

## MINUTES

### KALAMAZOO COUNTY BOARD OF COMMISSIONERS

#### REGULAR MEETING

FEBRUARY 21, 2017

ITEM 1 Call to Order: The Regular Meeting of the Board of Commissioners was called to order by Chairperson Shugars, at 7:00 pm in the Board of Commissioner's Room, second floor, County Administration Building, 201 West Kalamazoo Avenue, Kalamazoo, Michigan, on February 21, 2017.

ITEM 2 Invocation: Commissioner John Gisler.

ITEM 3 Pledge of Allegiance: Commissioner Gisler 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; John Faul, Deputy County Administrator; Thom Canny, Corporate Counsel; Timothy A. Snow, County Clerk.

ITEM 5 Approval of Minutes:

Commissioner Seals moved and it was duly seconded that the Minutes of the February 7, 2017 Board meeting be approved as distributed.

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

ITEM 6 Communications:

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

- a) A Notice of Hearing from Oshtemo Charter Township on Creation of Industrial Development District.
- b) A Resolution from Charter Township of Comstock Supporting the Kalamazoo County Consolidated Dispatch Proposition for 911 System Funding.

- c) A Letter from Mr. Dan Weese and Ms. Cheryl Sult-Weese concerning possible ADA violation on a Metro Bus.

#### ITEM 7      Citizens' Time

Chairperson Shugars 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.

Mr. Frank Warren, 606 Lynn Terrace. Mr. Warren recently attended a ceremony in Flint for the 8<sup>th</sup> anniversary of UAW workers. Mr. Warren shared information from that ceremony.

Mr. John Current, 613 Regency Square. Mr. Current attended IBW in the apprenticeship program which invests in the future of our country and its economy. Mr. Current requested the Board consider how the community as a whole is supporting the middle class and what opportunities are being provided for them, as well as the future of Kalamazoo. Unions and apprenticeship programs are a good way to do that.

Mr. Chris Burns 5706 Briarhill Ct. Mr. Burns addressed the Board to express support for our immigrant community. Mr. Burns publicly urged the Board to consider their roles in making Kalamazoo a more diverse community.

#### ITEM 8      For Consideration

##### A.      Public Hearing on Brownfield Plan Stryker Project – Portage

Commissioner McGraw moved and it was duly seconded that the Board of Commissioners move into a Public Hearing on Brownfield Plan Stryker Project – Portage.

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

Commissioner McGraw moved and it was duly seconded that the Board of Commissioners move out of a Public Hearing on Brownfield Plan Stryker Project – Portage.

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

##### B.      Request for Approval of Brownfield Plan Stryker Project – Portage

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

WHEREAS, the Kalamazoo County Board of Commissioners, pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996, as amended (the "Act"), have formally resolved

to participate in the Brownfield Redevelopment Authority (BRA) of Kalamazoo County (the "Authority") and have designated that all related activities shall proceed through the BRA; and

WHEREAS, the Authority, pursuant to and in accordance with Section 13 of the Act, has reviewed, adopted and recommended for approval by the Kalamazoo County Board of Commissioners, the Brownfield plan (the "Plan") attached hereto, to be carried out within the City of Portage, relating to the development of a Research and Development facility on nine parcels of property located at 1306 E. Milham, 1700 E. Milham, 6000 Portage Road, 6100 Portage Road, 1405 Ramona Avenue, 6520 Portage Road, 2221 Ramona Avenue, 2321 Ramona Avenue, and 2403 Ramona Avenue, Portage, Michigan in the City of Portage, Michigan, (the "Site"), as more particularly described and shown in Figure 1 and Figure 2 contained within the attached Plan; and

WHEREAS, the Kalamazoo County Board of Commissioners have reviewed the Plan, and have been provided a reasonable opportunity to express their views and recommendations regarding the Plan and in accordance with Sections 13(13) of the Act; and

WHEREAS, the Kalamazoo County Board of Commissioners have noticed and held a public hearing in accordance with Section 13(10,11,12 and 13) of the Act, and

WHEREAS, the City of Portage has passed a resolution supporting adoption of the Plan;

WHEREAS, the Kalamazoo County Board of Commissioners have made the following determinations and findings:

- A. The Plan constitutes a public purpose under the Act;
- B. The Plan meets all of the requirements for a Brownfield plan set forth in Section 13 of the Act;
- C. The proposed method of financing the costs of the eligible activities, as described in the Plan, was feasible and the Authority has the ability to arrange the financing;
- D. The costs of the eligible activities proposed in the Plan are reasonable and necessary to carry out the purposes of the Act; and

WHEREAS, as a result of its review of the Plan, the Kalamazoo County Board of Commissioners concur with approval of the Plan.

