



MINUTES
Board of Commissioners Chambers
219 East Paw Paw Street

May 23, 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 03:02 PM by Randall Peat, Chairman of the Board.
2. **Recital of the Pledge of Allegiance / Prayer**
Invocation 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**
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 presented.
Motion by Mike Chappell, Second by Gail Patterson-Gladney, Carried
6. **Approval of Minutes**

A. ****May 9th, 2023 Board of Commissioners Minutes**
Motion by Mike Chappell, Second by Gail Patterson-Gladney, Carried
7. **Public Comment**
 - Will Joseph, Paw Paw Village Manager, thanked the Board for cooperation on the Hazen Street Road Extension
 - Bret Witkowski provided a Road Commission update
8. **Administrative Affairs**

A. ****Pride Care Ambulance Services Contract Extension**
ADMINISTRATIVE AFFAIRS RESOLUTION A26/5-23-2023
WHEREAS, there has been a request to extend the Pride Care Ambulance Services contract from January 1, 2023 to June 30, 2023, and;
WHEREAS, The Pride Care contract expired December 31, 2022. The local units of

government in the service area (Arlington Twp partial, Bangor City, Bangor Township, Hartford City, Hartford Township) have expressed an interest in changing the service provider to Van Buren Emergency Medical Services (VBEMS) effective July 1, 2023, which coincides with the end of the second quarter and beginning of the third quarter distribution of Ambulance Millage funds, and;

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the extension of the Pride Care Ambulance Services contract from January 1, 2023 to June 30, 2023.

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

B. **Brownfield Redevelopment Authority - Reappointment of Zach Morris - EXPEDITED**

ADMINISTRATIVE AFFAIRS RESOLUTION A27/5-23-2023

WHEREAS, there has been a request for the re-appointment of one board member, Zach Morris, to the Brownfield Redevelopment Authority, and;

WHEREAS, Zach Morris, has a three-year term set to expire on June 1st, 2023. He is requesting reappointment to the Brownfield Redevelopment Authority with a new term date expiring as of June 1st, 2026, and;

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the reappointment of Zach Morris to the Brownfield Redevelopment Authority for a three-year term set to expire on June, 1st 2026.

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

C. **Brownfield Redevelopment Authority - Reappointment of Kate Strohauer - EXPEDITED**

ADMINISTRATIVE AFFAIRS RESOLUTION A28/5-23-2023

WHEREAS, there has been a request for the re-appointment of one board member, Kate Strohauer, to the Brownfield Redevelopment Authority, and;

WHEREAS, member Kate Strohauer's three-year term expires on June 1st, 2023. She has applied for reappointment to the Brownfield Redevelopment Authority with a new term date expiring as of June 1st, 2026, and;

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the reappointment of Kate Strohauer to the Brownfield Redevelopment Authority for a three-year term set to expire on June, 1st 2026.

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

9. **Buildings and Grounds**

A. ****Hazen Street Road Extension and Village of Paw Paw Housing Development**

BUILDINGS AND GROUNDS RESOLUTION B10/5-23-2023

WHEREAS, there has been a request to provide an update on the discussions regarding the County-owned Hazen Street road extension and the proposed Paw Paw housing development, and to conduct a survey of the site, and;

WHEREAS, this was first brought to the Board's attention at the March 28, 2023 Committee of the Whole. Future updates were to be given when they were available. In summary, the Village would like to obtain ownership of the County-owned Hazen Street extension, which is a service drive that connects Hazen Street west to the Paw Paw Public Schools Elementary School campus. Buildings served by this road include Human Services East and the Van Buren Intermediate School District (VBISD) to the north and Building & Grounds, Head Start, and the Sheriff's storage facility to the south. The Paw

Paw Public Schools retains an easement on the drive to allow for school traffic. There are sewers and water easements as well. The drive is part of a single county-owned parcel that contains the above county facilities. The other facilities (Head Start and VBISD) have their own parcels, and;

