



MINUTES
Board of Commissioners Chambers
219 East Paw Paw Street

April 26, 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 03:30 PM by Randall Peat, Chairman of the Board.
2. Recital of the Pledge of Allegiance / Prayer
Invocation was given 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
Add Item 16.B. Finance Department Update
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 Kurt Doroh, Second by Gail Patterson-Gladney, Carried
6. Approval of Minutes

A. **April 11th, 2023 Board of Commissioners Meeting
Motion by Kurt Doroh, Second by Gail Patterson-Gladney, Carried
7. Public Comment
Director Bret Witkowski provided a Road Commission update.
8. Administrative Affairs
9. Buildings and Grounds

A. **Justice Facility Drainage Project
BUILDINGS & GROUNDS RESOLUTION B8/4-26-2023
WHEREAS, there has been a request to approve a contract with Kalamazoo Excavation in the amount of \$26,485.45 for the Van Buren County Justice Facility Drainage Project; and WHEREAS, this project was on the approved CIP list. Three bids were received, and Kalamazoo Excavating was the lowest bid. Our engineers have had good experience with

them, and they have recommended them to be the successful bidder.; and
NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of
Commissioners approves the contract with Kalamazoo Excavation in the amount of
\$26,485.45 for the Van Buren County Justice Facility Drainage Project.

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

10. Finance

A. **Claims

CLAIMS RESOLUTION C6/4-26-2023

WHEREAS, claims in the amount of \$1,879,072.40 for March 2023 were submitted and
reviewed at the April 11th, 2023 meeting, and;

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of
Commissioners approves the total claims in the amount of \$1,879,072.40 for the month of
March 2023.

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

B. **Vital Record Fee and Marriage License Waiver Fee Increase

FINANCE RESOLUTION F16/4-26-2023

WHEREAS, there was a request to increase vital record fees and the waiver fee for
marriage licenses at the April 11th, 2023 meeting presented by County Clerk Suzie
Roehm, and;

WHEREAS, the cost of all paper has increased dramatically, including safety paper for vital
records. The last increase in vital record fees was in 2008, fifteen years ago. The current
fees are \$13.00 for the first copy and \$4.00 for each additional copy. Over 40% of the
state (33 counties) are currently charging \$15.00/\$5.00. This increase would generate
approximately \$6,000 annually in additional revenue and offset the increased cost of
producing certified copies, and;

WHEREAS, when a marriage license is applied for, there is a 3-day waiting period before
the license is valid and can be used. Per statute, the waiting period can be waived, and
the County Clerk shall collect a waiver fee. The fee has been set at \$5.00 for the 28 years
that Clerk Roehm has worked in the office. Clerk Roehm has surveyed MACC and fees
range from \$5.00 to \$100.00. It is being requested to raise the fee to \$25.00. In FY21-22
the waiver was requested 33 times, and;

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of
Commissioners approves the request to increase vital record fees to \$15.00 for the first
copy and \$5.00 for each additional copy of the same record purchased at the same time
and increase the 3-day waiver fee to \$25.00, effective May 1st, 2023.

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

C. **Resolution Pledging Full Faith and Credit to the Van Cass Intercounty Drain Drainage District Note or Notes

FINANCE RESOLUTION F17/4-26-2023

WHEREAS, pursuant to a petition filed with the Drain Commissioner of the County of Van
Buren, State of Michigan, proceedings have been taken under the provisions of Act 40,
Public Acts of Michigan, 1956, as amended (the "Act"), for the making of certain
improvements to the Van Cass Intercounty Drain (the "Project"), which is being undertaken
by the Van Cass Intercounty Drain Drainage District (the "Drainage District"); and

WHEREAS, the Project is necessary for the protection of the public health, and in order to
provide funds to pay preliminary costs of the Project, the Drainage Board for the Drainage
District intends to issue the Drainage District's note or notes (the "Note") in an amount not

to exceed \$595,000 pursuant to Section 434 of the Act; and

WHEREAS, the principal of and interest on the Note will be payable from bonds to be issued by the Drainage District to provide the permanent financing for the Project (the "Bonds"); and

WHEREAS, for purposes of the issuance of the Note, thirty-five percent (35%) of the cost of the Project was apportioned by the Drainage Board for the Drainage District to the County of Cass and sixty-five percent (65%) of the cost of the Project was apportioned by the Drainage Board to the County of Van Buren (the "County"); and

WHEREAS, the Drainage Board deems it advisable and necessary to request that this Board adopt a resolution pledging the limited tax full faith and credit of the County on the Note to the extent that the cost of the Project has been apportioned to the County; and

WHEREAS, the Van Buren County Board of Commissioners (the "Board") may, by resolution adopted by a majority vote of two-thirds of the members of the Board, pledge the full faith and credit of the County for the prompt payment of the principal of and interest on the Note pursuant to Section 434 of the Act; and

WHEREAS, the pledge of the full faith and credit of the County to the Note will reduce the cost of financing the Project and will be a benefit to the people of the County; and

NOW, THEREFORE BE IT RESOLVED, as follows:

1. The County pledges its full faith and credit for the prompt payment of 65% of the principal of and interest on the Note and any Note issued to refinance the Note, or such other percentage of the Project as may be allocated to the County should such apportionments be revised, and the County agrees that in the event that the Bonds are not issued prior to the date on which the principal of and interest on the Note (or a Note issued to refinance the Note) are due and that moneys are not otherwise available to the Drainage District on such date to pay such principal and interest, the County will immediately make such advancement from general funds of the County to the extent necessary to pay the County's share of the principal of and interest on the Note (or a note issued to refinance the Note) when due. The ability of the County to levy taxes to pay its share of the principal of and interest on the Note (or a note issued to refinance the Note) shall be subject to constitutional and statutory limitations on the taxing power of the County. The Note may be issued as part of one or more note issues.

