

BERRIEN COUNTY ADMINISTRATION COMMITTEE
Minutes of August 20, 2020 Meeting
Held at the Berrien County Administration Center at 12:30 p.m.

Roll Call

Present:

Jim Curran, Chair
Michael Majerek, Vice Chair
Chris Heugel
Don Meeks Sr.

*All present in the BOC Room – meeting was streamed live to the Berrien County You Tube Channel for viewing and public comments.

Scheduled:

Brian Dissette, County Administrator

Others:

Annette Christie, Executive Assistant to the Administrator

Call to Order

Meeting called to order at 12:35 p.m.

Approval of Minutes

Motion by Meeks, supported by Majerek, to approve the minutes of the July 22, 2020 meeting. Roll call vote, (4) Yays (0) Nays: Motion Carried.

Resolutions

The following resolutions were reviewed in a discussion and will be sent to the Committee for their review following the further collection of information:

A2008316 – Renew Contract with CASA

A2008321 – Renew Contract with West Michigan Guardianship

FOC Remodel Quote

County Administrator Brian Dissette reviewed the remodel quote for the Friend of the Court offices as a follow up to the committee's tour of that area earlier today. The initial quote from the Building and Grounds Department is \$7,795 with the department employees doing the work. The most expensive items are the glass work at \$2,635 and \$2,000 for the security door. Discussion was held with some questions and recommendations to have the Courthouse Security Committee review the plans and for the possibility of removing an extra seating area to give them some more space. The County Administrator will work to obtain more information and will re-visit this with the Administration Committee.

Silver Beach County Park Erosion

The County Administrator reviewed the concept proposal from Abonmarche to remedy the shoreline erosion as it affects Silver Beach County Park. The proposal provided remedy costs ranging from \$300,000 - \$1,500,000. While it was noted that history speaks to the water level going down, it could be 2-3 years. St. Joe City representatives have had conversations with the County Administrator and have suggested that they could be supportive financially as further deterioration could affect the condition of their street that runs parallel to the County Park. Future discussions need to be held that would include the Berrien County Parks & Recreation Commission. Administrator Dissette said that he anticipates that several entities could be involved in the discussion, including the Personnel & Human Services Committee (Parks reporting committee), Finance Committee (funding), the Army Corp. of Engineers, and state departments. The Committee asked for another design quote to start with and authorized the County Administrator to reach out to another company, unless there is a policy that prohibits that. The Committee, in general, provided support for taking the steps necessary to protect the asset that is Silver Beach County Park.

Public Comment: None

Board Appointments

Annette Christie reviewed the board appointments needed for the Community Corrections Advisory Board. There is a vacancy in both the Police Chief and the citizen position. In addition there is a need to appoint a replacement for the Criminal Defense Attorney.

The recommendations were as follows:

Daniel Unruh, Sr. for the Police Chief position

Mary Jo Schnell for the citizen position

Paul Jancha, Jr. for the Criminal Defense Attorney position

Motion by Commissioner Heugel, supported by Commissioner Meeks to approved the appointments to the Community Corrections Advisory Board as recommended. Roll call vote, (4) yays, (0) nays. Motion carried.

The appointments will be on the full board agenda next week.

The Administration Committee was going to go down to Silver Beach County Park to tour the shoreline erosion problems there.

Meeting adjourned at 1:20 p.m.

Respectfully Submitted,

Annette Christie