

BERRIEN COUNTY BOARD OF COMMISSIONERS
Regular Meeting Minutes
May 11, 2023

CALL MEETING TO ORDER:

Chairperson R. McKinley Elliott called the Board of Commissioners' (BOC) regular meeting to order at 10:34 A.M. in the BOC's boardroom at the Berrien County Administration Center, 701 Main Street, St. Joseph, Michigan.

INVOCATION:

Undersheriff Chuck Heit gave the invocation.

PLEDGE OF ALLEGIANCE:

Chief Deputy Robert Boyce led us in the Pledge of Allegiance to the United States of America.

ROLL CALL:

The Chair instructed the Clerk to take a roll call with the following results:

11 PRESENT: Rayonte Bell, Jim Curran, Teri Sue Freehling, Robert Harrison, Jon Hinkelman, Michael Majerek, Alex Ott, Chokwe Pitchford, David Vollrath, Julie Wuerfel and R. McKinley Elliott.

1 ABSENT: Mamie Yarbrough.

APPROVAL OF THE MINUTES OF THE MAY 4, 2023 MEETING:

Commissioner Freehling moved and supported by Commissioner Pitchford, to approve the BOC regular meeting minutes of May 4, 2023. Motion carried and no nays.

COMMUNICATION(S):

County Clerk Sharon Tyler received and distributed to the Board of Commissioners (BOC) the following communication:

- A resolution from Osceola County Board of Commissioners, to instruct our representative to oppose all firearms control legislation, received on May 5, 2023.

PUBLIC COMMENTS REGARDING RESOLUTIONS – Public comments at this portion of the meeting must be related to resolutions listed on today's agenda only. Those speaking during public comments may do so no longer than two minutes and shall identify themselves by name (including last name) and city, township, or village. (Article III, 3.9 B-C). The public should refer to the resolution # that they are commenting on as a part of their comments: None.

AGENDA AMENDMENT:

Commissioner Curran moved and seconded by Commissioner Wuerfel, to add Resolutions #P2305201 and #A2305213 to the Added Resolutions.

Motion carried, no nays.

CONSENT CALENDAR:

Commissioner Freehling moved and supported by Commissioner Pitchford, to pull Resolution #B2305194 from the Consent Calendar, and to approve today's Consent Calendar:

<u>Resolution(s) #</u>	<u>Description</u>
F2305030	Approve Bills
B2305077	Approve Requisitions
A2305202	Accept Marine Safety Equipment MEDC Grant with Cass County
A2305203	Apply for Ballistic Vest Grant Department of Justice
A2305204	Accept Legal Resource Center Grant funding
A2305205	Apply for Drug Treatment Court Grant funding

The Chair instructed the Clerk to take a roll call with the following results:

11 YEAS: Curran, Freehling, Harrison, Hinkelman, Majerek, Ott, Pitchford, Vollrath, Wuerfel, Bell and Elliott.

Motion carried, no nays.

ADDED RESOLUTION(S):

Resolution(s) #P2305201 and #A2305213 were added to the Amended Agenda:

Resolution #P2305201

Commissioner Harrison (Chair of the Personnel & Human Services Committee) read Resolution #P2305201:

WHEREAS, the Berrien County Health Department provides Environmental Health services through monitoring, regulation, licensing, enforcement and technical consultation services relating to food, drinking water, recreational water, campgrounds, body art, and sanitation programs; and

WHEREAS, Hedgerow is a developer and owner of a certain set of commercial off the shelf (COTS) software products described as the Hedgehog Application Suite that can successfully maintain electronic file storage, process electronic payments, and provide a portal for communication between Health Department and our constituents; and

WHEREAS, this software will support 11 full-time equivalent (FTE) inspectors and supervisors with implementation training as follows:

Implementation Fees	One Time Cost
Configuration (Hedgehog & Disclosure)	\$20,000.00
Data Conversion (Sword Solutions and CMHC)	\$22,500.00
Azure Hosting costs for Implementation Cloud Environment (Project)	\$ 4,000.00
- \$ 1000.00 per month	
Hedgehog Portal Configuration & Portal Electronic Payment Provider	\$12,000.00
Total	\$58,500.00

