

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 May 1, 2012 at 5:00 p.m.

Chairman Rick Shaffer called the meeting to order.

The Invocation was given by Chairman Shaffer.

The Pledge to the American Flag was given.

The County Clerk, Pattie S. Bender, called the roll and the following Commissioners were present:

Rick Shaffer	Gerald E. Loudenslager
Allen Balog	Jerry Ware
Donald Eaton	John L. Dobberteen

Absent: Robin Baker

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

AGENDA

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

MINUTES APPROVED

It was moved by Commissioner Dobberteen and supported by Commissioner Balog that the minutes for April 17, 2012 be approved. Motion carried.

COMMUNICATIONS

1. Letter from Michigan Department of Transportation (MDOT), Re: MDOT's termination of its Master Agreement with Southcentral Michigan Planning Council (SMPC) effective April 2, 2012.
2. Letter from BC CAL KAL Inland Port Development Corporation, Re: Thank you for letter acknowledging that the County exists in the service area of Foreign-Trade Zone 43.
3. Letter from the St. Joseph County Township Supervisors, Re: Soil Erosion Permit Fees.
4. Letter from the City of Sturgis, Re: Notice of public hearing on May 9 to consider an Industrial Facilities Exemption Certificate to LTI Printing, Inc.

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

CITIZENS' COMMENTS

Jan Reed, Collaboration Coordinator from the Human Services Commission, stated that last Saturday it was "take back drugs" day and 6 police departments assisted in this project. Those participating were Burr Oak, Colon, Constantine, Sheriff's Department, Sturgis and Three Rivers. Anyone could take drugs to these departments to be disposed of with no questions asked. 70# of prescription drugs were collected. She commended these departments for their undertaking.

Mrs. Reed stated that May is Teen Pregnancy Prevention Month and with the Great Start Data that she has received St. Joseph County showed a 28% improvement in births to teenage mothers from 2008-2010 compared to 1998-2000. There is a 21% improvement to births to teens that already had at least one child. We were the worst County in the State of births to mothers without a high school diploma or a GED which was 247 during the same time period.

COMMISSION ON AGING MILLAGE RENEWAL

Lynn Coursey, Executive Director of the Commission on Aging, respectfully requested that the Board of Commissioners place on the ballot a renewal for 6 years of .75 of a mill for COA which expired in 2011.

She stated that the senior population is increasing. The County lost 1,000 plus people in the 2010 census but the senior population increased and is at 20%. It is projected that in the next 10 years the senior population will be at 27%. Mrs. Coursey remarked that it is important to keep seniors in their homes if possible.

Commissioner Loudenslager asked Mrs. Coursey if it is better to keep seniors in their homes as opposed to having them in nursing homes.

Mrs. Coursey said that it is more cost effective to have seniors in their homes as it costs approximately \$270 per day for long term care.

It was moved by Commissioner Dobberteen and supported by Commissioner Ware that a public hearing be scheduled at the next Commissioners' Meeting on May 15th regarding the Commission on Aging millage. Motion carried.

E-911 CENTRAL DISPATCH MILLAGE RENEWAL

Jon Uribe, Central Dispatch Director, requested of the Board of Commissioners that the .75 of a mill be renewed for 6 years for the operation of the Central Dispatch Center. They rely on the millage for operation. He suggests that the amount levied be reviewed and determined annually by the Board according to fund balance and the needs projected for the ensuing year so the .75 may not all be levied in any given year.

It was moved by Commissioner Dobberteen and supported by Commissioner Eaton that the Board approve the renewal of .75 of a mill for the operation of the Central Dispatch Center for 6 years with the actual amount to be levied reviewed annually. After discussion the motion carried.

INTERGOVERNMENTAL AGREEMENT WITH KALAMAZOO COUNTY FOR ADMINISTRATION OF MICHIGAN WORKS!

Ms. West-Wing stated that the renewal of the Intergovernmental Agreement with Kalamazoo County for Administration of Michigan Works! needs to be approved.

It was moved by Commissioner Dobberteen and supported by Commissioner Balog that the Intergovernmental Agreement with Kalamazoo County for Administration of Michigan Works! be approved.

The aye and nay vote was called as follows:

Aye votes cast: 6 - Commissioners Loudenslager, Shaffer, Balog, Ware, Eaton and Dobberteen.

Nay votes cast: 0

Absent: 1 - Commissioner Baker.

Motion carried.

WORKFORCE DEVELOPMENT BOARD AGREEMENT AND BY-LAWS

Ms. West-Wing stated that bylaws for the Workforce Development Board have been amended and the Board needs to approve them with the amendments.

