

BERRIEN COUNTY BOARD OF COMMISSIONERS

Minutes of the June 16, 2022 Personnel and Human Services Committee Meeting.

Meeting held in conference Room 4B of the County Administration Center. Attendance was as follows:

NAME	PRESENT	ABSENT	ALSO PRESENT
Bob Harrison	X		Mac Elliott, Brian Dissette, Lex Winans
Michael Majerek	X		Jill Adams
Rayonte Bell	X		
			Shelley Jasper

COUNTY ADMINISTRATION

- Meeting called to order at 9:17 a.m.
- Attendance is reflected above.
- Motion by Commissioner Majerek, supported by Commissioner Bell to approve the minutes of June 9, 2022 as presented. 3 yeas, 0 nays Motion carried.
- Motion by Commissioner Majerek, supported by Commissioner Bell to approve the following advanced step hire requests, 3 yeas, 0 nays, motion carried.
 - Sherri Frame; Attorney/Magistrate, grade 13, step 3, annualized salary of \$76,909
 - Fern Smith, Enforcement Officer, grade 8, step 5, annualized salary of \$52,651
- Resolution P2206124, a Resolution to approve the landscaping project with Lighthouse Pointe Condos was reviewed and signed by all Committee members.

GIS MAPPING

Lex Winans, GIS Mapping Director, presented and discussed Resolution P2206292, a Resolution to approve the intergovernmental agreement with the State of Michigan for the MiSail program. Lex explained the data exchange and the associated “buy-in” cost of \$28,244.16, which was necessary in order to receive the six inch pixel resolution. The Resolution was signed by all Committee members.

PARKS & RECREATION

Jill Adams, Parks & Recreation Director presented the following report:

- **Safety and Security at Silver Beach County Park:**
Multiple meetings and training have occurred to prepare for the safety/security concerns at Silver Beach. The July 3rd and 4th Special Event Emergency Response Plan has been reviewed and updated.
- **Great Lakes Surf Rescue Project Training, June 13, 2022:**
Training covers drowning prevention, emergency response, weather and waves, anatomy and physiology, and physical fitness. There were 10 Lifeguards from Silver Beach, 4 Lifeguards from New Buffalo, and 1 parent from Lansing at the training.
- **Woodruff Property Update, Watervliet:**
The Special Fund at the Berrien Community Foundation has been established to accept donations toward the purchase of the Woodruff Property in Watervliet Charter Township. An agreement between Watervliet Township and Berrien County is being drafted for the purchase of the Woodruff Property and the easement across the airport property to connect the current Paw Paw River County Park to the Woodruff Property.
- **Parks Department Staffing Needs:**
 - Seasonal Maintenance Staff
 - Operations Manager Position reinstated. Jill discussed the rationale for the reinstatement.

ADMINISTRATOR/CHAIRMAN

Administrator Dissette advised that formal interviews will be forthcoming for the positions of Road Department Director and Veterans Affairs Administrator.

Adjourned 10:15 a.m.

Respectfully submitted,

Shelley Jasper
Human Resources Director