



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 29, 2021 2:00 PM

Buildings & Grounds Committee Meeting

1. Call to Order
Committee Members Present: Commissioner Don Hanson, Commissioner Kurt Doroh, Commissioner Mike Chappell

Others Present: Administrator Hardester, Commissioner Godfrey, Commissioner Peat, Jeff Hall
2. Additions/Deletions to the Agenda
None
3. Approval of Agenda
Motion to approve the agenda as presented by Commissioner Chappell; Supported by Commissioner Doroh; Motion: Carried
4. Approval of Minutes

A. 8/24/2021 Buildings & Grounds Meeting Minutes
Motion to approve the 8/24/2021 Buildings & Grounds Committee Meeting Minutes by Commissioner Chappell; Supported by Commissioner Doroh; Motion: Carried.
5. Public Comment
None
6. Agenda Items

A. Buildings & Grounds Director Report
Buildings and Grounds Director, Jeff Hall, presented the Buildings and Grounds Report and discussed the items they are working on including:
 - Signage, egress, parking lot and sidewalk changes at Hazen Street
 - Parking lot issues at various locations
 - Master key systems
 - Winter Prep: snow plow truck quotes, landscaping quotes, South Haven tree trimming and removal
 - Janitorial quotes
 - Back-up generator quotes
 - Requesting snow removal bids
- B. Generator for the Van Buren County West Facility in South Haven

Jeff Hall presented the quote he received for the back-up generator in South Haven. The total with additional site work will not exceed \$25,000. Discussion ensued.

Motion to approve the purchase of the generator by Commissioner Chappell;
Supported by Commissioner Doroh; Motion: Carried.

C. Snow Removal Bids

Jeff Hall advised the committee that snow removal bid requests had been sent out. The public bid opening will be held on October 5, 2021, and the bids and recommendations will be presented to the Committee of the Whole on 10/12/2021.

D. Staffing

Jeff Hall stated that the Buildings and Grounds Department has been short-staffed in the janitorial area for some time. The recommendation is to bring in an outside vendor to contract the janitorial service for certain locations and use current staff for other locations. A conference was held with AFSCME representatives who agreed to contract these services. Discussion ensued.

No action is requested at this time. Contracts / Agreements will be brought before the board for consideration when they are obtained.

E. Kalamazoo Street Properties

Administrator Hardester stated that he had received the appraisal reports for the two properties that the county would like to acquire at 309 and 315 S. Kalamazoo Street, Paw Paw, MI. One property was appraised at \$90,000 and the other at \$150,000. The owners are not happy with the appraisal amounts and were looking to sell for about double that amount. Discussion ensued.

Administrator Hardester will explore other options and return information to this board.

F. Bangor Sheriff Substation

Administrator Hardester stated that the request today is to move forward with the transfer of the Bangor Sheriff Substation property back to the City of Bangor.

Motion to approve the transfer of the Sheriff's Substation back to the City of Bangor by Commissioner Doroh; Supported by Peat; Motion: Carried.

G. Hazen Street Janitorial Agreement

Administrator Hardester requested that the board accept the janitorial agreement from MTI for the Hazen Street facility. MTI is currently cleaning a portion of that building, but only in the Mental Health office. This agreement will cover the remaining portion of the building that the county is responsible for. It will be funded from existing budget # 101.0-265.00-801.905. Discussion ensued.

Motion to approve the janitorial agreement from MTI for the Hazen Street facility by Commissioner Doroh; Supported by Commissioner Chappell; Motion: Carried.

H. Mattawan Property

Administrator Hardester stated that the Conservation District have determined that they are not able to purchase the Mattawan facility. He has reached out to the county attorney to see if there is anything specific that the county needs to do when selling a property, we have not heard back from the attorney. No action requested at this time.

7. Public Comment

None

8. Adjournment

Motion to adjourn the meeting by Commissioner Doroh; Supported by Commissioner Chappell;
Motion: Carried

The meeting adjourned at: 2:45 pm.