

**BERRIEN COUNTY ADMINISTRATION COMMITTEE
VIA ZOOM
Minutes of January 28, 2021**

Roll Call Present: Jim Curran, Chairperson, via Zoom in Niles Township
Don Meeks Sr., Vice Chair, via Zoom Benton Charter Township
David Vollrath, via Zoom in Coloma Township
Julie Wuerfel, via Zoom Royalton Township

Absent:

Scheduled: Brian Dissette, County Administrator via Zoom
Annette Christie, County Administration via Zoom
Jason Latham, Road Department Director via Zoom

Others: Jennifer Arent, Recording Secretary via Zoom

Call to Order

Meeting called to order at 12:31pm.

Road Department Update – Jason Latham

Latham noted PHSC approved an operations engineer hire and he will make an offer to the candidate. He reviewed the roadway priorities, including snow removal and routes. Discussions ensued regarding the number of drivers and the hours they work. Latham reviewed the garages and service areas. He noted there were 2,958 logged service requests in 2019 and 1,960 in 2020. He contributes this decrease in service requests to be a direct result of better road conditions. He also noted an increase in social media followers. Latham reviewed the prepared questions.

Approval of Minutes

Motion by Meeks, supported by Vollrath to approve the minutes of the January 20, 2021 meeting. Roll Call Vote as follows: 4 YEAS: Curran, Meeks, Vollrath, Wuerfel. Motion Carried.

Resolutions

The following Resolutions were approved:

A2101155 – Marine safety grant

A2102159 – Motorola contract for 911 equipment service contract

A2102160 – Tele-Rad contract for 911 equipment service contract

A2102162 – Approve the application for the Hazardous Materials Preparedness Grant for LEPC

Resolution A2102163 will be replaced with a requisition which will be approved by the full BOC next week.

Miscellaneous

Dissette – toured all the Road Department facilities and the two new Commissioners will be touring the Napier garage. Latham is working on an RFP for capital improvement plans for all the sites. This is to assess whether the current locations make sense and if remodeling or new construction is more cost efficient. He would like an RFP issued by this spring.

Wuerfel – would like the Road Department added to the agenda on a monthly basis for updates. Discussions ensued regarding implementing a regular meeting schedule again.

Public Comment

Tony Benhart, Sodus Township – inquired about the advanced step hire for the Road Department and asked for more oversight of the Road Department.

Chairman Curran adjourned the meeting at 1:51pm.

Respectfully Submitted,

J Arent

Jennifer Arent
Recording Secretary