



MINUTES

**Board of Commissioners Chambers
219 East Paw Paw Street**

May 26, 2026

Commissioners

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

Board of Commissioners Meeting

1. Call to Order

On the above date the regular meeting of the Board of Commissioners was called to order at 02:09 PM by Paul Schincariol, Vice-Chairman of the Board.

2. Recital of the Pledge of Allegiance / Prayer

Invocation by Commissioner Toth.

3. Roll Call

The roll was called by County Clerk Suzie Roehm with the following commissioners answering to their name and district: Gail Patterson-Gladney, Mike Chappell, David DiStefano, Mike Toth, Tina Leary, Paul Schincariol. Commissioner Doroh absent and excused.

4. Additions/Deletions to the Agenda

5. Approval of Agenda

All items on the agenda marked with '*' are part of the consent agenda. Commissioners or the public can request that items be removed from the consent agenda.

Motion to approve the agenda as presented.

Motion by Mike Chappell, Second by Mike Toth, Carried

6. Approval of Minutes

A. **May 12th, 2026 Board of Commissioners Meeting Minutes

Motion by Mike Chappell, Second by Mike Toth, Carried

7. Public Comment

8. Administrative Affairs

A. **Van Buren County Office of Community Corrections - FY 2027 Grant Application

ADMINISTRATIVE AFFAIRS RESOLUTION A37/5-26-2026

WHEREAS, Van Buren County Specialty Courts respectfully requests funding from the Michigan Department of Corrections to support its Office of Community Corrections (OCC) pretrial services programs; and,

WHEREAS, these critical programs provide early intervention and structured support for individuals navigating the pretrial phase of their judicial process; and,

WHEREAS, by offering supervision, drug testing, and access to evidence-based interventions such as Moral Reconciliation Therapy (MRT), these services enhance public safety, reduce pretrial recidivism, and ensure accountability for individuals who may pose a risk to the community; and,

WHEREAS, the requested funding will directly support the sustainability and effectiveness of OCC operations. Specifically, the funds will cover 80% of the OCC Coordinator position, 10% of the Specialty Court Administrator's salary, and 25% of the Jail Screener's role; and, WHEREAS, these personnel are instrumental in the day-to-day operations of the program, including risk assessment, case coordination, compliance monitoring, and connecting participants to rehabilitative resources; and,

WHEREAS, this strategic investment in staff and services will strengthen the county's ability to deliver timely, community-based responses that uphold both justice and safety; and,

WHEREAS, the Specialty Court Program operates on a reimbursement basis, meaning that program costs are initially incurred by the county and reimbursed following the submission and approval of eligible expenses. As such, the county's support in providing upfront funding is essential to ensure the program's continuity and effectiveness while awaiting reimbursement; and,

NOW, THEREFORE, BE IT RESOLVED, we, the Van Buren County Board of Commissioners, approve to submit the funding application to support the Specialty Courts' Office of Community Corrections pretrial services programs and to submit the application prior to the May 30th, 2026 deadline to ensure timely consideration by the Michigan Department of Corrections.

Motion by Mike Chappell, Second by Mike Toth, Carried

9. Buildings and Grounds

10. Finance

A. **Claims

CLAIMS RESOLUTION C6/5-26-2026

WHEREAS, claims in the amount of \$4,423,211.23 were submitted and reviewed; and, NOW, THEREFORE BE IT RESOLVED, we, the Van Buren County Board of Commissioners approve of the total claims in the amount of \$4,423,211.23 for the month of April 2026.

Motion by Mike Chappell, Second by Mike Toth, Carried

B. **L-4029 2026 Tax Rate Request

FINANCE RESOLUTION F31/5-26-2026

WHEREAS, the request is to review and approve the 2026 Tax Rate Request, Michigan Department of Treasury Form L-4029 as prepared by the Equalization Director, Anthony Meyaard; and,

WHEREAS, the annual tax rate request form needs to be approved, signed, and submitted to the Michigan Department of Treasury by the end of June 2026; and,

NOW, THEREFORE, BE IT RESOLVED, we, the Van Buren County Board of Commissioners, approve the 2026 Tax Rate Request Form L-4029 as presented and approve the Board Chair to sign on the Board's behalf.

