

BERRIEN COUNTY BOARD OF COMMISSIONERS

Minutes of the June 20, 2019 Personnel and Human Services Committee Meeting.

Meeting held in Conference Room 4B. Attendance was as follows:

NAME	PRESENT	ABSENT	ALSO PRESENT
William Chickering	X		Mac Elliott, Lex Winans, John Kamer,
Teri Sue Freehling	X		Jason Latham, Kari Bennett, Bill Wolf
Dave Vollrath	X		Liz Muhlenbeck
			Shelley Jasper

COUNTY ADMINISTRATION

- Meeting called to order at 9:20 a.m.
- Motion by Commissioner Freehling, supported by Commissioner Chickering to approve the minutes of June 13 as presented. 2 yeas, 0 nays, motion carried. Commissioner Vollrath was absent on June 13 so he could not vote on the minutes.
- Motion by Commissioner Vollrath, supported by Commissioner Freehling to approve the advanced promotional step request for Health Department employee Lisa Peoples-Hurst. Lisa will be promoted to the Public Health Promotion and Prevention Supervisor at grade 10, step 5, annualized salary of \$59,738. 3 yeas, 0 nays, motion carried.
- The advanced step hire request for Prosecutor’s Office Legal Secretary Amy Parnell was reviewed and discussed. The Committee directed Shelley to request additional information from the Prosecutor’s Office justifying the step 4 placement request.
- Resolutions P1906256, approving the Municipal Consulting Services contract and P1906258, approving the Historical Association Agreement were reviewed and signed by all Committee members.
- Road Department Director Jason Latham and Road Business and Finance Manager Kari Bennett were present to respond to any questions from this morning’s Committee of the Whole presentation.

SURVEYOR/GIS MAPPING DEPARTMENT

John Kamer, County Surveyor, discussed the history of surveying and displayed an old surveyor’s chain and a ball/plug previously used the former Berrien County Road Commission in the 1940’s or 1950’s to mark the section corners. He mentioned that the office of the County Surveyor was established in 1846. The primary duties at that time were to respond to citizen requests to survey their land to settle property line disputes. He said today the role of the County Surveyor is to ensure proper perpetuation of the section corner locations and to provide consistency in land measurement. He also discussed the importance of the Remonumentation program and showed a current brass marker used to mark the section corners today. The ultimate goal of Remonumentation is to establish an accurate grid of section corners. He is working with GIS Mapping Director Lex Winans to update the County’s Remonumentation Plan. He also said that completion of the State line surveying is a goal of his. He will be meeting with Senator LaSata to see if she is willing to propose legislation to fund the project similar to what the State of Indiana has already done.

Lex asked the Committee to approve an in-kind request for GIS parcel data around Harbor Shores and Benton Harbor City. The request came from a student at Calvin College who is doing a study project on post industrial urban spaces. Lex will obtain the completed study. The Committee concurred with Lex’s request to allow the in kind request.

ADMINISTRATOR/CHAIRMAN

Administrator Wolf introduced the Historical Association President Liz Muhlenbeck. Liz briefly discussed the Historical Associations strategic plan 2019-2024. The Committee thanked her for the document.

PUBLIC COMMENT

None.

Adjourned 10:31 a.m.

Respectfully submitted,

Shelley Jasper
Human Resources Director