

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 20, 2009, at 5:00 p.m.

Chairman John L. Dobberteen 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.

AGENDA

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

MINUTES APPROVED

It was moved by Commissioner Loudenslager and supported by Commissioner Pueschel that the minutes for January 6, 2009 be approved. Motion carried.

COMMUNICATIONS

1. Letter from the Michigan Association of Counties, Re: MAC Legislative Updates, January 9 and January 16, 2009.
2. Letter from the Village of White Pigeon, Re: Notice of public hearing on January 21 to consider the establishment of an Industrial District from A & N Welding and Steel Supply.
3. Letter from Rosalie King, Iron County Commissioner, Re: Soliciting support for the Michigan Association of Counties' Board of Directors.
4. Letter from Jon Campbell, Allegan County Commissioner, Re: Soliciting support for the Michigan Association of Counties' Board of Directors.
5. Minutes of the Southwest Michigan Substance Abuse Advisory Council meeting of December 15, 2008.
6. Minutes of the Commission on Aging Board meeting of November 19, 2008.

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

DISTRIBUTION OF CONVENTION FACILITIES LIQUOR TAX MONEY

Ms. West-Wing explained that according to PA 2 of 1985 beginning in 1996 50% of the Convention Facility/Liquor tax that we receive from the State that is not used to cut property taxes must be distributed to the county's designated substance abuse coordinating agency for substance abuse programs.

Historically we have sent these funds to the Community Healing Center (CHC) which is the former Michiana Addiction and Prevention Service (MAPS).

Last year Liz, O'Dell indicated that Community Mental Health would like to begin offering substance abuse services and would like to receive some of this funding.

At the last Commissioners work session the consensus was to distribute these funds 50/50 between CHC and CMH.

Ms. West-Wing emailed Sally Reames of CHC and Liz O'Dell on January 13th to let them know what the intentions of the Commissioners were regarding the distribution of the Convention Facility/Liquor tax. She has not received a response from either one.

It was moved by Commissioner Baker and supported by Commissioner Pueschel that the distribution of 50% of the funds received from the State from the Convention Facility/Liquor tax be divided 50% to CHC and 50% to CMH.

The aye and nay vote was called as follows:

Aye votes cast: 7 – Commissioners Shaffer, Loudenslager, Dunlap, Baker, Ware, Pueschel & Dobberteen.

Nay votes cast: 0

Motion carried.

LEASE AGREEMENT FOR ANTENNA SPACE WITH THE VILLAGE OF MENDON

Ms. West-Wing stated that the Village of Mendon has agreed to the placement of antennas and a 35' tower on their water tower which is needed because of the county-wide radio upgrade. The cost for the placement the antennas and tower on the water tower will be paid with Central Dispatch funds. The cost that we have to pay the Village of Mendon is \$1.00 for 5 years.

It was moved by Commissioner Loudenslager and supported by Commissioner Dunlap that the Lease Agreement for tower and antenna space with the Village of Mendon be approved.

The aye and nay vote was called as follows:

Aye votes cast: 7 – Commissioners Shaffer, Loudenslager, Dunlap, Baker, Ware, Pueschel & Dobberteen.

Nay votes cast: 0

Motion carried.

LEASE AGREEMENT FOR ANTENNA SPACE WITH LOCKPORT, FABIUS, PARK FIRE DEPARTMENT

Ms. West-Wing stated that the Lockport, Fabius, Park Fire Department has agreed to the placement of a 185' radio and antenna tower at their new building. The radio equipment will be inside their building. This is needed because of the county-wide radio upgrade. The cost for the placement of the tower and antennas will be paid with Central Dispatch funds. The cost that we have to pay the LFP is \$1.00 for 5 years.

It was moved by Commissioner Dunlap and supported by Commissioner Baker that the Lease Agreement for tower and antennas with the Lockport, Fabius, Park Fire Department be approved.

The aye and nay vote was called as follows:

Aye votes cast: 7 – Commissioners Shaffer, Loudenslager, Dunlap, Baker, Ware, Pueschel & Dobberteen.

Nay votes cast: 0

Motion carried.

