



MINUTES
Board of Commissioners Chambers
219 East Paw Paw Street

August 24, 2021 4:00 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

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 04:10 PM by Richard Godfrey, Chairman of the Board.

The roll was called by Chief Deputy Clerk Beth Saidla with the following commissioners answering to their name and district: Present in person: Kurt Doroh, Richard Godfrey, Mike Chappell, and Donald Hanson. Present remotely: Randall Peat (Paradise, MI) and Paul Schincariol (Lawton, Antwerp Twp., MI). Absent and excused Gail Patterson-Gladney.

2. Additions/Deletions to the Agenda

3. 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 Donald Hanson, Carried

4. Approval of Minutes

A. **8/10/2021 Board of Commissioners Meeting Minutes

Motion by Mike Chappell, Second by Donald Hanson, Carried

5. Public Comment

6. Presentation

7. Administrative Affairs Committee

A. **Application for Re-Appointment to the Public Transit Board - Faith Dowd

ADMINISTRATIVE AFFAIRS AA36/8-24-2021

WHEREAS, the request is to re-appoint Faith Dowd to the Public Transit Board for

another four-year term,
and;
WHEREAS, the new term will expire July 01, 2025, and;
NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the re-appointment of Faith Dowd to the Public Transit Board for another four-year term.

Motion by Mike Chappell, Second by Donald Hanson, Carried

B. ****Application for Re-Appointment to Land Preservation Board - William Lawson**

ADMINISTRATIVE AFFAIRS AA37/8-24-2021

WHEREAS, the request is to re-appoint William Lawson to the Land Preservation Board for another two-year term, and;
WHEREAS, the new term will expire May 01, 2023, and;
NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the re-appointment of William Lawson to the Land Preservation Board for another two-year term.

Motion by Mike Chappell, Second by Donald Hanson, Carried

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

ADMINISTRATIVE AFFAIRS AA38/8-24-2021

WHEREAS, the request is to appoint Daywi Cook to the vacant position left behind by the late Ken Ratzlaff with the Economic Development Corporation, and;
WHEREAS, the vacant position's term will expire on February 13, 2024, and;
NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the appointment of Daywi Cook to the Economic Development Corporation, term to expire on February 13, 2024.

Motion by Mike Chappell, Second by Donald Hanson, Carried

D. ****Application for appointment to the Jury Board - Judy Janssen**

ADMINISTRATIVE AFFAIRS AA39/8-24-2021

WHEREAS, the request is to appoint Judy Janssen to the Jury Board, and;
WHEREAS, Robert Jackson is retiring from the position, Judy Janssen is his daughter and would like to fill the position through the expiration of his term on 4/30/2025, and;
NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the appointment of Judy Janssen to the Jury Board to complete Robert Jackson's term expiring on 4/30/2025.

Motion by Mike Chappell, Second by Donald Hanson, Carried

E. Re-Appointment of Tom Barbarini to Workforce Development Board / Michigan Works

ADMINISTRATIVE AFFAIRS AA40/8-24-2021

WHEREAS, the request is to re-appoint Tom Barbarini to the Workforce Development Board for another three-year term, and;
WHEREAS, the new term will expire June 30, 2024, and;
NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the re-appointment of Tom Barbarini to the Workforce Development Board for another three-year term.

Motion by Mike Chappell, Second by Donald Hanson, Carried

F. MEDC - Community Development Block Grant

ADMINISTRATIVE AFFAIRS AA41/8-24-2021

WHEREAS, the request is to approve the submission of an application to the MEDC for a Community Development Block Grant (CDBG), and;
WHEREAS, Van Buren County, with the support of its Economic Development Corporation Board and its Economic Development Organization – Market Van Buren, proposes to submit an application to the MEDC for a Community Development Block Grant (CDBG) in the amount of \$570,000, and;
WHEREAS, this grant would be used to support the expansion of the Welch's Lawton, MI plant. Including 57 new jobs and over \$ 26,234,000 in new investment, and;
WHEREAS, there is no financial impact on the county, and;
NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the submission of an application to the MEDC for a Community Development Block Grant.

