



MINUTES
Board of Commissioners Chambers
219 East Paw Paw Street

March 26, 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

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 02:26 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, Tina Leary, Paul Schincariol. Commissioner Peat absent and excused.
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. **March 12th, 2024 Board of Commissioners Meeting Minutes
Motion by Mike Chappell, Second by Gail Patterson-Gladney, Carried
7. Public Comment
8. Administrative Affairs

A. **VBC Brownfield Redevelopment Authority Board Re-Appointment
ADMINISTRATIVE AFFAIRS RESOLUTION A15/3-26-2024
WHEREAS, there has been a request to approve the re-appointment Lisa Phillips to the Brownfield Redevelopment Authority with a term expiration date of June 1st, 2027; and, WHEREAS, Lisa Phillips has a three-year term set to expire June 1st, 2024. An application was submitted for re-appointment to the Brownfield Redevelopment Authority with a new term expiration date of June 1st, 2027; and,
NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners

hereby approves the re-appointment of Lisa Phillips to the Brownfield Redevelopment Authority with a term expiration date of June 1st, 2027.

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

9. Buildings and Grounds

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

BUILDINGS AND GROUNDS RESOLUTION B2/3-26-2024

WHEREAS, there has been a request from the Van Buren Conservation District to use the County property for their Paw Paw Large Tire Collection and the Paw Paw Recycle Roundup events; and,

WHEREAS, the Conservation district is requesting to use County Property for two of their events. They are asking to use the parking lot located at the Van Buren Community Mental Health building and the restrooms located in the VBC Buildings and Grounds Barn (801 & 753 Hazen St.; Paw Paw, MI 49079) for the Paw Paw Recycle Roundup Event from 9:00AM - 2:00PM on June 15th, 2024; and,

WHEREAS, the Conservation District has additionally requested to use the restrooms located in the VBC Buildings and Grounds barn (753 Hazen St.), forklift and VBCMH building parking lot (801 Hazen St.) from 10:00AM - 1:00PM on July 15th, 2024, and from 4:00PM - 7:00PM on July 16th, 2024; and,

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners hereby approves the request on behalf of the Van Buren Conservation District to use the county property for their Paw Paw Large Tire Collection and the Paw Paw Recycle Roundup events on June 15th, July 15th and 16th of 2024.

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

10. Finance

A. **Claims

CLAIMS RESOLUTION C3/3-26-2024

WHEREAS, the request is to approve the February claims in the amount of \$2,681,214.21; and,

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners hereby approves of the total claims in the amount of \$2,681,214.21 for the month of February 2024.

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

B. **UKG (Kronos) Software Request

FINANCE RESOLUTION F15/3-26-2024

WHEREAS, there has been a request on behalf of the Finance Department, to purchase a new timekeeping software; and,

WHEREAS, the County has been operating with a timekeeping software called Insuperity TimeStar, Time and Attendance. This was brought to the board by a previous administrator and approved by the then board of commissioners in September of 2011; and,

WHEREAS, over time, as with anything to do with technology, there have been many advancements and changes that in turn have created some challenges within our organization when it comes to properly tracking our employees' time; and,

WHEREAS, there have been many challenges over the years including but not limited to; the 24/7 schedule our Sheriff's department works, not having a system that can advance scheduling and adjusting for call offs, allowing for employees to clock in/out independently

or having employees sign off on their time; and,
WHEREAS, the Finance Department and the Public Safety have demoed timekeeping systems and obtained quotes in prior years. However, due to various circumstances including but not limited to staffing difficulties, COVID, etc the project stalled out; and,
WHEREAS, UKG was one of the service providers who quoted in March of 2022 and they are honoring their quote from two years ago. County staff believe the software upgrade would solve many issues payroll has been experiencing at a reasonable cost; and,
WHEREAS, there is a one-time implementation fee of \$6,650 for the software and annual maintenance fees of \$22,407.60. The maintenance is billed monthly. No additional hardware will need to be purchased; and,
WHEREAS, timekeeping costs are currently being paid out of the Information Technology Fund with the main source of revenue for this fund being a transfer out of General Fund; and,
NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners hereby approves the request to purchase the UKG (Kronos) Software.

