

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 20, 2004, 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, Dan Carey, Finance Director and Charles Cleaver, Human Resources Director.

AGENDA

Ms. West-Wing stated that the Recycling Drop-Off Program should be removed from the agenda and will be placed on the agenda for the next meeting.

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

MINUTES APPROVED

Commissioner Loudenslager stated that he forgot to mention at the last meeting that he was the only elected official at the meeting with 4 state department heads to discuss Human Services Commissions. The second sentence under Miscellaneous on page 77 of the April 6, 2004 minutes was corrected as follows:

As stated:

“There were only 4 counties represented to talk to the new Administration and department heads about what human services collaboratives do in the counties.”

As corrected:

“Of the only 4 counties represented to talk to the new Administration and department heads about what human services collaboratives do in the counties, he was the only elected official.”

It was moved by Commissioner Baker and supported by Commissioner Shafer that the minutes for April 6, 2004 be approved as amended. Motion carried.

COMMUNICATIONS

1. Letter from the Michigan Association of Counties, Re: MAC Legislative Updates, April 2, April 9 and April 16, 2004.
2. Letter from the City of Sturgis, Re: Notice of public hearing on May 12 to receive comments on creating a “Neighborhood Enterprise Zone” on the sites of the former Sturgis Newport and Paramount industrial buildings.
3. Letter from Senator Cameron Brown, Re: Acknowledging receipt of St. Joseph County’s resolution concerning Senate Bill 217 (Drain code.)
4. Letter from the State Emergency Telephone Service Committee, Re: Certifying our county as being in compliance with Public Act 244 and eligible to receive wireless surcharge disbursements in 2004.
5. Resolution from Lake County, Re: Opposition to increasing the co-pay for veterans’ drugs and charging some veterans \$250 per year for treatment at VA Hospitals.

6. Resolution from Allegan County, Re: Opposing changes to sentencing guidelines.
7. Resolution from Allegan County, Re: Opposing changes to personal property taxes (House Bill 4234).
8. Resolution from Allegan County, Re: Opposing changes or cuts to revenue sharing.
9. Resolution from Oakland County, Re: Opposing the July property tax collection proposal for county revenue sharing funds.
10. Minutes of Community Action Agency Board meeting of March 15, 2004.
11. Minutes of Southwest Michigan Substance Abuse Advisory Council meeting of March 15, 2004.

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

ROAD MILLAGE BALLOT LANGUAGE

It was moved by Commissioner Pueschel and supported by Commissioner Baker that the following language be placed on the August 3, 2004 Primary Election Ballot:

ROAD MILLAGE RENEWAL

Shall the limitation on the amount of taxes which may be imposed against all property in St. Joseph County, Michigan be renewed at 1 mill which is one dollar (\$1.00) per each one thousand dollars of taxable value and be levied and billed for a period of ten (10) years, 2004-2013 inclusive for road purposes within the incorporated cities and villages in St. Joseph County, Michigan and to improve, repair and maintain existing local roads within the townships in St. Joseph County, Michigan with the money to be collected and distributed in accordance with all applicable statutes?

It is estimated that this proposal would produce revenue of \$1,475,226.03 during the first calendar year of the increase.

The aye and nay vote was called as follows:

Aye votes cast: 6 - Commissioners Shafer, Loudenslager, Bippus, Baker, Pueschel & Dobberteen

Nay votes cast: 1 – Commissioner Bordner.

Motion carried.

DRAIN COMMISSIONER’S 2003 ANNUAL REPORT

David Hassenger, Drain Commissioner, presented the 2003 Annual Report and read the following paragraph from the report:

The Drain Commissioner’s office has continued to experience many changes in 2003. The move in 2002 has been a positive move for our office. BS&A software and Map Info has proven to be very useful and improved efficiency. At this time we are able to “read only” Map Info. We hope to acquire the full version of Map Info so we can manipulate the maps and create our own. The GIS Department has given us a great deal of help in developing lake and drainage district maps. We are currently working on a project to use aerials and research to identify the drains in each township and put them into the county maps. They will not be the route and course an engineer would draw, but will be much more accurate than the 1978 maps in the drain office. We are also very glad to have e-mail capabilities and have found this a much more convenient and timely way to send and receive information. Land Resource’s website has made our jobs much easier as the engineering groups we hire can obtain information off the website.

Commissioner Shafer welcomed the newly appointed Deputy Drain Commissioner, Cheri Bouterse who was in attendance.

Responding to a question Mr. Hassenger stated that there are more and more legislators that are against the bill to change the Drain Code.

Commissioner Bordner thanked Mr. Hassenger for all the work that he has done, realizes the challenges ahead and appreciates his management of critical issues. He thanked him for his diligence.

