

BERRIEN COUNTY BOARD OF COMMISSIONERS
Virtual Board Meeting Minutes
April 30, 2020

Staff Present: County Clerk Sharon Tyler
Annette Christie, Executive Assistant to the Administrator
William Wolf, County Administrator
Dan Fette, Community Development Director
Jason Latham, Road Department Director
Nicki Britten, Health Officer (via Zoom)
Sheriff Paul Bailey
Captain Rockey Adams

BOC Present: Chairman R. McKinley Elliott

CHAIRMAN TO CALL THE MEETING TO ORDER:

Chairperson R. McKinley Elliott called the regular meeting to order at 10:36 A.M. in the Board of Commissioners' (BOC) room at the Berrien County Administration Center, 701 Main Street, St. Joseph, Michigan.

INVOCATION:

Chairperson R. McKinley Elliott gave the invocation.

PLEDGE OF ALLEGIANCE TO THE UNITED STATES OF AMERICA:

Commissioner Jim Curran led us in the Pledge of Allegiance to the United States of America.

ROLL CALL:

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

12 PRESENT: R. McKinley Elliott, Mamie Yarbrough, Robert Harrison, Jon Hinkelman, Ezra Scott, Jim Curran, Don Meeks, Christopher Heugel, Michael Majerek, William Chickering, David Vollrath and Teri Freehling.

0 ABSENT.

APPROVE MINUTES OF THE APRIL 23, 2020 MEETING:

Commissioner Majerek moved, seconded by Commissioner Meeks, to approve the BOC virtual meeting minutes of April 23, 2020.

The Chair instructed the Clerk to call the roll resulting as follows:

12 YEAS: Yarbrough, Harrison, Hinkelman, Scott, Chickering, Vollrath, Freehling, Curran, Heugel, Majerek, Meeks and Elliott.

Motion carried, no nays.

COMMUNICATION(S):

County Clerk Sharon Tyler received the following seven email communications and emailed them to the Board:

- Sarah Collins, Watervliet, an email disapproving the Board's letter to Governor Whitmer on re-opening our economy, received on April 24, 2020.
- Nancy Buckleitner, St. Joseph, an email disapproving the Board's letter to Governor Whitmer on re-opening our economy, received on April 24, 2020.
- Livingston County Board of Commissioners, a resolution to support stepping up the initiative to reduce the number of people with mental illness in jails, received on April 24, 2020.
- Marilyn Bailey, Coloma, an email supporting the Board's letter to Governor Whitmer on re-opening our economy, received on April 24, 2020.
- Adam Rochefort, St. Joseph, an email supporting the Board's letter to Governor Whitmer on re-opening our economy, received on April 25, 2020.
- Adam Rochefort, St. Joseph, an email with a resolution attached to move Michigan forward, received on April 28, 2020.

- Don Richardson, Berrien Springs, an email thanking the Board for their letter last week to Governor Whitmer and a resolution attached to move Michigan forward, received on April 29, 2020.

HEALTH OFFICER UPDATE – Nicki Britten (via phone):

Health Department Director Nicki Britten and Community Development Director Dan Fette, gave an update on COVID-19 and discussed the following:

- Berrien County – April 29, 2020:
 - 242 Confirmed Cases
 - 169 Presumed Cases
 - 15 Deaths
 - 171 Recovery
- Michigan – April 29, 2020:
 - 40,399 Confirmed Cases
 - 3,670 Deaths
- Berrien County Covid-19 Confirmed + Presumed Cases by Onset Date (Chart).
- Spectrum Health Lakeland – April 29, 2020:
 - COVID-19 SH Lakeland Dashboard (Chart).
- Berrien County – April 29, 2020:
 - Berrien County COVID-19 Confirmed and Presumed Zip Code Map
 - Only capture illnesses reported to Health Department.
 - Map based on home address.
 - There is risk throughout the county anywhere there are people.
- Berrien County – Dashboard (Chart).
- Key Response Activities – BCHD:
 - Case investigation and contact tracing.
 - Isolation and quarantine.
 - Prevention and intervention for vulnerable populations.
 - PPE needs for health and human service partners.
 - Public information.
- Life After “Stay Home Stay Safe” Order:
 - Gradual reopening should be based on:
 - Decreasing number of new positive cases each day.
 - Downward trajectory of percent of tests positive.
 - Decreasing number of hospital admissions due to COVID-19.
 - Decreasing number of ICU admissions due to COVID-19.
 - Decreasing number of deaths.
 - Hospital ability to treat patients without resorting to crisis standards of care.
 - Ability to test all people with symptoms for COVID-19.
 - Health department ability to conduct case investigations and contact tracing.
 - Workplace ability to follow workplace safety guidance.
 - MI Safe Start Plan.
 - All work-places and organizations will need to consider:
 - Risk factors:
 - Interactions
 - Characteristics of work.
 - Characteristics of individual.
 - Symptom monitoring and potential reporting to the Health Department.
 - Social distancing measures
 - Sanitation and hygiene practices.
 - Protective equipment including cloth face coverings.
- Local Economic Recovery:
 - Current Economic Situation.
 - Michigan’s guidance and recommendations.
 - Phased approach.
 - Local coordination between public, non-profit and private sectors.
- The Current Local Economy and Methods for Recovery:
 - Productive capacity still exists:
 - Capital assets, business equity and household wealth have not been destroyed – at least not yet. Human capital (job skills, education, experience) still exists – for now. Public and private infrastructure has not been permanently harmed or impaired.

- The current situation is unlike a typical recession where a sharp drop in demand leads to a sustained contraction in economic activity, impairing wealth, skills and capital. Government policies to boost demand are the common response (interest rate cuts, stimulus spending, etc.)
- This recession has been induced on the supply side of the economy. Since no one can go to work, no goods or services are being produced. But the demand for such goods/services still exists ... again, at least for now.
- Economy recovery doesn't require massive public investments or incentives to boost demand; it only requires that people can safely return to work and begin producing again.
- MI Safe Start Plan:
 - MI Safe Start Plan will take into account the various sectors of the economy, geographic and work-place risk, as well as public health and work-place protocols to mitigate risk.
 - Safe Start will be incremental – starting with work-place types that pose less risk.
 - Construction industry will likely be one of the first sectors.
 - Businesses that conduct most of their work outside (i.e. landscaping has reopened).
 - Industrial production/manufacturing and office employment will likely follow.
 - Industrial production has remained relatively open (19 of 302 Berrien County manufacturers have had layoffs), but as this represents a substantial percentage of local employment is critical for economic recovery.
 - Remote working will remain a characteristic of office work (to the extent possible) for the foreseeable future.
- Michigan's Framework for Return to Work (Chart).
- Michigan Labor Force by Workplace – 9 Classifications:
 - Office 29%
 - Industrial 19%
 - Healthcare 13%
 - Retail 12%
 - Restaurant & Lodging 8%
 - Schools 6%
 - Construction 4%
 - Outdoor 4%
 - Other 4%
- Berrien County's Labor Force by Workplace – 9 Classifications:
 - Office 20%
 - Industrial 19%
 - Healthcare 11%
 - Retail 10%
 - Restaurant & Lodging 9%
 - Schools 3%
 - Construction 5%
 - Outdoor 2%
 - Other 5%
- Workplace Best Practices for the 9 Workplace Types:
 - Access Control
 - Social Distancing
 - Sanitation/Hygiene
 - PPE
 - Contact Tracing/Isolation
- Berrien County's Reopening Plan:
 - The State of Michigan is expected to release specific guidance shortly on best practices for reopening businesses with the 9 workplace types.
 - Berrien County Health Department, Berrien County Community Development, Cornerstone Alliance, Kinexus and the Regional Chamber are working to develop specific local guidance (supplemental to, but not superseding, the State's recommendations) on how businesses within each workplace type can prepare for reopening (Cornerstone and Kinexus have already circulated general recommendations and planning documents to local employers).
 - Major employers have already developed internal worker safety/reopening plans. We will coordinate to ensure our County guidance is consistent with the plans of major employers and that these private plans incorporate State guidance and best practices.

Discussion was held.

