

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, 2008, at 5:00 p.m.

Chairman Robin Baker called the meeting to order.

The Invocation was given by Commissioner Pueschel.

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
Michael D. Dunlap	Robin Baker
Monte Bordner	David J. Pueschel

Absent: John L. Dobberteen

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

AGENDA

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

MINUTES APPROVED

It was moved by Commissioner Loudenslager and supported by Commissioner Shafer that the minutes for March 18, 2008 be approved. Motion carried.

COMMUNICATIONS

1. Letter from the Michigan Association of Counties, Re: MAC Legislative Update, March 21, 2008; March 28, 2008.
2. Copy of letter from Tim Carls to Senator Levin, Re: Truck route in Mottville Township.
3. Resolution from Lake County, Re: Support of Great Lakes – St. Lawrence River Basin Water Resources Compact.
4. Minutes of the Community Mental Health Services Board meeting of January 29, 2008.
5. Minutes of the Kalamazoo Community Mental Health and Substance Abuse Services meeting of March 17, 2008.

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

CITIZENS COMMENTS

Wayne Brown, 17568 Heimbach Road, Three Rivers in Park Township was present to discuss the flooding caused by the Park Drain. He has talked to the Drain Commissioner and with the work that will be done on the north end of the drain, Section 4, will aggravate more than alleviate property owners problems on the south and west end of the drain.

Commissioner Shafer stated that he is familiar with this drain and explained the petition process to Mr. Brown and said that he will give Mr. Brown his phone number so that he could call him.

COUNTY CLERK'S ANNUAL REPORT FOR 2007

County Clerk, Pattie S. Bender, gave an overview of the 2007 Annual Report for the County Clerk's Office. She introduced staff in attendance, Sandy Bowen, Chief Deputy, and Deputies Phyllis Lung, Joan Skinner and Jackie Wells. She also explained that Deputy Kathy Kline was on medical leave and Dena Wyckoff's daughter was playing volleyball and that is why she was not in attendance.

She explained the good working relationship that the County Clerk's Office has with the Circuit Judge and staff.

Revenue was up around \$16,000 in 2007 compared to 2006 mainly because of the increase in certified copy fees in the last quarter of 2006 and also the photo fees increased significantly; the camera was purchased in the fall of 2006.

Ms. Bender explained the shortage in restitution and the difficulty they had in trying to retrieve an overpayment from a nation-wide corporation and still could not get them to return the funds.

She thanked Marilyn Richardson who has been working part time while Kathy Kline has been on medical leave. She also thanked staff and their Department Managers in Circuit, District and Juvenile for their assistance on several occasions during Kathy Kline's absence.

Following are the financial and statistical reports for 2007:

2007 COUNTY CLERK'S ANNUAL REVENUE REPORT
January 1, 2007 through December 31, 2007

		2006		2007
Pistol Permits				
County Share	155	\$ 4,030.00	156	\$ 4,056.00
Replacements	3	30.00	5	50.00
Marriage Licenses				
County	484	2,420.00	462	2,310.00
Out Of State	30	450.00	36	540.00
Professional Registrations	2	50.00	4	100.00
Drug Caseflow Reimbursement		572.90		575.39
Juror Comp. Reimbursement		13,650.00		8,480.00
Entry Fees		15,903.00		16,740.00
Fee Cases	513		540	
Waiver Cases	74		75	
No Fee Cases	709		737	
Motion Fees		5,580.00		5,730.00
Jury Fees		2,280.00		2,130.00
Appeal to Appeals Court	7	175.00	6	150.00
Filiation (Paternity) Fee	17	153.48	29	245.00
Court Cost (Probation)		59,218.93		60,187.09
Attorney Fees		32,657.22		30,551.28
Crime Victim Rights		1,226.42		1,490.13
Forensic Fee		180.47		139.49
Garnishment Fee/Judgment Debtor		1,380.00		1,500.00
10% County Share DNA		54.74		73.87
20% Late Penalty		701.60		6512.10
Interest Earned		109.34		
Certified Copies				
1st Copy Birth		24,746.00	2790	36,270.00
Additional		3,088.00	960	3,840.00
1st Copy Death		7,860.00	719	9,347.00
Additional		10,154.00	2916	11,664.00
1st Copy Marriage		3,437.00	304	3,952.00
Additional		343.00	96	384.00
Judgments & Orders	304 pgs.	3,040.00	331 pgs.	3,310.00
Additional	1677 pgs.	1,677.00	1776 pgs.	1,776.00

		2006		2007
Certified Copies, Continued				
Assumed Names	53	106.00	55	110.00
Copartnerships	1	2.00	1	2.00
<i>Certified Copies Total</i>		<i>54,453.00</i>		<i>2,119.00</i>
Partnership Filings	16	160.00	8	80.00
Partnership Dissolutions	2	20.00	3	30.00
Partnership Non-Resident	3	6.00		0.00
Assumed Names Filings	490	4,900.00	464	4,640.00
Assumed Names Dissolutions	25	250.00	30	300.00
Assumed Name Non-Resident	7	14.00	3	6.00
Notary Bond Filing Fees	136	1,088.00	121	968.00
Notarial Certificates		20.00		100.00
Passport Execution Fees	731	21,930.00	769	23,070.00
Photo Fees	130	780.00	659	3,954.00
Laminating Fees	177	177.00	150	150.00
Qualified Voters File		172.00		393.81
Voter Registration Processing		842.56		818.08
Copies & Searches		4,199.80		2,823.40
Marriage Waivers	29	145.00	47	235.00
Services				
Marriages performed by Clerk	11	220.00	26	520.00
Video Recording		210.50		238.00
Secret Marriage	1	25.00	1	25.00
License Correction	2	50.00	1	25.00
Notarizing		225.25		140.00
Business Under Assumed Name Listing		3.00		37.15
Sale-Bus. Under Assumed Name Books		10.00		2.50
Pet. for Restoration of Firearms		10.00		
Tape of Commissioner Meeting				6.75
Election Reimbursement**		30,383.00		26,378.59
Filing in Lieu of Petitions	4	400.00	8	800.00
Late Campaign Filing		0.00		50.00
Cremation Permits	169	845.00	177	885.00
10% Bond Cost		1,800.00		3,215.00
Bond Forfeitures		7,330.00		1,000.00
Cash short/over		15.00		(333.70)
		\$ 271,507.21		282,772.93
FRIEND OF THE COURT FUND				
Custody and/or Parenting Time		\$ 14,490.00		\$ 15,190.00
Support Fee		840.00		720.00
MARRIAGE COUNSELING FUND		\$ 7,710.00		\$ 7,440.00
EMBEZZLERS FEE FUND		\$ 8,393.00		\$ 1,440.00
LIBRARY FUND (Court Ordered Fines)		\$ 12,032.50		\$ 14,906.03