It was moved by Commissioner Ware and supported by Commissioner Loudenslager that the Workforce Development Board Agreement and By-laws be approved.

The aye and nay vote was called as follows:

Aye votes cast: 6 - Commissioners Loudenslager, Shaffer, Balog, Ware, Eaton and Dobberteen.

Nay votes cast: 0

Absent: 1 - Commissioner Baker.

Motion carried.

AGREEMENT WITH FABIUS TOWNSHIP FOR LAW ENFORCEMENT SERVICES

Ms. West-Wing presented the renewal of an agreement with Fabius Township for Law Enforcement Services.

It was moved by Commissioner Eaton and supported by Commissioner Ware that the agreement with Fabius Township for Law Enforcement Services be approved.

The aye and nay vote was called as follows:

Aye votes cast: 6 - Commissioners Loudenslager, Shaffer, Balog, Ware, Eaton and Dobberteen.

Nay votes cast: 0

Absent: 1 - Commissioner Baker.

Motion carried.

OUT-OF-STATE TRAVEL REQUEST FROM CIRCUIT COURT

It was moved by Commissioner Dobberteen and supported by Commissioner Loudenslager that the out-of-state travel request from Circuit Court be approved up to \$1,500.00. Chairman Shaffer stated that this was discussed at the Executive Committee Meeting. Motion carried.

2012 REMONUMENTATION FEE SCHEDULE

Ms. West-Wing presented the following 2012 Remonumentation Fee Schedule for approval:

<u>Standard:</u>	<u>2011</u>	<u>2012</u>	<u>% Change</u>
Research	\$240.00	\$250.00	4%
Monumentation	\$950.00	\$960.00	1%

Exceptions:

Road/Open Field Traverse	\$0.13/FT	\$0.14/FT	8%
Woodlot/Wetland Traverse	\$0.21/FT	\$0.22/FT	5%
Set Monument Box (in gravel or asphalt rdwy.)	\$120.00	\$125.00	4%
Set Mon. Box in Conc. Rdwy.	\$700.00	\$725.00	4%
Rental Equipment for Excavation Std. Mon. on Private Survey	Cost \$510.00	Cost \$520.00	2%
Corner Maintenance	\$400.00	\$400.00	0%
Global Positioning (GPS)	\$300.00	\$300.00	0%
Control Station Recovery	\$500.00	\$500.00	0%
Per Diem for Meetings	\$130.00	\$140.00	8%
Administration - County Grant Adm.	\$1,650.00	\$1,650.00	0%
Administration – Co. Rep. Surveyor	\$3,650.00	\$5,600.00 (See Note)	0%

NOTES:

1. The State is requiring that each County verify the exact number of corners that were set in the original GLO Surveys by the end of 2013. The \$1,950 increase in the administration cost for the County

rep./surveyor represents going through all the original government survey notes and preparing a map of each township showing all the GLO corners and providing a total number for the State.

2. The proposed increases, other than for the additional work listed above, represent an approximate 1.5% increase for the overall 2012 program.

It was moved by Commissioner Dobberteen and supported by Commissioner Loudenslager that the 2012 Remonumentation Fee Schedule be approved.

The aye and nay vote was called as follows:

Aye votes cast: 6 - Commissioners Loudenslager, Shaffer, Balog, Ware, Eaton and Dobberteen.

Nay votes cast: 0

Absent: 1 - Commissioner Baker.

Motion carried.

REMONUMENTATION CONTRACT WITH MOSTROM & ASSOCIATES, INC.

It was moved by Commissioner Loudenslager and supported by Commissioner Dobberteen that the remonumentation contract with Mostrom & Associates, Inc., be approved.

The aye and nay vote was called as follows:

Aye votes cast: 6 - Commissioners Loudenslager, Shaffer, Balog, Ware, Eaton and Dobberteen.

Nay votes cast: 0

Absent: 1 - Commissioner Baker.

Motion carried.

REMONUMENTATION CONTRACT WITH KESLER LAND SURVEYING, LLC

It was moved by Commissioner Ware and supported by Commissioner Dobberteen that the remonumentation contract with Kesler Land Surveying, LLC be approved.

The aye and nay vote was called as follows:

Aye votes cast: 6 - Commissioners Loudenslager, Shaffer, Balog, Ware, Eaton and Dobberteen.

Nay votes cast: 0

Absent: 1 - Commissioner Baker.

Motion carried.

