

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 April 1, 2003, 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 and Dan Carey, Finance Director.

#### AGENDA

Ms. West-Wing requested that a 2002 Supplemental Grant for Terrorism Preparedness be added under new business after the Olney Bridge Canoe Park Lease Renewal. Jim Barnes, Emergency Services Coordinator is here to present the grant.

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

#### MINUTES APPROVED

Commissioner Loudenslager stated that on page 56 of the March 18, 2003 minutes the first sentence of the second paragraph should be corrected:

As stated:

"Commissioner Loudenslager stated that he has received a facsimile from the Michigan Association of Counties that was addressed to Chairman Dobberteen and to the Administrator requesting that he be the liaison from this Board to MAC."

As corrected:

"Commissioner Loudenslager stated that he has received a facsimile from the Michigan Association of Counties requesting that he be the liaison from this Board to MAC."

It was moved by Commissioner Bippus and supported by Commissioner Baker that the minutes for March 18, 2003 be approved as amended. Motion carried. Chairman Dobberteen abstained due to absence.

#### COMMUNICATIONS

1. Letter from Michigan Association of Counties, Re: MAC Legislative Updates, March 21 and March 28, 2003.
2. Letter from State Department of Treasury, Re: Register of Deeds Automation Fund fees.
3. Letter from Michigan Economic Development Corporation, Re: Notice of regional local official academies for state and local economic development strategies.
4. Letter from Michigan Association of Counties, Re: Copy of Michigan's 92<sup>nd</sup> Legislature.
5. Resolution from Bay County, Re: Health care.
6. Resolution from Arenac County, Re: Health care.
7. Resolution from Ottawa County, Re: Substance abuse treatment and prevention services.

8. Resolution from Ottawa County, Re: Michigan Department of Environmental Quality's NPDES Phase II regulations.
9. Resolution from Genesee County, Re: State laws regarding mobile home parks.
10. Minutes of Commission on Aging meeting of February 19, 2003.
11. Minutes of Community Mental Health Services Board meeting of February 25, 2003.
12. Minutes of Family Independence Agency Board meeting of February 24, 2003.

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

CITIZENS COMMENTS

Steve Siegelin, MSUE Director, stated that Nick Wendling, Agriculture Agent, has resigned as he has accepted a position with a seed company.

He stated that he has talked with the Administrator about hiring a part time employee because of the time of year that it is. He further stated that the budget climate at MSU is not favorable at this time but that there are other opportunities to explore.

OLNEY BRIDGE CANOE PARK LEASE RENEWAL

Dave Rachowicz, Parks and Recreation Director, requested approval of a renewal of the Olney Bridge Canoe Park Lease. He thanked Stanley and Patricia Atkinson for agreeing to the lease at a cost of \$1.00 per year.

Mr. Rachowicz stated that this park ties in nicely with the Rawson's King Mill Park.

It was moved by Commissioner Bordner and supported by Commissioner Shafer that the Olney Bridge Canoe Park Lease Renewal be approved.

The aye and nay vote was called as follows:

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

Nay votes cast:       0

Motion carried.

2002 SUPPLEMENTAL GRANT FOR TERRORISM PREPAREDNESS

Jim Barnes, Emergency Services Coordinator, requested approval of a 2002 Supplemental Grant for Terrorism Preparedness for \$18,686.11. He explained that this is just one in a string of grants that are available for the purpose of looking at emergency action guidelines. This grant can be used by the Emergency Operations Center to develop plans on how to deal with the people in the field. This provides for the opportunity to rewrite our Emergency Action Guidelines to include terrorism. In addition, it affords the opportunity to send people to conferences that deal with terrorism and can bring instructors into the County for training. It also is not just for terrorist incidents.

There are no matching funds required.

It was moved by Commissioner Loudenslager and supported by Commissioner Pueschel that the 2002 Supplemental Grant for Terrorism Preparedness be approved.

The aye and nay vote was called as follows:

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

Nay votes cast:       0

Motion carried.

## REMONUMENTATION CONTRACTS

Ms. West-Wing requested approval of two routine Remonumentation Contracts, one is a renewal and one is a new contractor.

### Wightman-Petrie, Inc.

It was moved by Commissioner Bordner and supported by Commissioner Bippus that the renewal of the remonumentation contract with Wightman-Petrie, Inc., be approved.

The aye and nay vote was called as follows:

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

Nay votes cast:       0

Motion carried.

### Carr & Associates

It was moved by Commissioner Bordner and supported by Commissioner Baker that the remonumentation contract with Carr & Associates be approved.

The aye and nay vote was called as follows:

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

Nay votes cast:       0

Motion carried.

## FAMILY COURT COORDINATOR POSITION

Ms. West-Wing stated that Probate Judge Thomas Shumaker was present at the Executive Committee Meeting on March 28th requesting approval of an increase in hours for the Family Court Coordinator position from 20 hours per week to 28 hours per week. The Executive Committee is recommending this change in hours.