WHEREAS, Hedgerow licensed programs and recurring annual fee's (payments made quarterly) are:

Item:	# of Units	Quarterly Cost	Annual Cost
Licensed programs Fees			
Hedgehog	11	\$5,500.00	\$22,000.00
Hedgehog Portal	1	\$3,000.00	\$12,000.00
Hedgehog Application Hosting Fee's	1	\$4,500.00	\$18,000.00
Total		13,000.00	52,000.00

WHEREAS, the total implementation costs for Hedgerow and the first year of fees being \$110,500.00; and

WHEREAS, the Board of Health endorses the acceptance of this contract agreement subject to approval by Corporate Counsel with the appropriate bid waver #2023-03-09-01, which has been approved by the finance committee.

Motion

Commissioner Harrison moved and supported by Commissioner Ott, to approve Resolution #P2305201:

The Chair instructed the Clerk to take a roll call with the following results:

11 YEAS: Freehling, Harrison, Hinkelman, Majerek, Ott, Pitchford, Vollrath, Wuerfel, Bell, Curran and Elliott.

Motion carried, no nays.

Resolution #A2305213

Commissioner Curran (Chair of the Administration Committee) read Resolution #A2305213:

***WHEREAS**, the Berrien County Road Department purchases unleaded gas and diesel fuel to have on site for the fleet, approximately 66,000 gallons of diesel fuel and 14,000 of unleaded gasoline for six (6) months; and*

***WHEREAS**, the procedure previously required the various vendors to be contacted for a daily rate, however, when the vendor wasn't able to deliver on the same day due to demand, the price guarantee expired at the end of the day; and*

***WHEREAS**, being able to secure a price for a longer time frame allows more flexibility with deliveries and will likely lessen the total funds spent on fuel purchases; and*

***WHEREAS**, the Finance Committee at their October 20, 2022 meeting, authorized the process of the Road Department going out for a 6-month bid for gas and diesel purchases, which was last done in November 2022; and*

***WHEREAS**, Bid #2023-061 was opened on May 11, 2023 and the Road Department was given approval to secure the purchase of gas and diesel from the lowest bidder if they meet specifications and requirements; and*

***WHEREAS**, the Finance Committee authorized the Road Department to move forward with both bidders as one was lowest for five of the categories and one was lowest for two of the categories; and*

***WHEREAS**, the lowest bidder, Co-Alliance, guarantees the price of \$2.50 per gallon for unleaded and \$2.718 per gallon (Benton Harbor, Baroda, Three Oaks, and Bakertown garages) for diesel fuel; and*

***WHEREAS**, the lowest bidder, Ceres, guarantees the price of \$2.728 per gallon (Watervliet and Eau Claire garages) for diesel fuel; and*

***WHEREAS**, Corporate Counsel has reviewed and approved the terms and conditions provided by the two bidders.*

***NOW, THEREFORE, BE IT HEREBY RESOLVED** that the Berrien County Board of Commissioners authorizes the County Administrator to execute the contract with both fuel bidders for a 6-month guaranteed pricing on gasoline and diesel fuel as required for the Road Department through November 9, 2023.*

Motion

Commissioner Curran moved and supported by Commissioner Wuerfel, to approve Resolution #A2305213.

The Chair instructed the Clerk to take a roll call with the following results:

11 YEAS: Harrison, Hinkelman, Majerek, Ott, Pitchford, Vollrath, Wuerfel, Bell, Curran, Freehling and Elliott.

Motion carried, no nays.