REMONUMENTATION CONTRACT WITH DAVID GARIEPY

It was moved by Commissioner Dobberteen and supported by Commissioner Loudenslager that the remonumentation contract with David Gariepy be approved.

The aye and nay vote was called as follows:

Aye votes cast: 6 - Commissioners Loudenslager, Shaffer, Balog, Ware, Eaton and Dobberteen.

Nay votes cast: 0

Absent: 1 - Commissioner Baker.

Motion carried.

REMONUMENTATION CONTRACT WITH CARR & ASSOCIATES LAND SURVEYING

It was moved by Commissioner Loudenslager and supported by Commissioner Eaton that the remonumentation contract with Carr & Associates Land Surveying be approved.

The aye and nay vote was called as follows:

Aye votes cast: 6 - Commissioners Loudenslager, Shaffer, Balog, Ware, Eaton and Dobberteen.

Nay votes cast: 0

Absent: 1 - Commissioner Baker.

Motion carried.

COMMITTEE REPORTS

Law Enforcement

Commissioner Loudenslager stated that there was no report.

Judiciary

Commissioner Eaton stated that on invitation of Judge Middleton today he met with the staff and attended Sobriety Court. He remarked that it was a very positive experience and very different and Judge Middleton did a great job.

Physical Resources

Commissioner Ware stated that they had not met.

Executive Committee

Commissioner Dobberteen stated that everyone has a copy of the minutes from the April 27, 2012 Executive Committee meeting and he would answer any questions that anyone may have.

He stated that he and Chairman Shaffer met with the Drain Commissioner regarding the transfer of the soil erosion permit process to the Drain Commissioners' Office.

PERSONNEL REPORT

MISCELLANEOUS:

Lea Buscher to change from Telecommunicator to Central Dispatch Shift Supervisor at \$18.37/hr. effective May 8, 2012.

Dena Wyckoff, Deputy Circuit Court Clerk, was on intermittent medical leave from April 10 through April 23, 2012 under the Family and Medical Leave Act of 1993.

Chad Spence, Road Patrol Sergeant, is on medical leave commencing April 30, 2012 under the Family and Medical Leave Act of 1993.

Julie Wirtz to change from Friend of the Court Secretary to FOC Enforcement Clerk at \$13.20/hr. (Soltysiak system, grade 5, minimum) effective May 8, 2012.

TEMPORARY/SEASONAL EMPLOYMENT:

Mark Gunthorpe has been hired as temporary, part-time Telecommunicator at \$8.75/hr. effective May 8, 2012.

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

BUDGET ADJUSTMENTS

BUDGET AMENDMENTS:

<u>DECREASE LAW ENFORCEMENT FUND #266:</u>	
Line item 266-301-706.355 (School Liaison Officer)	\$ 43,583.00
<u>INCREASE LAW ENFORCEMENT FUND #266:</u>	
Line item 266-301-706.350 (Contractual Deputy)	\$ 43,583.00
 <u>DECREASE HOMELAND SECURITY GRANT FUND #268:</u>	
Line item 268-426-941.000 (Contingency)	\$ 39,100.00
<u>INCREASE HOMELAND SECURITY GRANT FUND #268:</u>	
Line item 268-426-862.000 (Seminar & Employee Training)	\$ 22,500.00
Line item 268-426-977.010 (Communications Equipment)	16,600.00
	\$ 39,100.00
 <u>DECREASE ANIMAL CONTROL'S BUDGET:</u>	
Line item 101-430-706.250 (Wages – Secretary)	\$ 2,545.00
Line item 101-430-706.400 (Wages – Assistant Animal Control Officer)	7,875.00
	\$ 10,420.00
 <u>INCREASE ANIMAL CONTROL'S BUDGET:</u>	
Line item 101-430-707.000 (Wages – Part-time)	\$ 10,420.00

TRANSFER:

<u>FROM LAW ENFORCEMENT FUND #266:</u>	
Line item 266-000-390.500 (Fund Balance from General Fund)	\$ 90,000.00
<u>TO GENERAL FUND #101:</u>	
Line item 101-000-390.000 (General Fund Fund Balance)	\$ 90,000.00

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

BILLS

Ms. Smith presented the following bills for payment:

