

County Board of Commissioners

Members

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



Contact

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MINUTES April 27, 2021 4:00 PM

1. Call to Order

A. Zoom Meeting Information

On the above date the regular meeting of the Board of Commissioners was called to order at 4:10 p.m. 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-District 1 (remote from South Haven, Van Buren County, MI); Kurt Doroh-District 2; Richard Godfrey-District 3; Mike Chappell-District 4; Randy Peat-District 5 (remote from Paw Paw, Van Buren County, MI); and Donald Hanson-District 6. Paul Schincariol-District 7 was excused.

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 agenda as presented.

Roll Call Vote: All Yes

Motion by Mike Chappell, Second by Gail Patterson-Gladney, Carried

4. Approval of Minutes

A. ** Minutes - April 13, 2021

Motion by Mike Chappell, Second by Gail Patterson-Gladney, Carried

5. Public Comment

6. Presentation

7. Administrative Affairs Committee

A. **Jury Board Reappointments

ADMINISTRATIVE AFFAIRS RESOLUTION AA17/4-27-2021

WHEREAS, the request is to reappoint Mr. Thomas Palenick and Pastor W.C. Askew Sr to the Jury Board for another six-year term, and;
WHEREAS, due to COVID-19 last year, Mr. Palenick's term expired and a reappointment wasn't approved. The request is to reappoint him with a retro back to April 30, 2020 for a term to expire April 30, 2026, and;
WHEREAS, Pastor W.C. Askew Sr's term expires April 30, 2021 and the request is to reappoint him for another six-year term to expire April 30, 2027, and;
WHEREAS, both have received recommendations from Circuit Court, and;
NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the reappointments of Mr. Thomas Palenick for a term to expire April 30, 2026 and Pastor W.C Askew Sr. for a term to expire April 30, 2027 to the Jury Board.

Motion by Mike Chappell, Second by Gail Patterson-Gladney, Carried

8. Buildings and Grounds Committee

9. Finance Committee

A. **Animal Control - Emergency Boiler Repair

FINANCE RESOLUTION F19/4-27-2021

WHEREAS, the request is to approve the request for emergency approval to replace the boiler at the Animal Control facility in Hartford, and;
WHEREAS, the old boiler has failed and heat is needed in that facility as soon as possible, and;
WHEREAS, the projected cost is to be \$24,733.00 with an additional cost of \$3,126.00 for a power vent Lochinvar water heater, and;
NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the emergency request to replace the boiler at the Animal Control facility in Hartford.

Motion by Mike Chappell, Second by Gail Patterson-Gladney, Carried

B. **Legal Secretary - Vacancy

FINANCE RESOLUTION F20/4-27-2021

WHEREAS, the request is to post and fill the Legal Secretary position in the Prosecutor's office during the hiring freeze, and;

WHEREAS, Heidi Keister is currently employed as a Legal Secretary, Level 21, in the Prosecutor's Office. She has resigned and her last day is April 30, 2021, and;

WHEREAS, Board direction is needed due to the hiring freeze and the office will not be able to process the workload if this position is not filled and;

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the Prosecutor's request to post and fill the Legal Secretary position.

Motion by Mike Chappell, Second by Gail Patterson-Gladney, Carried

C. **Plat Board Per Diem

FINANCE RESOLUTION F21/4-27-2021

WHEREAS, the request is to approve the Plat Board per diem to be the same amount as the Board of Commissioners per diems, and;

WHEREAS, The Plat Board members include the County Clerk, Register of Deeds and Treasurer, who recently participated in a Plat Board meeting and are each eligible for a per diem, and;

WHEREAS, the per diems shall be payable from the general fund from each of the Plat Board member's operating budgets, and;

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the request of \$55 per diems for the Plat Board.

Motion by Mike Chappell, Second by Gail Patterson-Gladney, Carried

D. **Maxwell Health Benefits Services Agreement

FINANCE RESOLUTION F22/4-27-2021

WHEREAS, the request is to approve an agreement for Employee Benefit Technology with Maxwell Health, and;

WHEREAS, As the employer, Maxwell supports most all benefits and types of contribution strategies, gives real-time view of employees during open enrollment, no more printing/scanning--thanks to a paperless form signing feature, built in task management and notifications. It also keeps employees engaged in benefits year-round, and;

WHEREAS, for our employees, Maxwell provides an experience in enrolling for benefits that's through an online portal, includes a mobile app that acts as the one destination employees can go to for anything benefits related and supports nontraditional services and products so employees have access to more comprehensive benefits packages that are tailored to their unique needs, and;

WHEREAS, the first 2 years are covered by Maxwell Health. Year 3 will have an annual fee of \$948 as well as a per employee, per month fee of \$.50 billed quarterly.

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the agreement with Maxwell Health for Employee Benefit Technology and authorizes the Board Chair to sign on its behalf.

