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

November 23, 2021 4:00 PM

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 County Clerk Suzie Roehm with the following commissioners answering to their name and district: Gail Patterson-Gladney-District 1 (remote from South Haven,MI); Kurt Doroh-District 2; Richard Godfrey-District 3; Mike Chappell-District 4; Randall Peat-District 5; Donald Hanson-District 6; Paul Schincariol-District 7.

2. Additions/Deletions to the Agenda

Clarification that item 7D from today's Committee of the Whole meeting, CDBG Housing Grant, will not be added to today's agenda, but the December 14, 2021 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 Kurt Doroh, Carried

4. Approval of Minutes

A. 11/09/2021 Board of Commissioners Meeting Minutes

Motion by Mike Chappell, Second by Kurt Doroh, Carried

5. Public Comment

6. Presentation

7. Administrative Affairs Committee

A. Economic Development Strategic Fund Grant & Palisades Update

ADMINISTRATIVE AFFAIRS RESOLUTION AA55/11-23-2021

WHEREAS, the request is to approve the application and acceptance of a $55,000 grant from Entergy to the Economic Development Strategic Fund, and;
WHEREAS, in January 2021, the Board approved the creation of the Economic

Development Strategic Fund (EDSF). The purpose of the fund is to collect eligible administrative cost expenses from the Economic Development Corporation's (EDC) Revolving Loan Fund (RLF) and other grants for the purposes of furthering EDC objectives, especially to mitigate the impact of the closure of Palisades Nuclear Power Plant., and;
WHEREAS, the EDSF will be managed by the EDC. They will receive proposals for the use of funds and make recommendations to the County Board of Commissioners for final approval, and;
NOW, THEREFORE BE IT RESOLVED that the Van Buren County Board of Commissioners approves the application and acceptance of a $55,000 grant from Entergy to the Economic Development Strategic Fund and authorizes the Board chair to sign the appropriate documents on behalf of the Board of Commissioners.

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

B. Revised - Apportionment Report

ADMINISTRATIVE AFFAIRS RESOLUTION AA56/11-23-2021

WHEREAS, the request is to approve the revised Apportionment Report, and;
WHEREAS, this revision is due to the passage of a 3.8333 mill road millage for Bloomingdale Township at the November 2021 election. Because the Township is electing to levy this millage on their winter tax bill, the Board of Commission must approve the levy in order for them to do so, and;
WHEREAS, the report displays the millage rates and tax levies for all governmental units in Van Buren County. The aforementioned amounts will be collected from July and December 2021 tax bills, and;
NOW, THEREFORE BE IT RESOLVED that the Van Buren County Board of Commissioners approves the revised Apportionment Report.

Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried

C. Homeland Security Grant Fiduciary

ADMINISTRATIVE AFFAIRS RESOLUTION AA57/11-23-2021

WHEREAS, the request is to approve the transition of fiduciary responsibility from Van Buren County to another county for the Regional Homeland Security Grant, and;
WHEREAS, Van Buren County has been the fiduciary for this grant for over 10 years. Upon discussions with the Sheriff, County Administrator and Finance Director, it is believed that this should be taken on by another county within the region, and;
WHEREAS, this has been approved by the Homeland Security Board. The county that will be taking over the grant is in the works and hope to have the transaction take place by the end of the year. Van Buren, in the meantime, will accept the 2022 grant award until it can be transferred to another county, and;
NOW, THEREFORE BE IT RESOLVED that the Van Buren County Board of Commissioners approves the transition of fiduciary responsibility from Van Buren County to another county for the Regional Homeland Security Grant, noting the responsibility will remain with Van Buren County until a new fiduciary is designated by the Regional Homeland Security Board.

Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried

8. ARPA Committee

A. ARPA Proposal # 001 - 5 West Main Street, Hartford - Land Bank Authority

ARPA RESOLUTION ARPA1/11-23-2021

WHEREAS, the request is to approve the ARPA fund usage to rehabilitate the 5 West Main Street, Harford building, return this tax-foreclosed property to productive use and create affordable housing in the amount of $75,000.00, and;
WHEREAS, the overall scope of this proposal is to provide repairs to 5 West Main Street, Hartford as outlined by the Byce & Associates, Inc. report dated July 12, 2021, and;
WHEREAS, the work procedures for this proposal also include a modification to the east wall protection along with moderate flashing repairs to the west side parapet roof, and;
NOW, THEREFORE BE IT RESOLVED that the Van Buren County Board of Commissioners approves the use of ARPA funds in the amount of $75,000.00 to rehabilitate the 5 West Main Street, Hartford building.

Roll Call Vote
Motion by Paul Schincariol, Second by Mike Chappell, Carried
Yes: Gail Patterson-Gladney, Kurt Doroh, Richard Godfrey, Mike Chappell, Donald Hanson, Paul Schincariol
No: Randall Peat

B. ARPA Proposal # 002 - Essential Workers Premium Pay - Van Buren County

ARPA RESOLUTION ARPA2/11-23-2021

WHEREAS, the request is to approve the ARPA fund usage for Premium Pay for Essential Workers in the amount of $1000 per employee meeting the Category 4 definition of expenditures, and;
WHEREAS, Category 4 states: (Internal County Departments Only) Premium Pay for Essential Workers: Respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers of the county that are performing such essential work, and;
WHEREAS, 148 employees are eligible to receive the $1000 one-time payment. All elected officials (17) have declined to receive the one-time payment, which leaves a balance of 131 employees. This totals $131,000, and;
WHEREAS, the use of ARPA funds for Premium Pay to Essential Workers includes the covering the related costs of FICA, MERS, and Workers Comp as noted in the U.S. Treasury and National Association of Counties guidelines. Therefore, the total cost of this proposal is $156,389.23, and;
NOW, THEREFORE BE IT RESOLVED that the Van Buren County Board of Commissioners approves the use of ARPA funds for the Premium Pay for Essential Workers in the amount of $1000 per employee with a total cost of $156,389.23.

Roll Call Vote
Motion by Paul Schincariol, Second by Gail Patterson-Gladney, Carried
Yes: Gail Patterson-Gladney, Kurt Doroh, Richard Godfrey, Mike Chappell, Donald Hanson, Paul Schincariol
No: Randall Peat

C. **ARPA Proposal # 003 - Loss Revenue - Van Buren County

ARPA RESOLUTION ARPA3/11-23-2021

WHEREAS, the request is to approve the ARPA fund usage for Revenue Loss - Fund Transfer meeting the Category 6 definition of ARPA fund expenditures, and;
WHEREAS, in July 2021, county administration reached out to our auditing firm Manor,

CPA and requested they perform the loss revenue calculation based upon the guidelines from the U.S. Department of Treasury. Using the Government Finance Officers Association's (GFOA) revenue loss calculator, they have determined a revenue loss due to the Covid- 19 pandemic of $4,035,152, and;
WHEREAS, based upon the Federal Guidelines and negative financial impact the revenue loss has had on the county, county administration recommends an immediate transfer of $4,035,152 from ARPA fund 281.0-000.00-339.003 to 444.0-000.00-339.003 also known as the Capital Improvement Fund, and;
NOW, THEREFORE BE IT RESOLVED that the Van Buren County Board of Commissioners approves the use of ARPA funds for Revenue Loss - Fund Transfer in the amount of $4,035,152.

