

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 2, 2011 at 5:00 p.m.

Chairman Rick Shaffer called the meeting to order.

The Invocation was given by Commissioner 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	Robin Baker
Jerry Ware	Donald Eaton
John L. Dobberteen	

Also present were Judy West-Wing, Administrator/Controller and Dan Carey, 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 Baker and supported by Commissioner Dobberteen that the minutes for April 19, 2011 be approved. Motion carried.

CITIZENS' COMMENTS

Tim Carls, 63044 Klinger Lake Road, Centreville quoted part of the April 7, 2011 Road Commission minutes as follows: "The past tradition has been that the Board be consulted in regards to determine the amount of monies that should be moved from the current account to a short term CD. The auditors have advised that there is no legal requirement but simple tradition. Management requested that the process no longer involve the Board and that Management be allowed to determine the amounts moved into long term investments. Consensus of the board was to agree."

Mr. Carls further commented on the Trine proposal and believes that the Commissioners should invest money in creating jobs in this County rather than sending the money to Trine University which is in Indiana. He is not happy with the private meetings that he believes have been held to discuss the Trine proposal and believes that all of this information regarding Trine should be forwarded to the Planning Commission.

Eva Beeker, Youth 4-H Program Director at MSUE, gave an update on the 4-H Program. She stated that there are close to 900 kids enrolled in 4-H which is an increase from last year. There are 300 volunteers that have passed the background process and will be working with the 4-Hers. 4-H Exploration Days will be held again in June on the campus of Michigan State University.

Ben Crites, 65161 N. Centerville Road, Sturgis stated that he has been involved in the 4-H Program for the past 9 years serving his 2nd year as Club President. He has been on the 4-H Youth Council for 2 years. He has been in the beef program and has attended 4-H Exploration Days in the past and will attend again this year serving in a leadership role. He will also be attending the Washington focus trip this year.

Loryn Baughman-Schinker, 55031 Bucknell Road, Mendon stated that she is also very involved in 4-H participating in the horse and poultry project area. She is a Teen Leader and has attended 4-H Exploration Days in the past and will again this year. She further stated that during the process of her applying for a 4-H Scholarship she was asked about her 4-H experiences and it reminded her why she loves 4-H so much. She also thanked the County for their support of the 4-H Program.

Stacy Bart, 68065 N. Centerville, Sturgis stated that she works at Community Mental Health and Substance Abuse Services and let the Board know that May is “Mental Health Month.” They will be having an open house on May 12th at the old Journal Building in Sturgis where they have the Clubhouse.

Commissioner Eaton commended Mr. Crites and Ms. Baughman-Schinker on the delivery of their messages to the Board. He commented on how very professional and clearly spoken they were as they described their 4-H experiences.

COMMUNICATIONS

1. Letter from the Michigan Association of Counties, Re: MAC Legislative Updates, April 22 and April 29, 2011.
2. Letter from Glenn Oxender, Re: Trine University Proposal.
3. Copy of Letter to Vice-President Biden from Tim Carls, Re: General Conversation.
4. Resolution from Livingston County, Re: Support of House Bills 4148, 4149 and 4150 (General Property Tax Act).
5. Resolution from Lake County, Re: Baiting and Feeding of Deer in Michigan.
6. Resolution from Oscoda County, Re: Baiting and Feeding of Deer in Michigan.
7. Minutes of the Community Mental Health Services Board meeting of March 22, 2011.
8. Minutes of the Community Action Board meeting of March 28, 2011.
9. Southwest Michigan Land Conservancy’s Newsletter – Spring/Summer 2011.

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

2011 HOUSING RESOURCE FUND APPLICATION RESOLUTION NO. 7-2011

Ms. West-Wing stated that at the last Board of Commissioners’ Meeting a public hearing was held on the 2011 Housing Resource Fund Application and now the resolution is ready for approval.

WHEREAS, the Board of Commissioners for St. Joseph County is interested in the continuing effort to provide affordable housing opportunities for its low and very low income residents; and

WHEREAS, said Board accepts the recommendation of Community Action, who serves as the Program Administrator of the St. Joseph County Homeowner Assistance Program, to re-apply for \$275,000 for a homeowner assistance component from the Michigan State Housing Development Authority; and

WHEREAS, said Board authorizes the Chief Elected Official to sign the re-application form(s) as required.

