



MINUTES
Board of Commissioners Chambers
219 East Paw Paw Street

October 26, 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

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 04:04 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 (South Haven, MI), Kurt Doroh, Richard Godfrey, Mike Chappell, Randall Peat, Donald Hanson (Hamilton Township, MI), Paul Schincariol.

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 Paul Schincariol, Carried

4. Approval of Minutes

A. **10/12/2021 Board of Commissioners Meeting Minutes

Motion by Mike Chappell, Second by Paul Schincariol, Carried

5. Public Comment

6. Presentation

7. Administrative Affairs Committee

A. **Drain Commissioners Request to Approve the Levy of Drain Assessments

ADMINISTRATIVE AFFAIRS RESOLUTION AA52/10-26-2021

WHEREAS, the request is to approve the levy of the assessments on various drains throughout the county, and;

WHEREAS, the total assessments being levied by the Drain Commissioner will be \$556,316.80. The allocation of expenses is as follows:

1. Local Government Units \$136,201.48
2. Benefiting landowners / parcels \$345,988.78
3. Other/Berrien County \$11,825.00
4. County At-Large Assessment \$62,301.54, and;

WHEREAS, the report needs to be accepted by the Board of Commissioners in order to be levied on the December tax bill, and;

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the levy of the assessments of various drains throughout the county.

Motion by Mike Chappell, Second by Paul Schincariol, Carried

8. Buildings and Grounds Committee

A. ****Generator for the Van Buren County West Facility in South Haven** **BUILDING & GROUNDS RESOLUTION BG7/10-26-2021**

WHEREAS, the request is to approve the purchase of a generator and related contracted work and;

WHEREAS, the IT Department needs to have a generator at the South Haven facility to protect the equipment in the server room, and;

WHEREAS, a quote has been received in the amount of \$17,600.00 and we anticipate additional costs related to the project with a total cost not to exceed \$25,000.00, and;

WHEREAS, the cost for the project is budgeted and will be covered under account # 101.0-265.00- 980.000, and;

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the purchase of a generator and related contracted work not to exceed \$25,000.00 and for the Board Chair to sign on the Board's behalf.

Motion by Mike Chappell, Second by Paul Schincariol, Carried

B. ****Snow Removal Bids** **BUILDINGS & GROUNDS RESOLUTION BG8/10-26-2021**

WHEREAS, bids were solicited, received and reviewed for the 2020 – 2021 snow removal season, and;

WHEREAS, snow removal is budgeted and will use general ledger line item # 101.0-265.00-801.000, and;

WHEREAS, the recommendation is to approve the following awards;

Location	Contractor	Annual Cost
Courthouse & Annex Lots – Paw Paw	Mike Sullins Excavating	\$1,900 no walks \$3,400 w/walks
Snow Hauling Salt		
\$150 \$90		
Administration & Niles St – Paw Paw	Clarence Stimac	\$1,875
Sheriff's Dept. Lots – Paw Paw	Mike Sullins Excavating	\$2,300 no walks \$4,100 w/walks
Snow Hauling Salt		
\$150 \$90		
HSE, Hazen Street & Maint. Paw Paw	Clarence Stimac	\$4,275.00
Animal Control, etc. – Hartford	Mike Sullins Excavating	\$2,050 no walks \$3,250

w/walks

DHS & Vacant Bldg – Hartford	Lawn Boys, Inc.	\$15,500 no walks
		\$18,500

Snow Hauling	Salt
	\$400

Motion by Mike Chappell, Second by Paul Schincariol, Carried

BUILDING & GROUNDS RESOLUTION BG9/10-26-2021

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the transfer of the Bangor Substation Property back to the City of Bangor and for the Board Chair to sign on the Board's behalf.

9. Finance Committee

CLAIMS RESOLUTION C10/10-26-2021

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves total claims in the amount of \$4,782,418.91.

FINANCE RESOLUTION F41/10-26-2021

Total Contractual Services \$194,465, and:

NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the annual Memorandum of Agreement between Van Buren County and Michigan State University and for the Board Chair to sign on the Board's behalf.

