



AGENDA

Administrative Affairs Committee Meeting Minutes

Van Buren County

1. Call to Order

Committee members present: Commissioner Patterson-Gladney from her home office in South Haven, Commissioner Peat from his home office in Paw Paw, and Commissioner Schincariol.

Others in attendance: Administrator Faul, Anna Cerven, Commissioner Doroh, Commissioner Hanson, Commissioner Chappell, Commissioner Godfrey, Tim McGee, Lt. Kirk, and Todd Skinner.

A. Zoom Meeting Information

2. Additions/Deletions

3. Approval of Agenda

Motion to accept the agenda as presented by Commissioner Peat; Supported by Commissioner Schincariol; Motion: Carried

4. Approval of Minutes

Motion to approve minutes from October 13, 2020 by Commissioner Schincariol; Supported by Commissioner Peat; Motion: Carried

A. Minutes - October 13, 2020

5. Agenda Items

B. Economic Development Corporation Reappointment

The request is to reappoint Tom Stanek to the Economic Development Corporation.

Discussion ensued.

Recommended to CoW 1-26-2021/BoC 2-9-2021

Motion by Commissioner Peat; Supported by Commissioner Schincariol; Motion: Carried

C. Non-Attorney Magistrate Appointment

The request is to approve the Court's appointment of the new District Court Administrator, Robyn Papaioannou as a non-attorney magistrate for Van Buren County's 7th District Court.

Recommended to CoW 1-26-2021/BoC 2-9-2021

Motion by Commissioner Peat; Supported by Commissioner Schincariol; Motion: Carried

D. Local Emergency Planning Committee (LEPC) Bylaws Update

Lt. Kirk presented the updates made to the LEPC bylaws.

Discussion ensued.

Recommended to CoW 1-26-2021/BoC 2-9-2021

Motion by Commissioner Schincariol; Supported by Commissioner Peat; Motion: Carried

E. VHF Radio Project - Tower Site Lease Agreements

Tim McGee presented the request to approve Tower Site Lease agreements with Columbia

Township, Covert Township, Gobles City, Oxley Farms, Paw Paw Village and South Haven Area Water/Sewer Authority.

Discussion ensued.

Recommended to CoW 1-26-2021/BoC 2-9-2021

Motion by Commissioner Schincariol; Supported by Commissioner Peat; Motion: Carried

F. CivicClerk - Agenda/Minutes Software

Administrator Faul and Anna Cerven introduced CivicClerk as a proposal to replace our current agenda setting software Novus.

This pricing is only valid through January.

Discussion ensued.

Recommended to CoW 1-12-2021/BoC 1-26-2021

Motion by Commissioner Peat; Supported by Commissioner Schincariol; Motion: Carried

G. Palisades Community Advisory Panel (CAP)

The request is to establish a County based Community Advisory Panel (CAP) in preparation for the closure of Palisades Power Plant.

Discussion ensued.

The recommendation is to review the draft membership list and Bylaws and recommendations for further discussion and direction at the February 9, 2021 Administrative Affairs Committee.

Motion by Commissioner Peat; Supported by Commissioner Schincariol; Motion: Carried.

6. Adjournment

Van Buren County will provide necessary and reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at any meeting/hearing upon ten (10) days notice to the Van Buren County Board of Commissioners' Office. Individuals with disabilities requiring auxiliary aids or services should contact Van Buren County by writing, Anna Cerven, 219 Paw Paw Street, Ste. 201, Paw Paw, MI 49079, or by calling the Board of Commissioners' Office at (269) 657-8200, option 8 ext. 1271.