MINUTES
Board of Commissioners Chambers
219 East Paw Paw Street

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

November 12, 2024

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, Doroh, Godfrey, Peat, Leary and Schincariol. Commissioner Chappell absent and excused.
2. Additions/Deletions to the Agenda
3. Approval of Agenda
   Motion to approve the agenda as presented.
   Motion by Kurt Doroh, Second by Paul Schincariol, Carried
4. Approval of Minutes
   A. October 22nd, 2024 Committee of the Whole Meeting Minutes
      Motion to approve the minutes of the October 22, 2024 Committee of the Whole meeting as presented.
      Motion by Gail Patterson-Gladney, Second by Richard Godfrey, Carried
5. Public Comment
   - County Clerk Suzie Roehm - Election update
   - Rob Castner - DVC Tap Program update
   - Tyler Augst and Nicole Ritchie - MSUE update
6. Presentation
7. Administrative Affairs
   A. Remonumentation Program Update
      Administrator Faul gave an update on the Remonumentation Program costs and processes and the need to tighten oversite of the Grant Administration. A meeting is scheduled for November 21st, and recommendations will be brought back to the board at the next meeting.
   B. Saddle Lake Level Control - Court Proceedings
      Josh Griffith presented the request to hire legal counsel and engineers to assist with the Part 307 lake level process and amend the lake level order for Saddle Lake as necessary to allow Van Buren County to maintain and operate the normal lake levels.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, hiring legal counsel and engineers to amend lake levels for Saddle Lake through Circuit Court.
Motion by Gail Patterson-Gladney, Second by Richard Godfrey, Carried

C. Tyler Technologies Software Agreement

Natalie Dean presented the request to enter into a software service agreement with Tyler Technologies for the jury management system. Berrien County will no longer be hosting the system for other counties. This cost will be a graduated amount and the first year's cost equals what the county is currently paying.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the contract with Tyler Technologies for the jury management system and authorize the Board Chair to sign.
Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried

D. Office of the Public Defender Update

Karla Tankut provided an update on the creation and implementation of the Office of the Public Defender since separating from Allegan County, and goals for the upcoming year.

E. Office of Public Defender Michigan Indigent Defense Commission (MIDC) FY 24 - 25 Contract

The MIDC FY 24-25 grant application has been awarded in the amount of $3,647,960.12 and requires a county match of $309,097.85. Karla Tankut is requesting approval of the contract.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the MIDC FY 24-25 contract in the amount of $3,647,960.12.
Motion by Richard Godfrey, Second by Gail Patterson-Gladney, Carried

F. Office of the Public Defender Roster Attorney Contract

Karla Tankut presented the request to approve the master contract with the roster attorneys.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the master contract for the roster attorneys utilized by the Public Defender's Office.
Motion by Richard Godfrey, Second by Kurt Doroh, Carried

G. MNRTF Grant Agreement for Development of Paw Paw River Water Trail Access

Lisa Ransler presented the request to approve the Michigan Natural Resources Trust Fund Development Project Agreement, which allows the county to accept a grant to develop a public outdoor recreation facility along the Paw Paw River. It will feature a kayak launch and other amenities. The grant is $283,700 with a match of $121,600.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the MNRTF Development Project Agreement in the amount of $283,700.
Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried

H. Contract with Abonmarche for Engineering and Construction Administration Services for Hartford Kayak Launch

Lisa Ransler presented the request to contract with Abonmarche Consultants for engineering, regulatory and construction administration services for the Hartford Kayak Launch Project in the amount of $61,900.

Motion to approve by resolution at the next regular meeting of the Board of

Commissioners, the contract with Abonmarche Consultants in the amount of $61,900 for the Hartford Kayak Launch Project.
Motion by Richard Godfrey, Second by Gail Patterson-Gladney, Carried

I. Kinexus Workforce Development Reappointment - Barbarini, T.

There is a request to re-appoint Tom Barbarini to the Kinexus Workforce Development Board for a term expiring on 6/30/2027,

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the re-appointment of Tom Barbarini to the Kinexus Workforce Development Board for a term expiring on 6/30/2027.
Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried

J. Kinexus Workforce Development Reappointment - Randall, C.

There is a request to re-appoint Chris Randall to the Kinexus Workforce Development Board for a term expiring on 6/30/2027,