PUBLIC COMMENTS REGARDING RESOLUTIONS - Public comments at this portion of the meeting must be related to resolutions listed on today's agenda only. Those speaking through the You Tube chat during public comments shall identify themselves by name (including last name) and city, township, or village:

Tony Benhart, Sodus Township, opposes Resolution #B2004243 - Approve Requisition for Wightman & Associates.

CONSENT CALENDAR:

Commissioner Heugel moved, seconded by Commissioner Vollrath, to approve today's Consent Calendar as presented:

<u>Resolutions #</u>	<u>Description</u>
F2004240	Road Payables
F2004241	Approve Weekly Requisitions
F2004242	Weekly Bills
A2004226	Authorize Purchase Process for Software Upgrade
F2004227	Law Enforcement Millage Renewal
F2004228	911 Millage Renewal
F2004229	Senior Center Millage Renewal
P2004230	Parks Millage Renewal
P2004232	Accept Heart of Cook Grant
B2004233	State of Emergency Declaration Extension
A2004072	Honorary Resolutions
A2004245	Honorary Resolutions
F2004246	Approve Electronic Signature for MDOT Documents

The Chair instructed the Clerk to call the roll resulting as follows:

12 YEAS: Yarbrough, Harrison, Hinkelman, Heugel, Scott, Chickering, Vollrath, Freehling, Curran, Majerek, Meeks and Elliott.

Motion carried, no nays.

FINANCE COMMITTEE DISCUSSION / ROAD REQUISITION:

Commissioner Yarbrough introduced Road Department Director Jason Latham who will explain what their process is for the selection of a bid and the reason why you might not select the lowest bidder. Jason Latham gave the following presentation:

- Road Department Bid Process Review:
 - Bid Process for Professional Services since February 2018.
 - Qualifications – Based Selection (QBS).
 - Why QBS?
 - How does the Road Department perform QBS?
 - Example: Marquette Woods Design Services.
 - Example: Red Arrow at Union Pier Design Services.
 - Red Arrow at Union Pier Construction Services (Firms, Bid and Score).
 - QBS: Red Arrow @ Union Pier Construction Services Score.
 - Evaluation of Team and not the Firm.
 - QBS: Red Arrow at Union Pier Construction Services.
 - Selection Criteria (Score).
 - Understanding of Service.
 - Qualifications of the Team.
 - Team Experience.
 - Quality Assurance/Quality Control Process.
 - Location
 - Past Projects with the County.
 - Proposed Work Plan.
 - Presentation
 - QBS: Red Arrow at Union Pier Construction Services.
 - Contractor
 - Staff P.E. Experience (Years).
 - Streetscape Projects.

- Selection Criteria – Team Experience.
- Recommendation:
 - Award bid to Wightman.
 - Most qualified Team.
 - Best value.
 - Ensures construction phase of the project is administered by the most experienced Team.
- Evaluation of Team, not Firm.

Discussion was held.

ADDED RESOLUTION:

B2004243 Approve Requisition for Wightman & Associates

Commissioner Yarbrough moved, seconded by Commissioner Scott, to approve the Added Resolution #B2004243 as presented.

Discussion was held.

7 YEAS: Harrison, Hinkelman, Vollrath, Curran, Heugel, Majerek and Elliott.

5 NAYS: Yarbrough, Scott, Chickering, Freehling and Meeks.

Motion carried.

Discussion was held.

PERSONNEL COMMITTEE (PHSC) PENSION APPROVALS:

Chairperson Chickering of PHSC Committee explained why this motion was being taken during the Board meeting.

PHSC Committee member Freehling moved, seconded by PHSC Committee member Vollrath, to approve the pension refunds/rollovers as presented. Support needed by PHSC committee members.

Chairperson Chickering of PHSC Committee took roll call for PHSC members resulting as follows:

3 YEAS: Freehling, Vollrath and Chickering.

Motion carried, no nays.