Motion by Mike Chappell, Second by Kurt Doroh, Carried

8. Buildings and Grounds Committee

9. Finance Committee

A. **2022/2025 Orthophoto & Oblique Aerial Photography (Pictometry)

FINANCE F36/8-24-2021

WHEREAS, the request is to accept the proposal from Eagleview for updated aerial photography of the county, this is the same vendor used in 2015/2018, and;
WHEREAS, the photography would be complete in early spring of 2022 and in 2025, and;
WHEREAS, the county would receive digital aerials for our GIS as well as the Pictometry Explorer software access for up to 100 concurrent licenses, and;
WHEREAS, the information would be beneficial to municipal employees, police, fire,

local assessors, etc., and;
WHEREAS, the financial cost for the entire project would be \$268,710.00, with options of a 5-year payment plan or a 2% discount if paid in a one-time payment, and;
NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the 2022 / 2025 Orthophoto and Oblique Photography (pictometry) plan.

Motion by Mike Chappell, Second by Donald Hanson, Carried

B. ****Out of State Travel Request**

FINANCE F37/8-24-2021

WHEREAS, the request is for board approval for County Administrator, Frank Hardester, to attend the International City / County Management Association (ICMA) 2021 Annual conference in Portland, OR, October 3 through October 7, 2021, and;
WHEREAS, the ICMA Annual Conference offers educational, information-sharing and networking tools to ensure professionals of all backgrounds and career stages are plugged into the most innovative ideas and practical strategies needed to manage the challenges facing local governments. With three and a half days of learning, inspiration, and connection, attendees are equipped with the tools and support they need to make their communities a better place to live, work, and play, and;
WHEREAS, Funding for the training will be covered under existing administration budget line items. The expected cost is around \$2500.00, and;
NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the out of state travel for the County Administrator.

Motion by Mike Chappell, Second by Donald Hanson, Carried

10. **Labor Negotiations and Contracts Committee**

A. ****Finance Department Position Elimination / Creation**

LABOR AND CONTRACTS L15/8-24-2021

WHEREAS, the request is to authorize the elimination of the Financial Services Coordinator Position and create/post a new Finance Operations Manager position, and;
WHEREAS, the County Administration met with AFSCME's Supervisory unit to discuss this proposal and have their support moving forward, and;
WHEREAS, given the added responsibilities this position has been tasked along with our plan to re-assign duties handled by Wayne Nelson, we are proactively taking steps to ensure this position is properly titled and fairly compensated, and;
WHEREAS, after careful review of the county as a whole and a comparison of wages in other "like" counties,

our recommendation is to assign the newly created position at R31 on the AFSCME pay scale,
and;
WHEREAS, the new salary range for this position is 57,876.00 - 78,058.50 (R31 AFSCME). The old salary range was \$45,844.50 - 62,283.00 (R27 AFSCME), and;
WHEREAS, once the newly created position is filled, the original position will be eliminated, and;
NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the Finance Department position elimination and creation.

Motion by Mike Chappell, Second by Donald Hanson, Carried

B. Infrastructure Engineer - Salary Exception

LABOR AND CONTRACTS L16/8-24-2021

WHEREAS, the request is to approve a starting salary exception for the Infrastructure Engineer at the 3-year step of the non-represented pay scale (29) at an annual rate of \$65,773.50., and;
WHEREAS, Mr. Joshua Perk has significant experience in the key fields required for this position, primarily networking, virtualization, and VOIP. Additionally, he brings a breadth of experience with technologies and products secondary to his role as the Infrastructure Engineer, and;
WHEREAS, the Infrastructure Engineer position is not a represented position, and;
WHEREAS, the Infrastructure Engineer position is a budgeted position that has been vacant since July 28th, 2021. The previous incumbent left at the 2-year step (\$61,015), so the resulting net increase is only \$4,758, and;
WHEREAS, other vacant positions within the IT Department more than offset that increase for the remainder of this fiscal year, and;
NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the salary exception request for the Infrastructure Engineer at 29E, \$65,773.50 annually.

Motion by Donald Hanson, Second by Kurt Doroh, Carried

C. Veterans' Services Director Salary

LABOR AND CONTRACTS L17/8-24-2021

WHEREAS, the request is to re-assign the salary for the Veterans' Services Director position to R30 of the non-union scale, and;
WHEREAS, the board recently approved the Job Description and Salary Range for this position at an R29 (\$51,753.00 - \$70,044.00) but noted it could be adjusted if needed, and;
WHEREAS, based upon further review of the position and comparison to other administrative positions, the R30 range (\$54,951.00 - \$74,665.50) is more appropriate for the director position, and;
WHEREAS, the recommended salaries for the positions are as follows: Veterans' Services Director (R30 Non-Union Scale) \$54,951.00 - \$74,665.50, and;
WHEREAS, the salaries are covered under the following accounts: Veterans' Services

Director - 293.0-689.00

- Veterans' Relief Fund (millage), Veterans' Services Officer - 101.0-682.00 - Veterans' Counseling budget, and;

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the

adjustment of the assigned salary range on the non-union scale for the Veterans' Services Director

position to R30 \$54,951.00-\$74,665.50.

