



KALAMAZOO COUNTY GOVERNMENT

In the Pursuit of Extraordinary Governance...

MINUTES

KALAMAZOO COUNTY BOARD OF COMMISSIONERS

REGULAR MEETING

SEPTEMBER 5, 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 September 5, 2017.

ITEM 2 Invocation: Dr. Charlae Davis on behalf of Commissioner Rogers.

ITEM 3 Pledge of Allegiance: Commissioner Rogers 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; Thom Canny, Corporate Counsel; Lisa Henthorn, Deputy County Administrator; Treasurer Mary Balkema; Paul Matyas, Undersheriff; Jeff Getting, Prosecuting Attorney; Timothy A. Snow, County Clerk; Dina Sutton, Executive Coordinator.

ITEM 5 Approval of Minutes:

Commissioner Seals moved and it was duly seconded that the Minutes of the August 15, 2017 Board meeting be approved as distributed.

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



ITEM 6 Communications:

Commissioner Rogers presented the following communication which is on file in the Administrative Services Office unless otherwise noted:

- a) A Notice of Public Hearing from the City of Portage on Industrial Facilities Exemption Certificate for FEMA Corporation.

Commissioner Seals indicated he received a letter from NACo being appointed to the Veteran's Affair Committee.

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.

No Citizens' addressed the Board.

ITEM 8 For Consideration**CONSENT AGENDA**A. Request for Approval of 25 Year Resolution Honoring Daniel Zomer

That the Board of Commissioners approve the following Resolution:

WHEREAS, Daniel Zomer has served the citizens of Kalamazoo County for twenty-five (25) years as of August 31, 2017; and

WHEREAS, Daniel Zomer has faithfully served as Assistant Prosecuting Attorney; 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 Daniel Zomer has imparted to the citizens of the County and offers its best wishes for many more years of mutual association.

Buildings & GroundsB. Request for Approval of an Access Agreement with United States Geological Survey (USGS)

That the appropriate County officials be authorized and directed to execute an Access Agreement with



USGS to allow for placement of water level sensing equipment at Ross Sanitary Landfill for the period of 10 years; a copy of said Agreement to be attached to the official Minutes of this meeting.

Clerk

C. Request for Approval of Resolution for the Adoption of a Pilot Program to Waive Fees for Vital Records for the Homeless Population (General Fund Neutral)

That the Board of Commissioners approve the following Resolution:

WHEREAS, one of the strategies for Michigan's Campaign to End Homelessness is to "streamline the process of securing identification documents" that includes exploring fee waiver options at county and state levels; and

WHEREAS, vital records such as a birth certificate are required for the receipt of essential services in the non-profit, governmental, and private sectors that can move a person from crisis into more stable situations; and

WHEREAS, vital records are a requirement to obtain a state ID, which is also needed to access many public services as well as open bank accounts, obtain employment, vote, and engage in other day-to-day activities; and

WHEREAS, according to the National Law Center on Homelessness and Poverty, roughly 50% of the homeless population in the U.S. have been denied access to basic needs services due to not having an ID or birth certificate; and

WHEREAS, according to the recent United Way's ALICE study, 36% of households in Kalamazoo County are below the a survival budget threshold including 15% that are below the Federal Poverty Line; and

WHEREAS, the cost of obtaining vital records is a significant barrier for the homeless population, low-income individuals and families, and for survivors of domestic violence; and

WHEREAS, research shows that increased access to financial planning and preventative health resources results in less need for more costly duplicated services for the indigent population of various municipalities;

NOW, THEREFORE, BE IT RESOLVED, that the Kalamazoo County Board of Commissioners hereby adopts a program effective October 1, 2017 and concluding on October 1, 2018 that provides a fee waiver for eligible residents with the total not exceeding \$5000; and

BE IT FURTHER RESOLVED, that the Kalamazoo County Clerk/ Register of Deeds, upon presentation of a letter evidencing financial hardship from Ministry with Community located at 500 N. Edwards St., Kalamazoo, MI. 49007 or the Kalamazoo Gospel Mission located at 448 N. Burdick St., Kalamazoo, MI. 49007, and completed proper documentation, may waive the fee for needed vital records.