Motion by Mike Chappell, Second by Mike Toth, Carried

C. **Purchase of Truck- Drain Office

FINANCE RESOLUTION F32/5-26-2026

WHEREAS, there has been a request to purchase a new truck for the Office of the Drain Commissioner to replace a 2009 vehicle that has been in service since 2013; and,
WHEREAS, this vehicle purchase was included and approved in the FY2026 Capital Improvement Plan, with a budget allocation of \$44,000 for this purpose; and,
WHEREAS, the proposed purchase cost for the replacement truck is \$41,469.68, which is under the approved budget amount; and,
WHEREAS, the expense for this vehicle will be paid from the Capital Improvement Fund, line item 444.0-442.00-975.061; and,
NOW, THEREFORE, BE IT RESOLVED, we, the Van Buren County Board of Commissioners, approve the purchase of a new truck for the Office of the Drain Commissioner in the amount of \$41,469.68, to be paid from the Capital Improvement Fund.

Motion by Mike Chappell, Second by Mike Toth, Carried

D. ****Cyber Liability Insurance Renewal**

FINANCE RESOLUTION F33/5-26-2026

WHEREAS, there has been a request to authorize the renewal of the Cyber Liability Insurance Policy with Cowbell Cyber; and,
WHEREAS, the cyber insurance program for the 2025-2026 policy year provided coverage in the amount of \$3,000,000. Counties typically purchase an amount between \$2,000,000 and \$5,000,000. The total premium for 2025-2026 was \$31,122; and,
WHEREAS, for the renewal term of 2026-2027 we received a quote from Cowbell Cyber for the full \$3,000,000. The cost is \$27,534, which is down significantly from the previous year's cost. It is to be paid from line item 101.0-271.00-807.001; and,
NOW, THEREFORE, BE IT RESOLVED, we, the Van Buren County Board of Commissioners, approve the renewal of the Cyber Liability Insurance Policy with Cowbell Cyber.

Motion by Mike Chappell, Second by Mike Toth, Carried

E. **Digital Information Department Memorandum of Understanding - Market One EXPEDITED**

FINANCE RESOLUTION F34/5-26-2026

WHEREAS, Van Buren County, acting through DICE (Digital Innovation Collaborative Exchange), has developed the capacity to design, host, and operate county-owned digital infrastructure to support federally-funded grant programs; and,
WHEREAS, Market One (dba Market Van Buren) administers multiple federal and state housing rehabilitation grants on behalf of the County, including funding through USDA, HUD, and MSHDA, totaling 9 active and 1 pending grant; and,
WHEREAS, the proposed Memorandum of Understanding (MOU) establishes a formal framework for DID/DICE to build and operate the Home Rehabilitation Workflow System (HRWS) — a county-owned digital platform to support Market One's grant administration functions; and,
WHEREAS, it is being requested that the Board approve the County Administrator to execute an MOU with Market One governing the following:

- DICE's role as HRWS infrastructure owner and system operator
- Market One's role as grant program operator and subject-matter expert
- Development methodology, data governance, AI safeguards, and security standards
- Financial terms, including the Ongoing Solution Usage Fee (OSUF)
- Term, termination rights, and post-cycle product ownership; and,

WHEREAS, in consideration for system development, hosting, maintenance, and support, Market One agrees to pay the County an Ongoing Solution Usage Fee (OSUF) at a rate of 17.5% of the administrative cost portion (20%) of each grant award, which is approximately 3.5% of the total grant value; and,

WHEREAS, the estimated revenue is calculated at \$15,000 per grant, adding up to \$150,000 over the two-year grant cycle for 10 active grants. Payments are invoiced per grant, per reimbursement cycle, and aligned with Market One's drawdown practices; and, WHEREAS, OSUF payments will be funded through the administrative cost line item of the respective grants and are intended to be allocable under HUD, CDBG, and MSHDA requirements; and, WHEREAS, if grant funds are unavailable, Market One is solely responsible for payment from operating funds within 60 days of the date of the County's invoice; and, NOW, THEREFORE, BE IT RESOLVED, we, the Van Buren County Board of Commissioners, approve a Memorandum of Understanding (MOU) with Market One for the co-development and use of county-owned digital infrastructure (HRWS) platform to support Market One's grant administration functions.

