



MINUTES
Board of Commissioners Chambers
219 East Paw Paw Street

October 25, 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 03:05 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, Mike Chappell, Randall Peat, Donald Hanson, Paul Schincariol.
4. **Additions/Deletions to the Agenda**
Add: Item 11.C. GIS Department
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 Gail Patterson-Gladney, Carried
6. **Approval of Minutes**

A. ****10/11/2022 Board of Commissioners Meeting Minutes**
Motion by Mike Chappell, Second by Gail Patterson-Gladney, Carried
7. **Public Comment**
8. **Administrative Affairs**

A. ****Authority to Apply for Federal EPA Grant for the Brownfield Redevelopment Authority**
ADMINISTRATIVE AFFAIRS RESOLUTION AA57/10-25-2022
WHEREAS, the request is for approval for the Van Buren County Brownfield Redevelopment Authority to apply for and manage a grant from the EPA in accordance with RFA No. EPA-OLEM-OBLR-22-05, and;
WHEREAS, the VBC Brownfield Redevelopment Authority ("VBCBRA") is being encouraged to apply for a grant from the U.S. Environmental Protection Agency

("EPA"), both by the EPA itself and by the Michigan Department of the Environment, Great Lakes & Energy ("EGLE"). Grant applications are due by November 22, 2022, and;

WHEREAS, the exact amount and components of the application are being developed by VBCBRA and its consulting firm, Envirologic Technologies Inc. We anticipate the amount to be substantially larger than the prior grant of \$400,000 that expired in late 2021.

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners hereby approves the Van Buren County Brownfield Redevelopment Authority to apply for and manage a grant from the EPA in accordance with RFA No. EPA-OLEM-OBLR-22-05.

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

9. Buildings and Grounds

A. **Snow Removal Bids

BUILDINGS & GROUNDS RESOLUTIONS B17/10-25-2022

WHEREAS, the request is for approval of the snow removal bids as recommended by the Buildings & Grounds

Director for the 2022 – 2023 snow season, and;

WHEREAS, the Van Buren County Board of Commissioners requested bids for the 2022 - 2023 seasonal snow removal for designated locations. Five bids were received for the 13 locations. The Buildings & Grounds Director, John Small, reviewed all the snow removal bids that were submitted and the following is his recommendation:

Company	Plow Location	Amount
Elevate Landscape	South Haven – Courthouse	\$4,890.00
Kusmack Lawncare	Paw Paw – Human Services East, Hazen St, B&G	\$7,150.00
Lawn Boys	Paw Paw – Courthouse / Annex	\$8,500.00
Lawn Boys	Paw Paw – Admin Building / Niles St. Lot	\$4,900.00
Lawn Boys	Paw Paw – Sheriff's Lot	\$3,900.00
Lawn Boys	Hartford – Animal Control, Gun Range, Museum	\$2,700.00
Lawn Boys	Hartford – DHS & Health Department	\$27,500.00

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners hereby approves the snow removal bids as recommended above by the Buildings & Grounds Director.

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

10. Finance

A. **2022-2023 IT Switch Refresh

FINANCE RESOLUTION F43/10-25-2022

WHEREAS, the request is for approval of the proposal for the 2022-2023 switch refresh, and;

WHEREAS, every year, the IT Department budgets and plans for a routine replacement of old and outdated networking equipment. This rolling replacement cycle helps us to keep the organization's infrastructure current without having to plan for an excessive capital outlay, and;

WHEREAS, for this proposal, IT solicited bids from nine vendors; five responded. The most cost-effective proposal was from MJKNet, Inc at \$41,075.28. This is a planned and budgeted expense to be made from the Technology Improvement fund, 636.0.228.00.752.005.

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of

Commissioners hereby approves the bid from MJKNet, Inc in the amount of \$41,075.28 for routine replacement of old and outdated networking equipment, a budgeted expense from the Technology Improvement fund.

