



AGENDA

REGULAR MEETING OF THE PARCHMENT CITY COMMISSION

October 5, 2020 - Virtual

7 P.M.

Parchment City Commission

Mayor Robert D. Britigan III

Vice-Mayor Thomas Jordan

Commissioner Chester Emmons

Commissioner Richard Bagley

Commissioner Holly Evans

Commissioner Doug Fooy

Commissioner Robin Madaras

Officers

City Manager Nancy R. Stoddard

City Attorney Robert Soltis

City Treasurer/Clerk Shannon Stutz

1. Call to Order

2. Roll Call

3. Approval of Minutes

From the City Commission Regular Meeting Minutes of September 21, 2020

4. Additions/Changes to the Agenda - Approval

5. Citizen Comments – Items ON the Agenda

If you wish to comment regarding items ON the agenda, please follow the format below:

- *State your name and address for the records*
- *You are allowed up to 5 minutes for your comments*
- *Please let us know if you require special accommodations by notifying the Clerk*
- *Reminder: You will be making a statement, without discussion from the Commission. You are always welcome to make an appointment with the City Manager to further discuss your comments.*

6. Consent Agenda

Items on the consent agenda will be dealt with one vote by the City Commission unless a Commissioner requests an item be dealt with individually.

Motion to RECEIVE OR APPROVE as indicated:

- i. Warrant No. 1422 – approve
- ii. KATS Minutes June 24, 2020 - receive
- iii. KATS Minutes August 26, 2020 - receive

7. Unfinished Business

8. New Business

- A. Resignation Letter from Commissioner Chester Emmons - approve
- B. MEMAC Agreement with Emergency Management – approve
- C. Redevelopment Ready Community Resolution – approve
- D. Access Agreement to the Waste Water Treatment Property – approve
- E. Kal County Intergovernmental Ambulance Agreement - approve

9. Citizen Comments – Items ON or OFF the Agenda

Persons wishing to comment on items that are on/off the agenda are instructed to please follow the same format as Citizen Comments for items on the agenda.

10. Mayor and Commissioner Comments

11. City Manager Comments

12. Adjournment

MINUTES OF THE REGULAR MEETING OF THE PARCHMENT CITY COMMISSION HELD ON MONDAY SEPTEMBER 21, 2020.

1. Call to order

Mayor Britigan called the meeting to order via Zoom (online due to Coronavirus shutdown) at 7:00 p.m.

2. Roll Call.

Present: Mayor Britigan, Vice Mayor Jordan, Commissioners Bagley, Evans, Fooy, and Madaras. City Manager Stoddard, City Treasurer/Clerk Stutz.

Absent: Commissioner Emmons.

Moved by Commissioner Fooy, supported by Vice Mayor Jordan to excuse Commissioner Emmons' absence. **Motion Carried.**

3. Minutes

Moved by Commissioner Bagley, supported by Commissioner Madaras to approve the amended Minutes of the September 8, 2020 Regular Meeting. Roll call vote was as follows:

Ayes: Bagley, Britigan, Evans, Fooy, Jordan, and Madaras.

Nays: None.

Absent: Emmons.

Abstain: None.

Motion Carried 6-0.

4. Additions or changes to the agenda.

Add 8F. Gabridge Audit 2020 Engagement letter. Moved by Commissioner Madaras, supported by Commissioner Fooy to accept the changes. Roll call vote was as follows:

Ayes: Bagley, Britigan, Evans, Fooy, Jordan, and Madaras.

Nays: None.

Absent: Emmons.

Abstain: None.

Motion Carried 6-0.

5. Citizen Comments – Items ON the Agenda

None.

6. Consent Agenda

A. Moved by Commissioner Evans, supported by Commissioner Madaras to receive the consent agenda items. Roll call vote was as follows:

Ayes: Bagley, Britigan, Evans, Fooy, Jordan, and Madaras.

Nays: None.

Absent: Emmons.

Abstain: None.

Motion Carried 6-0.

7. Unfinished Business

None.

8. New Business

A. Scottish Festival Presentation. Members of the Kalamazoo Scottish Festival were present, including David MacMurray (president), LouAnn Schafer (vice president), Ethan MacDonald (committee lead), and John Barnes (pipe band). LouAnn Schafer lead the presentation. Ms. Schafer thanked the commission for the opportunity to share the group's vision of promoting and managing a Scottish Festival in southwest Michigan, and gave a bit of the group's history with respect to venues. She then went over all of the family friendly events the festival includes, including a map of Kindleberger Park with proposed sections to be used. The group is very excited as Kindleberger Park would allow their festival to grow, as well as build awareness of the concert series, park and local businesses within *their* community, bringing in people from all over the state and region. Ms. Schafer noted the group was suggesting using the park for the weekend of August 27-29, 2021, subject to any issues with the current pandemic. She answered questions, including that they have their own insurance, and that they will leave the park in as good condition as they find it. City Manager Stoddard added that she got favorable reports of post-festival condition of parks used in the past from both Oshtemo and Kalamazoo. Moved by Commissioner Fooy to move forward with discussion/exploration of the Scottish Festival using Kindleberger Park in 2021. Motion died for lack of support. Additional discussion took place regarding insurance coverage, field usage, and the Little League contract. Moved

by Commissioner Fooy to move forward by authorizing City Manager Stoddard and Attorney Soltis to begin discussions with the Kalamazoo Scottish Festival regarding the use of Kindleberger Park, supported by Commissioner Evans. Roll call vote was as follows:

Ayes: Bagley, Britigan, Evans, Fooy, Jordan, and Madaras.
Nays: None.
Absent: Emmons.
Abstain: None.

Motion Carried 6-0.

B. Kalamazoo Area Building Authority 2021 Budget – approve. City Manager Stoddard explained that it is required of members to approve the group’s proposed budget each year. Commissioner Fooy said he would abstain since he “didn’t do his homework”. Moved by Vice Mayor Jordan, supported by Commissioner Madaras to approve KABA’s 2021 budget as presented. Roll call vote was as follows:

Ayes: Bagley, Britigan, Evans, Jordan, and Madaras.
Nays: None.
Absent: Emmons.
Abstain: Fooy.

Motion Carried 5-0.

C. Sale of Fire Truck – approval. City Manager Stoddard explained that this was the best bid Chief Obreiter received, after having the sale on eBay and another website specific for fire trucks, including an additional 15 days on the site. She mentioned the price was considered to be very good, and the buyer is known locally. Moved by Commissioner Fooy, supported by Commissioner Evans to authorize the sale of the Fire Truck to Patrick Stewart for \$7500 and authorize the Mayor and City Clerk to execute the transaction. Roll call vote was as follows:

Ayes: Bagley, Britigan, Evans, Fooy, Jordan, and Madaras.
Nays: None.
Absent: Emmons.
Abstain: None.

Motion Carried 6-0.

D. KABA New Member Application, Village of Richland – approval. Moved by Vice Mayor Jordan, supported by Commissioner Bagley to approve the new member application of the Village of Richland to KABA. Roll call vote was as follows:

Ayes: Bagley, Britigan, Evans, Jordan, and Madaras.
Nays: None.
Absent: Emmons.
Abstain: Fooy.

Motion Carried 5-0.

E. Interlocal State Construction Code Enforcement Administration Agreement – approve update. Per City Manager Stoddard the only reason there is an update to this agreement is to add the Village of Richland. Moved by Vice Mayor Jordan, supported by Commissioner Madaras to approve the agreement as presented. Roll call vote was as follows:

Ayes: Bagley, Britigan, Evans, Jordan, and Madaras.
Nays: None.
Absent: Emmons.
Abstain: Fooy.

Motion Carried 5-0.

F. Gabridge Audit Engagement Letter 2020 – approve. City Manager Stoddard explained that the price presented is what was used in the budget process. She added that staff regards Gabridge as helpful and reliable, giving guidance throughout the year, not just during the audit process. Then the City Manager stated that requests for proposals (RFPs) would be sent out in January to other auditors for quotes. Attorney Soltis added that accounting/legal services were not required to be bid out. Moved by Commissioner Madaras, supported by Vice Mayor Jordan to approve the use of Gabridge & Co. for the audit of FYE 6/30/20 in the amount of \$10,250 and authorize the City Manager to execute all documents related to the matter. Roll call vote was as follows:

Ayes: Bagley, Britigan, Evans, Fooy, Jordan, and Madaras.
Nays: None.
Absent: Emmons.