The financial report and drain fund summaries are as follows:

Lake Improvement Project - Long Lake and Palmer Lake, Colon Township (Weed Control Assessment)	\$51,127.50
Fish Lake, Sherman Township (Construction of Control Structure Assessment)	\$18,848.00
Benedict Lake Drain, Colon and Leonidas Township (Inspection and Maintenance Assessment)	\$4,417.13
Copenhafer Drain, Colon Township (Inspection Assessment)	\$2,858.40
Little Swan Creek, Colon and Burr Oak Township (Inspection and Maintenance Assessment)	\$5,000.05
Garman & Foster Drain, Mendon and Park Township (Inspection Assessment)	\$18,632.36

FUND	BALANCE AS OF 12-31-03
Long Lake Revolving Fund (Fabius)	\$6,183.60
Drain Assessment Fund (*)	\$139,248.77
Klinger Lake Level Fund	\$921.19
Revolving Drain Fund	\$18,708.15
Resolving Drain Maintenance Fund	\$8,382.37
Palmer & Long Lake Level Fund	\$71,247.06
Fish Lake Drain Fund	\$13.75
Eberhard Lake Level	\$4,311.68
Grey Lake Level Study Fund	\$1,179.13
	<hr/>
TOTALS	\$250,195.70

*This fund is the total of the individual drain accounts included with this report.

INDIVIDUAL DRAIN ACCOUNT REPORT

DRAIN	BALANCE
AINSLEY	\$0.00
AMBS	\$0.01
BARTHOLOMEW/SPRING CREEK	\$2.86
BEAVER LAKE & EXTENSION	\$634.47
BENEDICT LAKE	-\$10,297.01
BENNETT & BIRCH	\$1.87
BERKLEY & REED	\$451.46
BLACK RUN	\$246.94
BRICKER	\$21.62
BRISTOL	\$5.46
BROOKS	\$6.62
BURR OAK VILLAGE	\$1.47
BURR OAK/COUNTYLINE	\$5,494.23
CALVERT & FOUR COUNTY	\$2,104.55
CARL	\$71.84
CARTER-BOWER	-\$499.86

CLARKS	\$2.72
COLE & DARLING	\$37.91
COLON NO. 1	-\$3,151.07
COOPER	\$35.70
COPENHAFER	-\$7,248.50
COREY LAKE	\$158.49
DAVIS TILE	\$27.98
DELONG	\$3.18
DENT EXTENSION	\$3.34
DRY LAKE	\$2.57
FABIUS NEWBERG	\$0.00
EBERHARD LAKE (DRAIN)	\$22.76
EDWARDS-STARKWEATHER	\$1.00
FARNHAM	\$45.31
FAWN RIVER	\$0.00
FELKER	\$3,330.24
FLETCHER	\$44.00
FOUR COUNTY	\$40.20
FOUR COUNTY BRANCH	\$39.26
FOWLER	\$0.00
FREEMAN	\$13,070.84
GARMAN FOSTER BRANCH	\$7.75
GEMBERLING	\$230.04
GILL & TRY	\$271.88
GILLETT	\$7.06
GOOSE LAKE	\$91.52
GRAVES	\$17.56
GROVER-COOHON	\$74,441.72
HALLWOOD - BRANCH #1	\$185.70
HANDESHAW	\$0.00
HASBROOK & MUMBY	\$0.15
HASSINGER	\$878.30
HAZZARD	\$45.54
HENRY-HILL	\$766.64
HILL	\$2,698.16
HIMEBAUGH & NOBLE	\$21.92
HOG CREEK & BRYANT LAKE	\$606.44
HOOVER-KELLY	\$142.52
JOHNSON & KELLY	\$40.52
KEIGHTLY	\$217.62
KIBBIE & AKEY	\$3.42
KISER & BICKLE	\$0.00
KLADY	\$0.00
LAIRD TOMPKINS & DOANE	\$5.31
LEONIDAS VILLAGE	\$20.59
LEONIDAS/MENDON/LITTLE PORTAGE	\$5.89
LITTLE PORTAGE CREEK EXTENSION	-\$3.70
LEVERANCE & REED	\$246.59
LITTLE SWAN CREEK	-\$1,383.41
MARVIN	\$21.33
METTY RICE	\$45.01
MOE	-\$23.87
MOORE & BURGNER	\$19.18

MOOREPARK	\$39.49
NOTTAWA LOCKPORT	\$57.68
NOTTAWA NO. 1	\$84.08
NYE	\$9,661.32
OLDORF	\$19.99
OUTWATER	\$4.65
PARK	\$225.52
PIERCE-SHERMAN	\$10.50
PLUG EXTENSION	\$44.66
PLUM	\$0.01
PORTAGE LAKE	\$75,643.44
PROFILE LAKE	\$129.06
RAILROAD STREET & TRY	\$55.42
REED	\$0.00
REED & HAGAR	\$1.44
RUMSEY	\$0.00
SADAWASSER	\$80.77
SAMUEL CLYDE	\$16.93
SAM METTA	\$0.00
SANBORN & HOG CREEK	\$172.01
SECTION FIFTEEN	\$0.00
SECTION FOUR	-\$41,617.17
SECTION FOUR & FIVE	\$33.47
SECTION LINE	\$191.46
SECTION SEVEN	\$150.50
SECTION SIXTEEN	\$0.91
SECTION THIRTY-ONE	\$23.18
SECTION TWENTY-EIGHT	\$9.20
SHAW & AKEY	\$4.08
SIMPSON	\$6.91
SKIRVIN	\$7.69
SMITH & TYLER	\$50.00
SMITH WOODWORTH	\$37.11
SNAKE	\$14.90
STEPHENSON	\$331.32
STEWART LAKE	\$8,684.79
SWEET LAKE	\$0.00
THORNTON-BEAVER MARSH	\$27.73
TRECKLE	\$2.64
TUTEWILER & TOWNLINE & PLUG	\$26.97
WAITS	\$13.38
WANEER	\$87.29
WASEPI	\$10.12
WILCOX	\$97.23
WINGER	\$0.00
WOOD & WATSON	\$23.02
YAPLE	\$60.85
YEATTER JOINT	\$301.93
YODER	\$82.45
TOTALS	\$139,248.77

