MINUTES
Board of Commissioners Chambers
219 East Paw Paw Street

Commissioners
Gail Patterson-Gladney, District 1
Mike Chappell, District 2
Kurt Doroh, District 3
David DiStefano, District 4
Randall Peat, District 5
Tina Leary, District 6
Paul Schincariol, District 7

May 13, 2025

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, DiStefano, Peat, Leary and Schincariol.

2. Additions/Deletions to the Agenda

3. Approval of Agenda

   Motion to approve the agenda as presented.
   Motion by Paul Schincariol, Second by Kurt Doroh, Carried

4. Approval of Minutes

   A. April 22nd, 2025 Committee of the Whole Meeting Minutes

   Motion to approve the minutes of the April 22, 2025 Committee of the Whole meeting as presented.
   Motion by Kurt Doroh, Second by Mike Chappell, Carried

5. Public Comment

6. Presentation

7. Administrative Affairs

   A. Re-Appointments - Brownfield Redevelopment Authority: Cindi Compton and Kate Hosier

   Lisa Ransler is requesting the reappointment of Cindi Compton and Kate Hosier to the Brownfield Redevelopment Authority for a three-year term.

   Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the reappointment of Cindi Compton and Kate Hosier to the Brownfield Redevelopment Authority for a three-year term expiring May 31, 2028.
   Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried

   B. Appointment - Brownfield Redevelopment Authority: Jim Wisely

   Lisa Ransler is requesting the appointment of James Wiseley to the Brownfield Redevelopment Authority for a three-year term.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the appointment of James Wiseley to the Brownfield Redevelopment Authority for a three-year term expiring May 31, 2028.
Motion by Gail Patterson-Gladney, Second by David DiStefano, Carried

C. Re-Appointment - Jury Board: Judy Janssen

John Faul submitted the request to reappoint Judy Janssen to the Jury Board for a six-year term expiring April 30, 2030.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the reappointment of Judy Janssen to the Jury Board for a six-year term expiring April 30, 2030.
Motion by Gail Patterson-Gladney, Second by Paul Schincariol, Carried

8. Buildings and Grounds

A. Facilities Master Plan - Amendment to Tower Pinkster Contract

Lisa Ransler presented the request to amend the Facilites Master Plan to include 3D scanning of all County facilities in the amount of $15,000.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the amendment to the Facilities Master Plan contract with TowerPinkster to include 3D scanning of all County facilities in the amount of $15,000.
Motion by Mike Chappell, Second by Tina Leary, Carried

B. Request to use County Property - 2025 Van Buren County Youth Fair Parking

The Youth Fair has submitted their annual request for the use of County-owned paved parking facilities adjacent to the fairgrounds for overflow parking, limited to outside of business hours during fair week.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the use of County-owned paved parking facilities during fair week outside of business hours.
Motion by Tina Leary, Second by Gail Patterson-Gladney, Carried

9. Finance

A. Travel Expenditures

The Commissioner's travel expenses were presented and reviewed.

Motion to approve payment of the Commissioner's travel expenses.
Motion by Kurt Doroh, Second by Gail Patterson-Gladney, Carried

B. Claims

Finance Director Becky Grabemeyer presented monthly Claims for review.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the payment of claims in the amount of $5,672,344.85 as submitted.
Motion by David DiStefano, Second by Mike Chappell, Carried

C. Budget Adjustments

Finance Director Becky Grabemeyer presented the monthly budget adjustments.

Motion to approve the monthly budget amendments as submitted to maintain balanced

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

D. Monthly Financial Statement

Finance Director Becky Grabemeyer presented the Monthly Financial Statement for review.

Motion to accept the Monthly Financial Statement as presetned.
Motion by Mike Chappell, Second by Kurt Doroh, Carried

E. ARPA Quarterly Update - March, 2025

Finance Director Becky Grabemeyer presented the Quarterly ARPA update for review.

Motion to accept the Quarterly ARPA update as presented.
Motion by Gail Patterson-Gladney, Second by David DiStefano, Carried

F. Capital Improvement Plan (CIP)

Finance Director Becky Grabemeyer presented the Capital Improvement Plan as identified by the Capital Improvement Plan Committee. The projects identified will begin to be addressed immediately and will continue over the course of the next 5 years. Once the submitting department is ready to move forward, they will proceed with the normal purchasing procedures such as getting bids/quotes and returning to the BOC for approval to proceed when applicable.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the 2025-2030 Capital Improvement Plan list as submitted.
Motion by Mike Chappell, Second by Kurt Doroh, Carried
Roll Call Vote: All Yes

G. Foster Swift Invoice

The Foster-Swift invoice for New Covert Generating litigation was submitted for review.

Motion to approve payment of the Foster-Swift invoice in the amount of $20,790.00.
Motion by Paul Schincariol, Second by Gail Patterson-Gladney, Carried

H. 911 Request for Additional Staffing - 3rd Shift Supervisor

911 Director Tim McGee presented the request for an additional Shift Supervisor position for 911 Central Dispatch. The position would be primarily responsible for Quality Assurance Compliance, training and CJIS compliance. The 911 budget can absorb this addition.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the additional Shift Supervisor position for 911 Central Dispatch.
Motion by Mike Chappell, Second by Gail Patterson-Gladney, Carried

I. Purchase of Animal Control Truck - Sheriff Department

Lt. Tony Evans presented the request to purchase a new Animal Control Truck to replace an aging vehicle. There is a 2025 Ford F150 available from Tapper Ford in the amount of $42,083.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the purchase of a Ford 150 from Tapper Ford in the amount of $42,083 for Animal Control.
Motion by Kurt Doroh, Second by Gail Patterson-Gladney, Carried

J. Digitization Project Update

IT Director CJ Johnson provided an update on the Digitization Project for files located in the basement of the Annex Building. The project should be completed in the fall of 2025.

K. Van Buren County Office of Community Corrections - FY 2026 Grant Application

Specialty Court Administrator Courtney Michalka is requesting approval to submit the FY2026 grant application for the Office of Community Corrections pretrial programs in the amount of $211,203.97.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the submission of the Office of Community Corrections FY2025 grant application in the amount of $211,203.97.
Motion by Gail Patterson-Gladney, Second by Mike Chappell, Carried

10. Labor, Negotiations, and Contracts

11. Public Transit

A. CPM Construction Contract Amendment - EXPEDITED

Public Transit Director Laurie Schlipp presented the expedited request for the third contract amendment with CPM Construction. This amendment is for a required ADA-compliant sidewalks at the new north door in the amount of $7,264.00.

Motion to approve by resolution at today's meeting of the Board of Commissioners, the contract amendment with CPM Construction in the amount of $7,264.00.
Motion by Paul Schincariol, Second by Gail Patterson-Gladney, Carried

B. Director's Report

Laurie Schlipp presented the Public Transit Director's Report.

C. Financial Report

Tami Naber presented the Public Transit Financial Report.

D. Operations Report

Tami Naber presented the Public Transit Operations Report.

12. Veterans Services

13. Public Comment

14. Adjournment

Motion to adjourn.
Motion by Paul Schincariol, Second by David DiStefano, Carried

The meeting was adjourned at 02:17 AM.

Suzie Roehm, County Clerk