

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 March 6, 2012 at 5:00 p.m.

Chairman Rick Shaffer called the meeting to order.

The Invocation was given by Chairman 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       | Gerald E. Loudenslager |
| Allen Balog        | Robin Baker            |
| Jerry Ware         | Donald Eaton           |
| John L. Dobberteen |                        |

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

AGENDA

Commissioner Dobberteen stated that he would like to add an appointment to the Veterans' Affairs Board to the agenda.

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

MINUTES APPROVED

It was moved by Commissioner Dobberteen and supported by Commissioner Loudenslager that the minutes for February 21, 2012 be approved. Motion carried.

COMMUNICATIONS

1. Resolution from Oceana County, Re: Foreign Worker Program.
2. Resolution from Alger County, Re: Opposition to the early release of violent offenders by the Michigan Department of Corrections.

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

FOREIGN TRADE ZONE REGION 43 ACKNOWLEDGEMENT

Jan Frantz, Executive Director from Battle Creek/Calhoun County/Kalamazoo County Inland Port Development Corporation is requesting that the Board provide a letter of acknowledgment for St. Joseph County to be included within the service area of Foreign Trade Zone 43. This means that they will be able to apply to the Foreign Trade Zones Board for authority to serve businesses located within St. Joseph County based on businesses' trade-related needs. The Federal Government has changed many of the regulations and with this change, once completed within about 6 months, businesses that have a need will be serviced in about 45 days as opposed to the current 2 years. The benefit to businesses is among other things, that they may delay, reduce or altogether eliminate U.S. Customs duty keeping U.S. based companies on a level playing field with their competitors abroad.

It was moved by Commissioner Dobberteen and supported by Commissioner Ware that the Board authorize the Chair to sign the letter of acknowledgment.

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shaffer, Loudenslager, Balog, Baker, Eaton, Ware and Dobberteen.

Nay votes cast: 0

Motion carried.

## BOARD OF HEALTH

Ms. West-Wing stated that Commissioner Baker provided a copy of the motion approved by the Health Agency Board that agreed to Branch County reducing their appropriation by \$7,127.60 for 2012 only. The Health Board is asking each of the three counties to acknowledge this.

Commissioner Balog is not in agreement with this statement.

It was moved by Commissioner Loudenslager and supported by Commissioner Balog that the St. Joseph County Board of Commissioners acknowledges the awareness of Branch County reducing their allocation to the District Health Board by \$7,127.60 for 2012 only. Motion carried.

### EXTENSION OFFICE SPACE AND AG STAFFING AGREEMENT

Brad Neumann, District Coordinator for Michigan State University Extension, presented an amendment to an agreement that the County signed December 6, 2011. The amendment provides for the placement of two seasoned Extension employees in St. Joseph County, Drs. Dale Mutch who is an educator and specialist in sustainable agriculture and Dean Baas, visiting research associate focusing on outreach related to cover crops. They have to relocate from the Kellogg Biological Station and when they were provided the opportunity to relocate they both chose St. Joseph County because of our location in a strong agricultural area and the existing relationships that they have with St. Joseph County farmers. MSUE is interested in relocating them March 30th.

Mr. Neumann stated that, in addition, a paraprofessional with an associate's degree (bachelor's preferred) will be hired at 5 days per week and be located in St. Joseph County. This instructor will provide educational programming to County farmers and respond to client resource needs and will regularly interact with Extension educators, Drs. Mutch and Baas and Lyndon Kelley.

Mr. Neumann introduced Tom Coon, MSUE Director, who stated that he appreciates the opportunity to be here tonight. He is grateful for all the work that Mr. Neumann has done being a key leader in Extension with his beginnings being in St. Joseph County.

Mr. Coon stated that he believes that these employees being located here is a good leverage of the County's financial resources and shows good will and investment in the agricultural community. He further stated that St. Joseph County is a seed bed for development of agricultural progress.

Chairman Shaffer thanked Mr. Coon for being present tonight.

Commissioner Dobberteen stated that he is in favor of this agreement and regrets that this did not happen a year ago. He also told Mr. Neumann that he appreciates what he has done.