It was moved by Commissioner Loudenslager and supported by Commissioner Bordner that the Drain Commissioner's 2003 Annual Report be accepted. Motion carried.

SUBSTANCE ABUSE PROGRAM UPDATE

Sally Reames gave a program update on the Michiana Addiction Prevention Services (MAPS) stating that the program has its origins and roots in St. Joseph County from 35 years ago. The program currently serves southwestern Michigan representing 5 counties. She appreciates that Commissioner Bordner is an active participant on the Board.

They do receive some block grants and medicaid. In addition they provide services to veterans in Sturgis and Three Rivers.

In St. Joseph County alcohol ranks 1st in the substance to abuse with marijuana 2nd and with methamphetamine about to take over 2nd place.

Commissioner Bordner stated that currently Medicaid funds are being withheld for the past 6 months to each of the coordinating agencies. Part of the money has been released in the amount of \$127,000 with \$110,000 outstanding. Medicaid stated that they have an issue with the coordinating agencies' bookkeeping, however, they have had audits for the past 11 years and everything is fine.

He suggested that this Commission send a letter to the other 4 County Commissions to help get the Medicaid money with a copy to be sent to the respective State Senators and Representatives in each of the counties.

Ms. Reames introduced Sally Palsrok who coordinates the women's program. They have a federal grant of \$50,000. The women in the program meet weekly in a group called Hope Group. They build self-esteem and encourage them to stay clean and sober. Hope House houses women and children and operates without any federal or state funding. The clients first have to get jobs because they have to pay \$300 each month towards their stay at Hope House. They keep up the house, budget and shop.

Commissioner Loudenslager stated that this is a fantastic program and he appreciates Ms. Palsrok's enthusiasm.

Sherry Rogness gave an overview of the prevention component of the program. They do tobacco activities and conducted a sting in December. They have provided smoking cessation packets which went over real well. This is the 3rd season for the program called Girls on the Run which teaches them confidence and that they can live a drug and alcohol free life. They disseminate information coupling with the women's program and also provide information to children. They provide educational information and are active in community counseling and mentoring.

It was moved by Commissioner Bordner and supported by Commissioner Bippus that the Substance Abuse Program Update be accepted. Motion carried.

EQUALIZATION REPORT

Mark Clute presented the Equalization Report on behalf of Judy Nelson, Equalization Director, who is absent due to her husband recently having surgery.

He stated that industrial and agriculture were down and commercial and residential are up. The State Equalized Value is based on values and Sturgis City saw the largest decreases. There were significant increases in Fabius and Flowerfield Townships percentage-wise.

The following report was presented:

TOWNSHIP OR CITY	TOTAL REAL PROPERTY VALUATIONS		PERSONAL PROPERTY VALUATIONS		TOTAL REAL PLUS PERSONAL PROPERTY	
	ASSESSED VALUATIONS	EQUALIZED VALUATIONS	ASSESSED VALUATIONS	EQUALIZED VALUATIONS	ASSESSED VALUATIONS	EQUALIZED VALUATIONS
BURR OAK	\$67,322,700	\$67,322,700	\$2,439,400	\$2,439,400	\$69,762,100	\$69,762,100
COLON	\$102,758,900	\$102,758,900	\$4,130,200	\$4,130,200	\$106,889,100	\$106,889,100
CONSTANTINE	\$103,191,200	\$103,191,200	\$17,997,300	\$17,997,300	\$121,188,500	\$121,188,500
FABIUS	\$180,374,941	\$180,571,314	\$6,434,498	\$6,434,498	\$186,809,439	\$187,005,812
FAWN RIVER	\$38,847,156	\$38,847,156	\$841,020	\$841,020	\$39,688,176	\$39,688,176