NOW, THEREFORE, BE IT RESOLVED THAT:

- 1. Plan Approved. Pursuant to the authority vested in the Kalamazoo County Board of Commissioners, by the Act, the Plan is hereby approved in the form attached to this Resolution.

2. Severability. Should any section, clause or phrase of this Resolution be declared by the courts to be invalid, the same shall not affect the validity of this Resolution as a whole nor any part thereof other than the part so declared to be invalid.
3. Repeals. All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

The roll call vote was as follows:

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

The motion carried.

C. Housing Update – David Anderson

Mr. David Anderson from the Kalamazoo County Public Housing Commission addressed the Board regarding the Local Housing Assistance Fund (LHAF) Millage Program. The program was approved by voters in November 2015 and its goal is to increase housing stability among families with school-aged children by providing temporary housing and support. The January 2017 report indicated 51 families had been placed in housing, and that projections indicate by the end of February 2017, 79 total families would be housed.

Mr. Anderson also discussed the Frequent User Service Enhancement (FUSE) Program. This program was a two-year pilot program partnered by the Kalamazoo County Public Housing Commission, Bronson Healthcare and Interact to serve ten chronically homeless individuals that are frequent users of the Emergency Department. The program is unique to Kalamazoo and teaches the individuals to make qualitative changes in their lives, their health and resolve their chronic homelessness. The FUSE program is in its sixth month and has been very successful to date. It enables the participant to focus on self-betterment, stability and health rather than on survival. Mr. Anderson reported that FUSE is looking for volunteers to work with the program and landlords to participate as well.

## **CONSENT AGENDA**

### Administration

D. Request for Approval of a Letter of Agreement with The Clarion Group and a Space Rental Agreement with Kalamazoo County Land Bank for Strategic Planning Sessions

That the appropriate County officials be authorized and directed to execute a Letter of Agreement with The Clarion Group and a Space Rental Agreement with Kalamazoo County Land Bank for Strategic Planning Sessions; a copy of said Agreements to be attached to the official Minutes of this meeting.

Circuit CourtE. Request for Approval of Elimination/Creation of Positions (General Funds/Grant Funds)

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

ELIMINATE

10857-004	Court Services Specialist II	k05	1.0	101-132	33,987.20 – 41,724.80
10558-028	Juvenile Probation Officer II	j12	1.0	292-664	44,324.80 – 57,616.00

CREATE

10240-xxx	Judicial Aide	K06	1.0	101-132	37,086.40 – 45,468.80
10558-028	Juvenile Probation Officer II	j12	.5	101-132	44,324.80 – 57,616.00
			.5	292-664	44,324.80 – 57,616.00

F. Request for Approval to Submit Bureau of Justice Assistance (BJA) FY2017 Adult Drug Court Discretionary Grant

That the appropriate County officials be authorized and directed to submit BJA FY2017 Adult Drug Court Discretionary Grant to enhance Drug Treatment Court Programs and the Veterans Treatment Court Program.

FinanceG. Request for Approval of a Professional Services Agreement with MAXIMUS Consulting Service Inc.

That the appropriate County officials be authorized and directed to execute a Professional Services Agreement with MAXIMUS Consulting Services Inc. to prepare a Circuit Court cost plan in the amount of \$4,800.00 for the period of January 25, 2017 through December 31, 2017; a copy of said Contract to be attached to the official Minutes of this meeting.

Health & Community ServicesH. Request for Approval of a Contract with Region IIIB Area Agency on Aging for Long-Term Care Ombudsman Services

That the appropriate County officials be authorized and directed to execute a Contract with Region IIIB Area Agency on Aging for Long-Term Care Ombudsman Services in the amount of \$2,437.00 for the period of October 1, 2016 through September 30, 2019; a copy of said Contract to be attached to the official Minutes of this meeting.

