

Organizational Session of the Board of County Commissioners for the County of St. Joseph, State of Michigan, was held in the Commissioners' Room, Courthouse at the Village of Centreville, Michigan on January 5, 2010, at 5:00 p.m.

County Clerk, Pattie S. Bender, acting as Temporary Chairman, called the meeting to order.

The Invocation was given by Commissioner Shaffer.

The Pledge to the American Flag was given.

The Clerk, Pattie S. Bender, called the roll and the following Commissioners were present:

Rick Shaffer	Gerald E. Loudenslager
Michael D. Dunlap	Robin Baker
Jerry Ware	David J. Pueschel
John L. Dobberteen	

Also present were Judy West-Wing, Administrator/Controller, Dan Carey, Finance Director and Elishia Arver, Human Resource Director.

ELECTION OF CHAIRMAN

The Temporary Chairman stated that nominations were in order for Chairman.

Commissioner Dobberteen nominated Commissioner Michael Dunlap.

It was moved by Commissioner Dobberteen and supported by Commissioner Loudenslager that the nominations be closed and a unanimous ballot cast for Commissioner Dunlap for Chairman. Motion carried.

ELECTION OF VICE-CHAIRMAN

Chairman Dunlap asked for nominations for Vice-Chairman.

Commissioner Pueschel nominated Commissioner Shaffer.

It was moved by Commissioner Loudenslager and supported by Commissioner Ware that the nominations be closed and a unanimous ballot cast for Commissioner Shaffer for Vice-Chairman. Motion carried.

AGENDA

It was moved by Commissioner Baker and supported by Commissioner Loudenslager that the agenda be approved. Motion carried.

MINUTES APPROVED

It was moved by Commissioner Loudenslager and supported by Commissioner Shaffer that the minutes for December 15, 2009 be approved. Motion carried.

CLOSED SESSION MINUTES APPROVED

It was moved by Commissioner Pueschel and supported by Commissioner Ware that the closed session minutes for the December 15, 2009 be approved. Motion carried.

COMMUNICATIONS

1. Letter from the Michigan Association of Counties, Re: MAC Legislative Updates, December 18 and December 23, 2009.
2. Resolution from Bay County, Re: Support of House Bills 5368 & 5369 (Banning the application of fertilizer with phosphorus on lawns.)

3. Resolution from Mackinac County, Re: Support of retaining the Snowmobile Advisory Committee to act as an advisory committee to the newly created Department of Natural Resources and Environment.
4. Minutes of the Department of Human Services Board meeting of November 24, 2009.
5. Minutes of the Community Mental Health Services Board meeting of November 24, 2009.

It was moved by Commissioner Loudenslager and supported by Commissioner Ware that the communications be accepted and placed on file. Motion carried.

CITIZENS COMMENTS

Carla Zimmerman, employee of the Community Healing Center, stated that she heard that they might not be the recipients of any P.A. 2 dollars this year. She stated that the Center has been in the County for 35 years and they do a lot of work with women’s programs and youth prevention programs and encouraged the Commissioners to consider continuing their appropriation to them.

TRANSPORTATION AUTHORITY MILLAGE REQUEST

Steven Yorks, Director of the St. Joseph County Transportation Authority, requested that the Board of Commissioners place a renewal of the Transportation Millage in the amount of .33 of a mill for 4 years on the August 3, 2010 ballot.

It was moved by Commissioner Pueschel and supported by Commissioner Loudenslager that the Transportation Authority Millage renewal request for .33 of a mill for 4 years be placed on the August 3, 2010 ballot.

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shaffer, Loudenslager, Dunlap, Baker, Ware, Pueschel and Dobberteen

Nay votes cast: 0

Motion carried.

EMPLOYMENT AGREEMENT WITH JIMMIE BARNES

Ms. West-Wing recommended approval of an Employment Agreement with Jimmie Barnes as Emergency Services Coordinator. Mr. Barnes will be retiring from this salaried position on January 15, 2010. The agreement is for Mr. Barnes to begin employment with the County at an hourly rate on March 15, 2010 with no benefits.

It was moved by Commissioner Loudenslager and supported by Commissioner Shaffer that the Employment Agreement with Jimmie Barnes be approved.

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shaffer, Loudenslager, Dunlap, Baker, Ware, Pueschel and Dobberteen

Nay votes cast: 0

Motion carried.

OUT-OF-STATE TRAVEL EXPENSE REQUEST

Ms. West-Wing stated that a request has been received from Circuit Judge Paul Stutesman for Kathy Griffin, Caseflow Manager, to attend a seminar in Virginia on May 18-20. She has received a scholarship and the County’s costs are incidental, should be no more than \$111.00.