CIRCUIT COURT
TRUST AND AGENCY FUND

	2006	2007
Pistol Permits due State	\$ 9,942.00	\$ 9,984.00
Notary Fees due State	272.00	242.00
Crime Victim Rights due State	11,035.38	13,404.90
State Court Fee due State	5,580.00	5,730.00
Filiation (Paternity) Fee due State	943.92	1,007.03
Jury Reimbursement Fund	950.00	700.00
Civil Filing Fee	61,047.00	64,260.00
Misdemeanor & Felony State Cost	11,935.80	14,423.13
65% DNA Fee due State	358.61	480.26
Forensic Fee due State	1,022.59	790.51
Child Support Bench Warrant	2,350.00	2,410.00
25% DNA Investigating Agency	138.61	184.70
Bonds Payable	118,682.81	96,563.77
Courts Orders Payable	900.00	23,109.42
Restitutions Payable	131,137.80	147,384.09
Receipts Refundable	1,338.34	2,019.17
Customer Deposits Payable	712.72	70.00
OUIL Reimbursement	400.00	405.40
	\$ 358,747.58	\$ 383,168.38

JUVENILE DIVISION
GENERAL FUND

	2006	2007
Court Appointed Attorney Fees	\$ 49,689.22	\$ 47,001.68
Forensic Fees	10.50	0.00
Juvenile Court Service Fees	5,135.00	4,695.00
Court Cost	3,822.86	1,138.13
Crime Victim Rights	203.00	187.00
Probation Service Fees	6,095.00	4,477.00
Probate Court Fees	255.00	314.00
Juvenile Child Care - Parent	18,729.48	9,717.51
	\$ 83,940.06	\$ 67,530.32

JUVENILE DIVISION
TRUST AND AGENCY FUND

	2006	2007
Crime Victim Rights due State	\$ 1,827.00	\$ 1,683.00
Misdemeanor & Felony State Cost	5,839.83	4,989.65
Forensic Fees due State	59.50	0.00
Bonds Payable	19,438.68	4,394.65
Restitutions Payable	19,083.40	12,955.02
Probate Court - Due State	354.00	438.00
	\$ 46,602.41	\$ 24,460.32

RECAPITULATION

	2006		2007
Credit to County Clerk General Fund	\$ 271,507.21	\$	282,772.93
Credit to Juvenile Court General Fund	83,940.06		67,530.32
Friend of the Court Fund	15,330.00		15,910.00
Marriage Counseling	7,710.00		7,440.00
Embezzlers Fee Fund	8,393.00		1,440.00
Library Fund	12,032.50		14,906.03
Trust and Agency Fund	358,747.58		383,168.38
Trust and Agency Fund - Juvenile	46,602.41		24,460.32
	\$ 804,262.76	\$	797,627.98

Ms. Bender asked if there were any questions.

Commissioner Dunlap stated that he had been a customer at the County Clerk's Office for years even before he was a Commissioner and he has always received good service.

Commissioner Bordner asked about the microfilm project. She responded by saying that it is still underway and she has been pleased with the finished project. The company should be picking up the last of the Circuit Court files Friday to microfilm which should complete the project.

Commissioner Shafer thanked all the staff for assisting the County Clerk's Office while they were shorthanded.

Commissioner Loudenslager thanked the Clerk's Office for all of their good work.

Commissioner Pueschel stated that it was all good stuff.

It was moved by Commissioner Dunlap and supported by Commissioner Loudenslager that the County Clerk's Annual Report for 2007 be accepted. Motion carried.

REGISTER OF DEEDS ANNUAL REPORT FOR 2007

Cynthia Jarratt, Register of Deeds, gave a synopsis of the Annual Report for 2007 as follows:

- In 2001-2003 midst of a refi-housing boom with interest rates at 30 year lows. Land record records were at an all time high.
- 4 years later in 2007 the pendulum swung the other way and brought us the worst years for the housing market in our nation's history.
- 2007 Michigan ranked third highest in the nation for foreclosures.
- Southwest Michigan faired better than the state overall.
- St. Joseph County had 311 foreclosures in 2007 with 17 redemptions.
- 2007 showed a 16% increase in foreclosures over 2006 which had 268.
- 2006 showed a 21% increase in foreclosures over 2005 which had 221.
- 2005 showed a 27% increase in foreclosures over 2004 which had 174.
- 2004 only year with a drop in foreclosures in past 5 years.
- Revenues have been affected.
- 2007 – General Fund Revenue was \$449,078.89 which is a 14% decline over 2006.
- 2006 – General Fund Revenue was \$524,548.67 which is a 4.5% decline over 2005.
- State Revenue collected and the Technology Fund Revenues both showed similar declines.
- The bright spot for the office was an increase in service to the public. They extended office hours to 8-5 instead of 9-5, providing 5 additional hours a week of service.
- She thanked staff for proving excellent customer service and working to uphold "No Wrong Door Policy" established by the Commissioners.
- Access to public records – 6 public terminals are in the office providing access to not only Register of Deeds Records, but also to records in the offices of the County Treasurer, Equalization, G.I.S., County Clerk and District Court.

She also gave an overview of the Technology Time Line Report – Five Year Mark.

- March 31, 2008 marked the 5 year anniversary of the implementation of \$5.00 per document technology fee.
- She thanked the Board of Commissioners for their support.
- The report provides historical data with regards to automation that has taken place in the Register of Deeds Office, both before the technology fund and what has been accomplished since the beginning of the fund in March of 2003.
- May 2004 – Commissioners gave their approval to purchase a new system.
- From that point forward the report takes you through each new enhancement and improvement to our system, how it was benefited the public, the functions within the Register of Deeds office as well as other county offices.
- Promises Kept – 4 years into the 5 year loan repayment and payment is on schedule as set up by the Finance Department, even though revenue is down.
- Promises Kept – zero staff growth and they cut one person, the technology clerk.
- Promises Kept – Commissioners would not be disappointed.
- Future – Phase 3 – Web access to land records in 2009.

Commissioner Dunlap stated that he has always received excellent treatment in the Register of Deeds Office.

Commissioner Shafer commended Ms. Jarratt and her staff for the services that they provide and we can also thank the Technology Fund for that.

Commissioner Loudenslager stated that it is good to hear that someone still remembers the “no wrong door” policy that the Board of Commissioners established years ago.

Commissioner Pueschel stated that he appreciates all that the staff does.

It was moved by Commissioner Dunlap and supported by Commissioner Pueschel that the Register of Deeds Annual Report for 2007 be accepted. Motion carried.