PLACEMENT OF RADIO BUILDING ON ANNEX II PARKING LOT

Ms. West-Wing stated that with additional equipment needed for the county-wide radio upgrade a 10' x 12' building needs to be placed next to the tower in the Annex II parking lot. The cost of the building will be paid for with Central Dispatch funds.

It was moved by Commissioner Baker and supported by Commissioner Dunlap that the placement of a radio building on the Annex II parking lot be approved.

The aye and nay vote was called as follows:

Aye votes cast: 7 – Commissioners Shaffer, Loudenslager, Dunlap, Baker, Ware, Pueschel & Dobberteen.

Nay votes cast: 0

Motion carried.

OUT-OF-STATE TRAVEL REQUEST FROM THE SHERIFF

Ms. West-Wing stated that the Sheriff is requesting out-of-state travel for him and Jail Administrator Schuler to attend a class in Colorado on Administering the Small Jail. The training is March 9th through March 12th. She stated that the cost to the County will be wages and one meal per day.

It was moved by Commissioner Baker and supported by Commissioner Loudenslager that this out-of-state travel request from the Sheriff be approved. Motion carried.

Ms. West-Wing stated that the Sheriff is requesting out-of-state travel for 2 road patrol deputies to attend a 10 day training program on Commercial Vehicle Enforcement at Eastern Kentucky State University. The training is March 9th through March 20th. She stated that the cost to the County will be wages and a county vehicle to travel to Kentucky.

It was moved by Commissioner Baker and supported by Commissioner Loudenslager that this out-of-state travel request from the Sheriff be approved. Motion carried.

NOMINATIONS/APPOINTMENTS

Board of Public Works

It was moved by Commissioner Loudenslager and supported by Commissioner Dunlap that C. Tadd Davis and David Miars be nominated and appointed to the Board of Public Works to fill vacancies, both terms to expire January 1, 2011. Motion carried.

Solid Waste Management Planning Committee

It was moved by Commissioner Baker and supported by Commissioner Dunlap that Carol Higgins be nominated and appointed to the Solid Waste Management Planning Committee representing the General Public to fill a vacancy, term to expire September 1, 2009. Motion carried.

COMMITTEE REPORTS

Law Enforcement

Commissioner Baker stated that everyone has received a copy of the Law Enforcement Committee minutes from their meeting held on January 15th and he would answer any questions that anyone may have.

Judiciary

Commissioner Loudenslager stated that everyone has received a copy of the Judiciary Committee minutes from their meeting held on January 14th and he would answer any questions that anyone may have.

Physical Resources

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

Executive Committee

Commissioner Baker stated that everyone has received a copy of the Executive Committee minutes from their meeting held on January 16th and he would answer any questions that anyone may have.

PERSONNEL REPORT

Ms. West-Wing presented the following report:

NEW HIRE:

Michael R. Mellen has been hired as part-time Intern for Central Dispatch at \$7.50/hr. effective January 20, 2009.

Mark E. Books has been hired as District Court Magistrate/Judicial Associate effective January 20, 2009. Wages to be determined but a minimum of \$36,009.00 (Rye system, grade 7, minimum).

MISCELLANEOUS:

Create a new administration position to oversee operations at the Sheriff’s Department. The exact job description and title to be developed and provided later. This position to be placed in the Rye system, pay grade 10.

Jason Bingaman has been hired by Sheriff Balk for the position tentatively titled Operations Administrator and will be compensated at \$50,269.00/year (Rye system, grade 10, step 2) effective January 2, 2009.

Tim Schuler has been selected by Sheriff Balk to serve as Jail Administrator as currently classified in the Rye system at \$50,269.00/year (grade 10, step 2) effective January 20, 2009.

RESIGNATION:

Brad Ballard, part-time Corrections/Transport, has resigned effective January 16, 2009.

