

The seal of Callahan County Government is a semi-circular emblem with a textured, stippled background. It features a central illustration of a landscape with a river, trees, and a sun. The words "CALLAHAN COUNTY GOVERNMENT" are written in a semi-circle along the top edge of the seal.

**Board of  
Commissioners'  
Meeting**

**December 17, 2013**

**NOTICE AND AGENDA FOR  
DECEMBER 17, 2013 MEETING  
OF THE  
KALAMAZOO COUNTY BOARD OF COMMISSIONERS**

**PLEASE TAKE NOTICE** that a regular meeting of the Kalamazoo County Board of Commissioners is scheduled for **Tuesday, December 17, 2013, at 7:00 p.m.** in the Board of Commissioners Room, second floor, County Administration Building, 201 West Kalamazoo Avenue, Kalamazoo, Michigan, for the purpose of considering the following items:

- ITEM 1      Call to Order
- ITEM 2      Invocation
- ITEM 3      Pledge of Allegiance
- ITEM 4      Roll Call
- ITEM 5      Approval of Minutes
- ITEM 6      Communications
- ITEM 7      Citizens' Time
- ITEM 8      For Consideration

- A.      Request for approval of 25 Year Resolution Honoring Peter Hanold
- B.      Public Hearing on Application to Establish a Groundwater Restricted Use Zone

**CONSENT AGENDA**

Airport

- C.      Request for Approval of Real Estate Purchase and Sale Agreement
- D.      Request for Approval of an Easement and Maintenance Agreement with Kalamazoo Aviation History Museum

Community Corrections

- E.      Request for Approval of Lease with Western Michigan University

Finance

- F.      Request for Approval of Addendum #5 to the Ricoh Master Service Agreement

Health & Community Services

- G.      Request for Approval of Amendment to Sublease Agreement with Auxilio Services
- H.      Request for Approval of FY 2014-2016 Contract with Region 3B Area Agency on Aging
- I.      Request for Approval of Amendment #1 to the Master Agreement with Senior Services, Inc.
- J.      Request for Approval of FY 2014-2016 Master Agreement with Western Michigan University Center for Disability Services
- K.      Request for Approval of an Agreement with Goodwill Industries
- L.      Request for Approval to Accept Grant Award for FY 2013-2014 for the Michigan Energy Assistance Program (MEAP) from the Michigan Community Action Agency (MCAAA)
- M.      Request for Approval of a Grant Contract with the Michigan Department of Environmental Quality (MDEQ)

- N. Request for Approval of Household Hazardous Waste Amendments with Multiple Townships and Municipalities
- O. Request for Approval of an Agreement with Community Mental Health Agency (CMH)
- P. Request for Approval of Partnership Agreement with Kalamazoo Regional Education Services Agency (KRESA)
- Q. Request for Approval of Paid Internship Position in the Maternal & Child Health Division
- R. Request for Approval of LIHEAP/DOE13-309015 Weatherization Subcontractor Agreements

MSU Extension

- S. Request for Approval of Annual Work Plan

Michigan Works!

- T. Request for Approval of Appointment to the Workforce Development Board

Parks & Expo Center

- U. Request for Approval of National Street Rod 2016 Contract
- V. Request for Approval of West Michigan Apple Blossom Cluster Dog Show 2016 Contract
- W. Request for Approval of Comstock Lions Club Bingo 2014 Contract
- X. Request for Approval of an Agreement with Georgia Pacific
- Y. Request for Approval to Accept Kalamazoo River Valley Trail Easement Acquisitions

Planning & Community Development

- Z. Request for Approval of a Contract with Alcogare LLC

Prosecuting Attorney

- AA. Request for Approval of SWET Grant Subcontract with Michigan State Police Byrne Justice Assistance Grant

Sheriff

- BB. Request for Approval of SWET Grant Subcontract with Michigan State Police Byrne Justice Assistance Grant

Board of Commissioners

- CC. Request for Approval of Transfers and Disbursements
- DD. Request for Approval of Appointments to Southwest Michigan Behavioral Health Board
- EE. Request for Approval of Police Protection Agreement with Charter Township of Comstock

**NON-CONSENT AGENDA ITEMS**

**The following items are Non-Consent Agenda Items and will be voted on individually.**

- ITEM 9 Old Business
- ITEM 10 New Business

- FF. Request for Approval of Reappointments/Appointments to the Kalamazoo County Transportation Authority

- ITEM 11 County Administrator's Report
- ITEM 12 Chairperson's Report
- ITEM 13 Vice Chairperson's Report
- ITEM 14 Members' Time
- ITEM 15 Adjournment

*Dina Sutton*

---

Dina Sutton  
Office Manager for Administrative Services

DECEMBER 11, 2013

MEETINGS OF THE KALAMAZOO COUNTY BOARD OF COMMISSIONERS ARE OPEN TO ALL WITHOUT REGARD TO RACE, SEX, COLOR, AGE, NATIONAL ORIGIN, RELIGION, HEIGHT, WEIGHT, MARITAL STATUS, POLITICAL AFFILIATION, SEXUAL ORIENTATION, GENDER IDENTITY OR DISABILITY. KALAMAZOO COUNTY WILL PROVIDE NECESSARY REASONABLE AUXILIARY AIDS AND SERVICES, SUCH AS SIGNERS FOR THE HEARING IMPAIRED AND AUDIO TAPES OF PRINTED MATERIALS BEING CONSIDERED AT THE MEETING/HEARING, TO INDIVIDUALS WITH DISABILITIES AT THE MEETING/HEARING UPON FOUR (4) BUSINESS DAYS' NOTICE TO THE COUNTY. INDIVIDUALS WITH DISABILITIES REQUIRING AUXILIARY AIDS OR SERVICES SHOULD CONTACT THE COUNTY BY WRITING OR CALLING:

Dina Sutton  
Office Manager for Administrative Services  
KALAMAZOO COUNTY GOVERNMENT  
201 West Kalamazoo Avenue  
Kalamazoo, Michigan 49007  
TELEPHONE: (269)384-8111  
TDD PHONE: (269)383-6464



**RESOLUTION HONORING  
Peter W. Hanold**

WHEREAS, Peter W. Hanold has served the citizens of Kalamazoo County for twenty-five (25) years as of December 5, 2013; and

WHEREAS, Peter W. Hanold has faithfully served as a Deputy; 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 Peter W. Hanold has imparted to the citizens of the County and offers its best wishes for many more years of mutual association.

STATE OF MICHIGAN        )  
  ) SS  
COUNTY OF KALAMAZOO    )

I, Timothy A. Snow, County Clerk Register, do hereby certify that the foregoing is a true copy of a Resolution adopted by the Kalamazoo County Board of Commissioners at a regular session held on December 17, 2013.

\_\_\_\_\_  
Timothy A. Snow  
County Clerk/Register



## ADMINISTRATIVE SERVICES MEMORANDUM

**TO:** BOARD OF COMMISSIONERS

**FROM:** THOM CANNY, CORPORATE COUNSEL

**DATE:** DECEMBER 10, 2013

**SUBJECT:** REQUEST FOR A PUBLIC HEARING ON THE CREATION OF A GROUNDWATER RESTRICTED USE ZONE

### INTRODUCTION

The Kalamazoo County Sanitary Code authorizes the Board of Commissioners to designate Groundwater Restricted Use Zones within Kalamazoo County. The Sanitary Code also establishes a process a person must follow in order to have the Board create such a zone. A Groundwater Restricted Zone designation means that property owners within the Zone cannot maintain existing groundwater wells, or install new groundwater wells, except in limited circumstances. The purpose for designating the Zone is to protect public health by preventing contaminated groundwater from coming into contact with people (e.g. drinking water, swimming pools, etc.). Pursuant to the Sanitary Code, the Board can designate an area as a Groundwater Restricted Use Zone if:

1. The groundwater is contaminated; and,
2. State or Federal law requires the party responsible for remediating the contamination to secure agreements from the property owners that they will not use the groundwater; and,
3. The Michigan Department of Environmental Quality, or the Federal Environmental Protection Agency, approves of the creation of the Groundwater Restricted Use Zone; and,
4. The party responsible for remediating the contamination pays for the cost of processing the Application for the Groundwater Restricted Use Zone, and, connecting people in the zone to municipal water or another safe drinking water system.

