MINUTES
Board of Commissioners Chambers
219 East Paw Paw Street

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

October 25, 2022

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 6.C. Grant Opportunity Update

3. Approval of Agenda

   Motion to approve the agenda as amended.
   Motion by Gail Patterson-Gladney, Second by Mike Chappell, Carried

4. Approval of Minutes

   A. 10/11/2022 Committee of the Whole Meeting Minutes

      Motion to approve the minutes of the October 11, 2022 Committee of the Whole meeting as presented.
      Motion by Mike Chappell, Second by Kurt Doroh, Carried

5. Public Comment

   - John Schreuder - ARPA funds

6. Presentation

   A. Apportionment Report

      Tony Meyaard, Equalization Director, presented the annual Apportionment Report.

      Motion to approve by resolution at today's regular meeting of the Board of Commissioners, the Apportionment Report as submitted.
      Motion by Kurt Doroh, Second by Donald Hanson, Carried

   B. Drain and Lake Level Special Assessment Rolls for 2022 Tax Rolls & Annual Report

      Joe Parman, Drain Commissioner, presented the Drain and Lake Level Special Assessment Rolls.

      Motion to approve by resolution at the next regular meeting of the Board of

Commissioners, the Drain and Lake Level Special Assessment Rolls as presented.
Motion by Kurt Doroh, Second by Gail Patterson-Gladney, Carried

C. Grant Opportunities

Zach Morris and Sarah Snoeyink, Market Van Buren, provided an update on available and possible upcoming grants available through the state.

7. Administrative Affairs

A. Commercial Property Assessed Clean Energy (C-PACE) Program

Zach Morris and Sarah Snoeyink provided an update on the C-PACE Program. The PACE Program Report was reviewed by the County's legal counsel. This item will be moved to the November 8, 2022 Committee of the Whole.

8. Buildings & Grounds

A. Holiday Lighting Decorations

John Small, B&G Director, is requesting funding for holiday lighting decorations. They are asking to use rebates that have been earned.

Motion to approve funding in the amount of $1,000 for holiday lighting decorations and utilize the B&G staff for installtion.
Motion by Donald Hanson, Second by Paul Schincariol, Carried

9. Finance

A. AED (Automated External Defibrillators) Purchase

Captain Jim Charon is requesting to purchase 30 AED's from Stryker to replace aging and outdated machines.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the purchase of 30 AED's from Stryker in the amount of $60,945.00 from the Public Safety Fund balance.
Motion by Mike Chappell, Second by Richard Godfrey, Carried

B. Investment Software

Treasurer Nesbitt is requesting to enter into an agreement with Emphasys Computer Solutions Inc. for investment software created for local governments. Funding for the request can be offset by the interest earned on the county's investment portfolio.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, entering into an agreement with Emphasys Computer Solutions Inc. for investment software and allow the Board Chair to sign all required documents.
Motion by Kurt Doroh, Second by Gail Patterson-Gladney, Carried

C. Land Bank Authority Grant

Treasurer Nesbitt is requesting approval for the Van Buren County Land Bank Authority's engagement in the Michigan State Land Bank Authority's RFP 2023-01 Blight Elimination Program. Proposals need to be received by December 1st for review and scoring and Market Van Buren is offering support to local governments who are interested in applying.

Motion to approve the VBC Land Bank Authority's engagement in the Blight Elimination

Program RFP 2023001.
Motion by Kurt Doroh, Second by Gail Patterson-Gladney, Carried

D. Fiscal Year 2023 OCC Budget

Natalie Dean is requesting approval of the FY2023 OCC grant budget in the amount of $130,903.00.

Motion to approve by resolution at today's regular meeting of the Board of Commissioners, the FY2023 OCC grant budget in the amount of $130,903.00.
Motion by Mike Chappell, Second by Richard Godfrey, Carried

E. County Child Care Fund Budget Summary FY 23

Veronica Stillson is requesting approval for the Board Chair to sign the County Child Care Fund Budget Summary form for fiscal year 2023.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the Board Chair's signature on the County Child Care Fund Budget Summary form for fiscal year 2023.
Motion by Kurt Doroh, Second by Gail Patterson-Gladney, Carried

F. FY23 Net Cost Agreement for Substance Abuse Disorder Services - SWMBH

Administrator Post presented the request to review and approve the FY2023 PA2 funding for Specialty Courts and Pretrial Services with Southwest Michigan Behavioral Services.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the FY2023 contract with SWMBH for Substance Abuse Disorder Services and for the Board Chair to sign all required documents.
Motion by Mike Chappell, Second by Kurt Doroh, Carried

G. Preliminary Audit Letter from Maner Costerisan

Administrator Post presented the Preliminary Audit letter and the Audit Scope and Objectives from Maner Costerisan for the Board's review.

H. Engagement Letter and Agreement with Maner Costerisan

Administrator Post presented the Engagement Letter and Agreement letter with Maner Costerisan for auditing services.

Motion to approve by resolution at today's regular meeting of the Board of Commissioners, a three year service agreement with Maner Costerisan for auditing services.
Motion by Kurt Doroh, Second by Gail Patterson-Gladney, Carried

I. Budget Adjustments

Administrator Post presented the monthly budget adjustments required to maintain a balanced budget.

Motion to approve the budget adjustments as submitted.
Motion by Richard Godfrey, Second by Donald Hanson, Carried

10. Labor, Negotiations, and Contracts

A. Rebranding the Land Management Department

Charles Norton, IT Director, presented the request to rename the Land Management Department to the GIS Department and create a GIS Director position and eliminate the Land Management Director position. The new position would be raised to R34 on the AFSCME unified payscale.

Motion to approve by resolution at today's regular meeting of the Board of Commissioners, the renaming of the Land Management Department to the GIS Department and create a GIS Director position at the R34 AFSCME unified payscale.
Motion by Donald Hanson, Second by Kurt Doroh, Carried

B. Letter of Understanding Regarding FOC / Wages

Veronica Stillson presented the request for a Letter of Understanding regarding FOC wages for a promoted employee in the event of a position reclassification during negotiations.

Motion to approve by resolution at today's regular meeting of the Board of Commissioners, a Letter of Understanding regarding FOC wages for a promoted employee and authorize the Board Chair to sign all necessary documents.
Motion by Richard Godfrey, Second by Gail Patterson-Gladney, Carried

C. County Administrator Contract

The County Administrator contract for Ryan Post was presented and reviewed.

Motion to approve by resolution at today's regular meeting of the Board of Commissioners, the County Administrator contract for Ryan Post as presented.
Motion by Kurt Doroh, Second by Mike Chappell, Carried

11. Veterans Services

A. Veterans Services Update

David Krzycki presented the Veterans Services Update and the Board viewed their completed video.

12. Public Comment

13. Adjournment

The meeting was adjourned at 02:55 PM.

Suzie Roehm, County Clerk