



MINUTES
Board of Commissioners Chambers
219 East Paw Paw Street

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

September 14, 2021 4:00 PM

County 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 04:18 PM by Richard Godfrey, Chairman of the Board.

The roll was called by County Clerk Suzie Roehm with the following commissioners answering to their name and district: Gail Patterson-Gladney (from South Haven City, MI), Kurt Doroh, Richard Godfrey, Mike Chappell, Randall Peat, Donald Hanson (from Hamilton Township, MI), Paul Schincariol.

2. Additions/Deletions to the Agenda

None

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. **8/24/2021 Board of Commissioners Meeting Minutes

Motion by Mike Chappell, Second by Donald Hanson, Carried

5. Public Comment

6. Presentation

7. Administrative Affairs Committee

A. **Van Buren / Cass District Board of Health By-Laws

ADMINISTRATIVE AFFAIRS RESOLUTION AA42/9-14-2021

WHEREAS, the request is to approve the Van Buren / Cass District Board of Health By-Laws, and;

WHEREAS, some basic updates were made to the by-laws that include a change of address and the substance abuse program is no longer on the District Board of

Health's agenda, and;
WHEREAS, there is no financial impact to the county, and;
NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the amendments to the Van Buren / Cass District Board of Health By-Laws.

Motion by Mike Chappell, Second by Donald Hanson, Carried

B. County Property Use Request

ADMINISTRATIVE AFFAIRS RESOLUTION AA43/9-14-2021

WHEREAS, the organization Friends of the Blue Star Trail have requested to use the parking lot of the South Haven facility for overflow parking for their September 18, 2021 Lakeshore Harvest Ride event that takes place on the trail behind the facility, 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 request to use the county property for overflow parking.

Motion by Gail Patterson-Gladney, Second by Randall Peat, Carried

C. Ray Bartles 100th Birthday

ADMINISTRATIVE AFFAIRS RESOLUTION AA44/9-14-2021

WHEREAS, Ray Bartles was born in Homer Nebraska on September 6, 1921, graduated from South Sioux City Nebraska High School in 1939, graduated from Midland College on May 19, 1943 and met the love of his life, Fern, in college who would go on to be his lifelong partner in ministry, and;
WHEREAS, Ray went on to pastor six churches. When Ray retired from First English Lutheran church in South Haven, MI on March 31, 1988, he was appointed Pastor Emeritus of Peace Lutheran Church of South Haven, MI on January 24, 1993. A position he still holds today, and;
WHEREAS, when Ray and Fern retired on March 31, 1988, they then moved to their home at 219 Prospect Street, Bangor. Ray became involved in the community and served on the Arts Council. He also became known as the "Pie Man". He bakes pies and brings them to the election workers, City Hall, and anyone else he thinks needs a desert, and;
WHEREAS, Ray celebrated his 100th birthday on September 6, 2021, and;
NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners recognizes Mr. Ray Bartles as a loved and respected member of the community within Van Buren County during this wonderful time of his 100th birthday.

Motion by Kurt Doroh, Second by Mike Chappell, Carried

8. Buildings and Grounds Committee

9. Finance Committee

A. **2021 - 2022 Fiscal Year Budget

FINANCE RESOLUTION F38-A/9-14-2021

WHEREAS, Public Act 621 of 1978, an amendment to Public Act 2 of 1968, otherwise known as the Uniform Budgeting and Accounting Act provides a system of unified procedures for the preparation and execution of budgets for units of local government; and