### GOOD WILL COMPANY/MEIJER, CINC.'S REQUEST FOR CREATION OF A RESTRICTED ZONE

On July 21, 2004, Mr. Donald Gilmer, Kalamazoo County Administrator, received a "Preliminary Request for a Restricted Zone Pursuant to the Kalamazoo County Sanitary Code" from the Good Will Company. This request pertained to property in which the Good Will Company had an ownership interest at 1114 Douglas Avenue, Kalamazoo Michigan. The proposed Zone is less than two (2) acres in size and is located entirely within the City of Kalamazoo. A small scale map of the Restricted Zone's boundaries is attached to this Memorandum.

After receiving the Request, the County Administrator notified the Board of Commissioners of the request and referred the request to the County's Health and Community Services Department. As required by Article IIIb of the Kalamazoo County Sanitary Code, the Environmental Health and Laboratory Services Division reviewed the Request. Based upon that review, the Administrative Staff, and the Environmental Health and Laboratory Services Division, recommended that the Board of Commissioners authorize Good Will to submit an application for the establishment of a Groundwater Restricted Use Zone. The Board of Commissioners accepted that recommendation and notified Good Will on October 13, 2004 that it could submit an Application for the Establishment of a Groundwater Restricted Use Zone.

On November 6, 2012, after a number of years of study and discussions with the Michigan Department of Environmental Quality, the Meijer Corporation submitted a formal Request for the Establishment of a Groundwater Restricted Zone Downgradient of 1114 Douglas Avenue, Kalamazoo, MI. (GWRZ Application). While the Good Will Company submitted the Preliminary Request for the establishment of the zone, by the time the formal request was ready for submission, the Meijer Corporation had taken over responsibility for the site. The formal application was forwarded to the County's Environmental Health Division for review. As part of this review, and pursuant to the provisions of the County's Sanitary Code, the Environmental Health Division referred the GWRZ Application to the outside engineering firm of Flies & Vandenbrink Engineering, Inc., to review the GWRZ Application for completeness and compliance with the provisions of the Sanitary Code.

Pursuant to the provisions of the Sanitary Code, the Meijer Corporation paid for the Flies & Vandenbrink review. Flies & Vandenbrink's agreed that it would be appropriate to create a Groundwater Restricted Use Zone to address the groundwater contamination and protect public health and that the application complied with the provisions of the County's Sanitary Code. The Michigan Department of Environmental Quality also has reviewed and supports the Meijer Corporation's request for the creation of a Restricted Zone.

In September of this year, the Environmental Health Division and Administrative staff and the Corporate Counsel notified the Board of Commissioners that the GWRZ Application was complete and the Board of Commissioners scheduled a Public Hearing on the Application for December 17, 2013. The purpose of the Public Hearing is to provide the Meijer Corporation with the opportunity to present information in support of the creation of a Groundwater Restricted Use Zone, and receive citizen comments. At the Public Hearing, the Meijer Corporation will be responsible for convincing the Board of Commissioners that a Groundwater Restricted Use Zone should be created and that the size of the Zone should be the same as proposed by the Meijer Corporation and approved by the MDEQ. The Meijer Corporation is responsible for notifying property owners in the proposed Zone of the date and time of the Public Hearing. The MDEQ and Flies & Vandenbrink will also be provided with the Notice of the date and time of the Public hearing.

Thank you for your time and consideration. Please contact me at your convenience at (383-8968) if you have any questions, comments or concerns regarding this Memorandum.

**BOARD AGENDA REQUEST FORM****PROPOSED FOR BOARD MEETING OF: December 17, 2013****DEPARTMENT: Airport****PREPARED BY: David Reid****SUBJECT: APPROVAL OF REAL ESTATE PURCHASE AND SALE AGREEMENT****ACTION REQUESTED**

Approval of the Real Estate Purchase and Sale Agreement between the Kalamazoo/Battle Creek International Airport and Pharmacia & Upjohn Company, LLC.

**DESCRIPTION OF SUBJECT**

At the August 6, 2013 Board of Commissioners Committee of the Whole Meeting, Airport Management advised the Board that the airport had begun the process of purchasing 68.71 acres of property from Pfizer (Pharmacia & Upjohn Company, LLC) for \$1,290,000. Airport Management advised that the Aeronautics Board would be approving this purchase at the August 8, 2013 meeting, and that it would be brought back to the Board of Commissioners upon this approval.

The Aeronautics Board approved the purchase at the August 8, 2013 meeting.

**RELATIONSHIP TO GOALS**

The purchase of this property will allow the airport to accommodate additional space for general aviation and potential commercial operations. This growth will assist the needs of the aviation community in the area, as well as assist in diversifying the airport's revenue stream.

**FUNDING SOURCE**

Federal and State funds will be utilized for the property purchase. The airport will have a 5% local share of this cost.

**PERSONNEL**

No personnel actions are required as a result of this request.

**PROCUREMENT**

N/A

**ISSUES/CONCERNS**

There are no issues or concerns. If you have questions, please contact David Reid, Interim Airport Director at 388-3690 or [dereid@kalcounty.com](mailto:dereid@kalcounty.com).

D.

**BOARD AGENDA REQUEST FORM**

**PROPOSED FOR BOARD MEETING OF: December 17, 2013**

**DEPARTMENT: Airport**

**PREPARED BY: Dave Reid**

**SUBJECT: APPROVAL OF EASEMENT AND MAINTENANCE AGREEMENT**

**ACTION REQUESTED**

Approval of the Easement and Maintenance Agreement between the Kalamazoo/Battle Creek International Airport and the Kalamazoo Aviation History Museum.

**DESCRIPTION OF SUBJECT**

The Airport intends to purchase 68.71 acres of land from Pfizer. The airport has requested an easement from the Aviation Museum in order to allow access to a public roadway to these landlocked parcels.

**RELATIONSHIP TO GOALS**

This easement will allow access to the parcels to be purchased in the separate agreement with Pfizer. As indicated in a previous request, the land purchase and related easement will provide land for general aviation and potential commercial operations. This growth will assist the needs of the aviation community in the area, as well as assist in diversifying the airport's revenue stream.

**FUNDING SOURCE**

There is no funding involved.

**PERSONNEL**

No personnel actions are required as a result of this request.

**PROCUREMENT**

N/A

**ISSUES/CONCERNS**

There are no issues or concerns. If you have questions, please contact David Reid, Interim Airport Director at 388-3690 or [dereid@kalcounty.com](mailto:dereid@kalcounty.com).

**BOARD AGENDA REQUEST FORM**

**PROPOSED FOR BOARD MEETING OF: 17 December 2013**

**DEPARTMENT: Community Corrections**

**PREPARED BY: Kenneth D. Bobo**

**SUBJECT: Approval of Lease with Western Michigan University.**

**SPECIFIC ACTION REQUESTED:**

Approve six-month facility lease (01 Jan 14 – 30 Jun 14) for OCC office space at Spindler Hall.

**DESCRIPTION OF ACTION (dollar amount, purpose):**

Provide office space for Community Corrections.

**TIME FRAME OF ACTION:**

**FUNDING SOURCE IF REQUIRED (Federal, State, or Local):**

**PERSONNEL IF REQUIRED:**

(indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number)

N/A

**NEW OR RENEWAL:**

Renewal.

**ANY OTHER PERTINENT INFORMATION:**

2011-2013 lease expires 31 Dec 13. Healy Street facility will not be ready for occupancy until late spring 2014. Proposed lease provides time for transition into new building and has a '60-day-out clause' – see Departmental "Further Comments", below.

**PROCUREMENT INFORMATION:**

(indicate if the contract was bid out, if not, state reason(s) why; indicate last time contract was bid out; indicate if awarded bidder was the lowest bidder, if not, indicate why)

N/A

**CONTACT PERSON WITH PHONE NUMBER:**

Kenneth D. Bobo. 269.387.7136

**BOARD AGENDA REQUEST FORM**

**PROPOSED FOR BOARD MEETING OF:** December 3, 2013

**DEPARTMENT:** Finance

**PREPARED BY:** Lisa Bradshaw

**SUBJECT:** Ricoh Master Service Agreement-Addendum #5

**SPECIFIC ACTION REQUESTED:**

Request Board approval for Addendum #5 to the Ricoh Master Service Agreement.

**DESCRIPTION OF ACTION (dollar amount, purpose):**

Revision of the base Monthly Minimum Fee to reflect the customer-requested decrease in Document Service Center staffing.

