mechanical to replace the boilers at the Lake/Lamont Building in the amount of \$109,885; a copy of said Contract to be attached to the official Minutes of this meeting.

Clerk/Register

B. Request for Approval of County ID Program Advisory Board Bylaws

This Item was removed from the Consent Agenda.

Community Corrections

C. Request for Approval of Contract with Michigan Department of Corrections and approve the Elimination/Creation of Positions

That the appropriate County officials be authorized and directed to execute a Contract with Michigan Department of Corrections for funding for Community Corrections in the amount of \$649,255 and approve the Elimination/Creation of the following positions; a copy of said Contract to be attached to the official Minutes of this meeting.

Programming Administrator		10714-003
From:	100%	331-176-704.00
To:	60%	331-176.704.00
	15%	331-179.704.00
	15%	331-174.704.00
	10%	331-178.704.00



Effective: 01 Oct 17

Programming Case Manager 10919-001

From: 100% 331-176-704.00

To: 60% 331-176.704.00

15% 331-179.704.00

15% 331-174.704.00

10% 331-178.704.00

Effective: 01 Oct 17

D. Request for Approval of a Contract with Kalamazoo County Community Mental Health & Substance Abuse Services for Clinician to Perform On-Site Screening of Community Corrections Clients

That the appropriate County officials be authorized and directed to execute a Contract with Kalamazoo County Community Mental Health & Substance Abuse Services for Clinician to Perform On-Site Screening of Community Corrections Clients in the amount of \$384.59/month 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

E. Request for Approval of Amendments to Purchasing Card Policies & Procedures Manual

That the Board of Commissioners approve Amendments to Purchasing Card Polices & Procedures Manual as included in the Packet.

F. Request for Approval of Resolution for the Purchasing Card Program

That the Board of Commissioners approve the following Resolution:

WHEREAS, the County of Kalamazoo would like to continue to implement a purchasing (credit) card program for County employees; and

WHEREAS, PA 266 of 1995 authorizes local units of government to authorize and regulate credit card transactions; and

WHEREAS, the Kalamazoo County Board of Commissioners would like to continue its contract with PNC Bank (formerly National City Bank) to provide the purchasing card services.

NOW THEREFORE BE IT RESOLVED, that the Kalamazoo County Board of Commissioners adopts the following guidelines for purchasing cards to conduct County business:

- A The Purchasing Manager, will be the authorized Signer for the County.
- B. The Purchasing Manager is authorized to add, change and delete Cardholders from the account.



BE IT FURTHER RESOLVED, that the Kalamazoo County Board of Commissioners adopts and implements the attached "County of Kalamazoo Purchasing Card Policies and Procedures Manual" as amended.

BE IT FURTHER RESOLVED, that the appropriate County officials be authorized to enter into a credit card agreement with PNC Bank to provide the purchasing card services.

BE IT FURTHER RESOLVED, that this resolution serves as an amendment to the previous resolution passed by the Kalamazoo County Board of Commissioners on January 6, 2004.

BE IT FURTHER RESOLVED, that this Resolution shall be effective immediately and shall remain in force until superseded, revoked or amended by action of the Kalamazoo County Board of Commissioners.

G. Request for Approval of Housekeeping Amendments to Purchasing Policies & Procedures Manual

That the Board of Commissioners approve Housekeeping Amendments to Purchasing Policies & Procedures Manual as included in the Packet.

H. Request for Approval of Software Agreement with OpenGov to Provide Budgeting and Financial Transparency Software

That the appropriate County officials be authorized and directed to execute Software Agreement with OpenGov to Provide Budgeting and Financial Transparency Software in the amount of \$27,300 for initial set up and \$63,681 annual fee for the period of March 31, 2018 through March 30, 2021; a copy of said Agreement to be attached to the official Minutes of this meeting.

Health & Community Services

I. Request for Approval of Appointment of Anne Zemlick as a Representative to the Area Agency on Aging Association of Michigan Board of Directors

That the Board of Commissioners approve the appointment of Anne Zemlick as a Representative to the Area Agency on Aging Association of Michigan Board of Directors.

