

## MINUTES

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

DECEMBER 2, 2014

PLACE: Room 207A, County Administration Building

TIME: 4:00 p.m. – 5:50 p.m.

MEMBERS PRESENT: Commissioners Carolyn Alford, Jeff Heppler, Brandt Iden, Julie Rogers, Michael Seals, Phil Stinchcomb, John Taylor, and Roger Tuinier

MEMBERS ABSENT: Commissioners Dave Buskirk, Dave Maturen, and John Zull

OTHERS PRESENT: John Faul, Thom Canny, Tracie Moored, Dina Sutton, Rick Fuller, Pat Wright, Dave Schneider, Sue Sayles, Judge Bell, Randy Winterowd, Lucinda Stinson, Lotta Jarnefelt, Jeannie Byrnes, Lisa Thompson, Lynne Norman, Tim Snow, Pat Crowley, Tammy Lahman, Jeff Getting, Lisa Bradshaw, David Rachowicz, Mary Balkema

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

#### 1. Review of Transfers and Disbursements

Ms. Tracie Moored, Finance Director stated claims for December 2, 2014 totaled \$1, 715,493.41. She indicated there were several year-end line item budget adjustments.

Commissioner Iden arrived at 4:03 p.m.

Commissioner Rogers inquired what the special account was used for and Mr. Rachowicz indicated it was for portable potties, etc. for various events.

#### 2. Administrator Recruitment RFP

Mr. Thom Canny, Corporate Counsel reviewed the RFP as included in the packet. He indicated it was the request of Administration to release the RFP tomorrow which would allow the new Board ample time and opportunity to start the process.

Commissioner Tuinier arrived at 4:06 p.m.

Commissioner Rogers stated the job description needed to be updated as it indicated there were 17 Commissioners. Mr. Canny stated once a search firm was hired they would work with the Board and Administration before advertising for the New Administrator.

Commissioner Rogers stated she was in full support of this process.

Commissioner Alford requested clarification of the process and Mr. Canny reviewed the process for Commissioners.

#### 3. Bronson Park

Mr. Canny reviewed his memo as included in the packet. He indicated it was his recommendation to continue the lease for an additional year and have further discussions next year.

Commissioner Seals wanted to know if the history of the ownership of the park had been resolved. Mr. Canny indicated the park had been donated to the County and could transfer ownership to the City of Kalamazoo if so desired.

#### 4. Circuit Court/DHS Update

Ms. Susan Sayles, Circuit Court Finance reviewed the Memorandum of Understanding as included in the packet; she indicated it would be on the agenda for approval in two weeks.

Commissioner Stinchcomb inquired about the DHS related expenditures for 2015 and Ms. Sayles indicated that with Circuit Court taking over the operations there should be a reduction in expenses.

Commissioner Rogers wanted to know how the Board would be notified and kept apprized. Ms. Sayles indicated she currently provided a monthly report to the State and could easily include the Board.

Commissioner Seals stated he concurred with Commissioner Rogers. He stated he felt Circuit Court should have a liaison on the DHS Board vs. having a Commissioner liaison.

Discussion ensued.

Commissioner Taylor thanked Circuit Court for stepping up and taking on this responsibility.

Commissioner Tuinier also thanked Circuit Court and would also like to have quarterly reports from them.

Ms. Moored indicated there had already been many changes and one of those was there would not be an advancement of 2015 funds in 2014.

#### 5. Brownfield Plan for Schoolcraft Project

Ms. Lotta Jarnefelt, Planning & Community Director reviewed her memo as included in the packet and introduced Brownfield Redevelopment Authority Chair, Joe Agostinelli who reviewed the project plan as distributed.

Commissioner Rogers stated she was very excited about this project, particularly since this site had many contaminants and hazardous waste materials.

Commissioner Iden stated he was very pleased about this project, however would abstain from voting on December 16<sup>th</sup> as his firm represented the seller.

#### 6. Facilities Master Plan Update

Mr. John Faul, Interim County Administrator reviewed his memo and information as included in the packet.

Commissioner Tuinier inquired if Healy Street had been repaved and Mr. Faul indicated a request was made of the Road Commission and Kalamazoo Township to have the road repaved.

Commissioner Tuinier inquired if the County would be out of the Nazareth facility by the end of 2016 and Mr. Faul indicated that was the plan.

Commissioner Rogers wanted additional information for the Animal Shelter. Mr. Faul indicated that the Humane Society wanted to purchase land prior to doing a fundraising campaign. Mr. Faul indicated renovating a building for an animal shelter did not make sense to him and indicated the Humane Society had hired a consultant to assist them.

Commissioner Rogers wanted to know how the decision had been made concerning the Alcott site. Mr. Faul indicated the City of Kalamazoo would sell the building to a private individual and the County would be a lessee of the property. Mr. Faul indicated it would still be worth exploring.

Discussion ensued.

Commissioner Taylor inquired what the annual expense was for the Nazareth facility. Mr. Canny indicated the rent was \$125,000 annually and there were some sublease revenues. He indicated the maintenance expenses were extremely high and the facility needed a lot of work.

Commissioner Rogers stated the Board had not had a conversation about leasing vs. buying. It was her understanding that the Board wanted to own property vs. leasing property.

Discussion ensued.

7. Emergency Management Presentation

Sheriff Rick Fuller introduced Ms. Jeannie Byrne, Emergency Preparedness Coordinator, HCS, Mr. Pat Wright, Emergency Management Director and Mr. Dave Schneider, Emergency Management. Power Point presentations were done by Ms. Byrne and Mr. Schneider.

Commissioner Rogers thanked them for the presentations. She inquired if there was a back up for the OEM and Mr. Schneider indicated it would be referred back to the Sheriff and Undersheriff. He indicated that the State Police and surrounding counties would assist for a short time period.

Commissioner Rogers stated she felt information needed to filter to the Board.

Discussion ensued.

8. Any other items

There were no other items.

9. Executive Session

There was no executive session.

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

There being no further business to come before the Board, Acting Chairman Heppler adjourned the meeting at 5:50 p.m.

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David C. Maturen, Chairman  
Kalamazoo County Board of Commissioners