**TIME FRAME OF ACTION:**

**FUNDING SOURCE IF REQUIRED (Federal, State, or Local):**

Fund 633 Central Stores and charged back to user departments.

**PERSONNEL IF REQUIRED:**

(indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number)

**NEW OR RENEWAL OR AMENDMENT:**

(If an amendment to a contract/agreement please provide the date in which the original was approved by the Board of Commissioners)

**ANY OTHER PERTINENT INFORMATION:**

**PROCUREMENT INFORMATION:**

(indicate if the contract was bid out, if not, state reason(s) why; indicate last time contract was bid out; indicate if awarded bidder was the lowest bidder, if not, indicate why)

**CONTACT PERSON WITH PHONE NUMBER:**

Lisa Bradshaw, Finance (269) 383-8686



*Kalamazoo County*

# Health & Community Services

3299 Gull Road, P.O. Box 42, Nazareth, MI 49074-0042

**DATE:** December 17, 2013  
**TO:** County Board of Commissioners  
**FROM:** Linda Vail, Director/Health Officer  
**RE:** ITEMS FOR YOUR CONSIDERATION

## **A. APPROVAL OF AMENDMENT TO SUBLEASE AGREEMENT WITH AUXILIO SERVICES**

### **ACTION REQUESTED**

HCS Administration requests Board approval of an amendment to the sublease agreement between the County and Auxilio Services. This amendment is effective October 1, 2013 and shall be for 120 days or until written notification is received. Original agreement was approved 10/15/13.

### **DESCRIPTION OF SUBJECT**

This agency is leasing office space along with school bus parking and staging from HCS for KRESA's Head Start program. The mission of this agency aligns with that of the Health and Community Services.

### **RELATIONSHIP TO GOALS**

The services and programs that this renter provides are consistent with the HCS goal of improving the health of the community.

### **FUNDING SOURCE**

No County funds are required as a result of this request.

### **PERSONNEL**

There are no new personnel associated with this request.

### **PROCUREMENT**

There is no procurement associated with this request.

### **ISSUES/CONCERNS**

There are no issues or concerns. If you have any questions, please contact Ryan Post, Financial Systems Supervisor at 373-52574 or at [rjpost@kalamazoo.org](mailto:rjpost@kalamazoo.org).

**B. APPROVAL OF FY 2014-2016 CONTRACT WITH THE REGION 3B AREA AGENCY ON AGING (AAA) AND THE KALAMAZOO COUNTY HCS/REGION 3A AREA AGENCY ON AGING**

**ACTION REQUESTED**

HCS Administration requests Board approval of an agreement with the Region IIIB Area Agency on Aging and Kalamazoo County Health and Community Services Department/Region 3A Area Agency on Aging for the Long-Term Care Ombudsman Program. The amount of the agreement is \$2,437 and is for the period of October 1, 2013 through September 30, 2016.

**DESCRIPTION OF SUBJECT**

The Long-Term Care Ombudsman Program serves a five county area, including Barry, Branch, Calhoun, Kalamazoo, and St. Joseph. The State has required all Area Agencies on Aging to provide funding to their local ombudsman programs out of their federal Title IIIB allocation. This agreement reflects our relationship and responsibilities for operating the Long-Term Care Ombudsman Program in Region IIIB, which covers Barry and Calhoun counties.

**RELATIONSHIP TO GOALS**

The activities associated with this program will further the goal to strengthen the capacity of individuals and families at risk within the community to take control of their lives and work toward self-sufficiency.

**FUNDING SOURCE**

No County funds are required as a result of this request. These funds are from the federal government as awarded to the Region IIIB Agency on Aging, and subsequently awarded to HCS.

**PERSONNEL**

There are no new personnel associated with this request.

**PROCUREMENT**

There is no procurement associated with this request.

**ISSUES/CONCERNS**

There are no issues or concerns. If you have any questions, please contact Judy Sivak, Director, Older Adult Services at 373-5153 or at [jasiva@kalamazoo.com](mailto:jasiva@kalamazoo.com).

**C. APPROVAL OF AMENDMENT #1 TO THE MASTER AGREEMENT  
BETWEEN SENIOR SERVICES, INC. AND THE KALAMAZOO COUNTY  
HEALTH AND COMMUNITY SERVICES DEPARTMENT/AREA AGENCY ON  
AGING IIIA**

**ACTION REQUESTED**

HCS Administration requests Board approval of Amendment #1 to the Master Agreement, effective from October 1, 2013 through September 30, 2014, between the Health & Community Services Department/AAAIIA and Senior Services, Inc. The original agreement was approved 11/19/13. The amendment adds the following service awards and amounts:

- MMAP SMP II \$2,927
- MMAP Core Grant \$13,521
- MMAP SMP \$1,933

**DESCRIPTION OF SUBJECT**

Senior Services, Inc. is the designated service provider to implement the requirements of the Medicare Medicaid Assistance Program (MMAP) and Senior Medicare Patrol (SMP) Grants. These additional funds will be utilized for staff and volunteers to disseminate information in the community about fraud and abuse prevention as it relates to Medicare and Medicaid, as well as continue to counsel individuals as to signing up for Medicare and supplemental policies. Staff and volunteers receive special training in order to deliver this service.

**RELATIONSHIP TO GOALS**

This amendment will assist in further strengthening the capacity of individuals and families at risk within the community to take control of their lives.

**FUNDING SOURCE**

There are no County funds associated with this request. Funding is from the federal Senior Medicare Patrol Expansion Project Grant II (SMPII), MMAP Core Grant, and MMAP SMP Grant.

**PERSONNEL**

There are no new personnel associated with this request.

**PROCUREMENT**

There is no procurement associated with this request.

**CONCERNS/ISSUES**

There are no issues or concerns. If you have any questions, please contact Judy Sivak, Director, Older Adult Services, at 373-5153 or [jasiva@kalcounty.com](mailto:jasiva@kalcounty.com).

**D. APPROVAL OF FISCAL YEARS 2014-2016 MASTER AGREEMENT BETWEEN WESTERN MICHIGAN UNIVERSITY CENTER FOR DISABILITY SERVICES AND THE KALAMAZOO COUNTY HEALTH AND COMMUNITY SERVICES DEPARTMENT/AREA AGENCY ON AGING IIIA**

**ACTION REQUESTED**

HCS Administration requests Board approval of the master agreement with Western Michigan University Center for Disability Services covering Fiscal Years 2014-2016 for the provision of services to older adults in Kalamazoo County; with funding indicated for the Fiscal Year 2014:

<b>WMU Center for Disability Services</b>	
Dementia Adult Day Services	\$10,227

**DESCRIPTION OF SUBJECT**

The service funded meets federal and state guidelines to provide a continuum of care in our community for vulnerable older adults that will help them maintain maximum independence and dignity. It is the mission of the HCS/AAA to develop a coordinated, community based system of services to address the needs of older adults and distribute funds from the federal and state government that assist in meeting this mission.

**RELATIONSHIP TO GOALS**

This service meets the goal of strengthening the capacity of individuals and families at risk within the community to take control of their lives and work toward self-sufficiency.

**FUNDING SOURCE**

No County funds are needed as a result of this request. All of the funds are from the federal and state government and are earmarked for aging services.

**PERSONNEL**

There are no new personnel issues associated with this request.

**PROCUREMENT**

This provider submitted a successful proposal through the county's procurement process.

## **CONCERNS/ISSUES**

There are no issues or concerns. Please contact Judy Sivak, Director, Older Adults Services, at 373-5153 or [jasiva@kalamazoo.com](mailto:jasiva@kalamazoo.com) if you have any questions.

## **E. APPROVAL OF AGREEMENT BETWEEN KALAMAZOO COUNTY HEALTH & COMMUNITY SERVICES (HCS) AND GOODWILL INDUSTRIES.**

### **ACTION REQUESTED**

HCS Administration requests Board approval of an agreement between HCS Community Action Agency and Goodwill Industries for the purpose of marketing for Kalamazoo County Tax Council Initiative. Marketing funds will be in the amount of \$8,000. The contract is effective October 1, 2013 through June 30, 2014.

