

**BERRIEN COUNTY ADMINISTRATION COMMITTEE**  
**Minutes of June 9, 2022**

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

**Absent:**

**Scheduled:** Brian Dissette, County Administrator  
Mac Elliott, BOC Chairman  
Kevin Stack, Road Department  
Elvin Gonzalez, Family Court  
Gregory Skipper, Juvenile Center  
Marayca Lopez, DLR Group  
Jake Davis, DLR Group  
George Kacan, Wightman  
Christopher Brayak, Wightman

**Others:**

**Call to Order**

Meeting called to order at 9:08 am.

**Juvenile Center Design Proposal – Gonzalez, Skipper, Lopez, Davis, Kacan, Brayak**

The Wightman and DLR Group representatives provided introductions and background information. Discussions ensued regarding the goals of the facility, the complexity of juveniles regarding psych issues and safety design. They discussed best practices, security and safety, and provided an overview of current and previous projects involving the DLR Group. Discussions ensued regarding the design teams and proposals. Dissette went through the project process. The Committee concurred to move the proposal forward to the Committee of the Whole.

**Road Department Update – Stack**

Stack provide updates. The department followed established protocols regarding the Beck Road tree trimming. He recapped the building sites in Baroda and Niles. They were not able to obtain the property they initially preferred in Three Oaks, but have found a new site just inside the Village limits. Abonmarche has presented a proposal for building design that includes scoping and a template for \$35,000. It would be the same at each site.

Stack discussed the Red Arrow Highway non-motorized trail design. He is looking for construction to begin in conjunction with it. Curran requested a presentation of all 4 phases of construction to the Committee of the Whole. Discussions ensued regarding the Act 51 funds. He also noted Whirlpool will sponsor the culvert under the roadway.

Stack discussed 2 skid steers with size issues. He also reviewed the paving schedule. Regarding dust issues, they will chloride first, then grade and seal coat. The fleet is rusting and will need to have several vehicle purchases next year.

**Q & A – Dissette & Elliott**

Dissette reported they are in the final stage of acquisitions for the Buchanan AEP building. The purchase price is \$200,000 with an assessed value of \$1.8M. He will have the final version in the next few weeks after corporate counsel reviews the documents.

**Approval of Minutes**

Motion by Wuerfel, supported by Martin, to approve the minutes of the May 19, 2022 meeting. Motion Carried.

**Resolutions**

The following Resolution was moved forward to the full Board:

A2206241 – Renew contract with Blue Cross Blue Shield for medical care billing of inmates.

**Sheriff Funds Distribution**

Curran has approved Berrien Community Foundation funding for the Sheriff's Department to use funds in the amount of \$4,425 for expenses for the Ace K9 Heat Alarm Pro Package. This is a heat monitor for K9 vehicles.

Meeting adjourned at 10:33 am.

Respectfully Submitted,

*J Arent*

Jennifer Arent  
Recording Secretary