

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 19, 2016 at 5:00 p.m.

Chairman Balog called the meeting to order.

The Invocation was given by Commissioner Shaffer.

The Pledge to the American Flag was given.

The Clerk, Lindsay Oswald, called the roll and the following Commissioners were present:

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

Also present: Pat Yoder, Administrator/Controller; Teresa Doehring, Human Resources Director; and Joni Smith, Finance Director.

AGENDA

Chairman Balog added an appointment to the Community Mental Health Board. It was moved by Commissioner Shaffer and seconded by Commissioner Eaton to approve the agenda as amended. Motion carried.

MINUTES APPROVED

It was moved by Commissioner Dobberteen and seconded by Commissioner Baker that the minutes for April 5, 2016 be approved as presented. Motion carried.

COMMUNICATIONS

Notice from Michigan Public Service Commission, Re: Notice of public hearing on May 5, 2016 for Indiana Michigan Power Company's request to reconcile its Enhanced Nuclear Security Surcharge Rider.

Minutes of the Commission on Aging Board meeting of March 16, 2016. Copy of letter to Governor Snyder from Marquette County, Re: Opposing the reappointment of Marcus Abood to the Michigan Tax Tribunal and asking for the appointment to be withdrawn.

It was moved by Commissioner Dobberteen and seconded by Commissioner Shaffer that the communications be placed on file. Motion carried.

CITIZENS' COMMENT

There were no citizen comments.

SHERIFF'S DEPARTMENT ANNUAL REPORT

Sheriff Brad Balk introduced Captain Jason Bingaman of Operations Administration who reviewed the operations of the department; Susan Leist who reviewed the office statistics; Captain Kitty Buchner of Jail Administration who reviewed the jail statistics; Emergency Services Director TJ Baker who reviewed the collaborative efforts of the County's disaster plan; and Undersheriff Mark Lillywhite who reviewed the many personnel changes, merges, and system upgrades. Sheriff Balk and Undersheriff Lillywhite thanked Ms. Doehring, Ms. Smith, and IT Director Dan Wing for the support during the changes and the Commissioners for their support.

Commissioner Eaton asked about the largest obstacle facing the department, and Sheriff Balk responded that jail concerns with longer stays, more men and women, and update needs were the biggest concerns. He also noted that Animal Control would be a focus area for the upcoming year.

Commissioner Shaffer thanked Sheriff Balk and the staff for the report. He noted his involvement with the Animal Control Advisory Board and thanked Animal Control Officers Greg Musser and Josh Shook for their involvement in the community.

It was moved by Commissioner Dobberteen and seconded by Commissioner Eaton to accept the report and place it on file. Motion carried.

EQUALIZATION REPORT

Equalization Director Tony Meyaard and Deputy Equalization Director Josh Simmons presented the equalization report noting the effects of personal property dropping off the tax rolls and the reimbursement that the State would calculate based on 2012 budgets.

It was moved by Commissioner Dobberteen and seconded by Commissioner Eaton to accept the report and place it on file. Motion carried.

HABITAT FOR HUMANITY, ISD, VETERANS TRASITION HOUSING

Veterans' Services Director Stoney Summey reviewed the costs for the housing project and noted the land was donated.

It was moved by Commissioner Eaton and seconded by Commissioner Baker to approve the transition housing project at an estimated cost of \$286,600. Discussion included the involvement of Habitat for Humanity, so there may not be a need to work through the Building Authority; the County would own the building, but it could be transferred to the Building Authority after it was built so the County would not be a landlord; there was not a basement planned. The motion carried 5-0 upon a roll call vote.

ANIMAL CONTROL FUNDRAISER

Emily Frohriep of the Animal Control Advisory Board noted that the fundraiser would help support Animal Control. She noted this would be the first annual fundraiser at the Elks in Sturgis.

It was moved by Commissioner Eaton and seconded by Commissioner Shaffer to approve the request to hold a fundraiser. Motion carried.

REMONUMENTATION CONTRACT WITH CARR AND ASSOCIATES LAND SURVEYING

It was moved by Commissioner Dobberteen and seconded by Commissioner Baker to approve the remonumentation contract. Motion carried 5-0 upon a roll call vote.

REMONUMENTATION CONTRACT WITH KESLER LAND SURVEYING, LLC

It was moved by Commissioner Shaffer and seconded by Commissioner Dobberteen to approve the remonumentation contract. Motion carried 5-0 upon a roll call vote.

REMONUMENTATION CONTRACT WITH MOSTROM AND ASSOCIATES, INC.

It was moved by Commissioner Eaton and seconded by Commissioner Dobberteen to approve the remonumentation contract. Motion carried 5-0 upon a roll call vote.

REMONUMENTATION CONTRACT WITH SOUTHWEST SURVEY AND ENGINEERING, LLC.

It was moved by Commissioner Shaffer and seconded by Commissioner Eaton to approve the remonumentation contract. Motion carried 5-0 upon a roll call vote.

2015 HOMELAND SECURITY GRANT – INTERGOVERNMENTAL FUNDING AGREEMENT

It was moved by Commissioner Baker and seconded by Commissioner Eaton to approve the funding agreement with Van Buren County. Motion carried 5-0 upon a roll call vote.