### **DESCRIPTION OF SUBJECT**

Acceptance of this agreement will provide marketing for the Kalamazoo County Tax Council Initiative coordinated through Goodwill Industries. Marketing through the means of Television, Radio, Newspaper, Internet, Posters and Mailings will be utilized to advertise and raise awareness of this needed service throughout the Kalamazoo Community.

### **RELATIONSHIP TO GOAL**

HCS enforces the overall goal for the Community Action Agency (CAA) as promoting, providing and educating our community through all services offered to the best of its ability and with the highest standards of quality and community partnership. This partnership will increase the number of families who receive tax refunds and will further promote and create a means to self sufficiency for Kalamazoo County residents.

### **FUNDING SOURCE**

There are no County general funds associated with this request. Funding in the amount of \$8,000 is from the CSBG-Discretionary funds, awarded to HCS Community Action Agency and approved by the board on 11/5/13.

### **PERSONNEL**

There are no new personnel associated with this request.

### **PROCUREMENT**

There is no procurement associated with this request.

### **ISSUES/CONCERNS**

There are no issues or concerns. If you have questions, please contact Josh Jacobs, HCS Deputy Director, at 373-5252 or at [jejaco@kalamcounty.com](mailto:jejaco@kalamcounty.com).

**F. ACCEPTANCE OF GRANT AWARD FOR FY 2013-2014 FOR THE MICHIGAN ENERGY ASSISTANCE PROGRAM (MEAP) FROM THE MICHIGAN COMMUNITY ACTION AGENCY ASSOCIATION (MCAA).**

**ACTION REQUESTED**

HCS Administration requests Board approval to accept the Grant Award from the Michigan Community Action Agency Association in the amount of \$227,940 for the Kalamazoo County Community Action Agency grant period of November 13, 2013 through August 31, 2014.

**DESCRIPTION OF SUBJECT**

The purpose of these funds is to intervene in energy crisis situations and provide energy assistant program services that will help eligible low-income households meet home energy costs for their primary residence. This is accomplished through payment or partial payment of bills for electricity, natural gas, propane, heating oil, or any other type of fuel used to heat the primary residence of a vulnerable Kalamazoo County resident during the 2013-2014 heating season.

**RELATIONSHIP TO GOAL**

The Health and Community Services Department has defined the overall goal of the Community Action Agency as improvement of the life conditions of the families served. These funds will assist in keeping our low-income families warm this heating season and as a means to increase self-sufficiency.

**FUNDING SOURCE**

No County funds are required as a result of this request. Funding is designated from the Michigan Energy Assistant Program (MEAP), administered and distributed by the Michigan Community Action Agency Association.

**PERSONNEL**

There are no new personnel associated with this request.

**PROCUREMENT**

There is no procurement associated with this request.

**ISSUES/CONCERNS**

There are no issues or concerns. If you have questions, please contact Josh Jacobs, HCS Deputy Director, at 373-5252 or at [jejaco@kalamcounty.com](mailto:jejaco@kalamcounty.com).

## **G. APPROVAL OF A GRANT CONTRACT WITH THE MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY (MDEQ)**

### **ACTION REQUIRED**

HCS Administration requests Board approval of a grant contract with the MDEQ to provide services to Kalamazoo County residents in the multiple environmental health programs as listed below for FY 2013/14. The total amount of funds associated with this contract is \$43,220 for the period of 10/1/2013 to 9/30/2014.

### **DESCRIPTION OF SUBJECT**

This contract is associated with services that the Environmental Health Division has provided for many years in partnership with the MDEQ.

Briefly, the Non-community Water Supply Program involves working with water supplies that provide water to the public. Our responsibility is to oversee construction of new supplies, issuance of permits, monitoring water sampling activity and quality, taking enforcement actions as necessary and surveying each supply every 5 years. There are 181 of these types of water supplies in the County. The Long Term Drinking Water Monitoring Program pertains to the monitoring of water wells around contamination sites. This includes sampling and communicating with affected citizens. The Public Swimming Pool Inspection program involves inspections, consultations and plan reviews related to these facilities. There are approximately 150 public swimming pools in the County. Last, the campground inspection program involves annual inspections of approximately 7 public campgrounds.

### **RELATIONSHIP TO GOALS**

Each of these activities involves working to assure that citizens' exposures to harmful or toxic substances are reduced and the community's health is protected. This is consistent with the HCS goal to protect the community from health threatening conditions by assessing and improving the physical environment.

### **FUNDING SOURCE**

The total amount of funds associated with this contract is expected to be \$43,220. This includes \$33,495 for the Non-community Water Supply Program, \$3,700 for Long Term Drinking Water Monitoring, \$5,800 for Public Swimming Pools and \$225 for Campgrounds. No County funds are required.

### **PROCUREMENT**

There is no procurement associated with this request.

## **PERSONNEL**

There are no new personnel associated with this request.

## **ISSUES/CONCERNS**

There are no issues or concerns. If you have any questions, please contact Deb Cardiff, Manager of Environmental Health at 373-5347 or at [dacard@kalamazoo.com](mailto:dacard@kalamazoo.com).

## **H. APPROVAL OF HOUSEHOLD HAZARDOUS WASTE AMENDMENTS WITH MULTIPLE TOWNSHIPS AND MUNICIPALITIES**

### **ACTION REQUIRED**

HCS Administration requests Board approval of the following amendments between the county governmental units listed below (both in and out-of-county units) and the County of Kalamazoo Health and Community Services Department for the Household Hazardous Waste Program. These amendments are for the period of January 1, 2014 to December 31, 2014 and will establish each unit's funding for fiscal year 2014. The original agreements were approved on February 21, 2012.

### **GOVERNMENTAL UNITS AND FUNDING**

1. Berrien County	\$ 1,500	8. Pavilion Township	\$ 4,400
2. Brady Township	\$ 2,500	9. Paw Paw Township	\$ 1,400
3. Charleston Township	\$ 1,500	10. Prairie Ronde Township	\$ 800
4. Cooper Township	\$ 7,500	11. Richland Township	\$ 7,000
5. Kalamazoo Township	\$ 13,000	12. Schoolcraft Township	\$ 2,500
6. Oshtemo Township	\$ 12,000	13. Village of Vicksburg	\$ 625
7. Parchment City of	\$ 1,500		

### **DESCRIPTION OF SUBJECT**

The county will provide collection services to each unit's residents at the Household Hazardous Waste Center, as long as that unit has funds on account with the county to cover the costs of their citizen's utilization of the service.

### **RELATIONSHIP TO GOALS**

These amendments will allow the collection of household hazardous waste in 2014 from each unit's residents and will allow removal of household hazardous waste from the waste stream, thus preventing environmental contamination problems. This program is consistent with the HCS's goal to improve the quality and safety of the physical environment for Kalamazoo County residents.

### **FUNDING SOURCE**

Funding amounts for each governmental unit are listed above. Each of the in-county amendments includes a specific amount for operational expenses, which is based upon a cost-sharing formula. Both in-county and out-county are charged based on actual participation by individual households. Out-of-county municipalities are charged for actual participation plus a \$32.75 service fee per household. If the funds for a unit are exhausted before the contract period ends, that unit's residents will not receive collection services unless more funds are transferred to the county.

### **PERSONNEL**

There are no new personnel issues associated with this item.

### **PROCUREMENT**

There is no procurement associated with this request.

### **ISSUES/CONCERNS**

There are no issues or concerns. If you have any questions, please contact Deb Cardiff, Division Manager, Environmental Health at 373-5347 or [dacard@kalcounty.com](mailto:dacard@kalcounty.com).

## **I. APPROVAL OF AGREEMENT BETWEEN KALAMAZOO COUNTY COMMUNITY MENTAL HEALTH AGENCY (CMH) AND THE HEALTH & COMMUNITY SERVICES DEPARTMENT (HCS)**

### **ACTION REQUESTED**

HCS Administration requests Board approval for the agreement between Kalamazoo County CMH and HCS. Maternal & Child Health Division through the Healthy Babies Healthy Start project for the amount of \$16,768 and the HIV/Communicable Disease Services in the amount of \$2,575 for a total amount of \$19,343 and covers the period of 10/1/2013 to 12/31/2013.

### **DESCRIPTION OF SUBJECT**

In response to a collaborative partnership with Kalamazoo County Community Mental Health (CMH) Department, HCS will provide case management services to Kalamazoo County pregnant residents who may already be receiving mental health and/or substance abuse services. The services include social, behavioral, and nutritional services.

