

BERRIEN COUNTY BOARD OF COMMISSIONERS

Minutes of the September 26, 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
Teri Sue Freehling		X	
Dave Vollrath	X		
			Annette Christie

COUNTY ADMINISTRATION

- Meeting called to order at 9:20 a.m.
- Motion by Commissioner Vollrath, supported by Commissioner Chickering to approve the minutes of September 19, 2019 as presented. 2 yeas, 0 nays, motion carried.
- Discussion regarding the final Administrator evaluation form occurred. A re-designed duplicate of that form will be created without the rating and comments section to give to the Administrator at the beginning of the year, so he knows what the evaluation will be on. It will be discussed again at the October 17 PHSC meeting.
- Bylaws discussion occurred. Commissioner Chickering’s goal is to have the amendments to the bylaws completed by the end of 2019. Aside from the standard updates that the bylaws would need, he noted the topics of the Vice Chairperson’s role and the provisions for how to handle Commissioner complaints as the two important topics that needed attention.
- Discussion on the interview process for board appointments and the interview questions. Commissioner Vollrath didn’t think the questions gave enough information from the applicant. It was noted that PHSC would be the committee to change the questions, if they saw a need.
- Discussion about the two board members resigning (Dr. Carter and Julia Lasata) and their honorary resolutions.

Register of Deeds

Register of Deeds Lora Freehling presented her quarterly update: Recorded documents are up in numbers since this time last year, however, for the year, they are still down. The recording fees revenue is up about 15,000 over this time last year. A discussion was held about the amount of money that the State of Michigan receives in the form of the transfer tax (\$1.7 million 2nd quarter 2019). She noted that communications continue with local assessors to gain a full understanding and knowledge of their setup. The ultimate goal is to improve their searching rights while protecting integrity of the database. She attended the UCOA (United County Officers Association) conference and noted the value of the conference and being able to meet with other Registers.

Chairman/Administrator Q & A

Chairman Mac Elliott asked that they forego the Commissioner reports at today’s meeting and save them for the night meeting. Some discussion was held about reducing the number of night meetings next year and ways to make the meetings more interesting for those in attendance. There was some discussion about the Resolution appointing John Dewane as Special Counsel.

PUBLIC COMMENT

Jerry Sirk – Benton Charter Township – Suggested that the selection for who fills in when both the Chair and Vice Chair are absent seems a little involved, and would be easier if just a position was selected to fill in as Interim Chair when needed (ie. A Committee Chairperson).

Adjourned 10:20 a.m.

Respectfully submitted,

Annette Christie
Executive Assistant to the Administrator