

BERRIEN COUNTY BOARD OF COMMISSIONERS
Virtual Board Meeting Minutes
February 4, 2021

Staff Present: County Administrator Brian Dissette
Clerk Sharon Tyler
Executive Assistant to the Administrator Annette Christie
Community Development Director Dan Fette
Don Meyers, Information Systems

BOC Present: Chairperson R. McKinley Elliott
(In-person)

CHAIRMAN TO CALL THE MEETING TO ORDER:

Chairperson R. McKinley Elliott called the virtual regular meeting to order at 10:32 A.M. in the Board of Commissioners' (BOC) room at the Berrien County Administration Center, 701 Main Street, St. Joseph, Michigan.

INVOCATION:

Chairperson Elliott gave the invocation.

PLEDGE OF ALLEGIANCE TO THE UNITED STATES OF AMERICA:

Chairperson Elliott 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:

12 PRESENT: Rayonte Bell (via Zoom in St. Joseph City, MI), Jim Curran (via Zoom in Niles Charter Township, MI), Teri Freehling (via Zoom in Baroda, MI) (Left at 11:31 A.M. and re-entered another way at 11:33 A.M.), Robert Harrison (via Zoom in Lincoln Charter Township, MI), Jon Hinkelman (via Zoom in Watervliet, MI), Michael Majerek (via Zoom in Niles, MI), Don Meeks (via Zoom in Benton Charter Township, MI) (Arrived at 10:39 A.M.), Ezra Scott (via Zoom in New Buffalo Township, MI), David Vollrath (via Zoom in Coloma Charter Township, MI), Julie Wuerfel (via Zoom in Royalton Township, MI), Mamie Yarbrough (via Zoom in Benton Harbor City, MI) and R. McKinley Elliott.

0 ABSENT.

APPROVE MINUTES OF THE JANUARY 28, 2021 MEETING:

Commissioner Curran moved and supported by Commissioner Majerek, to approve the BOC virtual regular meeting minutes of January 28, 2021.

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

11 YEAS: Curran, Freehling, Harrison, Hinkelman, Majerek, Scott, Vollrath, Wuerfel, Yarbrough, Bell and Elliott.

Motion carried, no nays.

COMMUNICATION(S):

County Clerk Sharon Tyler received and distributed to the Board the following communications:

- R. Tyler Dotson, Watervliet City Manager, an email in a show of appreciation to Berrien County Clerk Sharon Tyler and her staff in administering a safe and successful November 3, 2020 election, received on January 28, 2021.
- Alpena County Board of Commissioners, a pandemic resolution, received on January 29, 2021.
- Antrim County Board of Commissioners, a resolution in support of local businesses, received on January 29, 2021.

- Tuscola County Board of Commissioners, a resolution declaring Tuscola County a constitutional second amendment sanctuary county, received on February 3, 2021.

Chairperson Elliott read into record the following communication from the Watervliet City Manager R. Tyler Dotson:

Mr. Chairman and members of the Berrien County Commission, please accept this letter as a show of appreciation to Berrien County Clerk Sharon Tyler. Ms. Tyler and her staff went above and beyond to assist the City of Watervliet in administering a safe and successful November 3, 2020 election.

Facing a series of unique situations during the COVID-19 pandemic, Ms. Tyler's knowledge, communication, and professionalism, was instrumental in assisting City staff to meet the needs of our community and our voters. Because of her efforts, our process and procedures and overall administration of the election were successful.

As such, the City is appreciative and grateful for her time and patience and we look forward to continuing a strong relationship with her office, both now and into the future.

Best Regards,

*R. Tyler Dotson, MPA
City Manager*

Commissioner Meeks arrived at 10:39 A.M.