This is a renewal agreement as it pertains to HIV/Communicable Disease Services to allow HCS staff to provide training, education and testing to KCMH/SAS staff and their subcontractors within the KCMH/SAS region.

### **RELATIONSHIP TO GOALS**

The acceptance of this funding will further HCS's goal to strengthen the capacity of individuals and families at risk within the community to take control of their lives and work toward their self-sufficiency.

**FUNDING SOURCE**

No County funds are associated with this request.

**PERSONNEL**

There are no new personnel associated with this request.

**PROCUREMENT**

There is no procurement associated with this request.

**ISSUES/CONCERNS**

There are no issues or concerns. If you have any questions, please contact Deb Lenz, Maternal & Child Health Division Manager at 373-5024 or [dllenz@kalamazoo.org](mailto:dllenz@kalamazoo.org) or contact Lynne Norman, Clinical Services Division Manager at 373-5237 or [ldnorm@kalamazoo.org](mailto:ldnorm@kalamazoo.org)

**J. APPROVAL OF PARTNERSHIP AGREEMENT BETWEEN KALAMAZOO REGIONAL EDUCATION SERVICE AGENCY (KRESA) AND THE HEALTH & COMMUNITY SERVICES DEPARTMENT THROUGH ITS MATERNAL & CHILD HEALTH DIVISION**

**ACTION REQUESTED**

HCS Administration requests Board approval for the partnership agreement between Kalamazoo Regional Education Service Agency (KRESA) and Maternal & Child Health Division. The agreement is effective October 1, 2013 with automatic annual renewals.

**DESCRIPTION OF SUBJECT**

The HCS – WIC program will provide hemoglobin and lead results for mutual KRESA clients when applicable.

**RELATIONSHIP TO GOALS**

The acceptance of this partnership agreement will further HCS's goal to improve the overall health of the community by reducing preventable disabilities and deaths and promoting healthy lifestyles and choices.

**FUNDING SOURCE**

No County funds are associated with this request.

**PERSONNEL**

There are no new personnel associated with this request.

**PROCUREMENT**

There is no procurement associated with this request.

**ISSUES/CONCERNS**

There are no issues or concerns. If you have any questions, please contact Deb Lenz, MCH Division Manager at 373-5024 or [dllenz@kalcounty.com](mailto:dllenz@kalcounty.com)

**K. REQUEST FOR PAID INTERN POSITION IN THE HEALTH & COMMUNITY SERVICES (HCS) MATERNAL & CHILD HEALTH DIVISION**

**ACTION REQUESTED**

HCS Administration requests Board approval of a paid intern position in the Maternal & Child Health Division at a total cost not to exceed \$8,300. Internship will end September 30, 2014 or when maximum hours are exhausted.

**DESCRIPTION OF SUBJECT**

A paid internship position is requested for up to a maximum of 593 hours; schedule will be negotiated according to intern's availability and program needs. This position will work with the Maternal & Child Health Division Manager through its Safe Sleep Initiative to support promotion and awareness of infant safe sleep best practices in our community. It is expected that this position will be filled with a student seeking a degree in Communications, Social Work, or Nursing, or a related field.

**RELATIONSHIP TO GOALS**

Approval of this internship will further the Department's goal to improve the overall health of the community by reducing preventable disease and deaths.

**FUNDING SOURCE**

There are no County funds associated with this request. Funding to support this internship is through the Safe Sleep Initiative Grant awarded by the MDCH – CPBC Agreement.

**PERSONNEL**

HCS-MCH Division will work with Kalamazoo College or Western Michigan University to place a student in this internship. The intern will be paid \$14 per hour plus fringe rate.

### **PROCUREMENT**

There is no procurement associated with this request.

### **ISSUES/CONCERNS**

There are no issues or concerns. If you have any questions, please contact Debra Lenz, MCH Division Manager at 373-5024 or at [dllenz@kalcounty.com](mailto:dllenz@kalcounty.com)

### **L. APPROVAL OF LIHEAP/DOE13-309015 WEATHERIZATION SUBCONTRACTOR AGREEMENTS**

### **ACTION REQUESTED**

HCS Administration requests Board approval of seven (7) weatherization subcontractor agreements for the period of July 1<sup>st</sup>, 2013 through July 1st, 2015.

### **Subcontract Agreements:**

- DeHaan Heating/Cooling, Andrew Gyllstrom – HVAC
- Rogers Refrigeration, Steve Rogers – HVAC
- Better World Builders, Mark Lee – Auditor/QC Inspector
- Athena Construction, Heidi Johnson – Auditor/QC Inspector
- Flory Construction, Bill Flory – Weatherization Contractor
- Neville Construction, Dale Neville – Weatherization Contractor
- Lakeshore Construction, Mike Horvath – Weatherization Contractor

### **DESCRIPTION OF SUBJECT**

These subcontract agreements will allow the completion of Weatherization related work to be completed for Kalamazoo residents in need. These are new contractual agreements that have been made compliant with new weatherization program regulations as dictated by the state and federal government. These are a result of the grant award, DHS LIHEAP/DOE13-39015, previously accepted by the Board of Commissioners.

### **RELATIONSHIP TO GOALS**

The approval of these contract agreements will further the department's goal to strengthen the capacity of individuals and families at risk within the community to take control of their lives, work toward their self-sufficiency, and help improve the housing stock in our community.

**FUNDING SOURCE**

No county general funds are required. Funding is from the DHS grant award LIHEAP/DOE13-39015 (U.S. Department of Energy through the Michigan Department of Human Services).

**PERSONNEL**

There are no new personnel associated with this request.

**PROCUREMENT**

County Purchasing Policy was followed. The subcontractors listed above submitted a successful RFQ to the HCS – Community Action Agency.

**ISSUES AND CONCERNS**

There are no issues or concerns. If you have any questions, please contact Amber Leverette, Housing and Neighborhoods Coordinator, Community Action Agency 373-5101 or at [arleve@kalcounty.com](mailto:arleve@kalcounty.com).

**BOARD AGENDA REQUEST FORM****PROPOSED FOR BOARD MEETING OF:** December 17, 2013**DEPARTMENT:** Administration**PREPARED BY:** John Faul**SUBJECT:** Michigan State University Extension – Annual Work Plan 2014**SPECIFIC ACTION REQUESTED:**

Accept Michigan State University Extension – Annual Work Plan 2014 as per the terms of the Memorandum of Understanding. This is the third year in the five year agreement.

**DESCRIPTION OF ACTION (dollar amount, purpose):**

Provide \$106,099 to cover salary and fringe benefits for 1.5 FTE of 4H program coordination and .6 FTE Consumer Horticulture program coordination including operating expenses of MSUE personnel.

**TIME FRAME OF ACTION:** 2014**FUNDING SOURCE IF REQUIRED (Federal, State, or Local):** General Fund**PERSONNEL IF REQUIRED:**

(indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number)

No additional personnel

**NEW OR RENEWAL:** Renewal**ANY OTHER PERTINENT INFORMATION:****PROCUREMENT INFORMATION:**

(indicate if the contract was bid out, if not, state reason(s) why; indicate last time contract was bid out; indicate if awarded bidder was the lowest bidder, if not, indicate why)

**CONTACT PERSON WITH PHONE NUMBER:**

John Faul, 384-8111  
jmfaul@kalcounty.com



A Private-Public Partnership Serving Kalamazoo and St. Joseph Counties  
222 S. Westnedge Avenue, Kalamazoo, Michigan 49007-4628

**DATE:** December 5, 2013  
**TO:** Kalamazoo County Board of Commissioners  
**FROM:** Ben Damerow / Kathy Olsen  
**SUBJECT:** Workforce Development Board Appointment

We are requesting approval of the following appointment to the Kalamazoo-St. Joseph Workforce Development Board.

<u>Name</u>	<u>Sector</u>	<u>Representing</u>	
Jeremy Reivitt, PHR Human Resource Specialist	Private Sector	Parker Hannifin Corporation Aerospace Group Hydraulic Systems Division	Alternate for Thom Brennan

This appointment is to serve on the Workforce Development Board as an Alternate Member for Thom Brennan for the remainder of a two-year term that began on January 1, 2013 and ends on December 31, 2014.

u.

