

BERRIEN COUNTY ADMINISTRATION COMMITTEE
Minutes of January 12, 2023

Roll Call Present: Jim Curran, Chairperson
Alex Ott
David Vollrath, Vice Chair
Julie Wuerfel

Absent:

Scheduled: Brian Dissette, County Administrator
Mac Elliott, BOC Chair
Sheriff Bailey, BCSD
Mark Heyliger, Road Department
Caitlin Sampsell, 9-1-1

Others: Undersheriff Heit, BCSD

Call to Order

Meeting called to order at 9:26 am.

9-1-1 Tower Change Order – Sampsell

Sampsell reported the original location is not suitable. She reviewed the information and change order cost. Dissette noted some of the costs would be offset by using ARPA funds. The Administration Committee concurred to move the change order to Finance for approval. Sampsell will report back on the total project cost.

Sheriff's Office Update – Sheriff Bailey & Undersheriff Heit

Sheriff Bailey reviewed December jail numbers and Undersheriff Heit reviewed the enforcement numbers. Bailey discussed the rising food costs, which have more than doubled in just one month and caused them to underbudget. Heit discussed the safety recall by Polaris on the snowmobiles. They are unable to be in service until they have been fixed. Discussions ensued regarding the millage supplement not passing and funding issues. They noted Lt. Burke's retirement after 25 years. He was an asset and will be missed.

Road Department Update – Heyliger

Heyliger reviewed his update and stated the CDL program is working. The training is being done in Grand Rapids. He has a request in to add a full time entry level accountant and communications coordinator and he reviewed the current open positions. He reported the Hill Road bridge has been delivered and will be installed in the spring. He reviewed the man hours during the Christmas blizzard. There were 2,552 hours at a total payroll cost of \$80,534.35 over those 4 days. Discussions ensued regarding the declaration of local State of Emergencies.

Q & A – Dissette & Elliott

None.

Approval of Minutes

Motion by Vollrath, supported by Ott, to approve the minutes of the January 5, 2023 meeting. Motion Carried.

Resolutions

The following Resolutions were signed by the Committee:

A2301111 – Approve contract with Fresh State Prevention Program for two years

A2301112 – Approve proposal for basic literacy educational classes
A2301115 – Approve 2022 Hazard Mitigation Plan
A2301398 – Approve Watervliet Township Krengle Road Abandonment

Property Use Requests

Blossomtime Festival – May 13, 2023 – Approved

Southwest Michigan Cars & Coffee – May 20, June 10, August 12, September 16, October 14 – Approved
July 8 – Denied pending Krasl Art Fair date. Sheriff Bailey offered the use of the lot between the jail and courthouse.

Public Comment

None.

Meeting adjourned at 10:18 am.

Respectfully Submitted,

J Arent

Jennifer Arent
Recording Secretary