Abstain: None.

Motion Carried 6-0.

9. Citizen Comments

Mike Conner, 1150 Parchmount, said he didn't think the Scottish Festival should be allowed to camp, since the fireworks group was denied for that reason. Mr. Conner asked about when Parchmount's potholes would be fixed. He then asked about Commissioner Emmons' absences.

10. Mayor and Commissioner Comments

Commissioner Madaras said she was excited about the Scottish Festival information.

Commissioner Bagley asked about the schedule for patching roads. City Manager Stoddard noted that DPW has a list of the 10 worst spots in the city and will do the work before the snow flies.

Commissioner Evans expressed her excitement over the sale of the truck, as well as the Scottish Festival information. She then asked who is responsible for the schools' driveways.

Mayor Britigan asked for an update on the Master Plan. City Manager Stoddard noted that changes were being sent to Lee Adams, and she was hoping for a final draft for the Commissioners for October's first meeting.

11. City Manager Comments/Reports

City Manager Stoddard asked the Commissioners if they had any thoughts or questions about anything, especially the Scottish Festival, to let her know. She invited all who had questions or concerns to call to discuss with her.

12. Adjournment

There being no further business to come before the Commission, it was moved by Commissioner Madaras and supported by all to adjourn the meeting at 8:47 p.m.

Shannon Stutz, City Clerk



City of Parchment
Check Register Report
Warrant 1422

Check #	Date	Vendor Name	Check Description	Amount
MERCANTILE Checks				
36078	09/28/2020	IVY BELL	Deposit Refund - 09/12/20	100.00
36079	09/28/2020	CDW GOVERNMENT	2 Laptops - SAW Grant	2,788.79
36080	09/28/2020	CINTAS	Uniform Rental & Towels	354.51
36081	09/28/2020	COMPANION LIFE	Life & AD&D Ins - October	57.00
36082	09/28/2020	TAMARA DANIELS	Deposit Refund-09/19/2020	100.00
36083	09/28/2020	FRANCOTYP-POSTALIA, INC.	Inkjet Cartridge-Postage Machi	133.06
36084	09/28/2020	JULIE HEASLEY	Reservation Cancellation-10/3/20	225.00
36085	09/28/2020	KRESA PRINT CENTER	2100 Newsletters	1,021.00
36086	09/28/2020	AUSTIN PATTON	Ordinance Mowing-623 Keyes Dr	60.00
36087	09/28/2020	PRECISION TREE CARE	Tree Removal - Glenguile, Thomas	2,100.00
36088	09/28/2020	PREIN & NEWHOF	SAW Grant to 8/29/20	55,655.14
36089	09/28/2020	SBAM PLAN	Employee & Retiree Ins-October	12,627.86

KALAMAZOO AREA TRANSPORTATION STUDY
Minutes of the June 24, 2020 Meeting

CALL TO ORDER

The June 24, 2020 Policy Committee Meeting was called to order remotely by Chair Randy Thompson at 9: 01 a.m.

INTRODUCTIONS

Participants in the conference call stated name.

ROLL CALL

Remote meeting attendance was recorded on the sign-in sheet.

MEMBERS PARTICIPATING

Rob Britigan	City of Parchment
Libby Heiny-Cogswell, Vice Chair	Oshtemo Township
John Hinkle	Texas Township
John Gisler	Kalamazoo County
Martin Janssen	Kalamazoo County Transportation Authority
Joanna Johnson	Road Commission of Kalamazoo County
Carl Keller	Village of Vicksburg
Greg Kinney	Van Buren County Road Commission
Nicolette Leigh	Kalamazoo Township
Tracey Locey	Brady Township
Don Mayle	Michigan Department of Transportation, Planning
Sarah Moyer-Cale	Village of Paw Paw
Pete Pfeiffer	Michigan Department of Transportation, TSC
Chris Praedel	City of Kalamazoo
Paul Schincariol	Van Buren County
Jeff Sorensen	Cooper Township
Paul Sotherland	KATS Citizens Advisory Committee
Greg Thomas	Pavilion Township
Randy Thompson, Chair	Comstock Township

MEMBERS ABSENT

Curtis Aardema	Central County Transportation Authority
Marsha Drouin, Treasurer	Richland Township
Jason Gatlin	Wakeshma Township
Jeff Heppler	Village of Augusta
Lisa Imus	Village of Lawton
Patricia Randall	City of Portage
Tom Swiat	Prairie Ronde Township
Don Ulsh	Schoolcraft Township
Jerry Vander Roest	Charleston Township

OTHERS PARTICIPATING

Megan Mickelson
Fred Nagler
Elizabeth Rumick
Steve Stepek

Kalamazoo Area Transportation Study
Kalamazoo Area Transportation Study
Kalamazoo Area Transportation Study
Kalamazoo Area Transportation Study

CHANGES OR ADDITIONS TO THE AGENDA

No changes or additions to the agenda were requested.

APPROVAL OF THE AGENDA

MOTION by Britigan, SECOND by Johnson, ***“to approve the agenda of the June 24, 2020 Policy Committee Meeting.”*** MOTION APPROVED.

PUBLIC COMMENTS

No public comments were made.

CONSENT AGENDA

- ACCEPTANCE OF THE TREASURER’S REPORT
- ACCEPTANCE OF THE TECHNICAL COMMITTEE REPORT (JUNE 11, 2020)
- ACCEPTANCE OF THE SOUTHCENTRAL MICHIGAN PLANNING COUNCIL REPORT
- APPROVAL OF THE MINUTES FROM THE MAY 27, 2020 MEETING

MOTION by Locey, SECOND by Keller, ***“to accept and approve the items on the Consent Agenda as listed.”*** MOTION APPROVED.

SOUTHCENTRAL MICHIGAN PLANNING COUNCIL KATS AGREEMENT FY 2021 - 2023

Referring to the agreement included in the meeting packet, Stepek stated as discussed previously, Kalamazoo Area Transportation Study (KATS) agreement with Southcentral Michigan Planning Council (SMPC) expires at the end of this fiscal year. This new agreement aligns with the recently updated Master Agreements and is essentially an extension of the prior agreement. The SMPC board adopted this agreement at their last meeting. SMPC and KATS have a great relationship and KATS Staff recommends your approval of the agreement. The Technical Committee recommended adoption of this plan at their last meeting.

Britigan inquired whether or not it makes sense on page three, number eight to indicate the KATS contact as Chairperson only as opposed to specifying a name since the name may change. Stepek responded, the current Chairperson Randy Thompson will sign the agreement today, as stated on the contract. Therefore, when the agreement is renewed that would be a good idea to make the suggested change. Referring to page four, number eleven, Britigan asked for clarification on what the Prime Contract is. Stepek responded the Prime Contract is the one between Michigan Department of Transportation and the Region- Southcentral Michigan Planning Council.

MOTION by Sorensen, SECOND by Janssen, ***“to accept and approve the Southcentral Michigan Planning Council KATS Agreement FY 2021 - 2023.”*** MOTION APPROVED.

FEDERAL HIGHWAY COST BASED AMENDMENT DISCUSSION

Stepek referred to the white paper included in both today’s and last month’s meeting packet.

As previously discussed, Federal Highway (FHWA) is proposing changes to how Metropolitan Planning Organizations determine Transportation Improvement Program (TIP) Amendments. Stepek appreciates Michigan Department of Transportation (MDOT) comments which were incorporated into the Kalamazoo Area Transportation Study (KATS) response. Included in the packet is KATS response on the FHWA proposal, with input from KATS Technical Committee and KATS Staff. KATS prefers to maintain current public engagement processes for TIP Amendments as well as maintaining the current cost-based amendments as a 25% change (plus or minus) of the total project cost. KATS looks forward to further discussions and comments on this topic with FHWA, Federal Transportation Administration, and MDOT. KATS recommends Chairperson sign the response.

PUBLIC TRANSPORTATION UPDATES

Janssen stated Kalamazoo County Transportation Authority is working on installing driver security barriers.

EXECUTIVE DIRECTOR'S REPORT

Stepek announced the report is part of the meeting packet. In addition to what is included in the report, Kalamazoo Area Transportation Study selected a candidate for the Associate Planner position. Ali Townsend accepted the offer and will start July 6, 2020.

Typically, the Kalamazoo Area Transportation Study July meeting is cancelled based on lack of agenda items. Stepek asked the Committee for opinions on cancelling this year's July meeting.