Motion by Mike Chappell, Second by Kurt Doroh, Carried

D. ARPA Proposal # 004 - Voice Evacuation Systems - Van Buren County

ARPA RESOLUTION ARPA4/11-23-2021

WHEREAS, the request is to approve the ARPA fund usage for an Emergency Voice Evacuation system under the Category 1 definition of ARPA expenditures, and;
WHEREAS, numerous county buildings do not have an emergency voice evacuation system that is standard in modern facilities. There is not a way to communicate building-wide to the Administration Building, Courthouse / Annex, and County Building West. The lack of an emergency announcement system dramatically impacts covid-19 responses and other emergencies in the building with regard to the health, safety and security of building visitors and occupants, and;
WHEREAS, consistent with the terms under category 1 of the ARPA expenditure options, approval of this proposal will help to mitigate covid-19 measures in 3 county buildings. The cost is estimated at $40,000 per location for a total of $120,000, and;
NOW, THEREFORE BE IT RESOLVED that the Van Buren County Board of Commissioners approves the use of ARPA funds for the Emergency Voice Evacuation System in the amount of $120,000.

Roll Call Vote
Motion by Paul Schincariol, Second by Mike Chappell, Carried
Yes: Gail Patterson-Gladney, Kurt Doroh, Mike Chappell, Donald Hanson, Paul Schincariol
No: Richard Godfrey, Randall Peat

9. Buildings and Grounds Committee

A. **Request to Use County Property - Wine & Harvest 2022

BUILDINGS & GROUNDS RESOLUTION BG10/11-23-2021

WHEREAS, the request is to approve the use county property for arts and crafts during the 2022 Wine and Harvest Festival, and;
WHEREAS, the request is to use the grassy area between St. Joseph and Berrien Streets and the park area to the courthouse parking lot for the dates 9/10/2022 and 9/11/2022 from 9:00 AM to 4:00 PM. They have included event insurance with the request, and;
NOW, THEREFORE BE IT RESOLVED that the Van Buren County Board of Commissioners approves the use of county property for arts and crafts during the 2022 Wine and Harvest Festival.

Motion by Mike Chappell, Second by Kurt Doroh, Carried

B. **MSUE Veterans Therapy Garden Agreement

BUILDINGS & GROUNDS RESOLUTION BG11/11-23-2021

WHEREAS, the request is to approve the agreement for development of a Van Buren County Veterans Horticulture Therapy Program on the property owned by the county at 801 Hazen Street, Paw Paw, and;
WHEREAS, a three-year pilot is being requested. The program will be managed by the MSU Extension Consumer Horticulture Educator, Christopher Imler, who also serves as a Veterans Liaison in collaboration with the Van Buren County Veterans Services Office, and;
WHEREAS, the financial impact will be minimal, only the costs for water and electricity, and;
NOW, THEREFORE BE IT RESOLVED that the Van Buren County Board of Commissioners approves the MSU Veterans Therapy Garden Agreement and for the Board Chair to sign the agreement on the Board of Commissioners behalf.

Motion by Mike Chappell, Second by Kurt Doroh, Carried

C. Mattawan Property

BUILDINGS & GROUNDS RESOLUTION BG12/11-23-2021

WHEREAS, the request is for the authorize the County Administrator to negotiate and select an agent to market the Mattawan Property, and;
WHEREAS, Public Health vacated the property and building at 23200 Red Arrow Hwy, Mattawan, MI 49071. The Parcel Number is 80-02-001-015-25. The board authorized an appraisal to be done on the property suggesting a value of $660,000, and;
WHEREAS, after consultation with Ronald Liscombe with Miller Canfield, we are authorized to sell the property under MCL 46.11. Also, MCL 45.5 authorizes a county board of supervisors to appoint 1 or more agents to sell any real estate of the County not donated for any special purpose, and;
NOW, THEREFORE BE IT RESOLVED that the Van Buren County Board of Commissioners authorizes the county administrator to negotiate and select an agent to market the Mattawan Property located at 23200 Red Arrow Hwy, Mattawan, MI 49071 (Parcel Number is 80-02-001-015-25).