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners for the County of St. Joseph respectfully requests the Michigan State Housing Development Authority approve the County’s re-application for funding in the amount of \$275,000 for homeowner assistance related activities.

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

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shaffer, Loudenslager, Balog, Baker, Ware, Eaton and Dobberteen.

Nay votes cast: 0

Resolution adopted.

SHERIFF’S DEPARTMENT ANNUAL REPORT FOR 2011

Sheriff Brad Balk gave an overview of the Sheriff’s Department Annual Report for 2010. Sheriff Balk announced that the Corrections Officer for the year was Mason Stratton and the Co-Road Patrol Officers of the year were Chad Spence and Brian Brown. He stated that they were all outstanding officers and he was very proud of them.

Sheriff Balk also remarked that they have a lot of volunteers that assist at the Sheriff's Department. They have 20 active and 9 lifetime members of the Posse. All have been through a lot of training.

There are 18 volunteers on the Dive Team including 9 divers with 1 Master Diver.

There are 23 Reserve Officers who worked 566 hours in 2010. They ride with the full time Road Patrol Officers.

The Victim Services Unit logged 5,292 miles during 2010.

The Department investigated 7,493 complaints in 2010. There were less traffic accidents in 2010 but there were more traffic stops. The SCAN unit is busy constantly investigating controlled substance complaints.

There were 444 more contacts on the waterways in 2010 than 2009, but 52 less citations and 73 less complaints.

Sheriff Balk also mentioned that there were a lot more people that attended the boating safety classes.

He stated that they learned a lot during the Jail Inspection that the Department of Correction conducted in January of 2010. The DOC gave them a 100% compliance rating.

777,406 meals were served at the Jail in 2010 with 196,604 of them for the Commission on Aging. This was a considerable jump from 2009. This requires a lot of inmate labor.

Sheriff Balk mentioned that they were successful in securing renewal of the Law Enforcement Contracts for the Village of Centreville for 2 police officers and the Township of Fabius for 1 police officer.

Commissioner Eaton asked Sheriff Balk if there was any risk to the Department by putting out the large quantity of meals.

Sheriff Balk stated that no there is no risk, but they are about at capacity.

Chairman Shaffer asked how he got volunteers for the Victim Services; the Posse and the Reserves.

Sheriff Balk stated that applications are completed and they are interviewed and they only go through this process one time per year.

Commissioner Balog stated that Sheriff Balk is doing an excellent job.

Commissioner Loudenslager asked if the 4-wheelers were a part of the Posse. Sheriff Balk said that they were. Commissioner Loudenslager remarked to Sheriff Balk that it was a good report and he is doing a good job.

Commissioner Baker stated that he receives positive, good comments regularly about the Sheriff's Department.

Chairman Shaffer stated that it was an excellent report.

Commissioner Ware stated that Sheriff Balk was doing a good job.

It was moved by Commissioner Loudenslager and supported by Commissioner Ware that the Sheriff's Department Annual Report for 2010 be accepted. Motion carried.

REQUEST TO FILL VACANT GRANT WRITER POSITION

Ms. West-Wing stated that Cathy Knapp, Executive Director of the Economic Development Corporation, is requesting that the vacant grant writer position be filled.

It was moved by Commissioner Dobberteen and supported by Commissioner Ware that the vacant grant writer position be filled. Motion carried.

EMPLOYMENT AGREEMENT ADDENDUM WITH EUGENE ALLI

Ms. West-Wing stated that the proposed Employment Agreement Addendum with Eugene Alli increases his wages 2% to \$22.89 per hour and would be effective June 1, 2011. She explained that Mr. Alli is a County employee but has no fringe benefits.

It was moved by Commissioner Loudenslager and supported by Commissioner Baker that the Employment Agreement Addendum with Eugene Alli be approved.

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shaffer, Loudenslager, Balog, Baker, Ware, Eaton and Dobberteen.

Nay votes cast: 0

Motion carried.

MERS SERVICE CREDIT PURCHASE

Ms. West-Wing stated that a request has been received from Jan Hart-Brubaker to buy service credit towards her retirement.

It was moved by Commissioner Dobberteen and supported by Commissioner Loudenslager that the request from Jan Hart-Brubaker to buy 2 years, 9 months of generic service credit for \$15,303.00 be approved.