MOTION by Sorensen, SECOND by Janssen, ***"to cancel the Kalamazoo Area Transportation Study July 29, 2020 Policy Committee Meeting."*** MOTION APPROVED.

NEW BUSINESS

No new business was brought forth.

PUBLIC COMMENTS

No public comments were made.

MEMBER COMMENTS

Britigan reported City of Parchment has had many local road projects completed. Parchment and the City of Kalamazoo worked to replace remaining lead service lines. Riverview Drive has been repaved south of G Avenue to Oak Grove. City of Parchment partnered with the City of Kalamazoo to repave Parchment from Riverview Drive south. Commerce Lane repaving work will begin soon.

Heiny-Cogswell reported the Oshtemo Township Board voted and passed a resolution to acquire land for the Fruit Belt Trail. The trail will be extended from Texas Township toward Mattawan. The Oshtemo Township Board plans to acquire land currently owned by AT&T.

Thompson reported the Comstock Township two-year park reconstruction project as well as the Comstock Fire Memorial projects are ongoing. Thompson inquired if the Committee plans on an in-person meeting for August. Stepek responded that based on current conditions, the August 26, 2020 meeting can be in-person.

ADJOURNMENT

There being no other business, Chair Randy Thompson adjourned the June 24, 2020 Policy Committee Meeting at 9:22 a.m.

Next Meeting: Wednesday, August 26, 2020 - 9:00 a.m.

KALAMAZOO AREA TRANSPORTATION STUDY POLICY COMMITTEE
Minutes of the August 26, 2020 Meeting

CALL TO ORDER

The August 26, 2020 Policy Committee Meeting was called to order remotely by Chair Randy Thompson at 9:00 a.m.

INTRODUCTIONS

Participants in the conference call stated name.

ROLL CALL

Remote meeting attendance was recorded on the sign-in sheet.

MEMBERS PARTICIPATING

Curtis Aardema	Central County Transportation Authority
Rob Britigan	City of Parchment
Carol Daly	Village of Mattawan
Marsha Drouin, Treasurer	Richland Township
Jason Gatlin	Wakeshma Township
John Gisler	Kalamazoo County
Libby Heiny-Cogswell, Vice Chair	Oshtemo Township
Jeff Heppler	Village of Augusta
John Hinkle	Texas Township
Martin Janssen	Kalamazoo County Transportation Authority
Joanna Johnson	Road Commission of Kalamazoo County
Greg Kinney	Van Buren County Road Commission
Nicolette Leigh	Kalamazoo Township
Tracey Locey	Brady Township
Don Mayle	Michigan Department of Transportation, Planning
Pete Pfeiffer	Michigan Department of Transportation, TSC
Chris Praedel	City of Kalamazoo
Jeff Sorensen	Cooper Township
Randy Thompson, Chair	Comstock Township
Don Ulsh	Schoolcraft Township

MEMBERS ABSENT

Lisa Imus	Village of Lawton
Carl Keller	Village of Vicksburg
Sarah Moyer-Cale	Village of Paw Paw
Patricia Randall	City of Portage
Tom Swiat	Prairie Ronde Township
Jerry Vander Roest	Charleston Township

OTHERS PARTICIPATING

Max Hornick
Megan Mickelson
Fred Nagler
Elizabeth Rumick
Paul Seldon
Steve Stepek
Ali Townsend

Disability Network of Southwest Michigan
Kalamazoo Area Transportation Study
Kalamazoo Area Transportation Study
Kalamazoo Area Transportation Study
Bike Friendly Kalamazoo
Kalamazoo Area Transportation Study
Kalamazoo Area Transportation Study

CHANGES OR ADDITIONS TO THE AGENDA

No changes or additions to the agenda were requested.

APPROVAL OF THE AGENDA

MOTION by Drouin, SECOND by Sorensen, ***“to approve the agenda of the August 26, 2020 Policy Committee Meeting.”*** MOTION APPROVED.

PUBLIC COMMENTS

Paul Seldon of Bike Friendly Kalamazoo and a Kalamazoo County resident announced the Fall Bike Celebration will be held September 18, 2020 – September 20, 2020. See fallbikecelebration.org for more information. Some highlights of the celebration include:

- Cycling tour that will start and finish at the Historic Village in the Village of Vicksburg.
- Benefit concert by the Schlitz Creek Bluegrass Band at the Gilmore Car Museum.
- \$1,750 in cash prizes announced for the Bike Friendly Kalamazoo Public Bike Art competition.

Seldon reminded attendees Fall waning daylight hours leads to more bike motorist crashes. Pay close attention to road safety.

Gisler added the first-rate Schlitz Creek Bluegrass Band features the Pavilion Township supervisor John Speeter on mandolin and singing.

CONSENT AGENDA

- ACCEPTANCE OF THE TREASURER’S REPORT
- ACCEPTANCE OF THE TECHNICAL COMMITTEE REPORT (AUGUST 13, 2020)
- ACCEPTANCE OF THE SOUTHCENTRAL MICHIGAN PLANNING COUNCIL REPORT
- APPROVAL OF THE MINUTES FROM THE JUNE 24, 2020 MEETING

MOTION by Sorensen, SECOND by Drouin, ***“to accept and approve the items on the Consent Agenda as listed.”*** MOTION APPROVED.

FY 2020 – 2023 TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENTS

Referring to the FY 20-23 Transportation Improvement Program (TIP) Amendments in the meeting packet, Stepek reported the amendments are mostly new additions. Michigan Department of Transportation (MDOT) project amendments include phase utility and engineering. The City of Kalamazoo has a 2023 Non-Motorized project for South Drake Road. The Village of Paw Paw project is for Michigan Avenue pedestrian safety and improvements. The largest amendment is for the Michigan Department of Transportation (MDOT) I-94 2021 project with the budget increasing over the 24 percent threshold. Drouin inquired why the budget increased so much. Stepek answered it is due to a sound wall, realignment of the Kilgore Service Road and general project increases. Leigh

inquired if I-94 will be closed for the widening project and if so, how long. Pfeiffer responded for the I-94 widening work between Portage Road and Sprinkle Road, traffic will be shifted onto the other direction of the roadway. When reconstruction is occurring on Eastbound I-94, Eastbound traffic will be moved to Westbound lanes. There will be two lanes in each direction. Temporary night-time only closures of I-94 will occur for bridge removal. Pfeiffer will present at the September meeting more detail on this I-94 project including project timeline and scope. Pfeiffer will also present more detail on additional future MDOT projects.

MOTION by Britigan, SECOND by Johnson, ***“to approve the FY 2020 – 2023 Transportation Improvement Program Amendments.”*** MOTION APPROVED.

KATS AUDITOR PROPOSALS

Steppek referred to the proposals and more detailed information included in today’s meeting packet. In June, Kalamazoo Area Transportation Study (KATS) advertised a Request for Proposal for three fiscal years of Auditing Services since our prior audit contract expired. A review committee including Stepek, Rumick, Drouin, and Thompson evaluated the four bids received. Two firms were eliminated for not following submittal instructions. The remaining two firms Seber Tans, PLC and Maner Costerisan were evaluated. It is recommended the Policy Committee approve the Audit Services agreement with Maner Costerisan as detailed in their proposals and authorize the Policy Committee Chair to sign on behalf of KATS.

MOTION by Leigh, SECOND by Janssen, ***“to approve the KATS Audit Proposal with Maner Costerisan.”*** MOTION APPROVED.

METROPOLITAN TRANSPORTATION PLAN SURVEY RESULTS

Steppek reported the Metropolitan Transportation Plan (MTP) Survey Results are summarized in the meeting packet for review. The survey started pre-COVID and was extended due to COVID. Email KATS staff with any questions, comments, or concerns. The primary reason for the survey is to develop KATS Goals and Objectives for the MTP.

GOALS AND OBJECTIVES FOR METROPOLITAN TRANSPORTATION PLAN

Referring to the enclosed Goals and Objectives for Metropolitan Transportation Plan, Stepek summarized that the draft shows the performance framework for the Kalamazoo Area Transportation Study (KATS) transportation plan and how the goals and objectives support FAST Act planning factors. Stepek asked for feedback on the enclosed Draft Goals and Objectives for the Metropolitan Transportation Plan. The current goals and objectives format differs from past versions to align them with KATS national performance measures. Johnson likes the new format but suggested inclusion of an asset management comment. Johnson also suggested including a performance matrix of where KATS is now and how progress will be measured for meeting goals. Stepek responded a summary table of KATS current status and progress on meeting goals and objectives will be included. The goals and objectives will be presented at next month’s meeting for adoption.