TOWNSHIP OR CITY	TOTAL REAL PROPERTY VALUATIONS		PERSONAL PROPERTY VALUATIONS		TOTAL REAL PLUS PERSONAL PROPERTY	
	ASSESSED VALUATIONS	EQUALIZED VALUATIONS	ASSESSED VALUATIONS	EQUALIZED VALUATIONS	ASSESSED VALUATIONS	EQUALIZED VALUATIONS
FLORENCE	\$42,111,200	\$42,111,200	\$1,188,600	\$1,188,600	\$43,299,800	\$43,299,800
FLOWERFIELD	\$57,720,234	\$57,720,234	\$5,143,478	\$5,143,478	\$62,863,712	\$62,863,712
LEONIDAS	\$44,593,685	\$44,644,236	\$981,700	\$981,700	\$45,575,385	\$45,625,936
LOCKPORT	\$103,628,300	\$103,628,300	\$3,051,200	\$3,051,200	\$106,679,500	\$106,679,500
MENDON	\$71,079,800	\$71,079,800	\$15,298,900	\$15,298,900	\$86,378,700	\$86,378,700
MOTTVILLE	\$50,885,000	\$50,885,000	\$5,572,500	\$5,572,500	\$56,457,500	\$56,457,500
NOTTAWA	\$117,433,900	\$117,433,900	\$3,308,800	\$3,308,800	\$120,742,700	\$120,742,700
PARK	\$98,388,200	\$98,388,200	\$11,892,900	\$11,892,900	\$110,281,100	\$110,281,100
SHERMAN	\$118,374,800	\$118,374,800	\$3,290,400	\$3,290,400	\$121,665,200	\$121,665,200
STURGIS	\$55,186,900	\$55,186,900	\$3,290,400	\$3,290,400	\$58,477,300	\$58,477,300
WHITE PIGEON	\$157,667,100	\$157,667,100	\$14,564,500	\$14,564,500	\$172,231,600	\$172,231,600
STURGIS CITY	\$202,862,200	\$202,862,200	\$52,728,800	\$52,728,800	\$255,591,000	\$255,591,000
THREE RIVERS	\$137,111,264	\$137,111,264	\$37,668,370	\$37,668,370	\$174,779,634	\$174,779,634
	\$1,749,537,480	\$1,749,784,404	\$189,822,966	\$189,822,966	\$1,939,360,446	\$1,939,607,370

REAL PROPERTY EQUALIZED VALUATIONS

					TOTAL REAL
	AGRICULTURE	COMMERCIAL	INDUSTRIAL	RESIDENTIAL	PROPERTY
BURR OAK	\$23,406,200	\$1,581,200	\$1,136,600	\$41,198,700	\$67,322,700
COLON	\$21,183,700	\$4,968,100	\$2,283,800	\$74,323,300	\$102,758,900
CONSTANTINE	\$19,036,200	\$4,718,000	\$17,120,300	\$62,316,700	\$103,191,200
FABIUS	\$12,618,743	\$5,245,646	\$3,301,600	\$159,405,325	\$180,571,314
FAWN RIVER	\$11,454,527	\$1,505,085	\$0	\$25,887,544	\$38,847,156
FLORENCE	\$22,269,100	\$10,000	\$82,600	\$19,749,500	\$42,111,200
FLOWERFIELD	\$19,535,980	\$1,136,000	\$18,700	\$37,029,554	\$57,720,234
LEONIDAS	\$23,912,900	\$979,901	\$5,250	\$19,746,185	\$44,644,236
LOCKPORT	\$14,309,500	\$3,979,500	\$1,138,900	\$84,200,400	\$103,628,300
MENDON	\$20,794,000	\$3,364,800	\$2,945,900	\$43,975,100	\$71,079,800
MOTTVILLE	\$12,071,200	\$1,775,600	\$8,285,400	\$28,752,800	\$50,885,000
NOTTAWA	\$23,252,700	\$8,596,700	\$452,900	\$85,131,600	\$117,433,900
PARK	\$21,006,100	\$4,053,600	\$3,133,000	\$70,195,500	\$98,388,200
SHERMAN	\$15,000,100	\$1,124,100	\$441,000	\$101,809,600	\$118,374,800
STURGIS	\$12,254,600	\$13,189,100	\$278,400	\$29,464,800	\$55,186,900
WHITE PIGEON	\$13,031,400	\$9,146,500	\$7,330,100	\$128,159,100	\$157,667,100
STURGIS CITY	\$184,000	\$51,642,200	\$30,089,300	\$120,946,700	\$202,862,200
THREE RIVERS	\$0	\$39,615,904	\$21,680,842	\$75,814,518	\$137,111,264
	\$285,320,950	\$156,631,936	\$99,724,592	\$1,208,106,926	\$1,749,784,404

REAL PROPERTY ASSESSED VALUATIONS

					TOTAL REAL
	AGRICULTURE	COMMERCIAL	INDUSTRIAL	RESIDENTIAL	PROPERTY
BURR OAK	\$23,406,200	\$1,581,200	\$1,136,600	\$41,198,700	\$67,322,700
COLON	\$21,183,700	\$4,968,100	\$2,283,800	\$74,323,300	\$102,758,900
CONSTANTINE	\$19,036,200	\$4,718,000	\$17,120,300	\$62,316,700	\$103,191,200
FABIUS	\$12,752,930	\$4,915,086	\$3,301,600	\$159,405,325	\$180,374,941
FAWN RIVER	\$11,454,527	\$1,505,085	\$0	\$25,887,544	\$38,847,156
FLORENCE	\$22,269,100	\$10,000	\$82,600	\$19,749,500	\$42,111,200
FLOWERFIELD	\$19,535,980	\$1,136,000	\$18,700	\$37,029,554	\$57,720,234