District Court



D. Request for Approval of Elimination/Creation of Positions (General Funds)

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

ELIMINATE

<u>Position #</u>	<u>Job Title</u>	<u>Grade</u>	<u>Salary Range</u>	<u>FTE</u>	<u>Account Number</u>
10907-020	Court Services Specialist	k05	33,987.20 – 41,724.80	1.0	101-136-704.00

CREATE

<u>Position #</u>	<u>Job Title</u>	<u>Grade</u>	<u>Salary Range</u>	<u>FTE</u>	<u>Account Number</u>
10908-007	Bench Clerk Bailiff	k06	37,086.40 – 45,468.80	1.0	101-136-704.00

This change will be an increase of \$3,099.20 - \$3,744.00.

Health & Community Services

E. Request for Approval to Submit the Prevent Elder and Vulnerable Adult Abuse, Exploitation, Neglect Grant Application to the Michigan Department of Health & Human Services (MDHHS) and the Elimination of a .2FTE Position

That the appropriate County officials be authorized and directed to submit the Prevent Elder and Vulnerable Adult Abuse, Exploitation, Neglect Grant Application to MDHHS and the elimination of the following position:

Positions Elimination

<u>Account #</u>	<u>Position/#</u>	<u>Grade</u>	<u>FTE</u>	<u>Pay Range</u>	<u>Effective</u>
280-164	Investigative Teams Coord. #10929-001	K07	20	\$8,199.36 – \$10,071.36	TBD

F. Request for Approval to Purchase Gift Cards for the Kids Connect for Back-to-School Event (Grant Funded)

That the appropriate County officials be authorized and directed to purchase gift cards for the Kids Connect for Back-to-School Event in an amount not to exceed \$50,000.

G. Request for Approval of an Amendment to the Grant Agreement with the Michigan Department of Agricultural & Rural Development for the Clean Sweep Program

This Item was removed from the Consent Agenda.

H. Request for Approval of the Creation of Registered Dietitian Team Lead Positions in the WIC Program (Grant Funds)

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

Creation:

<u>Account #</u>	<u>Position/#</u>	<u>FTE</u>	<u>Grade</u>	<u>Salary</u>	<u>Effective</u>
323-170	RD Team Lead #TBD	1.0	K08	\$47,486.40 - \$58,177.60	10/2/2017
323-170	RD Team Lead #TBD	1.0	K08	\$47,486.40 - \$58,177.60	10/2/2017
323-170	RD Team Lead #TBD	1.0	K08	\$47,486.40 - \$58,177.60	10/2/2017



Michigan Works!I. Request for Approval of the Workforce Innovation and Opportunity Act (WIOA) Adult, Dislocated Worker, and Youth Program Allocation Plan for Allocation Year 2017

That the appropriate County officials be authorized and directed to execute Workforce Innovation and Opportunity Act (WIOA) Adult, Dislocated Worker, and Youth Program Allocation Plan for Allocation Year 2017 to improve job and career options for workers and job seekers for the period of July 1, 2017 through June 30, 2019; a copy of said Contract to be attached to the official Minutes of this meeting.

- Adult: \$764,955
- Dislocated Worker: \$885,671
- Youth: \$934,867

Planning & Community DevelopmentJ. Request for Approval of Resolution in Support of the Southcentral Michigan Planning Council as the District Organization for the U.S. Department of Commerce, Economic Development Administration Economic Development District for Michigan State Planning and Development Region 3

That the Board of Commissioners approve the following Resolution:

Whereas, the Southcentral Michigan Planning Council ("SMPC") serves as the regional planning organization for Branch, Calhoun, Kalamazoo, and St. Joseph Counties; and

Whereas, the U.S. Department of Commerce, Economic Development Administration "EDA" has designated Barry, Branch, Calhoun, Kalamazoo, and St. Joseph Counties as an Economic Development District; and

Whereas, the EDA approves a District Organization to administer each Economic Development District; and

Whereas, SMPC was the approved District Organization for the Economic Development District until the mid-2000's; and

Whereas, the region has not been served by a District Organization since the mid-2000's and is the only Economic Development District in the nation without a federally funded District Organization; and

Whereas, SMPC was reorganized in 2012 to reestablish relationships with local, state, and federal entities; and

Whereas, SMPC has demonstrated the technical expertise and staffing capacity to effectively serve as the District Organization for the Economic Development District; and

Whereas, SMPC developed an EDA approved Comprehensive Economic Development Study for the region; and

Whereas, entities within the region would benefit from a reestablished relationship with EDA.



