

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, 2016 at 5:00 p.m.

County Clerk Lindsay Oswald, 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, Lindsay Oswald, called the roll and the following Commissioners were present:

Allen J. Balog	Robin Baker
John L. Dobberteen	Donald Eaton
Rick Shaffer	

Also present: Pat Yoder, Administrator/Controller, Joni Smith, Finance Director, and Teresa Doehring, Human Resources Director.

ELECTION OF CHAIRMAN

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

Commissioner Baker nominated Commissioner Balog.

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

ELECTION OF VICE-CHAIRMAN

Chairman Balog assumed the Chair and asked for nominations for Vice-Chairman.

Commissioner Dobberteen nominated Commissioner Shaffer.

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

AGENDA

It was moved by Commissioner Dobberteen and seconded by Commissioner Eaton that the agenda be approved as presented. Motion carried.

MINUTES APPROVED

It was moved by Commissioner Shaffer and seconded by Commissioner Eaton that the minutes for December 15, 2015 be approved as presented. Motion carried.

COMMUNICATIONS

1. Resolution from Oceana County, Re: In Opposition to House Bills 4947 through 4966.

It was moved by Commissioner Dobberteen and seconded by Commissioner Baker that the communications be placed on file. Motion carried.

CITIZENS' COMMENT

John Wiedlea of the Sturgis Improvement Association and Sturgis Area Community Foundation thanked the Commission for focusing on building the County's assets through students with the Trojan Manufacturing Solutions Center appropriation. He mentioned the effects of retaining and attracting businesses, and he noted that multiple businesses and individuals were invested in the Solutions Center.

MOU WITH CENTREVILLE VILLAGE FOR SHARED GRANT WRITER

It was moved by Commissioner Eaton and seconded by Commissioner Dobberteen to approve the memorandum of understanding with Centreville Village for Shared Grant Writer. Motion carried.

MOU WITH PARK TOWNSHIP FOR SHARED GRANT WRITER

It was moved by Commissioner Eaton and seconded by Commissioner Dobberteen to approve the memorandum of understanding with Park Township- for Shared Grant Writer. Motion carried.

BOARD MEETING DATES FOR 2016

It was moved by Commissioner Dobberteen and seconded by Commissioner Baker to approve the 2016 meeting dates for the first and third Tuesday of the month beginning at 5 p.m. Motion carried.

EXECUTIVE COMMITTEE MEETING DATES FOR 2016

It was moved by Commissioner Dobberteen and seconded by Commissioner Baker to approve the 2016 executive meeting dates for Wednesday before the Commission meeting at 8 a.m. Motion carried.

PROCLAMATION HONORING STEPHEN R. TODD, RS, MPA
RESOLUTION NO. 1-2016

Commissioner Shaffer presented the following resolution:

WHEREAS, Stephen Todd has been employed by the Branch-Hillsdale-St. Joseph County Community Health Agency since June 19, 1975; and

WHEREAS, Stephen Todd spent the first 14 years of his career honing his skills and learning all aspects of the environmental health division, first as a Field Sanitarian, then as a Food Inspector and finally serving as a Senior Sanitarian, during which time he became a Registered Sanitarian in Michigan and completed a Master's Degree in Public Administration; he was promoted to the Environmental Health Director on January 28, 2002; and

WHEREAS, Stephen Todd served as Environmental Health Director for four years before being promoted to Health Officer and has served in this capacity for nine years; and

WHEREAS, Stephen Todd, during his tenure as Health Officer, was responsible for negotiating a new Interagency Agreement between Branch, Hillsdale and St. Joseph Counties which assures the existence of an adequate local public health system that will function in compliance with Michigan's Public Health Code for years to come; and

WHEREAS, Stephen Todd has provided time, talent and resources that has led to the expansion of access to care for tri-county residents through the establishment of public health dental clinics, school-based telehealth clinics, school-linked clinics and federally qualified health centers; and the development of a health alert team which is a model practice for providing multi-disciplinary, integrated disease surveillance and investigation services; and

WHEREAS, Stephen Todd, who has provided 40 years of distinguished public service that is marked with innovation, excellence and best practices and has served as a valuable resource and committed public health leader to the citizens of St. Joseph County, will retire on January 15, 2016.

NOW THEREFORE BE IT RESOLVED, the St. Joseph County Board of Commissioners recognizes and expresses grateful appreciation to Stephen Todd for his many, many years of devoted service and congratulates him on a well-deserved retirement.

BE IT FURTHER RESOLVED, that this resolution be spread upon the proceedings of the St. Joseph County Board of Commissioners this 5th day of January, 2016 and be presented to Stephen Todd with sincere gratitude and appreciation for all his years of public service.

It was moved by Commissioner Shaffer and seconded by Commissioner Eaton to adopt the resolution and waive second reading. Motion carried 5-0 upon a roll call vote.

COMMUNITY HEALTH AGENCY APPROPRIATION
RESOLUTION 2-2016

Commissioner Shaffer presented the following resolution:

WHEREAS, St. Joseph County is a member of the Branch-Hillsdale-St. Joseph Community Health Agency (CHA); and

WHEREAS, St. Joseph County is committed to supporting programs that provide access to appropriate health care services for low-income residents of St. Joseph County; and

WHEREAS, St. Joseph County has budgeted \$280,119.00 in 2016 to finance a portion of the Community Health Agency; and

WHEREAS, in 2015 St. Joseph County and the Community Health Agency entered into a building lease agreement for 1110 Hill Street, Three Rivers, for an annual rent of \$1.00 per year payable by January 15th; and

WHEREAS, it would be appropriate to reduce the appropriation by \$1.00 to represent the yearly rent payment.

