



MINUTES
Board of Commissioners Chambers
219 East Paw Paw Street

February 22, 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 03:01 PM by Paul Schincariol, Vice-Chairman of the Board. Present: Patterson-Gladney, Doroh, Godfrey, Chappell, Hanson and Schincariol. Absent and excused: Peat.
2. **Additions/Deletions to the Agenda**
3. **Approval of Agenda**
Motion to approve agenda as presented.
Motion by Gail Patterson-Gladney, Second by Donald Hanson, Carried
4. **Approval of Minutes**
 - A. **2/8/2022 Committee of the Whole Meeting Minutes**
Motion to approve the minutes of the February 8, 2022 Committee of the Whole meeting as presented.
Motion by Mike Chappell, Second by Donald Hanson, Carried
5. **Public Comment**
 - Bill Van Tassel, Almena Township Supervisor
 - Mike Fitzpatrick, Bloomingdale Communications
6. **Presentation**
 - A. **Road Commission Annual Report**
Dan Bishop presented the update and outlook report for the Road Commission, including an overview of the 5 year plan.
7. **Administrative Affairs Committee**
 - A. **Admin Corrections Sergeant**
Captain Jim Charon is requesting to change a corrections officer's position to a fifth line sergeant's position.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, changing a corrections officer's position to a fifth line sergeant position

as requested.

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

8. ARPA Committee

A. ARPA Proposal # 023 - VBC Court and Sheriff's Office File Digitization

The County Courts and Sheriff's Office are requesting ARPA funding to support a file digitization project.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, the funding request for \$680,592 to contract with Data Guardian for a file digitization project requested by the County Courts and Sheriff's Office.

Roll Call Vote

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

Yes: Gail Patterson-Gladney, Kurt Doroh, Mike Chappell, Donald Hanson

No: Richard Godfrey, Paul Schincariol

B. ARPA Proposal # 024 - Caring Network Maternal Infant Health Program

Jennifer Dobbins, Catholic Charities Diocese of Kalamazoo, is requesting \$50,000 in ARPA funds under Category 3.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, funding in the amount of \$50,000 for the Caring Network Maternal Infant Health Program.

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

C. ARPA Proposal # 026 - Lead Service Replacement - SHAWSA

William Hunter presented the request from South Haven Area Water & Sewer Authority for funding to replace 153 lead services within the SHAWSA service area.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, funding for the SHAWSA lead service replacement project in the amount of \$480,468.75 and that any state or federal funding that comes available would take precedence before ARPA funds.

Roll Call Vote

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

Yes: Gail Patterson-Gladney, Kurt Doroh, Richard Godfrey, Paul Schincariol

No: Mike Chappell, Donald Hanson

9. Labor, Negotiations and Contracts Committee

A. Position Reclassification

Administrator Hardester is requesting to reclassify the Administrative Services Coordinator Position to be the Executive Assistant Position.

Motion to approve by resolution at the next regular meeting of the Board of

Commissioners, the reclassification of the Administrative Services Coordinator position (R24) to Executive Assistant position (R25) and place employee at step R25E.
Motion by Richard Godfrey, Second by Gail Patterson-Gladney, Carried

B. Salary Exception - Family Court Administrator

Rachel Lindley is requesting a salary exception to hire a Family Court Administrator at payscale range and step 35B High.

Motion to approve by resolution at today's regular meeting of the Board of Commissioners, the salary exception request to hire a Family Court Administrator at payscale range and step 35B High.

Motion by Donald Hanson, Second by Kurt Doroh, Carried

C. Out of State Travel Request

Administrator Hardester is requesting approval for out of state travel for the ICMA regional conference.

Motion to approve by resolution at today's regular meeting of the Board of Commissioners, Administrator Hardester's request for out of state travel March 23-25, 2022 to St. Louis, MO to attend the ICMA Regional Conference in the amount of approximately \$1,100.

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

10. Veterans Services Committee

A. Policy to Authorize the VSD or VSO to Approve Burial Relief Funds

Veterans Services Director David Krzycki is requesting authorization allowing the Veterans Services Director or Officer to approve burial relief funds.

Motion to approve by resolution at the next regular meeting of the Board of Commissioners, a policy to authorize the VSD or VSO to approve burial relief funds and provide statistical updates to the Board of Commissioners.

Motion by Donald Hanson, Second by Mike Chappell, Carried

11. Public Comment

12. Adjournment

The meeting was adjourned at 04:28 PM.

Suzie Roehm, County Clerk