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the re-appointment of Chris Randall to the Kinexus Workforce Development Board for a term expiring on 6/30/2027.
Motion by Richard Godfrey, Second by Tina Leary, Carried

K. Kinexus Workforce Development Reappointment - Barber, L.

There is a request to re-appoint Luke Barber to the Kinexus Workforce Development Board for a term expiring on 6/30/2027,

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the re-appointment of Luke Barber to the Kinexus Workforce Development Board for a term expiring on 6/30/2027.
Motion by Kurt Doroh, Second by Gail Patterson-Gladney, Carried

8. Buildings and Grounds

A. Building & Grounds Department Update

John Small provided an update on the status of the numerous Capital Improvement Projects.

B. Courthouse Rotundra Painting CIP Project Update

John Small provided information on the upcoming Courthouse Rotunda Painting Project. One proposal was received from Building Restoration, Inc. in the amount of $39,577.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the contract with Building Restoration, Inc. for the Rotunda Paint Project in the amount of $39,577.
Motion by Kurt Doroh, Second by Tina Leary, Carried

9. Finance

A. Per Diems

Commissioner per diems were reviewed.

Motion to approve Commissioner per diems for payment as presented.
Motion by Gail Patterson-Gladney, Second by Richard Godfrey, Carried

B. Claims

Becky Grabemeyer presented claims for review.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, payment of claims in the amount of $14,393,254.03.
Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried

C. Budget Adjustments

Becky Grabemeyer presented the monthly budget adjustments.

Motion to approve the monthly budget adjustments as required to maintain budgeted revenues and expenses.
Motion by Kurt Doroh, Second by Richard Godfrey, Carried

D. Monthly Financial Statement

Becky Grabemeyer presented the Monthly Financial Statement.

Motion to accept the Monthly Financial Statement as presented.
Motion by Kurt Doroh, Second by Richard Godfrey, Carried

E. Employee Reimbursement Policy

Becky Grabemeyer is requesting the establishment and approval of an Employee Reimbursment Policy for business purchases incurred by employees personally that is not related to travel.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the approval of the Employee Reimbursment Policy as submitted.
Motion by Kurt Doroh, Second by Richard Godfrey, Carried

F. ARPA Quarterly Update - September, 2024

Becky Grabemeyer provided the quarterly ARPA update.

Motion to accept the quarterly ARPA update as presented.
Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried

G. Preliminary Governance Letter FY2024 Audit

Becky Grabemeyer presented the Preliminary Governance Letter from Maner Costerisan in line with auditing standards.

H. Foster Swift Invoice

The Foster Swift monthly invoice was submitted for review.

Motion to authorize payment of the Foster Swift invoice in the amount $12,610 for the NCG litigation.
Motion by Richard Godfrey, Second by Gail Patterson-Gladney, Carried

I. Southwest Michigan Behavioral Health (SWMBH) Substance Use Disorder (SUD) Net Cost Contract

There is a request to approve the FY 24-25 Southwest Michigan Behavioral Health Net Cost Agreement for Substance Use Disorder Services for Specialty Court.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the FY 24-25 Southwest Michigan Behavioral Health Net Cost Agreement in the amount of $69,765.
Motion by Richard Godfrey, Second by Paul Schincariol, Carried

J. VBISD Sub-Recipient Agreement Amendment

Administrator Faul is requesting an amendment to the VBISD Sub-Recipient Agreement for the Van Buren County Youth Center so indirect administrative expenses can be considered allowable.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the amendment of the VBISD Sub-Recipient Agreement for the Van Buren County Youth Center as presented.
Motion by Richard Godfrey, Second by Gail Patterson-Gladney, Carried

10. Labor, Negotiations, and Contracts

11. Public Transit

A. Director Report

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

B. Financial Reports

Tami Naber presented the monthly Public Transit Financial Report.

Motion to accept the Financial Report as presented.
Motion by Paul Schincariol, Second by Gail Patterson-Gladney, Carried

C. Operations Report

Tami Naber presented the monthly Public Transit Operations Report.

12. Veterans Services

13. Public Comment

14. Adjournment

Motion to adjourn.
Motion by Paul Schincariol, Second by Kurt Doroh, Carried

The meeting was adjourned at 02:42 PM.

Suzie Roehm, County Clerk