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

BUDGET ADJUSTMENTS

Ms. West-Wing presented the following report:

2009 BUDGET AMENDMENT:

DECREASE GENERAL FUND CONTINGENCY:

Line item 101-890-941.000 (Contingency) \$ 2.00

INCREASE DRAIN SPECIAL ASSESSMENTS:

Line item 101-001-969.000 (Drain Special Assessments Appropriation) \$ 2.00

2008 BUDGET AMENDMENT:

DECREASE DRAIN COMMISSION’S BUDGET:

Line item 101-275-803.000 (Dues & Subscriptions) \$ 100.00

Line item 101-275-861.000 (Convention Expense) 529.00

Line item 101-275-978.000 (Furniture/Fixtures) 442.00

\$1,071.00

INCREASE DRAIN COMMISSION’S BUDGET:

Line item 101-275-860.000 (Travel) \$1,071.00

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

PER DIEM AND EXPENSES

Mr. Carey presented the following reports:

Per Diem

Robin Baker – 7 half days 12/17 & 12/31/08 & 1/06, 1/12, 1/14 x 2 and 1/15/09 & 1 full day 1/16/09 \$ 445.00

Jerry Ware – 2 half days 1/12/09 x 2 & 1/15/09 150.00

John Dobberteen – 5 half days 12/30/08 & 1/12, 1/13 x 2, 1/14/09 & 1 full day 1/16/09 345.00

Michael Dunlap – 9 half days 12/23/08 & 1/6, 1/7, 1/9, 1/12, 1/13 x 2, 1/14 & 1/20/09	\$ 450.00
Gerald Loudenslager – 4 half days 1/13, 1/14 x 2 & 1/15/09 & 1 full day 1/12/09	295.00
David Pueschel – 5 half days 12/17 & 12/23/08 & 1/12, 1/14 & 1/16/09	250.00
Rick Shaffer – 3 half days 1/12, 1/13 & 1/14/09	150.00
Monte Bordner – 1 half day 12/23/08 & 1 full day 12/19/08	<u>145.00</u>
	\$2,230.00

Expenses

Robin Baker	\$ 88.44
Jerry Ware	34.10
John Dobberteen	52.54
Michael Dunlap	55.42
Gerald Loudenslager	30.80
David Pueschel	30.27
Rick Shaffer	31.90
Monte Bordner	<u>74.88</u>
	\$ 398.35

It was moved by Commissioner Loudenslager and supported by Commissioner Shaffer that the per diem and expense be approved. Motion carried.

CHAIRMAN'S REPORT

Chairman Dobberteen presented the following Committee Appointments:

CHAPLAIN - Shaffer
 PARLIAMENTARIAN – Shaffer
 RESOLUTIONS -Loudenslager

STANDING COMMITTEES:

Executive Committee - Dobberteen (Chair), Baker, Pueschel
 Law Enforcement - Baker (Chair), Loudenslager, Ware
 Judiciary - Loudenslager (Chair), Pueschel, Dunlap
 Physical Resources - Dunlap (Chair), Loudenslager, Ware

SPECIAL COMMITTEES:

Local Emergency Planning Committee - Loudenslager
 Federal Emergency Management Act/Homeland Security – Dobberteen, Baker
 S.M.A.R.T. Committee – Baker (All Commissioners Welcome)
 Regional Solid Waste - Dobberteen, Dunlap
 Colon Lake Board - Loudenslager
 Fish Lake Board - Loudenslager
 U.S. 131 Area Development Association - Dunlap
 U.S. 131 Corridor Master Plan - Baker, Shaffer
 Farmland and Open Space Preservation - Pueschel
 Website Development Committee - Dobberteen
 Update Board Rules Committee - Baker, Dunlap, Shaffer
 Homeland Security Planning Committee - Dobberteen
 Local Planning Team - Homeland Security Grant Program - Dobberteen
 County Agricultural Preservation Board – Pueschel
 City of Sturgis Tax Increment Financing Authority Board – Dobberteen
 15-County Advisory Committee for St. Joseph River - Pueschel

COMMISSION LIAISONS:

Soil Conservation - Pueschel
 Road Commission - Baker
 Resource Conservation and Development - Pueschel
 Department of Human Services - Loudenslager
 Criminal Justice - Loudenslager
 MSU Extension - Dunlap

ADDITIONAL SPECIAL COMMITTEES:

(Not Appointed by Board of Commissioners)
 S.W. MI Long Term Care Connection - Loudenslager
 Twin Co. Corrections Probation Center - Loudenslager
 Child Death Review - Baker
 M.A.C. - Human Services Committee – Loudenslager, Dobberteen
 M.A.C. - Judiciary Committee – Baker
 M.A.C. - Transportation Committee - Dunlap
 Michigan Prisoner Re-entry Initiative - Loudenslager
 MI Municipal Risk Mgmt. Authority - Loudenslager

BOARDS AND COMMISSION APPOINTMENTS:

Community Health Agency - Baker, Dunlap ,Shaffer
Parks and Recreation - Dunlap, Ware
Area Agency on Aging Advisory Council – Loudenslager
Board of Public Works – Loudenslager
Planning Commission – Shaffer
Mental Health - Baker, Dobberteen, Pueschel
County Solid Waste - Dobberteen
Community Corrections - Loudenslager
Economic Development Corp. - Dobberteen
E-911 Central Dispatch - Shaffer
Commission on Aging – Pueschel
Human Services Commission - Dobberteen, Shaffer, Loudenslager
Investment Advisory Committee -Ware
Groundwater Stewardship - Pueschel
Comprehensive Traffic Safety Commission - Baker
Community Action Agency - Shaffer
Substance Abuse Advisory Council - Shaffer
Transportation Authority Board - Dunlap
Workforce Development Board - Baker

2009 COMMISSION APPOINTMENTS

Commissioner Loudenslager

Judiciary(Chair)
Physical Resources
Local Emergency Planning Committee
Colon Lake Board
Fish Lake Board
Department of Human Services
Criminal Justice
Area Agency on Aging Advisory Council
Community Corrections
Human Services Commission
Law Enforcement
Board of Public Works

Commissioner Dunlap

Judiciary
Physical Resources (Chair)
Regional Solid Waste
U.S. 131 Area Development Association
MSU Extension
Community Health Agency
Update Board Rules Committee
Parks and Recreation
Transportation Authority

Commissioner Dobberteen

Executive Committee (Chair)
County Solid Waste Committee
FEMA/Homeland Security
Regional Solid Waste Committee
Website Development Committee
Homeland Security Planning Committee
Local Planning Team-Homeland Security Grant
Sturgis Tax Increment Financing Authority
Mental Health
Economic Development Corp.
Human Services Commission

Commissioner Ware

Law Enforcement
Physical Resources
Parks and Recreation
Investment Advisory Committee

Commissioner Shaffer

U.S. 131 Corridor Master Plan
Update Board Rules Committee
Community Health Agency
Planning Commission
E-911 Central Dispatch
Human Services Commission
Community Action Agency
Substance Abuse Advisory Council

Commissioner Baker

Executive Committee
Law Enforcement (Chair)
FEMA/Homeland Security
S.M.A.R.T. Committee
U.S. 131 Corridor Master Plan
Update Board Rules Committee
County Road Commission
Community Health Agency
Comprehensive Traffic Safety Committee
Workforce Development Board
Mental Health

Commissioner Pueschel

Executive Committee
Judiciary Committee
Farmland and Open Space Preservation
County Agricultural Preservation Board
Soil Conservation
Mental Health
Commission on Aging
Groundwater Stewardship
R.C. & D
15-County Advisory Comm. for St. Joseph River

It was moved by Commissioner Loudenslager and supported by Commissioner Shaffer that the committee appointments be approved. Motion carried.

At this time Chairman Dobberteen presented to Commissioner Baker a plaque commemorating his 2 years as Chairman.

MISCELLANEOUS

Commissioners Loudenslager and Dunlap remarked on the historic day that this was, the Inauguration of the first African-American President of the United States.

Commissioner Baker thanked the Commission for the plaque and thanked the Sheriff and 2 of his staff members for attending the meeting.

ADJOURNMENT

It was moved by Commissioner Shaffer and supported by Commissioner Dunlap that the St. Joseph County Board of Commissioners adjourn until February 3, 2009 at 5:00 p.m. Motion carried.

Pattie S. Bender, County Clerk

John L. Dobberteen, Chairman