



MINUTES
Board of Commissioners Chambers
219 East Paw Paw Street

July 25, 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 01:39 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. Absent and excused: 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. **July 11th, 2023 Board of Commissioners Minutes
Motion by Mike Chappell, Second by Gail Patterson-Gladney, Carried
7. Public Comment
8. Administrative Affairs

A. **Proclamation - Eleanor Dunlop 100th Birthday
ADMINISTRATIVE AFFAIRS RESOLUTION A42/7-25-2023
WHEREAS, it is requested that the Board of Commissioners approve this proclamation honoring Eleanor (Elkins) Dunlop in celebration of her 100 years of life, acknowledgement of her Service to the US Army, her career as a Registered Nurse and Mother, and;
WHEREAS, Eleanor Elkins was born and raised on her family farm in Taylor, North Dakota and graduated high school in 1939, and;
WHEREAS, Eleanor Elkins worked as a Nanny and attended Bible school for one year

before she was accepted to Chicago's Lutheran Deaconess nursing school in 1941, where she graduated as a Registered Nurse in 1944, and;
WHEREAS, Eleanor Elkins joined the Army after Pearl Harbor and became an Army Nurse in World War II. She was a Lieutenant stationed in Europe, where she met her late husband and the father of her children, Veteran PFC Army Corpsman David Dunlop. Eleanor Elkins and David Dunlop were married in Paris, France in 1946, and;
WHEREAS, Eleanor Dunlop raised five children while working full time as a Surgical Nurse at Lake View Community Hospital, in Paw Paw, Michigan. Her career there spanned 31 years and Eleanor touched many lives. In addition to her five children, Eleanor has seven grandchildren; nine great-grandchildren; and one great-grandchild on the way, and;
WHEREAS, Eleanor continues to be a leader in Trinity Lutheran Church, Paw Paw, where she participates in Bible studies and reads the Bible from the lectern. She also collects clothing for seminary students at Lutheran Church Fort Wayne Seminary, among many other charitable acts, and;
WHEREAS, Eleanor contributed many resources to Habitat for Humanity, not the least of which was helping to build a house in Southwestern Michigan alongside former President Jimmy Carter. She continues to give of herself at Eleanor's Pantry in Paw Paw, and enjoys gardening, baking, spending time with loved ones and caring for the birds and cats that reside at her country home. Eleanor is a blessing to all she meets, and;
NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the proclamation of Eleanor Dunlop in honoring her on her 100th birthday.

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

9. Buildings and Grounds

10. Finance

A. **Claims

CLAIMS RESOLUTION C9/7-25-2023

WHEREAS, claims in the amount of \$13,645,050.09 for June 2023 were submitted and reviewed, and;

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the total claims in the amount of \$13,645,050.09 for the month of June 2023.

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

B. **Computer Replacement Program

FINANCE RESOLUTION F26/7-25-2023

WHEREAS, there has been a request to discuss the 2023 PC Refresh purchase, and;
WHEREAS, every year, the IT department purchases ~50 end-user computers to replace aged and outdated devices deployed across the County. After soliciting prices from three sources, the IT department suggests that we use the quote that is the most cost effective, and;

WHEREAS, this is a planned, budgeted expense that occurs annually. Costs are within those budgeted and will be absorbed from the Technology Improvement Fund – 636.0-228.00-752.005. Due to the overall cost, this purchase requires Board approval to comply with purchasing policies. The total amount is \$17,662.02, and;

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the request of the 2023 PC Refresh purchase.

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

C. ****Purchase of Sheriff's Office K9**

FINANCE RESOLUTION F27/7-25-2023

WHEREAS, there has been a request to approve the purchase of a new K9, equipment and a basic 6-week training course for a new handler from F.M K9 located in Berrien Center, Michigan for a total price of \$13,565.00 dollars, and;

WHEREAS, this is to replace an open position in the Sheriff's Office for a K9 that was retired. The K9, including a 6 week training course and equipment, will be purchased from F.M. K9 in Berrien Center for \$13,565, and;

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the purchase of a new K9, equipment and a basic 6-week training course for a new handler from F.M K9 located in Berrien Center, Michigan for a total price of \$13,565.00.

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

D. **Target Market Analysis & Housing Strategic Plan**

FINANCE RESOLUTION F28/7-25-2023

WHEREAS, a request has been made to approve a \$50,000 match for a Michigan Department of Rural Readiness (MDARD) grant that will fund a residential Target Market Analysis (TMA), which will support our ongoing efforts to develop a County-wide Housing Strategic Plan, and;

WHEREAS, the TMA will identify the market potential for new and rehabbed housing units, migration patterns, target markets, and other data necessary to understand the gap between housing stock and demand, and;

WHEREAS, this will support communities in their efforts to attract new residents and developers as they create the proformas necessary to secure project financing, and;

WHEREAS, the purpose of the Strategic Plan is to effectively address the ongoing, county-wide housing shortage, and;

WHEREAS, The Strategic Plan will build upon the TMA by reviewing existing planning, zoning, and housing tools and policies throughout the County to determine if current practices are aligned, consistent, contemporary, and substantiated by the results of the TMA, and;

WHEREAS, The Strategic Plan will also include an Action Plan that details key tasks, strategies, project champions, and estimated costs to address housing and developer recruitment, relationship building, and community marketing, and;

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves a \$50,000 match for a Michigan Department of Rural Readiness (MDARD) grant that will fund a residential Target Market Analysis, which will support our ongoing efforts to develop a County-wide Housing Strategic Plan. The match is subject to the awarding of the grant.

Motion by Mike Chappell, Second by Kurt Doroh, Carried

11. **Labor, Negotiations, and Contracts**

A. ****Specialty Court Peer Recovery Specialist**

LABOR RESOLUTION L33/7-25-2023

WHEREAS, there has been a request to approve the move of the current contractual position, Peer Recovery Specialist, away from contractual and into a full-time position with the Specialty Courts, and;

WHEREAS, currently, the budget for this position is a little over \$50,000/year. As a full-time county position, it would be classified as an R 25 position, starting at \$22.26 per hour, or \$43,409.73 per year. With fringes added, we estimate the full cost of the position to be around \$75,000 total cost for the first year, and;

WHEREAS, the Peer Recovery Specialist position, like all positions in Specialty Courts, would be grant-dependent, and;
WHEREAS, there is \$18,300 available in state grants and \$240,000 in federal grants which would fund this position, and;
NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the Peer Recovery Specialist position to become a full-time County position, funded through Specialty Court state and federal grants.

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

12. Public Transit

13. Veterans Services

14. Chairman's Update

A. Board of Commissioners Compensation

Brief discussion. Human Resources Director Anna Cerven was unable to attend today's meeting, so this item will be moved to the August 8th meeting.

B. ARPA Update

Brief discussion. Commissioner Schincariol was unable to attend today's meeting, so this item will be moved to the August 8th meeting.

15. Board Correspondence

16. Closed Session

17. Public Comment

18. Adjournment

The meeting was adjourned at 02:06 PM.

Randall Peat, Chairperson

Suzie Roehm, County Clerk