

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 February 3, 2004, at 5:00 p.m.

Chairman John L. Dobberteen called the meeting to order.

The Invocation was given by Commissioner Loudenslager.

The Pledge to the American Flag was given.

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

Eric Shafer	Gerald E. Loudenslager
John W. Bippus	Robin Baker
Monte Bordner	David J. Pueschel
John L. Dobberteen	

Also present were Judy West-Wing, Administrator/Controller, Dan Carey, Finance Director and Charles Cleaver, Human Resources Director.

#### AGENDA

It was moved by Commissioner Bordner and supported by Commissioner Loudenslager 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 20, 2004 be approved. Motion carried.

#### COMMUNICATIONS

1. Letter from the Michigan Association of Counties, Re: MAC Legislative Update, January 23 and January 30, 2004.
2. Letter from Senator Cameron Brown, Re: Thank you for resolution supporting the postponement of the income tax reduction.
3. Letter from Governor Jennifer Granholm, Re: Thank you for resolution supporting the postponement of the income tax reduction.
4. Letter from Lois Lucas, Re: Resignation as Treasurer of the Commission on Aging Board.
5. Resolution from Gogebic County, Re: Opposing collection of State minimum fees.
6. Minutes of Commission on Aging Board meeting of November 19, 2003.
7. Minutes of Community Mental Health Services Board meeting of December 12, 2003.
8. Minutes of Southwest Michigan Substance Abuse Advisory Council meeting of December 15, 2003.
9. Minutes of Community Action Agency Board meeting of December 15, 2003.

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

#### JAIL RENOVATION PROJECT - CHANGE ORDER #1

Ms. West-Wing recommended approval of Change Order #1. The Physical Resources Committee met three times on this issue and it was discovered that the bid for the heating and cooling did not meet the specifications. The general contractor, Brussee/Brady relied on the sub-contractor who was going to use Carrier. Carrier does not have a unit that meets specifications that will allow for continuous air flow. The change order is for \$113,602 for a Trane unit that will meet our needs for a correctional institution. Brussee/Brady will reduce their commission by \$5,500, the mechanical contractor will reduce his commission by \$3,000 and we will purchase the unit in advance and save \$7,000.

Ms. West-Wing stated that the seven low bidders all included the Carrier units so none of them met the specifications.

Commissioner Pueschel stated that it seemed to him that the County was taking the largest hit on this change.

Commissioner Shafer responded by saying that the Committee agonized over this issue and stated that actually we are saving more money now than if the Trane unit had been included in the original bid.

He added that one of the reasons that the County chose Brussee/Brady was because of their completion date being 60 days ahead of all other bidders. He stated that even with this delay they are still 30 days ahead of the other bidders.

It was moved by Commissioner Shafer and supported by Commissioner Bippus that the Change Order #1 be approved.

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shafer, Loudenslager, Bippus, Baker, Bordner, Pueschel & Dobberteen

Nay votes cast: 0

Motion carried.

#### HOMELAND SECURITY TRAINING GRANT

Ms. West-Wing stated that Jim Barnes, Emergency Services Coordinator, recommended that the Board accept a Homeland Security Training Grant in the amount of \$60,190 which can be used over the next 12 months. There is no match required and this will piggyback onto the Solution Area Planner grant. We do not have to spend the entire \$60,190.

It was moved by Commissioner Bordner and supported by Commissioner Loudenslager that the Homeland Security Training Grant in the amount of \$60,190 be accepted.

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shafer, Loudenslager, Bippus, Baker, Bordner, Pueschel & Dobberteen

Nay votes cast: 0

Motion carried.

#### LANGLEY COVERED BRIDGE RENOVATION SUPPORT OF ROAD COMMISSION'S GRANT APPLICATION

Ms. West-Wing stated that a letter has been received from the Road Commission requesting support for an application for a grant under the Michigan Transportation Enhancement Program which permits applications for "Historic Preservation Projects" for the renovation of the Langley Covered Bridge. The estimated cost is \$170,000 and requires matching funds of 20% of which the Road Commission has committed 30% or \$51,000.00. The Road Commission would like the Board of Commissioners to offer their support of the grant application.

It was moved by Commissioner Baker and supported by Commissioner Bordner that the Board of Commissioners support the grant application for the Road Commission.

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shafer, Loudenslager, Bippus, Baker, Bordner, Pueschel & Dobberteen

Nay votes cast: 0

Motion carried.

