

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 15, 2011 at 5:00 p.m.

Chairman Rick Shaffer called the meeting to order.

The Invocation was given by Commissioner Shaffer.

The Pledge to the American Flag was given.

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

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

Absent: Gerald E. Loudenslager

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

AGENDA

It was moved by Commissioner Dobberteen and supported by Commissioner Balog that the agenda be approved. Motion carried.

MINUTES APPROVED

It was moved by Commissioner Dobberteen and supported by Commissioner Baker that the minutes for February 1, 2011 be approved. Motion carried.

COMMUNICATIONS

1. Letter from the Michigan Association of Counties, Re: MAC Legislative Update, February 11, 2011.
2. Letter from the Michigan Public Service Commission, Re: Notice of public hearing to consider the application from Indiana Michigan Power Company to refund money to customers for provisional rates implemented July through November, 2010.
3. Copy of Letter to Vice-President Biden from Tim Carls, Re: Road Commission.
4. Minutes of the Commission on Aging Board meeting of January 19, 2011.

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

CITIZENS COMMENTS

Tim Carls, 63044 Klinger Lake Road, Centreville thanked Commissioner Ware for the research that he had done for him.

COMMUNITY CORRECTIONS GRANT AMENDMENT #1

Ms. West-Wing stated that the Community Corrections Advisory Board was offered approximately \$10,000 of additional funds for programs and are recommending that the Board of Commissioners approve the grant amendment.

It was moved by Commissioner Dobberteen and supported by Commissioner Ware that the Community Corrections Grant Amendment #1 be approved.

The aye and nay vote was called as follows:

Aye votes cast: 6 - Commissioners Shaffer, Balog, Baker, Ware, Eaton and Dobberteen.

Nay votes cast: 0

Absent: 1 - Commissioner Loudenslager.

Motion carried.

RESIGNATION AGREEMENT WITH JOLINE DOBROWOLSKI

Ms. West-Wing recommended approval of the resignation agreement with Joline Dobrowolski. The agreement involved Mrs. Dobrowolski, the Union, the Court and the County.

It was moved by Commissioner Ware and supported by Commissioner Eaton that the Resignation Agreement with Joline Dobrowolski be approved.

The aye and nay vote was called as follows:

Aye votes cast: 6 - Commissioners Shaffer, Balog, Baker, Ware, Eaton and Dobberteen.

Nay votes cast: 0

Absent: 1 - Commissioner Loudenslager.

Motion carried.

NOMINATIONS/APPOINTMENTS

Jury Board

It was moved by Commissioner Baker and supported by Commissioner Eaton that Beverly Greshaw be nominated and reappointed to the Jury Board for a 6 year term expiring April 30, 2017. Motion carried.

COMMITTEE REPORTS

Law Enforcement

Commissioner Baker stated that the committee had not met.

Judiciary

Commissioner Balog stated that the meeting was cancelled on February 2nd because of snow.

Physical Resources

Commissioner Ware reported that some information has been received from the Landmark Design Group, P.C. regarding the brick issue at the jail and a meeting will be scheduled.

Executive Committee

The Executive Committee met on February 10, 2011 and Commissioner Dobberteen stated that everyone has received a copy of the minutes and he would answer any questions that anyone may have.

PERSONNEL REPORT

Ms. West-Wing presented the following report:

RESIGNATIONS/DISMISSALS:

Maylor Black, COA In-home Services Aide, was dismissed effective November 17, 2010.

Susan Coe, COA In-home Services Aide, was dismissed effective October 30, 2010.

Venice Deese, COA Sub Driver, has resigned effective January 20, 2011.

Erin Prout, COA In-home Services Aide, has resigned effective January 14, 2011.

Christina Wells, COA Nutrition HDM Driver, has resigned effective October 14, 2010.

Herbert Pearrow, COA Substitute HDM Driver, has resigned effective January 4, 2011.