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

C. ****911 Local Surcharge Renewal Proposal**

FINANCE RESOLUTION F16/3-26-2024

WHEREAS, pursuant to the Emergency 9-1-1 Service Enabling Act ("Enabling Act"), Public Act 32 of 1986, as amended, Van Buren County is authorized to impose a county surcharge upon telephonic service users within the county that can access 9-1-1; and,
WHEREAS, the Michigan Public Service Commission ("MPSC"), in Case No. U-15489, established a default county surcharge rate for Van Buren County of \$1.17 per user; and,
WHEREAS, section 401b of the Enabling Act states that in the event. Van Buren County proposes an increase to the amount approved by the MPSC in Case No. U-15489, it must do so with the following limitations: (a) up to \$0.42 per month by resolution; (b) up to \$3.00 per month with the approval of the voters in the county; and, (c) any combination of (a) and (b) with a maximum county 9-1-1 charge of \$3.00 per month; and,
WHEREAS, upon the expiration of the surcharge rate on June 30, 2025, the county surcharge would revert to the \$1.17 default rate set by the MPSC in Case No. U-15489, absent resolution by the Board of Commissioners, resulting in significant reduction in revenue to operate and maintain the county's 9-1-1 system; and,
WHEREAS, after due consideration of the reasonable expense necessary to operate and maintain the county's 9-1-1 system, the Board of Commissioners has concluded that any reduction in the current surcharge would prove detrimental to the operation of the 9-1-1 system designed to assist with the protection and safety of Van Buren County residents, businesses, and visitors; and,
WHEREAS, the Board of Commissioners has concluded that the continuation of the current county surcharge is necessary to appropriately fund the county's 9-1-1 system, and the Enabling Act requires that such renewal to be presented to the voters of Van Buren County for consideration; and,
NOW, THEREFORE BE IT RESOLVED:

1. The Van Buren County Board of Commissioners concludes that the default county surcharge rate of \$1.17 per device established by the MPSC in Case No. U-15489 must be increased for the county to meet its obligations associated with the reasonable and necessary expenses of operate and maintain its 9-1-1 system.
2. The Board of Commissioners hereby approves the following language to be submitted for inclusion on the August 2024 Primary Election.

Van Buren County 9-1-1 Renewal 9-1-1- Local Surcharge:

Shall Van Buren County be authorized to assess a county 9-1-1 emergency services charge on monthly billings to each service user device located within Van Buren County that can access 9-1-1, at a rate not to exceed \$1.83 each month (renewing the current voter approved surcharge) in addition to the default of \$1.17 each month for a total

maximum allowed rate of \$3.00 each month, subject to annual approval by the Van Buren County Board of Commissioners, for the period of July 1, 2025 through June 30, 2029, to be used exclusively for the funding of 9-1-1 emergency telephone call answering and dispatch services within Van Buren County, including facilities, equipment and operations?

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

D. ****Road Millage Renewal Proposal**

FINANCE RESOLUTION F17/3-26-2024

WHEREAS, the county-wide road millage expired in Van Buren County on December 31, 2023; and,

WHEREAS, the county-wide road millage generates revenue for the maintenance, repair and reconstruction of public streets, avenues and roads in Van Buren County, including those located in the Cities of Bangor, Gobles, Hartford, and South Haven, and the Villages of Bloomingdale, Breedsville, Decatur, Lawrence, Lawton, Mattawan, and Paw Paw; and,

WHEREAS, many road projects are completed by the Van Buren County Road Commission using revenue generated from the county-wide road millage through a selection process that takes into consideration PASER rating, connectivity, asset management, budget constraints, traffic volumes and township priorities; and,

WHEREAS, in addition, millage funds received by the Van Buren County Road Commission are used to leverage Federal and State funds to do larger, more expensive road and bridge projects that it would likely never accomplish without county-wide millage funds; and,

WHEREAS, the Board of County Road Commissioners has respectfully requested that the Van Buren County Board of Commissioners place a renewal millage for the Road Commission on the August 6, 2024, Presidential Primary Ballot; and,

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners hereby direct the County Clerk to place the following question on the August 6, 2024, Presidential Primary Ballot:

Van Buren County Road Millage Renewal Proposal

This proposal will allow Van Buren County to continue to levy 0.9721mill which was previously approved by the electors to fund road maintenance, repair, and reconstruction but which expired with the 2023 levy.