I. Request for Approval of a Master License and Services Agreement with Mediware Human & Social Services, Inc.

That the appropriate County officials be authorized and directed to execute a Master License and Services Agreement with Mediware Human & Social Services, Inc. to provide information and referral software and services effective December 1, 2016; a copy of said Agreement to be attached to the official Minutes of this meeting.

J. Request for Approval of Amendment #1 to the State Health Insurance Assistance Program (SHIP) Agreement with Michigan Medicare/Medicaid Assistance Program (MMAP, Inc.)

That the appropriate County officials be authorized and directed to execute Amendment #1 to the SHIP Agreement with MMAP, Inc. for additional funding in the amount of \$1,547.00 for a total amount of \$21,086.00 for the period of April 1, 2016 through March 31, 2017; a copy of said Amendment #1 to be attached to the official Minutes of this meeting.

K. Request for Approval of Amendment #1 to the PREVNT Initiative Agreement with the Michigan Department of Health & Human Services (MDHHS)

That the appropriate County officials be authorized and directed to execute Amendment #1 to the PREVNT Initiative Agreement with MDHHS to modify the De Minimis Rate Calculation to reflect the correct Base Expenditure amount for the period of January 9, 2017 through September 30, 2017; a copy of said Amendment #1 to be attached to the official Minutes of this meeting.

L. Request for Approval of an Agreement with Goodwill Industries

That the appropriate County officials be authorized and directed to execute an Agreement with Goodwill Industries to provide marketing for the Kalamazoo County Tax Counseling Initiative coordinated through Goodwill Industries in the amount of \$3,000.00 for the period of January 1, 2017 through April 30, 2017; a copy of said Agreement to be attached to the official Minutes of this meeting.

M. Request for Approval of Mutual Aid Agreement with Region V Local Health Departments for Public Health Emergencies

That the appropriate County officials be authorized and directed to execute a Mutual Aid Agreement with Region V Local Health Departments for Public Health Emergencies; a copy of said Agreement to be attached to the official Minutes of this meeting.

N. Request for Approval of Household Hazardous Waste Program Amendment #1 with Alamo Township and Climax Township

That the appropriate County officials be authorized and directed to execute Household Hazardous Waste Program Amendment #1 with Alamo Township & Climax Township for the period of January 1, 2017 through December 31, 2017; a copy of said Amendment #1's to be attached to the official Minutes of this meeting.

GOVERNMENTAL UNITS AND FUNDING

1. Alamo Township                      \$2,800.00
2. Climax Township                      \$800.00

O. Request for Approval of a Business Associate Agreement with Western Michigan University Homer Stryker M.D. School of Medicine for Data Hub Care Coordination Registry

That the appropriate County officials be authorized and directed to execute a Business Associate Agreement with Western Michigan University Homer Stryker M.D. School of Medicine to provide the Cradle Kalamazoo Data Hub Care Coordination Registry effective February 22, 2017 with automatic renewals; a copy of said Business Associate Agreement to be attached to the official Minutes of this meeting.

P. Request for Approval of the Creation of a Care Coordinator Position in Support of the Fatherhood Initiative Project (Grant Funds)

That the Board of Commissioners approve the Creation of the following Position:

Create:

Account #	Position #	Grade	FTE	Pay Range	Effective
297-165	Care Coordinator	K06	.5	\$18,543.20 - \$22,734.40	2/21/2017

#TBD

Human ResourcesQ. Request for Approval of Amendment to Personnel Policy 6.03(B.) – Safety Policy

That the Board of Commissioners approve Amendment to Personnel Policy 6.03 (B.) – Safety Policy as included in the Packet.

Michigan Works!R. Request for Approval of Trade Adjustment Assistance (TAA) Program Plan Instructions and Merit Staffing Certification for FY 2017

That the appropriate County officials be authorized and directed to execute Trade Adjustment Assistance (TAA) Program Plan Instructions and Merit Staffing Certification for FY 2017 for the period of October 1, 2016 through September 30, 2017; a copy of said Plan to be attached to the official Minutes of this meeting.