PUBLIC TRANSPORTATION UPDATES

Aardema reported Central County Transportation Authority Metro entered into an agreement with Western Michigan University (WMU) to take over their campus bus service. The campus routes will begin in a couple weeks, be open to the public, and be similar to last years routes. Buses will have WMU colors and logos. The Youth Mobility pilot program is coming back on-line with a limited

number of passes to Kalamazoo Public School students. The board is reviewing the Metro budget. COVID has had significant impact on Metro ridership numbers. Only rear bus doors continue to be used. Bus rides continue to be free. Plexiglass shields are present around bus drivers. Metro is doing a nice job of operating as an essential service in this challenging environment.

EXECUTIVE DIRECTOR'S REPORT

Steppek announced Kalamazoo Area Transportation Study (KATS) will host on-line open houses on the Metropolitan Transportation Plan in September or October. KATS is collecting local Pavement Surface Evaluation (PASER) data. KATS is working on the Transportation Asset Management Council PASER carryover budget amounts for collecting 100% of the Federal Aid system ratings in FY2021 with budget allocations for FY 2020 and FY 2021 and local reimbursements. Welcome to Ali Townsend, Kalamazoo Area Transportation Study's new Associate Planner that started in July 2020.

NEW BUSINESS

No new business was brought forth.

PUBLIC COMMENTS

Seldon of Bike Friendly Kalamazoo (BFK) invited the committee to email him at president@bikefriendlykalamazoo.org to register for a BFK virtual Diversity and Bicycling Information Exchange on August 27, 2020. September 1, 2020 is the deadline for BFK Bike-Booster Mini Grant applications ranging from \$200 to \$2,000. September 21, 2020 is the next Kalamazoo Area Bike Week Planning Meeting. See the website bikefriendlykalamazoo.org for more information. See fallbikecelebration.org for more information on the upcoming Fall Bike Celebration September 18, 2020 – September 20, 2020. The Fall Bike Celebration includes a virtual presentation by Dr. Jun Oh of Western Michigan University, on the Effects of Safe Bicycle Passing Laws on Drivers' Behavior and Bicyclists' Safety. Preregistration is required and available at fallbikecelebration.org

MEMBER COMMENTS

Mayle reported Michigan Department of Transportation (MDOT) extended the collection period of comments on the 2045 Statewide Plan Survey and encouraged attendees to give feedback at mm2045.metroquest.com. Fixing America's Surface Transportation Act (FAST Act) expires on September 30, 2020. Continuing resolutions are expected but uncertain.

Pfeiffer gave updates on several Michigan Department of Transportation projects:

- M-89 in the Village of Richland traffic signal and repaving project is complete
- I-94 between Portage Road and Sprinkle Road bridge widening in ongoing. This project is to widen bridges to prepare for next year's I-94 project, so bridges support two lanes of traffic. This will continue through fall and pause for winter. Pfeiffer will provide more details at next month's meeting.
- Resurface work on I-94 from US-131 to the Van Buren County Line is progressing. Lanes are open during the day.
- US-131 Business Route between US-131 and Hopkins Street is currently closed for concrete patching and paving. The road is anticipated opening on October 9, 2020 but so far is ahead of schedule so may open sooner.
- A new traffic signal project at M-96 and 33rd Street west of Galesburg is expected to start soon.

Praedel stated The City of Kalamazoo experienced catastrophic water main breaks on July 29, 2020 and August 8, 2020 between Westnedge and Park. The water mains, from 1911 and 1920, were

consolidated and repaired using approved Emergency funds. The Oakland Drive 4-million-dollar project is a coordinated construction project to improve water infrastructure, repave Oakland Drive and improve nonmotorized transportation. Expected completion is mid-November. The Cork Street project involves converting the road to three lanes, sidewalk, and bike lane improvements. This project is expected to be completed in mid-November.

Sorensen reported that the Cooper Township water main extension due to PFAS is continuing.

Heiny-Cogswell updated that the Oshtemo Township nonmotorized safety grant project on Drake Rd. and Stadium Drive is moving forward. A 10-million-dollar bond proposal for sewer expansion will be on the November 3, 2020 ballot.

Drouin thanked Michigan Department of Transportation for completion of the Village of Richland project.

Hinkle stated the Texas Township Mater Plan is out for public comment.

Gatlin from Wakeshma Township and Thompson from Comstock Township welcomed Townsend.

Gisler reported Kalamazoo County Commissioners passed a proclamation to set-up a reparations commission. The Battle Creek Kalamazoo Airport received a \$196 million dollar grant to test and monitor for PFAS. Aqueous Firefighting Foam may have leaked onto airport property. July 2020 airport traffic is up 43 percent from June 2020 but down 77 percent from July of 2019. Pilots that have been grounded for an extended time due to COVID will require retraining before they can pilot planes again.

Johnson mentioned Road Commission of Kalamazoo County (RCKC) chip seal is complete. Fog seal is expected to be done this week. Transportation Asset Management Council plans and bridge plans are due to the state on October 1, 2020. RCKC is collecting PASER on local roads. 100 percent of the Federal Aid system PASER data collection will be in FY 2021. Johnson thanked RCKC staff and all public service employees for service during this time. RCKC continues to monitor Michigan Transportation Fund Revenue for possible concerns next year.

Heppler noted all Village of Augusta road improvements are complete. The Village is hopeful to receive bridge grant funding for the Washington Street bridge.

Aardema, also an airport board member, noted in reference to Gisler's comments on the airport, that Battle Creek Kalamazoo Airport decreased numbers are on point with all airports across the country and internationally. Numbers are trending upward. There is not an issue specifically at the Battle Creek Kalamazoo Airport. American Airlines is discontinuing service at the airport for the month of October, when the CARES Act funding expires. American is not only dropping service here, but in 14 other cities as well. American Airlines is scheduled to reinstate service in November. United Airlines discontinued service will restart in October. Both American and United are committed to Battle Creek Kalamazoo Airport. Delta has added flights throughout the summer.

ADJOURNMENT

There being no other business, Chair Randy Thompson adjourned the August 26, 2020 Policy Committee Meeting at 9:48 a.m.

Next Meeting: Wednesday, September 30, 2020 - 9:00 a.m.

Chester O. Emmons III

411 N. Riverview Dr. Parchment, MI 49004

(269)720-6176

September 29, 2020

Nancy Stoddard
Parchment City Manager
650 S. Riverview Dr.
Parchment, MI 49004

Dear Nancy,

It is with regret that I am writing to inform you of my decision to resign my position on the Parchment City Commission.

My other commitments have become too great for me to be able to fulfill the requirements of my position on the Commission, and I feel it is best for me to make room for someone with the time and energy to devote to the job.

It has been an honor to serve of the Parchment City Commission board. I am proud of all the things we have accomplished in the past 3 years, and I have no doubt the board will continue these successes in the future.

If I can be of any assistance during the time it will take to fill the position, please don't hesitate to ask.

Respectfully yours,

Chester O. Emmons III

Authorizing Resolution for Michigan Emergency Management Assistance Compact

Resolution # _____

WHEREAS, the State of Michigan Emergency Management Act, Act 390 of the Public Acts of 1976, as amended M.C.L. 30.401 et.seq. authorizes the State and its political subdivisions to provide emergency aid and assistance in the event of a disaster or emergency; and

WHEREAS, the statutes also authorize the State to coordinate the provision of any equipment, services, or facilities owned or organized by the State or its political subdivisions for use in the affected area upon request of the duly constituted authority of the area; and

WHEREAS, this Resolution authorizes the request, provision, and receipt of interjurisdictional mutual assistance in accordance with the Emergency Management Act, Act 390 of the Public Acts of 1976, as amended among political subdivisions within the State;

NOW, THEREFORE, be it resolved by _____ that in order to maximize the prompt, full and effective use of resources of all participating governments in the event of an emergency or disaster we hereby adopt the Michigan Emergency Management Assistance Compact which is attached hereto and incorporated by reference.