Shall there be a 0.9721 mill levy (\$0.9721 per \$1,000 dollars) of the taxable value on taxable property in Van Buren County for the next four (4) years (2024-2027) for the purpose of maintenance, repair, and reconstruction of all public streets, avenues, and roads in Van Buren County?

YES NO

A portion of the revenue collected may be required to be distributed to the Downtown Development Authorities, Tax Increment Financing Authorities, Local Development Financing Authorities and Brownfield Redevelopment Authorities established in Van Buren County, City of South Haven, Bangor City, Gobles City, Hartford City, Keeler Township, Villages of Lawrence, Lawton, Paw Paw and Mattawan. It is estimated that the revenue generated on this proposal will be \$3,826,869 in the first year of the levy.

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

E. ****Veteran Services Millage Renewal Proposal**

FINANCE RESOLUTION F18/3-26-2024

WHEREAS, the Veteran Service Millage is subject to renewal in 2024; and,

WHEREAS, the millage renewal will further provide for operations and services dedicated to veterans who have served honorably on active duty in the United States Armed Forces; and,

WHEREAS, the Director of the Veteran Services Department has respectfully requested that the Board of Commissioners place this renewal millage on the August 6, 2024, Primary Ballot; and,

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners hereby direct the County Clerk to place the following question on the August 6, 2024, Primary Ballot:

Van Buren County Veteran Services Millage Renewal Proposal

This proposal will allow the County to continue to fund veteran services at 0.0995 mill which was previously approved at .10 mill by the electors in 2020, but has expired with the 2023 levy.

As the renewal of the previously authorized millage which expired with the 2023 levy, the question presented in this proposal is - shall the limitation on the amount of taxes which may be imposed on taxable property in Van Buren County be increased by 0.0995 mill (\$0.0995 per thousand dollars of taxable value), for a period of four (4) years, 2024 to 2027, inclusive, to provide funds for operations and services dedicated to veterans who have served honorably in active duty in the United States Armed Forces?

YES NO

A portion of the revenue collected may be required to be distributed to the Downtown Development Authorities, Tax Increment Financing Authorities, Local Development Financing Authorities and Brownfield Redevelopment Authorities established in Van Buren County, City of South Haven, Bangor City, Gobles City, Hartford City, Keeler Township, Villages of Lawrence, Lawton, Paw Paw and Mattawan.

It is estimated that 0.0995 mill would raise approximately \$391,702 when first levied in 2024.

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

F. ****Public Transit Millage Renewal Proposal**

FINANCE RESOLUTION F19/3-26-2024

WHEREAS, the Public Transit Millage is subject to renewal in 2024; and,
WHEREAS, the millage provides for public transportation purposes, to include accommodation for seniors and disabled persons; and,

WHEREAS, the Director of Public Transit has respectfully requested that the Board of Commissioners place a renewal millage for Public Transit on the August 6, 2024, Primary Ballot; and,

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners hereby direct the County Clerk to place the following question on the August 6, 2024, Primary Ballot.

Van Buren County Public Transit Millage Renewal Proposal

This proposal will allow Van Buren County to continue its levy for public transit services at 0.2458 mill which was previously approved at 0.2471 mill by the electors in 2020 but has expired with the 2023 levy. As a renewal of previously authorized millage which expired with the 2023 levy the question presented in this ballot proposal is - shall the limitation on the amount of taxes which may be imposed on taxable property in Van Buren County be increased by 0.2458 mill (\$0.2458 per thousand dollars of taxable value), for a period of four (4) years, 2024 to 2027, inclusive, for the exclusive purpose of providing funds for public transportation purposes, which includes accommodations for seniors and disabled persons?

YES NO

A portion of the revenue collected may be required to be distributed to the Downtown Development Authorities, Tax Increment Financing Authorities, Local Development Financing Authorities and Brownfield Redevelopment Authorities established in Van Buren County, City of South Haven, Bangor City, Gobles City, Hartford City, Keeler Township, Villages of Lawrence, Lawton, Paw Paw and Mattawan.

It is estimated that 0.2458 mill would raise approximately \$967,642 when first levied in 2024.