It was moved by Commissioner Baker and supported by Commissioner Pueschel that the out-of-state travel expense request from the Circuit Court be approved.

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shaffer, Loudenslager, Dunlap, Baker, Ware, Pueschel and Dobberteen

Nay votes cast: 0

Motion carried.

REQUEST TO FILL VACANT PART TIME ANIMAL CONTROL SECRETARY

Ms. West-Wing stated that Tom Miller, Animal Control Officer, is requesting that the part time secretary's position be filled. Margaret Davenport held this position and retired on December 18, 2009. Ms. West-Wing stated that there are funds in the 2010 budget to fill the position.

It was moved by Commissioner Loudenslager and supported by Commissioner Shaffer that the vacant part time animal control secretary's position be approved.

Ms. West-Wing, in response to a question by Commissioner Dobberteen, stated that the spay and neuter bond fund is used for additional office help on a regular basis.

Commissioner Pueschel stated that Mr. Miller does a good job.

Commissioner Dobberteen is opposed to the motion.

Motion carried.

SET BOARD MEETING DATES

It was moved by Commissioner Loudenslager and supported by Commissioner Pueschel that the St. Joseph County Board of Commissioners set their meeting dates for 2010 on the 1st and 3rd Tuesdays at 5:00 p.m. with 3 exceptions: the 1st meeting in May, August and November will be held on the 1st Mondays instead of the 1st Tuesdays. Motion carried.

SET EXECUTIVE MEETING DATES

It was moved by Commissioner Shaffer and supported by Commissioner Loudenslager that the Executive Committee Meeting dates for 2010 be held on the Fridays before the regular Commissioner Meeting dates with 1 exception: the meeting will be held on April 1st instead of the 2nd. Motion carried.

DEPARTMENT OF HUMAN SERVICES APPROPRIATION

Commissioner Loudenslager presented a resolution directing the County Treasurer to transfer \$160,000 to VanBuren County for the DHS for Child Care and also to make quarterly transfers in the amount of \$2,050 to VanBuren County for DHS around the first of March, June, September and December, 2010.

It was moved by Commissioner Loudenslager and supported by Commissioner Baker that the resolution be adopted and 2nd reading waived.

Commissioner Dobberteen suggested that the \$160,000 be made in quarterly transfers.

It was moved by Commissioner Loudenslager and supported by Commissioner Pueschel that the resolution be amended to make quarterly transfers of \$40,000 to VanBuren County for DHS Child Care.

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shaffer, Loudenslager, Dunlap, Baker, Ware, Pueschel and Dobberteen

Nay votes cast: 0

Motion carried.

Following is the amended resolution:

DEPARTMENT OF HUMAN SERVICES APPROPRIATION
RESOLUTION NO. 1-2010

WHEREAS, St. Joseph County appropriates monies for St. Joseph County Department of Human Services and St. Joseph County Department of Human Services Child Care; and

WHEREAS, St. Joseph County has budgeted \$8,200.00 for 2010 Department of Human Services and \$160,000.00 for 2010 Department of Human Services Child Care.

NOW, THEREFORE BE IT RESOLVED, that the County Treasurer of St. Joseph County be respectfully directed to make the following transfers in 2010: quarterly transfers in the amount of \$40,000.00 to VanBuren County for the Department of Human Services for Child Care on January 6, 2010 and around the first of April, July and October and quarterly transfers in the amount of \$2,050.00 to VanBuren County for the Department of Human Services around the first of March, June, September and December, 2010.

The aye and nay vote was called to adopt the resolution as follows:

Aye votes cast: 7 - Commissioners Shaffer, Loudenslager, Dunlap, Baker, Ware, Pueschel and Dobberteen

Nay votes cast: 0

Resolution adopted.

COMMUNITY MENTAL HEALTH APPROPRIATION

Commissioner Dobberteen presented the following resolution:

RESOLUTION NO. 2-2010

WHEREAS, St. Joseph County appropriates monies for St. Joseph County Community Mental Health; and

WHEREAS, St. Joseph County has budgeted \$257,268.00 plus an additional \$90,000.00 for Community Mental Health for 2010.

NOW, THEREFORE BE IT RESOLVED, that the County Treasurer of St. Joseph County be respectfully directed to make the following quarterly transfers in 2010 to Community Mental Health: \$64,317.00 and \$22,500.00 around the first of the month for the months of January, April, July and October, 2010.

It was moved by Commissioner Dobberteen and supported by Commissioner Loudenslager that the resolution be adopted and 2nd reading waived.

