

County Board of Commissioners

Members

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



Contact

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MINUTES May 25, 2021 4:00 PM

1. Call to Order

A. Zoom Meeting Information

On the above date the regular meeting of the Board of Commissioners was called to order at 4:00 p.m. by Richard Godfrey, Chairman of the Board.

The roll was called by County Clerk Suzie Roehm with the following commissioners answering to their name and district: Gail Patterson-Gladney-District 1; Kurt Doroh-District 2; Richard Godfrey-District 3; Mike Chappell-District 4; Randy Peat-District 5; Donald Hanson-District 6; Paul Schincariol-District 7. All present in person.

2. Additions/Deletions to the Agenda

None.

3. Approval of Agenda

All items on the agenda marked with '*' are part of the consent agenda. Commissioners or the public can request that items be removed from the consent agenda.

Motion to approve the agenda as presented.

Motion by Mike Chappell, Second by Donald Hanson, Carried

4. Approval of Minutes

A. **Minutes - May 11, 2021

Motion by Mike Chappell, Second by Donald Hanson, Carried

5. Public Comment

6. Presentation

7. Administrative Affairs Committee

A. **Brownfield Redevelopment Authority Reappointments

ADMINISTRATIVE AFFAIRS RESOLUTION AA21/5-25-2021

WHEREAS, the request is to reappoint Sarah Moyer-Cale and Lisa Phillips for three-year terms to expire June 01, 2024, and;

WHEREAS, both have served on the board well and bring unique talents, experiences and perspectives that help keep the board a broad-based group, and;

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the reappointments of Sarah Moyer-Cale and Lisa Phillips to the Brownfield Redevelopment Authority for three-year terms to expire on June 01, 2024.

Motion by Mike Chappell, Second by Donald Hanson, Carried

B. **Brownfield Redevelopment Authority Appointments

ADMINISTRATIVE AFFAIRS RESOLUTION AA22/5-25-2021

WHEREAS, the request is to appoint Mr. John Young to the Brownfield Redevelopment Authority to fill the vacancy that Jan Petersen will be leaving, and;

WHEREAS, Jan Petersen is not seeking reappointment to the Brownfield Redevelopment Authority, and;

WHEREAS, Mr. John Young, from Hamilton Township, has submitted an application and is very interested in serving, and;

WHEREAS, his presence on the Brownfield Redevelopment Authority board would continue the conversation ideals of Jan, while also preserving the geographic balance as he would be the only board member from the southwest quadrant of the county. He is very articulate and experienced in business, and grew up in an agricultural family, and;

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approve the appointment of Mr. John Young to the Brownfield Redevelopment Authority for a three-year term to expire June 01, 2024.

Motion by Mike Chappell, Second by Donald Hanson, Carried

C. Proclamation for Nona Anderson

ADMINISTRATIVE AFFAIRS RESOLUTION AA23/5-25-2021

WHEREAS, on February 12, 2021, Nona Anderson, a White Oaks Assisted Living Resident in Lawton, turned 103 years old, and;

WHEREAS, Nona grew up in Brewster, MN and after marriage moved several times to include Indianapolis and Chicago, and;

WHEREAS, Nona worked at Sears and Roebuck for 28 years in the billing department, and;

WHEREAS, in 1966 Nona and her husband moved to Hartford where they opened up a five and dime store that she operated until 1985, and;
WHEREAS, Nona's Five and Dime store on Main Street in Harford was a staple in our community for many years and still brings back fond memories for many, and;
WHEREAS, Nona has four children, seven grandchildren and five great-grandchildren, and;
WHEREAS, Nona was a member of the Hartford Mother's Club while she was raising her children, and;
WHEREAS, Nona is a resident of White Oaks Assisted Living Center, and;
WHEREAS, Nona is a much loved and respected member of the community and is deserving of being honored, and;
NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners recognizes Ms. Nona Anderson as a loved and respected member of the community within Van Buren County during this wonderful time of her 103rd birthday

Motion by Mike Chappell, Second by Gail Patterson-Gladney, Carried

8. Buildings and Grounds Committee

A. **Paw Paw Service League - Use of Property

BUILDING AND GROUNDS RESOLUTION BG2/5-25-2021

WHEREAS, the request is to grant permission to the Paw Paw Service League to use County property for the Arts and Crafts Fair during the Paw Paw Wine and Harvest Festival, September 2021, and;
WHEREAS, the Paw Paw Service League has submitted a request for the use of County property for the Arts & Crafts Fair as part of the Wine & Harvest Festival in September 2021. The Paw Paw Service League is a non-profit organization which includes members from the local community who volunteer their time, talents and efforts to facilitate the success of this fund-raising event. We have granted this request for many years, and;
WHEREAS, the property requested is for the west side and the front half of the east side of the County park. All vehicles are prohibited from entering the south side of the park or driving across the sidewalks. Also, they request use of the area in front of the Historical Society building on Michigan Ave, the small parking lot across from the Courthouse, Paw Paw Street and Niles Street, and, new this year, the grassy area between St. Joseph and Berrien Streets for crafters to park. A Certificate of Insurance will be put on file for liability purposes, and;
WHEREAS, all funds will be donated to local charities;
NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the use of County property to the Paw Paw Service League for the Arts and Crafts Fair during the Paw Paw Wine and Harvest Festival September 2021.