REAL PROPERTY ASSESSED VALUATIONS

	AGRICULTURE	COMMERCIAL	INDUSTRIAL	RESIDENTIAL	TOTAL REAL PROPERTY
LEONIDAS	\$23,912,900	\$928,700	\$5,900	\$19,746,185	\$44,593,685
LOCKPORT	\$14,309,500	\$3,979,500	\$1,138,900	\$84,200,400	\$103,628,300
MENDON	\$20,794,000	\$3,364,800	\$2,945,900	\$43,975,100	\$71,079,800
MOTTVILLE	\$12,071,200	\$1,775,600	\$8,285,400	\$28,752,800	\$50,885,000
NOTTAWA	\$23,252,700	\$8,596,700	\$452,900	\$85,131,600	\$117,433,900
PARK	\$21,006,100	\$4,053,600	\$3,133,000	\$70,195,500	\$98,388,200
SHERMAN	\$15,000,100	\$1,124,100	\$441,000	\$101,809,600	\$118,374,800
STURGIS	\$12,254,600	\$13,189,100	\$278,400	\$29,464,800	\$55,186,900
WHITE PIGEON	\$13,031,400	\$9,146,500	\$7,330,100	\$128,159,100	\$157,667,100
STURGIS CITY	\$184,000	\$51,642,200	\$30,089,300	\$120,946,700	\$202,862,200
THREE RIVERS	\$0	\$39,615,904	\$21,680,842	\$75,814,518	\$137,111,264
	\$285,455,137	\$156,250,175	\$99,725,242	\$1,208,106,926	\$1,749,537,480

It was moved by Commissioner Shafer and supported by Commissioner Loudenslager that the 2004 Equalization Report be adopted.

The aye and nay vote was called as follows:

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

Nay votes cast: 0

Report adopted.

COUNTY CLERK’S 2003 ANNUAL REPORT

The Clerk gave an overview of the 2003 Annual Report. She also introduced her entire staff who was present and thanked them for coming and for the job that they do. She also gave goals for 2004 and some information that will change for 2005.

The financial and statistical reports are as follows:

COLLECTION OF FEES AND OTHER FUNDS
January 1, 2003 through December 31, 2003
GENERAL FUND

		2002	2003
1	Pistol Permits	\$	\$
	County Share	257 3,320.00	190 ** 3,010.00
	Replacements		2 20.00
2	Marriage Licenses		
	County Share	490 2,450.00	435 2,175.00
	Out of State	24 360.00	27 405.00
3	Professional Registrations	2 50.00	3 75.00
	State Drug Caseflow		
4	Reimbursement	258.12	390.19
5	Interest Earned	58.65	
6	Entry Fees	6,182.00	8,230.00
	Fee Cases	562	550
	Waiver Cases	88	103
	No Fee Cases	832	671

			2002		2003
7	Motion Fees		6,390.00		6,490.00
8	Jury Fees		3,600.00		3,780.00
9	Appeal Fee to Circuit Court			1	85.00
10	Appeal Fee to Appeals Court	2	50.00	12	300.00
11	Filiation (Paternity) Fee	25	218.00	24	216.00
12	Court Costs - Probation		19,927.99		29,705.63
13	Attorney Fees		18,620.73		23,294.12
14	Crime Victims Rights		952.45		1,240.27
15	Forensic Fee		887.40		911.38
16	Garnishment Fee/Judgment Debtor		930.00		1,305.00
17	10% County Share DNA		198.25		472.92
18	Certified Copies				
	1st Copy Birth	2238	22,380.00	2128	21,280.00
	Additional	864	2,592.50	859	2,577.00
	1st Copy Death	826	8,260.00	786	7,860.00
	Additional	3122	9,366.00	3227	9,680.00
	1st Copy Marriage	325	3,250.00	318	3,180.00
	Additional	62	186.00	72	216.00
	Judgments & Orders	276	2,760.00	279	2,790.00
	Additional	1672	1,672.00	1594	1,594.00
	Assumed Names	54	108.00	68	136.00
	Copartnerships	3	6.00	1	2.00
	Certified Copies Total		<i>50,580.50</i>		<i>49,315.00</i>
19	Partnership Filings	11	110.00	8	80.00
20	Partnership Dissolutions	5	50.00	6	60.00
21	Partnership Non-Resident	1	2.00		
22	Assumed Names Filings	497	4,970.00	518	5,180.00
23	Assumed Names Dissolutions	32	320.00	28	280.00
24	Assumed Name Non-Resident	5	10.00	4	8.00
25	Notary Bond Filing Fee	149	149.00	132	132.00
26	Notarial Certificates	23	11.50	34	17.00
27	Passport Execution fees	650 *	12,120.00	506	15,180.00
28	Laminating Fees	304	304.00	203	203.00
29	Qualified Voters File		870.00		731.25
30	Voter Registration Processing		729.92		713.12
31	Record Copy				
	Copies		1,807.75		1,314.70
	Searches	477	477.00	504	504.00
32	Marriage Waivers	22	110.00	31	155.00
33	Services				
	Clerk's Sale				
	Secret Marriage	1	25.00	2	50.00
	Notarizing		113.00		97.00
	License Correction	1	25.00	2	50.00
34	Election Recount	1	40.00	1	10.00
35	Cremation Permits	148	740.00	172	860.00
36	10% Bond Costs		1,805.00		2,348.00
37	Bond Forfeitures		450.00		2,450.00
38	Cash short/over		-149.81		-10.00
			\$ 140,123.45		\$ 161,833.58