**BOARD AGENDA REQUEST FORM**

**PROPOSED FOR BOARD MEETING OF: December 17, 2013**

**DEPARTMENT: Parks & Expo Center**

**PREPARED BY: David Rachowicz**

**SUBJECT: National Street Rod Contract - 2016**

**SPECIFIC ACTION REQUESTED:**

Approve the 2016 National Street Rod Event Contract for the use of the Kalamazoo County Expo Center. The 2016 event is scheduled for September 9 thru September 11, 2016.

**DESCRIPTION OF ACTION (dollar amount, purpose):**

Approve the 2016 National Street Rod Event Contract for \$16,906.

**TIME FRAME OF ACTION:**

This contract is for the 2016 Street Rod NATS event.

**FUNDING SOURCE IF REQUIRED (Federal, State, or Local):**

NA

**PERSONNEL IF REQUIRED:**

(indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number)

NA

**NEW OR RENEWAL:**

Contracts for 2014 and 2015 have previously been approved. This contract will allow for the 30th consecutive Street Rod event at the Expo Center and Fairground.

**ANY OTHER PERTINENT INFORMATION:**

The National Street Rod Show contracts come to the County Board of Commissioners because the rental income is greater than the \$15,000 limit the County Board has set on contracts that can be executed by the Park Commission. The National Street Rod Show is the largest event hosted at the Expo Center and Fairground and according to the CVB the event contributes over \$3.5 million to our local community. The event attracts 35,000 visitors and utilizes 3880 local hotel room nights.

**PROCUREMENT INFORMATION:**

(indicate if the contract was bid out, if not, state reason(s) why; indicate last time contract was bid out; indicate if awarded bidder was the lowest bidder, if not, indicate why)

**CONTACT PERSON WITH PHONE NUMBER:**

David Rachowicz, (269) 383-8787

Email: dmrach@kalcounty.com

**BOARD AGENDA REQUEST FORM**

**PROPOSED FOR BOARD MEETING OF: December 17, 2013**

**DEPARTMENT: Parks & Expo Center**

**PREPARED BY: David Rachowicz**

**SUBJECT: West Michigan Apple Blossom Cluster Dog Show - 2016**

**SPECIFIC ACTION REQUESTED:**

Approve the 2016 American Kennel Club West Michigan Apple Blossom Cluster Dog Show contract for the use of the Kalamazoo County Expo Center. The 2016 event is scheduled for May 25 thru May 30, 2016.

**DESCRIPTION OF ACTION (dollar amount, purpose):**

Approve the 2015 American Kennel Club West Michigan Apple Blossom Cluster Dog Show contract for \$16,496.00

**TIME FRAME OF ACTION:**

This contract is for the 2016 American Kennel Club West Michigan Apple Blossom Cluster Dog Show.

**FUNDING SOURCE IF REQUIRED (Federal, State, or Local):**

NA

**PERSONNEL IF REQUIRED:**

(indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number)

NA

**NEW OR RENEWAL:**

This is a returning event at the Kalamazoo County Expo Center. The 2014 and 2015 contracts were previously approved by the County Board.

**ANY OTHER PERTINENT INFORMATION:**

American Kennel Club West Michigan Apple Blossom Cluster Dog Show contract is approved by the County Board of Commissioners because the rental income is greater than the \$15,000 limit the County Board has set on contracts that can be executed by the Park Commission.

**PROCUREMENT INFORMATION:**

(indicate if the contract was bid out, if not, state reason(s) why; indicate last time contract was bid out; indicate if awarded bidder was the lowest bidder, if not, indicate why)

**CONTACT PERSON WITH PHONE NUMBER:**

David Rachowicz, (269) 383-8787

Email: dmrach@kalcounty.com

**BOARD AGENDA REQUEST FORM****PROPOSED FOR BOARD MEETING OF: December 17, 2013****DEPARTMENT: Parks & Expo Center****PREPARED BY: David Rachowicz****SUBJECT: Comstock Lions Club Bingo Contract - 2014****SPECIFIC ACTION REQUESTED:**

Approve the 2014 contract for Comstock Lions Club to hold Friday night bingo games in the Kalamazoo County Expo Center, Room A.

**DESCRIPTION OF ACTION (dollar amount, purpose):**

The contract with the Comstock Lions Club for 2014 will generate \$18,855 in rental income. The Lions Club Bingo is played on Friday nights from 6:30PM to 11:00PM.

**TIME FRAME OF ACTION:**

The contract is for 2014.

**FUNDING SOURCE IF REQUIRED (Federal, State, or Local):**

NA

**PERSONNEL IF REQUIRED:**

(indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number)

County staff responsibilities are the regular duties of existing Fairground Operators. No additional staff is needed.

**NEW OR RENEWAL:**

This is a renewal contract. The Comstock Lions have been playing bingo on Friday nights at the Fairground since the mid 1970's.

**ANY OTHER PERTINENT INFORMATION:**

The Comstock Lions Club Bingo contract is approved by the County Board of Commissioners because the rental income is greater than the \$15,000 limit the County Board has set on contracts that can be executed by the Park Commission.

**CONTACT PERSON WITH PHONE NUMBER:**

David Rachowicz 383-8787  
Email: dmrach@kalcounty.com

**BOARD AGENDA REQUEST FORM**

**PROPOSED FOR BOARD MEETING OF:** December 17, 2013

**DEPARTMENT:** Parks & Expo Center

**PREPARED BY:** David Rachowicz

**SUBJECT:** Georgia Pacific Monitoring Well

**SPECIFIC ACTION REQUESTED:**

Approve entering into an agreement with Georgia Pacific for a groundwater monitoring well at the Kalamazoo County Expo Center and Fairground.

**DESCRIPTION OF ACTION (dollar amount, purpose):**

Georgia Pacific has requested permission to install a groundwater monitoring well at the Kalamazoo County Expo Center and Fairground. The proposed well, shown on the attached map, will be used to monitor the groundwater impact of their landfill that is located about one block to the north of the Expo Center and Fairgrounds.

Please do not hesitate to contact me if you have any questions or if you need any additional information.

**TIME FRAME OF ACTION:**

This will be constructed this fall and will remain for 32 years.

**FUNDING SOURCE IF REQUIRED (Federal, State, or Local):**

Georgia Pacific will pay Kalamazoo County \$2,000 for use of the land and to cover potential future expense of abandoning the well.

**PERSONNEL IF REQUIRED:**

**NEW OR RENEWAL:**

This is a new agreement.

**ANY OTHER PERTINENT INFORMATION:**

Kalamazoo County currently has permitted two other groundwater monitoring wells at the Expo Center and fairground and they have caused no problems to the Expo Center operations.

**PROCUREMENT INFORMATION:**

**CONTACT PERSON WITH PHONE NUMBER:**

David Rachowicz, (269) 383-8787  
dmrach@kalcountry.com



**LEGEND:**

-  PROPOSED MONITORING WELL
-  TAX PARCEL

**NOTES:**

1. AERIAL IMAGE PROVIDED BY NAIP IMAGERY SERVICE LICENSED THROUGH ESRI.
2. PARCEL BOUNDARIES AND OWNERSHIP INFORMATION BASED ON THE 2009 TAX ROLL WERE PROVIDED BY KALAMAZOO COUNTY.
3. ALL PARCELS LOCATED IN KALAMAZOO TOWNSHIP - TOWNSHIP 2S, RANGE 11W.

GEORGIA-PACIFIC LLC  
WILLOW BOULEVARD/A-SITE LANDFILL OPERABLE UNIT 2

**PROPOSED BACKGROUND  
MONITORING WELL LOCATION**



EXHIBIT  
**B**

**BOARD AGENDA REQUEST FORM**

**PROPOSED FOR BOARD MEETING OF:** December 17, 2013

**DEPARTMENT:** Parks & Fairground

**PREPARED BY:** David Rachowicz

**SUBJECT:** Accept KRV Trail Easement Acquisitions

**SPECIFIC ACTION REQUESTED:**

Accept 40 easements that were acquired by the Kalamazoo County Road Commission on behalf of Kalamazoo County for the Kalamazoo River Valley Trail from River Street to 35<sup>th</sup> Street.

**DESCRIPTION OF ACTION (dollar amount, purpose):**

On May 21, 2013 and October 15, 2013, the Board of Commissioners approved acquiring easements for construction of the Kalamazoo River Valley Trail from River Street to 35<sup>th</sup> Street. The Road Commission has acquired the necessary easements. Since the construction of this project is partially funded with a MDOT Transportation Alternatives Grant, the Road Commission followed the procedures required by MDOT for easement acquisition. The final total purchase price for the easements was \$21,907. Attached is a summary of the parcel numbers, property owners, and final purchase price. Several parcels were donated by the property owners.

