

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 14, 2014, 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:

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

Also present were Pat Yoder, Administrator/Controller, Elishia Arver, Human Resource Director and Joni Smith, Finance Director.

ELECTION OF CHAIRMAN

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

Commissioner Shaffer nominated Commissioner John Dobberteen

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

ELECTION OF VICE-CHAIRMAN

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

Commissioner Baker nominated Commissioner Allen Balog

It was moved by Commissioner Shaffer and supported by Commissioner Eaton that the nominations be closed and an unanimous ballot cast for Commissioner Allen Balog for Vice-Chairman. Motion carried.

AGENDA

Chairman Dobberteen stated that the Addendum to the Employment Contract with Lori Barczak should be removed from the agenda; an opt out resolution regarding P.A. 152 should be added; and a nomination/appointment should also be added to the agenda.

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

MINUTES APPROVED

It was moved by Commissioner Baker and supported by Commissioner Eaton that the minutes for December 17, 2013 be approved. Motion carried.

COMMUNICATIONS

1. Copy of letter to Governor Snyder from Tim Carls, Re: 2014 St. Joseph County Budget.
2. Letter from Dave Ludders, Re: Resignation from Parks & Recreation Commission.
3. Letter from Joan E. Kelley, Re: Agreement for Wage Assignment approved at the December 17, 2013 Board of Commissioners' meeting.

4. Letter from the State Department of Human Services, Re: St. Joseph County's 2013-14 annual plan and budget for Child Care Fund is approved for reimbursement.
5. Resolution from Allegan County, Re: Opposing Senate Bill 636.
6. Minutes of the Commission on Aging Board meeting of December 18, 2013.
7. Newsletter from the Southwest Michigan Behavioral Health.

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

CITIZENS' COMMENTS

Lorilee Knepper, M-60, Mendon, stated that she is the volunteer coordinator for the Animal Control Shelter and reported that in 2013 there were 26 different people that donated 503 volunteer hours at the Animal Control Shelter. They are planning some other programs and will keep the Board informed.

Chairman Dobberteen, on behalf of the Board, thanked her and all volunteers for their time.

Roger Rathburn, 17203 Navajo Trail, Three Rivers, stated that he will be retiring as Superintendent of Three Rivers Community Schools and he is running for the 59th State Representative seat. He provided some materials to the Administrator/Controller for all Commissioners.

Joan Kelley, M-86, Nottawa Township, Sturgis, stated that she was concerned about the wage assignment agreement that the County recently entered into with Cathy Coleman.

BOARD MEETING DATES SET FOR 2014

It was moved by Commissioner Balog and supported by Commissioner Shaffer that the Board meet on the first and third Tuesday of each month beginning at 5:00 p.m. except for August 4th which is a Monday and November 3rd which is Monday. Motion carried.

EXECUTIVE COMMITTEE MEETING DATES SET FOR 2014

It was moved by Commissioner Shaffer and supported by Commissioner Eaton that the Executive Committee meet on the Thursday before the meeting held on the third Tuesday of the month at 8:00 a.m. Motion carried.

REQUEST TO FILL VACANT DEPUTY PROBATE REGISTER POSITION

Mrs. Arver stated that the Deputy Probate Register is retiring January 17th and there is a request to fill the position.

It was moved by Commissioner Eaton and supported by Commissioner Shaffer that the vacant Deputy Probate Register position be filled. Motion carried.

REQUEST TO FILL VACANT JUVENILE DIVISION NEGLECT/ABUSE POSITION

Mrs. Arver stated that an employee holding the Neglect/Abuse position in the Juvenile Division has been dismissed and there is a request to fill the position.

It was moved by Commissioner Eaton and supported by Commissioner Baker that the vacant Juvenile Division Neglect/Abuse position be filled. Motion carried.

MARINE PATROL GRANT

Mrs. Smith stated that this is a renewal of the Marine Patrol Grant that pays for wages, fringes and some equipment in the amount of \$57,440.00.

It was moved by Commissioner Baker and supported by Commissioner Eaton that the Marine Patrol Grant be approved.