MISCELLANEOUS:

Mary Matthews, COA Nutrition Data Assistant, is on medical leave effective December 24, 2010 under the Family and Medical Leave Act of 1993.

Thomas Miller, Animal Control Director, is on medical leave effective February 14, 2011 under the Family and Medical Leave Act of 1993.

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

BUDGET ADJUSTMENT

Ms. West-Wing presented the following report:

BUDGET AMENDMENT:

INCREASE WASTE MANAGEMENT FUND #227 REVENUES:

Line item 227-101-676.000 (Use of Fund Balance) \$ 2,500.00

INCREASE WASTE MANAGEMENT FUND #227 EXPENDITURES:

Line item 227-101-969.070 (Soil Conservation Appropriation) \$ 2,500.00

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

FINANCE DIRECTOR'S REPORT

Mr. Carey presented the following reports:

Per Diem

Robin Baker - 3 half days 1/20 x 2 & 1/27 & 1 full day 2/1/11	\$ 245.00
Allen Balog - 5 half days 1/19, 1/27, 1/31, 2/8 & 2/14/10	250.00
John Dobberteen - 14 half days 1/20 x 2, 1/24, 1/25, 1/26, 1/27, 1/31, 2/1, 2/3, 2/8, 2/10 x 2, 2/11 & 2/14/11 & 2 full days 1/24 & 2/4/11	890.00
Jerry Ware - 2 half days 1/28 & 2/10/11	<u>100.00</u>
	\$1,485.00

Expenses

Robin Baker	\$ 124.44
Allen Balog	67.32
John Dobberteen	194.82
Jerry Ware	<u>30.60</u>
	\$ 417.18

It was moved by Commissioner Baker and supported by Commissioner Ware that the per diem and expenses be approved. Motion carried.

Finance Statements
Unaudited
December 2010/Year End

Mr. Carey mentioned that this report is unaudited.

	Revenues	Expenditures
December	\$ 1,520,901	\$ 1,401,221
Year to Date	14,823,650	13,994,005
Period Fund Balance	\$119,680.00	
Year to Date	\$829,645.00	
Percent of budget year elapsed year to date.	100.00%	
Percent of total budgeted funds earned year to date	101.42%	
Percent of total budgeted funds expended year to date	96.15%	

It was moved by Commissioner Dobberteen and supported by Commissioner Eaton that the unaudited December 2010/Year End Finance Statement be accepted. Motion carried.

January 2011

	Revenues	Expenditures
January	\$ 1,016,807	\$ 1,367,862
Year to Date	1,016,807	1,367,862
Period Fund Balance	(\$351,054)	
Year to Date	(\$351,054)	
Percent of budget year elapsed year to date.	8.33%	
Percent of total budgeted funds earned year to date	6.93%	
Percent of total budgeted funds expended year to date	9.33%	

It was moved by Commissioner Dobberteen and supported by Commissioner Ware that the January 2011 Finance Statement be accepted. Motion carried.

Independent Contractor

Mr. Carey recommended approval of an Independent Contractor Agreement with Michelle LeTourneau who has recently resigned her position as bookkeeper in the Juvenile Branch. She will work on the weekends at \$18.00 per hour and she will also train the new person when hired.

It was moved by Commissioner Baker and supported by Commissioner Ware that the Independent Contractor Agreement with Michelle LeTourneau be approved.

The aye and nay vote was called as follows:

Aye votes cast: 6 - Commissioners Shaffer, Balog, Baker, Ware, Eaton and Dobberteen.

Nay votes cast: 0

Absent: 1 - Commissioner Loudenslager.

Motion carried.

ADJOURNMENT

It was moved by Commissioner Dobberteen and supported by Commissioner Ware that the St. Joseph County Board of Commissioners adjourn until March 1, 2011 at 5:00 p.m. Motion carried.

Pattie S. Bender, County Clerk

Rick Shaffer, Chairman