

## BERRIEN COUNTY BOARD OF COMMISSIONERS

Minutes of the April 21, 2022 **Personnel and Human Services Committee** Meeting.

Meeting held in conference Room 4B of the County Administration Center. Attendance was as follows:

NAME	PRESENT	ABSENT	ALSO PRESENT
Bob Harrison	X		Jill Adams, Brian Dissette, Annette Christie
Michael Majerek	X		
Rayonte Bell	X		
			Shelley Jasper

### COUNTY ADMINISTRATION

- Meeting called to order at 9:20 a.m.
- Attendance is reflected above.
- Motion by Commissioner Bell, supported by Commissioner Majerek to approve the minutes of April 14, 2022 as presented. 3 yeas, 0 nays Motion carried.
- The following Resolutions were reviewed and signed by all Committee members:
  - P2204250, a Resolution to add an EAP to the employee benefit package
  - P2204253, a Resolution to approve the employee evaluation form and corresponding policy

### PARKS & RECREATION DEPARTMENT

Parks & Recreation Director Jill Adams presented and discussed Resolution P2204251, a Resolution to approve an option to purchase the Woodruff property for \$95,000; 50% of the purchase will come from other sources, including Watervliet Township and City. The Resolution was signed by the Committee members.

Jill then provided the monthly update. Highlights included:

- **Budget Status Report and Report of Collections**  
The Budget Status report reflects activity through March 31, 2022.
  - Parks Expense Budget expended and encumbered amounts total \$133,697; which is 14% of the current 2022 Expense Budget.
  - Mileage Expense Budget expended and encumbered amounts total \$130,086; which is 16% of the current 2022 Expense Budget.
  - Report of Collections Revenue = \$76,965
- **Michigan Natural Resources Trust Fund Grant, Paw Paw River County Park**  
Resolution 2203215 dated March 17, 2022 allowed Parks Department to apply for the MNRTF Grant to develop the 63 acres of property acquired adjacent to Paw Paw River County Park. Parks Department received word that the application is administratively complete and has moved to the next stage of evaluation. Preliminary scores will be posted late summer. The total grant amount is \$400,000 and will extend the amenities from the current park to the new property.
- **Berrien County Recycling Programs**  
The 12<sup>th</sup> "annual" Reduce Reuse Recycle Day event took place April 12<sup>th</sup> at Lake Michigan College. There were 622 vehicles that came through the event. Over 100 people donated funds to offset some of the cost. Approximately 1,500 pounds of foam/Styrofoam were collected. There are 4 Community Recycling Events and 2 Clean Sweep Pesticide Disposal Collections remaining in 2022.
- **Silver Beach County Park Visitor 360 Report**  
Parks Department hired Cobalt Community Research to gather metrics at Silver Beach County Park, including **2021** visitor numbers, demographics, and spending patterns.
  - 728,500 visitors came to Silver Beach County Park
  - 515,976 visited from Memorial Day through Labor Day
  - 212,524 visited during shoulder seasons
  - Top 10 Zip Codes that are home to these visitors:
    - St. Joseph (most)
    - Benton Harbor
    - South Bend
    - Niles
    - Mishawaka
    - Elkhart
    - Berrien Springs
    - Granger

- Stevensville
- Kalamazoo
- Other areas that visitors traveled from in high quantities:
  - Detroit and Suburbs
  - Chicago and Suburbs
  - Indianapolis
  - Fort Wayne
- Average length of stay at the beach = 95 minutes
- Largest percentage of visitors by age: 15–24 years old

**ADMINISTRATOR/CHAIRMAN**

Annette Christie joined the Committee to discuss the vacancy on the Southwest Michigan Planning Commission (vacancy created by resignation of Gloria Payne). The Committee reviewed applications, but took no action.

Administrator Dissette discussed the Animal Control Department re-organization proposal.

Adjourned 9:58 a.m.

Respectfully submitted,

Shelley Jasper  
Human Resources Director