

Regular 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 19, 2016 at 5:00 p.m.

Chairman Balog 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:

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

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

AGENDA

Changes included the sports complex item being moved to the first new business item and adding a motor vehicle lease to the new business.

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

MINUTES APPROVED

It was moved by Commissioner Shaffer and seconded by Commissioner Dobberteen that the minutes for January 5, 2016 be approved as presented. Motion carried.

COMMUNICATIONS

1. Letter from Community Action, Re: Requesting Commissioner Rick Shaffer remain on their Board for 2016.
2. Newsletter from BC CAL KAL Inland Port Development Corporation – Winter 2016. Resolution from Oceana County, Re: In Opposition to House Bills 4947 through 4966.

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

CITIZENS' COMMENT

Ray Signorello, Lockport Township Supervisor at 56270 Buffalo Drive, stated that Lockport Township did not approve of the sports complex and asked the County not to release funds until there was a mutually agreed upon location. He stated there had been no communication from the City in the process.

Anne Signorello, 56270 Buffalo Drive, commented that public input had not been sought in the sports complex planning process, and she felt it should be specified in the facility agreement.

Curt Ivins, a Lockport resident, felt the Lockport Board was not speaking on behalf of all Lockport Township residents.

Pat Dane, 1624 Nixon Lane, noted that she was a Meadows resident, a senior citizen, and a sports complex steering committee member. She noted that the first public input gathering meeting was scheduled for February 3, 2016. She noted that there had been public input throughout the process.

Jared Hoffmaster, 701 Flower Street, thanked the Commissioners for their support. He noted Lockport families had come to support the project and commented on the community-wide benefits.

Tom Lowry, Three Rivers City Mayor at 53 ½ North Main, noted it was an exciting night in an exciting process. He mentioned the process started several years ago, and the Commission's conditions for the funding were met. He also noted that Commissioner Shaffer had received a 5 page timeline regarding conversations with Lockport Township in response to Commissioner Shaffer's concerns.

THREE RIVERS SPORTS COMPLEX RECREATION FACILITY AGREEMENT

Mr. Yoder reviewed the agreement.

It was moved by Commissioner Eaton and supported by Commissioner Shaffer to authorize the recreation facility agreement with the City of Three Rivers.

Discussion included that there had been a lot of open discussions including public visionary meetings; that there had been communication from the City to Lockport Township; that Lockport Township had turned down a 425 agreement and an urban development agreement; that the project would make our area competitive.

Motion carried 4-1 upon a roll call vote with Commissioner Baker dissenting.

SPAY AND NEUTER REIMBURSEMENT GRANT AGREEMENT

James Hissong, Community Development Coordinator, presented the grant agreement noting that it would remove some barriers for responsible pet ownership.

It was moved by Commissioner Dobberteen and supported by Commissioner Baker to authorize the reimbursement grant agreement. Motion carried 5-0 upon a roll call vote.

MSU EXTENSION SERVICES AND ANNUAL WORK PLAN

Ms. Doehring reviewed the agreement with MSU Extension.

It was moved by Commissioner Shaffer and supported by Commissioner Dobberteen to authorize the MSU Extension agreement. Motion carried 5-0 upon a roll call vote.

EMPLOYEE ASSISTANCE AGREEMENT WITH WINWARD EMPLOYEE SOLUTIONS, INC.

It was moved by Commissioner Eaton and seconded by Commissioner Shaffer to approve the agreement with Winward Employee Solutions, Inc. Motion carried 5-0 upon a roll call vote.

CONSULTING AGREEMENT WITH HRM INNOVATIONS, LLC.

It was moved by Commissioner Shaffer and seconded by Commissioner Eaton to approve the agreement with HRM Innovations, LLC. Motion carried 5-0 upon a roll call vote.

MYSTAFFINGPRO AGREEMENT

It was moved by Commissioner Dobberteen and seconded by Commissioner Shaffer to approve the agreement with myStaffingPro for an online applicant tracking system. Motion carried 5-0 upon a roll call vote.

EMPLOYMENT AGREEMENT WITH J. PATRICK YODER

Mr. Yoder noted the contract reflected the 2% raise for non-union employees.