WHEREAS, the County Administrator/Controller received revenue projections and expenditure requests for all County departments, and;
 WHEREAS, the County Administrator/Controller has reviewed in detail those requests and has recommended a 2021-2022 General Fund Budget, as well as supporting documentation required by Public Act 621, and;
 WHEREAS, it is the intent of the Board of Commissioners to provide the solvency of County Fiscal Operations by adopting a General Appropriations Act as required by law, and;
 WHEREAS, it is the intent of the Board of Commissioners to articulate policy relative to monitoring, maintenance accounting and implementation of the General Appropriations Act as required by law, and;
 WHEREAS, it is the intent of the Board of Commissioners to continue its allocation for substance abuse services of 50% of the convention facility/liquor tax revenue as required by Public Act 106 of 1985, and;
 WHEREAS, a public hearing for the Proposed 2021-2022 Budget was held on August 10, 2021 after due notice was published in a newspaper of general circulation, and;
 WHEREAS, the 2021-2022 Budget is based on the intent of the Board of Commissioners to levy property tax millages as follows: County Operating 5.2500, Ambulance 0.9370, Roads 0.9769, Public Safety 0.5332, Public Transit 0.5332, Conservation District 0.1000, and Veterans Relief 0.1000; and;
 WHEREAS, the 2021-2022 General Fund Budget has been apportioned to the various County departments as itemized on the following table:

2021-2022 General Fund Budget

2021-2022

GENERAL FUND REVENUE

Taxes 15,929,614.00
 License & Permits 143,000.00
 Federal Grants 1,769,160.00
 State Grants 3,331,596.00
 Charges for Services 2,250,781.00
 Fines & Forfeitures 138,500.00
 Interest & Rent 551,021.00
 Other Revenue 155,605.00
 TOTAL GENERAL FUND REVENUES 24,269,277.00

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GENERAL FUND EXPENDITURES

101.00 Board of Commissioners 363,829.45
 172.00 Administrator 351,599.68
 212.00 Finance 292,165.39
 215.00 Clerk 454,397.59
 228.00 Information Technology 682,063.06
 243.00 Land Management 310,479.47
 245.00 County Survey & Remonumentation 92,003.00
 253.00 Treasurer 379,165.88
 257.00 Equalization 236,461.00
 262.00 Elections 135,583.18
 265.00 Building & Grounds 1,772,970.07
 266.00 Attorney/Corporation Counsel 220,000.00
 270.00 Human Resources 159,526.32
 271.00 General Benefits 710,000.00
 282.00 Courts Shared Costs 115,625.00
 282.D0 Courts Shared Costs – Due Process 21,000.00
 283.00 Circuit Court 486,188.99
 283.D0 Circuit Court – Due Process 65,000.00
 284.00 Family Court 714,335.91

284.D0 Family Court – Due Process 400,154.00
 286.00 District Court East 817,089.22
 286.D0 District Court East – Due Process 7,000.00
 287.00 District Court West 817,268.78
 287.D0 District Court West – Due Process 7,000.00
 294.00 Probate Court 541,563.31
 294.D0 Probate Court – Due Process 33,000.00
 295.00 State Probation 5,500.00
 296.00 Prosecuting Attorney 1,108,561.43
 297.00 Grand Jury 25,500.00
 298.00 Family Counseling Services 12,000.00
 301.00 Sheriff 387,150.70
 302.00 Sheriff Road Patrol 1,831,379.64
 306.00 Courthouse Security 332,604.32
 316.00 Secondary Road Patrol 208,298.06
 317.00 OHSP Enforcement 12,112.00
 331.00 Marine Law Enforcement 76,915.00
 331.D0 Dive Response Recovery 11,000.00
 332.A0 Snowmobile Law Enforcement 6,783.00
 335.00 Sheriff's Youth Services Program 25,000.00
 351.00 Jail 3,353,019.69
 355.00 Sheriff's Court Officer 83,674.18
 364.00 Sheriff's Alternative Work Program 187,259.56
 426.00 Emergency Management 132,993.94
 430.00 Animal Control 473,207.70
 442.00 Drain Commissioner 378,506.01
 445.00 Drain – Public Benefit 61,847.00
 605.00 Contagious Disease 10,000.00
 648.00 Medical Examiner 233,000.00
 681.00 Veterans Burials 6,000.00
 682.00 Veterans Counselor 76,290.56
 701.00 Planning 7,000.00
 710.00 MSU Extension 266,648.39
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 WHEREAS, the 2021-2022 Expenditure Budget for all other remaining funds are
 itemized on the following table:
 2021-2022 Other Fund Expenditures
 201.0 Roads Fund 19,000,000.00
 207.0 Sheriff's Extra Voted Millage Fund 1,931,649.89
 210.0 Ambulance Fund 3,307,748.00
 211.0 Specialty Courts Fund 2,016,120.99
 215.0 Friend of the Court Fund 2,237,867.33
 217.0 Dispatcher Training Fund 16,000.00
 230.0 Sheriff's Drain Work Crew Fund 57,497.00
 232.0 SCAR Grant Fund 86,673.00
 236.0 Inmate Lodging Fund 416,400.00
 237.0 MColes State Training Fund 20,000.00
 239.0 Entergy Stipend Fund 101,000.00
 241.0 Homeland Security Fund 1,000,000.00
 242.0 Local Brownfield Revolving Fund 19,000.00
 243.0 Brownfield Redevelopment Authority Fund 210,901.00
 246.0 Local Emergency Planning Committee Fund 5,000.00
 256.0 Register of Deeds Automation Fund 112,800.00
 259.0 Crime Victims Rights Fund 154,573.00
 260.0 Indigent Defense Fund 322,850.00