J. Request for Approval of an Agreement with Senior Services of Southwest Michigan for the Delivery of Meals on behalf of the Community Action Agency Unit

That the appropriate County officials be authorized and directed to execute an Agreement with Senior Services of Southwest Michigan for the Delivery of Meals in the amount of \$35,000 for the period of October 1, 2017 through September 30, 2018; a copy of said Agreement to be attached to the official Minutes of this meeting.

K. Request for Approval of Letter of Agreement to Participate in Consumers Energy Discretionary Program through the Michigan Community Action

That the appropriate County officials be authorized and directed to execute Letter of Agreement to Participate in Consumers Energy Discretionary Program through the Michigan Community Action in the amount of \$18,400 for the period of January 25, 2018 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 Medicaid Health Plan Care Coordination Agreement for Children's Special Health Care Services with Molina Health Care of Michigan, Inc.

That the appropriate County officials be authorized and directed to execute Medicaid Health Plan Care Coordination Agreement for Children's Special Health Care Services with Molina Health Care of Michigan, Inc. effective January 1, 2018; a copy of said Agreement to be attached to the official Minutes of this meeting.

M. Request for Approval to Accept Funding Award from the State of Michigan's Home Visitation Initiative for Funding for Maternal and Child Health Unit and the Creation of Position (grant funds)

That the appropriate County officials be authorized and directed to accept Funding Award from the State of Michigan's Home Visitation Initiative for Funding for Maternal and Child Health Unit and the Creation of Position (grant funds) in the amount of \$21,600 and the Creation of the following Position:

Create:

Account#	Position/#	Grade	FTE	Pay Range	Effective
303-173	MCH Supervisor #10901-001	K09	0.2	\$10,537.28-\$12,933.44	2/21/18

Human Resources

N. Request for Approval of Letter of Engagement with Korn Ferry Hay Group for Job Evaluation Services

That the appropriate County officials be authorized and directed to execute of Letter of Engagement with Korn Ferry Hay Group for Job Evaluation Services for the period of May 1, 2018 through April 30, 2019; a copy of said Agreement to be attached to the official Minutes of this meeting.

O. Request for Approval of Amendment to Personnel Policy 5.03 and Eliminate Personnel Policy 6.08 – Annual Leave Payout

That the Board of Commissioners approve Amendment to Personnel Policy 5.03 and Eliminate Personnel Policy 6.08 – Annual Leave Payout as included in the Packet.

P. Request for Approval of Amendment to Personnel Policy 5.06 – KalFlex Benefit Plan

That the Board of Commissioners approve Amendment to Personnel Policy 5.06 – KalFlex Benefit Plan as included in the Packet.

Q. Request for Approval of Amendment to Personnel Policy 4.03 – Holiday Compensation

That the Board of Commissioners approve Amendment to Personnel 4.03 – Holiday Compensation as included in the Packet.

Planning & Community Development

R. Request for Approval of Resolutions to Approve Transfer of Two properties from the County to Gull Lake Sewer and Water Authority and Approval of the Quit Claims

That the Board of Commissioners approve Resolutions to approve transfer of two properties (parcel numbers 04-17-201-285 & 04-17-352-050) from the County to Gull Lake Sewer and Water Authority and Approval of the Quit Claims.



Board of CommissionersS. 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 20, 2018", noting claims in the total amount of \$1,758,398.79 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 20, 2018, and the Director of Finance be authorized to make budgetary transfers, as listed.

T. Request for Approval of Skilled Trades Training Fund Program Administration for FY 2018 for the Michigan Works! Southwest Area

That the appropriate County officials be authorized and directed to execute Skilled Trades Training Fund Program Administration for FY 2018 for the Michigan Works! Southwest Area in the amount of \$1,553,077.05; a copy of said Contract to be attached to the official Minutes of this meeting.

U. Request for Approval of Re-Appointment of Martin Janssen to Kalamazoo County Transportation Authority and Central County Transportation Authority

That the Board of Commissioners approve the following Re-Appointments:

- ✚ CCTA for a term commencing October 1, 2017 through September 30, 2020
 - Martin Janssen
- ✚ KCTA for terms commencing January 1, 2018 through December 31, 2020
 - Martin Janssen

Commissioner Seals moved and it was duly seconded that Items A. through U., with the exception of Item B., 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.