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

B. ****MSU Extension Memorandum of Agreement**

FINANCE RESOLUTION F44/10-25-2022

WHEREAS, the request is for approval of the annual Memorandum of Agreement between Van Buren County and Michigan State University, and;
WHEREAS, this is the annual contract renewal between MSU and Van Buren County for MSU Extension services in Van Buren County. This was included in the MSU Extension line items for the 2023 County General Fund Budget, and;
WHEREAS, Base assessment - \$65,947
50% additional 4-H Educator - \$34,337
40% additional agriculture and agribusiness educator and 50% consumer horticulture/Veterans
Liaison - \$100,015

Total Memorandum of Agreement \$200,299.

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners hereby approves the FY 22-23 MSU Extension Memorandum of Agreement and for the Board Chair to sign on the Board's behalf.

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

C. ****Traffic Radar Sign Purchase**

FINANCE RESOLUTION F45/10-25-2022

WHEREAS, the request is for approval for the Sheriff's Office to purchase a traffic radar sign from All Traffic Solutions, and;
WHEREAS, the speed alert trailer will assist in monitoring traffic and documenting high speed areas within the county, and;
WHEREAS, the financial impact is \$15,828.00 to be purchased from the Public Safety Fund Balance.

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners hereby approves the purchase of a speed alert trailer in the amount of \$15,828.00 from All Traffic Solutions, to be paid from the Public Safety Fund Balance.

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

D. ****2022 Emergency Management Performance Grant**

FINANCE RESOLUTION F46/10-25-2022

WHEREAS, the request is for approval of the grant from FEMA via the MI State Police in the amount of \$42,826.00, and;

WHEREAS, the Emergency Management Performance Grant allocation is 40.29% of the Subrecipient's (Van Buren County) Emergency Program Manager's (Coordinator) salary and fringe benefits, and;

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners hereby approves the grant from FEMA via the MI State Police in the amount of \$42,826.00 and for the Board Chair to sign any documentation on the Board's behalf.

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

E. ****Claims**

CLAIMS RESOLUTION C10/10-25-2022

WHEREAS, claims in the amount of \$4,612,800.20 for September 2022 were submitted and reviewed.

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves total claims in the amount of \$4,612,800.20.

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

F. **Fiscal Year 2023 OCC Budget**

FINANCE RESOLUTION F47/10-25-2022

WHEREAS, the request is for approval of the fiscal year 2023 OCC Budget of \$130,903.00, and;

WHEREAS, Pretrial services were approved for \$130,903.00 for FY 2023 to be funded by the Michigan Department of Corrections. This will allow the OCC to continue pretrial supervision, drug testing, electronic monitoring, and Moral Reconciliation Therapy.

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the fiscal year 2023 OCC Budget of \$130,903.00 and for the Board Chair to sign on the Board's behalf.

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

G. **Engagement Letter and Agreement with Maner Costerisan**

FINANCE RESOLUTION F48/10-25-2022

WHEREAS, the request is for approval of the Engagement Letter and Agreement with Maner Costerisan, the company that does the required financial auditing for the county, and;

WHEREAS, the county has been using Maner Costerisan for audit services and the previous agreement has expired. This agreement is for services starting immediately through the next 3 years.

WHEREAS, it is the recommendation of the County Administrator to continue to use the Maner Costerisan, especially considering the current and upcoming changes within the Administration and Finance Department leadership.

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the three-year agreement with Maner Costerisan, and for the Board Chair to sign any related documents.

Motion by Kurt Doroh, Second by Donald Hanson, Carried

H. **Apportionment Report**

FINANCE RESOLUTION F49/10-25-2022

WHEREAS, it is the statutory duty of the Van Buren County Board of Commissioners, under P.A. 87 of the M.C.L.A. 46.1 at its annual session in October of each year to ascertain, determine and apportion such amounts as directed by 211.37 of the General Property Tax Law, and;

WHEREAS, the Van Buren County Board of Commissioners does hereby certify that the governing body of each taxing jurisdiction has reduced their millage as required in Sec. 24 (e) and Sec. 34 (d), General Property Tax Laws, and Article 9 of the State Constitution of 1963, and;

WHEREAS, the Van Buren County Board of Commissioners authorize and direct that all 2022 property taxes in Van Buren County be spread as one total sum for each taxing unit.

