



MINUTES

**Board of Commissioners Chambers
219 East Paw Paw Street**

February 14, 2023

Commissioners

Gail Patterson-Gladney, District 1
Mike Chappell, District 2
Kurt Doroh, District 3
Richard Godfrey, District 4
Randall Peat, District 5
Tina Leary, 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 05:00 PM by Randall Peat, Chairman of the Board.
2. **Recital of the Pledge of Allegiance / Prayer**
Invocation by Commissioner Doroh.
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, Mike Chappell, Kurt Doroh, Richard Godfrey, Randall Peat, Tina Leary, Paul Schincariol.
4. **Additions/Deletions to the Agenda**
Remove Item 9.B.
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. ****January 24, 2023 Board of Commissioners Minutes**
Motion by Mike Chappell, Second by Gail Patterson-Gladney, Carried
7. **Public Comment**
8. **Presentation**

A. **Proclamation - Suella VanDyke**
WHEREAS, longevity of life is a blessing for an individual and for a community which benefits from the knowledge, creativity, and experiences this individual brings to all; and
WHEREAS, the County of Van Buren recognizes with respect and admiration the contribution of senior citizens to our community; and
WHEREAS, Ms. Suella VanDyke was born in Decatur, IL on February 24, 1920. Suella

moved to Covert, MI in 1948 where her and her husband, Donald VanDyke, had three children. Ms. VanDyke held many different jobs. She was the township secretary for several years. She also served on the South Haven Township Board for 5-6 years. At Covert Public Schools, she was a teacher, librarian, and bookstore attendant for 45 years. 25 years of which she served on the school board. Suella retired after the 2002 school year, at the age of 82, and;
WHEREAS, the United States has the greatest number of centenarians in the world, and today Ms. VanDyke should be honored for her 103 years on this earth; and
NOW, THEREFORE, BE IT RESOLVED, that the Van Buren County Board of Commissioners recognizes and thanks Ms. Suella VanDyke for her dedication to her community. The Board honors Ms. Suella VanDyke for her long life and prosperity and wish her many more.

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

9. Administrative Affairs

A. Appointments/Re-appointments to the Land Preservation Board

ADMINISTRATIVE AFFAIRS RESOLUTION A11/2-14-2023

WHEREAS, the Van Buren County Board of Commissioners are responsible for making appointments to the Van Buren Land Preservation Board, and;

WHEREAS, the Land Preservation Board terms of the names listed below have expired and it is necessary to make the re-appointments, including the appointments of two applicants, and;

Reappointments:

- Dave Foerster – Landowner
- William Van Tassel – Elected official
- Scott Cedarquist – County Planning Commission
- Julie Pioch – Environmentalist
- Richard Godfrey – Van Buren Board of Commissioners

New Appointments (per online applications):

- Carl Druskovich - Farmer
- Emily Hickmott – Conservation District

WHEREAS, the Land Preservation Board unanimously recommends the re-appointments and appointments of the above named members for another two-year (2) term expiring May 1, 2024.

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the re-appointment and appointment of the expired and new applicant members to the Land Preservation Board as recommended for a two-year term set to expire May 1, 2024.

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

B. ROBIN Memorandum of Understanding template review

This item was removed from the agenda.

10. Buildings and Grounds

A. **Request to use County Property - Paw Paw Wine and Harvest Festival 2023

BUILDINGS & GROUNDS RESOLUTION B3/2-14-2023

WHEREAS, the request is to use the park and the grass lot on the corner of St. Joseph and Niles streets, during the Wine and Harvest Festival set to take place from Friday, September 8th through Sunday, September 10th.

WHEREAS, last year's attendance was huge, which makes this event very important to the community of Van Buren County and the Village of Paw Paw. The Craft Show organizer has requested that the grass be cut on Thursday, Sept.7. Crafters will begin setting up on the streets and in the park on Friday, Sept.8, which the Village will be approving. Paw Paw and Niles Streets will be closed beginning on Friday, Sept. 8 at 4:00 pm and will reopen after 5:00 pm on Sunday, Sept. 10.

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approve the request to use county property for the 2023 Paw Paw Wine and Harvest Festival from September 8th through September 10th.

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

11. Finance

A. **Staff additions to 911 Central Dispatch

FINANCE RESOLUTION F3/2-14-2023

WHEREAS, the request is for the Board of Commissioners to approve the allocation of two additional staff positions to the 911 Central Dispatch.