The Kalamazoo County Road Commission made the payments for acquisition and their expenses were reimbursed, 100% by the Parks Foundation of Kalamazoo County with the private funds they have raised (acquisition expenses are not eligible for grant funding). The easements were then recorded and granted to the Kalamazoo County Board of Commissioners. The final step in this process is for the Board of Commissioners to accept these easements. All easements were acquired from willing property owners.

**TIME FRAME OF ACTION:**

Construction on the portion of trail from River Street to 35<sup>th</sup> Street will start in spring 2014.

**FUNDING SOURCE IF REQUIRED (Federal, State, or Local):**

Kalamazoo County has no expenses for these acquisitions. The Kalamazoo County Road Commission purchased the easements with private funds provided by the Parks Foundation of Kalamazoo County.

**PERSONNEL IF REQUIRED:** NA

**NEW OR RENEWAL:**

This is a new request that is necessary for the planned construction of the KRV Trail.

**ANY OTHER PERTINENT INFORMATION:**

**PROCUREMENT INFORMATION:** NA

**CONTACT PERSON WITH PHONE NUMBER:**

David Rachowicz, 383-8787 or dmrach@kalcounty.com



## Kalamazoo River Valley Trail Acquisition Summary ~Segment 5

Parcel #	Property Address	Owner/Mailing Address	Zoning	Area SF	Offer per sqft	Incidental Items	Total Compensation
07-20-110-335	6302 KING HIGHWAY	VANDENBRINK MARTINUS & LOUISE 1017 WEST KILGORE PORTAGE, MI 49024	COM	153.00	\$0.29	\$0.00	\$100.00
07-20-130-010	6330 KING HIGHWAY	COMSTOCK COMMUNITY CENTER P.O. BOX 449 COMSTOCK, MI 49041	EXEMPT	5053	\$0.14	\$0.00	\$0.00
07-20-130-045	6450 KING HIGHWAY	COMSTOCK CHARTER TOWNSHIP P.O. BOX 449 COMSTOCK, MI 49041	EXEMPT	7405	\$0.10	\$0.00	\$0.00
07-20-130-025	6500 KING HIGHWAY	COMSTOCK CHARTER TOWNSHIP P.O. BOX 449 COMSTOCK, MI 49041	EXEMPT	15246	\$0.10	\$0.00	\$0.00
07-20-205-010	6550 KING HIGHWAY	COMSTOCK CHARTER TOWNSHIP P.O. BOX 449 COMSTOCK, MI 49041	EXEMPT	17860	\$0.10	\$0.00	\$0.00
07-20-226-160	6796 E. MICHIGAN	TUTT JOHN E & MARIE J 6824 EAST MICHIGAN AVE. KALAMAZOO, MI 49048	RES	1196	\$0.50	\$0.00	\$598.00
07-20-230-010	6830 E. MICHIGAN	CHEMICAL BANK P.O. BOX 231 MIDLAND, MI 48640	IND	1220	\$0.25	\$0.00	\$305.00
07-20-230-050	EAST MICHIGAN	STS HYDROPOWER LTD 14550 N FRANK LLOYD WRIGHT BLVD SUITE 210 SCOTTSDALE, AZ 85260	IND	3050	\$0.25	\$0.00	\$0.00
07-21-102-010	7022 E. MICHIGAN	WORD FOR LIFE CHURCH OF GOD 7022 E MICHIGAN AVE. KALAMAZOO, MI 49048	EXEMPT	1612	\$0.29	\$0.00	\$468.00
07-21-102-020	7032 E MICHIGAN	WORD FOR LIFE CHURCH OF GOD 7022 E MICHIGAN AVE. KALAMAZOO, MI 49048	EXEMPT	958	\$0.29	\$0.00	\$278.00
07-21-106-010	7062 E. MICHIGAN	GATWOOD WILMA M 7062 EAST MICHIGAN KALAMAZOO, MI 49048	RES	828	\$0.50	\$286.00	\$700.00
07-21-106-190	7094 E. MICHIGAN	FRAZIER DAVID R 7094 EAST MICHIGAN KALAMAZOO, MI 49048	RES	653	\$0.50	\$160.00	\$787.00
07-21-106-200	7114 E. MICHIGAN	CHIPMAN ENTERPRISES 7142 E MICHIGAN AVE. KALAMAZOO, MI 49048	RES	610	\$0.50	\$0.00	\$0.00
07-21-106-360	7142 E. MICHIGAN	CHIPMAN ANTHONY 7142 EAST MICHIGAN KALAMAZOO, MI 49048	COM	697	\$0.29	\$0.00	\$0.00
07-21-128-010	7250 E. MICHIGAN	KLOSTERMAN DANIEL 601 FERRIS KALAMAZOO, MI 49048	RES	871	\$0.50	\$0.00	\$436.00
07-21-128-030	7280 E. MICHIGAN	BURKS LINDA K 7280 EAST MICHIGAN KALAMAZOO, MI 49048	RES	915	\$0.50	\$0.00	\$458.00
07-21-128-040	7300 E. MICHIGAN	SALMON PROPERTIES LLC 5800 SAFETY DRIVE BELMONT, MI 49306	COM	741	\$0.29	\$0.00	\$215.00
07-21-130-010	7336 E. MICHIGAN	STUPKA, ANDREW & DEBRA 7336 E MICHIGAN AVE. KALAMAZOO, MI 49048	RES	451	\$0.50	\$0.00	\$226.00
07-21-130-030	7444 E. MICHIGAN	MCINTYRE DANNY & JANICE 400 MORROW ST. KALAMAZOO, MI 49048	RES	2277	\$0.50	\$0.00	\$1,139.00
07-21-220-010	7706 E. MICHIGAN	MORT EVERETT & CATHLEEN 7706 EAST MICHIGAN AVE. KALAMAZOO, MI 49048	RES	2265	\$0.50	\$0.00	\$1,133.00



## Kalamazoo River Valley Trail Acquisition Summary ~Segment 5

Parcel #	Property Address	Owner/Mailing Address	Zoning	Area SF	Offer per sq.ft.	Incidental Items	Total Compensation
07-21-220-010	7706 E. MICHIGAN	MORT EVERETT & CATHLEEN 7706 EAST MICHIGAN AVE. KALAMAZOO, MI 49048	RES	714	\$0.50	\$0.00	\$357.00
07-21-220-020	7736 E. MICHIGAN	FRY LAURA L. 7736 EAST MICHIGAN AVE. KALAMAZOO, MI 49048	RES	922	\$0.50	\$0.00	\$461.00
07-21-230-010	EAST MICHIGAN	LANDSCAPE FORMS INC 431 LAWNDALE KALAMAZOO, MI 49048	IND	3572	\$0.25	\$0.00	\$893.00
07-21-230-010	EAST MICHIGAN	LANDSCAPE FORMS INC 431 LAWNDALE KALAMAZOO, MI 49048	IND	2789	\$0.25	\$0.00	\$700.00
07-21-230-020	EAST MICHIGAN	LANDSCAPE FORMS INC LAWNDALE KALAMAZOO, MI 49048	IND	8712	\$0.25	\$0.00	\$2,178.00
07-21-230-020	EAST MICHIGAN	LANDSCAPE FORMS INC. 431 LAWNDALE KALAMAZOO, MI 49048	IND	2591	\$0.25	\$0.00	\$648.00
07-22-130-630	8418 E. MICHIGAN	CMO PROPERTIES LLC 1052 N 30TH ST GALESBURG, MI 49053	COM	1045	\$0.29	\$0.00	\$303.00
07-22-205-010	8516 E. MICHIGAN	SOOTSMAN EUGENE 8516 EAST MICHIGAN AVE. GALESBURG, MI 49053	RES	2047	\$0.50	\$0.00	\$1,024.00
07-22-205-030	8530 E. MICHIGAN	MCCORD STACI M 8530 EAST MICHIGAN AVE. GALESBURG, MI 49053	RES	305	\$0.50	\$0.00	\$153.00
07-22-205-090	8730 E. MICHIGAN	WILEY ALLEN 8730 EAST MICHIGAN AVE. GALESBURG, MI 49053	RES	313	\$0.50	\$0.00	\$157.00
07-23-105-010	9020 E. MICHIGAN	ZWEDDYK MIKE M 8657 WEST R AVE KALAMAZOO, MI 49009	COM	2772	\$0.29	\$0.00	\$804.00
07-23-105-020	9038 E. MICHIGAN	PRICE KENNETH C 9038 EAST MICHIGAN AVE. GALESBURG, MI 49053	RES	1424	\$0.50	\$0.00	\$712.00
07-23-105-027	EAST MICHIGAN	MCPECK CHARLES R & DOLORES 471 N 33RD ST. GALESBURG, MI 49053	IND	9148	\$0.25	\$0.00	\$2,287.00
07-23-105-035	9176 E. MICHIGAN	KVA GALESBURG LLC 3177 22ND ST. HOPKINS, MI 49328	COM	7898	\$0.29	\$0.00	\$2,290.00
07-23-105-040	9206 E. MICHIGAN	KVA GALESBURG LLC 3177 22ND ST. HOPKINS, MI 49328	COM	1183	\$0.29	\$0.00	\$343.00
07-23-105-051	9232 E. MICHIGAN	LEBTJCH THOMAS J & BRENDA L 2495 S ASTOR RD. BALDWIN, MI 49304	RES	1007	\$0.50	\$0.00	\$504.00
07-23-105-071	9244 E. MICHIGAN	BENNETT RUTH K 9244 EAST MICHIGAN AVE. GALESBURG, MI 49053	RES	1007	\$0.50	\$0.00	\$504.00
07-24-430-013	SOUTH 35TH ST	STS HYDROPOWER LTD	IND	54886	\$0.05	\$0.00	\$0.00
07-24-305-021	SOUTH 35TH ST	STS HYDROPOWER LTD	IND	40511	\$0.05	\$0.00	\$0.00

