

BERRIEN COUNTY BOARD OF COMMISSIONERS
Special Board Meeting Minutes
September 14, 2021

ADMINISTRATION COMMITTEE CHAIRPERSON TO CALL THE MEETING TO ORDER:

Finance Committee Chairperson Mamie Yarbrough called the special meeting on the FY22 Budget Hearings to order at 8:32 A.M. in the Board of Commissioners' (BOC) room at the Berrien County Administration Center, 701 Main Street, St. Joseph, Michigan.

ROLL CALL:

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

8 PRESENT: Rayonte Bell, Jim Curran, Teri Sue Freehling, Robert Harrison, Ezra Scott, David Vollrath, Julie Wuerfel and Mamie Yarbrough.

4 ABSENT: Don Meeks, Jon Hinkelman, Michael Majerek and R. McKinley Elliott.

Staff Present: County Administrator Brian Dissette, Clerk Sharon Tyler, Director of Financial Services Doug James, Assistant Director Budget Coordinator Ben Reynnells and Executive Assistant to the Administrator Annette Christie.

Each department below were requested to present the following information:

- Opportunities, Risks, and Issues
- Combined General and Special Revenue Funds Summary
- General Fund Summary
- Special Revenue Fund Summary
- Guidance Exception Request
- Capital and Project Requests

Questions and answers followed after each presentation.

Personnel Department – 8:33 A.M. to 8:44 A.M.:

Human Resources Director Shelley Jasper gave the Department's Fiscal 2022 Budget Review.

Community Development – 8:45 A.M. to 9:08 A.M.:

Director Dan Fette gave the Community Development Department's Fiscal 2022 Budget Review.

Health Department – 9:09 A.M. to 9:53 A.M.:

Interim Health Officer Courtney Davis and Business Manager Jennifer Preis gave the Health Department's Fiscal 2022 Budget Review.

Sheriff's Department – 9:54 A.M. to 10:25 A.M.:

Sheriff Paul Bailey, Undersheriff Chuck Heit and Business Manager Cheri Vance gave the Sheriff Department's Fiscal 2022 Budget Review.

Tax Equalization – 10:26 A.M. to 10:41 A.M.:

Director Warren Parrish gave the Equalization Department's Fiscal 2022 Budget Review. Chief Deputy Director Katie Bauer was available for questions.

Printing – 10:42 A.M. to 10:54 A.M.:

Manager Juli Corcoran gave the Printing Department's Fiscal 2022 Budget Review.

Break: 10:54 A.M. to 11:05 A.M.

Felony Probation – 11:05 A.M. to 11:18 A.M.:

Amber Glendenning gave the Felony Probation's Fiscal 2022 Budget Review.

Veteran's Service – 11:19 A.M. to 11:28 A.M.:

Director Lee Lull gave the Veterans Services' Fiscal 2022 Budget Review.

Public Defender – 11:29 A.M. to 11:46 A.M.:

Chief Public Defender Paul Jancha, Jr. gave the Public Defender's Fiscal 2022 Budget Review.

Administration, BOC, Corporate Counsel & MSUE – 11:49 A.M. to 12:11 P.M.:

Administrator Brian Dissette and Executive Assistant to the Administrator Annette Christie gave the following Fiscal 2022 Budget Reviews on the following:

- Corporate Counsel
- Administration
- Board of Commissioners

Lunch at 12:11 P.M.

Parks & Recreation – 12:30 P.M. to 1:03 P.M.:

Director Jill Adams gave the Parks & Recreation Department's Fiscal 2022 Budget Review.

Clerk – 1:04 P.M. to 1:31 P.M.:

Clerk Sharon Tyler and Chief Deputy Clerk Diane Mensinger gave the Clerk's Fiscal 2022 Budget Review.

Animal Control – 1:32 P.M. to 1:56 P.M.:

Director Tiffany Peterson gave the Animal Control Department's Fiscal 2022 Budget Review.

Building & Grounds – 1:57 P.M. to 2:13 P.M.:

Interim Superintendent Robert Ray gave the Building and Grounds Department's Fiscal 2022 Budget Review.

Discussion was held.

ADJOURNMENT:

The meeting was adjourned at 2:23 P.M.

Mamie Yarbrough, Finance Committee Chairperson

Sharon J. Tyler, County Clerk

Minutes are to be approved at the next BOC meeting.