RENEWAL OF AN AGREEMENT FOR LAW ENFORCEMENT SERVICES WITH FABIUS TOWNSHIP

Ms. West-Wing presented a renewal of an agreement for law enforcement services with Fabius Township.

It was moved by Commissioner Loudenslager and supported by Commissioner Dunlap that the renewal of an agreement for law enforcement services with Fabius Township be approved.

The aye and nay vote was called as follows:

Aye votes cast: 6 – Commissioners Shafer, Loudenslager, Dunlap, Baker, Bordner and Pueschel.

Nay votes cast: 0

Absent: 1 – Commissioner Dobberteen.

Motion carried.

REQUEST TO USE COUNTY PROPERTY FOR COVERED BRIDGE DAYS

It was moved by Commissioner Dunlap and supported by Commissioner Shafer that the Covered Bridge Festival Committee be allowed to use the Courthouse property beginning on Friday, June 20, 2008 at 10:00 a.m. through Saturday, June 21, 2008 at 6:00 p.m. Motion carried.

REMONUMENTATION CONTRACT WITH JCK GROUP, INC.

Ms. West-Wing stated that Andrew Hartwick, G.I.S. Director, is requesting approval of a Remonumentation Contract with JCK Group, Inc. This company conducts survey-grade GPS coordinate acquisition of monuments. The current surveyors with whom we have contracts are in support of the county contracting with JCK Group, Inc. This company can locate corners more quickly therefore their fees are less than what we pay the other surveyors.

It was moved by Commissioner Shafer and supported by Commissioner Pueschel that the Remonumentation Contract with JCK Group, Inc., be approved.

The aye and nay vote was called as follows:

Aye votes cast: 6 – Commissioners Shafer, Loudenslager, Dunlap, Baker, Bordner and Pueschel.

Nay votes cast: 0

Absent: 1 – Commissioner Dobberteen.

Motion carried.

COMMISSION ON AGING EMPLOYEE BENEFITS

Ms. West-Wing stated that she has been working with the Commission on Aging in bringing their employees' benefits more in line with County employees' benefits. This document addresses sick leave, vacation, bereavement leave, percentage of insurance premiums paid by employees and holidays.

It was moved by Commissioner Dunlap and supported by Commissioner Shafer that the Commission on Aging Employee Benefits be approved.

Commissioner Shafer mentioned that this was one of the goals of asking for the millage so that COA employees' wages and benefits could be more in line with County employees hoping that the turnover rate would decrease.

The aye and nay vote was called as follows:

Aye votes cast: 6 – Commissioners Shafer, Loudenslager, Dunlap, Baker, Bordner and Pueschel.

Nay votes cast: 0

Absent: 1 – Commissioner Dobberteen.

Motion carried.

RULES OF THE ST. JOSEPH COUNTY BOARD OF COMMISSIONERS

Ms. West-Wing stated that the Board discussed revising the Board rules in their work session on March 3rd and they have been revised into the following document:

ADOPTED - December 20, 1988

AMENDED - February 19, 1991

AMENDED - March 20, 1995

AMENDED - April 20, 1999

AMENDED - February 18, 2003

AMENDED - April 1, 2008

I. - BOARD MEETINGS - TIME AND PLACE

- A. REGULAR AND ADJOURNED REGULAR MEETINGS. The Board shall convene for the purpose of holding meetings in the Commissioners' Room in the St. Joseph County Courthouse in the Village of Centerville. The meetings will be the first and third Tuesday of each month at 5:00 P.M. These meetings shall be considered regular meetings of the Board of Commissioners.

Any other meetings shall be special meetings or adjourned sessions of the regular meetings, depending upon the means and methods used in calling the meeting. Unless the Board otherwise provides, the motion to "adjourn" any meeting of the Board, whether special or regular, shall mean to adjourn to the next succeeding regular meeting date. {Amended 2/19/91}

- B. SPECIAL MEETINGS. The Board shall convene for the purpose of holding special meetings upon the written request of at least one-third (1/3) of the Commissioners, to the County Clerk, specifying the time, date, place and purpose of such meetings, [or when the Board, while in session, votes to call a special meeting.]

When a special meeting is called by written request, as provided above, the County Clerk shall immediately give written notice thereof to each Commissioner at least five (5) days before the time of such meeting in the manner prescribed by law. Written notice may be given via email, fax, mail service or hand delivered. The County Clerk shall attempt to confirm receipt of notice. Under either situation described above, the Clerk shall post at least 18 hours before the meeting a Public Notice as required by PA 267 of 1976. {Amended 2/18/03}

Emergency meetings may be called, only if delay would threaten severe and imminent danger to the health, safety, and welfare of the public, and provided such meeting shall be consistent with the requirements of the Open Meetings Act, PA 267 of 1976. {Amended 03/20/95; amended 04/01/08}

- C. MEETINGS ON LEGAL HOLIDAYS. Any regular or adjourned meetings of the Board, which fall upon a legal holiday, shall automatically be set over to the next secular day following that is not a legal holiday, at the same time and place indicated for the original meeting, unless otherwise set by the Board. {Amended 4/20/99}

For the purpose of construing and applying the above section, legal holidays shall consist of the following:

Martin Luther King, Jr. Day	Veterans Day
Presidents' Day	Thanksgiving
Good Friday	Day After Thanksgiving
Memorial Day	Day Before Christmas
Independence Day	Christmas Day
Labor Day	Day Before New Years Day
	New Years Day

When New Year's Day, Independence Day, Veterans' Day, or Christmas Day falls on Saturday, the preceding Friday, shall be a holiday. When New Year's Day, Independence Day, Veterans' Day, or Christmas Day falls on Sunday, the following Monday shall be a holiday. When Christmas Eve or New Year's Eve falls on Friday, the preceding Thursday shall be a holiday. When Christmas Eve or New Year's Eve falls on Saturday or Sunday, the preceding Friday shall be a holiday. {Added 03/20/95}

II. - CHAIRPERSON

- A. ELECTION. At the first meeting of each calendar year, the Board shall be called to order by the county clerk. As the first item of business the county clerk shall administer the oath of office to the commissioners if the oath has not previously been administered.

The second item of business shall be election of the chairperson of the board and vice-chairperson. The clerk shall call for nominations for the office of chairperson and when nominations are closed by majority vote or no other nominations are forthcoming, the clerk shall order a roll of commissioners to be called. When one nominee receives a majority of the votes of the members elected and serving, that nominee shall be declared chairperson.

The newly elected chairperson shall assume the chair and proceed with the election to the office of vice-chairperson.