ADOPTED BY: _____

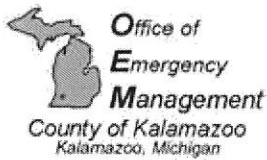
DATE: _____

I certify that the foregoing is an accurate copy of the Resolution/Ordinance adopted by _____ on _____

BY: _____

TITLE: _____

DATE: _____



KALAMAZOO COUNTY HAZARD MITIGATION PLAN LOCAL GOVERNMENT BRIEFING DOCUMENT

- The Kalamazoo County Hazard Mitigation Plan (KCHMP) is being updated. The KCHMP is a functional public document based on an “All-Hazards/Whole Community” approach to resiliency, as mandated at the State (MSP) and Federal (FEMA) levels. The current version of the Plan is outdated and did not have full local community participation during the last revision cycle. This has resulted in some communities needing pre-disaster mitigation and post-disaster relief assistance and not being eligible to receive it. These communities may face long-term, costly processes to rectify and recover.
- We don’t want to end up with communities left out of the updated plan and unable to get help when needed. If all local communities do not actively participate, our understanding of the Natural, Technological, and Human-caused threats and hazards and our capabilities for response to and recovery from potential events would remain incomplete.
- The KCHMP must also be updated to reflect recent and ongoing changes in the threats and hazards we face and the way they are prioritized, and to better address the needs of at-risk populations county-wide. We desire local jurisdictional participation to be as close to 100% as possible on this update/revision cycle.
- We request that The City of Parchment make a motion at this meeting to participate in the planning of and to eventually consider adopting the County’s Hazard Mitigation Plan. When the plan is approved by MSP and FEMA later in the year, we’ll ask that a formal resolution be voted on to actually adopt it.
- There is no monetary cost associated with signing on to this effort, and there are tremendous benefits to be realized in early identification of threats and hazards to people and property, businesses, and the environment. The Office of Emergency Management is available to guide and assist in substantive and meaningful ways in order to minimize time and effort on the part of participating jurisdictions.
- We would ask that this panel consider actively participating in this process, helping us to establish an ongoing dialog so that the Kalamazoo County can be a safer and more resilient community as a whole and in its parts. Your participation is vital to the process of identifying specific and general risks and greatly enhances our efforts towards mitigating the hazards we face as a community.

Contact:

**Andrew M. Alspach, CPP
Planner**

Kalamazoo County Office of Emergency Management

Phone: 269-383-8743 Fax: 269-383-8791 Desk: 269-383-8740 Cell: 269-823-8006

Email: oemofc@kalcounty.com Web: www.KCOEM.net Twitter: @KZOO_OEM



Fact Sheet

Michigan Emergency Management Assistance Compact (MEMAC)

The Michigan Emergency Management Assistance Compact (MEMAC) establishes a system for providing mutual aid to localities in Michigan in the event of a catastrophe or major disaster where existing mutual aid agreements become exhausted. MEMAC is a voluntary agreement between governmental units in Michigan. The agreement sets forth a system to provide large-scale mutual aid assistance in the event of an emergency of such significance it appears beyond the capability of local resources to handle. MEMAC was approved by the Governor in 2006, and was issued under the authority of Public Act 390 of 1976, as amended.

Who Can Join MEMAC?

- Governmental units that may join MEMAC include: the State of Michigan, counties, municipalities, townships, political subdivisions, federally recognized tribal nations, and “interlocal public agencies.”

How Does a Governmental Unit Join MEMAC?

Follow five simple steps:

1. The Chief Executive must sign the Compact;
2. A resolution from the governmental unit must be provided;
3. A letter regarding the type of insurance for five defined lines of insurance must be provided to the Michigan State Police, Emergency Management and Homeland Security Division (MSP/EMHSD);
4. A list of authorized contacts must be submitted to the MSP/EMHSD; and
5. A copy of the resolution is filed with the County Clerks Office.

What Type of Hazards can MEMAC be Activated?

- MEMAC is intended to cover “all hazards” that are of such scope resources of many jurisdictions are required. Incidents that may require a need for large-scale mutual aid include fire, severe weather, chemical spills, explosions, or nuclear incidents.

Are there disadvantages of joining MEMAC?

- There are no disadvantages to joining MEMAC. Pre-planning is always better than no planning.
- MEMAC is a way to leverage resources and provide assistance when needed.

What is the Difference between MEMAC and EMAC?

- MEMAC is intrastate, jurisdiction helping jurisdiction within the State of Michigan.
- The Emergency Management Assistance Compact (EMAC) is interstate; state helping state.
- By being a MEMAC member, you or your resources are eligible to be deployed out of state as a part of EMAC.
- All of the benefits of MEMAC apply to EMAC.

Main Benefits of MEMAC Membership

- When a significant emergency strikes, a large-scale response can be mobilized in an organized manner allowing jurisdictions to provide assistance, while minimizing the occurrence of “self deploying” resources.
- Reimbursement for assistance provided is set forth in a pre-agreement.
- Liability issues are addressed.
- Command structure and lines of authority are defined before an emergency occurs.

Main Benefits of MEMAC in an Emergency

- It establishes a system for requesting and providing emergency assistance with pre-established reimbursement guidelines.
- It helps contain liability exposure to those who provide assistance.
- It enhances cooperation, pre-planning, and the prompt leverage of essential resources (people and equipment) from areas of availability to areas of need.

Main Benefits of Mutual Aid

- Disasters occur at the local level, and the vast majority of disaster response resources (people, facilities, materials and equipment) are located at the local level. Mutual aid can provide rapid emergency assistance from surrounding areas to those in need. (Many fire departments do this already, but usually only in localized areas.)
- No single entity can afford to maintain all of the resources necessary in the case of a large-scale disaster. Mutual aid provides for the leveraging of resources.

Important Features of MEMAC for State and Local Government

- MEMAC is activated upon request by the local government through the Compact terms of agreement.
- MEMAC is not a state mandate to provide assistance. MEMAC is a mutual aid system, whereby both the requesting and providing parties agree to terms.
- Participation in MEMAC is voluntary.

For Additional Information and to Become a Signatory:

Contact F/Lt. Gabe Covey of the MSP/EMHSD at coveyg@michigan.gov or (517) 333-5048.

City of Parchment
A Resolution Authorizing the City of Parchment to
Participate in the Michigan Economic Development Corporation (MEDC)
Redevelopment Ready Communities Program

Whereas, the Michigan Economic Development Corporation (MEDC) has established the statewide Redevelopment Ready Communities (RRC) Program to empower communities to shape their future and maximize economic potential; and

Whereas, RRC is a program that provides technical assistance to and certifies Michigan communities who actively engage stakeholders and plan deliberate, fair and consistent processes, and

Whereas, the City of Parchment recognizes the value of the RRC Program and seeks to improve its redevelopment readiness via a detailed review of existing development processes; and

Whereas, the RRC program includes evaluating and strengthening the development-related partnerships between the City Commission and stakeholder organizations such as: the MEDC, the City of Parchment Planning Commission (PC), Kalamazoo County, the Kalamazoo County Brownfield Redevelopment Authority (BRA); and

Whereas, the City of Parchment is in the final stages of its new Master Plan to incorporate certain elements required for RRC certification; and

1. The Parchment City Commission is willing to participate in the MEDC Redevelopment Ready Communities Program, including increased interaction and partnership with the MEDC, PC, Kalamazoo County, and the Kalamazoo County BRA and other stakeholders in the development review process.
2. It is the intention of the City of Parchment to utilize the RRC Best Practices and evaluation process to improve our processes and communication with stakeholders.
3. City Administration is hereby authorized to proceed toward implementation of the recommendations necessary to receive RRC Certification from the MEDC.

This resolution shall become effective October 5, 2020.

City of Parchment,
A Michigan Municipal Corporation

Robert Britigan III

Shannon Stutz, City Clerk

Property Access Agreement

Allied Paper, Inc./Portage Creek/Kalamazoo River Superfund Site Operable Unit 5, Area 1

Dear Sir/Madam:

Effective March 9, 2017, the U.S. Environmental Protection Agency (USEPA) issued a Unilateral Administrative Order (UAO) for Remedial Design and Remedial Action (UAO [Docket No. V-W-17-C-002]) for work to be performed on a portion of the Kalamazoo River in Kalamazoo and Allegan Counties, Michigan. The work outlined in the UAO includes remediation of sediment containing polychlorinated biphenyls (PCBs). USEPA, in coordination with State agencies including the Michigan Department of Natural Resources (MDNR) and the Michigan Department of Environment, Great Lakes, and Energy (EGLE) are providing oversight and support for this project.

