

**Kalamazoo Area Building Authority (KABA)
Board Meeting
September 11, 2014**

The KABA meeting was held at Kalamazoo Township Hall. Board Chair Larson called the meeting to order at 2:00 p.m.

PRESENT:

Lee Larson, Chair
Carol DeHaan, Secretary
George Cochran, Treasurer

Also present were Executive Director Ed Hellwege, Attorney James Porter, Administrative Assistant Tracy Fricke, Building Inspector Doug Stone, Recording Secretary Deb Everett, and 3 interested people.

Approve Agenda

Motion by Cochran, second by DeHaan to approve the agenda. Carried.

Consent Agenda

Minutes of the August 7th regular meeting
Receipts & Disbursements Report
Administrative Report
Building Official's Report
Executive Director's Report
Revenue/Permit Report

Motion by DeHaan, second by Cochran to approve the consent agenda items. Carried.

Citizen Comments – Administrative Assistant Fricke advised Texas Township had inquired if they could use the services of the KABA Building Board of Appeals. Consensus was this would be a good relationship building opportunity.

Motion by Larson, second by Cochran to authorize use of the KABA Building Board of Appeals by Texas Township subject to Texas Township officially appointing KABA as their BOA. Carried.

KABA Policy – Temporary Occupancy – Mr. Hellwege advised an ad-hoc committee had been to discuss a concern from Cooper Township regarding occupancy of an unfinished dwelling. Attorney Porter presented a proposed resolution to establish a policy. There was lengthy discussion noting that under the State Construction Code, the Building Official can issue a temporary certificate of occupancy provided it is safe and shall set a time period for it to be in effect. Discussion also included what should the time limit be, and there should be a KABA policy to achieve uniformity for all KABA jurisdictions.

Mark Wrench advised he is building his own home in Cooper Township and finished out a garage with full utilities to use as a residence while completing the home, he is using licensed sub-contractors. He commented he assumed as inspections were completed and approved, he could proceed, did not realize he needed a "physical" certificate of occupancy, and thought Building Official Jerry Reitenour had approved him living in the finished garage since it met structure requirements. He advised his project began 18-20 months ago, and is progressing.

Since Mr. Reitenour was not available to attend, no action was taken; there will be discussion upon his return.

KABA Medical Benefits Proposal – Mr. Hellwege advised the committee appointed at the August 7th meeting; members DeHaan and Goodsell had met with agent Geoff Lansky and himself for review of the proposed benefits. Consensus was to recommend a plan for 2015 that would comply with Public Act 152 using the hard cap option, establishing a Health Spending Account for each employee with a higher deductible, and premiums paid by KABA. He noted the plan will be evaluated for 2016, future new employees will be covered singularly, no dependents included.

Motion by DeHaan, second by Cochran, to approve the medical benefits plan for 2015. Carried.

Zoning Administrator and Ordinance Enforcement Officer Fee Schedules – Mr. Hellwege presented a proposed fee schedule for Zoning Administration and Ordinance Enforcement services. Fees vary from \$35.00 - \$45.00 per hour or activity. Discussion included a notice should be sent to all county jurisdictions advising the availability of the services.

Motion by DeHaan, second by Cochran to approve the fee schedule and send a notice to all county jurisdictions advising the availability of the services. Carried.

2015 KABA Budget – Mr. Hellwege presented the proposed 2015 budget for Board consideration.

Motion by Cochran, second by DeHaan to approve the 2015 KABA budget as presented. Carried.

There was no further business and the meeting was adjourned at approximately 3:30 p.m.

Next Meeting – October 9, 2014 at Oshtemo Township at 2:00 p.m.

Drafted: September 22, 2014

Approved: October 9, 2014