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Balog, Eaton, Shaffer, Baker and Dobberteen.

Nay votes cast: 0

Motion carried.

ADDENDUM TO GRANT WRITER MEMORANDUM OF UNDERSTANDING

Mrs. Arver stated that the contract previously stated that the County pay 70% of the cost of the grant writer position and each City would pay 15%; this Memorandum of Understanding states that the County will pay 50% and each City will pay 25%.

It was moved by Commissioner Eaton and supported by Commissioner Shaffer that the Addendum to the Grant Writer Memorandum of Understanding be approved.

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Balog, Eaton, Shaffer, Baker and Dobberteen.

Nay votes cast: 0

Motion carried.

CONTRACT FOR PLANNING SERVICES WITH
SOUTHCENTRAL MICHIGAN PLANNING COUNCIL

Mr. Yoder requested approval of a contract for planning services with Southcentral Michigan Planning Council. We are now a member of that organization and their cost is \$160 per hour in contrast to the \$250 per hour that we have been paying a consultant.

It was moved by Commissioner Eaton and supported by Commissioner Baker that the contract for planning services with Southcentral Michigan Planning Council be approved.

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Balog, Eaton, Shaffer, Baker and Dobberteen.

Nay votes cast: 0

Motion carried.

REVISED CLOSING OF COUNTY OFFICES/BUILDINGS POLICY

In light of the snow storm and the closing of the County Buildings last week, a revised policy has been developed as follows:

When it is determined to be in the best interest of the public and County employees to close the buildings as a result of a snow emergency, tornado, power outage or other emergencies, the following procedure is to be enacted. The Chairman of the Board of Commissioners in consultation with the County Administrator, Sheriff, Emergency Services Coordinator and Road Commission Manager (if road conditions are at issue) will determine action to be taken if any. A final determination will be made by the Chairman of the Board. In the event a decision is made to close County buildings, Commissioners and Department Managers are to be notified by telephone or email; 911 is to be contacted requesting them to provide official announcement of the closing to local media outlets. Contacts will be made by assigned administrative staff.

Employees scheduled to work on days when their offices or buildings are closed will receive their regular pay for that day.

It was moved by Commissioner Eaton and supported by Commissioner Baker that the Revised Closing of County Offices/Buildings Policy be adopted.

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Balog, Eaton, Shaffer, Baker and Dobberteen.

Nay votes cast: 0

Policy adopted.

RESOLUTIONS

Commissioner Shaffer presented the following resolutions:

COMMUNITY MENTAL HEALTH AND SUBSTANCE ABUSE SERVICES APPROPRIATION RESOLUTION NO. 1-2014

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 plus an additional \$90,000.00 for Community Mental Health and Substance Abuse Services of St. Joseph County for 2014.

NOW, THEREFORE BE IT RESOLVED, that the County Treasurer of St. Joseph County be respectfully directed to make the following quarterly transfers in 2014 to Community Mental Health and Substance Abuse Services of St. Joseph County: \$64,317.00 and \$22,500.00 around the first of the month for the months of January, April, July and October, 2014.

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

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Balog, Eaton, Shaffer, Baker and Dobberteen.

Nay votes cast: 0

Resolution adopted.

COMMUNITY HEALTH AGENCY APPROPRIATION RESOLUTION NO. 2-2014

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, the Federal government has approved Michigan's Medicaid State Plan Amendment TN No. 05-13, effective June 1, 2006, which creates an "Indigent Care Agreements Pool" for hospitals qualifying for Medicaid Disproportionate Share ("DSH") payments to receive DSH payments under the Indigent Care Agreements Pool so long as: (a) the hospital has an Indigent Care Agreement with a local health care entity, such as Branch-Hillsdale-St. Joseph Health Plan; and (b) the Indigent Care Agreement stipulates that direct or indirect health care services be provided to low-income patients with special needs who are not covered under other public or private health care programs; and

WHEREAS, Branch-Hillsdale-St. Joseph Health Plan's purposes include promoting, organizing, managing and administering programs to create a system for providing or arranging and paying for health care services in a cost effective manner for persons unable to pay for such health care services; and