Motion by Donald Hanson, Second by Kurt Doroh, Carried

D. Veterans Services Director Salary Exception

LABOR AND CONTRACTS L18/8-24-2021

WHEREAS, the request is to approve a salary exception for the new Veterans Services Director to be placed

at Step E of the R30 Non-Union Scale (\$69,732), and;

WHEREAS, David Krzycki has been selected as our new Veterans Services Director. Given his background,

we are asking that he start at the 3-year step of the R30 non-union scale at \$69,732.00, and;

WHEREAS, the financial impact will be covered under existing funds, and;

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves a salary

exception for the new Veterans Services Director, David Krzycki, to be placed at Step E of the R30

Non-Union Scale (\$69,732).

Motion by Donald Hanson, Second by Mike Chappell, Carried

11. Public Transit Committee

A. **MDOT Contract 2017-0136 P13 - Facility Expansion

TRANSIT T6/8-24-2021

WHEREAS, the request is to approve the MDOT Contract 2017-0136-P13 for facility expansion, and;

WHEREAS, Public Transit has outgrown the current facility which was built in 1988.

This funding request will

allow for expanded garage space for indoor parking of buses as well as expanded office space to

relieve overcrowded and shared work areas., and;

WHEREAS, the funding is through Federal Section 5311 Capital Formula Grants for a total amount of

\$468,750.00, which represents 80% Federal and 20% State funding, and;

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the MDOT

Agreement #2017-

0136/P12 and allows the Board of Commissioner Chairman to sign on the board's behalf.

Motion by Mike Chappell, Second by Donald Hanson, Carried

B. MDOT Contract 2017-0136/P15

TRANSIT T7/8-24-2021

WHEREAS, the request is to approve the contract and the Board of Commissioner Chairperson to sign on the board's behalf, and;
WHEREAS, this contract would be used to replace up to two buses that are eligible for replacement based on mileage and years., and;
WHEREAS, the total amount of the contract is \$128,125; with \$102,500 being Federal funds and \$25,625 being State funds. There is no financial impact on the county., and;
NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the contract and the chairperson signature on behalf of the board.

Motion by Kurt Doroh, Second by Mike Chappell, Carried

C. **MDOT Contract 2017-0136/P14**

TRANSIT T8/8-24-2021

WHEREAS, the request is to approve the contract and the Board of Commissioner Chairperson to sign on the board's behalf, and;
WHEREAS, this contract would be used to replace a bus that is eligible for replacement based on mileage and years, and;
WHEREAS, the total amount of the contract is \$108,846; with \$87,077 being Federal funds and \$21,789 being State funds. There is no financial impact on the county, and;
NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the contract and the chairperson signature on behalf of the board.

Motion by Mike Chappell, Second by Kurt Doroh, Carried

D. **Public Transit Director Position**

TRANSIT T9/8-24-2021

WHEREAS, the request is to assign a pay scale for the Public Transit Director position, and;
WHEREAS, the current Public Transit Director has announced his retirement effective 9/3/2021 at the end of the day. This announcement created a need to review the position's compensation assignment, and;
WHEREAS, the recommendation is to assign the Public Transit Director position to the R31 non-union scale of \$58,168.50 to \$78,390.00, and;
NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the assignment of the Public Transit Director position to the R31 non-union scale of \$58,168.50 to \$78,390.00.

Motion by Donald Hanson, Second by Kurt Doroh, Carried

12. Veteran's Services Committee

13. Public Comment

14. Closed Session

15. Board Correspondence

A. Mackinac County Board of Commissioners - Wolf Management Resolution

B. Invitation to Stand Down Event on October 15

16. Committee/Out-Board Assignments

17. Adjournment

The meeting was adjourned at 04:30 PM.

Richard Godfrey, Chairperson

Beth Saidla, Chief Deputy Clerk