It was moved by Commissioner Dobberteen and supported by Commissioner Eaton that the County enter into the amended agreement with MSUE.

Commissioner Eaton asked if the newly hired associate would have Drs. Mutch and Baas for resources. Mr. Coon responded in the affirmative and added that if the arrangement is not working they will review and correct the situation.

Commissioner Ware asked when the program instructor would begin employment. Mr. Coon stated that Drs. Mutch and Baas would begin by the end of March and they will begin the hiring process this week for the program instructor and it is usually a 4 week process.

Commissioner Loudenslager echoed his fellow Commissioners' comments and he is sorry that we could not reach this agreement before and thanked Mr. Coon and Mr. Neumann for being here.

Commissioner Eaton asked if the person that will be hired will have the opportunity to further his education. Mr. Coon responded by stating that there will be an opportunity to further their education.

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shaffer, Loudenslager, Balog, Baker, Eaton, Ware and Dobberteen.

Nay votes cast: 0

Motion carried.

Chairman Shaffer thanked Mr. Neumann for all the work that he has done here.

Mr. Neumann thanked the Board for the opportunity that he has had. He started here and he will always remember that.

Mr. Coon stated that Mr. Neumann's position has been posted and he will keep the County informed of the progress towards filling the position. In the meantime Don Lehman, District 8 Coordinator will be covering our District.

### NOMINATIONS/APPOINTMENTS

#### Veterans' Affairs Board

It was moved by Commissioner Baker and supported by Commissioner Dobberteen that Lawrence Fitch be nominated and appointed to the Veterans' Affairs Board for a 4 year term to expire March 1, 2016. Motion carried.

### COMMITTEE REPORTS

#### Law Enforcement

Commissioner Loudenslager stated that there was no report.

#### Judiciary

Commissioner Eaton stated that there was no report.

#### Physical Resources

Commissioner Ware stated that the Physical Resources Committee met today and reviewed the third bid for a hot water boiler, storage tanks and circulating pumps at the jail which was from Fawn River Mechanical. He stated that they are trying to maximize the solar panel system and energy savings.

Ms. West-Wing stated that this was the best bid that was received.

It was moved by Commissioner Ware and supported by Commissioner Eaton that the Board approve the recommendation of the Physical Resources Committee and accept the bid of \$22,152.00 from Fawn River Mechanical for a hot water boiler, storage tanks and circulating pumps at the jail. Motion carried.

### PERSONNEL REPORT

Ms. West-Wing presented the following report:

#### NEW HIRE:

Roger D. Stanfill has been hired as part-time Corrections Officer at \$15.30/hr. effective March 7, 2012.

Brooke Bingaman has been hired as Animal Control Support Assistant for 20 hours/week at \$11.17/hr. (Soltysiak system, grade 3, minimum) and Animal Control Officer for 20 hours/week at \$15.37/hr. (Soltysiak system, grade 7, minimum) effective March 13, 2012.

Bonnie Sachse has been hired as part-time (20 hours/week) Animal Control Support Assistant at \$11.17/hr. (Soltysiak system, grade 3, minimum) effective March 13, 2012.

Terri Lynn Devlin has been hired as Central Dispatch Intern at \$7.50/hr. effective February 17, 2012.

Glenn R. Chambliss has been hired as Sub Driver at \$9.01/hr. (COA system, grade 2, minimum) effective February 24, 2012.

MISCELLANEOUS:

Timothy Hochstetler, Maintenance Worker, is on medical leave commencing February 22, 2012 under the Family and Medical Leave Act of 1993.

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

BUDGET ADJUSTMENTS

Ms. West-Wing presented the following report:

FROM APPROPRIATION:

\$30,000.00 from County Road Bridge Appropriation to County Road Bridge Fund.

\$50,000.00 from Juvenile Child Care Appropriation to Juvenile Child Care Fund.

