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

December 14, 2021 3:00 PM

Committee of the Whole Meeting

1. Call to Order
   The Committee of the Whole meeting was called to order at 3:01 p.m. by Richard Godfrey, Chairman of the Board. Present in person: Doroh, Godfrey, Chappell, Peat, Hanson and Schincariol. Present remotely: Patterson-Gladney (South Haven, MI).

2. Additions/Deletions to the Agenda
   Addition: Item 8D: Area Agency on Aging Appointment

3. Approval of Agenda
   Motion to approve the agenda as amended.
   Motion by Randall Peat, Second by Paul Schincariol, Carried

4. Approval of Minutes

   A. 11/23/2021 Committee of the Whole Meeting Minutes
      Motion to approve the November 23, 2021 Committee of the Whole minutes as presented.
      Motion by Mike Chappell, Second by Kurt Doroh, Carried

5. Public Comment
   Kim Babcock, Chief Deputy Treasurer, read a letter from Treasurer Nesbitt, Register DeYoung and Drain Commissioner Parman supporting implementation of workplace security and safety.

6. Presentation

   A. Office of the Public Defender Update
      Chad Catalino presented an update on the Public Defenders Office.

7. County Administrator Update

   A. Committee Meetings
      Discussion on Board Member procedures during committee meetings.

   B. Meeting Schedule
      Traditionally there is only one meeting held in December unless two are needed.

      Motion to cancel the scheduled meetings on Tuesday, December 28, 2021 with the exception of Buildings & Grounds Committee.
      Motion by Paul Schincariol, Second by Mike Chappell, Carried

8. Administrative Affairs Committee

A. USDA Lease Offer for 57418 CR 681, Hartord, MI

The Conservation District and U.S.D.A. are interested in leasing the property located on CR 681 in Hartford. The U.S.D.A. has an in-depth lease process.

Motion to approve by resolution at today's meeting of the Board of Commissioners, authorization for Administrator Hardester to negotiate and sign lease agreement documentation with the U.S.D.A. for the property on CR 681 in Hartford.
Motion by Paul Schincariol, Second by Kurt Doroh, Carried

B. Appointment of Lisa Imus to the Land Bank Authority

Recommendation to appoint Lisa Imus to the Land Bank Authority to fill a vacancy.

Motion to approve by resolution at today's meeting of the Board of Commissioners, the appointment of Lisa Imus to the Land Bank Authority for a two-year term expiring on 12/31/2023.
Motion by Paul Schincariol, Second by Kurt Doroh, Carried

C. Tax Adjustment Specialist Salary Exception

Treasurer Nesbitt is requesting a salary exception for the Tax Adjustment Specialist position.

Motion to approve by resolution at today's meeting of the Board of Commissioners, the salary exception for the Tax Adjustment Specialist to start at R-23 Step C.
Motion by Kurt Doroh, Second by Mike Chappell, Carried

D. Area Agency on Aging Appointment-Commissioners Hanson and Patterson-Gladney

Motion to approve by resolution at today's regular meeting of the Board of Commissioners, the re-appointment of Donald Hanson and Gail Patterson-Gladney to the Region IV Area Agency on Aging for a two-year term expiring on 12/31/2023.
Motion by Mike Chappell, Second by Kurt Doroh, Carried

9. ARPA Committee

A. Proposal # 008 - Sheriff's Office Furniture Mitigation Purchase

The Sheriff's office is requesting funds under Category 1 to purchase furniture for office staff in the amount of $28,099. Discussion to direct this to Buildings & Grounds Committee as a CIP project.
Motion to move request to Buildings & Grounds Committee as a CIP project.
Motion by Randall Peat, Second by Gail Patterson-Gladney, Carried

B. Proposal # 011 - HVAC - 911 Operations Center

Administrator Hardester is requesting an HVAC Project for 911 Operations under Category 1 of ARPA expenditures.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the HVAC Project for 911 Operations under Category 1 of ARPA expenditures in the amount of $82,000 which includes a 5% contingency.
Motion by Donald Hanson, Second by Gail Patterson-Gladney, Carried

