AGENDA
Regular Meeting of the County Board of Commissioners
Van Buren County

June 27, 2017                4:00 PM
Board of Commissioners Chambers - 219 East Paw Paw Street

1. CALL TO ORDER
2. ADDITIONS/DELETIONS TO THE AGENDA
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES
   A. June 13, 2017
5. PUBLIC COMMENT
6. ADMINISTRATIVE AFFAIRS COMMITTEE
   Recommendation/Discussion:
   A. ** Kinexus Board Appointment - David Glynn & Randall Peat
7. BUILDINGS AND GROUNDS COMMITTEE
   Recommendation/Discussion:
   A. ** Paw Paw Chamber of Commerce - Use of County Property - Paw Paw Days
8. FINANCE/AUDITING COMMITTEE
   Recommendation/Discussion:
   A. ** Community Corrections Grant Increase
   B. ** County Clerk - New Voting Equipment
   C. ** Treasurer's Office - Tax Foreclosed Properties
   D. ** Kinexus - Revolving Loan Fund - Loan Request
   E. ** Capital Improvement - Carpet Replacement - Prosecutor's Office & Circuit Court
   F. ** Courthouse Boiler Purchase
9. LABOR NEGOTIATIONS AND CONTRACTS
   Recommendation/Discussion:
10. PUBLIC COMMENT
11. EXECUTIVE SESSION
12. BOARD CORRESPONDENCE
13. COMMITTEE/OUT-BOARD ASSIGNMENTS
14. ADJOURNMENT
Van Buren County will provide necessary and reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at any meeting/hearing upon ten (10) days notice to the Van Buren County Board of Commissioners' Office. Individuals with disabilities requiring auxiliary aids or services should contact Van Buren County by writing, Debbie Hall, 219 Paw Paw Street, Ste. 303, Paw Paw, MI 49079, or by calling the Board of Commissioners' Office at (269) 657-8200, option 8 ext. 1271.
TO: County Commission
FROM: Debbie Hall
DATE: June 27, 2017
RE: Approval of Minutes June 13, 2017

ATTACHMENTS:
  Description
  - June 13, 2017
1. CALL TO ORDER

On the above date, the regular meeting of the Board of Commissioners was called to order at 4:00 p.m. by Richard Godfrey, Chairman of the Board.

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The roll was called by County Clerk Suzie Roehm with the following commissioners answering to their name and district: Present: Gail Patterson-Gladney, District #1; Kurt Doroh, District #2; Richard Godfrey, District #3; Richard Freestone, District #4; Mike Toth, District #5; Donald A. Hanson, District #6; Paul S. Schincariol, District #7.

2. ADDITIONS/DELETIONS TO THE AGENDA

None.

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. It is noted that the addition of items requiring action at today’s meeting were approved by unanimous vote.

Motion to approve the agenda as presented

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

4. APPROVAL OF MINUTES

A. ** May 23, 2017

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

5. PUBLIC COMMENT

Larry Hummell, Van Buren County Road Commission, gave updates on projects including road construction and chip sealing. Per the request of commissioners he explained the breakdown of responsibility between the state, county and local units regarding roads.

6. ADMINISTRATIVE AFFAIRS COMMITTEE

A. ** SW MI Planning Commission Re-appts. - J. Radtke & D. Foerster

ADMINISTRATIVE AFFAIRS RESOLUTION AA14/6-13-2017

WHEREAS, the Van Buren County Board of Commissioners are responsible for making appointments to the Southwestern Michigan Commission, and;
WHEREAS, the appointment of Jeff Radtke, Dave Foerster expired on December 31, 2016 and a recommendation has been received for their re-appointments. And in order to continue on the original schedule of a three year term the recommendation is to make the appointment expire on December 31, 2019
NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approve the re-appointment of Jeff Radtke and Dave Foerster for a three-year term which expires

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

B. ** Van Buren Planning Commission Appt. - B. Rose

ADMINISTRATIVE AFFAIRS RESOLUTION AA15/6-13-2017

WHEREAS, the Van Buren County Board of Commissioners are responsible for making appointments to the Van Buren Planning Commission, and;
WHEREAS, the Van Buren County Planning Commission has made the recommendation to appoint Ms. Barbara Rose to fill a current vacancy for a three – year (3) term which will expire April 1, 2020.
NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the appointment of Ms. Barbara Rose for a three- year term which expires April 1, 2020 to the Van Buren County Planning Commission.