B. Request for Approval of County ID Program Advisory Board Bylaws

Commissioner Hall moved and it was duly seconded that the Board of Commissioners approve Bylaws for the County ID Program Advisory Board as included in the Packet.



Commissioner Kendall indicated he pulled this off the agenda only to state that advisory boards report to the Board of Commissioners and only had the authority given to them by the Board.

Commissioner Wordelman stated the best approach would be to have Administration draft language to insert into each advisory board bylaws.

Ms. Moored stated Administration had developed advisory board guidelines and the language stated clearly that advisory boards report to the County Board of Commissioners. She indicated with staff time permitting audit of advisory board bylaws would be completed.

Discussion ensued concerning hiring personnel to manage advisory board.

Commissioner Kendall indicated he appreciated Ms. Moored's comments.

Commissioner Rogers inquired if there was a separate insert for advisory boards vs. authorities and if not recommended doing so.

Discussion ensued.

Commissioner McGraw stated he wanted the advisory boards to share the minutes.

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

V. Request for Approval of Resolution Authorizing the Funding of a Local Fund through a Millage Request Submitted to the Electorate on August 7, 2018

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

WHEREAS, the County desires to place a question on the ballot for the electorate to consider on August 7, 2018; and,

WHEREAS, the question asks the electorate whether it will support an increase in the millage rate levied against taxable property within Kalamazoo County for the purpose of creating a local fund to provide education, safety, dignity, independence, home services, and healthy living programs to Kalamazoo County residents age 60 and older (Seniors); and

WHEREAS, the funds generated by the millage will be disbursed by the Kalamazoo County Health & Community Services Department; and

WHEREAS, the funds are expected to be used in a manner that improves the quality of living for Kalamazoo County Seniors;

NOW, THEREFORE, BE IT RESOLVED that a question shall be placed on the ballot for consideration of the electorate on August 7, 2018, asking the electorate to approve the imposition of a 0.35 mill levy on taxable



Chm Initial _____

Clk Initial _____

30330

property within the County to provide a dedicated and reliable funding mechanism for Kalamazoo County Senior Services;

NOW, THEREFORE, BE IT FURTHER RESOLVED that the form of the question shall be as follows:

“KALAMAZOO COUNTY SENIOR MILLAGE

For the purpose of creating a local fund to provide education, safety, dignity, independence, home services, and healthy living programs to Kalamazoo County residents age 60 and older (Seniors) using the Kalamazoo County Health & Community Services Department to improve the quality of living for our Seniors, shall the limitations on the total amount of taxes which may be levied against taxable property within Kalamazoo County, Michigan, as provided for by Section 6 of Article IX of the Michigan Constitution of 1963, be increased up to the amount of \$0.35 per thousand dollars of taxable valuation (.35 mills) for a period of six years, beginning with the December 1, 2018 levy and extending through the 2023 levy, which shall raise in the first year an estimated \$2,829,252.

BE IT FURTHER RESOLVED that said election shall be held and conducted and the results of said election shall be canvassed in accordance with the provisions of the State law pertaining to the submission of such questions to the electors entitled to vote thereon and that the County Clerk/Register of Kalamazoo County and the County Treasurer of Kalamazoo County shall do and perform all acts required by law for the calling and conducting of such election, and that the said Clerk/Register of Kalamazoo County shall within five (5) days of said election file with the County Treasurer for Kalamazoo County a certified copy of the official declaration of the results of said election.

BE IT FURTHER RESOLVED that if the electorate passes the millage, the County Board of Commissioners shall retain its right and responsibility to ensure that the funds generated by the millage are properly spent and accounted for.

Commissioner Hall stated she felt it was important to support seniors and their needs and would support this resolution.

Commissioner Gisler stated he would not support this request because he did not feel it should be a burden to the taxpayers.

Commissioner Quinn stated voters did not automatically support every millage question put before them. He stated if the voters approved the millage it would cost them minimum and the cost not to do so would be far greater. He stated he was in support of this request.

Commissioner Seals concurred with Commissioner Quinn’s comments.

Commissioner Tuinier wanted clarification that the citizens of Comstock Township would not be assessed an additional mill should this millage pass.