Access to your property is needed to conduct remedial activities associated with the removal of PCB impacted sediments from the Crown Vantage Side Channel, which is part of Area 1 of Operable Unit 5 of the Allied Paper/Portage Creek/Kalamazoo River Superfund Site. These remedial activities are required by USEPA for compliance with the UAO and will be conducted under a USEPA-approved work plan. The work will be conducted by qualified contractors on behalf of Georgia-Pacific, LLC.

To complete the remedial activities, we are requesting access to the property located to the east of the Crown Vantage Type II landfill on West G Avenue in Cooper Township, Michigan (Parcel ID 02-34-401-020) between October 6, 2020 and June 30, 2021. Figure 1 shows the areas of the parcel that may require access. No environmental sampling or removal activities will occur on the parcel. The property will only be used for equipment and trucks shuttling material to/from the side channel. We expect these areas will be limited to the northern and possibly eastern portions of the parcel as shown on Figure 1. Where prior access roads exist on the parcel, or where new access roads are needed, they will be improved or created to support the remedial activities. Upon completion the CVSC remedial work new or improved access roads will be allowed to remain unless requested to be removed by the City of Parchment. Prior to staging any equipment or performing any activities on the parcel, utility locate services will be called to identify buried utilities or other subsurface features that may be present.

Project personnel will conduct themselves in a professional and courteous manner while on your property and will follow approved procedures designed to protect your safety and the safety of the public, workers, and environment. Thank you in advance for your cooperation on this important project to restore this segment of the Kalamazoo River. Because this work is being conducted under the UAO issued by USEPA, access granted is enforceable by Respondents and USEPA.

Project personnel are expected to conduct activities on your Property generally during business hours of 7_am to 7_pm, Monday through Saturday. The duration of these activities is expected to last through June, 2021 with the primary activities being completed by January 2021.

Please contact the following individuals if you have any questions about the activities being conducted or this request to access your property:

Anita Emery-DeVisser
Supervising Contractor
Wood
248-313-3667
anita.devisser@woodplc.com

Jim Saric
Remedial Project
Manager
USEPA Region 5
312-886-0992
saric.james@epa.gov

Dan Peabody
Environmental Quality
Analyst
EGLE
517-284-5072
peabodyd@michigan.gov

Property Address(es): West G Ave (Parcel ID 02-34-401-020)
Property Owner Name: City of Parchment
Owner Telephone No.: (269) 349-3785
Owner e-mail Address: manager@parchment.org

ACCESS GRANTED:

[Print]

[Sign]

[Date]

Attachments:
Figure 1 – Portions of parcel requiring access

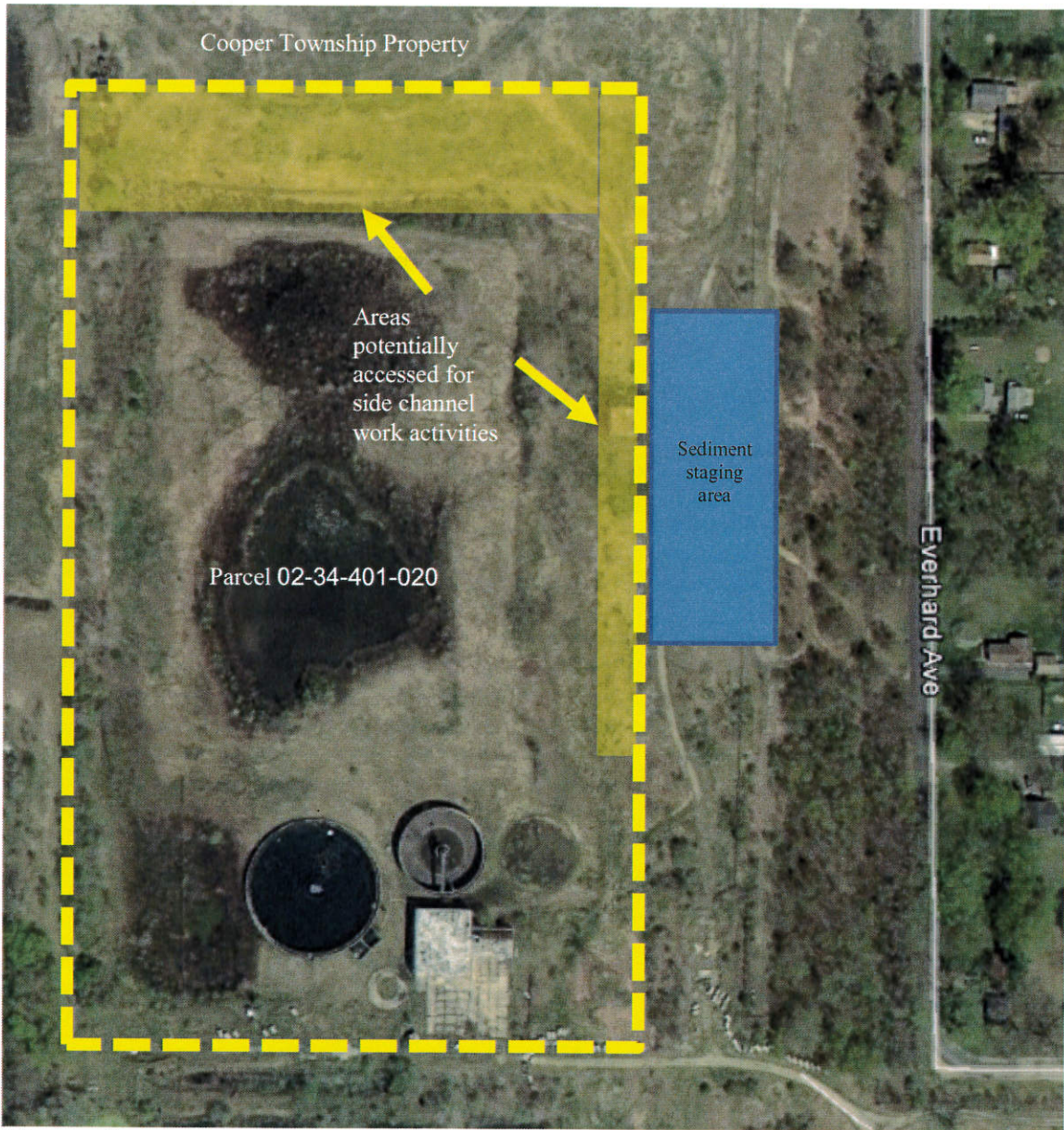


Figure 1

KALAMAZOO VALLEY INTERGOVERNMENTAL AMBULANCE AGREEMENT

This Agreement is made between the KALAMAZOO CHARTER TOWNSHIP, ALAMO TOWNSHIP, COOPER CHARTER TOWNSHIP, the OSHTEMO CHARTER TOWNSHIP, the CITY OF PARCHMENT, the CITY OF KALAMAZOO (hereinafter the "Municipalities") and Life EMS of Kalamazoo, Inc., a Michigan Corporation (hereinafter "Life EMS").

WHEREAS, in order to provide more responsive, reliable and cost-effective ambulance and other emergency services, the Municipalities requested proposals for an intergovernmental ambulance agreement, seeking a single provider for emergency services for their residents; and

WHEREAS, the Municipalities pursuant to the authority granted by 1951 Public Act 35, as amended (being MCL 124.1 et seq.) and 2011 Public Act 258 (being MCL 124.111 et seq.) are interested in sharing oversight responsibilities for the provision of these services; and

WHEREAS, Life EMS has presented a signed proposal in response to the request for proposals (RFP) prepared by the Municipalities that fully addresses all issues related to the provision of and payment for ambulance and other emergency services; and

WHEREAS, the Municipalities wish to enter into an Agreement with Life EMS, and have designated the proposed agreement as the Kalamazoo Valley Intergovernmental Ambulance Agreement; and

WHEREAS, the Municipalities and Life EMS wish to supplement the proposal signed by Life EMS in response to the request for proposals in order to create a binding agreement that describes the obligations and responsibilities that the Municipalities have to each other, and more fully details the obligations and responsibilities of Life EMS to the Municipalities, both collectively and as individual governmental entities.

