

## MINUTES

### KALAMAZOO COUNTY BOARD OF COMMISSIONERS COMMITTEE OF THE WHOLE

AUGUST 20, 2013

PLACE: Room 207A, County Administration Building

TIME: 4:00 p.m. – 5:39 p.m.

MEMBERS PRESENT: Commissioners Carolyn Alford, Dave Buskirk, Jeff Heppler, Brandt Iden, Dave Maturen, Julie Rogers, Michael Seals, John Taylor, Roger Tuinier and John Zull

MEMBERS ABSENT: Commissioner Phil Stinchcomb

OTHERS PRESENT: John Faul, Thom Canny, Tracie Moored, Dina Sutton, Mary Balkema, Lisa Henthorn, Kelly Ball, Tim Snow, Lisa Bradshaw, Paul Matyas, Lotta Jarnefelt, Lee Adams

Chairman Maturen convened the Committee of the Whole at 4:00 p.m.

1. Community Mental Health Interview

Commissioners interviewed Mr. Green for consumer sector vacancy for the Community Mental Health Advisory Board.

Commissioners introduced themselves and Mr. Green answered questions.

Discussion ensued and it was the consensus of the Board to appoint Mr. Green.

2. Review of Transfers and Disbursements

Ms. Tracie Moored, Finance Director stated claims for August 20, 2013 totaled \$1,466,143.53.

Commissioner Seals inquired how the sequester was impacting the County. Ms. Moored indicated it was impacting the County minimally right now.

Commissioner Heppler arrived at 4:18 p.m.

Commissioner Rogers inquired about the \$1.9 million fund balance. Ms. Moored indicated those funds in there were for projects that had yet to be completed, some of the projects had been started and some had not. Commissioner Rogers had concerns with continuously carrying over funds for projects. Ms. Moored indicated departments were allowed to carry funds over for projects for 3 years.

Commissioner Taylor stated he would be interested knowing in how much was actually spent on projects each year. Ms. Moored indicated approximately \$1 million was spent annually.

Commissioner Rogers inquired about the EDC Project Reserve fund, why it was so large and wanted to know if the check for Hark Orchid had been requested. Ms. Moored indicated she did not know if the check had been issued but Finance still had to budget for it within the line items.

Mr. John Faul, Deputy County Administrator stated Hark Orchids would be making the request for the funds this fall.

### 3. KCMHSAS Establishment of Substance Use Disorder Oversight Policy Board

Mr. Jeff Patton, CMH Director stated the State of Michigan was making changes to mental Health Code. He indicated the Governor approved the establishment of a Substance Use Disorder Oversight Policy Board for regions. He indicated the seven (7) surrounding counties needed to come together and establish a Substance Use Disorder Oversight Policy Board. He distributed a draft agreement for review.

Discussion ensued.

### 4. Law Library Contract

Mr. Thom Canny, Corporate Counsel reviewed his memo in the packet. He provided a history of the Law Library.

Vice Chairman Buskirk stated this was a public service that didn't just assist attorneys but helped all citizens. He stated this was beneficial to the community.

Commissioner Taylor stated he had concerns with associating the cost of the contract with SEV's.

Commissioner Heppler wanted to know how much the Law Library was being used. Ms. Caitlin Hoag stated the Library was open 49 to 51 hours a week, used about 350 times and fielded approximately 400-500 calls. She indicated lay persons used it more than attorneys. Commissioner Heppler inquired if any other government units were contributing funds and Ms. Hoag Stated the Kalamazoo County Bar Association had many volunteers and held legal clinics.

Commissioners Rogers inquired how many nontraditional hours were offered and she indicated 3 days were offered.

Commissioner Alford stated she was pleased with collaboration and fully supported this contract.

Commissioner Zull inquired how many universities and colleges were using the Law Library and Ms. Hoag indicated it wasn't really used by students or universities.

### 5. Brownfield Plan for 360 N. Grand, Schoolcraft

Ms. Lotta Jarnefelt, Planning & Community Development Director reviewed her memo as included in the packet.

Chairman Maturen wanted to confirm that the property was a former gas station and Mr. Lee Adams indicated that was correct.

Commissioner Alford wanted to know if only one public hearing was being held and Ms. Jarnefelt indicated that was correct. Commissioner Alford wanted to make sure the citizens in Schoolcraft was being notified.

Commissioner Rogers thanked Jeff Hawkins for his work on this project.

Ms. Mary Balkema, Treasurer wanted to thank Ms. Jarnefelt and Mr. Adams for all their work on this project; they had been great to work with.

Commissioner Heppler wanted to know if there were deed restrictions on the property since it was a former gas station. Mr. Hawkins stated MDEQ had not put any deed restrictions on the project.

Vice Chairman Buskirk inquired if a Phase II had been done and Mr. Hawkins indicated technically no, but they did a very extensive investigation.

6. Budget Meetings

Ms. Moored reviewed the memo in the packet.

7. MAC Annual Conference

Chairman Maturen stated the MAC information was included in the Packet and if anyone was interested to let Tina Becker know as soon as possible.

8. Evaluations for Administrator, Corporate Counsel

Chairman Maturen stated the evaluations for the Administrator and Corporate Counsel was in the packet, he asked the Board to complete the evaluations and turn into Dina Sutton by September 3<sup>rd</sup>.

Commissioner Alford inquired if self evaluations were going to be done. Chairman Maturen indicated if that was the wish of the Board. The Board indicated they would like each of them to do self evaluations.

9. Any other items

Vice Chairman Buskirk reminded the Board of the MAC Regional Summit tomorrow.

Commissioner Seals inquired about hiring staff for the jail. He stated it was his recollection that the Board was supposed to discuss this. Vice Chairman Buskirk indicated the Sheriff's Office was working on this.

Mr. Faul pointed out the new aerial map hanging on the wall.

Commissioner Tuinier wanted to know how the Fair went this year and Mr. Faul indicated revenue was up from last year. He indicated the management structure of the Fair went very well.

10. Executive Session

Commissioner Taylor moved and it was duly seconded that the Board of Commissioners, functioning as a Committee of the Whole, goes into a closed session pursuant to Section 8 of the Open Meetings Act for the purpose of discussing pending litigation: Estate of Armstead Estate vs. Kalamazoo County, et al, Estate of Derrick Burroughs vs. Kalamazoo County, et al, and Roger Westfield vs. Kalamazoo County, et al.

The roll call vote was as follows:

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

The motion carried.

11. Adjournment – no later than 6 p.m.

There being no further business to come before the Board, Chairman Maturen adjourned the meeting at 5:39 p.m.

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David C. Maturen, Chairman  
Kalamazoo County Board of Commissioners