

**BERRIEN COUNTY ADMINISTRATION COMMITTEE**  
**Minutes of January 19, 2023**

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

**Absent:** Julie Wuerfel

**Scheduled:** Brian Dissette, County Administrator  
Mac Elliott, BOC Chair  
Kaitlin Locke, Interim Public Defender  
Mark Heyliger, Road Department

**Others:**

**Call to Order**

Meeting called to order at 9:12 am.

**Public Defender's Update – Locke**

Locke reviewed the memo of current updates. Cases are up 10% from last year and they are down 5 attorneys. 103 cases have been referred to a caseworker for referrals to organizations. She noted Michigan is now administering the Uniform Bar Exam, which is accepted nationally with the exception of Louisiana. She is also looking into hiring temporary paralegals. In 2021 there were 817 cases and there were over 1,000 in 2022. Locke reviewed the MIDC Standard 8, which is Attorney Compensation. This will affect the Conflict Panel and will be added into next year's budget. Discussions ensued regarding the filing of motions.

**Snow Road ROW Acquisition – Heyliger**

Heyliger reviewed the Right of Way map and the plan to soften the curve and create better visibility, which will increase safety. It has been reviewed by Corporate Counsel and it would cost less than \$3,500. EGLE has signed off on it. The Committee agreed to the purchase.

**Q & A – Dissette & Elliott**

Elliott is getting commissioners appointed to committees. Discussions ensued regarding MAC and NACo.

**Approval of Minutes**

Motion by Vollrath, supported by Ott, to approve the minutes of the January 12, 2023 meeting. Motion Carried.

**Resolutions**

The following Resolutions were signed by the Committee:

A2301127 – Authorize Sheriff to sell Maxx to Lt. Dyer for \$1.

A2301129 – Approve agreement for FES to provide the Parenting with Love and Limits Reentry programs for 2023.

A2301130 – Approve agreement for FES to provide the STAR program for 2023.

A2301131 – Approve agreement for FES to provide the Juvenile Pre-Arrest Diversion Program for 2023.

Commissioner Curran requested that Gonzalez include both current and historical information on the 3 above programs in his next Juvenile Center report.

**Sheriff Funds Distribution**

Curran has approved Berrien Community Foundation funding for the Sheriff's Department to use funds in the amount of \$4,600 for Special Olympics Polar Plunge Fundraiser 2023. This authorization overwrites the one signed previously as this includes two months and the original only included one month.

**Public Comment**

Melissa Clapper, St. Joseph Charter Township – Berrien County really did step up with the new Indigent Defense office. She was in the meeting when there were complaints about the extra motions. Berrien County went above and beyond.

Michael Haskins, Pipestone Township - \$13,000 may not be unreasonable for a 3 axle truck brake job.

Meeting adjourned at 10:00 am.

Respectfully Submitted,

*J Arent*

Jennifer Arent  
Recording Secretary