



MINUTES
Board of Commissioners Chambers
219 East Paw Paw Street

March 12, 2024

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

Committee of the Whole Meeting

1. **Call to Order**
The Committee of the Whole meeting was called to order at 01:00 PM by Randall Peat, Chairman of the Board. Present: Patterson-Gladney, Chappell, Doroh, Godfrey, Peat, Leary and Schincariol.
2. **Additions/Deletions to the Agenda**
3. **Approval of Agenda**
Motion to approve the agenda as presented.
Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried
4. **Approval of Minutes**
 - A. **February 27th, 2024 Committee of the Whole Minutes**
Motion to approve the minutes of the February 27, 2024 Committee of the Whole meeting as presented.
Motion by Kurt Doroh, Second by Gail Patterson-Gladney, Carried
5. **Public Comment**
6. **Presentation**
7. **Administrative Affairs**
 - A. **Karpel Contract - State Prosecutor Software EXPEDITED**
Prosecutor Susan Zuiderveen is requesting to contract for a new case management system with Karpel. State funding has been secured for the purchase, installation and first three years of annual user fees of the program. Starting in the fourth year, the annual user fees would be \$14,775 each year. There is a December 2, 2024 installation date and this item needs to be expedited to today's board meeting.

Motion to approve by resolution at today's meeting of the Board of Commissioners, the contract with Karpel for the Prosecutor's case management system with an annual user fee of \$14,775 starting in 2028.
Motion by Kurt Doroh, Second by Mike Chappell, Carried
 - B. **VBC Brownfield Redevelopment Authority Board Re-Appointment**

Lisa Ransler presented the request to re-appoint Lisa Phillips to the Brownfield Redevelopment Authority for a three-year term.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the re-appointment of Lisa Phillips to the Brownfield Redevelopment Authority for a three-year term expiring June 1, 2027.

Motion by Paul Schincariol, Second by Kurt Doroh, Carried

8. Buildings and Grounds

A. Request to use County Property - Paw Paw Recycle Roundup & Large Tire Collection Event

The Van Buren Conservation District is requesting to use the parking lot at the Community Mental Health Building, and restrooms at the VBC Buildings & Grounds barn, on Hazen Street for the Paw Paw Large Tire Collection and Paw Paw Recycle Roundup events. The Paw Paw Recycle Roundup will be held June 15, 2024 from 9 am to 2 pm. The Large Tire Collection will be held July 15, 2024 from 10 am to 1 pm and July 16, 2024 from 4 pm to 7 pm. The Conservation District is also requesting use of the forklift for the tire event.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the use of County property located on Hazen Street for the Paw Paw Large Tire Collection and Paw Paw Recycle Roundup events.

Motion by Paul Schincariol, Second by Gail Patterson-Gladney, Carried

9. Finance

A. Commissioner Per Diems

Commissioner per diems were reviewed.

Motion to approve payment of Commissioner per diems as submitted.

Motion by Mike Chappell, Second by Kurt Doroh, Carried

B. Claims

Claims were reviewed.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the payment of claims in the amount of \$2,681,214.21.

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

C. Budget Adjustments

Becky Grabemeyer presented the monthly budget adjustments.

Motion to accept the monthly budget adjustments required to maintain a balanced budget.

Motion by Mike Chappell, Second by Paul Schincariol, Carried

D. Monthly Financial Statement

Becky Grabemeyer presented the monthly Financial Statement.

Motion to accept the monthly Financial Statement.

Motion by Kurt Doroh, Second by Tina Leary, Carried

E. UKG (Kronos) Software Request

Becky Grabemeyer presented the Finance Department's request to purchase new timekeeping software. The current program, Insperity TimeStar, has not been updated or adapted to changes. The request is to purchase UKG (Kronos) Software with a one-time

implementation fee of \$6,650 and annual maintenance fees of \$22,407.60. The contract with TimeStar will expire June 30, 2024.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, contracting with UKG (Kronos) Software for new timekeeping software in the amount of \$6,650 for implementation and \$22,407.60 annually for maintenance fees. Motion by Richard Godfrey, Second by Gail Patterson-Gladney, Carried

F. 911 Local Surcharge Renewal Proposal

911 Director Tim McGee presented the request to place ballot language on the August 2024 primary ballot for the renewal of the 911 Local Surcharge.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, placing ballot language on the August 2024 ballot for the renewal of the 911 Local Surcharge.

Motion by Tina Leary, Second by Mike Chappell, Carried

G. Road Millage Renewal Proposal

Road Commission Director Bret Witkowski presented the request to place ballot language on the August 2024 primary ballot for the renewal of the Road Millage.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, placing ballot language on the August 2024 ballot for the renewal of the Road Millage.

Motion by Mike Chappell, Second by Richard Godfrey, Carried

H. Veteran Services Millage Renewal Proposal

Administrator John Faul presented the request to place ballot language on the August 2024 primary ballot for the renewal of the Veteran Services Millage.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, placing ballot language on the August 2024 ballot for the renewal of the Veteran Services Millage.

Motion by Richard Godfrey, Second by Kurt Doroh, Carried

I. Public Transit Millage Renewal Proposal

Administrator John Faul presented the request to place ballot language on the August 2024 primary ballot for the renewal of the Public Transit Millage.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, placing ballot language on the August 2024 ballot for the renewal of the Public Transit Millage.

Motion by Kurt Doroh, Second by Paul Schincariol, Carried

10. Labor, Negotiations, and Contracts

A. Salary Exception - Courts Staff Attorney

Natalie Dean is requesting a wage exception for the Staff Attorney position to Range R29E due to experience of the candidate.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the salary exception for the Staff Attorney position to Range R29E.

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

11. Public Transit

A. Title VI Policy Update

Laurie Schlipp is requesting approval of Public Transit's updated Title VI Policy.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, Public Transit's updated Title VI Policy.

Motion by Mike Chappell, Second by Kurt Doroh, Carried

B. Public Transit Director's Report

Laurie Schlipp presented the Public Transit Director's Report.

C. Transit Financial Report

Tami Naber presented the Public Transit Financial Report.

D. Operations Report

Tami Naber presented the Public Transit Operations Report.

12. Veterans Services

A. Out of State Travel Request for Training

David Krzycki is requesting approval for out of state travel for Veteran Services Officers to attend the Annual National Conference to be held May 11-17, 2024. The conference is essential for VSO's to maintain their qualifications as Veteran Services Officers.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the out of state travel for Veteran Services Officers to attend the Annual National Conference on May 11-17, 2024.

Motion by Kurt Doroh, Second by Paul Schincariol, Carried

13. Public Comment

14. Adjournment

The meeting was adjourned at 02:25 PM.

Suzie Roehm, County Clerk