**BOARD AGENDA REQUEST FORM**

**PROPOSED FOR BOARD MEETING OF:** December 17, 2013

**DEPARTMENT:** Planning & Community Development

**PREPARED BY:** Lotta Jarnefelt

**SUBJECT:** Contract between County and Alcogare LLC

**SPECIFIC ACTION REQUESTED:** Approve Agreements between County of Kalamazoo and Alcogare LLC

**DESCRIPTION OF ACTION (dollar amount, purpose):**

The purpose of this contract is to provide the County Remonumentation Program with professional services relating to the scanning of historic research that is needed for the Remonumentation program. Scanning the records will make them easier to access by the various surveyors that are working for this program. It will also provide an electronic archival copy of these records, which are one-of-a kind. The cost is not to exceed \$2,500.

**TIME FRAME OF ACTION:** Work to be done by December 31, 2013.

**FUNDING SOURCE IF REQUIRED (Federal, State, or Local):**

Funding is available from the 2013 Remonumentation Grant from the State of Michigan.

**PERSONNEL IF REQUIRED:**

None

**NEW OR RENEWAL OR AMENDMENT:**

New

**ANY OTHER PERTINENT INFORMATION:**

NA

**PROCUREMENT INFORMATION:**

Contract was not bid out. Similar work was performed by this company for the Remonumentation program last year with good results. Low bidder in project with Drains office in 2012.

**CONTACT PERSON WITH PHONE NUMBER:**

Lotta Jarnefelt, Remonumentation Program Administrator, ph. 384-8115 or [lmjarn@kalcounty.com](mailto:lmjarn@kalcounty.com)

**BOARD AGENDA REQUEST FORM**

PROPOSED FOR BOARD MEETING OF: December 17, 2013

DEPARTMENT: Office of the Prosecuting Attorney

PREPARED BY: Jeff Getting, Prosecuting Attorney

SUBJECT: SWET Grant Subcontract

SPECIFIC ACTION REQUESTED:

Please place the attached 3 copies of the Byrne Justice Assistance Grant Program Subcontract for FY 2013-2014 on the December 17, 2013 Board Meeting agenda for approval and required signatures. The agreement is retroactive for the period of October 1, 2013 through September 30, 2014. This document continues partial funding for one full-time Assistant Prosecutor to handle the criminal cases generated by the Southwest Enforcement Team (SWET). The Byrne grant will provide \$68,560 and SWET will provide the remaining balance for salaries and fringe. (On 10/1/13, the BOC approved a FY 2013-2014 agreement with SWET to provide the remaining balance of salaries and fringes not reimbursed by the Byrne grant.)

DESCRIPTION OF ACTION (dollar amount, purpose):

Need approval and required signatures.

TIME FRAME OF ACTION:

FY 2013-2014 (October 1, 2013 through September 30, 2014)

FUNDING SOURCE IF REQUIRED (Federal, State, or Local):

Michigan State Police Byrne Justice Assistance Grant (Byrne JAG) Program Subcontract. The agreement is for salary and fringe for Steve McLaughlin, Assistant Prosecutor (10/1/13-1/3/14) and Cory Johnson, Assistant Prosecutor (1/6/14-9/30/14).

PERSONNEL IF REQUIRED:

(Indicate if elimination or creation and list FTE; job title; grade; full-time salary range; account number; and, if known, position number)

Steve Mc Laughlin; FTE; Assistant Prosecutor; K12; 101-229  
Cory Johnson; FTE; Assistant Prosecutor; K11; 101-229

NEW OR RENEWAL:

Renewal

ANY OTHER PERTINENT INFORMATION:

None

CONTACT PERSON WITH PHONE NUMBER:

Jeff Getting  
(269) 383-8955

BB

**BOARD AGENDA REQUEST FORM**

**PROPOSED FOR BOARD MEETING OF: December 17, 2013**

**DEPARTMENT: Sheriff's Office**

**PREPARED BY: Paul Matyas, Undersheriff**

**SUBJECT: SWET Subcontract JAG Grant Approval**

**SPECIFIC ACTION REQUESTED:**

Approve the Byrne JAG Grant for the SWET position as a subcontractor

**DESCRIPTION OF ACTION (dollar amount, purpose):**

\$45,130.00. The position is assigned to the Michigan State Police Regional SWET Drug Task force to investigate drug law violations.

**TIME FRAME OF ACTION:**

October 1, 2013 – September 30, 2014

**FUNDING SOURCE IF REQUIRED (Federal, State, or Local):**

JAG Grant

**PERSONNEL IF REQUIRED:**

No new personnel required. Position is already budgeted.

**NEW OR RENEWAL OR AMENDMENT:**

Annual Renewal

**ANY OTHER PERTINENT INFORMATION:**

**PROCUREMENT INFORMATION:**

**CONTACT PERSON WITH PHONE NUMBER:**

Paul Matyas, Undersheriff Ph: 385-6176



## ADMINISTRATIVE SERVICES MEMORANDUM

TO: BOARD OF COMMISSIONERS

FROM: THOM CANNY

DATE: DECEMBER 10, 2013

SUBJECT: RENEWAL OF POLICE PROTECTION AGREEMENT WITH THE  
CHARTER TOWNSHIP OF COMSTOCK

The Kalamazoo County Sheriff's Department and the County of Kalamazoo have entered into Police Protection Agreements with Comstock Charter Township since 1993. Under these Agreements, the Township purchased police protection services from the County and Sheriff. Those Sheriff's Deputies assigned to provide police protection to the Township are referred to as "Tier 1 Contract Deputies."

The County, Sheriff, and Townships have renewed the Police Protection Agreements every year. The Sheriff and the Townships are asking the Board of Commissioners to renew the Police Protection Agreements for 2014.

Under the Agreement, two (2) Tier 1 Contract Deputies will be assigned to Comstock Charter Township. Comstock Charter Township has agreed to pay the County \$117,117 for each deputy sheriff assigned to the Township under the Agreements. The 2014 cost of \$117,117 per deputy sheriff represents a \$15,492 increase from the 2012 per deputy cost, in accordance with the County's 2013 and 2014 Budget Policies. In 2013, the Township contracted for three (3) Tier 1 Deputies but decided to reduce the number of Deputies in 2014.

The Kalamazoo County Sheriff and your Administrative Staff request that you approve the Police Protection Agreement with Comstock Charter Township.

Please feel free to contact Sheriff Richard Fuller at (269) 385-6173, or me at (269) 383-8968, if you have any questions concerning the Police Protection Agreements.