## NOMINATIONS/APPOINTMENTS

### Farmland and Open Space Preservation Committee

Commissioner Bordner nominated the following people to the Farmland and Open Space Preservation Committee:

Max Benne	Representing Agriculture
Anne Gentz	Representing Agriculture
John Wagner	Representing Agriculture
Tom Meyer	Representing Real Estate/Development
Tod Mowery	Representing City/Village
Shelley Milliman	Representing Natural Resources

## COMMITTEE REPORTS

### Law Enforcement

Commissioner Bippus stated that the minutes of the Law Enforcement Meeting held on January 15th are in everyone's packet and stated that the committee received a demonstration on Tazer guns. He said that he would answer any questions that anyone may have.

### Judiciary

Commissioner Bordner stated that the next Judiciary Committee Meeting is scheduled for noon on February 11th.

### Physical Resources

Commissioner Bippus stated that the Physical Resources Committee met last week and the main topic of discussion was Change Order #1 as approved earlier.

### Executive

Commissioner Shafer stated that the Executive Committee met on January 30th and one of the main topics of discussion was the development of a Brownfield Redevelopment Authority (BRA).

### Investment Advisory

Commissioner Bippus stated that he did not attend the Investment Advisory Committee Meeting that was held on January 20th, but everyone had a copy of the minutes in their packets.

## PERSONNEL REPORT

Ms. West-Wing presented the following report:

### MISCELLANEOUS:

Alice Kielau, Family Division Caseworker, is on medical leave commencing January 21, 2004 under the Family and Medical Leave Act of 1993.

Create the position of Land Resource Centre Director with the job description and pay grade to be determined by the Classification and Compensation Committee.

Mark Clute has been hired to fill the new position of Land Resource Centre Director at his current wage, \$43,152.00 (Rye System, grade 8) effective February 2, 2004. Pay grade for the new position to be determined by the Classification and Compensation Committee at a later date.

### NEW HIRE:

Julie Ann Mitchell has been hired as Family Court Coordinator at \$10.49/hr. (Soltysiak system, grade 4, minimum) effective February 10, 2004. Ms. Mitchell will be working 35 hours per week.

Michael Alan Thiel has been hired as Deputy Equalization Director at \$41,370.00/yr. (Rye system, grade 8, step 4). The date of hire to be determined pending completion of the background information.

Ms. West-Wing also mentioned the reorganizational chart for the Land Resource Centre.

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

BUDGET ADJUSTMENTS

Ms. West-Wing presented the following report:

FROM APPROPRIATION:

\$12,000.00 from Soil Conservation Appropriation to Soil Conservation Fund.

\$ 8,000.00 from Soil Conservation – Soil Erosion Appropriation to Soil Conservation – Soil Erosion Fund.

FROM CONTINGENCY:

\$3,000.00 to line item 101-275-816.000 (Contractual Services); this is a 2003 budget adjustment.

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

BILLS

Mr. Carey presented the following bills for payment:

<u>GENERAL FUND</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
Employee Receivable	\$ 20.00	\$
Appropriations	36,102.40	
County Commission	18,644.64	9,819.89
Circuit Court	9,463.50	24,595.96
District Court	2,866.62	93,870.29
Friend of the Court	2,597.50	50,877.26
Probate Court	1,890.79	26,345.24
Juvenile Branch	9,390.96	62,527.03
Public Defender	362,500.00	
Administration	190.00	12,905.73
Finance Department	1,129.19	16,142.06
County Clerk	619.16	30,917.88
Equalization Department	5,164.00	20,575.12
Human Resources	26.00	6,095.04
Geographic Information Systems		10,891.49
Prosecutor's Office	9,662.15	55,773.27
Central Services	10,079.46	7,483.53
Register of Deeds	596.16	15,946.63
County Treasurer	320.00	19,644.78
Cooperative Extension	11,536.90	11,374.55
Information Technology	160.79	11,013.95
Buildings & Grounds	7,188.77	20,703.06
Courts Building Security		5,933.86
Drain Commission	503.00	6,555.81
Sheriff Department	10,520.55	134,192.88
Sheriff Reserves	35.00	531.78
Marine Patrol	5.97	