If the commissioners present shall not case a majority for one nominee, the county clerk shall continue to preside until a majority of commissioners elects one of its members to be chairperson. The board of commissioners may proceed onto other agenda matters as they shall decide. {Amended 04/01/08}

The officers shall hold their respective offices for a term of one year, or until their successors are duly elected and qualified as set forth above.

- B. DUTIES. The Chairperson (and during his/her absence the Vice-Chairperson or during both the Chairperson and Vice Chairperson's absence, the other member of the Executive Committee) shall preside at all meetings of the Board, and shall decide all questions of order, subject to appeal to the Board. Upon his/her election, the Chairperson shall appoint all standing and special committees, subject to the approval by a majority of all members of the Board. The Chairperson shall arbitrate all jurisdictional disputes between committees, subject to these rules and subject to appeal to the Board. The Chairperson shall not have the right to vote on any committee except where he/she is expressly named a member of that committee. In the event of a committee vacancy, the Chairperson shall appoint a replacement, subject to the approval of the majority of the Board. The Chairperson shall vote last at all Board meetings. {Amended 2/18/03}

III. - CLERK OF THE BOARD

- A. OFFICIAL CLERK AND DUTIES. The duly elected Clerk of St. Joseph County shall be the Clerk to the Board. He/she or his/her duly appointed deputy, shall perform all duties ordinarily pertaining to such office, including, but not limited to, the following duties prescribed by law:
1. To record all the proceedings of the Board in a book provided for that purpose.
 2. To make regular entries of all Board resolutions and decisions upon all questions.
 3. To record the vote of each Commissioner on any ordinance, motion, resolution or appointment or election of an officer, submitted to the Board.
 4. To perform legally required duties on accounts acted upon by the Board.
 5. To certify, under the Seal of the Circuit Court of the County, or the official County Seal, without charge, copies of any and all resolutions or decisions on any of the proceedings of the Board, when requested by the Board or any member thereof.
 6. To perform such other and further duties as the Board may from time to time, require.
 7. To perform all posting functions required by the Open Meetings Act, 1976 PA 267.

IV. - COMMITTEES

- A. STANDING COMMITTEES. The Board of Commissioners shall have the following standing committees with at least three members, but not more than four: {Amended 2/19/91}

<u>COMMITTEES</u>	<u>MEMBERS*</u>
1. Executive	3
2. Judiciary	3
3. Law Enforcement	3
4. Physical Resources	3

*Chairperson may attend all committee meetings, may participate in the discussion, but does not have the authority to vote, except where he/she is expressly named a member of that committee.

- B. DUTIES OF STANDING COMMITTEES. Standing committees shall have and perform the following specific duties: {Amended 2/19/91}
1. Executive: Agenda, Finance, Budget, Policy, Personnel, Administration.
 2. Judiciary: Courts, Prosecutor, Medical Examiner
 3. Law Enforcement: Sheriff, Jail, Marine Patrol, Reserves, Animal Control.
 4. Physical Resources: All County Facilities and Real Property. {Amended 2/18/03}

- C. GENERAL DUTIES OF STANDING COMMITTEES. In addition to the above, the standing committees shall have and perform the following other duties:
1. Each standing committee shall report to the Board upon all matters referred to the committee by the Board, except such matters as are expressly referred to the Committee for STUDY ONLY.
 2. Each standing committee shall act as liaison between the Board and the various county offices, boards and agencies respecting matters under the jurisdiction of the committee as prescribed by these Rules, except as the Board otherwise directs.
 3. Each standing committee shall have and perform such other duties as the Board, from time to time, may require.
- D. SPECIAL COMMITTEES. There shall be, in addition to the standing committees, such other special committees as the Chairperson, from time to time, may appoint and establish subject to approval by the Board. The membership of all such special committees shall automatically be vacated upon the succession to office of a new Chairperson to the Board.
- E. COMMITTEE MEETINGS. Meetings of a standing or special committee may be convened by its chairperson or by a majority of its members at any time upon reasonable notice to its members and to the Chairperson of the Board, provided that such notice complies with the requirements of the Open Meetings Act, 1976 PA 267. A quorum shall consist of a majority of the committee's voting members. All committee meetings shall be open, except that a committee may vote to go into closed session as provided by the Open Meetings Act, 1976 PA 267.

Each committee shall have a prepared agenda prior to the committee meetings, which may include, as far as is practicable, all items to be considered by the committee. The agenda may be posted on a bulletin board in the County Building and if available, shall be made available to the public on request as provided by law. The chairperson of each committee may either prepare an agenda in cooperation with the department managers, or may delegate that authority to the appropriate staff.

All committees shall keep minutes of their meetings as required by the Open Meetings Act, 1976 PA 267. Every committee shall provide an opportunity for members of the public to be heard at the end of the agenda. Members of the public may address the committee or subcommittee for up to five (5) minutes. Members of the public desiring to speak shall be required to identify themselves.

V. - CONDUCT OF BOARD MEETINGS

- A. QUORUM. A majority of the members of the County Board of Commissioners shall constitute a quorum for the transaction of the ordinary business of the County, and questions which arise at meetings shall be determined by the votes of a majority of the members present, except upon the final passage or adoption of a measure or resolution, or the allowance of a claim against the County, in which case a majority of the members elected and serving shall be necessary.
- B. ORDER OF BUSINESS.
1. Agenda.

a. Call to Order	j. New Business
b. Invocation	k. Resolutions
c. Pledge of Allegiance	l. Nominations
d. Roll Call	m. Recess*
e. Adoption of Agenda	n. Committee Reports
f. Approval of Minutes	o. Financial Matters
g. Communications	p. Chairperson Report
h. Public Matters/Comments	q. Public Matters/Comments
i. Old Business	r. Adjournment

*NOTE: Recess can be moved upon request and consensus of Board members.

2. Agenda Deadline. All information to be placed on the agenda must be received by the County Administrator no later than 12:00 noon on the day before the scheduled Executive session.

On or before the Friday before each Board meeting, the County Administrator shall mail (US mail or email) to each Commissioner, the agenda for the meeting, arranged as described in these Rules, and any documents applicable to the matters to be considered, including a copy of all committee reports and individual resolutions to be acted upon at the meeting, if available.

Late items shall be distributed to all Commissioners at the beginning of the Board meeting and shall be announced by title and added to the agenda with appropriate agenda numbers. A five-minute recess shall be granted at the request of any Commissioner prior to the consideration of late items.

C. RIGHTS AND DUTIES OF MEMBERS.

Speaking priorities. The sponsor of any properly moved and seconded motion, resolution, ordinance, or report shall have the right to speak for up to five minutes, after the formal introduction but prior to any discussion of the matter.