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

11. Labor, Negotiations, and Contracts

A. **Salary Exception - Courts Staff Attorney

LABOR RESOLUTION L5/3-26-2024

WHEREAS, there has been a request for the Board to approve Circuit Court's very qualified applicant who has applied for the Staff Attorney position. Given the amount of direct experience he has in the role, it is recommended that he be paid at R29 (E), Association scale: \$78,646.82 annually; and,

WHEREAS, Circuit Court and HR have spent lots of time (22 mos) revising, posting, paying for postings, and visiting job fairs at local law schools looking for a candidate for our Staff Attorney position. This position has desperately been needed with the growing Circuit felony caseload; and,

WHEREAS, the court's Research Attorney is very skilled, but has been stretched into long hours during the week and weekends just to keep up. As fate would have it, our new Probate Judge takes her seat on March 18th and will need an increased amount of help and support for civil cases as well; and,

WHEREAS, our candidate for Staff Attorney comes to us with over 30 years of experience in the same field of work he'll be doing here. He has been a research attorney for Circuit Courts, the Court of Appeals, and Chief Dorothy Riley of the Michigan Supreme Court. When not doing research attorney work, he served for 13 years as a Cooley Law Professor. The topics he taught law students are the precise topics he'll be covering here. He also has international law experience, working abroad in the Czech Republic and Belgrade; and,

WHEREAS, upon acceptance of the position, our candidate will be moving to Paw Paw, so he can perform his position in-person. We are thrilled to find such a highly qualified candidate who desires to live in our community and would like to bring him in at a similar rate of pay to what he is making now; and,

NOW, THEREFORE BE IT RESOLVED, we, the Van Buren County Board of Commissioners approves the request that the candidate for the Staff Attorney position be brought in at the R29 (E) Court Association rate for 2024.

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

12. Public Transit

A. **Title VI Policy Update

TRANSIT RESOLUTION T5/3-26-2024

WHEREAS, there has been a request for the Board to approve of Transit's updated Title VI Policy; and,

WHEREAS, MDOT requires each transit agency to update their Title VI policy and submit it to MDOT for approval. Once approved by MDOT, the policy then needs to be approved by the transit agency's governing board; and,

NOW, THEREFORE BE IT RESOLVED, we, the Van Buren County Board of Commissioners approves the request of Transit's updated Title VI Policy.

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

13. Veterans Services

A. **Out of State Travel Request for Training

VETERANS SERVICES RESOLUTION V1/3-26-2024

WHEREAS, there has been a request for the Board to approve out of state travel for Veterans Services Officers to attend The Annual National Conference for County Veteran Service Officers in Denver, Colorado, from May 11, 2024 - May 17, 2024; and,
WHEREAS, Brenna Murphy and David Krzycki request out of state travel for the National Conference for NACVSO; and,
WHEREAS, the National Conference for the National Association of County Veterans Service Officers (NACVSO) is hosting the annual conference for Veteran Service Officers (VSO)'s to maintain accreditation within the Agency from 11 May 2024 through 17 May 2024 in Denver, Colorado; and,
WHEREAS, this conference is essential for VSOs accredited by NACVSO to maintain their qualifications as Veteran Service officers. Class for accreditation include, but are not limited to, Claims Clinic, VA Pensions, Ethics, Veterans Housing and employment Opportunities, updates on congressional legislation (PACT ACT, CAMP Lejeune Claims, Women in Combat/Service, Aid and Attendance, Legal Aid, and workshops for other areas a VSO must execute their duties; and,
NOW, THEREFORE BE IT RESOLVED, we, the Van Buren County Board of Commissioners approves the request for the Veterans Services Office to travel out of state for the Annual National Conference for County Veteran Service Officers in Denver, Colorado from May 11 through May 17, 2024.

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

14. Public Comment

15. Chairman's Update
COMMISSIONER REPORTS

- Market One Summit at Southwestern Michigan College
- Marijuana revenue report
- Hartford Schools Scholarship Dinner
- Dispensary lock boxes

16. Board Correspondence

- A. Ingham County
- B. Ogemaw County
- C. Tuscola County
- D. Grand Traverse County

17. Closed Session

18. Adjournment

The meeting was adjourned at 02:40 PM.

Paul Schincariol, Vice-Chairperson

Suzie Roehm, County Clerk