261.0 Central Dispatch 3,538,000.00
 263.0 Concealed Pistol Licensing Fund 30,000.00
 264.0 Local Corrections Officer's Training Fund 20,000.00
 265.0 Drug Law Enforcement Fund 50,000.00
 266.0 Law Enforcement Fund 873,548.75
 269.0 Law Library Fund 30,000.00
 276.0 Housing Program Income Fund 35,000.00
 290.0 Social Welfare Fund 21,000.00
 292.0 Child Care Fund 2,415,164.21
 293.0 Veterans Relief Fund 353,014.00
 365.0 Public Works Projects Debt Fund 1,675,331.25
 366.0 Jail Building Debt Fund 359,032.50
 466.0 Jail Building Fund 2,000.00
 516.0 Delinquent Tax Revolving Fund 654,532.50
 520.0 Tax Forfeiture Fund 126,000.00
 523.0 Land Bank Fund 15,000.00
 537.0 Computer Mapping Fund 43,371.00
 575.0 Economic Development Revolving Loan Fund 13,000.00
 588.0 Public Transit 2,071,675.00
 595.0 Commissary 150,000.00
 636.0 Technology Improvement Fund 463,750.00
 639.0 Drain Equipment Revolving Fund 10,000.00
 704.0 Fringe Benefit Fund 3,224,000.00
 801.0 Drain District Fund 974,300.00
 711.0 Register of Deeds 249,168.65
 728.0 Economic Development 274,800.00
 965.0 Operating Transfer Out 4,247,587.41
 TOTAL GENERAL FUND EXPENDITURES 24,269,277.00

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841.0 Lake Level Districts Fund 6,500.00
 TOTAL OTHER FUND EXPENDITURES 48,170,229.42

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners hereby adopts the General Appropriations Act for all Funds including anticipated fund balances, revenues, expenditures, and budget policies as attached and made a part hereof.

FINANCE RESOLUTION F38-B/9-14-2021

WHEREAS, certain funds of the County receive revenues after expenditures have been paid from the fund; and

WHEREAS, for this reason, cash is at times in a deficit position, and;

WHEREAS, the cash in these funds is a part of the common cash account, which is under the custody of the County Treasurer, and;

WHEREAS, use of the cash in the common account by other funds is considered to be an inter-fund borrowing, and;

WHEREAS, such borrowing is permitted only by resolution of the Van Buren County Board of Commissioners; and;

NOW, THEREFORE, BE IT RESOLVED, that the following fund of Van Buren County are hereby authorized to borrow from the common cash account during the County's 2021-2022 fiscal year:

County Road Fund #201 Register of Deeds Automation Fund #256

Jail Building Fund #466 Sheriff's Extra Voted Millage Fund #207

Crime Victims Rights Fund #259 Delinquent Tax Revolving Fund #516

Ambulance Fund #210 Indigent Defense Fund #260 Tax Forfeiture Fund #520

Specialty Court Fund #211 Central Dispatch Fund #261 Land Bank Fund #523

Friend of the Court Fund #215 Concealed Pistol Licensing Fund #263 Computer Mapping Fund #537
 Dispatcher Training Fund #217 Local Correction Officer's Training Fund #264
 Economic Development Revolving Loan Fund #575
 Sheriff's Drain Work Crew Fund #230 Drug Law Enforcement Fund #265 Public Transit #588
 SCAR Grant Fund #232 Law Enforcement Fund #266 Commissary #595
 Inmate Lodging Fund #236 Law Library Fund #269 Technology Improvement Fund #636
 MColes State Training Fund #237 Housing Program Income Fund #276 Drain Equipment Revolving Fund #639
 Entergy Stipend Fund #239 Social Welfare Fund #290 Fringe Benefit Fund #704
 Homeland Security Fund #241 Child Care Fund #292 Drain District Fund #801
 Local Brownfield Revolving Fund #242 Veterans Relief Fund #293 Lake Level Fund #841
 Brownfield Redevelopment Authority Fund #243 Public Works Debt Project Fund #365
 Local Emergency Planning Committee Fund #246 Jail Bond Debt Fund #366

FINANCE RESOLUTION F38-C/9-14-2021

WHEREAS, under the laws of the State of Michigan, Public Act 40 of 1932, 1st Extra Session as amended (MCL 129.12), the Board of Commissioners is required to provide by resolution for the deposit of all public moneys, including tax moneys, belonging to or held for the state, county, or other political units coming into the hands of the County Treasurer in one or more banks within the State.

NOW, THEREFORE, BE IT RESOLVED, that:

- 1.) The Board of Commissioners of the County of Van Buren hereby directs the Van Buren County Treasurer to deposit all public moneys, including moneys and funds held for the State Board of Escheats or missing or coming heirs, coming into his/her hands as Treasurer, in any bank within the State which is a legal depository as defined by the state and/or federal law, and;
- 2.) The Treasurer is authorized to invest funds in certificates of deposit of these institutions, or any investment permitted by state statute, which is Act 20 of the Public Acts of Michigan of 1943, as amended (MCL 129.91), or federal law of regulations within the limits set therein.

BE IT FURTHER RESOLVED, that the County Treasurer is authorized to enter into and execute on behalf of the County with Mercantile Bank of Michigan for the safekeeping or third party custodianship of any of the County's securities, as well as any contracts or repurchase agreements with any corporation for the purchase of any such safekeeping of third party custodianship arrangement on such term and conditions as the County Treasurer shall require

Motion by Mike Chappell, Second by Donald Hanson, Carried

B. Claims

CLAIMS RESOLUTION C9/9-14-2021

WHEREAS, claims in the amount of \$1,873,165.48 for August 2021 were submitted and reviewed.

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves total claims in the amount of \$1,873,165.48.

Motion by Paul Schincariol, Second by Gail Patterson-Gladney, Carried

C. VHF Fire/EMS Radio System Upgrade Project - Equipment, install, programming phase

FINANCE RESOLUTION F39/9-14-2021

WHEREAS, the request is to approve the purchase, installation and programming phase of the VHF Fire/EMS Radio project, and;

WHEREAS, this proposal is the core backbone of the VHF Radio project, which includes the radio equipment, installation, programming, backup & spares for Central Dispatch, and;

WHEREAS, funding is provided through the 911 Fund balance, no impact on current operational costs, and;

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the purchase of the equipment, installation and programming of the VHF Radio project and authorizes the Board of Commissioners Chairperson to sign on its behalf.