It was moved by Commissioner Baker and seconded by Commissioner Dobberteen to approve the agreement with J. Patrick Yoder. Motion carried 5-0 upon a roll call vote.

EMPLOYMENT AGREEMENT WITH JONI SMITH

Mr. Yoder noted the contract reflected the 2% raise for non-union employees.

It was moved by Commissioner Dobberteen and seconded by Commissioner Eaton to approve the agreement with Joni Smith. Motion carried 5-0 upon a roll call vote.

EMPLOYMENT AGREEMENT WITH TERESA DOEHRING

Mr. Yoder noted the contract reflected a \$5,000 raise and additional vacation to reflect increased duties.

It was moved by Commissioner Eaton and seconded by Commissioner Dobberteen to approve the agreement with Teresa Doehring. Motion carried 5-0 upon a roll call vote.

CLOSED END MOTOR VEHICLE LEASE
RESOLUTION NO. 4-2016

Commissioner Shaffer presented the following resolution:

WHEREAS, County of St. Joseph [Lessee] (the “Entity”) is a public body corporate and politics, duly organized and existing under the laws of the State/Commonwealth of Michigan with the requisite power and authority to incur obligations; and

WHEREAS, the Entity desires to procure one or more motor vehicles (the “Vehicle(s)”) for use by the Entity in conjunction with the responsibilities and authority grant to it by law; and

WHEREAS, the Entity believes that it would be in the best interests of the Entity to procure the Vehicle(s) by the entering into of one or more Closed-End Motor Vehicle Leases (the “Lease(s)”) with Jim Vetter Chevrolet, Inc., a motor vehicle dealership.

NOW THEREFORE BE IT RESOLVED, that the procurement of the Vehicle(s) be and hereby is authorized, and that the agents of the Entity be, and they hereby are, authorized, empowered, and directed to do or cause to be done all such acts and things as they may deem necessary or advisable in connection with the Lease(s), including, without limitation, the preparation and finalization of the Lease(s) and all documents required to be executed in conjunction therewith (collectively, the “Transaction Documents”); and

FURTHER RESOLVED, if and to the extent required by the Transaction Documents, the Entity be and hereby is authorized to grant a lien on and security interest in certain assets of the Entity as set forth in the Transaction Documents as collateral for the obligations of the Lease;

FURTHER RESOLVED, that Teresa Doehring, HR Director, shall be and hereby is authorized to execute the Transaction Documents, in the name and on behalf of the Entity, and deliver such Transaction Documents; and

FURTHER RESOLVED, that the appropriate agents of the Entity be, and they hereby are, authorized empowered, and directed, for and on behalf of the Entity, to pay all amounts, including fees and expenses, in connection with the Lease; and

FURTHER RESOLVED, that in addition to and without limiting the foregoing, any and all acts and things heretofore or hereafter done and any consents, certificates, agreements, undertakings, commitments and other instruments and documents heretofore or hereafter entered into, executed, delivered and performed by any one or more of the agents of the Entity, for and on behalf of the Entity as they deem necessary or appropriate to carry out and effectuate the intent or purposes of the foregoing resolutions are hereby authorized, adopted, approved, and ratified in all respects.

Passed and approved by the Board of Commissioners, in a meeting held on the 19th day of January, 2016.

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.

ADMINISTRATOR’S REPORT

PLUM / STEWART LAKE PROPERTY CLOSING DOCUMENTS

It was moved by Commissioner Dobberteen and seconded by Commissioner Eaton to authorize Administrator J. Patrick Yoder to sign the closing documents for the purchase of the property along Plum/Stewart Lake. Motion carried 5-0 upon a roll call vote.