- * Increase in fee as of 8-17-2002
- ** State Increase County Share as of July 1, 2003

FRIEND OF THE COURT FUND	\$ 6,780.00	\$ 5,830.00
MARRIAGE COUNSELING FUND	7,680.00	6,990.00
LIBRARY FUND	1,385.60	330.00

TRUST AND AGENCY FUND

2002 2003

1	Due to other Funds	\$ 20.00	\$ 60.00
2	Judge's Retirement Fund	10,752.50	8,268.75
3	Legislative Retirement Fund	2,810.00	2,205.00
4	Comm. Dispute Resolution Fee	1,124.00	882.00
5	Pistol Permits due State	11,350.00	* 8,350.00
6	State General Fund (Entry Fee)	2,950.50	** 2,315.25
	Civil Filing Fee		*** 12,971.00
7	Crime Victims Rights - Due State	8,754.36	11,246.47
8	State Court Fund	38,986.00	32,083.00
9	Bonds Payable	98,125.77	99,814.65
10	Court Orders Payable	1,677.50	6,251.68
11	Restitutions Payable	75,803.19	87,015.43
12	Refunds	1,304.92	552.60
13	Customers Deposits Payable	1,186.24	1,134.28
14	Filiation (Paternity) Fee-Due St.	652.50	631.50
15	Misdemeanor & Felony St. Cost		900.00
16	Jury Reimbursement Fund		1,600.00
17	Forensic Fee - Due State	5,042.12	5,163.97
18	65% DNA - Due State	1,347.13	3,113.05
19	25% DNA Investigating Agency	518.12	1,197.32
		\$ <u>262,404.85</u>	\$ <u>285,755.95</u>

- * State Increased County share as of July 1, 2003
- ** Prior to October 1, 2003
- *** After October 1, 2003

JUVENILE DIVISION

GENERAL FUND

1	Court Appointed Attorney Fees	\$ 38,917.43	\$ 40,247.62
2	Juvenile Court Service Fees	7,925.13	6,655.00
3	Probation Service Fees	8,629.63	6,533.00
4	Juvenile Child Care - Parent	16,743.70	11,452.58
5	Probate Court Fees	209.00	324.00

	2002	2003
6 Child Care Court Cost	2,623.84	1,145.17
7 Crime Victim Rights	291.00	239.00
8 Forensic Fees	24.00	304.51
9 10% County Share DNA	35.00	60.50
	\$ 75,398.73	\$ 66,961.38

JUVENILE DIVISION
TRUST AND AGENCY FUND

1 Restitutions Payable	\$ 18,247.93	\$ 18,893.32
2 Bonds Payable	15,697.65	14,340.92
3 Crime Victim Rights - Due State	2,727.00	2,187.00
4 Probate Court - Due State	294.00	450.00
5 Misdemeanor & Felony St. Ct. Cost		95.00
6 Forensic Fees - Due State	136.00	885.49
7 65% DNA - Due State	227.50	393.25
8 25% DNA Investigating Agency	125.00	151.25
	\$ 37,455.08	\$ 37,396.23

RECAPITULATION

Credit to County Clerk General Fund	\$ 140,123.45	\$ 161,833.58
Credit to Juvenile Ct. General Fund	75,398.73	66,961.38
Friend of the Court Fund	6,780.00	5,830.00
Marriage Counseling	7,680.00	6,990.00
Library Fund	1,385.60	330.00
Trust and Agency Fund	262,404.85	285,755.95
Trust and Agency Fund – Juvenile	37,455.08	37,396.23
	\$ 531,227.71	\$ 565,097.14

ST. JOSEPH COUNTY CLERK
STATISTICAL INFORMATION - 1994 - 2003

	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003
Births Recorded	578	626	610	616	539	584	657	713	660	731
Deaths Recorded	483	524	490	521	551	525	529	474	497	485
Marriage Applications	516	455	513	471	462	525	523	529	514	465
Pistol Permits Issued	119	101	115	100	114	126	94	356	297	190
Passport Applications	325	392	365	485	530	511	527	482	650	506
Businesses Filed	418	415	443	399	442	461	585	570	508	518
Circuit Court Cases Filed										
Divorce w/kids	241	222	206	205	225	214	208	197	204	203
Divorce w/o kids	164	168	213	175	144	185	205	179	216	161
Paternity	96	117	113	95	80	108	130	136	96	44
Domestic Other	271	427	463	443	188	211	225	284	219	198
Civil	155	146	223	186	126	151	136	168	199	173
Criminal	269	358	304	331	416	285	321	328	407	406
PPOs					350	388	394	431	455	464

Delinquent Petitions Filed						
Formal	546	647	427	526	478	402
Deferred & Unauthorized	446	355	345	168	241	113
Neglect and Abuse Petitions						
Neglect	41	38	38	61	51	43
Abuse	28	20	27	20	16	17
Sex Abuse	3	10	7	9	3	5

It was moved by Commissioner Loudenslager and supported by Commissioner Shafer that the County Clerk's Annual Report for 2003 be accepted. Motion carried.

