

BERRIEN COUNTY BOARD OF COMMISSIONERS
Special FY2023 Budget Workshop Meeting Minutes
October 19, 2022

CHAIRPERSON TO CALL THE SPECIAL MEETING TO ORDER:

Vice Chairperson Teri Sue Freehling called the special Board of Commissioners FY2023 Budget Workshop Session meeting to order at 9:03 A.M. in the Board of Commissioners' room at the Berrien County Administration Center in St. Joseph, Michigan.

Administrator Brian Dissette reviewed today's FY2023 Budget Workshop Session.

ROLL CALL:

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

8 PRESENT: Rayonte Bell (Arrived at 9:09 A.M.), Jim Curran, Robert Harrison (Left at 11:12 A.M.), James Martin, Ezra Scott, David Vollrath, Julie Wuerfel, and Teri Sue Freehling.

4 ABSENT: Jon Hinkelman, Michael Majerek, Mamie Yarbrough and R. McKinley Elliott.

SCHEDULED DISCUSSION:

FY2023 General Budget Preview – Doug James/Ben Reynnells

Financial Services Director Doug James and Assistant Director/Budget Coordinator Ben Reynnells gave a PowerPoint presentation on the 2023 General Fund Proposed Budget. They discussed the following:

- Summary
- Revenues
- Property Taxes
- Expenditures by Type
- Budgeted Full Time Equivalent Employees
- Pension Funding
- Pension Contribution Rates
- OPEB Funding
- OPEB Contribution Rates
- Expenditures by Functional Responsibility
- Capital and Project Requests
- 2023 General Fund
 - Functional Responsibility: Sheriff's Office
 - Functional Responsibility: Trial Court
 - Functional Responsibility: Information Systems

Discussion was held.

Road Department Budget Review – Mark Heyliger/Barbie Hoge

Road Department Director Mark Heyliger and Barbie Hoge gave a PowerPoint presentation on the 2023 Budget Hearing – Berrien County Road Department. They discussed the following:

- Opportunities, Risks, and Issues
- 2023 Special Revenue Funds
- 2023 Change in Fund Balance
- 2023 Road Department Capital Requests
 - Equipment
 - Buildings
 - Baroda Garage
 - Benton Harbor Garage
 - Eau Claire Garage
 - Watervliet Garage

Discussion was held.

Break: 10:06 A.M. to 10:12 A.M.

Health Department Budget Review – Guy Miller/Lisa Ankenbruck

Health Officer Guy Miller, Deputy Health Officer Candi Gabrielse and Business Manager Lisa Ankenbruck gave a PowerPoint presentation on the 2023 Proposed Budget Briefing – Berrien County Health Department (BCHD). They discussed the following:

- Public Health Overview
- BCHD Mission, Vision and Values
- 2023 Budget Review
- Capital Expense Requests
- Ten Essential Local Public Health Services
- Health Department Guiding Principles
- Health Department Initiatives
- Health Department Functional Structure
- Health Outcomes and Levels of Service
- 2023 Public Health Priorities & Critical Opportunities
- Health Department Funds
- 2023 Proposed Budget at-a-Glance
- 2023 Fiscal Environment
- County Central Services Allocated Costs
- Organization Codes 2210 and 2215
- Health Department Change in Fund Balance (2210 only)
- Health Department Capital Improvements Plan – 2023
 - Niles Space
 - Space
 - Niles Signage
 - Niles Space available
 - Available Space
- Health Department – Technology Improvements \$350,000

Discussion was held.

Facilities Overview – Brian Dissette

Administrator Dissette gave a PowerPoint presentation on the Facilities Overview and discussed the following:

- Truancy Building
 - Issues and Concerns
 - Recommendation: Demolition
- Animal Control (old)
 - Issues and Concerns
 - Recommendation: Demolition
- Legal Aid Building
 - Existing Conditions & Uses
 - Short-term needs
 - Safety & Security Issues
 - Needed spending by area and years
- 100 Church Street
 - Existing Conditions & Uses
 - Short-term needs
 - Safety & Security Issues
 - Needed spending by area and years

Commissioner Harrison left at 11:12 A.M.

It was recommended to get the value of the 100 Church Street building. Discussion was held.

FY2023 Other Budget Highlights – Doug James/Ben Reynnells

Administrator Dissette, Doug James and Ben Reynnells discussed FY2023 Other Budget Highlights.

Doug James discussed the time schedule of getting the FY2023 Budget completed. The ARPA Funds were discussed.

Discussion was held.

PUBLIC COMMENTS – Per the Berrien County Board of Commissioners’ Bylaws those speaking during public comments may do so no longer than two minutes and shall identify themselves by name and city, township, or village. (Article III, 3.9B-C):

Administrator Dissette introduced and thanked the staff that help put the FY2023 Budget together.

ADJOURNMENT:

The meeting was adjourned at 11:31 A.M.

Teri Sue Freehling, Vice Chairperson

Sharon J. Tyler, Berrien County Clerk

Minutes are to be approved at the next regular meeting.