The aye and nay vote was called to adopt the resolution as follows:

Aye votes cast: 7 - Commissioners Shaffer, Loudenslager, Dunlap, Baker, Ware, Pueschel and Dobberteen

Nay votes cast: 0

Resolution adopted.

NOMINATIONS/APPOINTMENTS

Jury Board

It was moved by Commissioner Pueschel and supported by Commissioner Loudenslager that Beverly Greshaw be nominated and appointed to the Jury Board to fill a vacancy, term to expire April 30, 2011. Motion carried.

Southwest Michigan Substance Abuse Advisory Council

It was moved by Commissioner Shaffer and supported by Commissioner Pueschel that Douglas Lockwood be reappointed to the Substance Abuse Advisory Council, term to expire on January 1, 2013. Motion carried.

COMMITTEE REPORTS

Law Enforcement

Commissioner Baker stated that the Law Enforcement Committee had not met.

Judiciary

Commissioner Loudenslager stated that the Judiciary Committee will meet on January 13th at noon.

Physical Resources

Chairman Dunlap stated that the Physical Resources Committee had not met.

Executive Committee

The Executive Committee had not met.

PERSONNEL REPORT

Ms. West-Wing presented the following report:

MISCELLANEOUS:

Sheila Clancy, FOC Enforcement Caseworker, is on medical leave commencing December 28, 2009 under the Family and Medical Leave Act of 1993.

Annette Martin, Telecommunicator, is on medical leave commencing December 11, 2009 under the Family and Medical Leave Act of 1993.

Curtis Allen, Road Patrol Officer, extension to Military Leave until August 1, 2010.

POSITION ELIMINATED:

The position of Appraiser I has been eliminated in the 2010 budget. The employment of Anita Trayling, Appraiser I, will end effective December 30, 2009.

RETIREMENT:

Jimmie L. Barnes, Emergency Services Coordinator, will retire effective January 15, 2010.

It was moved by Commissioner Baker and supported by Commissioner Loudenslager that the personnel report be approved. Motion carried.

BUDGET ADJUSTMENTS

Ms. West-Wing presented the following report:

BUDGET AMENDMENTS:

DECREASE INMATE STORE FUND #546:

Line item 546-301-744.00 (Clothing & Bedding) \$ 245.00

INCREASE INMATE STORE FUND #546:

Line item 546-301-977.000 (Equipment General) \$ 245.00

DECREASE EMERGENCY SERVICES' BUDGET:

Line item 101-426-816.000 (Contractual Services) \$ 50,400.00

INCREASE EMERGENCY SERVICES' BUDGET:

Line item 101-426-705.010 (Wages) \$ 44,000.00

Line item 101-426-715.000 (FICA) 3,366.00

Line item 101-426-716.100 (Worker's Compensation) 566.00

INCREASE GENERAL FUND CONTINGENCY:

Line item 101-890-941.000 (Contingency) \$ 2,468.00

\$ 50,400.00

It was moved by Commissioner Loudenslager and supported by Commissioner Baker that the budget adjustments be approved.

BILLS

Mr. Carey presented the following report:

<u>GENERAL FUND</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
Due from State	\$ 3,870.17	\$
Due from Schools	6,132.00	
Appropriations	10,057.88	
County Commission	81.53	6,299.60
Circuit Court	4,915.00	16,568.67
District Court	620.20	74,709.12
Friend of the Court	47.00	43,902.16
Jury Commission	101.40	
Probate Court	3,061.01	20,382.84
Juvenile Branch	21,075.45	41,481.34
Appeals Court	1,792.88	
Administration		11,895.38
Elections	1,083.18	
Finance Department	1,578.82	14,076.50
County Clerk	837.85	26,106.23
Equalization Department	2,350.00	18,739.22
Human Resources	10.00	6,619.44
Geographic Information Systems		7,151.42
Prosecutor's Office	6,191.29	38,007.65
Central Services	11,907.30	7,386.59
Register of Deeds	360.81	20,712.13
County Treasurer		17,099.27
Cooperative Extension	925.55	8,537.49
Information Technology	1,785.02	13,365.52
Buildings & Grounds	7,486.65	15,345.81
Courts Building Security		5,833.10
Drain Commission		3,757.43
Sheriff Department	16,359.23	108,221.41
Sheriff Reserves	45.00	
Marine Patrol	341.80	
Jail & Turnkey	24,590.01	110,851.02
Planning Commission	2,257.35	
Emergency Services	808.43	5,516.28
Animal Control	2,492.89	17,584.20
Board of Public Works	98.65	698.70
Medical Examiners	300.00	
Child Care - Probate	1,570.59	1,327.34
Department of Veterans' Affairs	1,500.00	
Veterans' Services	110.00	1,652.99
Utilities & General Services	28,901.14	
Total	\$ 165,646.08	\$ 663,828.85
<u>OTHER FUNDS</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
County Road Commission	\$ 364,489.87	\$
Parks & Recreation	1,461.65	6,672.06
Emergency 911 Service	11,593.89	64,038.03
Central Dispatch - Wireless	502.80	4,296.14
Meyer Broadway/Coon Hollow Park	1,339.66	2,382.05

