

BERRIEN COUNTY BOARD OF COMMISSIONERS

Minutes of the September 10, 2020 Personnel and Human Services Committee Meeting.
Meeting held in Board of Commissioner Room. Attendance was virtual and is as follows:

NAME	PRESENT	ABSENT	ALSO PRESENT
William Chickering	X (ZOOM)		Annette Christie, Brian Dissette
Dave Vollrath	X (phone)		Jason Latham (via ZOOM)
Teri Freehling	X(ZOOM)		Lee Lull (via ZOOM)
			Shelley Jasper

COUNTY ADMINISTRATION

- Meeting called to order at 1:16 p.m.
- Roll taken: Chickering – present; Freehling – present; Vollrath joined via phone at 1:26 p.m.
- Motion by Freehling, supported by Chickering to approve the minutes of August 17, 2020. Chickering – yea, Vollrath – absent, Freehling – yea; 2 yeas, 0 nays. Motion carried.
- Motion by Vollrath, supported Freehling to approve the advanced step hire request for Donald Teichman. Mr. Teichman will fill the APD III position and be compensated at grade 14, step 5, annualized salary of \$89,210. Chickering – yea, Vollrath – absent, Freehling – yea; 2 yeas, 0 nays. Motion carried.
- Motion by Vollrath, supported Chickering to approve the advanced step hire request for Lisa Mattson. Ms. Mattson will fill the Disease Intervention Technician II position and be compensated at grade 8, step 3, annualized salary of \$43,754. Chickering – yea, Vollrath – yea, Freehling – nay; 2 yeas, 1 nay. Motion carried. Commissioner Freehling commented that she was not voting against the hire of Ms. Mattson, but rather to continue her objection to the creation of this full time position.
- Lee Lull, Veteran’s Affairs Director, discussed the expenditure requests for the MVAA County Veteran Service Fund Grant. The grant period will be 10/01/2020 – 09/30/2021. Lee commented that the expenditures are very similar to this year’s grant, which the addition of \$23,576.96 in COVID-19 emergency relief fund for peace and wartime era veterans. By unanimous consensus, PHSC members concurred with Lee’s expenditure requests.
- Motion by Vollrath, supported by Chickering to approve the monthly pension refunds as presented. 3 yeas, 0 nays, motion carried.
- Road Department Director Jason Latham presented a packet of information detailing the need for an Operations Engineer position. He said the Operations Engineer is a common position in other Road Departments/Commissions and at MDOT. He said this position will help coordinate the construction/engineering and the road maintenance functions of the Road Department. Since this position requires a licensed engineer, the incumbent will also be able to provide construction inspection duties. He anticipates that the incumbent will also aid in asset management plan implementation through the development of an operations manual. He said that budgeted vacancies will more than cover the cost for this enhanced position. Jason was instructed to provide the draft Resolution to Annette Christie for number assignment and placement on the consent calendar for the full Board meeting on September 17.

PUBLIC COMMENT: None

Adjourned 1:55 p.m.

Respectfully submitted,

Shelley Jasper
Human Resources Director