WHEREAS, Branch-Hillsdale-St. Joseph Health Plan has entered into agreements with various hospitals requiring Branch-Hillsdale-St. Joseph Health Plan to operate a program of arranging and paying for health care to low-income individuals with special needs who are not covered under other public or private health care programs and who are unable to pay for such services; and

WHEREAS, both the Federal government and the State of Michigan participate in the financing of the Indigent Care Agreements Pool, with the Federal government matching the State's portion pursuant to the Federal medical assistance percentage formula; and

WHEREAS, on October 4, 2005 the Board of Commissioners approved transferring a portion of the CHA appropriation to be sent to the State of Michigan as an intergovernmental transfer of public funds from St. Joseph County to be used as the State's share in claiming Federal match of Medicaid; and

WHEREAS, St. Joseph County has budgeted \$270,924 in 2014 to finance a portion of the Community Health Agency.

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, the timing and the payee for each quarterly transfer.

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

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Balog, Eaton, Shaffer, Baker and Dobberteen.

Nay votes cast: 0

Resolution adopted.

RESOLUTION NO. 3-2014
EXEMPTING ST. JOSEPH COUNTY GOVERNMENT FROM THE PROVISIONS OF PA 152 OF 2011 FOR
CALENDAR YEAR 2014

Mrs. Arver explained the following resolution:

WHEREAS, on September 27, 2011, P.A. 152 of 2011, an act to limit a public employer's expenditures for employee medical benefit plans, became immediately effective; and

WHEREAS, on November 4, 2013, the Michigan Department of Treasury stated in its FAQ sheet, an amount that a public employer is required to pay pursuant to the ACA is not considered a part of the total annual costs of all the medical benefit plans the public employer offers or contributes to for its employees and elected public officials per Public Act 152; and

WHEREAS, St. Joseph County followed the Michigan Department of Treasury FAQ's sheet to determine the employee 2014 health insurance premiums when holding its open enrollment in November of 2013; and

WHEREAS, the State of Michigan passed Act No. 269 with an effective date of December 30, 2013 stating ACA fees and taxes are considered part of the total annual costs of all the medical benefit plans the public employer offers, the opposite of the Michigan Department of Treasury's FAQ sheet on PA 152; and

WHEREAS, Section 8 of Act 152 authorizes a local unit of government, defined to include a county government, upon a 2/3 vote of the governing body, to exempt itself from the requirements of the Act for the next succeeding year; and

WHEREAS, by exempting itself under Section 8 of Act 152 for calendar year 2014, St. Joseph County is allowed prudent time to review its renewal cost for 2015 and ensure that employees are given accurate premium cost when choosing a plan; and

NOW, THEREFORE BE IT RESOLVED, that acting pursuant to the authority granted a county under Section 8 of Act 152, the St. Joseph County Board of Commissioners hereby exempts St. Joseph County Government from the requirements of P.A. 152 of 2011 for calendar year 2014.

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

The aye and nay vote was called as follows:

Aye votes cast: 3 - Commissioners Eaton, Shaffer and Baker.

Nay votes cast: 2 - Commissioners Balog and Dobberteen.

Resolution adopted.

NOMINATIONS/APPOINTMENTS

Investment Advisory Committee

It was moved by Commissioner Eaton and supported by Commissioner Shaffer that Matt Scheske be nominated and appointed to the Investment Advisory Committee with a term to expire December 31, 2016. Motion carried.

ADMINISTRATOR'S REPORT

Mr. Yoder stated that Southwest Michigan First has hired Alex Chung who will service the business/corporate community in the Three Rivers area.

PERSONNEL REPORT

Mrs. Arver presented the following report:

RETIREMENT:

Bonnie S. Walter, Deputy Probate Register, will retire effective January 17, 2014.

DISMISSAL:

Tamyra Anderson, Juvenile Division Neglect/Abuse Specialist, has been dismissed effective December 23, 2013.