IT IS NOW THEREFORE AGREED AS FOLLOWS:

1. This Agreement as amended to reflect changes in the; EMS response protocol as adopted by Kalamazoo County Medical Control Authority (KCMCA), required paramedic staffing levels and the ambulance rates (Exhibit A) . The RFP signed by Life EMS as submitted via correspondence dated May 29, 2014 from Mark Meijer, President, Life EMS, to Terry Emig, Chief, Cooper Charter Township Fire Department, constitute a single Agreement that shall be known as the Kalamazoo Valley Intergovernmental Ambulance Agreement (KVIAA).

2. All references to the Kalamazoo Valley Intergovernmental Ambulance Agreement and to the local governmental entities in the RFP submitted and signed by Life EMS shall be deemed to refer to all municipalities that are a party to this Agreement, including any other municipality who becomes a party to the Agreement subsequent to the date of its execution, as further described below.

3. Any party to this Agreement, including Life EMS, may terminate its participation by providing 180 days written notice to all other parties at any time after the initial four-year term of this Agreement has expired. This notice, and all other notices under this Agreement, shall be sent to the following persons:

CHARTER TOWNSHIP OF COOPER:	Township Supervisor 1590 West 'D' Avenue Kalamazoo, MI 49009
CHARTER TOWNSHIP OF KALAMAZOO	Township Supervisor 1720 Riverview Kalamazoo, MI 49004
CHARTER TOWNSHIP OF OSHTEMO:	Township Supervisor 7275 W. Main St. Kalamazoo, MI 49009
CITY OF PARCHMENT:	Office of the City Manager 650 S. Riverview Parchment, MI 49004
CITY OF KALAMAZOO:	Office of the City Manager 241 W. South St. Kalamazoo, MI 49007
TOWNSHIP OF ALAMO	Township Supervisor 7901 North 6 th Street Kalamazoo, MI 49009
LIFE EMS	LIFE EMS Mark Meijer 517 W. North St. Kalamazoo, MI 49007

4. Approval must be obtained from each municipality that is a signatory to this Agreement and from Life EMS before any other governmental unit can become a party to this Agreement. Any municipality that becomes a party to this Agreement after its effective date shall be an equal partner, and shall have the same status under its terms as those municipalities that are initial signatories.

5. Any modification in the terms of this Agreement, including fees, must be approved by Life EMS and by three-fourths of the municipalities who are at that time a party to this Agreement.

6. In the event of a conflict between this Agreement and the RFP signed by Life EMS, the terms of this Agreement shall control.

7. It is understood and agreed that the KVIAA oversight Board, as referenced in the RFP, is an oversight body only, and its members have no authority to bind any party to this Agreement.

8. The KVIAA Oversight Board has the authority to make recommendations to the Municipalities then participating in this Agreement that a default be declared, as provided for in the RFP. A formal notice of default shall be sent to Life EMS if approved by the appropriate official or body of at least three-fourths of the Municipalities that are parties to this Agreement at that time.

9. Any local ordinance referenced in the RFP signed by Life EMS that is specific to any one municipality shall be applicable only to that municipality, and shall not be in any way binding upon the other Municipalities that are a party to this Agreement.

10. Because response times to calls for the services provided by Life EMS is a critical component of this Agreement, the performance measures and penalties for failure to meet those measures are set forth in Exhibit A to this Agreement.

11. This Agreement may be executed in six or more counterparts, each of which shall be deemed to be an original when signed by the duly authorized representative of any party. While each such document shall be deemed to be an original, all such documents together shall constitute one and the same Agreement.

KALAMAZOO CHARTER TOWNSHIP

Date: _____

By: _____

Its: _____

COOPER CHARTER TOWNSHIP

Date: _____

By: _____

Its: _____

OSHTEMO CHARTER TOWNSHIP

Date: _____

By: _____

Its: _____

CITY OF PARCHMENT

Date: _____

By: _____

Its: _____

CITY OF KALAMAZOO

Date: _____

By: _____

Its: _____

ALAMO TOWNSHIP

Date: _____

By: _____

Its: _____

LIFE EMS OF KALAMAZOO, INC.

Date: _____

By: _____

Its: _____

2020 Exhibit A to the Kalamazoo Valley Intergovernmental Ambulance Agreement

Calculation, Notification, and Distribution of Penalties and Payments from KVIAA Contract

- I. **Response Times:** Penalties and breaches are based on Kalamazoo County Medical Control Authority (KCMCA) response time directives. Changes may be implemented by a joint recommendation from KCMCA, the KVIAA oversight board, and the contracted agency. The legacy KCMCA response time standards are listed below for reference.

	Zone 1		Zone 2	
Priority	Time Interval	Compliance	Time Interval	Compliance
1	≤ 10:00	≥ 90%	≤ 14:00	≥ 90%
2	≤ 14:00	≥ 90%	≤ 16:00	≥ 90%
3	≤ 20:00	≥ 90%	≤ 20:00	≥ 90%

- The time the responding unit is notified will be used to evaluate the response time interval.
- The Advanced Life Support Unit response time target begins upon the time the unit is notified by the EMD.
- The Advanced Life Support Unit response time target ends upon arrival of the Advanced Life Support Unit to the physical address or staged location.

- II. **Emergency Medical Call Processing Time Targets:**

	Time Interval	Compliance
PSAP notified to time EMD notified	≤ 60 seconds	≥ 90%
EMD notified to time unit notified	≤ 120 seconds	≥ 90%
Unit notified to time PSAP notified*	≤ 15 seconds	≥ 90%

- PSAP notified – Time that PSAP picks up the call
- EMD notified – Time that EMD picks up the call
- Unit notified – Time that the EMD assigns a call to an ambulance
- *For calls initially received by EMD

- III. **Penalties and Breaches:** The KVIAA contract describes the following penalties and breaches.

A. Per call penalty Zone 1 and Zone 2:

- a. \$15 for each Priority I or II response exceeding KCMCA standards or turned over to a non-contracted agency.

B. Breaches Zone 1:

a. **Minor:**

- i. Priority I \$350.00 for each aggregate percentage point below 90% in any given calendar month within a range of 85%-89%.
- ii. Priority II \$125.00 for each aggregate percentage point below 90% in any given calendar month period within a range of 85%-89%.

b. Major:

- i. Priority I \$500.00 for each aggregate percentage point below 85% in any given *calendar month*.
- ii. Priority II \$300.00 for each aggregate percentage point below 85% in any given *calendar month*.

C. Breaches Zone 2:

a. Minor:

- i. Priority I \$350.00 for each aggregate percentage point below 90% in any given *calendar quarter* within a range of 85%-89%.
- ii. Priority II \$125.00 for each aggregate percentage point below 90% in any given *calendar year* within a range of 85-89%.

b. Major:

- i. Priority I \$500.00 for each aggregate percentage point below 85% in any given *calendar quarter*.
- ii. Priority II \$300.00 for each aggregate percentage point below 85% in any given *calendar year*.

IV. Response Zones: The revised response zones have been changes from Metropolitan and Non-Metropolitan to Zone 1 and Zone 2. The new KVIAA zones are based upon recommendations from KCMCA and are subject to change by a joint recommendation among the KVIAA oversight board, KCMCA, and the contracted provider. The current 2018 accepted response zones are:

Zone 1	Zone 2
City of Galesburg	Alamo Township
City of Kalamazoo	Brady Township
City of Parchment	Charleston Township
City of Portage	Climax Township (and Village of Climax)
Comstock Township	Cooper Township (D Avenue and North)
Cooper Township (D Avenue and South)	Pavilion Township
Kalamazoo Township	Prairie Ronde Township
Oshtemo Township	Richland Township (and Village of Richland)
Schoolcraft Township (W Avenue and North)	Ross Township
Texas Township	Schoolcraft Township (W Avenue and South)
Village of Schoolcraft	Village of Augusta
Village of Vicksburg	Wakeshma Township

V. Calculation of Penalties:

A. Per call penalties: Shall be calculated for priority 1 – Zone 1, and Zone 2 calls, and priority 2 Zone 1 and Zone 2 calls as described in the following example:

Total Priority 1 Requests for Zone 1 Jurisdiction “x”	100
Completed responses that met 10 minutes 0 seconds	86
Responses that exceeded 10 minutes 0 seconds	12
Calls turned over to non-contracted agency	2

Total calls with response delay or turn over	14
Number of calls subject to \$15 per call assessment	14
Monthly per call assessment paid to jurisdiction "x"	\$210.00