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shaffer, Loudenslager, Balog, Baker, Ware, Eaton and Dobberteen.

Nay votes cast: 0

Motion carried.

2011 REMONUMENTATION FEE SCHEDULE

Ms. West-Wing stated that Andrew Hartwick, G.I.S. Director, is requesting a change in the fee schedule for Remonumentation.

Following is the proposed fee schedule:

<u>Standard:</u>	<u>2010</u>	<u>2011</u>	<u>% Change</u>
Research	\$240.00	\$240.00	0%
Field Investigation, Set Monument, Witness Corner, Present and Record L.C.R.C.	\$940.00	\$950.00	1%
<u>Exceptions:</u>			
Road/Open Field Traverse	\$0.13/FT	\$0.13/FT	0%
Woodlot/Wetland Traverse	\$0.21/FT	\$0.21/FT	0%
Set Monument Box (in gravel or asphalt rdwy.)	\$110.00	\$120.00	9%
Set Mon. Box in Conc. Rdwy.	\$700.00	\$700.00	0%
Rental Equipment for Excavation-Cost Std. Mon. on Private Survey	\$510.00	\$510.00	0%
Corner Maintenance	\$395.00	\$400.00	1%
Global Positioning (GPS)	\$300.00	\$300.00	0%
Control Station Recovery	\$500.00	\$500.00	0%

Per Diem for Meetings	\$120.00	\$130.00	8%
Administration - County Grant Adm.	\$1,650.00	\$1,650.00	0%
Administration - County Rep.	\$3,650.00	\$3,750.00	3%

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

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shaffer, Loudenslager, Balog, Baker, Ware, Eaton and Dobberteen.

Nay votes cast: 0

Motion carried.

REMONUMENTATION CONTRACT WITH MOSTROM AND ASSOCIATES, INC.

Ms. West-Wing recommended approval of the Remonumentation Contract with Mostrom and Associates, Inc.

It was moved by Commissioner Dobberteen and supported by Commissioner Loudenslager that the Remonumentation Contract with Mostrom and Associates, Inc., be approved.

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shaffer, Loudenslager, Balog, Baker, Ware, Eaton and Dobberteen.

Nay votes cast: 0

Motion carried.

REMONUMENTATION CONTRACT WITH CARR AND ASSOCIATES LAND SURVEYING

Ms. West-Wing recommended approval of the Remonumentation Contract with Carr and Associates Land Surveying.

It was moved by Commissioner Dobberteen and supported by Commissioner Loudenslager that the Remonumentation Contract with Carr and Associates Land Surveying be approved.

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shaffer, Loudenslager, Balog, Baker, Ware, Eaton and Dobberteen.

Nay votes cast: 0

Motion carried.

REMONUMENTATION CONTRACT WITH DAVID GARIEPY

Ms. West-Wing recommended approval of the 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: 7 - Commissioners Shaffer, Loudenslager, Balog, Baker, Ware, Eaton and Dobberteen.

Nay votes cast: 0

Motion carried.

REMONUMENTATION CONTRACT WITH GLOBAL LAND SURVEYING, L.L.C.

Ms. West-Wing recommended approval of the Remonumentation Contract with Global Land Surveying, L.L.C.

It was moved by Commissioner Dobberteen and supported by Commissioner Loudenslager that the Remonumentation Contract with Global Land Surveying, L.L.C. be approved.

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shaffer, Loudenslager, Balog, Baker, Ware, Eaton and Dobberteen.

Nay votes cast: 0

Motion carried.

RESOLUTION NO. 8-2011
RESOLUTION TO SUPPORT NATIONAL BIKE-TO-WORK WEEK

Commissioner Loudenslager read the following resolution:

WHEREAS, for more than a century, the bicycle has been an important part of the lives of Americans; and

WHEREAS, today, millions of Americans engage in bicycling as an environmentally sound form of transportation, an excellent form of fitness, and provides quality family recreation; and

WHEREAS, "Bike-to-Work Week" is a nationwide endeavor to educate the public about the benefits of bicycling and to increase awareness of and respect for bicyclists; and

WHEREAS, St. Joseph County recognizes the benefits of bicycle commuting in providing exercise, decreasing air pollution, conserving fuel, decreasing traffic congestion, decreasing noise pollution, and improving the health of its citizens; and