<u>GENERAL FUND</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
Jail & Turnkey	\$ 14,522.76	\$ 156,207.28
Planning Commission	433.00	
Emergency Services	1,128.64	5,809.71
Animal Control	182.74	12,555.54
Board of Public Works		1,274.45
Medical Examiners	9,900.00	
Child Care - Probate	5,561.34	
Veterans Services		747.35
Utilities & General Services	30,897.08	
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Totals	\$ 563,839.07	\$ 831,311.42
County Road Commission	\$ 426,768.00	\$
Parks & Recreation	1,256.73	9,625.83
Emergency 911 Service	25,789.52	84,104.60
Central Dispatch - Wireless	45.00	2,583.59
Meyer Broadway/Coon Hollow Park	2,206.75	3,024.88
Facilities & Land Acquisition	24.50	
Friend of the Court		1,707.88
Family Counseling	195.00	
Cade Lake Park	58,506.29	
Waste Management Fund		
County Commission		
Resource Recovery Program	14,680.03	428.58
Traffic Safety Program Fund	46.01	
Economic Development Fund	2,341.49	11,805.20
Animal Shelter Donation Fund	3,306.45	
Register of Deeds Automation Fund	3.48	
Victims' Rights Advocate Fund		3,255.43
Community Corrections Advisory Board	6,091.67	3,852.22
Community Corrections Program	4,942.00	613.61
Drug Law Enforcement Fund	2,080.01	
Law Enforcement Fund	175.86	33,973.32
Secondary Road Patrol		13,573.47
Law Library Fund	603.50	
Commission on Aging	41,104.52	63,374.29
Community Development Block Grant	2,787.85	
Family Independence Agency	33,241.63	
Child Care - Probate Court	30,974.56	4,253.01
Child Care - Family Independence Agency	16,730.08	
Veterans' Trust Fund		107.65
Facilities Maintenance Fund	330,769.18	
Tax Payment Fund	20,312.94	
Inmate Store	1,824.55	
Three Rivers Community Center	1,966.29	834.34
Long Lake Level Revolving Fund	7.41	
Flexible Benefits Insurance Fund	129,800.14	
Totals	-----	-----
	\$ 1,158,581.44	\$ 237,117.90
Grand Total	\$ 1,722,420.51	\$ 1,068,429.32

General Fund Operating Expenditures			
Pre-Authorized	\$539,804.24		
Accounts Payable	24,034.83	\$	563,839.07
General Fund Payroll Expenditures		\$	831,311.42
Other Funds Operating Expenditures			
Pre-authorized	\$1,155,679.27		
Accounts Payable	2,902.17	\$	1,158,581.44
Other Funds Payroll Expenditures			<u>237,117.90</u>
Total Recorded for the Month		\$	2,790,849.83

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

#### CHAIRMAN'S REPORT

Chairman Dobberteen presented the Committee Assignments as follows and requested a motion for approval:

#### 2004 Commission Appointments

CHAPLAIN - Loudenslager  
 PARLIAMENTARIAN - Bordner  
 RESOLUTIONS - Bippus

#### STANDING COMMITTEES:

Executive Committee - Dobberteen (Chair), Bippus, Bordner  
 Law Enforcement - Dobberteen (Chair), Bippus, Pueschel  
 Judiciary - Bordner (Chair), Baker, Shafer  
 Physical Resources - Bippus (Chair), Dobberteen, Shafer

#### SPECIAL COMMITTEES:

Local Emergency Planning Committee - Loudenslager  
 Federal Emergency Management Act - Dobberteen, Bordner  
 Key Person - Loudenslager  
 Regional Solid Waste – Dobberteen, Shafer  
 Colon Lake Board - Bordner  
 Fish Lake Board - Bordner  
 U.S. 131 Area Development Association - Baker  
 U.S. 131 Corridor Master Plan - Baker, Shafer

#### COMMISSION LIAISONS:

Soil Conservation - Pueschel  
 Road Commission - Baker  
 Resource Conservation and Development - Bordner  
 Family Independence Agency - Loudenslager  
 Criminal Justice - Dobberteen  
 MSU Extension - Pueschel

#### BOARDS AND COMMISSION APPOINTMENTS:

District Health - Bordner, Dobberteen, Pueschel  
 Parks and Recreation - Bordner, Shafer  
 Area Agency on Aging Advisory Council - Pueschel  
 Board of Public Works - Loudenslager  
 Retirement - Bippus, Dobberteen  
 Planning Commission - Shafer  
 Mental Health - Baker, Loudenslager, Pueschel  
 County Solid Waste - Dobberteen

Community Corrections - Loudenslager  
Economic Development Corp. - Bordner  
E-911 Central Dispatch - Bippus  
Commission on Aging - Shafer  
Human Services Commission - Bordner, Dobberteen, Loudenslager  
School to Work - Loudenslager  
Investment Advisory Committee - Bippus  
Groundwater Stewardship - Pueschel  
Comprehensive Traffic Safety Commission - Baker  
Community Action Agency - Loudenslager  
Substance Abuse Advisory Council - Bordner  
Transportation Authority Board - Loudenslager  
Workforce Development Board - Baker

