



MINUTES
Board of Commissioners Chambers
219 East Paw Paw Street

August 10, 2021 2:00 PM

Commissioners

Gail Patterson-Gladney, District 1
Kurt Doroh, District 2
Richard Godfrey, District 3
Mike Chappell, District 4
Randall Peat, District 5
Donald Hanson, District 6
Paul Schincariol, District 7

Administrative Affairs Committee Meeting

1. Call to Order
Committee Members Present: Commissioner Gail Patterson-Gladney, Commissioner Paul Schincariol, Commissioner Randy Peat
Others in attendance: Administrator Hardester, Commissioner Kurt Doroh, Commissioner Richard Godfrey, Commissioner Don Hanson, Commissioner Mike Chappell, Trisha Nesbitt, Zach Morris, Anna Cerven
Minutes: Cari Elmore
2. Additions/Deletions to the Agenda
None
3. Approval of Agenda
Peat, Schincariol
4. Approval of Minutes
 - A. 7-13-2021 Administrative Affairs Committee Meeting Minutes
Motion to approve the 7/13/21 Administrative Affairs Meeting Minutes by Commissioner Peat, Supported by Commissioner Schincariol; Motion: Carried.
5. Agenda Items
 - A. Van Buren / Cass District Board of Health By Laws
Administrator Hardester presented the updated Van Buren/Cass District Board of Health By-Laws, stating that only minor changes were made.

Motion to approve the by-laws by Commissioner Peat; Supported by Commissioner Schincariol; Motion: Carried.
 - B. Application for Re-Appointment to the Public Transit Board - Faith Dowd

Administrator Hardester presented the application for the re-appointment of Faith Dowd to the Public Transit Board for another 4-year term to expire July 1, 2025.

Motion to approve the application by Commissioner Schincariol; Supported by Commissioner Peat; Motion: Carried.
 - C. Application for Re-Appointment to Land Preservation Board - William Lawson

Administrator Hardester presented the application for re-appointment of Williams Lawson to the Land Preservation board for another two year term to expire May 1, 2023.

Motion to approve the appointment application by Commissioner Peat, Supported by Commissioner Schincariol; Motion: Carried.

D. Application for appointment to the Economic Development Corporation - Daywi Cook

Administrator Hardester presented the application to appoint Daywi Cook to the EDC board to expire February 13, 2024.

Motion to approve the application by Commissioner Peat; Supported by Commissioner Schincariol; Motion: Carried.

E. Application for appointment to the Jury Board - Judy Janssen

Administrator Hardester presented the application to appoint Judy Janssen to the Jury Board, term expires April 30, 2025.

Motion to approve the application by Commissioner Schincariol; Supported by Commissioner Peat; Motion: Carried.

F. Employee Engagement Survey

Administrator Hardester presented the Employee Engagement Survey. Anna Cerven reported on the demonstration made by Rose Street Advisors. Discussions ensued. Rose Street Advisors will be asked to present to answer questions.

Motion to table this survey for the next meeting until more information is available by Commissioner Peat; Supported by Commissioner Schincariol; Motion: Carried.

G. MEDC - Community Development Block Grant

Zach Morris presented the MEDC - Community Development Block Grant. Discussion ensued.

Motion to approve the submission of the application for the MEDC Grant and authorize the chairman to sign on behalf of the board by Commissioner Schincariol; Supported by Commissioner Peat; Motion: Carried.

H. MEDC - Community Development Block Grant - Set Public Hearing

Administrator Hardester stated that the MEDC Grant requires a public hearing. The request is to hold a public hearing on 8/24/21, and move this to today's COW and BOC for final approval.

Motion to approve the public hearing by Commissioner Schincariol; Supported by Commissioner Peat; Motion: Carried.

I. Transfer of Property to Columbia Township

Trisha Nesbitt presented the Transfer of Property to Columbia Township. Discussion ensued.

Motion to table to a future date when more information is available by Commissioner Peat; Supported by Commissioner Schincariol; Motion: Carried.

6. Adjournment

Motion to adjourn by Commissioner Schincariol; Supported by Commissioner Peat; Motion: Carried

Adjourned: 2:47 PM