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

November 22, 2022

Committee of the Whole Meeting

1. Call to Order

The Committee of the Whole meeting was called to order at 01:05 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 8.C. Veteran's Services Request for Use of County Property

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. November 08, 2022 Committee of the Whole Meeting Minutes

Motion to approve the minutes of the November 8, 2022 Committee of the Whole meeting as presented.
Motion by Mike Chappell, Second by Gail Patterson-Gladney, Carried

5. Public Comment

None

6. Presentation

A. Broadband Progress Update - DCS Technology & Market Van Buren

Chris Scharrer and Sara Snoeyink presented a Broadband progress update.

7. Administrative Affairs

A. Remonumentation Committee Appointment - Kate Hosier

Request to appoint Kate Hosier to the Remonumentation Committee to fill a vacancy for the representative of villages and cities.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the appointment of Kate Hosier to the Remonumentation Committee to fill a vacancy.
Motion by Kurt Doroh, Second by Richard Godfrey, Carried

B. Road Commission Re-Appointment - Douglas Burleson

Request to re-appoint Douglas Burleson to the Van Buren County Road Commission.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the re-appointment of Douglas Burleson to the Van Buren County Road Commission for a six-year term expiring December 31, 2028.
Motion by Mike Chappell, Second by Kurt Doroh, Carried

8. Buildings and Grounds

A. Purchase of the Kelly Page Law Office Building

Discussion regarding the purchase of the Kelly Page Law Office Building and to move Friend of the Court into the building. There is an estimate of $40,000 or less for technical and building upgrades.

Motion to approve by resolution at today's meeting of the Board of Commissioners, authorization for the Board Chair to sign the purchase agreement for the Kelly Page Law Office Building, 203 S. Niles Street, Paw Paw, in the amount of $195,000 and utilize the building for Friend of the Court.
Motion by Mike Chappell, Second by Donald Hanson, Carried

B. Administration Office Relocation

Discussion to relocate the Administration Office to the third floor of the Administration and Land Services Building and the GIS Department to the second floor.

Motion to support the Administration and GIS Department relocation plan.
Motion by Kurt Doroh, Second by Donald Hanson, Carried

C. Use of County Property-MVAA Holiday Food Drive

Veterans Services is requesting use of county property located at 801 Hazen Street, Paw Paw for the MVAA Holiday Food Drive. They will also need approximatley 20 volunteers to help.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the use of county property at 801 Hazen Street, Paw Paw on December 14, 2022 for the MVAA Holiday Food Drive.
Motion by Mike Chappell, Second by Gail Patterson-Gladney, Carried

9. Finance

A. Revised Apportionment Report

The Apportionment Report needs to be revised due to newly approved millages passed at the November, 2022 election.

Motion to approve by resolution at today's meeting of the Board of Commissioners, the Revised 2022 Apportionment Report.
Motion by Gail Patterson-Gladney, Second by Richard Godfrey, Carried

B. Blight Elimination Grant

Treasurer Nesbitt is requesting authorization to sign the acceptance of the Blight Elimination Grant from the Michigan State Land Bank. The VBCLBA was the first awardee in the state. The $47,882 grant will be used to replace the roof and repair the back stairwell at 5 West Main Street in Hartford.

Motion to approve by resolution at today's meeting of the Board of Commissioners, authorization for Treasurer Nesbitt to sign the acceptance of the Blight Elimination Grant from the Michigan State Land Bank in the amount of $47,882.

C. Replacement Phone Handset Purchase Request

IT Director Charles Norton presented the request for the purchase of replacement phone handsets across the county.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the purchase of replacement phone handsets from SHI in the amount of $20,307.88.
Motion by Gail Patterson-Gladney, Second by Donald Hanson, Carried

D. MDOC Request for Office Movement / File Digitization

Discussion regarding moving MDOC staff into one location. Files are stored in the annex basement in the area that would be utilized. A request for digitization of the files has been previously submitted. The Board would like to know how often the files are accessed.

Motion to request Data Guardian to provide an updated proposal and presentation, and to create a log by staff of file access to determine usage.
Motion by Kurt Doroh, Second by Donald Hanson, Carried

E. State Court Administrative Office (SCAO) grant awards for the Drug Treatment Court, Family Treatment Court, Swift and Sure Sanctions Probation Program, Adult Recovery Court, and Sobriety Court.

Jenna Reinking is requesting board approval and signature for the FY23 grant contracts awarded to the Specialty Court Program.

Motion to approve by resolution at today's meeting of the Board of Commissioners, approval of the FY23 grant contracts for the Specialty Court Programs and authorize the Board Chair to sign on the Board's behalf.
Motion by Mike Chappell, Second by Richard Godfrey, Carried

F. Budget Adjustments

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

Motion to approve the adjustments as presented.
Motion by Richard Godfrey, Second by Gail Patterson-Gladney, Carried

10. Labor, Negotiations, and Contracts

A. Wage Exception - General Maintenance Technician

John Small is requesting a wage exception to step R20C for a new employee.

Motion to approve by resolution at today's meeting of the Board of Commissioners, the wage exception request from John Small to start a new employee at step R20C.
Motion by Donald Hanson, Second by Gail Patterson-Gladney, Carried

11. Public Transit

12. Veterans Services

13. Public Comment

14. Adjournment

The meeting was adjourned at 03:20 PM.

Suzie Roehm, County Clerk