Now, Therefore Be It Resolved, the Kalamazoo County Board of Commissioners supports the Southcentral Michigan Planning Councils application to the U.S. Department of Commerce, Economic Development Administration as the District Organization for the Economic Development District for Barry, Branch, Calhoun, Kalamazoo, and St. Joseph Counties.

Sheriff

K. Request for Approval of FY 2017-2018 Snowmobile Grant Application to the Michigan Department of Natural Resources (MDNR)

That the appropriate County officials be authorized and directed to submit FY 2017-2018 Snowmobile Grant Application to the Michigan Department of Natural Resources (MDNR) in the amount of \$4,533.30 for the period of October 1, 2017 through April 30, 2018; a copy of said Grant Application to be attached to the official Minutes of this meeting.

Board of Commissioners

L. 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 September 5, 2017", noting claims in the total amount of \$2,080,147.92 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 September 5, 2017, and the Director of Finance be authorized to make budgetary transfers, as listed.

M. Request for Approval of an Intergovernmental Agreement with Southwest Michigan Behavioral Health

That the appropriate County officials be authorized and directed to execute an Intergovernmental Agreement with Southwest Michigan Behavioral Health for the period of January 1, 2018 through December 31, 2020; a copy of said Agreement to be attached to the official Minutes of this meeting.

N. Request for Approval of Consolidated Dispatch Amendment to Interlocal Agreement

That the appropriate County officials be authorized and directed to execute Consolidated Dispatch Amendment to Interlocal Agreement to implement the alternate funding method as presented at the August 15, 2017 Committee of the Whole meeting; a copy of said Amendment to be attached to the official Minutes of this meeting.

O. Request for Approval of Resolution Recognizing September 17th as Constitution and Citizenship Day

That the Board of Commissioners approve the following Resolution:

Whereas, Constitution and Citizenship Day is observed each year on September 17 to commemorate the signing of the Constitution on September 17, 1787; and

Whereas, Constitution and Citizenship Day commemorates the formation and signing of the U.S. Constitution by 39 brave men on September 17, 1787 recognizing all who are born in the U.S. or by naturalization have become citizens; and



Whereas, since 1940, Congress has recognized Constitution and Citizenship Day by passing joint resolutions to recognize this distinctive document as well as recognizing all those who have attained citizenship; and

Whereas, the Constitution is the document that guarantees rights and protects the freedoms and liberty of all citizens of the United States of America; and

Whereas, the Founding Fathers had the foresight to allow the Constitution to be fluid and change with the times through Amendments, like the 13th Amendment abolishing slavery and the 19th Amendment that gave women the right to vote; and

Whereas, September 17, 2017 marks the 230th anniversary of the signing of the United States Constitution on September 17, 1787.

Now, Therefore, be it Resolved, that Kalamazoo County encourages all Americans to observe this important day in our Nation's history and to demonstrate our love for the United States of America.

Commissioner Rogers moved and it was duly seconded that Items A. through O., with the exception of Item G., 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.

G. Request for Approval of an Amendment to the Grant Agreement with the Michigan Department of Agricultural & Rural Development for the Clean Sweep Program

Commissioner McGraw moved and it was duly seconded that the appropriate County officials be authorized and directed to execute an Amendment to the Grant Agreement with the Michigan Department of Agricultural & Rural Development for the Clean Sweep Program in additional funding in the amount of \$2,400 for the period of October 1, 2016 through September 30, 2017; a copy of said Amendment to be attached to the official Minutes of this meeting.