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

7. BUILDINGS AND GROUNDS COMMITTEE

8. FINANCE/AUDITING COMMITTEE

A. ** Sheriff's Office - ATV Purchase

FINANCE RESOLUTION F55/6-13-2017

WHEREAS, the Sheriff's Office is requesting approval for the purchase of a new all-terrain (ATV) vehicle that is assigned to the Drain Work Program, and;
WHEREAS, the current 2012 ATV will be retained for use by the Alternative Work Program for snow removal and special events within the county, and;
WHEREAS, quotes were solicited from two (2) ATV dealerships within the county and one in Kalamazoo, and after review the recommendation is to purchase the ATV from Paw Paw Cycle, Paw Paw for an amount not to exceed $9,234.00 to be paid from fund 205.D-362.00-746.000.
NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the purchase of a new ATV for the Drain Work Crew for an amount not to exceed $9,234.00.

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

B. ** Foster Swift - Payment of Invoice - New Covert

FINANCE RESOLUTION F56/6-13-2017

WHEREAS, a request has been made for the authorization to pay an invoice in the amount of $31,165.94 to Foster Swift for the services of Jack VanCoevering for the New Covert Appeal case, and;
WHEREAS, the invoice is in regard to the defense of the assessment for the New Covert Power Plant and covers preparation of information, Cost Sharing Agreement, Intervention, and misc., and;
WHEREAS, it appears the bill from the attorney is appropriate and can be absorbed by the 2016 – 2017 budget and will be paid from fund 101.0103.0-801.028.
NOW THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the payment of $31,165.94 for the New Covert Generating.

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

C. ** IT - Network Analyst Manager Position

FINANCE RESOLUTION F57/6-13-2017

WHEREAS, the IT Director is requesting approval for the creation of a full-time Network Analyst position, and;
WHEREAS, with the last re-organization of the department the IT Director was able to incorporate the assistance of the IT Technician position to assist with the growing work load of managing the
network, and;
WHEREAS, the number of network switches as tripled and with the new jail expansion we are adding another 320 more network devices into the fray, and;
WHEREAS, this position will be a full-time employee dedicated to monitoring and managing the network so that any early warning signs can be addressed before it becomes too late, and;
WHEREAS, the salary range will be $44,000 - $62,000. From July 1st until September 30, $14,628.40 can be covered from fund 636.0-258.00-704.00 and then the 2017 – 2018 budget will cover $58,513.59.
NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the IT Department’s request for the creation of a Network Analyst Position as presented.

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

D. Truth in Taxation

A public hearing was held previously as required.

FINANCE RESOLUTION F58/6-13-2017

WHEREAS, it is statutory duty of Van Buren County Board of Commissioners to authorize the levy of the county’s millage rate for 2017, and;
WHEREAS, the county millage is affected by P.A. 5 of 1982, Truth in Taxation, and would limit the county to 7.2470 mills, and;
WHEREAS, the State Treasury has notified Van Buren County on monies to be received under the Convention Facility Liquor Tax of $284,648 and Health and Safety Fund Act Revenue of $0 for a total of $284,648 which without a resolution further reduces the county millage rate to 7.1060 mills due to P.A. 5 of 1982, and;
WHEREAS, the County Board of Commissioners has the authority to levy a maximum of 7.2470 mills, which includes 4.4566 allocated mills, .9370 mills for Ambulance, .9735 mills for Road and .5332 mills for Public Safety, and .2471 for Public Transit and .0996 for Conservation District.
WHEREAS, the county can levy the full millage rate only after fulfilling the requirements of P.A. 5 of 1982, and;
WHEREAS, the Van Buren County Board of Commissioners did hold a public Truth in Taxation hearing on June 13, 2017 for the purpose of receiving testimony, thus fulfilling the requirements, and;
WHEREAS, the voters of Van Buren County authorized the Board of Commissioners in 1978 to levy 5.25 mills which would have generated $16,994,116 but because of the Headlee Rollback the County’s General Fund tax levy will only generate $14,423,900 which translates into a $2,568,216 reduction in County tax revenue.
NOW, THEREFORE BE IT RESOLVED, that after much deliberation and consideration of the county’s budgetary needs for the 2017-2018 fiscal year, the Van Buren County Board of Commissioners have decided, in the best interest of the county, to levy 7.2470 mills, which is 4.4566 allocated mills, .9735 mills for Roads, .9370 for Ambulance and .5332 mills for Public Safety and .2471 for Public Transit and .0996 for Conservation District against the Taxable Value of all real and personal property in the county.