MISCELLANEOUS:

Amy Peebles changed from COA In-Home Services Assistant to COA Administrative Secretary at \$13.58/hr. (COA system, grade 6, minimum) effective December 27, 2013.

J. Patrick Yoder, County Administrator/Controller, new employment agreement at \$111,000/yr. (wage of \$105,000 plus automobile allowance of \$6,000) effective January 1, 2014.

Increase the rate of pay for the following part-time employees effective January 1, 2014:

- Julie Brenner from \$8.75 to \$8.93/hr.
- Kate Fair from \$9.00 to \$9.18/hr.
- Bernice Metzger from \$9.50 to \$9.69/hr.
- Alex Milliman from \$7.75 to \$7.91/hr.

Betty Persons change from COA Senior Center Coordinator to COA Senior Center Coordinator Sub at \$11.56/hr. effective November 29, 2013.

RESIGNATION:

Kim Wheeler, COA Senior Center Coordinator Sub, has resigned effective December 11, 2013.

LAYOFF:

Joanne Flanigan, COA Activities Assistant, has been laid off effective January 3, 2014 due to reduction in workforce.

NEW HIRE:

Kenneth P. Syers, Jr. has been hired as Land Resource Data Cartographer at \$15.29/hr. (Soltysiak system, grade 5, step 3) effective January 24, 2014.

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

FINANCE DIRECTOR’S REPORT

Mrs. Smith presented the following report:

2014 BUDGET AMENDMENTS:

GENERAL FUND:

Increase Wages – Department Head (101-172-705.010)	\$ 25,491.00
Increase FICA (101-172-715.000)	1,950.00
Increase Worker’s Compensation (101-172-716.100)	69.00
Increase MERS – Hybrid (101-172-718.020)	<u>1,451.00</u>
	\$ 28,961.00

Increase Budgeted Use of Fund Balance (101-390-676.000)	\$ 28,961.00
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CENTRAL DISPATCH:

Increase Equipment (211-911-980.000)	\$ 20,000.00
Increase Budgeted Use of Fund Balance (211-911-676.000)	\$ 20,000.00

It was moved by Commissioner Baker and supported by Commissioner Shaffer that the budget adjustments be approved. Motion carried.

Bills

<u>GENERAL FUND</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
Due from State & Miscellaneous	\$ 7,244.81	\$
Appropriations	1,719.71	
County Commission	4,072.31	6,243.28
Circuit Court	31.65	17,431.24
District Court	1,005.97	62,033.60
Friend of the Court	876.11	42,556.98
Probate Court	465.86	18,241.31
Juvenile Branch	7,001.17	29,409.49
Appeals Court	140.45	
Public Defender	38,750.00	
Administration	47.96	11,489.15
Elections	15,612.53	
Finance Department	1,656.54	10,711.71
County Clerk	6,342.65	31,044.98
Equalization Department	6,588.42	8,411.90
Human Resources	1,456.95	10,757.88
Geographic Information Systems	115.75	8,317.29
Prosecutor's Office	1,978.81	36,523.13