NOMINATIONS AND APPOINTMENTS

It was moved by Commissioner Dobberteen and seconded by Commissioner Eaton to appoint David Mostrom, James Boynton, Robert Carr, David Gariepy, Dale Kesler, Douglas Mostrom, and Terry Woldring to the Remonumentation Peer Review Group with terms expiring December 31, 2016. Motion carried 5-0 upon a roll call vote.

It was moved by Commissioner Shaffer and seconded by Commissioner Dobberteen to appoint Monte Bordner to the Community Mental Health Board with a term expiring March 31, 2019. Motion carried 4-1 upon a roll call vote with Commissioner Baker dissenting.

ADMINISTRATOR'S REPORT

Mr. Yoder had nothing further to report.

HUMAN RESOURCE DIRECTOR'S REPORT

Ms. Doehring had nothing further to report.

FINANCE DIRECTOR'S REPORTS

Ms. Smith presented the following reports:

Budget Amendments

COUNTY FACILITIES MAINTENANCE FUND

Increase Building Additions & Improvements (406-253-976.000)	8,500
Increase Budgeted Use of Fund Balance (406-253-676.000)	8,500

Note: Landmark Design for preparing RFPs for historic courthouse flooring replacement and window/door analysis

ECONOMIC DEVELOPMENT CORPORATION REQUEST APPROVED 8/4/15
GENERAL FUND

Increase EDC Appropriation (101-728-965.150)	30,000
Increase Budgeted Use of Fund Balance (101-390-676.000)	30,000

EDC FUND

Increase Miscellaneous Revenue (244-728-696.000)	30,000
Increase Professional Services (244-728-802.130)	30,000

Note: Appropriation to fund \$30,000 towards grant writer cost for Covered Bridge Healthcare of SJC was not requested by CBH during 2015. 2016 budget needs to be adjusted to move this unspent 2015 appropriation to 2016.

General Fund 2016 Budgeted Use of Fund Balance

Per original 2016 budget	1,435,791
To date, after recording of above amendments	1,711,393

Note: Final 12/31/15 General Fund Fund Balance still pending due to year end property tax entries

It was moved by Commissioner Dobberteen and seconded by Commissioner Shaffer to approve the budget amendments. Motion carried 4-1 with Commissioner Baker dissenting.

Per Diem and Expenses

Robin Baker – 8 half days 3/16 x2, 3/24, 3/30, 4/6, 4/8, 4/12, 4/13, & full day 3/28	\$ 495.00
Allen Balog – 15 half days 3/17, 3/18, 3/21 x3, 3/24, 3/30 x2, 4/4, 4/5, 4/6 x2, 4/13, 4/14, 4/19	\$ 750.00
John Dobberteen – 6 half days 3/18, 3/29 x2, 4/4 x2, 4/12	\$ 300.00
Don Eaton – 6 half days 2/16, 2/23, 2/24, 3/7, 3/9, 4/13	\$ 300.00
	<u>\$ 300.00</u>
	\$1,845.00
Robin Baker Expenses	\$ 248.40
Allen Balog Expenses	\$ 180.00
John Dobberteen Expenses	\$ 51.84
Don Eaton Expenses	<u>\$ 45.36</u>
	\$ 453.60

It was moved by Commissioner Shaffer and seconded by Commissioner Dobberteen that per diem and expenses be paid. Motion carried.

Financial Statement

	Revenues	Expenditures
Year to Date – March 31, 2016	\$ 4,445,525.21	\$ 5,051,268.23
Available Balance	\$ 12,173,012.79	\$ 11,567,269.77
Percent of total budgeted funds earned year to date:	26.75%	
Percent of total budgeted funds expended year to date:	30.40%	

It was moved by Commissioner Eaton and seconded by Commissioner Baker to approve the financial statement. Motion carried.

COMMITTEE REPORTS

Law Enforcement

Chairman Balog stated that the Committee had not met.

Judiciary

Commissioner Baker stated that the Committee had not met.

Physical Resources

Chairman Balog stated that the minutes were available.

Executive/Committee of the Whole

Chairman Balog noted the committee had not met.

Other Committees

Commissioner Shaffer encouraged others to share the information about the Animal Control Advisory Board fundraiser. Commissioner Eaton noted that people should bring a picture of their pet to use as a name badge.

CHAIRMAN'S REPORT

Chairman Balog thanked Sheriff Balk for bringing in the Department's staff. He also noted it was a pleasure working with County Clerk and Register of Deeds Oswald.

CITIZEN'S COMMENTS

There were no citizen comments.

COMMISSIONERS' COMMENTS

Commissioner Eaton encouraged everyone to attend the Animal Control fundraiser.

ADJOURNMENT

At 5:58 p.m., it was moved by Commissioner Shaffer and seconded by Commissioner Baker that the St. Joseph County Board of Commissioners adjourn until May 3, 2016 at 5:00 p.m. Motion carried.

Lindsay Oswald, County Clerk

Allen J. Balog, Chairman