REQUEST TO FILL POSITIONS

Vacant Juvenile Division Director/Referee Position

Ms. West-Wing stated that as a result of the Board's policy approved at the last meeting, that a pre-approval request to fill the vacant Juvenile Division Director/Referee Position has been received.

It was moved by Commissioner Bippus and supported by Commissioner Bordner that the request to fill the vacant Juvenile Division Director/Referee Position be approved. Motion carried.

Vacant Human Resources Secretary Position

It was moved by Commissioner Bordner and supported by Commissioner Bippus that the request to fill the vacant Human Resources Secretary Position be approved. Motion carried.

Vacant Chief Deputy Register of Deeds Position

It was moved by Commissioner Shafer and supported by Commissioner Baker that the request to fill the vacant Chief Deputy Register of Deeds Position be approved.

After discussion the motion was withdrawn.

GRANT MANAGER FOR HELP AMERICA VOTE ACT

RESOLUTION NO. 13-2004

Commissioner Bippus presented the following resolution:

WHEREAS, the Help America Vote Act (HAVA) has been passed by Congress and signed by the President of the United States, and

WHEREAS, HAVA requires that by 2006 all voting precincts in the nation must be optical scan, and

WHEREAS, HAVA provides funding to the States for new voting equipment, and

WHEREAS, St. Joseph County has 26 voting precincts, 22 of which currently use optical scan voting equipment, and

WHEREAS, St. Joseph County has four precincts, Florence, Leonidas, Park and Sherman that currently use lever machines, and

WHEREAS, these four precincts will be switching to the optical scan voting equipment for 2004, and

WHEREAS, statutorily this voting equipment must be ordered by May 2, 2004 if it is to be used in 2004, and

WHEREAS, in order for the State to provide funding for this voting equipment for the respective named townships and for the Election Management Software to the County, a Grant Application must be signed by the Grant Manager on authority of the County Board of Commissioners.

THEREFORE, LET IT BE RESOLVED, that Pattie S. Bender, St. Joseph County Clerk is hereby authorized to be the Grant Manager for the County of St. Joseph and is further authorized to sign the Grant Application.

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

The aye and nay vote was called as follows:

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

Nay votes cast: 0

Resolution adopted.

COMMITTEE REPORTS

Law Enforcement

Commissioner Bippus stated that there was no report.

Judiciary

Commissioner Baker reported on the Judiciary Committee held on April 14th as follows:

- Henry VanGemert, District Court Probation Officer, reported on how beneficial his experience in Guatemala was in learning the language.
- the Concurrent Jurisdiction Plan was signed by all the judges including Chief Judge Cherry.
- District Judges Middleton and Welty are implementing a new plan to handle preliminary examinations in District Court.
- the Community Corrections Advisory Board will be deciding this week on whether or not they wish to include Branch County in our program.
- Judge Shumaker talked about who the replacement will be for Dennis DeVore.
- Judge Shumaker stated that the Family Court Coordinator Position is working very well.
- Jim Barnes stated that the jail is overcrowded because of the renovation that is taking place and asked if it would be possible to accept credit cards for bonds. After discussion Mr. Barnes was referred to Treasurer Janet Beals to discuss the issue further.
- Judge Noecker expects a decision in May from the Judicial Tenure Commission.

Physical Resources

Chairman Dobberteen stated that there will be more change orders coming up on the jail renovation project. Commissioner Shafer offered that the problems with the engineer will need to be discussed in a work session.

Executive Committee

Commissioner Bordner stated that the Executive Committee met on April 16th and everyone has received a copy of the minutes and he will attempt to answer any questions that anyone may have.

PERSONNEL REPORT

Ms. West-Wing presented the following report:

MISCELLANEOUS:

Request to extend the medical leave of absence for Rondi Beckwith, Deputy Register of Deeds, for up to one year due to catastrophic circumstances. Ms. Beckwith will be required to return to work by October 7, 2004.

Camilla Chrisman, part-time Telecommunicator, increase rate of pay to \$10.00/hr. effective April 20, 2004. (Ms. Chrisman had previously completed over 1040 hours and should be at this rate of pay).

Mark Lillywhite to change from Road Patrol/Narcotics to Sergeant at \$21.05/hr. (minimum step) effective April 20, 2004.

NEW HIRE:

Nikkole Huff has been hired as part-time Telecommunicator at \$7.50/hr. effective April 25, 2004.

Niccole Nathan has been hired as Receptionist/Clerk (Sheriff's Department) at \$9.23/hr. (Soltysiak system, grade 2, minimum) effective April 20, 2004. This position is 40 hours per week.