Ms. Tracie Moored, County Administrator invited Ms. Lisa Henthorn, Deputy Count Administrator to the podium.



Ms. Henthorn indicated HCS received notification from the State of Michigan that there was an additional funding in the amount of \$1,000 awarded to the County.

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

ITEM 9 Old Business

There was no old business.

ITEM 10 New Business

R. Request for Approval of the Appointments to the Kalamazoo County Transportation Authority (KCTA)

Vice Chair Moore moved and it was duly seconded that the Board of Commissioners approve the appointment of Curtis Aardema and Jeff Breneman to the KCTA for a term beginning January 1, 2017 through December 31, 2019.

Commissioner Rogers indicated while she supported the two appointments she would not support the motion due to process.

Chair Shugars indicated due to a number of issues he felt it was appropriate to make those appointments.

Vice Chair Moore stated she too felt under normal circumstances she would not support this motion, however, due to time constraints it was necessary to allow KCTA to move forward with their budget process.

Commissioner Hall stated she would support this motion.

Commissioner Tuinier stated he too felt the Board should make these appointments.

Commissioner Wordelman stated interviews were critical and vital.

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

Mr. Canny indicated Items P. and Q. were related to the 400 Bryant Street Property and Amendment #1 that was approved on August 3, 2017. Mr. Canny recommended approving Item Q. first.

Q. Request for Approval of Disbursement Agreement with Southern Michigan Bank & Trust

Commissioner Wordelman moved and it was duly seconded that the appropriate Board of Commissioners authorize Chair and Clerk to sign the Disbursement Agreement with Southern Michigan Bank & Trust; a copy of said Agreement to be attached to the official Minutes of this meeting.

Commissioner Rogers stated she was surprised to see why this was not given to the Board in the packet.



Ms. Moored indicated the documents were finalized this weekend.

Mr. Canny indicated there had been discussion as to whether the Board even needed to be approved by the Board of Commissioners.

Commissioner Rogers requested an email brief before the meeting if at all possible.

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

P. Request for Approval of Subordination, Nondisturbance, and Attornment Agreement with Southern Michigan Bank & Trust

Commissioner Seals moved and it was duly seconded that the appropriate Board of Commissioners authorize Chair and Clerk to sign the Subordination, Nondisturbance, and Attornment Agreement with Southern Michigan Bank & Trust; a copy of said Agreement to be attached to the official Minutes of this meeting.

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

ITEM 11 County Administrator's Report

County Administrator Ms. Tracie Moored indicated the first budget workshop was scheduled for next week and the budget notebooks would be sent out by the weekend. She also indicated Mr. Randy Winterowd passed away last week and his service was scheduled for tomorrow at 11 a.m.

ITEM 12 Member's Time

Commissioner Rogers thanked the Board for passing the Michigan Works! agreement. She stated she toured the Vicksburg Mill.

Commissioner Hall expressed her condolences to the families of the victims who had passed this past weekend.

Commissioner Seals stated it was sad that this tragedy had to happen. He too expressed his condolences to the families. He indicated the RFP for the Architect & Engineer were complete and interviews were to be conducted later this month for the new County building.

Commissioner Gisler stated all the chip sealing for Kalamazoo County had been completed. He indicated the Road Commission and MDOT would be at the November 7th meeting for an update.

Commissioner Wordelman stated he supported the DACA protestors.

Commissioner Quinn wished the kids, teachers and support staff for a great school year.

ITEM 13 Vice Chairperson's Report



Chm Initial _____

Clk Initial _____

30213

Vice Chairperson Moore stated the tragic accident was horrific and appreciated Sheriff Fuller's assistance. She expressed her condolences to the families.

ITEM 14 Chairperson's Report

Chairperson Shugars encouraged everyone to take the time to think of loved ones.

ITEM 15 Adjournment

There being no further business to come before the Board, Chairperson Shugars adjourned the meeting at 7:47 p.m.

Timothy A. Snow
Clerk/Register of Deeds

Dale Shugars, Chairperson
Kalamazoo County Board of
Commissioners