<u>GENERAL FUND</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
Due from State	\$ 1,844.11	\$
Appropriations	42,306.25	
County Commission	471.80	6,854.00
Circuit Court	2,812.75	13,597.46
District Court	182.86	54,825.28
Friend of the Court	6,392.75	38,647.69
Probate Court		18,768.51
Juvenile Branch	12,474.34	30,596.83
Appeals Court	790.70	5.81
Administration		9,945.98
Elections	3,574.04	
Finance Department	1,620.24	10,708.77
County Clerk	800.00	23,316.30
Equalization Department	132.44	13,902.23
Human Resources	18,785.53	9,250.72
Geographic Information Systems	175.00	7,621.92
Prosecutor's Office	1,193.23	59,067.75
Register of Deeds		9,722.66
County Treasurer		15,675.74
Cooperative Extension		5,338.08

<u>GENERAL FUND</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
Information Technology	\$ 2,131.86	\$ 12,759.16
Buildings & Grounds	8,606.93	11,188.22
Courts Building Security		6,591.77
Drain Commission		5,368.49
Sheriff Department	18,576.90	102,492.67
Sheriff Reserves	1,019.00	132.96
Marine Safety Patrol	500.00	
Jail & Turnkey	22,872.26	103,140.39
Planning Commission	1,688.75	
Emergency Services	719.80	4,589.77
Animal Control	598.11	7,955.19
Board of Public Works		530.69
Medical Examiners	6,126.60	
Child Care - Juvenile	623.74	
Veterans' Services		2,542.05
Utilities & General Services	<u>32,366.02</u>	
Total	\$ 189,386.01	\$ 585,137.09
<u>OTHER FUNDS</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
County Road Commission	\$ 714,664.61	\$
Parks & Recreation	1,369.73	4,618.75
Emergency 911 Service	2,940.61	51,598.17
Central Dispatch - Wireless	2,589.75	4,179.52
Meyer Broadway/Coon Hollow Park	258.21	2,745.42
Family Counseling	210.00	
Cade Lake Park	907.23	
Traffic Safety Program	600.00	
Economic Development Fund	538.00	
Victims' Rights Advocate Fund	16.50	3,287.24
Community Corrections Advisory Bd.	6,835.00	3,009.03
Community Corrections Program	925.00	
Local Corrections Officers' Training Fund	2,021.87	
Drug Law Enforcement Fund	2,843.74	
Law Enforcement Fund	966.65	
Secondary Road Patrol	33.00	19,323.42
Homeland Security Grant Fund	27,924.53	10,877.60
Law Library Fund	900.28	3,745.44
Principal Residence Denial Fund	50.00	
Commission on Aging	87,953.08	530.69
Child Care: Probate Court	16,916.86	67,224.12
Veterans' Trust Fund	1,153.15	11,274.24
County Facilities Maintenance Fund	1,828.54	
Forfeiture & Foreclosure Fund	2,841.09	
Tax Payment Fund	16,517.99	
Inmate Store	533.14	
Three Rivers Community Center	1,927.64	
Long Lake Level Revolving	21.86	1,000.62
Information Technology Improvement Fund	973.78	
Flexible Benefits Insurance Fund	<u>172,502.45</u>	
Total	\$ 1,069,764.29	\$ 183,414.26
Grand Total	\$ 1,259,150.30	\$ 768,551.35

General Fund Operating Expenditures		
Pre-Authorized	\$74,974.93	
Accounts Payable	<u>114,411.08</u>	
	\$189,386.01	
General Fund Payroll Expenditures	<u>585,137.09</u>	\$774,523.10
Other Funds Operating Expenditures		
Pre-Authorized	\$1,047,495.94	
Accounts Payable	<u>22,268.35</u>	
		\$1,069,764.29
Other Funds Payroll Expenditures	<u>\$183,414.26</u>	
	\$1,253,178.55	
Total Recorded for the Month		\$2,027,701.65

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

CHAIRMAN'S REPORT

Chairman Shaffer stated that he met with the Auditors and the preliminary findings look good. The Treasurer's statements are being balanced.

MISCELLANEOUS

Commissioner Eaton stated that he would like to congratulate Commissioner Dobberteen for attaining his bachelor's degree in Public Administration.

Commissioner Loudenslager stated that it was in the papers last week, but he would like to announce that he will not be seeking reelection to the County Commission. He thanked the Board for all the years he had worked with them, and would also like to thank all the citizens and constituents of the current District #2 as it has been an honor to represent them.

He will be seeking election to the office of Nottawa Township Supervisor.

Commissioner Dobberteen congratulated Commissioner Loudenslager.

ADJOURNMENT

It was moved by Commissioner Dobberteen and supported by Commissioner Loudenslager that the St. Joseph County Board of Commissioners adjourn until May 15, 2012 at 5:00 p.m. Motion carried.

Pattie S. Bender, County Clerk

Rick Shaffer, Chairman