Motion by Donald Hanson, Second by Mike Chappell, Carried

D. Janitorial Services Proposal

BUILDINGS & GROUNDS RESOLUTION BG13/11-23-2021

WHEREAS, the request is to approve contracting ABM Janitorial Services, to provide cleaning at the Paw Paw Courthouse & Annex, and;
WHEREAS, B&G has been unable to fill two vacant in-house janitorial positions for the courthouse and annex buildings. As a result, there is a need to find alternate methods to ensure the buildings are properly cleaned. The inability to fill the positions and need to outsource has been discussed with AFSCME and they support our efforts, and;
WHEREAS, the cost for the Courthouse & Annex is $7,875 per month, which equates to $94,500 annually. The funding source for this service will come from account 101.0-265.00-801.000 Contract Services. However, the cost will be partially offset by the funds currently in the budget for two part-time inhouse janitorial positions, and;
NOW, THEREFORE BE IT RESOLVED that the Van Buren County Board of Commissioners authorizes the approves the contract with ABM Janitorial Services, to provide cleaning for the Courthouse & Annex.

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

E. Landscaping Proposal

BUILDINGS & GROUNDS RESOLUTION BG14/11-23-2021

WHEREAS, the request is to approve the proposals from Lawn Boys Inc and Elevate Landscape Services, to provide landscape and mowing services for all applicable county facilities, and;
WHEREAS, historically, the county has utilized an alternative work crew from the jail, to perform landscaping and mowing at the county facilities and grounds. However, with the current laws and possible reform, there is a lack of workforce available from the jail to perform these services, and;
WHEREAS, minimum annual impact is $59,000 for weekly recurring services. Extra needed services identified in the proposal, to enhance the aesthetics of the grounds, is $26,000. Funding to come out of account 101.0-265.00-938.000 Grounds Care, and;
NOW, THEREFORE BE IT RESOLVED that the Van Buren County Board of Commissioners approves the proposals from Lawn Boys Inc and Elevate Landscape Services, to provide landscape and mowing services for all applicable county facilities.

Motion by Donald Hanson, Second by Paul Schincariol, Carried

10. Finance Committee

A. **Microsoft Datacenter Licensing Purchase

FINANCE RESOLUTION F50/11-23-2021

WHEREAS, the request is to approve the purchase of additional Microsoft Datacenter licensing as required by the new equipment installed during last year's datacenter refresh project, and;
WHEREAS, with the addition of the new server hardware installed over the summer of 2021, we require additional Microsoft Datacenter licenses to remain in compliance with Microsoft's licensing rules. The need for this increased licensing was known before the purchase of the new datacenter and is the reason the datacenter refresh project was scheduled to be completed just as the new FY started, and;
WHEREAS, after soliciting quotes from three vendors, the lowest price was from CDW-G at $17,466.60. The IT Department budgeted $24,608.00 for this purchase based on previous budgetary quotes, so this represents a savings of $7,141.40 under expected costs. The expenses were budgeted in line 636.0.228.00.801.015, and;
NOW, THEREFORE BE IT RESOLVED that the Van Buren County Board of Commissioners authorizes the purchase of the Microsoft Datacenter Licensing.

Motion by Mike Chappell, Second by Kurt Doroh, Carried

B. **Purchase of a New Animal Control Truck

FINANCE RESOLUTION F51/11-23-2021

WHEREAS, the request is to approve the purchase of a new animal control truck to be paid out of the general fund budgeted account 101.0-430.00-981.000 not to exceed $27,000.00 dollars, and;
WHEREAS, sufficient funds are available, and;
NOW, THEREFORE BE IT RESOLVED that the Van Buren County Board of Commissioners authorizes the purchase of the animal control truck, not to exceed $27,000.00.