Motion by Paul Schincariol, Second by Gail Patterson-Gladney, Carried

10. Labor Negotiations and Contracts Committee

11. Public Transit Committee

A. MDOT Contract 2017-0136 P12 - Replacement Buses

TRANSIT RESOLUTION T9/9-14-2021

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 \$203,158; with \$162,526 being Federal funds and \$40,632 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

12. Veteran's Services Committee

A. **2022 MVAA Grant Update

VETERANS RESOLUTION V3/9-14-2021

WHEREAS, the request is for the Board of Commission to accept the grant award from the County Veteran Service Fund Grant (CVSF) and to authorize the Chairperson to execute the appropriate documents on their behalf, and;

WHEREAS, the purpose of the Grant is to provide for County Veteran Service Operations including but not limited to providing advice, advocacy and assistance to veterans, service members, dependents, or survivors by an accredited veteran service officer to obtain United States Department of Veterans Affairs health, financial, or memorial benefits for which they are eligible, and;

WHEREAS, the grant award will be funded for up to \$86,462.00 of approved costs during the grant period, the county will receive a direct payment of \$50,000 and the remaining \$36,462.00 will be paid on a reimbursement basis, and;

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

award from the County Veteran Service Fund Grant (CVSF) and authorizes the Chairperson to execute the appropriate documents on their behalf.

Motion by Mike Chappell, Second by Donald Hanson, Carried

B. ****Van Buren / Cass District Health Veterans Treatment and Referral Agreement**

VETERANS RESOLUTION V4/9-14-2021

WHEREAS, the request is to approve the Veterans Treatment and Referral Agreement with Van Buren / Cass District Health Department, and;
WHEREAS, the purpose is to provide oral health treatment and other public health clinical services to Veterans of Van Buren County, and;
WHEREAS, the financial impact will be absorbed by the 2022 MVAA Grant, and;
NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the agreement and authorizes the board chairperson to sign on its behalf.

Motion by Mike Chappell, Second by Donald Hanson, Carried

C. ****Pawsitively K9 Service Agreement**

VETERANS RESOLUTION V5/9-14-2021

WHEREAS, the request is to approve the service agreement with Pawsitively K9, and;
WHEREAS, Emotional Support Animals (ESA) are used to assist their veterans in leading a healthier, happier and more productive life. The benefits of owning an ESA can be life changing in so many ways. Studies have proven that ownership of an ESA can help increase social skills and boost self-esteem. They create a feeling of safety and comfort for their handlers and can return a sense of self-purpose, and;
WHEREAS, as part of the MVAA grant request, we are seeking \$14,097 worth of services, the financial impact will be absorbed by the 2022 MVAA Grant, and;
NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the agreement and authorizes the board chairperson to execute the appropriate documents on its behalf.

Motion by Mike Chappell, Second by Donald Hanson, Carried

13. Public Comment

14. Closed Session

15. Board Correspondence

A. Ingham County Board of Commissioners Resolution #21-437

16. Committee/Out-Board Assignments

- Municipality Reports
- Finance Committee
- Brownfield Rehabilitation
- MAC
- National Opioid Settlement
- Administrative Affairs
- Road Commission
- Farm Bureau
- Transit Committee
- Township Supervisors Meeting
- PFAS
- Hartford Pancake Breakfast Oct. 3, 7 to 11 am
- Kinexus
- Van Buren/Cass Health Department
- Economic Development Corp
- VFW Post 6248
- Labor Negotiations
- SW Michigan Behavioral Health
- Ice Cream Social-County Museum

Administrator Hardester:

- Veteran Services Officer interviews
- Transit Interviews
- MACO Conference
- Resignation from school board

17. Organizational Meeting

18. Adjournment

The meeting was adjourned at 04:51 PM.

Richard Godfrey, Chairperson

Suzie Roehm, County Clerk