Motion by Tina Leary, Second by David DiStefano, Carried

11. Labor, Negotiations, and Contracts

A. **Prosecuting Attorney's Office Summer Interns 2026

LABOR RESOLUTION L15/5-26-2026

WHEREAS, there has been a request on behalf of the Prosecuting Attorney's Office for the Board to approve the employment of two summer interns from May 1, 2026 through August 31, 2026; and,

WHEREAS, the Prosecutor's Office has used interns in the past to assist with the increase in the caseloads. It also provides an opportunity for a young adult to become involved in the criminal justice system to evaluate future career paths; and,

WHEREAS, Mitchell Rafter is a WMU graduate and is finishing his first year of law school in Florida. He will be home for the summer and is requesting to work in the Prosecuting Attorney's Office from May 18-August 14, 2026, to gain experience and aid him in making career decisions; and,

WHEREAS, Kayley Gorham was top of her class at Bangor High School and has completed 2 years at the University of Michigan. She is looking at law enforcement careers and is requesting to work as an intern from May-August, 2026; and,

WHEREAS, it is requested for the opportunity to employ Mr. Rafter at \$22 per hour for up to 150 hours and to employ Ms. Gorham at \$15 per hour for up to 150 hours. Total expenses for both interns would be \$5,550; and,

WHEREAS, since going paperless, the Prosecuting Attorney's Office has been able to reduce supply spending. Therefore, it is anticipated that there will be \$3,000 that can be moved from GL 101.0-296.00-752.005 to pay for a portion of the interns' wages. It is requested that the Board of Commissioners approve the additional \$2,550 to cover the remaining amount; and,

NOW, THEREFORE, BE IT RESOLVED, we, the Van Buren County Board of Commissioners, approve the request to employ two summer interns in the Prosecuting Attorney's Office from May 1, 2026 through August 31, 2026, at the indicated hourly rates, for up to 150 hours each.

Motion by Mike Chappell, Second by Mike Toth, Carried

B. Creation of Position Digital Information Department - Digital Systems Developer EXPEDITED

LABOR RESOLUTION L16/5-26-2026

WHEREAS, the Market One Memorandum of Understanding (MOU) establishes a revenue stream of approximately \$150,000 over a two-year grant cycle for DICE's development and operation of the HRWS. The complexity of building production-grade, compliance-critical systems handling federal grant data — including HUD CDBG, MSHDA, and USDA programs — requires dedicated technical capacity beyond the current four-person DICE

(Digital Innovation Collaborative Exchange) team; and,
WHEREAS, it is being requested to approve the creation of a full-time Digital Systems Developer position, contingent upon execution of the Market One MOU; and,
WHEREAS, the Digital Systems Developer position is designed to fill a specific and identified gap, with responsibilities including production readiness, testing infrastructure, CI/CD pipeline management, and reliability engineering; and,
WHEREAS, this is the technical discipline required to ensure that systems handling real federal grant compliance data perform correctly and are audit-ready. Adding a dedicated developer position at this stage also enables DICE to meet HRWS delivery commitments to Market One under the MOU; and,
WHEREAS, DICE operates a lean, high-impact team delivering regional digital infrastructure at a fraction of commercial vendor costs. The Market One engagement represents the first MOU-funded development contract of this scale and establishes the DICE model for expanding this approach to other regional programs; and,
WHEREAS, position costs are intended to be funded mostly through the OSUF revenue established by the Market One MOU, not general County appropriations. Salary and benefits details will be established through the County's standard HR classification process prior to recruitment; and,
NOW, THEREFORE, BE IT RESOLVED, we, the Van Buren County Board of Commissioners, approve the creation of a full-time Digital Systems Developer position, contingent upon execution of the Market One Memorandum of Understanding (MOU).

Motion by David DiStefano, Second by Gail Patterson-Gladney, Carried

12. Public Transit

13. Veterans Services

14. Commissioner's Roundtable

- Memorial Day
- Van Buren/Cass Public Health
- Buildings & Grounds Improvement Tour
- Materials Management
- Department of Health & Human Services
- Southwest Community Action Agency
- SW Michigan Behavioral Health Authority

15. Chairman's Update

16. Board Correspondence

17. Closed Session

18. Public Comment

19. Adjournment

Motion to adjourn.

Motion by David DiStefano, Second by Gail Patterson-Gladney, Carried

The meeting was adjourned at 02:27 AM.

Paul Schincariol, Vice-Chair

Suzie Roehm, County Clerk