Commissioner McGraw wanted to know the answer to that question before voting on this. He stated he also wanted to look into the issues raised by Mr. Littke. He indicated he would not support this request.

Commissioner Wordelman thanked everyone for their work on this and he stated seniors needed to be helped and needed the support, therefore, he would support this request.

Commissioner Rogers stated this millage would assist with prevention and she would support this request.

Commissioner Seals stated his constituents were supportive of this millage. He indicated he would support this request.

Commissioner Tuinier stated he would not support this request due to the unknowns of the impact of millage on the Charter Township of Comstock.

Mr. Jim Rutherford indicated the millage Comstock Township had was for a Senior Center and only paid for that Center and Staff not services and this would be an additional tax to those residents.

Vice Chair Shugars stated there were several upcoming millages within the next 5 years and the County needed to be aware of those and how it would affect the citizens and County. He stated he would not support this request.

Chair Moore stated it was important to help take care of those in need in the community and serve as a safety net. She indicated placing this on the ballot was part of democracy.

Chair Moore opened the floor for citizen comments.

Ms. Norine Hikas, Vicksburg, urged the Board to approve placing the millage on the ballot.

Mr. Frank Warren, Kalamazoo, thanked Senior Services for all their assistance.

Ms. Christina Aubrey, Schoolcraft, spoke in favor of the Senior Millage.

The roll call vote was as follows:

Ayes:	All members present, except
Nays:	Commissioner Shugars, Gisler, Kendall, Tuinier, McGraw
Abstains:	None
Absent:	None

The motion carried.

W. Request for Approval of Community Corrections Advisory Board Appointments



Commissioner Quinn moved and it was duly seconded that the Board of Commissioners approve the following appointments:

Sheriff	Richard C. Fuller, III
Probate Court	Steve Burnham
Defense Attorney	Keith Turpel
Probation	Lara Neuman
Media	John McNeill
Workforce Development Board	Dallas Oberlee
Community Alternative Programs	Jim Edwards
Business Community	Kelvin Lee

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

ITEM 9 Old Business

There was no old business.

ITEM 10 New Business

Commissioner Gisler moved and it was duly seconded to approve a conditional offer of employment for the position of Corporation Counsel for Kalamazoo County to Ms. Elizabeth White, subject to the successful completion of the County's background check process and negotiation of the terms of an employment contract, consistent with the County's wage and fringe benefits policies, and to authorize the Chair to sign the contract upon review and approval as to form by the County's labor counsel.

Chair Moore thanked everyone for the work on this.

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 indicated Ms. White was excited about the negotiation process. She indicated she would be sending the board the resident budget questions for review.

ITEM 12 Member's Time



Commissioner Seals reported on his various committees.

Commissioner Tuinier asked for prayers for the families who lost family members in the recent shooting.

Commissioner Rogers distributed a dashboard from Michigan Works! She stated she would be attending the NACo Conference in March.

Commissioner Hall stated she was pleased the Senior Millage would be placed on the ballot. She stated the incident in Florida should be a wakeup call to take action.

Commissioner Gisler thanked the citizens who spoke on the Senior Millage.

Commissioner Wordelman stated Kalamazoo County Government was in a good place because of its Administrator leadership as well as the Board. He provided an update on EHAC. He indicated he was pleased the funding was approved for the home visit program. He thanked Sheriff Fuller for his leadership and his department's active shooting training.

Commissioner McGraw concurred with Commissioner Wordelman's comments concerning the active shooting training. He stated the Vicksburg Mill project was moving forward.

ITEM 13 Vice Chairperson's Report

Vice Chairperson Shugars stated he would like the Commissioners attending NACo to speak with the representatives on infrastructure.

ITEM 14 Chairperson's Report

Chairperson Moore thanked the citizens who attended the meeting this evening. She stated the Treasurer sent a thank you letter to the Board for supporting the remodel project for her office. She thanked Ms. Beebe for her hard work over the last few months.

ITEM 15 Adjournment

There being no further business to come before the Board, Chairperson Moore adjourned the meeting at 8:58 p.m.

Timothy A. Snow
Clerk/Register of Deeds

Stephanie Moore, Chairperson
Kalamazoo County Board of
Commissioners