<u>GENERAL FUND</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
Register of Deeds	\$	\$ 8,557.68
County Treasurer	84.00	17,116.04
Cooperative Extension		5,219.79
Information Technology	4,472.40	14,053.04
Buildings & Grounds	6,709.60	12,039.81
Courts Building Security		5,868.88
Drain Commission		4,642.76
Soil Erosion		2,018.32
Sheriff Department	48,825.29	140,971.06
Marine Safety Patrol		691.76
Sheriff Reserves	50.00	
Jail & Turnkey	7,860.33	113,332.69
Planning Commission	761.34	
Emergency Services	3,959.99	5,263.13
Animal Control	2,909.64	9,179.01
Medical Examiners	3,803.06	
Child Care - Juvenile	425.95	
Veterans' Affairs	3,000.00	
Veterans' Services	343.81	2,626.70
Grant Writer		4,339.83
Utilities & General Services	<u>22,335.69</u>	
 Total General Fund	 200,648.75	 \$ 639,092.44
 <u>OTHER FUNDS</u>	 <u>EXPENDITURES</u>	 <u>PAYROLL</u>
Parks & Recreation	\$ 893.87	\$ 5,111.47
Emergency 911 Service	23,414.67	65,068.69
Central Dispatch - Wireless	1,090.00	4,174.14
Meyer Broadway/Coon Hollow Park	136.44	2,746.96
Family Counseling	70.00	
Cade Lake Park	6,133.15	
Waste Management Fund	5,835.00	
Traffic Safety Program Fund	800.00	
Economic Development Corporation Fund	27,816.21	
County Survey & Remonumentation	2,915.00	
Animal Shelter Donation Fund	25.00	
Victims' Rights Advocate Fund		4,179.65
Community Corrections Advisory Board	5,813.00	5,272.15
Community Corrections Program	550.06	
Local Corrections Officers' Training Fund	540.00	
Drug Law Enforcement Fund	3,273.08	
Law Enforcement Fund	1,076.99	16,522.15
Secondary Road Patrol		14,071.31
Homeland Security Grant Fund	336.48	3,217.44
County Law Library	457.84	
Commission on Aging	72,591.75	74,576.89
Sheriff's Justice Training Fund	1,025.00	
Child Care: Probate Court & DHS	35,068.92	11,708.85
Veterans' Trust Fund	2,066.20	

<u>OTHER FUNDS</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>	
County Facilities Maintenance Fund	\$ 500.00	\$	
BPW #17 W. Pigeon Twp/Village Sewer	220,281.29		
Forfeiture & Foreclosure Fund	11,158.47		
Tax Payment Fund	7,918.32		
Inmate Store Fund	1,032.09		
Three Rivers Community Center	2,511.31	531.65	
Long Lake Revolving - Fabius	25.53		
Flexible Benefits Insurance Fund	196,938.55		
Trust and Agency Fund	<u>526,673.72</u>	<u> </u>	
 Total Other Funds	 1,158,967.94	 207,181.35	
 Grand Total	 1,359,616.69	 846,273.79	
 <u>Expenditure Type</u>	<u>General Fund</u>	<u>Other Funds</u>	<u>Total</u>
Operating	\$200,648.75	\$1,158,967.94	\$1,359,616.69
Payroll	<u>639,092.44</u>	<u>207,181.35</u>	<u>846,273.79</u>
	\$839,741.19	\$1,366,149.29	\$2,205,890.48

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

COMMITTEE REPORTS

Law Enforcement

Commissioner Baker stated that the committee had not met.

Judiciary

Commissioner Eaton stated that Circuit Court has been awarded the Swift and Sure grant which will keep a tighter noose on probationers.

Physical Resources

Commissioner Balog stated that the committee had not met.

Executive Committee

Chairman Dobberteen stated that the Executive Committee had not met.

CHAIRMAN'S REPORT

Chairman Dobberteen thanked the Commissioners for the vote of confidence in electing him Chairman.

He asked the Commissioners to let him know their Committee preferences.

CITIZENS' COMMENTS

Dennis Bohm, N. Angling Road, Centreville, asked if the County were a lending institution.

Rebecca Shank, Fabius Township, stated that 57 million lives were lost to abortion in the last 40 years. There has been a 2,000 person drop in County population and 3,940 in the County to abortion. There has been a

drop in enrollment at Glen Oaks Community College. There are 10,000 missing persons in St. Joseph County to these various reasons. There are empty pews; empty stores; and empty schools.

COMMISSIONER'S COMMENT

Commissioner Shaffer stated that recently David Ludders resigned from the Parks and Recreation Commission after serving for many years. He has done a tremendous job serving on the Commission and he and his son have put in countless volunteer hours working on the house at Rawson's King Mill. He asked if the Administrator could please send Mr. Ludders a letter of thanks.

ADJOURNMENT

At 5:36 p.m. it was moved by Commissioner Shaffer and supported by Commissioner Eaton that the St. Joseph County Board of Commissioners adjourn until January 21, 2014 at 5:00 p.m. Motion carried.

Pattie S. Bender, County Clerk

John Dobberteen, Chairman