In any case where there may be more than one sponsor to a particular motion, resolution, ordinance or report, it shall be in the discretion of the Chairperson which person shall exercise the right given by this rule to first speak on the pending matter.

Each Commissioner shall be limited to speak for a five-minute time limit per recognition by the Chairperson. Before speaking, each member shall address himself/herself to the Chairperson. If two or more members arise to speak at the same time, the Chairperson shall designate the order in which they shall speak. No member shall speak more than twice on the same question except on special permission by the Board or the Chairperson.

No member, while addressing the Board, shall be interrupted, except to be called to order; and thereupon, he/she shall immediately cease talking and be seated.

Every Commissioner shall vote on all questions unless excused by the Chairperson or unless required by statute to abstain from voting. The Chairperson shall vote on all questions unless excused by the Board or unless required by statute to abstain from voting.

D. MOTIONS, RESOLUTIONS AND COMMITTEE REPORTS. No motion shall be debated or voted upon unless seconded. Any motion may, with the permission of the person who moved and seconded it, be withdrawn at any time before the same has been adopted. Every motion shall be put in writing at the request of any member of the Board. All motions, resolutions, committee reports and amendments or substitutes thereto shall be entered at large upon the minutes unless withdrawn. Each recommended ordinance introduced shall be headed by a title briefly describing or identifying it. If the title is lacking, the Clerk of the Board shall return it to the Commissioner who submitted it.

1. Voting. The vote on any questions shall be taken by a yea or nay roll call when called for by any member of the Board or as required by State law. Closed sessions may be held, provided the Open Meetings Act, 1976 PA 267 is adhered to.
2. Conflict of Interest - Abstention. Commissioners shall adhere to conflict of interest statute, MCL 15.321 Section 2.
3. Order of Precedence of Motions. When a motion is seconded and before the Board, no other motion shall be received except the following:
 - a. To fix the time to which to adjourn
 - b. To adjourn
 - c. For the previous question
 - d. To lay on the table
 - e. To postpone indefinitely
 - f. To postpone to a date certain
 - g. To refer
 - h. To amend

These motions shall have precedence in the order as above named.

4. Motions to Adjourn. A motion to adjourn shall always be in order except while a vote is being taken on any other motion already before the Board, or when a member has the floor.
 5. Motions to Reconsider. A motion for the reconsideration of any question shall be in order if made on the same day or at the next regular Board meeting by a person that voted on the prevailing side. A majority of the Commissioners (4 out of 7) must vote for the motion to reconsider in order for the Board to reconsider the motion. If the motion for reconsideration passes, then a majority of the Board must vote on the actual question then being reconsidered. A second vote for reconsideration or a reconsideration after the next succeeding Board meeting can only be had with the consent of two-third's (2/3) of the members. {Amended 2/18/03}
 6. Resolutions and Ordinances. Resolutions shall be considered in the order in which they are received unless otherwise ordered by the Board. All resolutions and motions for the appropriation of money and all proposed County ordinances shall be presented to the Board in writing.
 7. Division of Question. Upon request by any member, any question before the Board may be divided and separated into more than one question; provided, however, that such may be done only when the original is of a nature that upon division, each of the resulting questions is a complete question permitting independent consideration and action.
- E. APPEAL FROM DECISION OF CHAIR. When an appeal is taken from the decision of the Chair, the member making the appeal shall be allowed to state his/her reason for doing so. The question shall be then immediately put in the following form:
- "Shall the ruling of the Chair be sustained?"
- The question shall be determined by a majority vote of the members present, except the Chairperson shall not preside over that vote.
- F. REFERRAL TO COMMITTEES. It shall be the duty of the Chairperson to refer all petitions, communications, resolutions, motions and other business that may come before the Board to the proper committee unless objection be made by some member in which event a motion made and adopted with reference to the subject shall preclude the Chairperson's action.
1. All referrals to committee shall be in one of the following forms:
 - a. General Referral. Any referral which must be referred back to the Board after the Committee has reviewed or studied the matter shall be referred to as a general referral.
 - b. Referral for Information. Any referral which need not be reported back to the Board by the Committee to which it is referred, shall be called a referral for information.
- G. DISCHARGE OF COMMITTEE. The Board may, by a majority vote of all its members, discharge any committee from further consideration of any matter referred to the Committee for general referral.
- H. MOTION TO CLEAR THE FLOOR. If, in the judgment of the Chairperson, there is a confusion of Parliamentary procedure existing, the Chair shall have the right to request a "motion to clear the floor" which motion, if made and seconded, shall be undebatable, shall take precedence over all other motions, shall be forthwith put by the Chair, and, if carried, shall clear the floor completely and with the same effect as if all matters on the floor were withdrawn.
- The motion to clear the floor shall not be reconsidered; but its passage shall not limit the right of any member to move the reconsideration of any other matter in the same manner as, but for the passage of the motion to clear the floor, would be in accordance with these Rules.
- I. PUBLIC MEETINGS. Board meetings shall be open to the public as required by the Open Meetings Act, 1976 PA 267.
- J. CLOSED SESSION. The Board of Commissioners may meet in closed session, closed to members of the public, upon the motion of any member and roll call approval by two thirds of the members for the following purposes:

1. To consider the purchase or lease of real property, until an option to purchase or lease that property is obtained.
2. To consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation, but only when an open meeting would have a detrimental financial effect on the litigating or settlement position of the county board.
3. To meet with an attorney to consider the attorney's written opinion.
4. To review the specific contents of an application for employment to a county position and the applicant requests that the application remain confidential. Whenever the board meets to interview an applicant, it shall be in open session.

The Board may also meet in closed session for the following reasons without the requirement of a two-thirds vote:

1. To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of a public officer, employee, staff member, or individual agent if the named person requests a closed hearing. If the person rescinds his/her request for a closed hearing the matter at issue shall thereafter be considered only in open public meeting.
2. To consider strategy connected with the negotiation of a collective bargaining agreement.

For each closed session, the clerk shall make a separate record of the topics discussed. This record shall not be disclosed to the public except upon the order of a court. The clerk may destroy the minutes after one year and one day have passed after the meeting at which the board approved the minutes of the meeting at which the board voted to hold the closed session.