NOW, THEREFORE BE IT RESOLVED, that the St. Joseph County Treasurer is respectfully directed to make quarterly transfers at the direction of the CHA. The CHA will determine the amounts and the timing for each quarterly transfer.

It was moved by Commissioner Shaffer and seconded by Commissioner Dobberteen to adopt the resolution and waive second reading. Motion carried 5-0 upon a roll call vote.

COMMUNITY MENTAL HEALTH AND SUBSTANCE ABUSE SERVICES APPROPRIATION
RESOLUTION 3-2016

Commissioner Shaffer presented the following resolution:

WHEREAS, St. Joseph County appropriates monies for St. Joseph County Community Mental Health and Substance Abuse Services of St. Joseph County; and

WHEREAS, St. Joseph County has budgeted \$257,268.00 for Community Mental Health and Substance Abuse Services of St. Joseph County for 2016.

NOW, THEREFORE BE IT RESOLVED, that the County Treasurer of St. Joseph County be respectfully directed to make quarterly transfers of \$64,317.00 in 2016 to Community Mental Health and Substance Abuse Services of St. Joseph County around the first of the month for the months of January, April, July and October, 2016.

It was moved by Commissioner Shaffer and seconded by Commissioner Dobberteen to adopt the resolution and waive second reading. Motion carried 5-0 upon a roll call vote.

ADMINISTRATOR'S REPORT

Mr. Yoder reported that the shared grant writer position, Lindsay Oswald during the first half of the year and James Hissong during the second half of the year, received almost \$2 million in grants for the County in 2015.

PERSONNEL REPORT

Ms. Doehring presented the following report:

Teresa Meade has been hired as Friend of the Court Secretary at \$14.38/hr. (Nottley system, grade 2, step 1) effective January 4, 2016.

Establish the position of Office Manager/Document Imaging Coordinator on the Nottley scale as a pay grade 6.

Sarah Yoder, COA Home Care Aide, was terminated effective September 14, 2015.

Travis Helmer, Telecommunicator, has resigned effective January 8, 2016.

It was moved by Commissioner Dobberteen and seconded by Commissioner Eaton that the personnel report be approved. Motion carried.

FINANCE DIRECTOR'S REPORTS

Ms. Smith presented the following reports:

Budget Amendments

GENERAL FUND:

Increase Employee Tuition Reimbursement (101-226-726.000) \$ 10,800.00

Increase Budgeted Use of Fund Balance (101-390-676.000) 10,800.00

Note: 2015 amendment to cover tuition reimbursement for 4 employees.

It was moved by Commissioner Shaffer and seconded by Commissioner Eaton to approve the budget amendments. Motion carried.

Bills

<u>Expenditure Type</u>	<u>General Fund</u>	<u>Other Funds</u>	<u>Total</u>
Operating	\$ 438,557.32	\$ 733,768.26	\$1,172,325.58
Payroll	<u>985,307.24</u>	<u>342,897.08</u>	<u>1,328,204.32</u>
Total	\$1,423,864.56	\$ 1,076,665.34	\$2,500,529.90

It was moved by Commissioner Dobberteen and seconded by Commissioner Baker to approve payment of the bills. Motion carried.

COMMITTEE REPORTS

Law Enforcement

Commissioner Baker stated that the Committee had not met.

Judiciary

Commissioner Eaton stated that the Committee had not met.

Physical Resources

Chairman Balog stated that the Committee had not met.

Executive/Committee of the Whole

Chairman Balog stated that the Committee had met.

CHAIRMAN'S REPORT

Chairman Balog had nothing further to report.

CITIZEN'S COMMENTS

Sheriff Brad Balk thanked the Commissioners and noted it was a pleasure working with them and working together as a team. He congratulated Chairman Balog and thanked former Chairman Dobberteen for his years of service as chair.

Rebecca Shank of 385 S. Washington in Constantine commented on the Abiel Fellows DAR donation to the St. Joseph County Transportation Authority for veterans' rides to medical appointments.

COMMISSIONERS' COMMENTS

Commissioner Dobberteen congratulated Chairman Balog and Vice-Chair Shaffer. He noted that the numbers from the Veterans' Services Office would greatly increase the dollars for the County in 2015 and noted that the report may be on the next agenda.

Commissioner Shaffer thanked former Chairman Dobberteen for his leadership.

Commissioner Shaffer asked about scheduling a workshop for the chair and administration. He also noted the County's phenomenal staff who go out of their way to serve the public. He mentioned that he looked forward to upcoming department highlights, especially Parks and Recreation and Animal Control.

Commissioner Baker noted a January work session would be good.

Commissioner Eaton noted a January work session would be good. He mentioned that he was looking forward to the report from Mr. Summey for Veterans' Services. He also noted that he had spoken with Florence Township Supervisor Gordon Evilsizor regarding roads.

ADJOURNMENT

At 5:28 p.m., it was moved by Commissioner Dobberteen and seconded by Commissioner Shaffer that the St. Joseph County Board of Commissioners adjourn until January 19, 2016 at 5:00 p.m. Motion carried.

Lindsay Oswald, County Clerk

Allen J. Balog, Chairman