



MINUTES
Board of Commissioners Chambers
219 East Paw Paw Street

September 23, 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 Mike Chappell, Second by Kurt Doroh, Carried
4. **Approval of Minutes**
 - A. **September 10th, 2024 Committee of the Whole Meeting Minutes**
Motion to approve the minutes of the September 10, 2024 Committee of the Whole meeting as presented.
Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried
5. **Public Comment**
 - Sandy Merchant/Van Buren County Museum - thanked the Board and community for help restoring the museum building after the storm, and it is now open again.
6. **Presentation**
 - A. **Digital Information Department Update**
Jerry Happel provided an update on the Digital Information Department. Chatbots have been developed and will be deployed on a trial basis and reviewed. Discussion of creating a Steering Committee to develop AI policy. Podcasts that have been developed will be added to monthly report.
7. **Administrative Affairs**
 - A. **Well Water Testing for Arsenic - Educational Update**
Danielle Persky, Health Officer, and George Friday, Environmental Health Director, provided an educational update on well testing for arsenic in South Haven Township.
 - B. **Appointment to Planning Commission - Gordon Andrews**

The Van Buren County Planning Commission is recommending the appointment of Gordon Andrews to fill a term on the Planning Commission that expires April 1, 2027.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the appointment of Gordon Andrews to the Van Buren County Planning Commission for a term that expires April 1, 2027.

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

C. Appointment to Planning Commission - Nicholas Carlson

The Van Buren County Planning Commission is recommending the appointment of Nicholas Carlson to fill a term on the Planning Commission that expires April 1, 2027.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the appointment of Nicholas Carlson to the Van Buren County Planning Commission for a term that expires April 1, 2027.

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

D. Appointment of Deputy Medical Examiner - Dr. Koster

Administrator Faul presented the request to appoint Dr. Thomas Koster as Deputy Medical Examiner who is replacing Dr. Jared Brooks who has resigned.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the appointment of Dr. Thomas Koster as Deputy Medical Examiner and the removal of Dr. Jared Brooks.

Motion by Mike Chappell, Second by Kurt Doroh, Carried

8. Buildings and Grounds

A. Jail Elevator Replacement - Continuation of Services

The Buildings & Grounds Director is requesting to use Otis Elevator to install the replacement elevator in the jail. This company is our preferred vendor for this service.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, contracting with Otis Elevator, our preferred vendor for this service, to install the replacement elevator in the jail.

Motion by Tina Leary, Second by Paul Schincariol, Carried

9. Finance

A. Evan's County Drain Note - Full Faith and Credit Resolution

Josh Griffith presented the request for a resolution for Full Faith and Credit of the County for the Evan's Drain Note in an amount not to exceed \$350,000. Easements and design for the project have been finalized and the bid was awarded to Compton Inc. The project costs are covered through a special assessment.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, a Full Faith and Credit of the County resolution for the Evan's Drain Note in an amount not to exceed \$350,000.

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

B. Budget Adjustments

Becky Grabemeyer presented the monthly budget adjustments as required to maintain a balanced budget.

Motion to approve the budget adjustments as presented.
Motion by Richard Godfrey, Second by Paul Schincariol, Carried

C. Training & Travel Policy - Update

Becky Grabemeyer presented the updated Training & Travel Policy which had not been updated since 2019.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the updated Van Buren County Training & Travel policy.
Motion by Kurt Doroh, Second by Gail Patterson-Gladney, Carried

D. Out of State Travel - Training

Becky Grabemeyer is requesting approval for two employees to travel to the Annual Engage Conference for BS&A to be held October 13-16, 2024 in Milwaukee, WI.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the out-of-state travel of two Finance Department employees to attend the Annual Engage Conference for BS&A on October 13-16, 2024 in Milwaukee, WI.
Motion by Mike Chappell, Second by Paul Schincariol, Carried

E. ARPA VBISD Youth Center - Subrecipient Agreement

Erin Kucharski gave an update on the current and future programs at VBISD Youth Center. Authorization of the subrecipient agreement with the Van Buren Intermediate School District using \$950,000 in ARPA funds for the Youth Center is requested.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the subrecipient agreement with the VBISD authorizing use of \$950,000 in ARPA funds for a Van Buren County Youth Center.
Motion by Kurt Doroh, Second by Gail Patterson-Gladney, Carried

F. FY2024 USDA Housing Preservation Grant EXPEDITED

The application for a housing preservation grant has been selected by the USDA in the amount of \$105,701. The request is to authorize the acceptance of the FY2024 USDA Housing Preservation Grant, the submission of the Mi Neighborhoods MSHDA Grant Application and authorization for the Board Chair to sign all related grant contract documents at today's meeting.

Motion to approve by resolution at today's meeting of the Board of Commissioners, the acceptance of the FY2024 USDA Housing Preservation Grant in the amount of \$105,701, submission of the Mi Neighborhoods MSHDA Grant Application and authorization for the Board Chair to sign all related grant contract documents.
Motion by Mike Chappell, Second by Kurt Doroh, Carried

G. Parenting with Love and Limits Contract with Family Empowerment Services

Veronica Stillson is requesting approval of the Parenting with Love and Limits contract with the Family Empowerment Services and authorization for the Board Chair to sign on the Board's behalf. This is an evidence-based in-home program that will run 10 to 12 weeks per session.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the Parenting with Love and Limits contract with Family Empowerment Services and authorization for the Board Chair to sign on the Board's behalf.
Motion by Richard Godfrey, Second by Gail Patterson-Gladney, Carried

H. Access & Visitation Service Contract FY25

Veronica Stillson is requesting approval of the SCAO Access and Visitation Service Contract and authorization for the Board Chair to sign on the Board's behalf. This is a joint grant application with Berrien, Cass and Van Buren Counties and provides for supervised parenting time in complex cases.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the SCAO Access and Visitation Service Contract and authorization for the Board Chair to sign on the Board's behalf.

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

10. Labor, Negotiations, and Contracts

A. Juvenile Court, Family Aide Positions - Conversion from Part-Time to Youth Mentors Full-Time

Veronica Stillson is requesting that two part-time juvenile court family aide positions be converted to full-time youth mentor roles. Youth mentors would also be able to partner with schools as a way to prevent court involvement. The positions are 75% child care fund reimbursable.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, converting two part-time family aide positions to full-time youth mentor positions remaining at the AFSME 20 range.

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

11. Public Transit

12. Veterans Services

13. Public Comment

- Mike Matheny, South Haven resident, commended LtCol David Krzycki on his work

14. Adjournment

Motion to adjourn.

Motion by Mike Chappell, Second by Paul Schincariol, Carried

The meeting was adjourned at 02:49 PM.

Suzie Roehm, County Clerk