



MINUTES
Board of Commissioners Chambers
219 East Paw Paw Street

April 9, 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 Mike Chappell, Carried
4. **Approval of Minutes**
 - A. **March 26th, 2024 Committee of the Whole Meeting Minutes**
Motion to approve the minutes of the March 26, 2024 Committee of the Whole meeting as presented.
Motion by Kurt Doroh, Second by Gail Patterson-Gladney, Carried
5. **Public Comment**
 - Karla Tankut, new Chief Public Defender, introduced herself
 - Lisa Ransler provided the draft RFP for the Facilities Master Plan
6. **Presentation**
7. **Administrative Affairs**
 - A. **Retirement and Adoption of K9 Kuno**
Sheriff Abbott is requesting approval for the adoption/purchase of retiring K9 Kuno by his handler for one dollar. A waiver of liability will be signed by the officer upon adoption. A new canine has been purchased and a line item adjustment will be requested.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the adoption/purchase of K9 Kuno by his handler and for a waiver of liability to be signed upon adoption.
Motion by Kurt Doroh, Second by Richard Godfrey, Carried
 - B. **Out of State Travel Request - Sheriff's Department**

The Sheriff's Department is requesting approval for Captain Charon and Lt. Evans to attend the FBI-LEEDA Conference in San Antonio, TX to be held April 27-May 2, 2024. The cost of \$4,685 is in the training budget.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the out-of-state travel for Captain Charon and Lt. Evans to attend the FBI-LEEDA conference in San Antonio, TX on April 27 to May 2, 2024.

Motion by Mike Chappell, Second by Kurt Doroh, Carried

C. Information Technology (IT) Update

IT Director, CJ Johnson, provided a departmental update.

D. Fire and EMS Mobile CAD Access Agreement

IT Director, CJ Johnson, presented the request to approve a boilerplate Fire and EMS Mobile CAD Access Agreement with local Fire Departments and EMS providers and to authorize the Board Chair to sign on the Board's behalf. This would allow Fire Departments and EMS providers to get access to our Mobile CAD software and there would be an individual agreement per provider with a \$75 per hour initial site to site VPN configuration and support.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, a boilerplate Fire and EMS Mobile CAD Access Agreement with local Fire Departments and EMS providers and to authorize the Board Chair to sign on the Board's behalf.

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

E. Michigan Materials Management Plan for Van Buren County

Lisa Ransler presented the request for a resolution to initiate a Materials Management Plan with Berrien and Cass Counties and designate the Southwest Michigan Planning Commission as the Designated Planning Agency.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the intent to initiate a Materials Management Plan with Berrien County and Cass County, and designate the Southwest Michigan Planning Commission as the Designated Planning Agency.

Motion by Richard Godfrey, Second by Gail Patterson-Gladney, Carried

F. Workers Memorial Day Proclamation

Administrator Faul presented the request to approve a Proclamation declaring April 28, 2024 as Workers Memorial Day to honor workers who have been killed or injured on the job.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, to declare April 28, 2024 as Workers Memorial Day.

Motion by Gail Patterson-Gladney, Second by Richard Godfrey, Carried

8. Buildings and Grounds

A. Auction or Disposal of County Property - B&G Items

Building & Grounds Director John Small is requesting approval to dispose of miscellaneous items from the barn that are obsolete or utilize Biddergy Auction site where appropriate.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the disposal of obsolete miscellaneous items from the B&G barn or utilize Biddergy Auction site where appropriate.

Motion by Tina Leary, Second by Mike Chappell, Carried

9. Finance

A. Commissioner Per Diems

Commissioner pre diems were reviewed.

Motion to approve payment of per diems as submitted, with correction on mileage entry.
Motion by Paul Schincariol, Second by Kurt Doroh, Carried

B. Claims

Claims were reviewed.

Motion to approve payment of claims in the amount of \$2,954,161.49 as submitted.
Motion by Richard Godfrey, Second by Gail Patterson-Gladney, Carried

C. Budget Adjustments

Finance Director, Becky Grabemeyer, presented the monthly budget adjustments for review.

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

Motion by Richard Godfrey, Second by Mike Chappell, Carried

D. Monthly Financial Statement

Finance Director, Becky Grabemeyer, presented the Monthly Financial Statement.

Motion to accept the Monthly Financial Statement as presented.

Motion by Mike Chappell, Second by Paul Schincariol, Carried

E. Out of State Travel Request - Finance

Finance Director, Becky Grabemeyer, is requesting approval for Rebekka Garvison to attend the Government Finance Officers annual conference in Orlando, FL on June 9-12, 2024. A scholarship has been awarded to Rebekka for this conference.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the out-of-state travel for Rebekka Garvison to attend the GFOA conference in Orlando, FL on June 9-12, 2024.

Motion by Paul Schincariol, Second by Tina Leary, Carried

F. Equalization Report

Equalization Director, Tony Meyaard, presented the 2024 Equalization Report.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the adoption of the 2024 Equalization Report.

Motion by Gail Patterson-Gladney, Second by Tina Leary, Carried

G. 2022 and 2023 Homeland Security Grant Program Intergovernmental Funding Agreements

Ray Hochsprung presented the request for authorization for the Board Chair to sign the Homeland Security Grant Program Intergovernmental Funding Agreements which allow for St. Joseph County, as the R5 Fiduciary, to provide the funds to Van Buren County.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, authorization for the Board Chair to sign the Homeland Security Grant Program Intergovernmental Funding Agreements.

Motion by Richard Godfrey, Second by Kurt Doroh, Carried

10. Labor, Negotiations, and Contracts

11. Public Transit

12. Veterans Services

A. Veterans Services Bi-Monthly Update

Veteran Services Director, David Krzycki, presented the bi-monthly Veteran Services Report.

13. Public Comment

14. Adjournment

The meeting was adjourned at 02:40 PM.

Suzie Roehm, County Clerk