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

MINUTES
Board of Commissioners Chambers
219 East Paw Paw Street

December 9, 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, Doroh, DiStefano, Peat, and Leary. Commissioner Schincariol arrived at 1:50 p.m. and Commissioner Chappell was absent and excused.
2. Additions/Deletions to the Agenda
   Add discussion of January 13, 2026 meeting to Item 7.E.
3. Approval of Agenda
   Motion to approve the agenda as amended.
   Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried
4. Approval of Minutes

   A. November 25th, 2025 Committee of the Whole Meeting Minutes
   Motion to approve the minutes of the November 25, 2025 Committee of the Whole meeting as presented.
   Motion by Kurt Doroh, Second by Gail Patterson-Gladney, Carried
5. Public Comment

6. Presentation

   A. Medical Examiner Annual Report - 2024
   John Storer, Chief Medical Investigator, presented the Medical Examiner's 2024 Annual Report.
7. Administrative Affairs

   A. Service Agreement - Southwest Michigan Planning Commission
   Jerry Happel presented the request to approve an agreement, operating through the Digital Information Collaborative Exchange, with Southwest Michigan Planning Commission to complete an inventory project for Berrien County that is funded entirely by a grant administered by SWMPC.

   Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the agreement with SWMPC to build a Healthy Berrien Asset Inventory project.
   Motion by Kurt Doroh, Second by Gail Patterson-Gladney, Carried

DID Director Jerry Happel made a request at the end of the meeting for expedited approval of this item by motion at today's meeting as the Board is canceling the December 23, 2025 meeting and this item is time-sensitive.

Motion to approve the agreement with SWMPC to build a Healthy Berrien Asset Inventory project.
Motion by Kurt Doroh, Second by Gail Patterson-Gladney, Carried

B. Building Authority Appointment - Hunt, C.

Paul DeYoung, Register of Deeds, presented the request to appoint Chad Hunt to the Building Authority for a three-year term.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the appointment of Chad Hunt to the Building Authority for a three-year term expiring on December 31, 2028.
Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried

C. Parks Commission Reappointment - Hickmott, E.

Administrator Faul presented the request to reappoint Emilly Hickmott to the Parks Commission for a three-year term.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the reappointment of Emilly Hickmott to the Parks Commission for a three-year term expiring on December 31, 2028.
Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried

D. Land Preservation Appointment - Kiley, K.

Administrator Faul presented the request to appoint Kimberly Kiley to the Land Preservation Board for a three-year term to fill the vacant Elected Official position on the board.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the appointment of Kimberly Kiley to the Land Preservation Board for a three-year term expiring on December 31, 2028.
Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried

E. Board Calendar - Meetings of December 23, 2025

Discussion to cancel the December 23, 2025 meeting and to include a Facilities Master Plan update at the January 13, 2026 meeting starting at 11:00 a.m.. All motions made at today's meeting prior to this item stated that final approval would be at the December 23, 2025 meeting. However, final approval would take place at the January 13, 2026 meeting instead if the December meeting is canceled.

Motion to cancel the December 23, 2025 meeting, to include a Facilities Master Plan update at the January 13, 2026 meeting starting at 11:00 a.m., and to have final approval of today's agenda items be at the January 13, 2026 meeting.
Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried

8. Buildings and Grounds

9. Finance

A. Travel Expenditures

Adminstrator Faul presented Commissioner travel expenses for review.

Motion to approve travel expenses as presented.
Motion by Kurt Doroh, Second by Tina Leary, Carried

B. Claims

Administrator Faul presented claims for review.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, payment of monthly claims in the amount of $10,322,255.56.
Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried

C. Monthly Financial Statement

Administrator Faul presented the Monthly Financial Statement for review.

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

D. Foster Swift Invoice - 1147451

Administrator Faul presented the monthly Foster Swift invoice for NCG litigation in the amount of $11,680.10 for review.

Motion to approve payment of the Foster Swift invoice for NCG litigation in the amount of $11,680.10 subject to the cost sharing agreement.
Motion by David DiStefano, Second by Gail Patterson-Gladney, Carried

10. Public Transit

11. Veterans Services

A. Bi-Monthly Update

Director David Krzycki presented the bi-monthly Veteran Services update. Dennis Urquhart is retiring in January and the Board thanks him for his service and dedication to Van Buren County Veterans.

12. Labor, Negotiations, and Contracts

A. Closed Session - Strategy Connected with the Negotiation of Collective Bargaining Agreements

Motion to enter into Closed Session pursuant to MCL 15.268(c) for strategy connected with the negotiation of Collective Bargaining Agreements.
Motion by David DiStefano, Second by Kurt Doroh, Carried
Roll Call Vote: All Yes
Board went into closed session at 2:03 p.m.
Board returned to open session at 2:54 p.m.

13. Public Comment

- DID Director Jerry Happel requested expedited approval by motion for Item 7.A.

14. Adjournment

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

The meeting was adjourned at 03:00 PM.

Suzie Roehm, County Clerk