FINANCE DIRECTOR'S REPORTS

Ms. Smith presented the following reports:

Per Diem and Expenses

Robin Baker – 7 half days 12/16, 1/06, 1/12, 1/13 x3, 1/19	\$ 350.00
Allen Balog – 8 half days 12/16, 1/11, 1/12, 1/13, 1/14, 1/18, 1/19 x2	\$ 400.00
John Dobberteen – 6 half days 12/29, 1/6, 1/12, 1/13, 1/14, 1/18	\$ 300.00
Don Eaton – 8 half days 11/12, 11/24, 12/09 x2, 1/11 x2, 1/13 x2 and 2 full days 12/9, Nov. 2015	<u>\$ 590.00</u> \$1,640.00
Robin Baker Expenses	\$ 72.36
Allen Balog Expenses	\$ 88.02
John Dobberteen Expenses	\$ 17.28
Don Eaton Expenses	<u>\$ 60.48</u> \$ 238.14

It was moved by Commissioner Baker and seconded by Commissioner Shaffer that per diem and expenses be paid. 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 presented the list of 2016 Commission Appointments.

CHAPLAIN - Shaffer
PARLIAMENTARIAN - Dobberteen
RESOLUTIONS - Shaffer

STANDING COMMITTEES:

Executive Committee (Committee of the Whole) – All Commissioners
Law Enforcement – Balog (Chair), Dobberteen
Judiciary – Baker (Chair), Balog, Eaton
Physical Resources - Balog (Chair), Dobberteen

SPECIAL COMMITTEES:

Local Emergency Planning Committee - Baker
Federal Emergency Management Act/Homeland Security – Dobberteen, Baker
S.M.A.R.T. Committee - Baker (All Commissioners Welcome)
Regional Solid Waste - Dobberteen, Balog
Colon Lake Board – Eaton

Templene Lake Board – Shaffer (created March 2013)
 U.S. 131 Area Development Association - Balog
 U.S. 131 Corridor Master Plan - Baker, Shaffer
 Website Development Committee – Dobberteen
 Homeland Security Planning Committee - Dobberteen
 Local Planning Team - Homeland Security Grant Program - Dobberteen
 County Agricultural Preservation Board - Eaton
 City of Sturgis Tax Increment Financing Authority Board - Dobberteen
 County Finance (created 1/18/11) - Dobberteen, Eaton

COMMISSION LIAISONS:

Soil Conservation - Baker
 Road Commission - Balog
 Resource Conservation and Development - Eaton
 Department of Human Services - Dobberteen
 MSU Extension - Dobberteen

ADDITIONAL SPECIAL COMMITTEES:

(Not Appointed by Board of Commissioners)
 M.A.C. - Human Services Committee - Dobberteen
 Child Death Review - Baker
 M.A.C. - Judiciary Committee - Baker

BOARDS AND COMMISSION APPOINTMENTS:

Community Health Agency - Baker, Balog
 Parks and Recreation - Shaffer, Dobberteen
 Area Agency on Aging Advisory Council - Balog
 Board of Public Works - Eaton
 Planning Commission - Shaffer
 Mental Health - Baker, Shaffer
 Substance Use Disorder (SUD) Policy Board – Balog, Dobberteen (created 12/03/13)
 County Solid Waste - Dobberteen
 Community Corrections - Baker
 Economic Development Corp. - Dobberteen
 E-911 Central Dispatch - Baker
 Commission on Aging - Baker
 Human Services Commission - Shaffer
 Investment Advisory Committee - Eaton
 Groundwater Stewardship - Eaton
 Comprehensive Traffic Safety Commission - Baker
 Community Action - Shaffer
 Substance Abuse Advisory Council - Dobberteen
 Transportation Authority Board - Balog
 Workforce Development Board - Balog
 Animal Control Advisory Board (created 6/21/11) – Shaffer, Eaton
 Southcentral Michigan Planning Council (created 8/6/12) – Baker

It was moved by Commissioner Dobberteen and supported by Commissioner Baker to approve the appointments. Motion carried.

CITIZEN’S COMMENTS

There were no further comments.

COMMISSIONERS’ COMMENTS

There were no further comments.

ADJOURNMENT

At 5:32 p.m., it was moved by Commissioner Shaffer and seconded by Commissioner Baker that the St. Joseph County Board of Commissioners adjourn until February 2, 2016 at 5:00 p.m. Motion carried.

 Lindsay Oswald, County Clerk

 Allen J. Balog, Chairman