Motion by Mike Toth, Second by Don Hanson, Carried

E. Claims/Auditing

CLAIMS RESOLUTION C6/6-13-2017

WHEREAS, claims in the amount of $11,195,121.59 for May 2017 were submitted and reviewed.
NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves total claims in the amount of $11,194,987.82.

Motion by Mike Toth, Second by Don Hanson, Carried

9. LABOR NEGOTIATIONS AND CONTRACTS

There were no items on the agenda.

10. PUBLIC COMMENT
There was no public comment.

11. EXECUTIVE SESSION
There were not items on the agenda.

12. BOARD CORRESPONDENCE
   There was no correspondence.

13. COMMITTEE/OUT-BOARD ASSIGNMENTS
   Claims
   Brownfield Redevelopment Authority
   Transit
   Buildings & Grounds
   Kinexus
   SW Michigan Planning Commission
   Labor & Negotiations
   MPI visit
   Solid Waste Consortium
   SW Michigan Behavioral Health at KVCC

14. ADJOURNMENT
   The meeting was adjourned at 4:40 p.m.

__________________________________  ____________________________
Richard Godfrey, Chairman             Suzie Roehm, County Clerk
TO: County Commission
FROM: Debbie Hall
DATE: June 27, 2017
RE: Kinexus Board Appointment

ATTACHMENTS:
- Description
- Kinexus Board Appointment
WHEREAS, the Van Buren County Board of Commissioners are responsible for making appointments to the Kinexus Board, and;

WHEREAS, the appointments of David Glynn and Randall Peat will expire and it is necessary to make the re-appointment or fill the vacancy, and;

WHEREAS, a recommendation has been received and approved for the re-appointment for both members for a three-year (3) term which will expire June 30, 2020.

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the re-appointment of David Glynn and Randall Peat to the Kinexus Board for a three-year (3) term which will expire June 30, 2020.
TO: County Commission  
FROM: Debbie Hall  
DATE: June 27, 2017  
RE: Paw Paw Chamber of Commerce - use of County Property - Paw Paw Days

ATTACHMENTS:
- Description
- Paw Paw Chamber of Commerce - Use of County Property
HONORABLE BOARD OF COMMISSIONERS:

WHEREAS, the 20th Paw Paw Chamber of Commerce Paw Paw Days will be held on Friday, July 21st, 2017 and Saturday, July 22nd, 2017, and;

WHEREAS, a request has been received from the Paw Paw Chamber of Commerce for the use of the county park downtown and the courthouse parking lot, and;

WHEREAS, be it noted that all vehicles are prohibited from driving across the county park or sidewalks and that a Certificate of Insurance will be put on file for liability purposes.

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the use of the county park (excluding the east side of the sidewalk) and the courthouse parking lot by the Paw Paw Chamber of Commerce on July 21st and July 22nd, 2017.

Signed: ___________________________________________ 
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Date: June 27, 2017

FOR CLERK’S USE ONLY

MOTION BY:                 CARRIED □
SECONDED BY:               NOT CARRIED □
TO: County Commission
FROM: Debbie Hall
DATE: June 27, 2017
RE: Community Corrections Grant Increase

ATTACHMENTS:
- Description
  - Community Corrections Grant Increase
HONORABLE BOARD OF COMMISSIONERS:

WHEREAS, the Office of Community Corrections previously submitted their FY 201-2017 grant budget and have now been approved for an additional $20,000, and;

WHEREAS, the increase would cover an additional $12,000 for electronic monitoring and $8,000 for personnel for a new total authorized budget of $153,729.00.

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the grant increase of $20,000 to the Office of Community Corrections grant period October 1, 2016 – September 30, 2017 as submitted.

Signed: ____________________________________________
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Date: June 27, 2017

FOR CLERK’S USE ONLY

MOTION BY:                 CARRIED  □
SECONDED BY:               NOT CARRIED □
TO: County Commission
FROM: Debbie Hall
DATE: June 27, 2017
RE: New Voting Equipment

ATTACHMENTS:
  - Description
  - New Voting Equipment
HONORABLE BOARD OF COMMISSIONERS:

WHEREAS, the County Clerk has provided an overview of the new voting equipment, and;

WHEREAS, the EMS hardware and results transmission items are not covered by the grant that was received, and;

WHEREAS, after discussion of the assessment of fees associated with the Communications Manager Software a motion was made to assess each local jurisdiction $300 towards the cost of the Communications Manager Software and $295 for each modem.

