



MINUTES
Board of Commissioners Chambers
219 East Paw Paw Street

January 11, 2022 2:00 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

Administrative Affairs Committee Meeting

1. Call to Order
Committee Members Present: Commissioner Gail Patterson-Gladney (Chair), Commissioner Paul Schincariol; Commissioner Randy Peat

Others in attendance: County Administrator Frank Hardester, IT Director Charles Norton, Treasurer Trisha Nesbitt
2. Additions/Deletions to the Agenda
None
3. Approval of Agenda
Motion to approve the agenda as presented by Commissioner Peat; Supported by Commissioner Schincariol; Motion: Carried.
4. Approval of Minutes
 - A. 12/14/2021 Administrative Affairs Committee Meeting Minutes
Motion to approve the 12/14/2021 Administrative Affairs Committee Meeting Minutes as presented by Commissioner Schincariol; Supported by Commissioner Peat; Motion: Carried.
5. Public Comment
None
6. Agenda Items
 - A. Emergency Purchase - Replacement core network switch
Charles Norton presented the emergency purchase to replace core network switches. He explained that lightning struck our network system on 12/27/2021. An insurance claim is being submitted and a few department representatives met with the insurance adjuster today. However, we have not received final approval for the insurance claim. These core network switches cannot wait for the insurance to come through. Following policy, Mr. Norton met with Chair Person, Commissioner Peat, and Administrator Hardester for emergency approval to purchase the core network switches, which was approved. The total cost was \$45,856.00. No action is required. Administrator Hardester added that this is one item of many that were damaged by the lightning strike. Charles Norton responded that it appears that the total costs will be between \$150,000 and \$175,000 in damages that will be submitted in the insurance claim.

B. Copier Lease Agreements

Charles Norton presented the copier Lease Agreement proposals. These are budgeted lease agreements that will ultimately save time and money considering upkeep needed for copying machines.

Motion to approve the copy machine leases and move them to the 1/25/2022 COW and 2/8/2022 BOC by Commissioner Schincariol; Supported by Commissioner Peat; Motion: Carried.

C. Re-Appointment of Paul DeYoung to the Land Bank Authority

Administrator Hardester presented the request to re-appoint Paul DeYoung to the Land Bank Authority with a term expiration date of 12/31/2024.

Motion to approve the re-appointment of Paul DeYoung to the Land Bank Authority with a term expiration date of 12/31/2024 and move to today's COW and BOC by Commissioner Peat; Supported by Commissioner Schincariol; Motion: Carried.

D. Re-Appointment of Paul DeYoung to the Building Authority

Administrator Hardester presented the request to re-appoint Paul DeYoung to the Building Authority with a term expiration date of 12/31/2024.

Motion to approve the re-appointment of Paul DeYoung to the Building Authority with a term expiration date of 12/31/2024 and move this item to today's COW and BOC by Commissioner Peat; Supported by Commissioner Schincariol; Motion: Carried.

E. Deputy Medical Examiner Appointments

Administrator Hardester presented the Deputy Medical Examiner appointments. Medical Examiners Dr. Theodore Brown and Dr. Brandy Shuttuck have both left the Medical Examiners Office and need to be removed from their appointments. The request is to appoint Dr. Patrick Hansma and Dr. Jared Brooks in their place

Motion to remove the Medical Examiner appointment of Dr. Theodore Brown and Dr. Brandy Shuttuck and add the appointments of Dr. Patrick Hansma and Dr. Jared Brooks and expedite this item to today's COW and BOC by Commissioner Schincariol; Supported by Commissioner Peat; Motion: Carried.

F. 2022 Annual Borrowing Resolution

Treasurer Nesbitt presented the 2022 Annual Borrowing Resolution. She is requesting the authority to borrow up to \$7.5 Million to pay the anticipated delinquent taxes owed to taxing authorities. Discussion ensued.

Motion to approve Treasurer Nesbitt's authority to borrow up to \$7.5 Million to pay the anticipated delinquent taxes owed to the taxing authority and to move this item to the 1/25/2022 COW and the 2/8/2022 BOC by Commissioner Schincariol; Supported by Commissioner Peat; Motion: Carried.

G. Van Buren County Land Bank Annual Report 2021

Treasurer Nesbitt presented the Land Bank Annual Report 2021. No action is needed. Discussion ensued.

7. Public Comment

None

8. Adjournment

Motion to adjourn the Administrative Affairs Committee meeting by Commissioner Schincariol; Supported by Commissioner Peat; Motion: Carried. Meeting adjourned: 2:35 PM