Commissioner Loudenslager

Board of Public Works  
Mental Health  
Key Person  
Community Corrections  
Family Independence Agency  
Human Services Commission  
Community Action Agency  
School to Work  
Transportation Authority  
Local Emergency Planning Committee

Commissioner Bordner

Executive Committee  
Judiciary Committee (Chair)  
Resource Conservation and Development  
Parks and Recreation  
District Health  
Fish Lake Board  
Federal Emergency Management  
Substance Abuse Advisory Council  
Colon Lake Board  
Economic Development  
Human Services Commission

Commissioner Bippus

Executive Committee  
Physical Resources (Chair)  
Investment Advisory  
Retirement Board  
911 Central Dispatch  
Law Enforcement

Commissioner Shafer

Commission on Aging  
Judiciary Committee  
Physical Resources  
Parks and Recreation  
U.S. 131 Corridor Master Plan  
Planning Commission  
Regional Solid Waste

Commissioner Dobberteen

Executive (Chair)  
Law Enforcement (Chair)  
Physical Resources  
Federal Emergency Management  
County Solid Waste  
Criminal Justice  
Retirement Board  
Human Services Commission  
Regional Solid Waste  
District Health

Commissioner Baker

Judiciary Committee  
Workforce Development  
Mental Health  
County Road Commission  
Comprehensive Traffic Safety Committee  
U.S. 131 Area Development Association  
U.S. 131 Corridor Master Plan

Commissioner Pueschel

Law Enforcement  
MSU Extension  
District Health  
Mental Health  
Soil Conservation  
Area Agency on Aging Advisory Council  
Groundwater Stewardship

It was moved by Commissioner Loudenslager and supported by Commissioner Shafer that the Committee Assignments as submitted be approved. Motion carried.

#### District Health

It was moved by Commissioner Bippus and supported by Commissioner Shafer that Monte Bordner, David Pueschel and John Dobberteen be nominated and appointed to the District Health Board for a 1 year term expiring December 31, 2004. Motion carried.

#### Retirement Board

It was moved by Commissioner Bordner and supported by Commissioner Shafer that John Bippus be nominated and appointed to the Retirement Board for a 3 year term expiring January 1, 2007. Motion carried.

#### Workforce Development Board

It was moved by Commissioner Shafer and supported by Commissioner Loudenslager that Robin Baker be nominated and appointed to the Workforce Development Board to fill a vacancy for a term expiring December 31, 2004. Motion carried.

#### CITIZENS COMMENTS

Tim Carls, Klinger Lake Road, Centreville, asked about Rand Bowman and what relationship he had with the Planning Commission. Ms. West-Wing responded by saying that the Planning Commission has an Independent Contractor Agreement with SMPC, the company for whom Mr. Bowman works. Mr. Carls asked what the length of the contract was and Ms. West-Wing said that she will let him know.

Mr. Carls stated that Florence Township hired Gove and Associates to oversee a project in that township and he recommended some particular zoning which would result in spot zoning and he wanted to know why Mr. Bowman would make this type of recommendation.

He is asking that the County request Mr. Bowman's resignation.

Commissioner Shafer stated that it is his understanding that when a Township does re-zoning, they need to check their ordinances. After that they send the re-zoning to the County and then Mr. Bowman reviews it and makes sure that the Township had met their zoning requirements.

Mr. Carls asked the Board of Commissioners to random drug test County employees and then maybe the issue with Judge Noecker would not have happened. Chairman Dobberteen stated that if the State wanted to drug test their employees they can, but the County should not bear the cost of the testing.

Mr. Carls stated that at the last meeting some of the remonumentation fees were increased and it appears as if County Surveyor, Wayne Mostrom, is giving himself a raise. Commissioner Bordner stated that Mr. Mostrom's salary for the year is \$100 and the remonumentation program is paid for by grant dollars and the fees apply to all surveyors that participate in the program, not just Mr. Mostrom.

#### MISCELLANEOUS

Ms. West-Wing reminded everyone of the work session scheduled for 4:00 p.m. on Thursday, February 5, 2004.

#### ADJOURNMENT

It was moved by Commissioner Shafer and supported by Commissioner Baker that the St. Joseph County Board of Commissioners adjourn until February 17, 2004 at 5:00 p.m. Motion carried.

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Pattie S. Bender, County Clerk

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John L. Dobberteen, Chairman