

**MINUTES OF THE VIRTUAL REGULAR MEETING OF THE
KALAMAZOO AREA BUILDING AUTHORITY
KALAMAZOO, MI
May 18, 2021**

Secretary, Lysanne Harma 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: Terry McIver, Alternate Chairperson / Representative from Comstock Township
Steve Leuty, Treasurer / Representative from Kalamazoo Township
Don Smith / Representative from Pine Grove Township
Lysanne Harma, Secretary / Representative from Richland Township
Kim Lewis / Representative from Village of Richland
Denise Barrons, At Large Board Member

Absent: Robin Madaras / Representative from City of Parchment

Also present were Building Official, Mike Alwine; KABA Attorney, Robb Krueger, Office Coordinator/Board Liaison, Penny Cassidy and one other citizen.

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

Terry McIver in Comstock Township (at home)
Steve Leuty in Kalamazoo Township (at home)
Don Smith in Pine Grove Township (at home)
Lysanne Harma in Richland Township
Kim Lewis in the Village of Richland (at home)
Denise Barrons in Kalamazoo Township (at home)

Approval of Agenda – A handout of the Construction Board of Appeals Guidelines was emailed to the Board Members prior to the Board Meeting. Mr. Alwine requested to have the handout added to the Agenda as Item D. under 5. Business. A motion was made by Mr. Smith to approve the agenda as presented with the addition, seconded by Mr. Leuty, and carried with a roll call vote 6-0.

Roll Call Vote: Ayes: Lewis, Barrons, Harma, Smith, Leuty, and McIver.
Nays: None

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

Roll Call Vote: Ayes: Lewis, Barrons, Harma, Smith, Leuty, and McIver.
Nays: None

Citizen Comments – There were no citizen comments.

BUSINESS:

5. a. Reappointment of the At-Large Board Member (2-year term) – Mr. Leuty motioned to reappoint Ms. Barrons for another 2-year term as the KABA At-Large Board Member, seconded by Ms. Lewis, and carried with a roll call vote 6-0.

Roll Call Vote: Ayes: Lewis, Barrons, Harma, Smith, Leuty, and McIver.
Nays: None

5. b. Discussion on Board Meeting Venue – After a brief discussion, the board members decided to continue with the virtual board meetings.

5. c. Amendment to the Demolition Permit Fee Schedule – Mr. Alwine offered information in regard to the addition of the \$75 fee for the detached accessory structures that are under 600 square feet to the KABA Demolition Information Packet. Mr. Leuty motioned to approve the addition to the Demolition Permit Fee Schedule, seconded by Ms. Lewis, and carried with a roll call vote 6-0.

Roll Call Vote: Ayes: Lewis, Barrons, Harma, Smith, Leuty, and McIver.
 Nays: None

5. d. Construction Board of Appeals Guidelines – After brief discussion, the policy will be tabled to the June 15th Board Meeting, allowing additional time for the Board Members to review.

KABA Board Member Comments – Ms. Lewis stated that the Village of Richland will be celebrating 150 years in July. Mr. McIver announced a ribbon cutting ceremony for Merrill Park on May 26th. Ms. Barrons thanked the Board Members for re-appointing her. Ms. Harma thanked the Board Members for their contributions to the meetings.

KABA Staff Comments – Ms. Cassidy announced the 2020 audit has been completed and the financial statements will be presented at the June 18th Board Meeting. Mr. Alwine provided an update of the current permits being submitted.

There was no further business. Ms. Lewis motion to adjourn the board meeting, seconded by Mr. McIver, and carried with a roll call vote 6-0.

Roll Call Vote: Ayes: Lewis, Barrons, Harma, Smith, Leuty, and McIver.
 Nays: None

The meeting was adjourned at approximately 2:35 P.M.

Drafted: May 19, 2021
Approved: June 15, 2021