

**MINUTES OF THE VIRTUAL REGULAR MEETING OF THE  
KALAMAZOO AREA BUILDING AUTHORITY  
KALAMAZOO, MI  
March 16, 2021**

Board Chairperson, Randy Thompson called the Virtual Regular Meeting of the Kalamazoo Area Building Authority (KABA) Board to order at approximately 2:00 P.M., Virtual Meeting Via Zoom.

Present: Randy Thompson, Chairperson / Representative from Comstock Township  
Steve Leuty, Treasurer / Representative from Kalamazoo Township  
Don Smith / Representative from Pine Grove Township  
Richard Bagley / Representative from City of Parchment  
Lysanne Harma, Secretary / Representative from Richland Township  
Kim Lewis / Representative from Village of Richland

Absent: Denise Barrons, At Large Board Member

Also present were Building Official, Mike Alwine; and KABA Attorney, Robb Krueger.

Chairperson asked the Board Members to state their name and location for the minutes:

Randy Thompson in Comstock Township  
Lysanne Harma in Richland Township  
Kim Lewis in the Village of Richland (at home)  
Richard Bagley in City of Parchment (at home)  
Don Smith in Pine Grove Township (at home)  
Steve Leuty in Kalamazoo Township (at home)

**Approval of Agenda** – A motion was made by Ms. Harma to approve the agenda as presented, seconded by Mr. Smith, and carried with a roll call vote 6-0.

Roll Call Vote: Ayes: Lewis, Bagley, Harma, Smith, Leuty, and Thompson.  
Nays: None

**Approval of Consent Agenda** - A motion was made by Ms. Lewis to approve the Consent Agenda, seconded by Mr. Leuty, and carried with a roll call vote 6-0.

Roll Call Vote: Ayes: Lewis, Bagley, Harma, Smith, Leuty, and Thompson.  
Nays: None

**Citizen Comments** – There were no citizen comments.

**BUSINESS:**

**5. a. Template for Construction Board of Appeals' Hearing** – Mr. Alwine informed the Board Members of the status of the draft template. Once it is completed and KABA legal counsel reviews, the draft template will be presented to the Board.

**KABA Board Member Comments** – Ms. Harma thanked Mr. Alwine for the great performance with the township residents. Mr. Leuty commented on the previous month's permit issuance for Richland Township and thanked Mr. Alwine for his expertise on educating him in areas of the building code. Mr. Smith informed the board members of the newly appointed Pine Grove Township alternate KABA board member. Ms. Lewis thanked the KABA staff for the detail of information in the monthly permit reports, which gave Village of Richland's Board more clarity of the permit process.

**KABA Staff Comments** – Mr. Alwine informed the Board Members that several vendor checks had been lost in the mail the prior month and will have a watchful eye thus forward. He also provided an update of

the current permits being submitted. With discussion on continuation of zoom meetings for the monthly Board Meetings, the item will be added to the April 20<sup>th</sup>, 2021 Agenda.

There was no further business, and the meeting was adjourned at approximately 2:18 P.M.

Drafted: March 31, 2021

Approved: May 18, 2021