ADMINISTRATION COMMITTEE HONORARY RESOLUTIONS PRESENT INTO RECORD:

Resolution #A2004072 honoring Paul Granigan

Commissioner Curran read the following Honorary Resolution #A2004072 into record:

WHEREAS, Paul Granigan, born on January 22, 1968, was a lifelong resident of Berrien County, and

WHEREAS, Paul attended and graduated from St. Joseph High School and wore his "Bears" football and track uniform with pride; and

WHEREAS, he furthered his education at Western Michigan University and graduated with a Bachelors in Business Administration, majoring in Finance; and

WHEREAS, he began his work for the citizens of Berrien County in 2007 as the Financial Services Manager in the Financial Services Department, and

WHEREAS, in 2010, he became the Business Manager for the Berrien County Sheriff; and

WHEREAS, Paul had an impressive work history while at Berrien County; and

WHEREAS, more impressive was the mark he made on the community, as he was well-known and well-loved by many in Southwest Michigan, especially by his fellow Michigan State Spartan fans; and

WHEREAS, Paul unexpectedly departed this world on Saturday, April 18, 2020; and

WHEREAS, with his outgoing nature and heart of gold, his life is to be celebrated and honored.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Berrien County Board of Commissioners recognizes the many years of exemplary service provided by Paul Granigan and extends their sincerest condolences to his loved ones, friends and family alike.

BE IT FURTHER RESOLVED that Paul Granigan's life, actions, and contributions reflect most favorably upon himself, his family, the Berrien County Sheriff's Office, the County of Berrien, the State of Michigan and the United States of America.

Signed Berrien County Board of Commissioners.

Sheriff Paul Bailey spoke about Paul Granigan and that he will be missed.

Resolution #A2004245 honoring Damon Nichols

Commissioner Curran read the following Honorary Resolution #A2004245 into record:

WHEREAS, a lifelong resident of Berrien County, Damon Nichols was born on February 16, 1975; and

WHEREAS, Damon Nichols attended and graduated from Benton Harbor High School and went on to obtain an Associate's Degree from college; and

WHEREAS, while Damon didn't begin with Berrien County until 2010, prior to that he was serving the citizens of Berrien County as a police dispatcher for Benton Harbor and a rural carrier for the U.S. Postal Service, and

WHEREAS, in 2010, he became a public safety dispatcher with the County's 911 center; and

WHEREAS, in the midst of what can be a job that has its chaotic moments, Damon made the work environment more picturesque and humorous, yet is described as having one of the calmest voices and demeanors that would inspire others, callers included, to also be calm; and

WHEREAS, Damon found peace from cancer on Tuesday, April 22, 2020; and

WHEREAS, Damon embodied a dedication to his co-workers, friendships that were fed and cultivated, and an optimism even until the end; and

WHEREAS, his life is to be celebrated and honored because those that knew him are better because of their association with him.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Berrien County Board of Commissioners recognizes the many years of exemplary service provided by Damon Nichols and extends their sincerest condolences to his family.

BE IT FURTHER RESOLVED that Damon Nichols' life, actions, and contributions reflect most favorably upon himself, his family, the Southwest Michigan community, the County of Berrien, the State of Michigan and the United States of America.

Signed Berrien County Board of Commissioners.

COMMISSIONER REPORTS:

Commissioner Reports were forgone.

ADMINISTRATOR REPORT: None.

GENERAL PUBLIC COMMENTS – Those speaking through the You Tube chat during public comments shall identify themselves by name (including last name) and city, township, or village.

Tony Benhart, Sodus Township, asked how many individuals brought COVID-19 to Berrien County and spoke about the Road Department.

OTHER BUSINESS:

- May 7, 2020 Night Meeting:
The Board decided to cancel the May 7, 2020 night meeting, unless due to unforeseen reasons they may meet with due notification.

Commissioner Freehling announced the Governor's Executive Order on virtual meetings will expire on May 12th.

Commissioner Hinkelman asked about the status of the search for a new County Administrator and Corporate Counsel. Chairperson Elliott will contact Commissioner Hinkelman after today's meeting.

ANNOUNCEMENTS/REMINDERS: None.

ADJOURNMENT:

The meeting was adjourned at 1:10 P.M.

R. McKinley Elliott, Chairperson

Sharon J. Tyler, County Clerk

Minutes are to be approved at the next BOC meeting.