

BERRIEN COUNTY BOARD OF COMMISSIONERS
Special Board Meeting Minutes
September 13, 2021

ADMINISTRATION COMMITTEE CHAIRPERSON TO CALL THE MEETING TO ORDER:

Administration Committee Chairperson Jim Curran called the special meeting on the FY22 Budget Hearings to order at 8:37 A.M. in the Board of Commissioners' (BOC) room at the Berrien County Administration Center, 701 Main Street, St. Joseph, Michigan.

ROLL CALL:

The Clerk took the roll call with the following results:

8 PRESENT: Rayonte Bell (Left at 12:50 P.M.), Jim Curran, Teri Sue Freehling, Robert Harrison, Don Meeks (Left at 12:50 P.M.), Ezra Scott, David Vollrath and Julie Wuerfel.

4 ABSENT: Jon Hinkelman, Michael Majerek, Mamie Yarbrough and R. McKinley Elliott.

Staff Present: County Administrator Brian Dissette, Clerk Sharon Tyler, Director of Financial Services Doug James, Assistant Director Budget Coordinator Ben Reynnells and Executive Assistant to the Administrator Annette Christie.

Each department below was requested to present the following information:

- Opportunities, Risks, and Issues
- Combined General and Special Revenue Funds Summary
- General Fund Summary
- Special Revenue Fund Summary
- Guidance Exception Request
- Capital and Project Requests

Questions and answers followed after each presentation.

Financial Services - 8:39 A.M. to 8:53 A.M.:

Director of Financial Services Doug James gave the Financial Services Department's Fiscal 2022 Budget Review.

Treasurer – 8:53 A.M. to 9:05 A.M.:

Treasurer Shelly Weich gave the Treasurer's Fiscal 2022 Budget Review.

Trial Court – 9:05 A.M. to 9:31 A.M.:

Judge Mabel Mayfield and Court Administrator Carrie Smietanka-Haney gave the Trial Court's Fiscal 2022 Budget Review. FOC Director Lisa Jardine, Family Division Administrator Elvin Gonzalez, Civil-Criminal Division and Administrator Amy Flaga were available for the presentation to answer any questions.

Motor Pool – 9:35 A.M. to 9:38 A.M.:

Manager Tod Rainey gave the Motor Pool Department's Fiscal 2022 Budget Review.

Road Department – 9:46 A.M. to 10:35 A.M.:

Road Department Engineering Supervisor Kevin Stack gave the Road Department's Fiscal 2022 Budget Review. Interim Road Department Director Chris Cook was available for the presentation to answer any questions.

GIS Mapping – 10:37 A.M. to 10:49 A.M.:

Director Lex Winans gave the GIS Mapping Department's Fiscal 2022 Budget Review.

Break – 10:49 A.M.

Information Systems – 11:04 A.M. to 11:34 A.M.:

Director Chris Swihart (via Zoom) gave the Information Systems Department's Fiscal 2022 Budget Review.

Drain Commissioner – 11:34 A.M. to 11:57 A.M.:

Drain Commissioner Christopher Quattrin gave the Drain Commissioner's Fiscal 2022 Budget Review.

Break at 11:58 A.M.

Prosecutor – 12:18 P.M. to 12:39 P.M.:

Prosecutor Steve Pierangeli gave the Prosecutor's Fiscal 2022 Budget Review.

Commissioner Harrison left the meeting at 11:58 A.M. and returned at 12:29 P.M.

Lunch at 12:39 P.M.

911 & Public Safety Communication – 12:48 P.M. to 1:00 P.M.:

Director Caitlin Sampsell gave the 911 & Public Safety Communication Department's Fiscal 2022 Budget Review.

Commissioner Bell and Commissioner Meeks left the meeting at 12:50 P.M.

Commissioner Yarbrough arrived at 12:52 P.M. and left at 12:55 P.M.

Break at 12:55 P.M.

Records – 1:22 P.M. – 1:37 P.M.

Records Manager Chris Hartman gave the Records Department's 2022 Budget Review.

ADJOURNMENT:

The meeting was adjourned at 1:37 P.M.

Jim Curran, Administration Committee Chairperson

Sharon J. Tyler, County Clerk

Minutes are to be approved at the next BOC meeting.