Yes: Gail Patterson-Gladney, Kurt Doroh, Richard Godfrey, Mike Chappell, Donald Hanson, Paul Schincariol

No: Randall Peat

C. Proposal # 012 - HVAC - Historic Courthouse

Administrator Hardester is requesting an HVAC Project for the Historical Courthouse under Category 1 of ARPA expenditures.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the HVAC Project for the Historical Courthouse under Category 1 of ARPA expenditures in the amount of $142,000 which includes a 5% contingency.
Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried

Yes: Gail Patterson-Gladney, Kurt Doroh, Richard Godfrey, Mike Chappell, Donald Hanson, Paul Schincariol

No: Randall Peat

D. Proposal # 015 - Windows - Annex Building

A request for Window Replacement in the Annex Building using ARPA funds has been submitted.
Motion by Donald Hanson, no second. Motion dies for lack of support.

E. Proposal # 016 - Windows - Historic Courthouse

A request for Window Replacement in the Historic Courthouse using ARPA funds has been submitted.

Motion to table request to allow additional quotes and research for possible matching funds availability.
Motion by Gail Patterson-Gladney, Second by Randall Peat, Carried

10. Finance Committee

A. Auction of Forfeited Vehicles

Captain Charon is requesting to auction four forfeited vehicles.

Motion to approve by resolution at today's meeting of the Board of Commissioners, the auction of four vehicles forfeited through narcotic investigations and utilize Biddergy for the sale.
Motion by Mike Chappell, Second by Randall Peat, Carried

B. Approval of the Annual Child Care Fund Plan and Budget

Lynn Bullard is requesting approval of the annual child care fund and budget.

Motion to approve by resolution at today's meeting of the Board of Commissioners, the Annual Child Care Fund Plan and Budget and authorize the Board Chair to sign on the Board's behalf.
Motion by Donald Hanson, Second by Kurt Doroh, Carried

C. Payscale Exception - Chief Probation Officer

Rachel LIndley is requesting a payscale exception for the Juvenile Court Chief Probation Officer.

Motion to approve by resolution at today's meeting of the Board of Commissioners, the payscale exception for the Juvenile Court Chief Probation Officer and place the employee at 28E.
Motion by Kurt Doroh, Second by Donald Hanson, Carried

D. Ivanti Endpoint Management Software Purchase

IT Director Charles Norton is requesting to purchase an endpoint management software package to centrally manage, deploy and update computers across the organization.

Motion to approve by resolution at today's meeting of the Board of Commissioners, the purchase of an endpoint management software package, and three years of support/maintenance, from Ivanti in the amount of $41,263.48 to be taken from the Technology Improvement Fund.
Motion by Donald Hanson, Second by Paul Schincariol, Carried

E. National Opioid Settlement

Administrator Hardester is requesting authorization for the Board Chair to sign legal documents related to the National Opioid Settlement.

Motion to approve by resolution at today's meeting of the Board of Commissioners, authorization for the Board Chair to sign legal documents related to the National Opioid Settlement to receive a portion of the settlement agreement for the county when obtained.
Motion by Mike Chappell, Second by Randall Peat, Carried

11. Labor, Negotiations and Contracts Committee

A. Full-Time Mobile Drug Tester Positon Creation

Rachel Lindley is requesting authorization to create and post a full-time mobile drug tester position for Specialty Courts. This position was written into additional grant funding requests.

Motion to approve by resolution at today's meeting of the Board of Commissioners, authorization to create and post a grant funded full-time mobile drug tester position for Van Buren County Specialty Courts.
Motion by Gail Patterson-Gladney, Second by Donald Hanson, Carried

B. Local Emergency Planning Committee (LEPC) Contract Renewal with Steve Smith

Bob Kirk is requesting renewal of the Local Emergency Planning Committee contract with Steve Smith to conduct home site visits.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the LEPC renewal contract with Steve Smith for $20 per hour for up to 100 hours to conduct home site visits.
Motion by Kurt Doroh, Second by Randall Peat, Carried

12. Public Comment

13. Adjournment

The meeting was adjourned at 04:12 PM.

Suzie Roehm, County Clerk