(The foregoing rules comply with the provisions of the Open Meetings Act (MCLA 15.267, MSA 4.1800[17]). {Entire section on Closed Session added 04/01/08}

K. COMMENTS FROM THE FLOOR. Only members of the St. Joseph County Board of Commissioners shall be given the floor to speak during any Board meeting except:

1. Anyone who desires to speak under Article V., Subsection B,1; h. & q. Public Matters/Comments; and
2. County officials and/or personnel may speak with the consent of the majority of the Board members present; and
3. Any person with the consent of the Chairperson of the Board.
4. Public comment shall be limited to no more than three (3) minutes per individual and at the times designated as stated above, except where extended privileges are granted by the Chair. Those wishing to speak must be recognized by the Chairperson before speaking and must give their name and address before speaking. Those addressing the Board may be stopped from speaking if the speech is irrelevant or repetitious or disrupts, disturbs or otherwise impedes the orderly conduct of the Board meeting. Under circumstances where a large number of persons wish to speak on a specific topic, the Chairperson may request that comments not be unduly repetitive or otherwise disruptive, and if they are may be ruled out of order and stopped. In any case, limitations on speech must be reasonable and viewpoint neutral. {Amended 2/18/03}

L. PARLIAMENTARY AUTHORITY. Robert's Rules of Order (newly revised) shall govern all questions of procedures which are not otherwise provided by these Rules, or by State Law.

VI. - FINANCE

A. ELECTED OFFICIALS COMPENSATION. The annual salary of each non-judicial salaried county officer, which is by law fixed by the County Board of Commissioners, shall be fixed by the board before November 1 each year and shall not be diminished during the term for which the county officer has been elected or appointed, but may be increased by the board during the officer's term of office (MCL 45.421, Sec 1(1); PA 154 of 1879 as amended) {Amended 2/18/03}

B. BOARD COMPENSATION. Members of the Board shall be compensated for their duties and their committee work at such rates and amounts as the Board, by resolution, in accordance with State law, shall determine. Changes in compensation (wages/fringes) for the members of the Board of Commissioners must be set prior to December 31st for the new term beginning January 1st. Once set compensation cannot be decreased or increased during the 2 year term of office (January 1st through December 31st). (MCL 46.415, Sec 15(3); PA 261 of 1966 as amended) {Amended 04/01/08}

1. The base salary shall compensate Board members for all regular and special Board meetings, preparation for these meetings, and contacts with constituents.
2. Per diems shall compensate Board members for other occasions when time is spent fulfilling the duties of County Commissioner.

Per diems will be separated into 2 Categories: (Added 04/01/08)

Category 1. Any meeting lasting up to four hours. Travel inclusive from the commissioners primary residence.

Category 2. Any meeting lasting longer then four hours. Travel inclusive from the commissioners primary residence.

Examples of occasions eligible for per diem compensation:

- a. Attendance at Board of Commissioners Standing Committee meetings;
- b. Attendance at meetings of special committees, or other boards or commissions as assigned by the Board of Commissioners, e.g. Parks & Recreation, Community Corrections;
- c. Attendance on behalf of the County, at township, city, or village meetings within the applicable district;
- d. Seminars, conferences, or meetings when attendance is related to Commissioner obligations or duties;
- e. If asked to speak to a group regarding a County related service or activity;
- f. Social events that meet the following criteria are eligible for per diem: (Added 04/01/08)
 - Social event in which the commissioner is a sitting member;
 - Social event in which the commissioner was at the time of the invitation asked to speak on County related business;
 - Social event in which there is a speaker or presentation which will aid a commissioner in his job.
- g. Other types of social events are not eligible for per diem but mileage would be reimbursed. (Added 04/01/08)

The above is not to be construed as an exhaustive list, but to provide guidelines for members in determining if certain situations are eligible for per diem.

Additional Special Committees. If a Commissioner is asked to participate with a group, and if they are going to request per diem, they are to provide to the Executive Committee information regarding the group, such as the name of the group, what they do, what purpose the Commissioner would have, how often they meet, etc. so a determination can be made if it should be eligible for per diem. (Added 04/01/08)

Individual per diems and expenses will be approved during the second meeting of each month pending review of available Executive committee members. (Added 04/01/08)

3. Board members shall be reimbursed for mileage and meals, at the applicable rates, for such relating to matters eligible for per diem reimbursement. Mileage/meals shall not be reimbursed for attendance at regular and special Board of Commissioners meetings. {Amended 03/20/95 and 02/18/03}

C. BUDGET LIMITATIONS. Except as may be otherwise required by law or Board Resolution, no County board, agency or officer whose budget is in whole or in part subject to the jurisdiction of the Board of Commissioners shall exceed or commit itself to exceed its budget or any restricted line item thereof without prior approval of the Board of Commissioners.

VII. – ADMINISTRATION

- A. SIGNING OF DOCUMENTS. The Chairperson shall be the signatory of all contracts, bonds, and other documents which require the signature of the Board of Commissioners. In the event the Chairperson is unable to perform such function, then the Vice-Chairperson shall act in his/her stead.
- B. NOTICE OF BOARD ACTION. When the Board has acted upon a written request or demand for action presented to the Board from other than among its membership, the clerk shall promptly notify the person or agency making the request or demand of the Board's action thereon.
- C. MINUTES. A copy of the minutes of each Board meeting shall be prepared and mailed or delivered to each member of the Board as soon as possible immediately after each meeting of the Board. The County Clerk or his/her designee shall prepare minutes as required by the Open Meetings Act, 1976 PA 267.
- D. RESOLUTIONS. All resolutions finally adopted by the Board in each calendar year shall be consecutively numbered in the order of their adoption. Any resolution may be read by a member of the County Board of Commissioners at a regular meeting of the County Board at the request of any Board member. This reading may be titled "first reading" or the Board may act on the resolution at the discretion of the Board. If it is read as the "first reading" the resolution may be read again and titled "second reading" at the next regular meeting of the County Board, at which time the County Board may act on the resolution.
{Amended 4/20/99}

VIII. - TITLES AND SUBTITLES

The titles and subtitles of these Rules, and the citations appended thereto, are for convenience only, and shall not be considered as part of these Rules.

IX. - AMENDMENT TO AND EFFECTIVE DATE OF THESE RULES

- A. These Rules may be amended, suspended, or rescinded only by a majority vote of all of the commissioners-elect. They shall remain in effect until rescinded, amended or suspended.
- B. Any amendment to these Rules properly presented to the Board of Commissioners and adopted, shall take immediate effect unless otherwise stated by the Board at the time of adoption.

X. - STATE LAW

To the extent that any of the Rules herein are contrary to State Law, they shall be of no force and effect.

It was moved by Commissioner Dunlap and supported by Commissioner Shafer that the Revised Board Rules be approved.

The aye and nay vote was called as follows:

Aye votes cast: 6 – Commissioners Shafer, Loudenslager, Dunlap, Baker, Bordner and Pueschel.

Nay votes cast: 0

Absent: 1 – Commissioner Dobberteen.

Motion carried.