The person that was in this position recently resigned.

It was moved by Commissioner Bordner and supported by Commissioner Bippus that the Family Court Coordinator position be increased from 20 hours per week to 28 hours per week.

Commissioner Bippus stated that he is inclined to vote no but Judge Shumaker was very persuasive and he will be voting in the affirmative.

Commissioner Bordner stated that Judge Shumaker was a good attorney, which led him to the judgeship. The department has demonstrated a number of cost savings, policy changes and has initiated a number of programs. He believes that this increase in hours for this position will help with the efficiency that he has developed.

Commissioner Baker stated that according to the information that was in their packets that Judge Shumaker requested a full time position in October of 2000 and he would support a full time position.

Judge Shumaker stated that he knows the budget issues that the County has. The Domestic Assault Shelter Coalition receives a federal grant for the funding of an advocate that is here helping with the Personal Protection Order cases. He stated that we have always had a good partnership with DASC and it is good to have 2 part time people, they make a good team and if one is ill it is likely that the other person can fill in for them. If neither person were there a good share of the burden would fall back on the County Clerk and the Prosecuting Attorney.

Judge Shumaker stated that, Sherry Jones, who has just resigned from the 20 hour position, did a very good job.

If a Family Violence Court is ever established then maybe a full time position would be warranted.

Motion carried.

#### PURCHASING OF RECOGNITION PLAQUES

Ms. West-Wing stated that she had requested an opinion from the County's Attorney regarding the use of County funds to purchase recognition plaques for Commissioners. It is his opinion that that it is an allowable expenditure. Also, in the opinion other items were addressed that could and could not be purchased.

She further stated that the purchase of the recognition plaques for Commissioners with County funds has not been the past practice of this Board.

It was moved by Commissioner Bippus and supported by Commissioner Bordner that the County's practice be changed to allow for the purchase of recognition plaques for Commissioners with County funds. Motion carried.

#### COMMITTEE REPORTS

##### Law Enforcement

Commissioner Bippus stated that there was no report.

##### Judiciary

Commissioner Bordner stated that the Judiciary Committee meeting has been rescheduled from April 9th to May 14th at noon.

##### Physical Resources

Commissioner Bippus stated that the Physical Resources Committee met on March 25th and most of the discussion was focused on the jail kitchen and deliveries and also space allocation at the jail. The minutes are included in everyone's packet.

##### Executive Committee

Commissioner Bordner stated that most items discussed at the March 28th Executive Committee Meeting have been discussed this evening except for the volunteers that take the dogs from the Animal Shelter for adoption. The Animal Control Director will pay them from the existing budget for one trip per month at the rate of \$20 for a trip to Lansing and \$30 for a trip to Detroit.

##### Central Dispatch Policy Board

Commissioner Bippus stated that the quarterly meeting of the Central Dispatch Policy Board was held this morning and Andy Goldberger brought the Board up to date on various issues.

#### RETIREMENT BOARD

Commissioner Bippus stated that a Retirement Board Meeting was held this afternoon. The Board is reviewing a request for a proposal for financial and beneficiary services for the Retirement Board.

#### PERSONNEL REPORT

Ms. West-Wing presented the following report:

##### RESIGNATION:

Sheryl Jones, Part-time Family Court Coordinator, has resigned effective April 4, 2003.

MISCELLANEOUS:

Brenda Walls, Typist/Accounting Clerk, will be on medical leave commencing approximately April 22, 2003 under the Family and Medical Leave Act of 1993.

The position of Land Resource Data Entry Clerk has been eliminated effective March 24, 2003. Virginia Trattles to start as Data Entry/Imaging Clerk in the Register of Deeds Office (new position) at \$10.12/hr. (pay grade 3) effective March 25, 2003.

SEASONAL/TEMPORARY EMPLOYMENT:

Marilyn Richardson to work temporary, part-time for the Sheriff’s Department at \$7.75/hr. effective April 1, 2003.

Marilyn Richardson to work temporary, part-time for Circuit Court at \$7.75/hr. effective April 1, 2003.

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

REQUISITION

Ms. West-Wing presented the following requisition:

One Workstation and associated components for Register of Deeds Office \$691.00

It was moved by Commissioner Bippus and supported by Commissioner Loudenslager that the requisition be approved. Motion carried.

