



**MINUTES**  
**Board of Commissioners Chambers**  
**219 East Paw Paw Street**

**March 8, 2022 2:00 PM**

**Commissioners**

Gail Patterson-Gladney, District 1  
Kurt Doroh, District 2  
Richard Godfrey, District 3  
Mike Chappell, District 4  
Randall Peat, District 5  
Donald Hanson, District 6  
Paul Schincariol, District 7

**Administrative Affairs Committee Meeting**

1. **Call to Order**  
Committee members present: Commissioner Gail Patterson-Gladney (Chair), Commissioner Paul Schincariol, Commissioner Randy Peat  
  
Others in attendance: County Administrator Frank Hardester, Commissioner Richard Godfrey, Commissioner Don Hanson, Commissioner Kurt Doroh, Commissioner Mike Chappell, 911 Director Tim McGee, Captain Jim Charon, Market Van Buren's Sarah Snoeyink,
2. **Additions/Deletions to the Agenda**  
None
3. **Approval of Agenda**  
Motion to approve the agenda by Commissioner Peat; Supported by Commissioner Schincariol; Motion: Carried.
4. **Approval of Minutes**
  - A. **2/8/2022 Administrative Affairs Committee Meeting Minutes**  
Motion to approve the 2/8/2022 Administrative Affairs Committee Meeting Minutes as presented by Commissioner Schincariol; Supported by Commissioner Peat; Motion: Carried.
5. **Public Comment**  
None
6. **Agenda Items**
  - A. **911 Dispatch Console Integration Agreement with MPSCS**  
Tim McGee presented the 911 Dispatch Console Integration Agreement with MPSCS, there have been updates, the Integration Agreement and member subscriber agreements need signed along with a resolution.  
  
Motion to approve the agreements and for the Board Chair to sign on the Board's behalf and move this to today's COW and the 3/22/2022 BOC by Commissioner Peat; Supported by Commissioner Schincariol; Motion: Carried.
  - B. **Increase in Summer Marine Patrol Wage**  
Captain Jim Charol presented his request to increase the pay of the seasonal Summer Marine Patrol from \$16.00 per hour to \$20.00 per hour to remain competitive with surrounding areas' wages.

Motion to approve the increase in the pay of the Summer Marine Patrol to \$20.00 per hour and to move this to today's COW and the 3/22/2022 BOC by Commissioner Peat; Supported by Commissioner Schincariol; Motion: Carried.

**C. Salary Exception for the Assistant Prosecuting Attorney**

Assistant Prosecuting Attorney Keith Robinson presented the Prosecuting Attorney's Office request for a salary exception for an Assistant Prosecuting Attorney position in the South Haven office at the 7-year level G of \$89,251.50.

Motion to approve the salary exception as requested and move this item all the way through today's COW and BOC by Commissioner Peat; Supported by Commissioner Schincariol; Motion: Carried.

**D. Foster Swift Invoice**

Administrator Hardester presented the two Foster Swift invoices for the attorney on the New Covert Generating plant litigation for a total amount of \$35,765.00.

Motion to approve the payment of the two Foster Swift invoices in the amount of \$35,765.00 and move this all the way through today's COW and BOC by Commissioner Schincariol; Supported by Commissioner Peat; Motion: Carried.

**E. Renewal of Ambulance Service Millage**

Administrator Hardester presented the renewal of the Ambulance Service Millage proposal to continue to levy 0.9370 mill which was previously approved by the electors to fund ambulance services but will expire with the 2022 levy. The recommendation is to approve a renewal millage for Ambulance Service on the August 2, 2022 primary ballot with the appropriate ballot language. Discussion ensued.

Motion to approve the renewal of the Ambulance Service Millage with the appropriate language to be placed on the ballot and move this item to the 3/22/2022 COW and the 4/12/2022 BOC for final approval by Commissioner Schincariol; Supported by Commissioner Peat; Motion: Carried.

**F. Renewal of Public Safety Millage**

Administrator Hardester presented the proposal for the renewal of the Public Safety millage that will continue to levy 0.5332 mill which was previously approved by the electors to fund drug enforcement and road patrol services but expired with the 2021 levy. The recommendation is to approve a renewal millage for Ambulance Service on the August 2, 2022 primary ballot with the appropriate ballot language. Discussion ensued.

Motion to approve placing a renewal millage for Public Safety with the appropriate language to be placed on the August 2, 2022 ballot and move this item to the 3/22/2022 COW and the 4/12/2022 BOC for final approval by Commissioner Schincariol; Supported by Commissioner Peat; Motion: Carried.

**G. Salary Exception for the Buildings and Grounds Director position**

Administrator Hardester presented his request for a salary exception for the Buildings & Grounds Director position on the R31 Step D (2-year) AFSCME scale of \$69,810.00 due to the qualifications and experience of the candidate.

Motion to approve the salary exception and expedite it to today's COW and BOC for final approval by Commissioner Peat; Supported by Commissioner Schincariol; Motion: Carried.

**H. PCAP Charter Revision**

Sarah Snoeyink presented her request for revisions to the PCAP Charter. Changes would include: membership guidelines and clarification of purpose. Discussion ensued.

Motion to approve the revisions to the PCAP Charter as submitted and move this item to the 3/22/2022 COW and the 4/12/2022 BOC by Commissioner Schincariol; Supported by Commissioner Peat; Motion: Carried.

**I. Michigan Natural Resources Trust Fund (MNRTF) Grant Submission**

Administrator Hardester presented his request for approval of the submission of a grant application with the MNRTF for the construction of a public access site on the Paw Paw River in Hartford. The grant request is for \$296,000 with a local match of \$104,000. The local match will be divided between Van Buren County and Hartford Township.

Motion to approve the grant submission and move this to today's COW and the 3/22/2022 BOC for final approval by Commissioner Peat; Supported by Commissioner Schincariol; Motion: Carried.

**J. Set Public Hearing for Michigan Natural Resources Trust Fund (MNRTF) Grant**

Administrator Hardester's request for the Board to schedule a public hearing for the Michigan Natural Trust Fund Grant on March 22, 2022 at 2:50 PM.

Motion to schedule the public hearing for the Michigan Natural Trust Fund Grant for March 22, 2022 and expedite this to today's COW and BOC for final approval by Commissioner Schincariol; Supported by Commissioner Peat; Motion: Carried.

**K. Re-Appointments for 4 Van Buren Cass Mental Health Board Members**

Frank Hardester presented the request to re-appoint four members of the Van Buren/Cass Mental Health Authority, including Thomas Coles, Carie Faul, Thomas Palenick and Mike Toth, whose appointments all expire on 3/31/2022. These re-appointments are all three-year terms which will expire on 3/31/2025.

Motion to re-appoint Thomas Coles, Carie Faul, Thomas Palenick and Mike Toth to the Van Buren/Cass Mental Health Authority for a three-year term to expire on 3/31/2025 and move this item to today's COW and the 3/22/2022 BOC for final approval by Commissioner Peat; Supported by Commissioner Schincariol; Motion: Carried.

**7. Public Comment**

None

**8. Adjournment**

Motion to adjourn the meeting by Commissioner Peat; Supported by Commissioner Schincariol; Motion: Carried.

Meeting adjourned: 2:35 PM