WHEREAS, a developer is working on a site plan for mixed housing units south of the drive. A requirement is that they have access to the drive in order to have an additional ingress/egress to the development. The drive would have to be rebuilt to meet Village Road standards, and;

WHEREAS, a request has been made to ascertain the County's interest in dedicating the existing service road to the Village through the Land Bank Authority along with a parcel that would connect the development site to the road. The Village would use Tax Increment Financing to build the roads to Village standards. The first step would be to survey the county property and establish at least four separate parcels:

1. The service drive
2. County land north of the service drive
3. County land south of the service drive
4. Connecting parcel to the development

Once the parcels are established, the next step would be transfer of ownership. The roads to be developed would then be maintained by the Village, and;

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the conduction of the survey and requests that the results be brought back to the Board at a future meeting to discuss further action that includes the Establishment of the parcels and the Dedication of the parcels to the Land Bank Authority/Village.

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

10. Finance

A. **Claims

CLAIMS RESOLUTION C7/5-23-2023

WHEREAS, claims in the amount of \$3,092,330.76 for April 2023 were submitted and reviewed, and;

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves total claims in the amount of \$3,092,330.76 for the month of April 2023.

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

11. Labor, Negotiations, and Contracts

A. **Creation of New Position in Specialty Courts

LABOR RESOLUTION L27/5-23-2023

WHEREAS, there has been a request that the Board approves the creation of a full-time position in Specialty Courts: Specialty Courts Program Supervisor. This position was written into two federal grants, previously approved by the board. However, leadership in Specialty Courts turned over and the position was never filled, nor was the job description created until now, and;

WHEREAS, this position would report to the Specialty Courts Administrator and their primary duties would be to supervise and train specialty court staff, oversee daily operations, and carry forward all Specialty Court programs. The Program Supervisor would interact with stakeholders and the community to bring transparency and growth to our specialty courts, and;

WHEREAS, this position would start at R-28 on the non-union pay scale (\$52,710.06-\$69,699.24). The cost of this added employee is 100% grant funded. There is no impact on

the general fund. Like other positions in the Specialty Court programs, long-term plans are contingent upon grant funding. If grant funding is reduced in the future, this position will expire, and;

WHEREAS, Van Buren's Specialty Courts operate on several federal and state grants. The Administrator position is multi-faceted and requires a great deal of attention to the grant work needed to keep the funding flowing, while also balancing the needs of leadership with the staff and excellent communication skills with the community partners that assist the courts. This position has grown as our grants and programs have grown; therefore, it is no longer suitable as a one-person position. The addition of the Program Supervisor will allow full attention inward (with grants and grantors) and outward (with staff, clients, and stakeholders), and;

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the creation of a new position in Specialty Courts: Specialty Courts Program Supervisor.

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

B. **Salary Exception - Chief Deputy Drain Commissioner - EXPEDITED
LABOR RESOLUTION L28/5-23-2023**

WHEREAS, there has been a request to make a salary exception for the Chief Deputy Drain Commissioner position to start at the Non-Union R26C step, \$26.27, and;

WHEREAS, the Chief Deputy Drain Commissioner position has been vacant since May 2022 and after interviewing candidates, one separated themselves from the rest, and;

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the salary exception for the Chief Deputy Drain Commissioner position at the non-union R26C step, \$26.27 and to allow the Drain Commissioner to determine a mutually agreeable start date for this candidate.

Motion by Richard Godfrey, Second by Kurt Doroh, Carried

C. **New County Administrator - PLACEHOLDER**

This item was discussed at the Committee of the Whole meeting. To be brought to the Board again at the next meeting.

12. Public Transit

13. Veterans Services

14. Public Comment

15. Chairman's Update

16. Board Correspondence

A. **Lenawee County Resolution**

17. Closed Session

18. Adjournment

The meeting was adjourned at 03:17 PM.

Randall Peat, Chairperson

Suzie Roehm, County Clerk