Motion by Mike Chappell, Second by Kurt Doroh, Carried

C. **Fiscal Year 2022 OCC Grant Contracts

FINANCE RESOLUTION F52/11-23-2021

WHEREAS, the request is to approve the FY 22 grant contract awarded to serve the Office of Community Corrections, and;
WHEREAS, this year, the Michigan Department of Corrections (MDOC) awarded Van Buren County a total of $150,000 which is a $11,121 increase from last fiscal year, and;
WHEREAS, Michigan Department of Corrections funding will be utilized for pretrial supervision services, drug testing, Moral Reconation Therapy, and electronic monitoring, and;
NOW, THEREFORE BE IT RESOLVED that the Van Buren County Board of Commissioners approves the grant award and authorizes the Board Chair to sign on the Board of Commissioner's behalf.

Motion by Mike Chappell, Second by Kurt Doroh, Carried

D. **Fiscal Year 2022 - Grant Awards Acceptance

FINANCE RESOLUTION F53/11-23-2021

WHEREAS, the request is to approve the FY 22 grant contract awarded to the Specialty Court program, and;
WHEREAS, this year the State Court Administrative Office (SCAO) awarded Van Buren County a total of $650,032 for the Drug Treatment Court, Family Treatment Court, Swift and Sure Sanctions Probation Program, Adult and Youth Recovery Courts and Sobriety Court. The acceptance of these awards will allow these programs to continue to 2021-2022, and;
WHEREAS, this year the Office of Justice Programs (OJP) has approved the application and awarded Van Buren County $700,000 to enhance the courts' Swift and Sure
Program. The award project period is from 10/1/21 to 9/30/25 and funding will be used to offer treatment, sober housing, and drug testing options throughout Van Buren County, which addresses our local transportation barriers, and;
NOW, THEREFORE BE IT RESOLVED that the Van Buren County Board of Commissioners approves the grant award and authorizes the Board Chair to sign on the Board of Commissioner's behalf.

Motion by Mike Chappell, Second by Kurt Doroh, Carried

11. Labor, Negotiations, and Contracts Committee

A. **Sheriff's Support Staff Restructure

LABOR RESOLUTION L25/11-23-2021

WHEREAS, the request is to approve the Sheriff's Office Support Staff Restructure Plan, and;
WHEREAS, the restructure will phase out part-time employees and allocate those funds and responsibilities to full-time employees, and;
WHEREAS, the restructure of support staff will provide better service while reducing cost and maintain full-time employees, and;
NOW, THEREFORE BE IT RESOLVED that the Van Buren County Board of Commissioners approves the Sheriff's Office Support Staff Restructure Plan.

Motion by Mike Chappell, Second by Kurt Doroh, Carried

B. **Treasurer's Office Part-Time Position Elimination - Full-Time Position Creation

LABOR RESOLUTION L26/11-23-2021

WHEREAS, the request is to approve the Treasurer's Office part-time position elimination and full-time position creation, and;
WHEREAS, the part-time deputy treasurer position has been vacant since July 2020, and;
WHEREAS, the creation of the full-time position will allow the Treasurer's Office to resume operations during the lunch hour, address previous audit findings, and improve our business processes. This is a union position and the proposal has AFSCME support, and;
NOW, THEREFORE BE IT RESOLVED that the Van Buren County Board of Commissioners approves the Treasurer's Office part-time position elimination and full-time position creation.

Motion by Mike Chappell, Second by Kurt Doroh, Carried

12. Public Comment

- Emilly Hickmott, Van Buren Conservation District, provided a recycling handout
- Commissioner Peat stated his long term vision for County Buildings

13. Closed Session

A. Discussion re Purchase of Real Property

Motion to enter into Executive Session under Section 8d of the Open Meetings Act to consider purchase of real property.
Motion by Mike Chappell, Second by Kurt Doroh Carried.
Roll Call Vote: All Yes

Board went into closed session at 5:14 p.m.
Board returned from closed session at 5:30 p.m.

14. Board Correspondence

A. County of Marquette Resolution

B. Menominee County Resolution

C. City of South Haven Notice

15. Committee/Out-Board Assignments

16. Adjournment

The meeting was adjourned at 05:36 PM.

Richard Godfrey, Chairperson

Suzie Roehm, County Clerk