B. **Breach penalties:** Shall be calculated for priority 1 and 2 - Zone 1 and Zone 2 based on aggregate data from a fractile report over time intervals noted in section IIB and IIC of this document. KVIAA responses of the same priority from all jurisdictions will be combined together to determine an overall percentage of compliance as demonstrated below:

Aggregate													
Zone 1													
Priority 1													
0-2 Min	2-4 Min	4-6 Min	6-8 Min	8-10 Min	10-12 Min	12-14 Min	14-16 Min	16-18 Min	18-20 Min	Mutual Aid	Requested Exceptions	TOTAL	Compliant
20	100	205	155	20	5	0	0	0	0	5	0	510	98%
												Threshold	90%
Priority 2													
0-2 Min	2-4 Min	4-6 Min	6-8 Min	8-10 Min	10-12 Min	12-14 Min	14-16 Min	16-18 Min	18-20 Min	Mutual Aid	Requested Exceptions	TOTAL	Compliant
20	30	90	55	30	15	4	6	2	0	8	0	260	94%
												Threshold	90%
Zone 2													
Priority 1													
0-2 Min	2-4 Min	4-6 Min	6-8 Min	8-10 Min	10-12 Min	12-14 Min	14-16 Min	16-18 Min	18-20 Min	Mutual Aid	Requested Exceptions	TOTAL	Compliant
0	0	0	0	4	6	7	2	1	0	1	0	21	81%
												Threshold	90%
Priority 2													
0-2 Min	2-4 Min	4-6 Min	6-8 Min	8-10 Min	10-12 Min	12-14 Min	14-16 Min	16-18 Min	18-20 Min	Mutual Aid	Requested Exceptions	TOTAL	Compliant
0	0	0	0	4	8	6	6	2	0	1	0	27	89%
												Threshold	90%

C. **Calculating of Percentage Performance:** Shall be rounded up or down to the nearest whole percentage point utilizing conventional methods. For the example above:

- a. Priority 1 – Zone 1: 510 (responses that met standard) / 510 (total responses including mutual aid requests) = 98.039. This number is rounded **down** to 98% compliance.
- b. Priority 1 – Zone 2: 17 (responses that met standard) / 21 (total responses including mutual aid requests) = 80.952. This number is rounded **up** to 81%.

D. **Exemptions:** The KVIAA and contracted agency recognize that there are instances where response delays are unavoidable. In such cases an exemption will be requested by the contracted agency with supporting documentation and presented to the KVIAA oversight board at the regular operations summary meetings. Approved exemptions will NOT count against the contracted agency in the calculation of response time performance or penalties. Acceptable exemption examples include the following:

- a. Severe weather delay
- b. Construction delay
- c. Multiple calls same time frame same, jurisdiction, not allowing for system recovery

- d. System overload that overwhelms planned and full staffing
- e. Mass Casualty Incidents (MCI)
- f. Diversion to higher priority call

VI. Communication of Penalties and Distribution of Payment:

- A. Penalties will be evaluated by the contractor on a quarterly/yearly basis (section III) utilizing an aggregate fractile report to determine total penalty amounts.
- B. A quarterly email containing a summary of per call penalties listed by KVIAA jurisdiction and any breaches in service will be sent ahead of payment distribution by the contracted agency to the appointed board representative from each municipality and the City of Kalamazoo Purchasing Manager.
- C. The contractor shall distribute payment in the form of a single check for the total amount of all applicable penalties for the quarter made payable to the City of Kalamazoo and directed to the City of Kalamazoo Public Safety Department, Attention: Assistant Chief Tibbets (or his successor) at **150 E. Crosstown Parkway, Ste. A, Kalamazoo, MI 49007**.
- D. The summary and payment will be sent no later than **90 days** from the close of the reported on quarter.
- E. The Kalamazoo Public Safety Department Assistant Chief, or their designee, will direct per call penalty amounts to specified accounts to the KVIAA jurisdiction in which they occurred.
- F. Breach penalties will be directed at the discretion of the KVIAA oversight board by the Kalamazoo Public Safety Department Assistant Chief or their designee.

Paramedic Staffing (Section III, Subsection B, paragraph 6 of RFP)

The KVIAA participating local governments believe that two, well-qualified paramedics best serve critical patients. Due to the current national shortage of paramedics, the KVIAA participating local governments agree to allow for up to 40% of scheduled unit hours to be staffed with a single, highly experienced and qualified paramedic and an EMT. Therefore, the Contractor shall assure that at least 60% of all scheduled unit hours be staffed by two paramedics. The exception from the previously agreed upon unit hour staffing of 70% paramedic, 30% EMT shall be valid for the contract renewal period of November 1, 2020-October 31, 2022. Proof of staffing the configuration may be requested and/or audited by KVIAA during periodic reporting.

Life EMS Ambulance Summary for new Kalamazoo County Fee Schedule Effective January 1, 2020

Life EMS Ambulance is proposing new service delivery rates (as noted below) for both transport and non-transport pre-hospital work with a target implementation date of Jan 1, 2020. There are three primary driving forces guiding the rate adjustments which include the rising costs to do business (payroll, fuel, supplies, health insurance, etc), adjustments to private insurance company ambulance reimbursement rates (BCBS, BCN, Priority Health, Etc.) and future work / reimbursement models associated with ET3 and Tandem 365 (both detailed below). Life EMS believes our ambulance rates are industry competitive and cost effective, reflecting appropriate and modest adjustments that will allow us to remain responsive to the needs of our communities.

1. Emergency Triage, Treat and Transport (ET3) is a voluntary, five year model, Pilot program proposed by the Center for Medicare and Medicaid Innovations (CMMI) that will provide ambulance companies the opportunity to receive some level of reimbursement for alternate destination (non-emergency department) transports as well as non-traditional treat on scene / non-transport instances. The five-year payment model is intended to provide greater flexibility to ambulance care teams to address emergency health care needs of Medicare Fee-For Service (FFS) beneficiaries following a 911 call. Life EMS is providing a letter of interest to have both its Central (Kent /Ottawa) and South (Kalamazoo / Allegan / Van Buren) operations participate in the pilot program. Deliverables for the project include the formation of community partnerships among Medicare-enrolled qualified health care providers that can offer alternative destinations or telehealth services. Applications for the program must be received by September 19, 2019.
2. Tandem 365 is a collaborative venture assisting hospitals, doctors, family members and individuals in need of healthcare services not traditionally provided. A unique and on-going special study through the State of Michigan Department of Health and Human Services, the company (of which Life EMS is a part-owner) provides persons with little or no social support, who are 55 and older, assistance in managing their medically complex health issues. Tandem's goals are to decrease emergency room visits, decrease specialty / outpatient visits, deliver comprehensive cost-effective care and improve the quality of life of program participants all while reducing overall healthcare dollar expenditure with high system users. The organization has current reimbursement partnerships with Priority Health and Blue Care Network, has been in operation in Kent County for four years and has over 1,000 program participants. Life EMS is planning to launch the Tandem 365 program in our Kalamazoo County market early fall, 2019.

While reimbursement for Both Tandem 365 and ET3 programs will be very different, their operational structures are nearly parallel and complement each other well. This operational similarity will ensure a common procedural knowledge base among both traditional pre-hospital EMS crews and specialized Integrated Care Paramedics (ICP's). We believe that both programs will allow Life EMS Ambulance to remain an industry leader while providing the communities we serve with a unique and cost effective method to access healthcare resources well into the future.

Life EMS AMBULANCE OF KALAMAZOO COUNTY

Pre-hospital Care and Transportation Fee Schedule Effective January 1, 2020

<u>BASE RATES:</u>	CURRENT	NEW
Non-Emergency	\$449.00	\$459.00
Emergency	\$679.00	\$693.00
ALS Non-Emergency	\$699.00	\$713.00
ALS Emergency	\$799.00	\$815.00
ALS 2	\$899.00	\$929.00
NICU/SCT	\$979.00	\$999.00
On Scene Treatment ALS 1 & ALS 2	\$579.00	\$591.00
ALS Assessment/No Transport	\$299.00	\$439.00
No ALS/Patient Assist	\$79.00	\$89.00 +
Special Equipment & Handling (Haz Mat, etc.)	\$25.00+	\$25.00 +
Treatment/Waiting Time After 30 Minutes Per 15-minute Increments	\$30.00	\$49.00
 <u>Mileage (Divided by number of patients: Loaded miles only):</u>		
Mileage Charge (rate per mile)	\$15.50	\$16.15