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

BILLS

Ms. Smith presented the following bills for payment:

<u>GENERAL FUND</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
Due from State	\$ 42,490.37	\$
Appropriations	22,000.00	
County Commission	67.68	5,298.47
Circuit Court	5,663.25	13,597.46
District Court	2,262.18	55,064.27
Friend of the Court	13,126.72	41,338.43
Jury Commission	67.76	
Probate Court	2,370.02	18,530.59
Juvenile Branch	12,305.63	30,695.15
Appeals Court	845.47	
Administration		9,945.98
Finance Department	2,694.61	10,708.77
County Clerk		23,252.92
Equalization Department	2,681.60	14,119.09
Human Resources	5,205.25	9,250.73
Geographic Information Systems		7,824.63
Prosecutor's Office	1,599.83	37,633.70
Register of Deeds		17,521.59
County Treasurer	341.80	13,207.35
Cooperative Extension		5,283.33
Information Technology	512.87	12,759.16
Buildings & Grounds	8,463.94	11,188.23
Courts Building Security	68.50	7,081.93
Drain Commission	238.99	5,368.50
Sheriff Department	18,851.16	109,158.20
Sheriff Reserves	50.00	184.10
Jail & Turnkey	17,026.76	94,375.88
Emergency Services	274.00	4,831.34
Animal Control	1,058.20	6,485.52
Board of Public Works		733.41

Child Care - Juvenile		2,345.39	-280.26
<u>GENERAL FUND</u>		<u>EXPENDITURES</u>	<u>PAYROLL</u>
Veterans' Services		\$	\$ 2,542.06
Utilities & General Services		25,140.32	
Total		\$ 187,752.30	\$ 567,700.53
<u>OTHER FUNDS</u>		<u>EXPENDITURES</u>	<u>PAYROLL</u>
County Road Commission		\$ 291,622.30	\$
Parks & Recreation		1,556.11	5,062.02
Emergency 911 Service		9,765.31	62,382.40
Central Dispatch - Wireless		2,265.50	4,179.52
Meyer Broadway/Coon Hollow Park		125.14	2,745.42
Family Counseling		437.50	
Cade Lake Park		525.83	
Economic Development Fund		111.50	10,658.31
Register of Deeds Automation Fund		4,888.30	
Victims' Rights Advocate Fund		16.50	2,398.64
Community Corrections Advisory Bd.		10,940.00	3,009.02
Community Corrections Program		2,374.74	70.69
Drug Law Enforcement Fund		6,446.90	
Law Enforcement Fund		189.54	19,316.58
Secondary Road Patrol		1,834.17	9,044.74
Homeland Security Grant Fund		354.12	2,759.79
Law Library Fund		507.78	
Principal Residence Denial Fund		2,524.88	733.39
Commission on Aging		80,911.86	69,704.93
Community Development Block Grant Fund		2,302.00	
Sheriff's Justice Training Fund		1,500.00	
Child Care: Probate Court		19,615.55	13,952.53
Facilities Maintenance Fund		46,277.57	
Forfeiture & Foreclosure Fund		7,006.09	
Tax Payment Fund		7,170.77	
Inmate Store		1,637.91	
Three Rivers Community Center		2,213.42	1,003.51
Long Lake Level Revolving		232.17	
Flexible Benefits Insurance Fund		166,152.90	
Total		\$ 671,506.36	\$ 207,021.49
Grand Total		\$ 859,258.66	\$ 774,722.02
General Fund Operating Expenditures	\$118,564.73		
Pre-Authorized	69,187.57		
Accounts Payable		\$ 187,752.30	
General Fund Payroll Expenditures		\$ 567,700.53	
Other Funds Operating Expenditures	\$574,605.20		
Pre-Authorized	96,901.16		
Accounts Payable		\$ 671,506.36	
Other Funds Payroll Expenditures		\$ 207,021.49	
Total Recorded for the Month		\$ 1,633,980.68	

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

MISCELLANEOUS

Commissioner Loudenslager stated that last week he attended an MMRMA meeting and at their Board Meeting held on February 16th they stated that they would be distributing \$38 million of excess assets.

ADJOURNMENT

It was moved by Commissioner Dobberteen and supported by Commissioner Balog that the St. Joseph County Board of Commissioners adjourn until March 20, 2012 at 5:00 p.m. Motion carried.

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Pattie S. Bender, County Clerk

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Rick Shaffer, Chairman