Motion by Mike Chappell, Second by Paul Schincariol, Carried

C. ****Central County Transportation Authority Bus Purchase Agreement**
FINANCE RESOLUTION F42/10-26-2021

WHEREAS, the request is to approve the Central County Transportation Authority Bus Purchase Agreement and for the board chair to sign on the board's behalf, and;
WHEREAS, the CCTA will obtain grants from the Federal Transit Administration to purchase one bus per year in 2021, 2022 and 2023 for a total of 3 buses, and;
WHEREAS, there will be no financial impact on the county, and;
NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the Central County Transportation Authority Bus Purchase Agreement and for the Board Chair to sign on the Board's behalf.

Motion by Mike Chappell, Second by Paul Schincariol, Carried

D. ****Purchase of Tru-Narc Scientific Narcotics Detection Device**
FINANCE RESOLUTION F43/10-26-2021

WHEREAS, the request is to approve the purchase of Tru-Narc thermo scientific portable analytical instrument for the Van Buren County Sheriff's Narcotics Team, and;
WHEREAS, the instrument will allow for the safe detection of narcotics without physically handling an unknown substance. Which will allow deputies to detect items such as fentanyl and minimize exposure to the deputy, and;
WHEREAS, the financial impact of \$30,835.99 is within the budget using public safety fund 207.0- 000.00-390.000, and;
NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the purchase of the Tru-Narc system for the Van Buren County Sheriff's Narcotics Team and for the Board chair to sign on the Board's behalf.

Motion by Mike Chappell, Second by Paul Schincariol, Carried

E. ****Purchase of "Active Shooter Kit" for Patrol Cars**
FINANCE RESOLUTION F44/10-26-2021

WHEREAS, the request is to approve the purchase of Active Shooter kits for Van Buren County Sheriff's patrol cars, and;
WHEREAS, there currently isn't any specialized equipment in patrol cars to respond to an active shooter incident. This purchase would allow deputies to put on a ballistic helmet, a ballistic vest and to carry a ballistic shield in an active shooter incident, and;
WHEREAS, the financial impact of \$83,811.25 is within the budget using public safety fund 207.0- 000.00-390.000, and;
NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the purchase of the Active Shooter Kits for the Van Buren County Sheriff's patrol cars and for the Board chair to sign on the Board's behalf.

Motion by Mike Chappell, Second by Paul Schincariol, Carried

F. ****Purchase of Five New Sheriff's Office Patrol Vehicles**
FINANCE RESOLUTION F45/10-26-2021

WHEREAS, the request is to approve the purchase of five new Van Buren County Sheriff's patrol Vehicles, and;
WHEREAS, annually the Sheriff's Office purchases new vehicles to replace aging patrol vehicles, and;
WHEREAS, four of the vehicles will be purchased through general fund budget 101.0-302.00- 987.000, not to exceed \$160,000. One vehicle will be purchased from the public safety budget 207.0-301.00-981.000, not to exceed \$50,000, and;
NOW, THEREFORE BE IT RESOLVED, the Van Buren County Board of Commissioners approves the purchase of the five new patrol vehicles for the Van Buren County Sheriff's Office.

Motion by Mike Chappell, Second by Paul Schincariol, Carried

G. ****Apportionment Report**

FINANCE RESOLUTION F46/10-26-2021

WHEREAS, it is the statutory duty of the Van Buren County Board of Commissioners, under P.A. 87 of the M.C.L.A. 46.1 at its annual session in October of each year to ascertain, determine and apportion such amounts as directed by 211.37 of the General Property Tax Law, and;

WHEREAS, the Van Buren County Board of Commissioners does hereby certify that the governing body of each taxing jurisdiction has reduced their millage as required in Sec. 24 (e) and Sec. 34 (d), General Property Tax Laws, and Article 9 of the State Constitution of 1963, and;

WHEREAS, the Van Buren County Board of Commissioners authorize and direct that all 2021 property taxes in Van Buren County be spread as one total sum for each taxing unit.