PRESENTATION – Transportation Discussion - Community Development Director Dan Fette and Transportation:

Community Development Director Dan Fette gave a Berrien Bus Update presentation on the following:

- Resolution #F2102156 - resolution of intent.
- Resolution #F2102157 – renewal of Berrien Bus Title VI program document.
- Berrien Bus Timeline of Events 2019 – 2021.
- Berrien Bus Operations & Finances:
 - Contract Service.
 - General Public Service.
- Berrien Bus Partners – Berrien RESA.
- Berrien Bus Partners – Berrien County Truancy Academy.
- Berrien Bus Partners – Medical.
- Berrien Bus Partners – Education.
- Berrien Bus Operations & Financial Summary.
- Berrien Bus Vehicle Hours.
- Berrien Bus Ridership.
- Berrien Bus Use of Fund Balance.
- Transit Funding Basics – Per Hour Cost Calculations.
- Transit Funding Basics – Per Hour Cost Calculations Examples.
- Transit Funding Basics – Per Hour Cost Calculations Examples: CARES Act 2021.
- Berrien Bus Operations & Finances – 2021 and Beyond.

Discussion was held.

COMMITTEE REPORT(S) – Administration and Finance Committees:

The Administration and Finance Committees presented their Committee Report. Discussion was held. Parent Committee minutes are available at www.berriencounty.org.

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 through the You Tube chat during public

comments shall identify themselves by name (including last name) and city, township, or village. The public should refer to the resolution # that they are commenting on as a part of their comments: None.

CONSENT CALENDAR:

Chairperson Elliott discussed a revision to remove “for all public transportation matter” contained in Resolution #F2102156 - MDOT Agreement in the following paragraph:

BE IT FURTHER RESOLVED that the Berrien County Board of Commissioners hereby appoints Evan Smith as the Transportation and Planning Coordinator, ~~for all public transportation matters~~, who is authorized to provide such information as deemed necessary by the State Transportation Commission or Department for its administration of Act 51 for FY 2022.

Chairperson Elliott also noted the resolution number is incorrect on Resolution #B2102164.

*Commissioner Freehling abstained from requisition #49620 for \$20,000.00 – REV Excavating contained in Resolution #B2102164.

**Commissioner Yarbrough abstained from check #208154 contained in Resolution #F2102110.

Commissioner Yarbrough moved and supported by Commissioner Bell, to approve today’s Consent Calendar with the two revisions on Resolutions #F2102156 and #B2102164 as presented:

| <u>Resolutions #</u> | <u>Description</u> |
|----------------------|--|
| F2102017 | Weekly Bills |
| *B2102164 | Weekly Requisitions |
| **F2102110 | Road Payables |
| A2102155 | Approve grant application for Marine Division |
| F2102156 | MDOT Agreement |
| F2102157 | Approval of Title VI Plan for Transportation Program |
| A2102158 | FOC Remodel Project |
| A2102159 | Approve Motorola Service Agreement |
| A2102160 | Approve Tele-Rad Service Agreement |
| A2102162 | Approve grant application LEPC Operations |

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

12 YEAS: Freehling, Harrison, Hinkelman, Majerek, Meeks, Scott, Vollrath, Wuerfel, Yarbrough, Bell, Curran and Elliott.

Motion carried, no nays.

Chairperson Elliott will make the revisions on Resolutions #F2102156 and #B2102164 and initial the revisions.

ADDED RESOLUTION(S): None.

COMMISSIONER REPORT(S):

The Commissioners presented their outside Commissioners’ Reports.

ADMINISTRATOR REPORT:

Administrator Brian Dissette gave his Administrator’s Report.

GENERAL PUBLIC COMMENTS – Those speaking through the You Tube chat during public comments shall identify themselves by name (including last name) and city, township, or village:

Tony Benhart, Sodus Township, thanked Commissioner Curran and Administrator Dissette on their work with the Road Department.

OTHER BUSINESS: None.

ANNOUNCEMENTS/REMINDERS:

Chairperson Elliott and Administrator Dissette announced the following:

- Next BOC Meeting will be held virtually next Thursday, February 11, 2021 at 10:30 A.M.
- Personnel & Human Services and Finance Committee to be held next Thursday, February 11, 2021 at 8:00 A.M.
- Finance Committee meeting to be held next Thursday, February 11, 2021 at 9:30 A.M.
- Wednesday, February 10, 2021 a COVID-19 Briefing will be held.

ADJOURNMENT:

The meeting was adjourned at 11:44 A.M.

R. McKinley Elliott, Chairperson

Sharon J. Tyler, County Clerk

Minutes are to be approved at the next BOC meeting.