

BERRIEN COUNTY BOARD OF COMMISSIONERS
Regular Meeting Minutes
November 9, 2023

CALL MEETING TO ORDER:

Vice-Chairperson Freehling called the Board of Commissioners' (BOC) regular meeting to order at 10:33 A.M. in the BOC's boardroom at the Berrien County Administration Center, 701 Main Street, St. Joseph, Michigan.

INVOCATION:

Commissioner David Vollrath gave the invocation.

PLEDGE OF ALLEGIANCE:

Treasurer Shelly Weich led us in the Pledge of Allegiance to the United States of America.

ROLL CALL:

The Vice-Chair instructed the Chief Deputy 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 Mamie Yarbrough.

1 ABSENT: R. McKinley Elliott.

APPROVAL OF THE MINUTES OF THE NOVEMBER 2, 2023 MEETING:

Commissioner Pitchford moved and supported by Commissioner Vollrath, to approve the BOC regular meeting minutes of November 2, 2023. Motion carried and no nays.

COMMUNICATION(S):

Chief Deputy Clerk Kristene Walton received and distributed to the Board of Commissioners (BOC) the following communication(s):

- A resolution from Wexford County Board of Commissioners, supporting operation greenlight for veterans, received on November 3, 2023.
- An email from the Berrien County MSU Extension, on the Michigan State University Extension's Upcoming Events in Berrien County, received on November 8, 2023.

PUBLIC HEARING – FY2024 Budget Hearing:

Motion:

Commissioner Wuerfel moved and seconded by Commissioner Bell, to recess the regular meeting at 10:38 A.M. and open the public hearing for the FY2024 Budget.

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

11 YEAS: Curran, Harrison, Hinkelman, Majerek, Ott, Pitchford, Vollrath, Wuerfel, Yarbrough, Bell and Freehling. Motion carried, no nays.

Financial Services Director Doug James and Assistant Director/Budget Coordinator Ben Reynnells reviewed the Annual Budget 2024 with a focus on the Primary Government Fund and summarized the following:

Sources of Funds:

Revenues	\$179,403,052
Transfers, Indirect, Admin	29,494,759
Uses of Fund Balance/Net Position	<u>14,931,191</u>
Total	<u>\$223,829,002</u>

Uses of Funds:

Expenditures	\$189,778,963
Transfers, Indirect, Admin	29,494,759
Surplus of Fund Balance/Net Position	<u>4,555,280</u>

Total **\$185,692,441**

Net Change in Fund Balance/Net Position **\$ (10,375,002)**

A copy of this presentation and budget document is available to the public on the County's website at www.berriencounty.org under the Budget Reports link. Commissioner Ott left the meeting at 10:47 A.M. Discussion was held.

Public Comments:

Adolf Peltzer, Hagar Township, spoke about the Berrien County Annual Budget 2024 book.

Motion:

Commissioner Harrison moved and seconded by Commissioner Pitchford, to conclude the public hearing at 11:20 A.M. and return to regular session.

The Vice-Chair instructed the Chief Deputy Clerk to call the roll with the following results:

10 YEAS: Harrison, Hinkelman, Majerek, Pitchford, Vollrath, Wuerfel, Yarbrough, Bell, Curran and Freehling.

Motion carried, no nays.

REQUISITION REVIEW (With added Fuel Requisition details) – Annette Christie:

Executive Administrative Assistant Annette Christie presented the Requisition Review with added Fuel Requisition details, to the Board for their review and discussion.

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.

RESOLUTIONS - CONSENT CALENDAR:

The following resolutions are considered routine and will be adopted by one motion unless there is a request for removal, discussion or explanation is received from a County Commissioner.

Commissioner Pitchford moved and supported by Commissioner Vollrath, to include Added Resolution #A2311357 to the Consent Calendar, and to approve today's Consent Calendar:

<u>Resolution(s) #</u>	<u>Description</u>
F2311054	Weekly Bills Approval & Road Payables
B2311101	Weekly Requisitions
A2311342	CASA Contract Renewal
F2311343	2024 Election Fee Schedule Clerk's Office
A2311344	Renew Neglect and Abuse Contract Public Defender's Office
A2311346	Finalize Property Sale for Road Department
B2311348	Acknowledges the Work of the Opioid Settlement Task Force
P2311349	Establish RFP Review Team & Opioid Settlement Oversight Committee
F2311351	Donate Bicycles to Recycle Shop
F2311352	CDBG Program Income
F2311353	LMC Agreement with Clerk for Early Voting Site
A2311357	Approve Contract for 6-month Fuel/Diesel Supply Road Department

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

10 YEAS: Hinkelman, Majerek, Pitchford, Vollrath, Wuerfel, Yarbrough, Bell, Curran, Harrison and Freehling.

Motion carried, no nays.

ADDED RESOLUTION(S):

The following resolution(s) was moved to the Consent Calendar:

<u>Resolution(s) #</u>	<u>Description</u>
A2311357	Approve Contract for 6-month Fuel/Diesel Supply Road Department

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

Committees:

The Finance, PHS and Administration Committees presented their Committee Reports. Parent Committee minutes are available at www.berriencounty.org. Commissioner Pitchford left at 11:25 A.M. Discussion was held.

COMMISSIONER REPORT(S):

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

ADMINISTRATOR REPORT:

Administrator Brian Dissette presented the Administrator’s report. Administrator Dissette announced that Ben Reynnells will be leaving Berrien County.

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):

Shawn Hill, City of St. Joseph, thanked the veterans in the room, then spoke of a Veteran’s Dinner event to be held at Harbor Shores on November 11, 2023.

Commissioner Pitchford returned at 11:45 A.M.

Adolf Peltzer, Hagar Township, spoke of the water fountain with filter.

Sherriff Paul Bailey, Berrien Township, spoke about the Veteran’s Dinner event to be held at Eau Claire High School.

OTHER BUSINESS:

The December calendar was discussed and a decision by the BOC to cancel December 28, 2023 BOC meeting was agreed.

ANNOUNCEMENTS/REMINDERS:

Vice-Chairperson Freehling announced the following:

- County facilities will be closed on Friday, November 10th in observance of Veterans’ Day.
- No BOC meetings on Thursday, November 23rd in observance of Thanksgiving.
- County facilities will be closed on Friday, November 24th for the Thanksgiving holiday.
- No BOC meetings will be held on Thursday, November 30th, as it is a 5th Thursday.
- BCBIT meets in this room at 12:30 P.M. and the Brownfield Development Authority Board meeting in the Otto Grau room at 12:30 P.M. today.
- Land Bank Authority meeting is scheduled for November 30th at 1:00 P.M. in the BOC room.
- Berrien County Parks meeting is scheduled for November 15th at 3:30 P.M. at the Historic Courthouse in Berrien Springs.

ADJOURNMENT:

The meeting was adjourned at 11:52 A.M.

Teri Sue Freehling, Vice-Chairperson

Kristene Walton, Chief Deputy County Clerk

Minutes are to be approved at the next BOC meeting.