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County board of Commissioners approves the assessment of fees associated with the Communications Manager Software as presented for the new voting equipment.

Signed: ___________________________________________ 
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Date: June 27, 2017

FOR CLERK’S USE ONLY

MOTION BY: CARRIED □
SECONDED BY: NOT CARRIED □
TO: County Commission
FROM: Debbie Hall
DATE: June 27, 2017
RE: Tax Foreclosed Properties

ATTACHMENTS:
- Description
  - Tax Foreclosed Properties
WHEREAS, a list of properties that were foreclosed for non-payment of property taxes for 2015 was provided by Treasurer Karen Makay, and;

WHEREAS, the County can retain properties if they are used for a public purpose, and;

WHEREAS, Treasurer Karen Makay has indicated that she did not believe that there were any properties that the County would be interested in purchasing.

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approve the Treasurer’s recommendation not to purchase any of the foreclosed properties from the 2015 taxes.
TO: County Commission
FROM: Debbie Hall
DATE: June 27, 2017
RE: Revolving Loan Fund - Loan Request

ATTACHMENTS:
   Description
   - Revolving Loan Fund - Loan Request
HONORABLE BOARD OF COMMISSIONERS:

WHEREAS, Van Buren County Economic Development administers a Revolving Loan Fund within the County for making loans available to promote growth and expansion, and;

WHEREAS, these funds have been made available through a State grant, and;

WHEREAS, Harloff Manufacturing Company in Paw Paw, MI has submitted a request for a loan in the amount of $60,000 for working capital to be paid over a 5-year term, and;

WHEREAS, the loan will be used for the acquisition of additional raw materials to maintain inventory to meet customer demand and purchase and invest in new tooling.

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the request of Harloff Manufacturing for a loan of $60,000 from the Revolving Loan Fund.

Signed: ________________________________
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Date: June 27, 2017

FOR CLERK’S USE ONLY

MOTION BY: CARRIED □
SECONDED BY: NOT CARRIED □
TO: County Commission
FROM: Debbie Hall
DATE: June 27, 2017
RE: Capital Improvement - Carpet Replacement - Prosecutor's Office & Circuit Court

ATTACHMENTS:
- Description
- Capital Improvement - Carpet Replacement
HONORABLE BOARD OF COMMISSIONERS:

WHEREAS, the request was made as part of the capital improvements plan for the replacement of carpet in the Prosecutor’s Office and Circuit Court Offices, and;

WHEREAS, the Capital Improvement Plan was previously approved to include the above request, and;

WHEREAS, the Buildings and Grounds Committee has reviewed the request and is recommending approval for the replacement of carpet for the Prosecutor’s Office not to exceed $7,000 and the Circuit Court Offices in an amount not to exceed $8,000.

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the request for the replacement of carpet in the Prosecutor’s Office and Circuit Court Offices as requested in the Capital Improvement Plan to be paid from fund 245.0-900.00-975.

Signed: ____________________________________________
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Date: June 27, 2017

FOR CLERK’S USE ONLY

MOTION BY: CARRIED □
SECONDED BY: NOT CARRIED □
TO: County Commission
FROM: Debbie Hall
DATE: June 27, 2017
RE: Courthouse Boiler Purchase

ATTACHMENTS:
  Description
  Courthouse Boiler Purchase
HONORABLE BOARD OF COMMISSIONERS:

WHEREAS, the request was made as part of the capital improvements plan for the replacement of boilers in the Courthouse, and;

WHEREAS, the Capital Improvement Plan was previously approved to include the above request, and;

WHEREAS, the Buildings and Grounds Committee has reviewed the request and is recommending approval for the replacement of boilers in the Courthouse, and;

WHEREAS, quotes were solicited, received and reviewed. Three quotes were received and it is the recommendation from the Buildings and Grounds Committee to award to bid based on cost and past projects performed to Andy Egan in an amount not to exceed $86,975.00 with an alternate bid to replace (2) base mounted heating pumps for an additional $7,585.00.

NOW, THEREFORE BE IT RESOLVED, that the Van Buren County Board of Commissioners approves the request for the replacement of boilers in the Courthouse to be paid from fund 245-900-975.00

Signed: ____________________________________________
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Date: June 27, 2017

FOR CLERK’S USE ONLY

MOTION BY:                             CARRIED □
SECONDED BY:                           NOT CARRIED □