WHEREAS, Staff allocation has remained static since 2015. Call volume, and court paperwork responsibilities (warrant entries etc.) have significantly increased.

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approve the allocations of two staff positions to the 911 Central Dispatch.

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

B. **2023 Annual Borrowing Resolution

FINANCE RESOLUTION F4/2-14-2023

WHEREAS, the request is to authorize the County Treasurer to borrow up to \$7.5 million for the Delinquent Tax Revolving Fund.

WHEREAS, the Annual tax settlement takes place in March as the 2022 taxes will become delinquent and payable to the county treasurer on March 1, 2023. Local units will turn over their tax rolls to the county treasurer who will then calculate the total amount of delinquent taxes, both real and personal. The county treasurer is responsible for reimbursing all taxing authorities for delinquent real property taxes as of March 1st through the Delinquent Tax Revolving Fund.

WHEREAS, the current balance of the Delinquent Tax Revolving Fund is insufficient to pay the anticipated delinquent taxes owed to taxing authorities. Therefore, to raise sufficient monies to adequately fund the Revolving Fund, the county must issue its General Obligation Limited Tax Notes, Series 2023.

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approve the County Treasurer requests to borrow up to \$7.5 million for the Delinquent Tax Revolving Fund.

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

C. Purchase of used Vehicles

FINANCE RESOLUTION F5/2-14-2023

WHEREAS, the request is to approve the purchase of two used vehicles, for the Narcotics and Investigations Divisions.

WHEREAS, the Sheriff's office is in need of two additional vehicles. One for the Narcotics Division and the other for the Investigations Division.

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approve the purchasing of two used vehicles for the Narcotics Division and the Investigations Division.

Motion by Paul Schincariol, Second by Richard Godfrey, Carried

12. Labor, Negotiations, and Contracts

A. **Animal Control Deputies Wage Scale Reclassification

LABOR RESOLUTION L2/2-14-2023

WHEREAS, the request is to authorize wage scale replacements for the Animal Control Deputies who were recently released from AFSCME.

WHEREAS, The Animal Control Deputies had historically been part of AFSCME and placed on the AFSCME scale. Now that they are Non-Union employees, the Sheriff is requesting to have their pay structure be similar to other like positions within his department.

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approve the Animal Control Deputies Wage Scale Reclassification.

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

B. **Position Elimination and Creation

LABOR RESOLUTION L3/2-14-2023

WHEREAS, the request is to eliminate the Accounts Payable Specialist position and create a new position titled Finance & Administration Specialist.

WHEREAS, during negotiations, it was agreed upon by the AFSCME Bargaining Unit and the County to remove the Accounts Payable Specialist position from its membership. As a result, the Administration is requesting the creation of a new position, adding additional duties in Finance along with the Human Resources Department and the Administrator's Office. The recommendation is to classify the newly created position on the non-union wage scale, R25.

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approve the position elimination and creation for the Accounts Payable Specialist.

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

C. **Finance Operations Manager Wage Scale Reclassification

LABOR RESOLUTION L4/2-14-2023

WHEREAS, the request is to approve the Finance Operations Manager wage scale reclassification.

WHEREAS, during negotiations, it was agreed upon by the AFSCME Bargaining Unit and the County to remove the Finance Operations Manager position from its membership. As a result, the Administration is requesting a reclassification from the AFSCME wage scale to the non-union wage scale. The current AFSCME range is R31 and the request is to move the position's range to the non-union R29.

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approve the request of the wage scale reclassification for the Finance Operations Manager from the R31 range to R29.

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

D. Finance Director Update

LABOR RESOLUTION L5/2-14-2023

WHEREAS, the request is to approve the posting and proposed wage scale of the Finance Director position, and;

WHEREAS, with the departure of the current Finance Director on February 9th, 2023, a significant leadership position within the County is now vacant. To fill this vacancy, the best course of action is to post the position and begin a search for candidates

immediately. Based on data from comparable counties, and the need to hire an applicant with a significant level of experience in County government, the pay scale assigned to the position should be R37, whose 2023 range is \$83,068.44 - \$121,805.97, and;
NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approve the posting of the Finance Director position at the R37 pay scale.

Motion by Richard Godfrey, Second by Mike Chappell, Carried

13. Public Comment

14. Board Correspondence

A. Mackinac County Board of Commissioners

15. Closed Session

16. Adjournment

The meeting was adjourned at 05:07 PM.

Randall Peat, Chairperson

Suzie Roehm, County Clerk