

BERRIEN COUNTY BOARD OF COMMISSIONERS

Minutes of the May 16, 2019 Personnel and Human Services Committee Meeting.

Meeting held in Conference Room 4B. Attendance was as follows:

NAME	PRESENT	ABSENT	ALSO PRESENT
William Chickering	X		Lora Freehling, Bill Wolf, Mac Elliott
Teri Sue Freehling	X		
Dave Vollrath	X		Melissa Clapper
			Shelley Jasper

COUNTY ADMINISTRATION

- Meeting called to order at 9:30 a.m.
- Motion by Commissioner Vollrath, supported by Commissioner Chickering, to approve the minutes of the May 9, 2019 meeting. 2 years, 0 nays, motion carried (Commissioner Freehling was absent 5/9/19).
- Resolution P1905005, per diem payments for the month of April totaling \$4,206.06 was reviewed and signed by all Committee members.
- Motion by Commissioner Vollrath, supported by Commissioner Freehling to approve the advanced step hire request for APD II, Jonathan Baber. Mr. Baber’s salary will be grade 12, step 4, \$68,850. 3 years, 0 nays, motion carried.

REGISTER OF DEEDS

Register of Deeds Lora Freehling presented the calendar year 2018 annual report. Highlights included:

- Review of the ROD Office organizational structure
- 2011 – 2018 history of documents recorded
- Expenditures and revenues for the ROD office and for the Technology/Automation Fund
- E-recordings – totaled 49% of all recordings in CY2018 compared to 10.5% in CY2015
- Plat Board – ROD is the chair of the Plat Board; 2 plats were received and approved in CY2018
- Foreclosure/Search Division statistics were reviewed.

Lora then presented the first quarter 2019 statistics and discussed same.

ADMINISTRATOR/CHAIRMAN

Commissioner Chickering discussed strategic planning operational objectives and shared a draft Resolution with the Committee. Comments should be provided to Chairperson Elliott due to Commissioner Chickering’s upcoming vacation.

Chairman Elliott discussed increasing the Parks millage in order to more quickly fund various Park enhancements. Administrator Wolf said a .05 mil increase would provide approximately \$350,000. Commissioner Chickering asked that Administrator Wolf work with Parks Director Brian Bailey to develop a priority listing for projects within the various Park facilities.

Administrator Wolf then provided a brief jail remodel update. In December 2017, he projected an \$8.9M to a \$9.33M price range. He estimates that current expenses are \$9.25M. He will provide more information after the next project meeting occurs.

PUBLIC COMMENT

Melissa Clapper stated that a 6:00 a.m. public transportation start time would be better so individuals could use the service to get to work.

Adjourned 10:26 a.m.

Respectfully submitted,

Shelley Jasper
Human Resources Director