

BERRIEN COUNTY ADMINISTRATION COMMITTEE
Minutes of October 6, 2022

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

Absent:

Scheduled: Brian Dissette, County Administrator
Mac Elliott, BOC Chair
Ashley Herr, Animal Control
Sheriff Bailey, BCSD
Chief Deputy Boyce, BCSD
Caitlin Sampsell, 9-1-1
Annette Christie, Administration

Others:

Call to Order

Meeting called to order at 9:30 am.

Animal Control Complement Change – Herr

Herr distributed and reviewed the memo with the information regarding the creation of a full time Clinical Assistant. She included organizational chart. The Committee concurred to move the request forward to PHSC.

Sheriff's Office Update – Sheriff Bailey & Chief Deputy Boyce

Sheriff Bailey reviewed the September report and discussed mandated overtime of jail staff due to regulatory requirements. They are in need of female applicants. He also has janitorial openings. There are currently 6 people attending Academy and are at the top of the class. They will complete Academy by December and will be trained and on their own by April. Chief Deputy Boyce reviewed the enforcement numbers. He noted Red Bud went smoothly with no issues. The Mobile Command Unit will be ready around July or August 2023.

9-1-1 Update – Sampsell

Sampsell reported dispatch staffing is the biggest challenge with 5 vacancies. She has paused hiring due to not having enough staff available for the 1 to 1 training. She's been working with neighboring agencies to assist with the training. She reported the console furniture update will be complete in the next couple months. The South County tower will be constructed by December 2023 and all MEDC grant funding has been received for the project. Dissette noted occupancy will be phased in. Sampsell reported CAD is live in the dispatch center with the last few pieces being worked on with the AI implementation. Dissette noted the active recruiting Sampsell is conducting and the leadership she shows by attending the Apple Festival and manning the booth.

Trail Policy – Christie

Discussions ensued regarding the legal verbiage. Wuerfel noted it is very difficult to read. The Committee requested a work session for the final wording. Dissette will broaden it to include the Parks and Community Development. Discussions ensued regarding the right of way ordinance.

Q & A – Dissette & Elliott

Elliott discussed revisions to the letter regarding short term rental mandates in response to the House Bill. The Committee concurred to create a Resolution for current legislation with letters to any new legislators in January that will refer to the resolution.

Dissette discussed the Juvenile Center contract with Wightman regarding the drinking water and sewer systems. He will have an authorizing resolution next week.

Dissette noted Shelter Manager interviews will take place today with a recommendation within the next two weeks.

Approval of Minutes

Motion by Wuerfel, supported by Martin, to approve the minutes of the September 22, 2022 meeting.
Motion Carried.

Resolutions

None.

Public Comment

None.

Meeting adjourned at 10:31 am.

Respectfully Submitted,

JArent

Jennifer Arent
Recording Secretary