S. Request for Approval of Michigan One-Stop System Memorandum of Understanding (MOU) between the Talent Investment Agency/Unemployment Insurance Agency/Workforce Development Agency and the Workforce Development Boards

That the appropriate County officials be authorized and directed to execute Michigan One-Stop System Memorandum of Understanding (MOU) between the Talent Investment Agency/Unemployment Insurance Agency/Workforce Development Agency and the Workforce Development Boards; a copy of said Memorandum of Understanding to be attached to the official Minutes of this meeting.

T. Request for Approval of ApprenticeshipUSA State Expansion Grant

That the appropriate County officials be authorized and directed to execute ApprenticeshipUSA State Expansion Grant in the amount of \$150,000 for the period of December 20, 2016 through April 30, 2018; a copy of said Grant to be attached to the official Minutes of this meeting.

Parks & Expo CenterU. Request for Approval of the Elimination of Positions

That the Board of Commissioners approve the Elimination of the following Positions:

Eliminate

.5 FTE	Coordinator– Trail Program	K07	\$20,498.40-\$25,179.40	208-008	Position #10786
--------	-------------------------------	-----	-------------------------	---------	-----------------

Eliminate

0.125 FTE	Coordinator–Fair	K07	\$5,124.60-\$6,294.85	208-009	Position #10876
-----------	------------------	-----	-----------------------	---------	-----------------

Planning & Community DevelopmentV. Request for Approval of Contract Amendments with Various Surveyors for the Remonumentation Program

That the appropriate County officials be authorized and directed to execute Contract Amendments with Various Surveyors for the Remonumentation Program for the work to be completed by December 31, 2017; a copy of said Contract Amendments to be attached to the official Minutes of this meeting.

- Southwest Survey & Engineering LLC (initial contract 4/15/2016)
- Reynolds-Heritage Land Surveying and Mapping PC (last amended 4/15/2016)
- Wightman & Associates, Inc. (last amended 4/15/2016)
- Scott Hopkins, P.S (last amended 4/15/2016)
- Ingersoll, Watson and McMachen, Inc (last amended 4/15/2016)

Sheriff

W. Request for Approval of Indemnification Agreement with Portage Public Safety

That the appropriate County officials be authorized and directed to execute an Indemnification Agreement with Portage Public Safety through December 31, 2020; a copy of said Agreement to be attached to the official Minutes of this meeting.

Board of Commissioners

X. 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 21, 2017", noting claims in the total amount of \$2,416,762.70 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 21, 2017, and the Director of Finance be authorized to make budgetary transfers, as listed.

Y. Request for Approval of 9-1-1 Surcharge Revenue Distribution Agreement

That the Board of Commissioners approve 9-1-1 Surcharge Revenue Distribution Agreement to replace 9-1-1 charge of \$0.42 per month language to duly authorized 9-1-1 charge; a copy of said Agreement to be attached to the official Minutes of this meeting.

Z. Request for Approval of Sales Agreement – Surface Parking Lot

This Item was removed from the Consent Agenda.

Commissioner Gisler moved and it was duly seconded that Items D. through Y., 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.**

Z. Request for Approval of Sales Agreement – Surface Parking Lot

Commissioner McGraw moved and it was duly seconded that the Board of Commissioners

approve the sale of the surface parking lot adjacent to the County Administration Building to RSM, LLC for the terms listed below; a copy of said Sales Agreement to be attached to the official Minutes of this meeting.

1. RSM will pay the County \$500,000 for the Subject Property.
2. RSM will continue to allow the County to use the 50 parking spaces on the Subject Property until RSM is ready begin development activities.
3. After RSM begins development activities, it will provide the County with 50 parking spaces located within a four (4) block radius of the Administration Building. RSM will provide the spaces at no cost to the County for at least the first 3 years.
4. If RSM does not begin development within three (3) years after purchasing the Subject Property, the County has the ability to repurchase the Subject Property for \$500,000, plus the amount of ad valorem property taxes RSM paid during its ownership.

The roll call vote was as follows:

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

The motion carried.