ADDITIONAL COMMITTEE ASSIGNMENTS

Ms. West-Wing stated that at the work session on March 3rd that additional committees were being attended by Commissioners and those committees were not included in the Committee Assignments approved on January 22, 2008.

Those additional committee assignments that are not appointed by the Board are as follows:

(Not Appointed by Board of Commissioners)

S.W. MI Long Term Care Connection - Loudenslager
Twin Co. Corrections Probation Center - Loudenslager
H.S.C. - 211 Board - Dunlap
Community Healing Center - Baker
Child Death Review - Baker
M.A.C. - Human Services Committee - Loudenslager
M.A.C. - Judiciary Committee - Baker
M.A.C. - Transportation Committee - Dunlap
M.A.C. - Environmental Affairs Committee - Shafer
M.A.C. - Economic & Taxation Council - Bordner
Countywide Land Use Leadership Council - Shafer
Michigan Prisoner Re-entry Initiative - Loudenslager
MI Municipal Risk Mgmt. Authority - Loudenslager

It was moved by Commissioner Dunlap and supported by Commissioner Loudenslager that the additional committee assignments not appointed by the Board be approved.

The aye and nay vote was called as follows:

Aye votes cast: 6 – Commissioners Shafer, Loudenslager, Dunlap, Baker, Bordner and Pueschel.

Nay votes cast: 0

Absent: 1 – Commissioner Dobberteen.

Motion carried.

NATURAL GAS – RETURN TO SEMCO

Ms. West-Wing stated that last summer she gathered information regarding purchasing natural gas from a 3rd party, Volunteer Energy Services (VES), which was approved by the Board. Instead of saving money it has been costing the county money but the contract with VES was on a month to month basis and she is recommending that we switch back to SEMCO.

It was moved by Commissioner Shafer and supported by Commissioner Loudenslager that the County purchase natural gas from SEMCO. Motion carried.

RESOLUTION NO. 9-2008
RESOLUTION CONGRATULATING THE MENDON
2007 STATE CHAMPION FOOTBALL TEAM AND COACH SCHWARTZ

Commissioner Loudenslager read the following resolution:

WHEREAS, the Mendon High School football team won the Division 7 State football championship with a 14 – 0 overall season record; and

WHEREAS, the team defeated Centreville and Cassopolis in the District games and Muskegon Catholic Central in the playoffs to advance to Ford Field in Detroit for the State championship game against Traverse City St. Francis; and

WHEREAS, the Mendon Hornet football team prevailed over Traverse City St. Francis with a 20 – 0 win capturing their fifth state title since 1999; and

WHEREAS, the Mendon Hornets display skill, determination, and teamwork both on and off the field. This combined with the superb leadership of Head Coach John Schwartz has earned the Mendon Hornets a statewide reputation as a winning team.

NOW THEREFORE BE IT RESOLVED, that the St. Joseph County Board of Commissioners sends its congratulations to the Mendon High School football team, Coach John Schwartz, his staff, and the community of Mendon on winning the 2007 Division 7 State football championship.

BE IT FURTHER RESOLVED, that a copy of this resolution be presented to Coach John Schwartz and be spread upon the proceedings of the St. Joseph County Board of Commissioners this 1st day of April, 2008.

Coach Schwartz introduced Tom Wenzel, Athletic Director and father of 3 sons who were all on State Championship Teams and Brendon McCaw who is a scout and also organizes their golf outing/fund raiser.

It was moved by Commissioner Loudenslager and supported by Commissioner Shafer that the resolution be adopted and 2nd reading waived.

The aye and nay vote was called as follows:

Aye votes cast: 6 – Commissioners Shafer, Loudenslager, Dunlap, Baker, Bordner and Pueschel.

Nay votes cast: 0

Absent: 1 – Commissioner Dobberteen.

Resolution adopted.

Commissioner Bordner left the meeting.

NOMINATIONS/APPOINTMENTS

It was moved by Commissioner Shafer and supported by Commissioner Loudenslager that Robert Olsen be nominated and appointed to the Economic Development Corporation for a term to expire June 1, 2014. Motion carried.

COMMITTEE REPORTS

Law Enforcement

Commissioner Loudenslager stated that there was no report.

Judiciary

Commissioner Loudenslager stated that next week's meeting has been cancelled.

Physical Resources

Commissioner Shafer stated that they had not met but would when the engineers complete the study on the HVAC system in the courts building.

Executive Committee

Commissioner Pueschel stated that everyone had received a copy of the minutes of the Executive Committee Meeting held on March 28th and he would answer any questions that anyone may have.

DEPARTMENT OF HUMAN SERVICES

Commissioner Loudenslager stated that he is the liaison to the DHS Board and he attended a meeting last week and the Director stated that between federal and state funding \$12,507,581.59 was put into St. Joseph County's economy in 2007.

PERSONNEL REPORT

Ms. West-Wing presented the following report:

NEW HIRE:

Kristine T. Chobot has been hired as part-time Telecommunicator at \$8.50/hr. effective April 2, 2008.

Melissa L. Shafer has been hired as part-time (20 hours/week) Assistant Cook at \$9.16/hr. (COA grade 4, minimum) effective March 13, 2008.

Kimberly A. Wheeler has been hired as part-time Substitute Senior Center Manager (on an as-needed basis) at \$9.66/hr. (COA grade 5, minimum) effective March 12, 2008.

Penny D. Hayes has been hired as full-time Bookkeeper (40 hours/week) at \$12.30/hr. (COA grade 9, minimum) effective March 28, 2008.

MISCELLANEOUS:

Bernice Metzger to work temporary, part-time for Animal Control at \$9.00/hr. effective March 20, 2008.

Linda Pelfrey, Nutrition Kitchen Aide, will be on intermittent medical leave commencing March 10, 2008 under the Family and Medical Leave Act of 1993.

Janelle Jacobs, COA Administrative Secretary, will be on intermittent medical leave commencing March 17, 2008 under the Family and Medical Leave Act of 1993.

Sharon Hay, Escort Driver, will be on medical leave commencing March 27, 2008.

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

REQUISITIONS

Ms. West-Wing presented the following report:

One PC tower and software (existing monitor will be used) for GIS	Up to \$ 1,350.00
Five refurbished IBM PC's (existing monitors will be used) for JDT	\$ 993.00

It was moved by Commissioner Dunlap and supported by Commissioner Shafer that the requisitions be approved. Motion carried.