Larry Michael Davis has been hired as Family Division Caseworker at \$15.14/hr. (Soltysiak system, grade 9, minimum) effective April 20, 2004.

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

REQUISITION REPORT

Ms. West-Wing presented the following report:

One Sony BM-246, 4 channel recorder for Friend of the Court \$ 2,300.00

It was moved by Commissioner Bordner and supported by Commissioner Loudenslager that the Requisition be approved. Motion carried.

BUDGET ADJUSTMENTS

Ms. West-Wing presented the following report:

FROM APPROPRIATION:

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

FROM GENERAL FUND CONTINGENCY:

\$3,325.00 to Sheriff's Department line item 101-301-977.000 (Equipment General).

BUDGET ADJUSTMENTS:

DECREASE SHERIFF'S DEPARTMENT BUDGET:	
Line item 101-301-745.030 (Ammunition)	\$ 113.00
INCREASE:	
Line item 101-301-977.000 (Equipment General)	\$ 113.00
INCREASE FRIEND OF THE COURT REVENUES:	
Line item 215-141-676.000 (Use of Fund Balance)	\$ 2,300.00
INCREASE FRIEND OF THE COURT EXPENSES:	
Line item 215-141-980.000 (Office Equipment)	\$ 2,300.00
DECREASE MARINE SAFETY PATROL REVENUES:	
Line item 101-331-544.000 (Marine Safety Program Grant)	\$ 7,688.00
INCREASE MARINE SAFETY PATROL REVENUES:	
Line item 101-331-676.000 (Budgeted Use of Fund Balance)	\$ 2,017.00
NET CHANGE:	\$ 5,671.00

DECREASE MARINE SAFETY PATROL EXPENSES:

Line item 101-331-706.130 (Wages-Deputies)	\$ 5,166.00
Line item 101-331-715.000 (FICA)	395.00
Line item 101-331-716.100 (Worker's Comp)	110.00
NET CHANGE:	\$ 5,671.00

It was moved by Commissioner Bordner and supported by Commissioner Pueschel that the budget amendments be approved. Motion carried.

The Administrator is also instructed to write a firm letter to the Sheriff on the proper procedures for capital acquisitions.

FINANCE DIRECTOR'S REPORT

Mr. Carey presented the following reports:

Per Diem

Robin Baker – 12 half days 3/18 x 2, 3/19, 3/24, 3/25, 3/27, 3/29, 3/31, 4/2 x 2, 4/14 & 4/16/04 & 2 full days 4/14 & 4/20/04	\$ 665.00
Monte Bordner – 5 half days 3/18, 4/2 x 2, 4/13 & 4/16/04 & 2 full days 4/15 & 4/19/04	440.00
John Dobberteen – 12 half days 3/25, 4/2 x 2, 4/6, 4/8, 4/10, 4/12, 4/13, 4/15, 4/16, 4/19 & 4/20/04 & 1 full day 3/17/04	695.00
Gerald Loudenslager – 1 half day 4/5/04 & 2 full days 3/17 & 3/31/04	240.00
David Pueschel – 11 half days 3/18 x 2, 3/24 x 2, 3/25, 3/29, 4/2 x 2, 4/12, 4/16 & 4/19/04	<u>500.00</u>
	\$2,540.00

Expenses

Robin Baker	\$ 83.25
Monte Bordner	124.50
John Dobberteen	125.25
Gerald Loudenslager	201.08
David Pueschel	<u>118.31</u>
	\$ 652.39

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

Financial Statement

	Revenues	Expenditures
April	\$ 1,298,409.00	\$ 1,094,018.00
Year to Date	3,142,625.00	3,163,840.00

Period Fund Balance \$204,391.00

Percent of budget year elapsed year to date.	25.00%
Percent of total budgeted funds earned year to date	24.31%
Percent of total budgeted funds expended year to date	24.47%

It was moved by Commissioner Bordner and supported by Commissioner Loudenslager that the financial statements be accepted. Motion carried.

CHAIRMAN'S REPORT

Chairman Dobberteen reminded everyone of the Earth Day to be held at the Fairgrounds on Saturday, April 24th.

A work session was scheduled for May 10th at 5:30 p.m.

The County employee canoe trip is scheduled for May 8th.

MISCELLANEOUS

Commissioner Baker thanked Commissioner Loudenslager for attending Larry Moyer's funeral. Mr. Moyer was a retired St. Joseph County Sheriff's Deputy. Commissioner Baker stated that he worked a lot of years with Mr. Moyer who was responsible for arresting and helping to convict 100s of people.

Commissioner Baker also stated that he attended the Leadership A Plenty classes and the Administrator taught one of the classes and did an excellent job.

Commissioner Bippus reminded everyone of the Business Expo to be held at the Fairgrounds this Saturday, April 24th.

Commissioner Shafer stated that Kelly Davis from Waste Management has responded by letter to our letter regarding the problems that we have with the recycling boxes.

ADJOURNMENT

It was moved by Commissioner Bordner and supported by Commissioner Shafer that the St. Joseph County Board of Commissioners adjourn until May 4, 2004. Motion carried.

Pattie S. Bender, County Clerk

John L. Dobberteen, Chairman