Motion by Mike Chappell, Second by Donald Hanson, Carried

B. **Capital Improvement Plan Amendment

BUILDING AND GROUNDS RESOLUTION BG3/5-25-2021

WHEREAS, the request is to approve the amended Capital Improvements Plan, and;

WHEREAS, we are six months through the fiscal year. It is appropriate to look at the budgeted CIP projects to see what has been done, what can yet be done realistically and remove those that can't, and add projects that have been approved on an emergency basis, and;

WHEREAS, major projects removed include the Courthouse Fire Escape and the Administration Building elevator. There is no feasible way for the fire escape to be accomplished this year. With the courthouse trials limited because of COVID, this will be placed on the 2021 - 2022 CIP, and;

WHEREAS, the Administration Building elevator needs more evaluation because of the underground water issue. It remains functional and will also be placed on the 2021 - 2022 CIP, and;

WHEREAS, replacement items include the Jail Video Arraignment Pods, Jail Kitchen Tilt Skillet and Jail Correction Officers Radios, and;

WHEREAS, the total budget remains the same if not slightly lower.

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the request to amend the Capital Improvements Plan.

Motion by Mike Chappell, Second by Donald Hanson, Carried

9. Finance Committee

A. **Employee File Management

FINANCE RESOLUTION F25/5-25-2021

WHEREAS, the request is for approval to purchase a digital file management platform, and;

WHEREAS, COVID-19 has taught us how to adapt to remote working, which in turn, makes everything more digital friendly. As of now, the only way to access employee files is the hard copy files in the HR office. If anything were to happen to the Administration building, those files would be lost, and;

WHEREAS, the Sheriff's Department has also requested a similar platform to manage their internal files more efficiently so they will utilize a portion of it as well, and;

WHEREAS, the proposal of \$10,500 will be absorbed within the Human Resources budget.

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the proposal from Applied Imaging to implement a digital filing system for the Human Resources and Sheriff's Department and authorizes the Board Chair to sign on its behalf.

Motion by Mike Chappell, Second by Donald Hanson, Carried

B. **FEMA Public Assistance Grant

FINANCE RESOLUTION F26/5-25-2021

WHEREAS, the request is to approve and accept the FEMA Public Assistance Grant for \$5,100 Personal Protection Equipment reimbursement, and;
WHEREAS, this was an emergency grant authorized last year at the beginning of the COVID Pandemic to purchase sanitizer. We are closing out the Grant and need Board Chair signatures on the appropriate documents, and;
WHEREAS, the amount to be reimbursed is \$5,100, and;
NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves and accept the FEMA Public Assistance Grant for \$5,100 Personal Protection Equipment reimbursement and authorize the Board Chair to sign the appropriate documents on its behalf.

Motion by Mike Chappell, Second by Donald Hanson, Carried

C. **Fire/EMS VHF Radio Upgrade Project - Replacement Tower

FINANCE RESOLUTION F27/5-25-2021

WHEREAS, the request is to approve a proposal for replacement of 2 radio towers within the Fire / EMS VHF Radio Project, and;
WHEREAS, the Hartford fairgrounds tower to be replaced and re-established south of the current location at the fairgrounds to the northwest corner of the property of the former DHS building on CR 681, and;
WHEREAS, the replacement of the current tower located at Columbia Township Fire Department Station #2 (CR 384 & 52nd St). The Columbia Tower site has a site lease agreement in place, and;
WHEREAS, the cost of the total project is to be covered by 911 fund balance and the collection of increased local 911 surcharge. Proposal for this phase of project is \$347,730.00. Current 911 Fund balance is \$2,158,619.45, and;
NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the requested proposal for replacement of two radio towers within the Fire/EMS VHF Radio project and authorizes the board chair to sign on its behalf.

Motion by Mike Chappell, Second by Donald Hanson, Carried

D. **Parking Lot Maintenance

FINANCE RESOLUTION F28/5-25-2021

WHEREAS, the request is to authorize County parking lot maintenance and striping work, and;
WHEREAS, this investment is needed, to protect the integrity of the lots and extend their useful life, and;
WHEREAS, The total cost is \$34,355 from CIP fund balance:
Hazen Street: \$8,850
Administration: \$2,490
Courthouse: \$8,005
Niles (east lot): \$3,190
Sheriff: \$11,280
NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of

Commissioners approves the request to authorize County parking lot maintenance and striping work.

Motion by Mike Chappell, Second by Donald Hanson, Carried

10. Labor Negotiations and Contracts Committee

A. Election Deputy Clerk Vacancy

LABOR RESOLUTION L9/5-25-2021

WHEREAS, the request is to approve filling the vacancy for the Elections Deputy Clerk position, and;

WHEREAS, the position is vital to the operations of the County Clerk's Office and has been posted.

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the request for the County Clerk to fill the Elections Deputy Clerk vacancy.

Motion by Donald Hanson, Second by Paul Schincariol, Carried

11. Transit Committee

12. Veteran's Services Committee

13. Public Comment

14. Closed Session

15. Adjournment

16. Board Correspondence

A. Dickinson County

B. Menominee County

C. Muskegon County

17. Committee/Out-Board Assignments

- Municipalities
- Community Action Agency

- Finance Committee
- Technology Committee
- Michigan Association of Counties
- MSU Webinar
- Council of Foreign Relations
- VBISD/Health Department Ribbon Cutting
- Historical Society
- Road Commission
- Market Van Buren
- Transit
- Building & Grounds
- PFAS
- Veterans Committee
- LEPC
- Revenue Sharing
- Wellness Committee
- Substance Abuse
- Labor & Negotiations
- Paul Chappell Graduation
- MiWorks
- Senator Peters
- Drug Task Force
- SW Michigan Behavioral Health

Administrator Faul expressed his appreciation for the opportunity to serve as County Administrator and now as Palisades Project Manager.

18. Organizational Meeting

19. Adjournment

The meeting was adjourned at 4:20 p.m.

Richard Godfrey, Chairperson

Suzie Roehm, County Clerk