BUDGET ADJUSTMENTS

Ms. West-Wing presented the following report:

2007 BUDGET AMENDMENTS:

<u>GENERAL FUND</u>	<u>INCREASE:</u>	<u>DECREASE:</u>
County Commission	\$ 1,200 Payroll	\$ 1,200 Contingency
Finance	\$ 4,000 Payroll	\$ 4,000 Contingency
Building & Grounds	\$16,500 Operating	\$16,500 Contingency
Courts Building Security	\$1,800 Payroll	\$ 1,800 Contingency
Drain Commission	\$ 475 Payroll	\$ 475 Contingency
	\$ 725 Operating	\$ 725 Contingency
Medical Examiners	\$ 4,800 Operating	\$ 4,800 Contingency
Veterans Affairs	\$ 425 Operating	\$ 425 Contingency
Contingency	\$ 6,800 Payroll	\$ 6,800 District Court
County Law Library Fund	\$ 325 Capital	\$ 325 Use of Fund Balance
Veterans Trust Fund	\$ 650 Operating	\$ 650 Use of Fund Balance

BUDGET ADMENDMENT:

<u>DECREASE CHILD CARE PROBATE BUDGET</u>	
Line item 292-662-844.300 (JDT Program)	\$993.00
<u>INCREASE CHILD CARE PROBATE BUDGET</u>	
Line item 292-662-984.000 (Computer Hardware)	\$993.00

It was moved by Commissioner Shafer and supported by Commissioner Loudenslager 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>
Due from State	\$ 5,710.32	\$
Due from Employees	8,554.17	
Due to Townships	119.00	
Appropriations	2,833.50	
County Commission	3,577.89	7,758.26
Circuit Court	11,681.20	13,377.40
District Court	1,094.44	60,284.41
Friend of the Court	3,635.03	39,142.14
Jury Commission	99.24	
Probate Court	4,720.73	18,365.84
Juvenile Branch	15,898.13	36,891.06
Appeals Court	5,834.04	
Administration	37.00	9,637.21
Elections	6,561.47	
Finance Department	2,358.32	13,142.22
County Clerk		19,895.30
Equalization Department	242.45	15,482.78
Human Resources	160.00	6,965.58
Geographic Information Systems	291.98	6,632.10
Prosecutor's Office	2,531.00	36,962.26
Central Services	19,160.91	5,437.94
Register of Deeds		13,077.81
County Treasurer		16,042.82
Cooperative Extension	91.54	8,387.74
Information Technology	8,898.91	11,625.56
Buildings & Grounds	6,818.01	14,932.43
Courts Building Security	146.59	8,748.25
Drain Commission	1,038.16	5,598.59
Sheriff Department	7,741.11	89,876.40
Sheriff Reserves	35.00	
Marine Patrol	19.90	
Jail & Turnkey	17,384.11	100,492.97
Planning Commission	452.00	
Emergency Services	129.80	5,479.52
Animal Control	2,948.95	9,398.04
Board of Public Works		654.76
Medical Examiners	5,395.00	
Child Care - Probate	7,380.84	1,010.33
Department of Veterans' Affairs	600.00	
Veterans' Services		1,135.60
Utilities & General Services	49,173.77	
Total	\$ 203,354.51	\$ 576,435.32

OTHER FUNDSEXPENDITURESPAYROLL

County Road Commission	\$ 405,620.76	\$
Parks & Recreation	3,195.42	7,527.77
Emergency 911 Service	3,907.02	52,256.68
Central Dispatch - Wireless	61,010.50	4,073.64
Meyer Broadway/Coon Hollow Park	474.95	2,207.55
Cade Lake Park	208.70	
Waste Management Fund		
County Commission	42,000.00	
Traffic Safety Program Fund	24.76	
Economic Development Fund	8,984.84	7,763.38
Survey & Remonumentation	12,454.05	
Victims' Rights Advocate Fund	300.00	3,232.76
Community Corrections Advisory Board	6,101.67	2,929.43
Community Corrections Program	816.00	
Drug Law Enforcement Fund	1,216.68	
Law Enforcement Fund	18.00	12,161.34
Secondary Road Patrol		8,381.17
Homeland Security Grant Fund	2,541.51	
Law Library Fund	3,880.60	
Principal Residence Denial Fund	4,229.09	655.34
Commission on Aging	46,122.52	60,175.43
Community Development Block Grant	16,415.00	
Child Care - Probate Court	29,815.12	
Veterans' Trust Fund	620.20	3,619.35
Facilities Maintenance Fund	9,381.50	
Forfeiture & Foreclosure Fund	7,530.93	
Tax Payment Fund	4,388.79	
Inmate Store	1,720.01	
Three Rivers Community Center	2,486.16	978.62
Long Lake Level Revolving Fund	10.98	
Flexible Benefits Insurance Fund	154,472.80	
Total	\$ 829,948.56	\$ 165,962.46
Grand Total	\$ 1,033,303.07	\$ 742,397.78

General Fund Operating Expenditures

Pre-Authorized	\$159,543.84
Accounts Payable	43,810.67

\$ 203,354.51

General Fund Payroll Expenditures

\$ 576,435.32

Other Funds Operating Expenditures

Pre-authorized	\$788,078.89
Accounts Payable	41,869.67

\$ 829,948.56

Other Funds Payroll Expenditures

\$ 165,962.46

Total Recorded for the Month

\$ 1,775,700.85

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

CHAIRMAN'S REPORT

Chairman Baker stated that everyone has been provided with a 5-year plan from MDOT. Also, he had included some information that he received from MAC regarding the Judiciary Committee.

CITIZENS COMMENTS

Andy Goldberger invited everyone to Three Rivers Rotary Club on April 10th. Matt Chambers, CEO of Three Rivers Health will be giving the state of Three Rivers Health including external and internal controls.

CLOSED SESSION

It was moved by Commissioner Loudenslager and supported by Commissioner Dunlap that the Board go into closed session to discuss property acquisition.

The aye and nay vote was called as follows:

Aye votes cast: 6 – Commissioners Shafer, Loudenslager, Dunlap, Baker, Bordner and Pueschel.

Nay votes cast: 0

Absent: 1 – Commissioner Dobberteen.

Motion carried.

OPEN SESSION

The Board resumed business in open session.

MISCELLANEOUS

Commissioner Shafer stated that he received an email from the EDC Office, Marcia Saunders, Grant Writer who said that she has written grants totaling \$1,115,099 and should receive word soon on many of them about whether or not we will be awarded these grants.

NEXT MEETING

The next meeting will be held on Tuesday, April 22nd instead of April 15th.

ADJOURNMENT

It was moved by Commissioner Dunlap and supported by Commissioner Shafer that the St. Joseph County Board of Commissioners adjourn until April 22, 2008 at 5:00 p.m. Motion carried.

Pattie S. Bender, County Clerk

Robin Baker, Chairman