



MINUTES
Board of Commissioners Chambers
219 East Paw Paw Street

May 24, 2022 1:00 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

Board of Commissioners Meeting

1. Call to Order
On the above date the regular meeting of the Board of Commissioners was called to order at 01:03 PM by Randall Peat, Chairman of the Board.
2. Recital of the Pledge of Allegiance / Prayer
3. Roll Call
The roll was called by County Clerk Suzie Roehm with the following commissioners answering to their name and district: Gail Patterson-Gladney, Kurt Doroh, Richard Godfrey, Randall Peat, Donald Hanson, Paul Schincariol. Absent and excused: Mike Chappell.
4. Additions/Deletions to the Agenda
5. Approval of Consent Agenda
Motion to approve the agenda as presented and noting that the funding source for Item VBC Children's Advocacy Center will be the Child Care Fund.
Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried
 - A. ****5/10/2022 Board of Commissioners Meeting Minutes**
Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried
 - B. **Administrative Affairs**

****Community Corrections Advisory Board Appointments - Lindsay Marshall and Kate Hosier**

ADMINISTRATIVE AFFAIRS RESOLUTION AA32/5-24-2022

WHEREAS, the request is to appoint Lindsay Marshall and Kate Hosier to the Community Corrections Advisory Board, and;
WHEREAS, Lindsay Marshall and Kate Hosier applied for membership to the Community Corrections Advisory Board. These applicants were approved by the CCAB at the meeting on 3/18/2022, and;
WHEREAS, per the CCAB Bylaws, each member remains in the position for two years with an automatic renewal unless they choose to vacate their position, and;

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners appoints Lindsay Marshall and Kate Hosier to the Community Corrections Advisory Board for two-year terms with an automatic renewal.

Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried

****Appointment to the Southwest Michigan Planning Commission - Rick Catherman**

ADMINISTRATIVE AFFAIRS RESOLUTION AA33/5-24-2022

WHEREAS, the request is to appoint Rick Catherman to the Southwest Michigan Planning Commission, and;

WHEREAS, the SWMPC notified the county that there is a seventh seat formally occupied by Judy Janssen that is currently vacant. That seat, if filled by a non-elected official, would begin in January 2022 and end in December 2023, and;

WHEREAS, Rick Catherman expressed interest and submitted an application for appointment, and;

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners appoints Rick Catherman to the Southwest Michigan Planning Commission with a term expiration of 12/31/2023.

Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried

****Appointment to the Economic Development Corporation - Robert Smith**

ADMINISTRATIVE AFFAIRS RESOLUTION AA34/5-24-2022

WHEREAS, the request is to appoint Robert Smith, Director of the van Buren County Tech Center, to the vacant position on the Economic Development Corporation board, and;

WHEREAS, a position on the Economic Development Corporation board was vacated earlier this year when a former board member elected not to seek reappointment.

Without being aware of this vacancy, Mr. Smith solicited an application to join the EDC board, and;

WHEREAS, Mr. Smith's application was reviewed by the EDC board, and a unanimous motion was made on 4/11/2022 to recommend that the Board of Commissioners appoint Robert Smith to the EDC board for the requisite six-year term, and;

WHEREAS, all EDC seats expire on February 13, therefore the term date for Mr. Smith will be 2/13/2028, and;

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners appoints Robert Smith to the Economic Development Corporation with a term expiration of 2/13/2028.

Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried

****Appointments to the Van Buren County Planning Commission - Tom Motyka and William Pugsley**

ADMINISTRATIVE AFFAIRS RESOLUTION AA35/5-24-2022

WHEREAS, the request is to appoint Tom Motyka and William Pugsley to the Van Buren County Planning Commission, and;

WHEREAS, there are two vacant positions on the board with three-year terms. All seats expire on April 1st, therefore the terms for these two positions will expire on 4/1/2025, and;

WHEREAS, the Van Buren County Planning Commission received applications from Tom Motyka and William Pugsley. At their meeting dated 4/27/2022, the VBCPC voted

to add both members and to fill the remaining vacancy with another candidate. The new VBCP membership will be 11, and;
NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners appoints Tom Motyka and William Pugsley to the Van Buren County Planning Commission with term expiration dates of 4/1/2025.

Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried

****Reclassification of Research Attorney Position / Creation of Law Clerk Position**

ADMINISTRATIVE AFFAIRS RESOLUTION AA36/5-24-2022

WHEREAS, the request is to approve the reclassification of the Research Attorney position from a court association scale R27, to a court association scale R30. It is also to request the creation of a full-time, temporary, Law Clerk position placed at a non-union scale R26, and;

WHEREAS, as of 10/01/2020, the temporary Law Clerk position was eliminated and reclassified as a permanent Research Attorney, which was placed on the court association scale at R27. After reconducting the salary study in April 2022, and only comparing it against other counties with Research Attorneys, we concluded that the current salary range is not competitive with the local market. The responsibilities of the Research Attorney have also increased to include:

☐ Supervising the bailiff and administrative duties of the Trial Court Administrative Assistant.

☐ Coordinate court room and jury room availability for various trials and assign bailiff/attorney assistance.

☐ Overall supervisory responsibilities for the Judicial Law Clerk.

WHEREAS, the hiring of a Law Clerk would address the workload that has drastically increased as a result of a larger number of new criminal filings, trials, and post-judgement appeal activity. The urgency is that in 2021 the number rose to 645 new filings and we are now on track to hit 804 new filings this year, and;

WHEREAS, the recommendation is for the existing employee in the position be placed at the R30 Step, which has a financial impact of \$13,927.37. The current R27 Court Association Scale is \$48,710.61 - \$66,870.18. The proposed R30 Court Association Scale is \$58,039.02 - \$79,361.10. The Law Clerk position is a full-time, 2-year assignment which we are requesting be placed at a R26, Non-Union Scale. Finance is estimating a financial impact of approximately \$79,760.46, which includes salary and fringe benefits. The total financial impact of both requests is: \$93,687.83, and;

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the reclassification of the Research Attorney Position from a court association scale R27 to a court association scale R30 and approves the creation of a full-time, 2-year position, Law Clerk at a non-union scale R26.

Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried

****Ottawa County Juvenile Detention Center Bed Rental Agreement**

ADMINISTRATIVE AFFAIRS RESOLUTION AA37/5-24-2022

WHEREAS, the request is to approve an annual agreement with Ottawa County Juvenile Detention Center for the occasional housing of Van Buren County juveniles in delinquent status, and;

WHEREAS, finding placement for juvenile offenders is often difficult due to staffing shortages at area juvenile homes. Ottawa County Juvenile Detention Center requires a contract for the occasional placement of Van Buren County juveniles in delinquent status, and;

WHEREAS, the financial impact is \$250 per night, per youth from Juvenile Court budget, and;
NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the contract with Ottawa County Juvenile Detention Center and authorizes the Board Chair to sign any related documents.

Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried

C. Finance

****Claims**

CLAIMS RESOLUTION C5/5-24-2022

WHEREAS, claims in the amount of \$2,480,034.04 for April 2022 were submitted and reviewed.

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves total claims in the amount of \$2,480,034.04.

Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried

****2022 PC Refresh**

FINANCE RESOLUTION F13/5-24-2022

WHEREAS, the request is to approve the 2022 PC refresh, and;

WHEREAS, every year, the IT Department purchases ~50 end user computers to replace aged and outdated devices deployed across the County.

WHEREAS, after soliciting offers from four vendors, the quote of \$54,360.91 is the most cost effective, and;

WHEREAS, this is a planned, budgeted expense that occurs annually. Costs are within those budgeted and will be absorbed from the Technology Improvement Fund - 636.0-228.00-752.005. Due to the overall cost, this purchase requires board approval to comply with established purchasing policies.

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the purchase of ~50 end user computers to replace aged and outdated devices for a cost of \$54,360.91 from the Technology Improvement Fund 636.0-228.00-752.005.

Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried

****OCC Grant Application and Budget Approval**

FINANCE RESOLUTION F14/5-24-2022

WHEREAS, the request for approval of the OCC Funding Grant Application and Budget, and;

WHEREAS, MDOC requires the BOC to approve the OCC Funding Application and Budget prior to funds being dispersed, and;

WHEREAS, the Community Corrections Advisory Board has approved the application and budget, and;

WHEREAS, approval of the OCC Application will allow the Office of Community Corrections to continue to screen individuals for pretrial services, provide supervision, electronic monitoring, and substance abuse testing to individuals ordered to participate in pretrial services pending the outcome of their case.

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the OCC Funding Application and authorizes the board chair to sign any related documents.

Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried

****VBC Children's Advocacy Center**

FINANCE RESOLUTION F15/5-24-2022

WHEREAS, the request for approval for \$350,000.00 in Van Buren County funds for one-time startup costs of creating a satellite Children's Advocacy Center in Van Buren County. This request also includes rent free use of space in the county owned DHHS building, and;

WHEREAS, Safe Harbor Children's Advocacy Center provides a lifeline for child abuse and neglect victims. With the support of the Van Buren County Chief of Police, Prosecuting Attorney and DHHS county office, they would like to extend their mission and the Children's Advocacy Center (CAC) program for children and families by creating a satellite CAC in Van Buren County. The CAC would like to renovate and use space at the DHHS building in Hartford. This funding request will assist with the renovation costs, furniture and staffing costs to initiate the program. The renovation costs are necessary to create a child-friendly environment for cases involving alleged child sexual or severe physical abuse. There is currently no place in Van Buren County and specifically for Van Buren County children to participate in a children-friendly forensic interview with the participation of the multi-disciplinary team of law enforcement, child protective services, and the prosecuting attorney and then to receive follow-up treatment and care. Funding for this program will help address these concerns, and;

WHEREAS, for each child-friendly interview conducted in a Children's Advocacy Center, there is a cost savings of more than \$1,000 in each case due to the collaborative efforts of the multi-disciplinary team per research from the National Children's Advocacy Center. Safe Harbor requests a total of \$350,000 over a 3-year period as set forth in the proposed budgets, and;

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the Safe Harbor Children's Advocacy Center's request to use Van Buren County Funds in the amount of \$350,000.00 for the creation of a satellite office in Van Buren and be allowed to use the space in the county-owned DHHS building rent free.

Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried

****County Insurance and Cybersecurity**

FINANCE RESOLUTION F16/5-24-2022

WHEREAS, the request for approval of an unbudgeted increase of \$28,399 for additional cybersecurity insurance coverage. Also, this request is for approval to review insurance vendor options for the next coverage cycle, and;

WHEREAS, the county currently has an established insurance provider relationship with the Michigan Municipal League (MML). Our insurance provider suggests we consider increasing our cybersecurity coverage due to increased threats and hacks to digital data systems. After discussing this with our IT Director, Charles Norton, we believe it would be in the county's best interest to increase our insurance coverage in this area. In the interest of operational security, we are purposely excluding the total coverage amount. The county has had basic coverage for this service in the past and we believe this step will better prepare us for this topic. This change will also place us in alignment with other comparable institutions for this type of coverage. Separately, there will be a review of vendors for Liability/Property and Worker's Compensation insurance options. The reason for this request is to make sure we are getting the best prices for the coverages we are seeking. Any findings will be brought to the board for consideration, and;

WHEREAS, \$28,399 from the general fund (101.0-271.00-935.005).
NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves funding \$28,399 for additional cybersecurity insurance coverage and authorizes a review of insurance vendor options for future coverage cycles.

Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried

6. Public Comment

7. Presentation

A. Medical Examiner Update - Dr. Joyce DeJong

Dr. Joyce DeJong, WMED, presented the 2021 Annual Report on Medical Examiner and Forensic Services for Van Buren County

8. Board Correspondence

A. Kalamazoo County Resolution Re: Auto Insurance Reform

9. Public Comment

Emilly Hickmott, VBC Conservation District, gave an update on Recycle Roundup and other items.

Judge DiStefano stated his appreciation of the new Buildings & Grounds Director and the positive changes in the department.

10. Closed Session

Motion to enter into Executive Session under Section 8A and 8H of the Open Meetings Act to discuss material that is exempt from disclosure under state and federal law.

Motion by Richard Godfrey, Second by Gail Patterson-Gladney, Carried

Roll Call Vote: All Yes

Board went into closed session at 1:18 p.m.

Board returned from closed session at 3:30 p.m.

Motion to accept the resignation of Frank Hardester and authorize Chairman Peat to execute the necessary documents per the recommendation of counsel.

Motion by Kurt Doroh, Second by Gail Patterson-Gladney, Carried

Roll Call Vote: All Yes

Motion to appoint Ryan Post as Interim County Administrator, effective immediately.

Motion by Kurt Doroh, Second by Gail Patterson-Gladney, Carried

Roll Call Vote: All Yes

11. Adjournment

The meeting was adjourned at 03:32 PM.

Randall Peat, Chairperson

Suzie Roehm, County Clerk