AA. Request for Approval of New Funding Requests

Commissioner Moore moved and it was duly seconded that the Board of Commissioners approve the New Funding Requests as included in the Packet.

Commissioner Rogers moved and it was duly seconded to amend the New Funding Requests by removing the creation of a Human Resources Specialist position in the amount of \$64,000.

Discussion ensued.

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

Ayes: Commissioners Quinn, Rogers, Seals, Wordelman, Hall, McGraw,  
Nays: Commissioners Gisler, Moore, Tuinier, Shugars, Kendall  
Abstains: None  
Absent: None

The motion carried.

Commissioner McGraw moved to amend the New Funding Request for removal of the other two non-Law Enforcement items, an Information Systems Manager and a Community Action Agency Funding. No support offered. Chair Shugars indicated the motion failed for lack of support.

Discussion ensued on the original motion, as amended (eliminating HR Position).

Commissioner McGraw called the question on the original motion as amended (eliminating HR Position):

The roll call vote was as follows:

Ayes: Commissioners Rogers, Wordelman, Gisler, Hall, Kendall, McGraw, Quinn  
Nays: Commissioners Tuinier, Moore, Seals, Shugars  
Abstains: None  
Absent: None

The motion carried.

The roll call vote for the original motion as amended (eliminating HR Position) by Commissioner Moore was as follows:

Ayes: Commissioners Tuinier, Wordelman, Hall, Gisler, Kendall, Moore, Rogers  
Nays: Commissioners Seals, Shugars, McGraw, Quinn  
Abstains: None  
Absent: None

The motion carried.

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 Ms. Tracie Moored reported that the new Animal Services Enforcement (ASE) facility was kicking off under the direction of Mr. David Rachowicz. The ASE Advisory Board would be meeting monthly and would provide updates to the County Board.

ITEM 12 Chairperson's Report

Chairperson Shugars reported that KPEP was opening a coffee shop called the Walnut & Park Cafe. The grand opening would be held on March 6<sup>th</sup> and Chairperson Shugars encouraged all to show their support by attending. Chairperson Shugars also offered sympathy to the Parfet family for the loss of our outstanding citizen and community leader, Ms. Martha Gilmore Parfet. Ms. Parfet would be greatly missed.

ITEM 13 Vice Chairperson's Report

Vice Chairperson Moore thanked everyone for attending the meeting tonight. She applauded the new Stryker project and its creation and retention of jobs and the tremendous opportunities it would bring to our community. Vice Chairperson Moore also thanked David Anderson and his group for the Public Housing update and commended County Administrator Moored for her hard work over the past ninety days.

ITEM 14      Members' Time

Commissioner Gisler thanked those who attended the meeting this evening, especially the County-Wide Electeds.

Commissioner Hall thanked Vice Chair Moore for her comments and apologized for getting upset earlier. She stated she was excited for the new ASE Project. She also stated she was excited about the partnership with the organizations.

Commissioner Rogers distributed a Dashboard to the Board from the Workforce Development Board. She indicated several Commissioners attended the Kalamazoo Strong event held last evening. She stated her next Community Coffee would be held March 4<sup>th</sup>. She stated she would be attending the NACO Legislative conference in Washington, DC, February 24<sup>th</sup> through February 28<sup>th</sup> 28 and welcomed any messages/areas of concern any of the other commissioners would like me to discuss with our Federal legislators.

Commissioner Seals remembered those of the Kalamazoo Strong event. He stated he attended Dispatch Authority Board as well as the Finance Committee and the Board was still looking for a new a facility. He stated Text 911 went live last week. He distributed the Child Care Fund information for 2016. He thanked all the Veterans at home and away. He also thanked emergency first responders.

Commissioner Wordelman stated the first Metro 10-Year Service Plan Update was available and indicated CCTA & KCTA were doing great jobs. He stated he wanted to see a Plan on Diversity Inclusion.

ITEM 15      Adjournment

There being no further business to come before the Board, Chairperson Shugars adjourned the meeting at 9:15p.m.

---

Timothy A. Snow  
Clerk/Register of Deeds

---

Dale Shugars, Chairperson  
Kalamazoo County Board of  
Commissioners