



MINUTES
Board of Commissioners Chambers
219 East Paw Paw Street

August 23, 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

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 02:58 PM by Paul Schincariol, Vice-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: Kurt Doroh, Richard Godfrey, Mike Chappell, Donald Hanson, Paul Schincariol. Absent and excused: Gail Patterson-Gladney and Randall Peat.
4. Additions/Deletions to the Agenda
Add Item 9B - Administration Building Office Moves Phase 1
5. 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 amended.
Motion by Mike Chappell, Second by Kurt Doroh, Carried
6. Approval of Minutes

A. **8/9/2022 Board of Commissioners Meeting Minutes
Motion by Mike Chappell, Second by Kurt Doroh, Carried
7. Public Comment
8. Administrative Affairs

A. **Out of State Travel for 911 Training
ADMINISTRATIVE AFFAIRS RESOLUTION AA49/8-23-2022
WHEREAS, the request is to authorize out of state travel for 911 dispatcher training for fall of 2022, and;
WHEREAS, 911 Dispatchers are required to obtain EMD (Emergency Medical Dispatch) certification. EMD training for 911 dispatchers is routinely offered in the

northern Indiana area (Mishawaka, South Bend, and Crown Point).
NOW, THEREFORE BE IT RESOLVED that the Van Buren County Board of Commissioners authorizes the out of state travel to northern Indiana for 911 dispatcher training in the fall of 2022.

Motion by Mike Chappell, Second by Kurt Doroh, Carried

9. Buildings & Grounds

A. Use of County Property - Lakeshore Harvest Ride

BUILDING AND GROUNDS RESOLUTION BG15/8-23-2022

WHEREAS, the request is to approve the use of county property in South Haven on 9/17/2022, and;

WHEREAS, the Lakeshore Harvest Bike Ride put on by the Friends of the Blue Star Trail is an annual event. They are requesting the use of the parking lot located at 1007 Wells Street, South Haven on 9/17/2022 from 7:30 AM to 4:00 PM.

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the use of the South Haven facility parking lot for the Lakeshore Harvest Ride on 9/17/2022.

Motion by Donald Hanson, Second by Kurt Doroh, Carried

B. Office Moves Update Phase 1 - Veterans Services

BUILDING AND GROUNDS RESOLUTION BG16/8-23-2022

WHEREAS, The request is for approval of Phase 1 of the Administration Building Office moves; and

WHEREAS, Phase 1 is the relocation of the Veterans Office from the Administration Building, 3rd Floor – Suite 305 to the Museum, and;

WHEREAS, the total estimated cost is less than \$40,000 for IT and Buildings & Grounds costs, and;

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners hereby approves Phase 1 of the Administration Building Office moves and the costs associated.

Motion by Donald Hanson, Second by Kurt Doroh, Carried

10. Finance

A. **Claims

CLAIMS RESOLUTION C8/8-23-2022

WHEREAS, claims in the amount of \$2,448,379.90 for July 2022 were submitted and reviewed.

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves total claims in the amount of \$2,448,379.90.

Motion by Mike Chappell, Second by Kurt Doroh, Carried

B. **Mattawan Building Sale

FINANCE RESOLUTION F31/8-23-2022

WHEREAS, the request is to approve the lease overpayment due to the Van Buren / Cass District Health Department from the sale of the Mattawan Building in the amount of \$170,625.00, and;

WHEREAS, in the original lease agreement dated January 1, 2015, VBCDHD prepaid \$650,000.00 for the 10-year lease agreement. Upon sale of the property, any lease

overpayments should be returned. The property was sold in May of 2022. Leaving Van Buren County owing the VBCDHD \$170,625.00 from their original contribution of \$650k to lease the facility.

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the payment of \$170,625.00 to the Van Buren / Cass District Health Department for lease overpayment due to the sale of the Mattawan facility.

Motion by Mike Chappell, Second by Kurt Doroh, Carried

C. ****Approved CIP Items**

FINANCE RESOLUTION F32/8-23-2022

WHEREAS, the request is to approve items from the Buildings & Grounds Capital Improvement Projects list, and;

WHEREAS, during the 8/9/2022 Committee of the Whole discussion, the B&G CIP items were discussed. The motion was to proceed with the Register of Deeds HVAC project (for approximately \$5,800) and Human Services East alarm controller project (for approximately \$8,500) to be deducted from the 21-22 fiscal year budget 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.

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves proceeding with the items from the Buildings & Grounds Capital Improvement Projects lists as described.

Motion by Mike Chappell, Second by Kurt Doroh, Carried

11. **Public Comment**

Commissioner Chappell commented that UnderSherriff Conklin was the Grand Marshall of the Veteran's Boat Parade in South Haven.

12. **Board Correspondence**

13. **Closed Session**

14. **Adjournment**

The meeting was adjourned at 03:05 PM.

Paul Schincariol, Vice-Chair

Suzie Roehm, County Clerk