

BERRIEN COUNTY BOARD OF COMMISSIONERS
Committee of the Whole Meeting Minutes
September 19, 2019

CHAIRMAN TO CALL THE MEETING TO ORDER:

Chairperson Elliott called the regular meeting to order at 8:35 A.M. in the Board of Commissioners' room at the Berrien County Administration Center, 701 Main Street, St. Joseph, Michigan.

ROLL CALL:

The Chair instructed the Clerk to take a roll call with the following results:

10 PRESENT: William Chickering, Jim Curran, Robert Harrison, Christopher Heugel, Jon Hinkelman, Michael Majerek, Don Meeks, Ezra Scott, Dave Vollrath and R. McKinley Elliott.

2 ABSENT: Teri Freehling and Mamie Yarbrough.

APPROVAL OF MINUTES OF THE SEPTEMBER 12, 2019 MEETING:

Commissioner Vollrath moved, seconded by Commissioner Meeks, to approve the regular minutes of September 12, 2019. Motion carried, no nays.

REQUISITION REVIEW:

Annette Christie presented the requisitions to the Board for their review and discussion.

Annette Christie spoke about the Animal Control's Annual Trunk or Treat. The Administration Center will be taking candy donations for this month for the event. Also needed are donations for dog food and cat food. In the month of November, the Administration Center will have a department competition for donation of pennies for no more kittens and puppies. The monies donated will be used for the spaying and neutering fee fund.

Administrator William Wolf spoke about the County's Three Oaks facility that is in need of tuck pointing for the building.

PUBLIC COMMENTS – Per the Berrien County Board of Commissioners' Bylaws, those speaking during public comments may do so no longer than two minutes and shall identify themselves by name and city, township, or village. (Article III, 3.9B-C): None.

SCHEDULED DISCUSSION:

Administrator William Wolf introduced the following:

Health Department

Health Officer/Director Nicole Britten spoke about the Eastern Equine Encephalitis in the County. She did not recommend to the media to cancel all events outside. She spoke about outside events and how individuals should take steps to protect themselves to prevent mosquito bites. She stated there has been one confirmed and one pending case in Berrien County. The Eastern Equine Encephalitis is spread by mosquitoes to humans, horses, and deer and is extremely rare. She commented there have been seven cases that have been confirmed in the State of Michigan.

Clerk's Department

County Clerk Sharon Tyler introduced Kristi Aubrey. Kristi Aubrey is the Election Administrator and Deputy Clerk who will be assisting with taking minutes in the Clerk's absence. She will be taking the minutes for the Budget Hearing on Friday.

Animal Control Department

Animal Control Director Tiffany Peterson spoke about an incident where they had to pull seventy-seven animals from a residence in Hagar Shores. Eleven of the animals were cats and the remaining were dogs. The animals are being held in the old Animal Control facility. She stated this is a neglect and cruelty situation. She discussed the process and that Van Buren County assisted her in gathering the animals.

Financial Services Department

Director of Financial Services Doug James and Assistant Director/Budget Coordinator Ben Reynnells, gave a PowerPoint presentation on the 2020 Annual Budget Preview and discussed the following:

- State of the Budget
- General Fund “As Requested by Departments”
- All Funds “Full Time Equivalent Employees”
- General Fund “Full Time Equivalents”
- General Fund “Department Managed Costs”
- Capital and Project Requests
- Budget Hearings
- General Fund Department Managed Costs in Hearing Order
- 2020 Budget – Project and Capital Requests – By Activity

Discussion was held.

OTHER BUSINESS: None.

ADJOURNMENT:

The meeting was adjourned at 9:18 A.M.

R. McKinley Elliott, Chairperson

Sharon J. Tyler, County Clerk

Minutes are to be approved at the full board meeting on September 26, 2019.