Motion by Mike Chappell, Second by Gail Patterson-Gladney, Carried

E. **Equalization Report - 2021

FINANCE RESOLUTION F23/4-27-2021

WHEREAS, MCL 211.34(1) requires the county board of commissioners to meet in April each year to determine county equalized valuations; which equalization shall be completed and submitted along with the tabular statement required by Section 5 of Act No. 44 of the Public Acts of 1911, as amended no later than May 1 of each year; and

WHEREAS, the assessment rolls of the various assessment jurisdictions have been reviewed by the various local Boards of Review throughout the County of Van Buren and submitted to your Equalization Department in the appropriate timely manner; and

WHEREAS, those assessment rolls have been audited and balanced by your Equalization Department in accordance with the laws of the State of Michigan and the guidelines of the State Tax Commission; the results of such being listed on the attached equalization report and on the prescribed Michigan Department of Treasury Form L-4024 (County Equalization Directors Report of County Equalization); and

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approve the County Equalized Valuations as indicated within the attached equalization report a cumulative total for Real Property of \$3,955,551,150 (Three Billion, Nine Hundred Fifty-Five Million, Five Hundred Fifty-One Thousand, One Hundred Fifty Dollars) and a cumulative total for Personal Property of \$593,013,800 (Five Hundred Ninety-Three Million, Thirteen Thousand, Eight Hundred Dollars). The combined total of Real and Personal Property of the Cities and Townships in Van Buren County is \$4,548,564,950 (Four Billion, Five Hundred Forty-Eight Million, Five Hundred Sixty-Four Thousand, Nine Hundred Fifty Dollars).

Motion by Mike Chappell, Second by Gail Patterson-Gladney, Carried

10. Labor Negotiations and Contracts Committee

A. Administrator Contract - Frank Hardester

LABOR NEGOTIATIONS AND CONTRACTS L7/4-27-2021

WHEREAS, the request is to approve the Administrator contract for Frank Hardester, and;

WHEREAS, At the April 13, 2021 Committee of the Whole meeting, the Board Chair was authorized to negotiate a contract with Frank Hardester to serve as County Administrator, and;

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approve the contract with Frank Hardester to serve as the Van Buren County Administrator.

Roll Call Vote

Yes: Kurt Doroh, Richard Godfrey, Mike Chappell, Randall Peat, Donald Hanson

No: Gail Patterson-Gladney

Motion by Randall Peat, Second by Donald Hanson, Carried

B. County Vacancies

LABOR NEGOTIATIONS AND CONTRACTS L8/4-27-2021

WHEREAS, the request is for board approval to hire and fill vacant positions within the County, and; WHEREAS, the County implemented a hiring freeze and required department heads to seek approval prior to posting vacant positions, and;

WHEREAS, On April 13, 2021, the Courts were informed their Trial Court Administrator, Frank Hardester, accepted the Van Buren County Administrator position. Due to the critical role the Trial Court Administrator plays within the court, they are making this request. Since they do have a few internal candidates, they are proactively requesting to post / hire any position(s) that becomes vacant due to filling the Trial Court Administrator position, and;

WHEREAS, The Administrative Services Coordinator position has been vacant since a promotion within was made. After reviewing candidates, it was decided that an internal employee, Cari Elmore, is the best fit for this position. Seeking Board approval to offer Cari Elmore the position.

WHEREAS, If the Board approves offering Cari Elmore the position of Administrative Services Coordinator, we are seeking permission to post and hire for the vacancy Cari leaves as an Administrative Assistant in the Courts and/or backfill any positions left vacant if filled internally.

WHEREAS, The IS Generalist II position was filled in February 2021, however, the identified candidate was not demonstrating the expected growth and elected to resign. IS is seeking approval to post and hire the IS Generalist II position and/or backfill any positions left vacant within the IS Department as a result of internal promotions.

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approve each request to fill vacancies within the County

Roll Call Vote: All Yes

Motion by Donald Hanson, Second by Gail Patterson-Gladney, Carried

11. Transit Committee

12. Veteran's Services Committee

A. Veteran Services Contract - St. Joseph County

VETERAN'S SERVICES RESOLUTION V1/4-27-2021

WHEREAS, Administration was instructed to negotiate a service agreement with St. Joseph County to provide veteran services in the short term while the Board evaluates long term options. After discussions, their preference is to work through employment agreements and be paid via 1099s., and;

WHEREAS, the services will include both Director and VSO duties. They will also train a new replacement VSO and provide guidance on the MVAA Grant renewal,

and; WHEREAS, we anticipate the arrangement to last through the end of the year. 7 months for the Director who will work one month longer than the VSO to ensure our new VSO has a smooth transition, and;

WHEREAS, once agreed to we will implement a communications plan to have emails and phone calls transferred automatically and arrange for a schedule for on-site office hours, and;

WHEREAS, Approximately, \$40,000 to be paid from the Veteran Services millage. Director \$4,000/month for 7 months. VSO \$2,000 for 6 months. There will be general fund savings as a result of the vacancy.

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approve the service contracts with St. Joseph County employees to provide Veteran Services to the Veterans of Van Buren County and authorizes the Board Chair to sign on its behalf.

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

13. Public Comment

14. Closed Session

15. Board Correspondence

A. Huron County Resolution

B. Iron County Resolutions

C. Department of Treasury Correspondence

D. Appeal of Van Buren/Cass County Health Department Decision

E. Grand Traverse County Resolution

F. Wexford County Resolution

16. Committee/Out-Board Assignments

- Municipalities
- Brownfield Redevelopment
- Community Corrections Advisory Board
- Foreign Affairs
- MAC

- American Rescue Plan
- SW Michigan Planning Commission
- Palisades
- SW Michigan Action Agency
- District Health Department
- Veteran's Committee
- Lois Jewell 100th Birthday
- Health & Human Services
- Road Commission
- Labor Negotiation & Contracts
- Building & Grounds
- PFAS
- 911 Advisory Board
- Emergency Operations
- Wellness Committee
- Land Bank Authority
- Economic Development
- Drug Task Force
- Drain Commissioner Award

Administrator Faul:

- Working with Kinexus regarding the decommissioning of Palisades
- Congratulated Frank Hardester on new Administrator position

17. Adjournment

The meeting was adjourned at 4:33 p.m..

Richard Godfrey, Chairperson

Suzie Roehm, County Clerk