



MINUTES
Board of Commissioners Chambers
219 East Paw Paw Street

July 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**
Move Item 6A to end of meeting, or reschedule for next meeting if Dana Getman is unable to attend today.
3. **Approval of Agenda**
Motion to approve the agenda as amended.
Motion by Kurt Doroh, Second by Tina Leary, Carried
4. **Approval of Minutes**
 - A. **June 25th, 2024 Committee of the Whole Meeting Minutes**
Motion to approve the minutes of the June 25, 2024 Committee of the Whole meeting as presented.
Motion by Mike Chappell, Second by Kurt Doroh, Carried
5. **Public Comment**
6. **Presentation**
 - A. ****Proclamation of Dana Getman**
This item will be rescheduled for the July 23, 2024 Committee of the Whole meeting.
7. **Administrative Affairs**
 - A. **Saddle Lake - Legal Lake Level Control Structure**
Drain Commissioner Joe Parman is required to obtain Board approval for annual expenditures over \$10,000 for activities to maintain the normal lake level of Saddle Lake, including the maintenance and repair of lake level infrastructure. This will be reimbursed by a lake level special assessment district.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the expenditure of approximately \$150,000 to maintain the normal lake

level of Saddle Lake, including the maintenance and repair of lake level infrastructure.
Motion by Richard Godfrey, Second by Gail Patterson-Gladney, Carried

B. Out of State Travel Request - Specialty Courts

Natalie Dean is requesting approval for out of state travel to attend the Practitioner Training for herself and one night for Rachel Lindley in Oklahoma City on September 24-27, 2024. This will be funded by Specialty Court grants.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the out of state travel request for Practitioner Training in Oklahoma City on September 24-27, 2024.

Motion by Mike Chappell, Second by Kurt Doroh, Carried

C. Out of State Travel Request - Sheriff's Office

The Sheriff's Office is requesting approval for out of state travel to the National Narcotics Conference in Ocean City, Maryland on October 21-25, 2024. The Sheriff's Department has budgeted for the Narcotics Unit training.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the out of state travel of the Narcotics Unit to Ocean City, Maryland on October 21-25, 2024 to attend the National Narcotics Conference.

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

D. VBCMh Board Appointment - Annie Brown

There is a request to appoint Annie Brown to the Van Buren County Mental Health Board of Directors.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the appointment of Annie Brown to the VBCMh Board of Directors.

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

E. Van Buren Housing Assistance Program (VBHAP)

Lisa Ransler presented the request for approval to apply for and administer the Van Buren Housing Assistance Program (VBHAP) with an initial budget of approximately \$650,000. The funding will be sourced from the USDA Home Preservation Grant. Eligibility for financial assistance will be based on income levels, property ownership, and residency and will operate on a first come, first served basis.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the application for the Van Buren Housing Assistance Program with an initial budget of \$650,000.

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

8. Buildings and Grounds

9. Finance

A. Commissioner Per Diems

Commissioner's per diems were reviewed.

Motion to approve the payment of Commissioner's per diems as presented.

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

B. Claims

Finance Director Becky Grabemeyer presented monthly claims in the amount of \$14,912,270.00 for review.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, payment of claims in the amount of \$14,912,270.00.

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

C. Budget Adjustments

Finance Director Becky Grabemeyer presented the monthly budget adjustments.

Motion to approve the monthly budget adjustments as required to maintain budgeted revenue and expenditures.

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

10. Labor, Negotiations, and Contracts

11. Public Transit

A. Director's Report

Laurie Schlipp presented the monthly Public Transit Director's report.

B. CPM Construction Contract EXPEDITED

Laurie Schlipp presented the request to approve the contract with CPM Construction for the facility expansion in the amount of \$556,000.00 and to approve additional expenditures up to \$225,000.00 from the Transit Fund. An updated contract will be submitted for signature when received.

Motion to approve by resolution at today's meeting of the Board of Commissioners, the contract with CPM Construction in the amount of \$556,000.00 and for approval additional expenditures up to \$225,000 from the Transit Fund.

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

C. Vehicle Disposal Request

Laurie Schlipp is requesting approval for disposal of two vehicles from Transit's fleet.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the disposal of van #33 and bus #38 from Transit's fleet.

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

D. Financial Report

Tami Naber presented the monthly Transit Financial Report.

E. Operations Report

Tami Naber presented the monthly Transit Operations Report.

12. Veterans Services

13. Public Comment

- Wayne Nelson, Road Commissioner, updated the board on a new bill signed by the Governor regarding following a snowplow, the stoplight at Red Arrow Hwy & 24th St. in Antwerp Township, and the 2nd annual Road Commission employee recognition to be held October 4th.

14. Adjournment

The meeting was adjourned at 01:54 PM.

Suzie Roehm, County Clerk