



MINUTES
Board of Commissioners Chambers
219 East Paw Paw Street

June 28, 2022 1:30 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

Committee of the Whole Meeting

1. **Call to Order**
The Committee of the Whole meeting was called to order at 02:02 PM by Randall Peat, Chairman of the Board. Present: Patterson-Gladney, Doroh, Godfrey, Chappell, Peat, Hanson and Schincariol.
2. **Additions/Deletions to the Agenda**
Remove Item: 8B Market Van Buren Agreement
3. **Approval of Agenda**
Motion to approve the agenda as amended.
Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried
4. **Approval of Minutes**
 - A. **6/14/2022 Committee of the Whole Meeting Minutes**
Motion to approve the minutes of the June 14, 2022 Committee of the Whole meeting as presented.
Motion by Donald Hanson, Second by Gail Patterson-Gladney, Carried
5. **Public Comment**
6. **Presentation**
 - A. **Increase in Solid Waste & Recycling Program Funding**
Emilly Hickmott presented the request for the county to increase their funding of the solid waste & recycling program from \$17,800 to \$100,000. The Van Buren Conservation District has served as the County's Designated Planning Agency to implement Part 115 County Solid Waste Management Plan.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the request to increase funding from \$17,800 to \$100,000 for the County's solid waste and recycling program administered by Van Buren Conservation District.

Motion by Gail Patterson-Gladney, Second by Richard Godfrey, Carried
Roll Call Vote

Yes: Gail Patterson-Gladney, Kurt Doroh, Richard Godfrey, Mike Chappell,
Paul Schincariol
No: Randall Peat, Donald Hanson

7. Buildings & Grounds

A. Use of County Property - Grape Lake 5K Race

Freshwater Church is requesting to use the parking lot at 801 Hazen St. during Wine & Harvest festival for the Grape Lake 5K race registration.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the use of the parking lot at 801 Hazen St., Paw Paw for registration for the Grape Lake 5K race on September 10, 2022 from approximately 7 a.m. to 2 p.m.

Motion by Paul Schincariol, Second by Mike Chappell, Carried

B. Buildings & Grounds Department Update

John Small provided a Departmental Update to the Board. The Board directs Mr. Small to proceed with an RFP for the generator at South Haven Courthouse. Bids were also presented for demolition at 309 S. Kalamazoo St., Paw Paw. Terry excavating for demolition and Martin & Associates for asbestos remediation are being recommended.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, to contract with Terry Excavating and Martin & Associates for demolition at 309 S. Kalamazoo St., Paw Paw in an amount not to exceed \$36,680.00.

Motion by Kurt Doroh, Second by Donald Hanson, Carried

C. County Vehicle Policy

Discussion to update the County Vehicle Policy which has been reviewed by the county legal firm.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the updated County Vehicle Policy.

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

8. Finance

A. Dog Attack on Livestock

County resident Matt Paris is seeking compensation for loss of livestock due to a dog attack. The values for the livestock were obtained from Doug Brooks, Facility Manager at United Producers, Inc.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, compensation to Matt Paris in the amount of \$1,250 for the loss of livestock due to a dog attack.

Motion by Richard Godfrey, Second by Kurt Doroh, Carried

B. Market Van Buren Agreement

This item was removed from agenda.

C. Foster Swift Invoices

Motion to pay two invoices from Foster Swift in the amount of \$65,648.65 for NCG litigation.

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

D. Strategic Plan - ARPA Proposals

The County has outstanding ARPA Proposals that have not been addressed yet.

Motion to review all current ARPA requests by the end of the 2022 calendar year.

Motion by Paul Schincariol, Second by Gail Patterson-Gladney, Carried

Roll Call Vote: All Yes

9. Labor, Negotiations, and Contracts

A. Reorganization of the Office of Domestic Preparedness

Captain Jim Charon is requesting reorganization of the Office of Domestic Preparedness to include one Emergency Management Coordinator at Sergeant pay level, and one Emergency Management Planner at the Deputy pay level to be paid out of the general fund. The Entergy Stipend has been lost due to the sale of the company. Discussion that Holtech should be approached for continued funding.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the reorganization of the Office of Domestic Preparedness, as requested, with the understanding that Holtech should be approached for continued funding.

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

B. Creation of an Additional Deputy Position

Captain Jim Charon is requesting the addition of a full-time deputy from the public safety budget due to increases in township contracts.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the addition of one full-time deputy position funded from the public safety budget.

Motion by Kurt Doroh, Second by Paul Schincariol, Carried

C. Creation of an Additional Assistant Prosecuting Attorney Position

Prosecutor Susan Zuiderveen is requesting an additional Assistant Prosecuting Attorney Position with a starting salary at the 5-year level.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the creation of an additional Assistant Prosecuting Attorney position starting at Level F, \$85,156.50 plus \$38,000 for the cost of benefits.

Motion by Mike Chappell, Second by Kurt Doroh, Carried

D. Elimination and Creation of Buildings & Grounds Positions

B&G Director John Small is requesting to eliminate two part-time janitorial positions and create three full-time positions for cleaning and general duties. The new positions would be placed at R20 level on the AFSCME payscale.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the elimination of two part-time positions and creation of three full-time positions in the Building & Grounds Department at Level R20 on the AFSCME payscale.

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

E. Van Buren County Wellness Program Guide

Jenna Reinking presented the updated County Wellness Program Guide.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the updated Van Buren County Updated Wellness Program Guide.
Motion by Gail Patterson-Gladney, Second by Donald Hanson, Carried

F. Remote Work Policy and Agreement

Anna Cerven presented the Remote Work Policy and Agreement which has been reviewed and approved by the labor attorney. This policy and agreement provides guidelines and provisions for working from home and a confirmation of receipt page for each eligible employee to sign. Discussion that the Commissioners would like periodic reporting.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the Remote Work Policy and Agreement and for periodic reporting to the Board.

Motion by Donald Hanson, Second by Gail Patterson-Gladney, Carried

G. Employee Engagement Survey Results

Anna Cerven presented the results from the employee engagement survey. Discussion that further review and an action plan to be part of the 1st and 3rd Tuesday meetings.

H. Human Resources Update

Anna Cerven presented her Human Resources update. The close date for applications for the Administrator position will be July 15, 2022. There will be further discussion on the interview process.

10. Public Transit

A. Public Transit Financial Reports

Tami Naber presented the Public Transit Financial Report.

B. Public Transit Operations Reports

Tami Naber presented the Public Transit Operations Report.

C. Public Transit Director's Report

Lauri Schlipp presented the Public Transit Director's Report.

D. ADA Complaint and Reasonable Modification Policy

MDOT requires that Public Transit submit a board approved ADA Complaint and Reasonable Modifications policy pursuant to the American Disability Act.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the required Public Transit's ADA Complaint and Reasonable Modification Policy.

Motion by Kurt Doroh, Second by Paul Schincariol, Carried

11. Public Comment

12. Adjournment

Commissioner Peat reported that Attorney Schultz has been unsuccessful in locating an entity to perform the wage study. He also reported that there is no requirement to have both a Board of Commissioners and a Committee of the Whole meeting.

The meeting was adjourned at 05:18 PM.

Suzie Roehm, County Clerk