

BERRIEN COUNTY BOARD OF COMMISSIONERS

Minutes of the January 17, 2019 Personnel and Human Services Committee Meeting.

Meeting held in Conference Room 4B Roll was called. Results as follows:

NAME	PRESENT	ABSENT	ALSO PRESENT
William Chickering	X		Mac Elliott, Bill Wolf
Teri Sue Freehling	X		Brian Bailey, Jill Adams
Dave Vollrath	X		
			Shelley Jasper

COUNTY ADMINISTRATION

- Meeting called to order at 9:24 a.m.
- Motion by Commissioner Vollrath, to approve the minutes of the January 10, 2019 meeting, supported by Commissioner Freehling. 3 yeas, 0 nays, motion carried.
- Resolution P1901001, A Resolution to approve the per diem payments for the month of December totaling \$3,761.12 was reviewed and signed by all Committee members.
- Motion by Commissioner Freehling, supported by Commissioner Vollrath to approve the quarterly retirements as presented. 3 yeas, 0 nays, motion carried.
- Motion by Commissioner Vollrath, supported by Commissioner Freehling to approve the monthly pension refunds as presented. 3 yeas, 0 nays, motion carried.
- Motion by Commissioner Vollrath, supported by Commissioner Freehling to approve the advanced step hire request for Kim Fowler, Chief Investigator, Grade 10, step 4, annualized salary \$ 56,893. 3 yeas, 0 nays, motion carried.

PARKS & RECREATION

Parks and Recreation Director Brian Bailey provided the following monthly report:

Report of collections: Revenues totaled \$833,618 through December 31, 201, representing an increase of \$42,641 when compared to CY2017.

Love Creek: Brian shared the newsletter and highlighted the December bird count events; early winter trail cleanup efforts; fat tire grooming equipment acquired; Higgins property trail loop; narrow ski trail grooming equipment; and upcoming staff retirements.

Madeline Bertrand: Winter preparations are completed and the park is just waiting for winter weather to commence; deer management held December 8 and 9; pictures of the new gate, fencing and signage were shared.

Silver Beach: actively recruiting for lifeguards and rangers; road is accessible for emergency vehicles.

Galien River: Park will remain open until weather dictates otherwise.

Rocky Gap: Staff researching a barrier free access mat.

Paw Paw River: Brian presented and discussed Resolution P1901145, a Resolution to approve \$3000 for the purchase agreement for the Enders property acquisition. The Resolution was reviewed and signed by all Committee members. Brian added that they will be applying for a Michigan Natural Resources Trust Fund Grant for the property purchase in the near future.

1839 Courthouse: Building Superintendent Todd Johnson is developing specifications for window bids.

Jill Adams, Environmental Property Manager, advised the Committee that the Southwest Michigan Solid Waste Consortium (a seven county regional entity) was awarded a scrap tire grant from the DEQ totaling \$90,000. Berrien County’s share of that award will be approximately \$20,000.

ADMINISTRATOR/CHAIRMAN

Chairman Elliott reviewed the Board agenda. Bill discussed the Information Systems Director job description and provided an update on the salary study.

Adjourned 10:28 a.m.

Respectfully submitted,

Shelley Jasper
Human Resources Director