<u>OTHER FUNDS</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
Family Counseling	\$ 1,059.50	\$
Cade Lake Park	117.25	
Waste Management Fund		
County Commission	5,575.00	
Traffic Safety Program Fund	1,378.50	
Economic Development Fund	13,147.38	8,458.77
Register of Deeds Automation Fund	24,322.05	
Victims' Rights Advocate Fund		4,005.13
Community Corrections Advisory Board	6,171.67	5,215.95
Community Corrections Program	1,780.00	
Drug Law Enforcement Fund	1,507.68	
Law Enforcement Fund	224.00	12,530.79
Secondary Road Patrol		10,141.25
Homeland Security Grant Fund	1,725.66	
Law Library Fund	341.00	
Principal Residence Denial Fund		699.36
Commission on Aging	72,567.32	59,278.27
Community Development Block Grant	6,978.00	
Child Care: Probate Court	22,413.91	7,583.10
Veterans' Trust Fund	3,157.00	
Forfeiture & Foreclosure Fund	420.00	
Tax Payment Fund	7,048.55	
Inmate Store	2,615.20	
Three Rivers Community Center	5,235.21	971.28
Flexible Benefits Insurance Fund	226,691.57	
Total	\$ 783,864.32	\$ 186,272.18
 Grand Total	 \$ 949,510.40	 \$ 850,101.03
 General Fund Operating Expenditures		
Pre-Authorized	\$165,646.08	
Accounts Payable	_____	
	\$ 165,646.08	
 General Fund Payroll Expenditures	 \$ 663,828.85	
 Other Funds Operating Expenditures		
Pre-authorized	\$783,864.32	
Accounts Payable	_____	
	\$ 783,864.32	
 Other Funds Payroll Expenditures	 \$ 186,272.18	
Total Recorded for the Month	\$ 1,799,611.43	

It was moved by Commissioner Loudenslager and supported by Commissioner Pueschel that the bills be approved for payment. Motion carried.

CHAIRMAN'S REPORT

Chairman Dunlap thanked his fellow Commissioners for electing him Chairman. He stated that there will be challenges this year and hopes that the year goes well.

CITIZENS COMMENTS

Tim Carls, 63044 Klinger Lake Road, Centreville congratulated Chairman Dunlap on his election as Chairman. Mr. Carls complimented the Commissioners on keeping a real close, diligent watch on their employees at the Road Commission to make sure that the residents of St. Joseph County are safe as they travel on the snowy roads.

Commissioner Dobberteen stated that he wanted to make a point of clarity stating that the Road Commission employees are not County employees, they are Road Commission employees.

Mr. Carls stated that the Board of Commissioners appoints the Road Commissioners, so the employees are the Board of Commissioners' employees.

CLOSED SESSION

It was moved by Commissioner Pueschel and supported by Commissioner Loudenslager that the Board go into closed session to discuss property acquisition.

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shaffer, Loudenslager, Dunlap, Baker, Ware, Pueschel and Dobberteen

Nay votes cast: 0

Motion carried.

OPEN SESSION

The Board resumed business in open session.

It was moved by Commissioner Loudenslager and supported by Commissioner Baker that the Administrator/Controller be directed to proceed as discussed in closed session. Motion carried.

MISCELLANEOUS

All Commissioners congratulated Chairman Dunlap on his election. Commissioner Loudenslager also thanked Commissioner Dobberteen on his leadership last year. Commissioner Shaffer thanked the Commissioners for his election as Vice-Chairman.

Commissioner Shaffer also thanked everyone for their thoughts and prayers while he was on a mission trip in the Dominican Republic. He stated that they saw 4,000 patients at 8 clinics for dental and optical issues.

EXECUTIVE COMMITTEE

Chairman Dunlap stated that Vice-Chairman Shaffer and Commissioner Pueschel would join him on the Executive Committee for 2010.

ADJOURNMENT

It was moved by Commissioner Loudenslager and supported by Commissioner Shaffer that the St. Joseph County Board of Commissioners adjourn until January 19, 2010 at 5:00 p.m. Motion carried.

Pattie S. Bender, County Clerk

Michael D. Dunlap, Chairman