



MINUTES
Board of Commissioners Chambers
219 East Paw Paw Street

August 9, 2022

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 01:00 PM by Randall Peat, Chairman of the Board. Present: Patterson-Gladney, Doroh, Godfrey, Chappell, Peat, Hanson and Schincariol.
2. **Additions/Deletions to the Agenda**
Add Item 7.C. - Friend of the Court
Add Chairman update at end of meeting
3. **Approval of Agenda**
Motion to approve the agenda as amended.
Motion by Gail Patterson-Gladney, Second by Donald Hanson, Carried
4. **Approval of Minutes**
 - A. **7/26/2022 Committee of the Whole**
Motion to approve the minutes of the July 26, 2022 Committee of the Whole meeting as presented.
Motion by Kurt Doroh, Second by Gail Patterson-Gladney, Carried
5. **Public Comment**
6. **Presentation**
 - A. **2022 Office of the Public Defender Annual Report**
Chad Catalino presented the annual report for the Office of the Public Defender.
7. **Administrative Affairs**
 - A. **Out of State Travel for 911 Training**
911 Director Tim McGee requested approval for out of state travel for required 911 training that currently is not scheduled in Michigan. He also asked the Board to consider a blanket order in the future to allow travel to these classes when the out-of-state location is closer than the in-state training and available.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, out of state travel for 911 dispatchers for required training in Northern

Indiana.

Motion by Paul Schincariol, Second by Kurt Doroh, Carried

B. Broadband Report Update

The Broadband Mapping Report has been updated and can be published and shared for review. Questions and corrections can be directed to the Administration Office and will be forwarded to the coordinator. Market Van Buren will schedule a meeting with all stakeholders.

C. Friend of the Court

Discussion about relocating offices to enable Friend of the Court to move out of the basement of the Administration Building. The proposal would be to move the Veterans Services Office to the Paw Paw Museum, move Land Management to the current Veterans Services area and then move Friend of the Court to the current Land Management area. All parties are in agreement with the move so long as their needs are met and they have sufficient office space. Further discussion at future meetings.

8. Finance

A. Claims

Claims were reviewed.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, payment of claims in the amount of \$2,448,379.90.

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

B. Budget Adjustments

Ryan Post presented the monthly budget adjustments.

Motion to approve the monthly adjustments required to maintain a balanced budget.

Motion by Kurt Doroh, Second by Donald Hanson, Carried

C. Monthly Financial Statement

The Monthly Financial Statement was reviewed without objection.

D. FY 22-23 Draft Budget

The draft budget was reviewed and discussed. B&G Director Small submitted his CIP list

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, proceeding with the Register of Deeds HVAC project and Human Services East alarm controller project this fiscal year and direct B&G to place the order for the Air Cool Chiller for the Courthouse as soon as possible so it can be completed in the 2022-2023 fiscal year.

Motion by Donald Hanson, Second by Mike Chappell, Carried

Motion to approve the draft budget with changes to include a 5% increase for the Health Department appropriation and remove the remaining CIP items at this time. Final review at the August 23, 2022 meeting.

Motion by Donald Hanson, Second by Kurt Doroh, Carried

E. USDA Lease Application

The USDA Lease Application for the CR 681, Hartford property needs to be updated to list Ryan Post as the point of contact.

Motion to approve by resolution at today's meeting of the Board of Commissioners, naming Ryan Post as the point of contact to negotiate and sign lease agreements with the USDA.

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

F. Mattawan Building Sale

There is a lease overpayment by the District Health Department due to the sale of the Mattawan facility.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the return of the lease overpayment due to the Van Buren/Cass District Health Department in the amount of \$170,625 from the sale of the Mattawan property.

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

G. Commissioner Per Diems

Commissioners per diems were reviewed.

Motion to approve commissioner per diems as submitted.

Motion by Mike Chappell, Second by Donald Hanson, Carried

9. Labor, Negotiations, and Contracts

A. General Maintenance Carpenter Wage Exception

Director Small is requesting a salary exception for the carpenter position to the highest level due to the employee's experience.

Motion to approve by resolution at today's meeting of the Board of Commissioners, the carpenter position starting salary exception to Range 20H, \$22.12 per hour.

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

10. Public Transit

A. Public Transit Financial Reports

Tami Naber presented the Public Transit Finance Report.

B. Public Transit Operations Reports

Tami Naber presented the Public Transit Operations Report.

C. Public Transit Director's Report

Laurie Schlipp presented the Public Transit Director's Report.

11. Public Comment

- Mary McIntosh, Paw Paw Village Counsel
- Chairman Peat Update:
 - Letter received from State of Michigan regarding audit
 - Items currently located in the museum in Paw Paw need to be returned to the owners or their families unless they wish to continue to have the items donated to the County Museum in Hartford. Those items will be held in storage until the repairs are completed on the County Museum.

12. Adjournment

The meeting was adjourned at 03:50 PM.

Suzie Roehm, County Clerk