NOW, THEREFORE BE IT RESOLVED that the Van Buren County Board of Commissioners does hereby adopt the Van Buren County Tax Report of 2021 and the apportionment and millage of taxes to be spread in accordance with the statute in such case made and provided as evidence by exhibits attached hereto and made a part of. BE IT FURTHER RESOLVED that statement of the explanation of the Tax Rate for each separate tax in the various units is attached to the Tax receipt in accordance with Sec. 21.39 of the General Property Tax Law.

Motion by Mike Chappell, Second by Paul Schincariol, Carried

10. **Labor, Negotiations, and Contracts Committee**

A. ****Elimination and Creation of Public Transit Positions**

LABOR & CONTRACTS RESOLUTION L23/10-26-2021

WHEREAS, the request is to authorize the elimination of the Chief Operations Officer position and create/post a new Financial Coordinator position. To reclassify the Operations Supervisor position to include more supervisory responsibility. To eliminate the Administrative Assistant/Bookkeeper position, and to create/post a new Administrative Assistant/Safety Trainer position, therefore eliminating the vacant part-time Safety Trainer position, and;

WHEREAS, with the transition of the previous Chief Operations Officer (#01-TR-004) into the Public Transit Director role there are duties that have been brought to the Director role, thus eliminating the need for the Chief Operations Officer position. There are more needs for financial support, thus creating the Financial Coordinator position (#01-TR-0013) at the

Non-Union R27 scale, and;

WHEREAS, the previous Chief Operations Officer position was responsible for

supervision of the dispatchers, this responsibility will be transferred to the Operations Supervisor, therefore that position will be reclassified from the Non-Union R27 scale to Non-Union R28, and;

WHEREAS, the part-time Safety Trainer retired in July and that position has since been vacant.

Therefore, the current Administrative Assistant/Bookkeeper position (#01-TR-0006) will be eliminated, and a new combined position of Administrative Assistant/Safety Trainer (#01-TR-0015) will be created at the Non-Union R23 scale, and;

NOW, THEREFORE BE IT RESOLVED that the Van Buren County Board of Commissioners approves the Public Transit position changes as described above.

Motion by Mike Chappell, Second by Paul Schincariol, Carried

B. IT Generalist II - Salary Exception

LABOR & CONTRACTS RESOLUTION L24/10-26-2021

WHEREAS, the request is to approve a starting salary exception for the IT Department Generalist II position at the 1-year (C) step of non-represented pay scale 27. The annual salary rate at this step is \$50,680.50, and;

WHEREAS, the justification being that Mr. Chad Sheldon has significant experience in the key fields required for this position, primarily server administration, customer service, and technical troubleshooting. Additionally, he brings a breadth of experience with duties, technologies, and products secondary to his role as the IT Generalist II, and;

WHEREAS, the IT Generalist II position is a budgeted position that became vacant on September 17, 2021. The previous incumbent left at the starting step (A) (\$46,117.50), so the resulting net increase is \$4,563, and;

NOW, THEREFORE BE IT RESOLVED that the Van Buren County Board of Commissioners approves the IT Generalist II salary exception at 27C, \$50,680.50 annually.

Motion by Randall Peat, Second by Donald Hanson, Carried

11. Public Transit Committee

12. Veterans Services Committee

13. Public Comment

14. Board Correspondence

A. Ogemaw County Resolution - Open Meetings Act

15. Committee/Out-Board Assignments

- Area Agency on Aging
- Brownfield Redevelopment Authority
- SW Michigan Planning Commission
- SW Michigan Action Agency
- ARPA

- Administrative Affairs
- Veteran's Stand Down
- Building & Grounds
- PFAS
- 911 Authority
- Revenue Sharing
- Land Bank
- LEPC
- Wellness
- Substance Abuse Task Force
- Labor Negotiations
- Kinexus
- District Health
- Veterans
- Technology
- MiWorks
- Road Commission
- Economic Development
- Finance
- Wings of God
- DVC
- Apportionment Report

Administrator Hardester:

Finance-Auditor, Stand Down, FMX, Transit Dispatch, Lisa Imus, Active Shooter, South Haven Convention & Tourism

16. **Adjournment**

The meeting was adjourned at 04:28 PM.

Richard Godfrey, Chairperson

Suzie Roehm, County Clerk