



MINUTES
Board of Commissioners Chambers
219 East Paw Paw Street

January 25, 2022 3:00 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

Committee of the Whole Meeting

1. **Call to Order**
The Committee of the Whole meeting was called to order at 03:00 PM by Randall Peat, Chairman of the Board. Present: Patterson-Gladney, Doroh, Godfrey, Chappell, Peat, and Schincariol. Hanson absent and excused.
2. **Additions/Deletions to the Agenda**
None.
3. **Approval of Agenda**
Motion to approve the agenda as presented.
Motion by Mike Chappell, Second by Paul Schincariol, Carried
4. **Approval of Minutes**
 - A. **1/11/2022 Committee of the Whole Meeting Minutes**
Motion to approve the January 11, 2022 minutes of the Committee of the Whole meeting as presented.
Motion by Gail Patterson-Gladney, Second by Kurt Doroh, Carried
5. **Public Comment**
None.
6. **Presentation**
 - A. **South Haven / Van Buren County Convention and Visitors Bureau Update**
Jennifer Sistrunk gave a presentation on the South Haven/VanBuren County Convention and Visitors Bureau.
 - B. **Delinquent Tax Revolving Fund**
Treasurer Trisha Nesbitt provided the history and current status of the Delinquent Tax Revolving Fund.
 - C. **Strategic Plan**
Chairman Peat and Administrator Hardester provided an update on the Strategic Plan efforts. Discussions have been held with Jason Vetne regarding consulting services and broad overview. Once a plan is adopted by the Board there would be multiple phases of completion.
 - D. **Committee Meeting Structure and Scheduling**

Discussion on possible changes for the Board of Commissioners committee structure and scheduling options for meetings. This item will be brought back to the Committee of the Whole on February 8, 2022 for further discussion.

7. Administrative Affairs Committee

A. Copier Lease Agreements

Administrator Hardester presented the request for copier lease agreements on behalf of Veteran's Services, Buildings & Grounds and Public Transit from Applied Imaging.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the 5-year copier lease agreements with Applied Imaging for Veteran's Services, Buildings & Grounds and Public Transit.

Motion by Mike Chappell, Second by Kurt Doroh, Carried

B. 2022 Annual Borrowing Resolution

Treasurer Trisha Nesbitt is requesting approval to borrow up to \$7.5 million for the Delinquent Tax Revolving Fund for the annual tax settlement.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the Treasurer's request to borrow up to \$7.5 million for the Delinquent Tax Revolving Fund for the annual tax settlement.

Motion by Richard Godfrey, Second by Kurt Doroh, Carried

8. Buildings & Grounds Committee

A. CIP Abbreviated List

A CIP Abbreviated List was compiled for the Board to review. Discussion ensued and more time is wanted to review.

Motion to table this item until the February 8, 2022 Committee of the Whole meeting.

Motion by Richard Godfrey, Second by Mike Chappell, Carried

9. Public Transit Committee

A. MDOT Contract 2022-0144 P1

Public Transit Director Laurie Schlipp is requesting approval and digital signature for MDOT Contract 2022-0144 P1 which is for FY2022 Federal Operating Coronavirus Response and Relief Appropriations Act funds.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, MDOT Contract 2022-0144 P1 in the amount of \$826,470.00 and for the Board Chair to digitally sign on the Board's behalf.

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

B. Scheduling Software Replacement

Public Transit Director Laurie Schlipp is requesting approval of new scheduling software.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the purchase request for the PC Trans Solution and SQL server in the amount of \$60,518 and then \$6,545 annually.

Motion by Mike Chappell, Second by Kurt Doroh, Carried

10. Public Comment

Emilly Hickmott commented on meeting notice requirements.

11. Adjournment

The meeting was adjourned at 04:43 PM.

Suzie Roehm, County Clerk