BUDGET ADJUSTMENTS

Ms. West-Wing presented the following report:

BUDGET ADJUSTMENTS:

DECREASE:

Line item 256-236-941.000 (Contingency) \$ 700.00

INCREASE:

Line item 256-236-978.000 (Furniture and Fixtures) \$ 700.00

DECREASE:

Line item 101-301-706.130 (Wages – Deputies) \$ 2,000.00

INCREASE:

Line item 101-301-706.060 (Wages – Clerical) \$ 2,000.00

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

BILLS

Dan Carey presented the following bills for payment:

<u>GENERAL FUND</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
Due to Townships	\$ 612.50	\$
Employee Receivable	732.00	
Appropriations	100,847.66	
County Commission	3,064.25	5,910.89
Circuit Court	168.78	16,072.15
District Court	977.50	62,642.02
Friend of the Court	5,134.00	34,528.92

<u>GENERAL FUND</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
Jury Commission	\$ 99.48	\$
Probate Court	2,195.85	17,718.54
Juvenile Branch	7,288.55	40,005.03
Appeals Court		171.16
Administration		7,988.21
Finance Department	2,110.38	10,895.40
County Clerk		20,602.68
Equalization Department	302.30	15,586.30
Geographic Information Systems		6,820.75
Prosecutor's Office	2,105.61	36,002.74
Central Services	9,736.60	4,951.72
Register of Deeds	27.00	10,817.03
County Treasurer		13,595.45
Cooperative Extension	547.27	7,473.95
Data Processing	3,606.23	6,968.76
Buildings & Grounds	6,772.28	14,401.71
Courts Building Security	270.93	4,738.79
Drain Commission		3,574.50
Sheriff Department	8,545.91	76,625.97
Sheriff Reserves	55.95	
Jail & Turnkey	18,853.93	88,252.36
Emergency Services	192.81	3,761.24
Animal Control	2,245.66	8,492.83
Board of Public Works		757.62
Child Care - Probate	4,651.68	83.97
Utilities & General Services	23,405.12	
	<hr/>	<hr/>
Totals	\$ 204,550.23	\$ 519,440.69
 <u>OTHER FUNDS</u>	 <u>EXPENDITURES</u>	 <u>PAYROLL</u>
County Road Commission	\$ 292,197.99	\$
Parks & Recreation	1,133.20	4,265.39
Emergency 911 Service	23,797.43	44,654.45
Meyer Broadway/Coon Hollow Park	14,357.23	2,247.01
Friend of the Court		1,462.45
Family Counseling	1,300.00	
Cade Lake Park	7.00	
Waste Management Fund		
County Commission	6,250.00	
Resource Recovery Program	526.80	596.22
Traffic Safety Program Fund	1,907.84	
Economic Development Fund		2,380.75
Survey & Remonumentation	18,665.39	
Register of Deeds Automation Fund	1,561.08	
Victims' Rights Advocate Fund		3,015.45
Community Corrections Advisory Board	6,506.67	2,476.07
Community Corrections Program	4,155.00	247.60
Drug Law Enforcement Fund	2,311.69	
Law Enforcement Fund	46.55	19,285.51
Secondary Road Patrol		7,578.93
Commission on Aging	27,742.15	44,847.03

<u>OTHER FUNDS</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
Community Development Block Grant	\$ 9.00	\$
Family Independence Agency	43,659.67	
Child Care - Probate Court	25,026.49	3,014.70
Child Care - Family Independence Agency	37,442.67	
Veterans' Trust Fund	1,375.68	
BPW #15 Constantine Village Sewer Construction	34,877.15	
Inmate Store	694.61	
Three Rivers Community Center	2,249.84	613.88
COA Gadabouts	3,877.48	
Long Lake Level Revolving Fund	5.67	
Tax Payment Fund	9,392.42	
Flexible Benefits Insurance Fund	101,909.39	
	-----	-----
Totals	\$ 662,986.09	\$ 136,685.44
Grand Total	\$ 867,536.32	\$ 656,126.13
General Fund Operating Expenditures		
Pre-Authorized	\$184,219.86	
Accounts Payable	20,330.37	\$ 204,550.23
General Fund Payroll Expenditures	\$ 519,440.69	
Other Funds Operating Expenditures		
Pre-authorized	\$658,536.35	
Accounts Payable	4,449.74	\$ 662,986.09
Other Funds Payroll Expenditures	136,685.44	
	-----	
Total Recorded for the Month	\$ 1,523,662.45	

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

#### MISCELLANEOUS

Commissioner Pueschel thanked the Clerk for all that she did to facilitate the employees' seminar held on March 19th.

Commissioner Loudenslager asked if anyone had any questions that he could ask the Michigan Association of Counties for them.

Commissioner Bordner thanked everyone for their support during the recent loss of his nephew.

#### CITIZENS COMMENTS

David Allen, EDC Director, stated that he has been on the job 3 weeks and is enjoying it very much. He expressed concern that in the State budget that the merit scholarship might be cut from \$2,500 to \$500. He supports the scholarship program, however, he has heard that in order to restore those funds that the State may need to eliminate funding to the Michigan Economic Development Corporation. Michigan has led the nation in economic development the past few years and he hates to see those funds cut.

ADJOURNMENT

It was moved by Commissioner Loudenslager and supported by Commissioner Bordner that the St. Joseph County Board of Commissioners adjourn until April 15, 2003 at 5:00 p.m. Motion carried.

-----  
Pattie S. Bender, County Clerk

-----  
John L. Dobberteen, Chairman