RESOLUTION PRESENTATION – Honorary Resolution #B2305194:

Chairperson Elliott read the following Honorary Resolution #B2305194:

***WHEREAS**, Robert E. Boyce, III, born on June 25, 1965, grew up in the Grand Rapids area; and*

***WHEREAS**, he began his career in law enforcement for the Hillsdale City Police Department in November of 1987; and*

WHEREAS, in April of 1989, he continued his career serving as a Police Detective for the City of Benton Harbor Police Department; and

WHEREAS, in June of 1995, Boyce furthered his career to serve the citizens of Berrien County when he became a Deputy for the Berrien County Sheriff's Office; and

WHEREAS, he went on to serve in many progressive roles with the Sheriff's Office due to his strong work ethic, determination, and leadership skills: Sergeant 2000-2010; Lieutenant 2010-2015; Captain 2015-2017; and ultimately he was promoted to Chief Deputy in 2017; and

WHEREAS, he remained in that position until he retired on May 23, 2020, however, he followed that up with an additional three years of service in the Deferred Retirement Option Program; and

WHEREAS, Robert E. Boyce, III, will be retiring from faithful service to Berrien County on May 23, 2023; and

WHEREAS, the number of certifications for training and achievement, commendation and recognition awards, and communications of gratitude that he has assembled over his 25 years of service is impressive and speaks to the type of man he is and exemplifies what current and future law enforcement officers should aim for; and

WHEREAS, the dedication and actions of Chief Deputy Robert Boyce in his service to the communities of Berrien County and the Berrien County Sheriff's Office is to be applauded.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Berrien County Board of Commissions formally recognizes and honors Chief Deputy Robert Boyce for being a true asset to Berrien County and wishes him a well-deserved retirement filled with good health and happiness.

Motion

Chairperson Elliott moved and supported by Commissioner Freehling, to approve Honorary Resolution #B2305194.

The Chair instructed the Clerk to take a roll call with the following results:

11 YEAS: Hinkelman, Majerek, Ott, Pitchford, Vollrath, Wuerfel, Bell, Curran, Freehling, Harrison and Elliott.

Motion carried, no nays.

A presentation was held to honor Chief Deputy Robert Boyce, who will be retiring on May 23, 2023. Chief Deputy Boyce received a tribute from State Representative Brad Paquette's office and a resolution from the BOC. The following individuals spoke: Sheriff Paul Bailey, Prosecutor Steve Pierangeli and Undersheriff Chuck Heit.

COMMITTEE REPORT(S) – Finance, Personnel & Human Services and Administration Committees:

The Finance, Personnel & Human Services (PHSC) and Administration Committees presented their Committee Reports. Parent Committee minutes are available at www.berriencounty.org. Discussion was held.

COMMISSIONER REPORT(S):

The Commissioners presented their outside committee reports. Discussion was held.

ADMINISTRATOR REPORT:

Administrator Brian Dissette gave his Administrator's Report.

GENERAL PUBLIC COMMENTS - Those speaking during public comments may do so no longer than two minutes and shall identify themselves by name (including last name) and city, township, or village. (Article III, 3.9 B-C):

Matt Brown and Sharon Brown, Benton Charter Township, spoke about a movement that is underway between both Benton Harbor and St. Joseph to establish monuments to honor the legacy of Dr. Martin Luther King.

Adolf Pelzer, Hagar Township, spoke about the water fountain at the Administration Center.

Susan Ginter, Hagar Township, spoke about the road work on Kerlikowske Road and is concerned about dust issues on her farm property.

OTHER BUSINESS: None.

ANNOUNCEMENTS/REMINDERS:

Chairperson Elliott announced the following:

- Monday, May 15, 2023 – Annual Peace Officers Memorial Day Service, Lake Bluff Park in St. Joseph at noon.
- Monday, May 29, 2023 – County facilities closed for Memorial Day.
- Thursday, June 1, 2023 – Night meeting at 6:00 P.M. at 19 N. by Froehlich's located at 19th North Elm Street, Three Oaks, MI.

ADJOURNMENT:

The meeting was adjourned at 11:29 A.M.

R. McKinley Elliott, Chairperson

Sharon J. Tyler, County Clerk

Minutes are to be approved at the next BOC meeting.