2. In the event that, pursuant to said pledge of full faith and credit, the County advances County funds to pay any part of the principal of and interest due on the Note, the County shall take all actions and proceedings and pursue all remedies permitted or authorized by law for the reimbursement of such sums so paid.

3. The Chairperson of the Board, the County Controller/Administrator, Deputy Administrator, the County Clerk, the County Treasurer, Finance Director, and any other official of the County, or any one or more of them ("Authorized Officers"), are authorized and directed to take all actions necessary or desirable for the issuance of the Note and to execute any documents or certificates necessary to complete the issuance of the Note, including, but not limited to, any applications including the Michigan Department of Treasury Application for State Treasurer's Approval to Issue Long-Term Securities, any waivers, certificates, receipts, orders, agreements, instruments, and any certificates relating to federal or state securities laws, rules, or regulations, and to sign such documents and give any approvals necessary therefor.

4. This resolution shall become effective only if the Board of Commissioners of the County of Cass adopts a resolution substantially in the form of this resolution that pledges the limited tax full faith and credit of the County of Cass to the payment of the principal of and interest on the Note when due to the extent of its apportioned share of the cost of the Project.

5. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded to the extent of the conflict.

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

D. ****Blight Elimination Grant Award**

FINANCE RESOLUTION F18/4-26-2023

WHEREAS, there was a request to accept a grant from the Michigan State Land Bank Authority in the amount of \$89,998.00 for Blight Elimination activities, and;

WHEREAS, The State Land Bank Authority issued RFP 2023-001 in September 2022 to provide grant dollars to land banks and local units of government to address blighted properties. Land banks were allocated \$200,000 in funding. The Van Buren County Land Bank Authority (VBCLBA), in partnership with Market Van Buren, worked with local units of government and private property owners to solicit applications for the available funding, and;

WHEREAS, the VBCLBA approved 2 applications from Covert Township to demolish houses for which they had a dangerous building hearing and obtained an order to raze. The VBCLBA also approved an application for the demolition and cleanup of a former salvage yard and auto sales/repair location on M-140 Hwy in South Haven, and;

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the grant from the Michigan State Land Bank Authority in the amount of \$89,998.00 for Blight Elimination activities.

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

E. ****Equalization Report**

FINANCE RESOLUTION F19/4-26-2023

WHEREAS, MCL 211.34(1) requires the county board of commissioners to meet in April each year to determine county equalized valuations; which equalization shall be completed and submitted along with the tabular statement required by Section 5 of Act No. 44 of the Public Acts of 1911, as amended no later than May 1 of each year; and, WHEREAS, the assessment rolls of the various assessment jurisdictions have been reviewed by the various local Boards of Review throughout the County of Van Buren and submitted to your Equalization Department in the appropriate timely manner; and

WHEREAS, the assessment rolls of the various assessment jurisdictions have been reviewed by the various local Boards of Review throughout the County of Van Buren and submitted to your Equalization Department in the appropriate timely manner; and

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approve the County Equalized Valuations as indicated within the attached equalization report a cumulative total for Real Property of \$4,887,951,732 (Four Billion, Eight Hundred Eighty Seven Million, Nine Hundred Fifty One Thousand, Seventy Hundred Thirty Two Dollars) and a cumulative total for Personal Property of \$579,364,250 (Five Hundred Seventy Nine Million, Three Hundred Sixty Four Thousand, Two Hundred Fifty Dollars). The combined total of Real and Personal Property of the Cities and Townships in Van Buren County is \$5,467,315,982 (Five Billion, Four Hundred Sixty Seven Million, Three Hundred Fifteen Thousand, Nine Hundred Eighty Two Dollars).

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

11. Labor, Negotiations, and Contracts

12. Public Transit

13. Veterans Services

14. Public Comment

15. Treasurer's Report

A. Treasurer's Report

Treasurer Trisha Nesbitt presented the Investment Portfolio and advised that the audit draft was sent on Monday. Aaron Stevens reviewed the remaining items that need to be completed.

16. Chairman's Update

A. GIS Department Discussion

John Faul has reviewed the GIS Department and vacancy and has discussed this with the Equalization Director and Elected Officials who work with the department. Because of the many other components of the department, consideration should be given to revert to the title of Land Services Department. Faul is also asking to consider creating a Community Development position and discontinuing passport services in that office due to time and staff restraints.

Discussion ensued and this matter will be brought back to the board at a later date for further discussion. The vacant Director position will be posted again.

B. Finance Department Update

Finance Director Lorna Nenciarini shared the 2023-2024 budget calendar. The kickoff memo will be sent to Department Heads, Elected Officials and Courts by the end of the week. The Management Representation Letter for the regular audit has been signed, also working on the single audit.

17. Board Correspondence

A. Ontonagon County Resolution

B. Alcona County Resolution

18. Closed Session

19. Adjournment

The meeting was adjourned at 04:25 PM.

Randall Peat, Chairperson

Suzie Roehm, County Clerk