NOW, THEREFORE BE IT RESOLVED that the Van Buren County Board of Commissioners does hereby adopt the Van Buren County Tax Report of 2022 and the apportionment and millage of taxes to be spread in accordance with the statute in such case made and provided as evidence by exhibits attached hereto and made a

part of.

BE IT FURTHER RESOLVED that statement of the explanation of the Tax Rate for each separate tax in the various units is attached to the Tax receipt in accordance with Sec. 21.39 of the General Property Tax Law.

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

11. Labor, Negotiations, and Contracts

A. Letter of Understanding Regarding FOC / Wages

LABOR RESOLUTION L22/10-25-2022

WHEREAS, the request is for approval and signature on the Letter of Understanding Local 2628.04 - 36th Judicial Circuit Court Unit, and;

WHEREAS, this LOU provides assurance to a promoted employee. In the event that position reclassification occurs during negotiations, the employee would be at a lesser rate at the promoted position than she would be if she retained her current title. This LOU allows the employee to accept the promotion and financially benefit, and; WHEREAS, the LOU has been approved and signed by the Chief Judge, Union Representative, and Department Administrator.

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the Letter of Understanding regarding the wages for the promotion of a Friend of the Court employee, and for the Board Chair to sign on behalf of the Board.

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

B. County Administrator Contract

LABOR RESOLUTION L23/10-25-2022

WHEREAS, the request is to approve the County Administrator contract for Ryan Post, and;

WHEREAS, at the October 17, 2022, Special Meeting of the Board of Commissioners for County Administrator Interviews, the Board voted to select Ryan Post for the position, and the Board Chair was authorized to negotiate a contract.

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the contract with Ryan Post to serve as the Van Buren County Administrator and for the Board Chair to sign on the Board's behalf.

Motion by Richard Godfrey, Second by Mike Chappell, Carried

C. Land Management rebranding to GIS Department

LABOR RESOLUTION L24/10-25-2022

WHEREAS, the request is to rebrand the Land Management Department to the Geographic Information Systems (GIS) Department. This is in line with current trends at our neighboring Counties and other municipalities. Secondly, eliminate the antiquated Land Management Director position and replace it with a GIS Director position at range 34 of the AFSCME unified pay scale, and;

WHEREAS, It is recommended to place the GIS Director position's pay scale at R34 (\$70,473 - \$94,458). This represents an increase from the Land Management Director's R31 pay scale of \$59,026 - \$79,618.50 and is due to added responsibilities and to better align with our comparable Counties and their pay scales. The employee who recently retired from the Land Management position left at an annual wage of \$77,259, and;

NOW, THEREFORE BE IT RESOLVED that the Van Buren County Board of Commissioners approves the rebranding of the Land Management Department to the Geographic Information Systems (GIS) Department. As well as eliminate the

antiquated Land Management Director position and replace it with a GIS Director position at range 34 of the AFSCME unified pay scale.

Motion by Richard Godfrey, Second by Donald Hanson, Carried

12. Public Comment

13. Board Correspondence

14. Closed Session

Motion to enter into Executive Session pursuant to Sec.8(c) for negotiations and Sec.8(d) for consideration of real property purchase.

Motion by Kurt Doroh, Second by Donald Hanson, Carried

Roll Call Vote: All Yes

Board went into closed session at 3:12 p.m.

Board returned from closed session at 4:18 p.m.

15. Adjournment

The meeting was adjourned at 04:21 PM.

Randall Peat, Chairperson

Suzie Roehm, County Clerk