WHEREAS, the League of Michigan Bicyclists and independent cyclists throughout our state are promoting greater public awareness of bicycle operation and safety education in an effort to reduce accidents, injuries and fatalities; and

WHEREAS, bicycle transportation is an integral part of the "multi-modal" transportation system planned for by city, state and local transportation government agencies; and

WHEREAS, we recognize and encourage cycling as an important means of transportation, and support potential new cyclists in joining our community; and

WHEREAS, the Southwest Michigan Planning Commission, Southwest Michigan Alliance for Recreational Trails and the TwinCATS Walk/Roll Committee encourage all citizens to ride their bicycles to work, to the store, to the park, around their neighborhoods and with friends and family to promote the personal and societal benefits achieved from bicycling.

NOW, THEREFORE BE IT RESOLVED, that the St. Joseph County Board of Commissioners proclaims the week of May 16-20, 2011 as "Bike-to-Work Week" in St. Joseph County.

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

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shaffer, Loudenslager, Balog, Baker, Ware, Eaton and Dobberteen.

Nay votes cast: 0

Resolution adopted.

COMMITTEE REPORTS

Law Enforcement

Commissioner Loudenslager stated that there was no report.

Judiciary

Commissioner Loudenslager stated that the next Judiciary Committee meeting will be noon on May 11th.

Physical Resources

Commissioner Ware stated that the report of the study from Landmark Designs regarding the water issues in the gymnasium at the jail has been received. The Committee will be meeting after this meeting tonight.

Executive Committee

The Executive Committee met on April 29, 2011 and Commissioner Dobberteen stated that everyone has a copy of the minutes and he would answer any questions that anyone may have.

PERSONNEL REPORT

Ms. West-Wing presented the following report:

RESIGNATION:

Revise the resignation date for Meghan Prescott, Parks & Recreation Secretary, to April 15, 2011. (On April 5 the Board approved this resignation).

Polly Barker, COA Sub Data Assistant, has resigned effective April 19, 2011.

NEW HIRE:

Revise the hire date and rate of pay for William Burgoyne, part-time Road Officer, to \$17.37/hr. effective April 15, 2011. (On January 6 the Board approved this hire.)

Stephen DeKilder has been hired as COA Sub Driver at \$9.01/hr. effective April 25, 2011.

Rachael L. France has been hired as part-time Parks & Recreation Secretary at \$10.13/hr. (Soltysiak system, grade 1, minimum) effective May 3, 2011.

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

REQUISITION

Ms. West-Wing presented the following report:

One Dell Latitude E6520 lap top with webcam and mic; Windows 7; 320 gb hard drive and intel core processor for Prosecutor's Office (Funding from the Drug Fund) \$ 2,017.79

It was moved by Commissioner Balog and supported by Commissioner Dobberteen that the requisition be approved. Motion carried.

BUDGET ADJUSTMENTS

Ms. West-Wing presented the following report:

BUDGET AMENDMENTS:

DECREASE ANIMAL CONTROL'S BUDGET:

Line item 101-430-706.250 (Wages – Secretary) \$ 9,219.00

INCREASE ANIMAL CONTROL'S BUDGET:

Line item 101-430-707.000 (Wages – Part-time) \$ 9,219.00

INCREASE REVENUE DRUG FUND #265:

Line item 265-229-659.000 (Drug Related Forfeitures) \$10,000.00

INCREASE EXPENDITURES DRUG FUND #265:

Line item 265-229-816.220 (Hazardous Substance Assessment) \$ 8,482.00

Line item 265-229-984.000 (Computer Hardware) 1,518.00

\$10,000.00

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

FINANCE DIRECTOR'S REPORT

Mr. Carey presented the following reports:

Bills

<u>GENERAL FUND</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
Due from State	\$ 4,958.18	\$
Appropriations	45,851.50	
County Commission	2,849.90	11,411.32
Circuit Court	805.00	20,453.13
District Court	283.16	85,078.59
Friend of the Court	223.14	63,383.29
Probate Court	3,259.67	28,102.22
Juvenile Branch	9,782.88	45,496.66
Appeals Court	742.97	39.56
Administration		14,950.26
Elections	925.68	
Finance Department	1,060.05	16,387.94
County Clerk		34,466.25
Equalization Department	1,217.69	21,233.95
Human Resources	6,110.74	13,606.60
Geographic Information Systems		11,502.01
Prosecutor's Office	1,427.00	56,174.52
Register of Deeds		13,616.18
County Treasurer		23,212.86
Cooperative Extension	310.80	11,867.89
Information Technology	2,317.54	19,245.94
Buildings & Grounds	5,720.25	16,652.29
Courts Building Security		9,752.32
Drain Commission	25.00	8,315.48
Sheriff Department	16,883.49	152,944.53
Sheriff Reserves	976.00	102.26
Marine Patrol	112.00	
Jail & Turnkey	17,392.32	147,563.35
Planning Commission	818.27	
Emergency Services		6,039.17
Animal Control	1,106.07	14,189.98
Board of Public Works		1,100.11

<u>GENERAL FUND</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
Child Care - Probate	\$ 3,632.77	\$ 2,378.42
Veterans' Services		3,919.80
Utilities & General Services	<u>46,209.93</u>	
Total	\$ 175,002.00	\$ 853,186.88
<u>OTHER FUNDS</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
County Road Commission	\$ 573,933.48	\$
Parks & Recreation	835.10	8,076.50
Emergency 911 Service	2,753.59	81,212.59
Central Dispatch - Wireless	16.50	6,797.53
Meyer Broadway/Coon Hollow Park	493.83	3,989.78
Family Counseling	890.00	
Cade Lake Park	1,177.98	
Traffic Safety Program Fund	1,113.41	
Economic Development Fund	18,665.78	12,099.09
Victims' Rights Advocate Fund	619.50	5,030.55
Community Corrections Advisory Board	7,086.00	4,513.54
Community Corrections Program	3,778.61	
Drug Law Enforcement Fund	3,947.41	
Law Enforcement Fund	509.28	21,551.51
Secondary Road Patrol	33.00	13,317.36
Homeland Security Grant Fund	6,850.51	5,604.34
Law Library Fund	543.15	
Principal Residence Denial Fund	50.00	1,100.08
Commission on Aging	85,060.44	95,054.61
Sheriff's Justice Training Fund	605.10	
Child Care: Probate Court	16,282.40	17,309.77
Veterans' Trust Fund	3,157.49	
Forfeiture & Foreclosure Fund	100.00	
Tax Payment Fund	11,224.39	
Inmate Store	517.88	
Three Rivers Community Center	1,887.95	1,498.89
Information Technology Improvement Fund	78,527.82	
Flexible Benefits Insurance Fund	<u>154,321.07</u>	
Total	\$ 974,981.67	\$ 277,156.14
Grand Total	\$ 1,149,983.67	\$ 1,130,343.02
General Fund Operating Expenditures		
Pre-Authorized	\$164,917.12	
Accounts Payable	<u>10,084.88</u>	
	\$ 175,002.00	
General Fund Payroll Expenditures	\$ 853,186.88	
Other Funds Operating Expenditures		
Pre-Authorized	\$970,079.98	
Accounts Payable	<u>4,901.69</u>	
	\$ 974,981.67	
Other Funds Payroll Expenditures	\$ 277,156.14	
Total Recorded for the Month	<u>\$ 2,280,326.69</u>	

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

Independent Contractor Agreements

Steven Barnell

It was moved by Commissioner Loudenslager and supported by Commissioner Eaton that the Independent Contractor Agreement with Steven Barnell as a Homeland Security Regional Planner be approved.

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shaffer, Loudenslager, Balog, Baker, Ware, Eaton and Dobberteen.

Nay votes cast: 0

Motion carried.

Barbara Garlow

It was moved by Commissioner Loudenslager and supported by Commissioner Ware that the Independent Contractor Agreement with Barbara Garlow for grant assistance be approved.

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shaffer, Loudenslager, Balog, Baker, Ware, Eaton and Dobberteen.

Nay votes cast: 0

Motion carried.

CHAIRMAN'S REPORT

Chairman Shaffer reminded everyone of the work session to be held on May 18, 2011 at 3:00 p.m.

CITIZENS COMMENTS

Greg Sirna, 402 N. Nottawa, Centreville (the dam property) stated that he has been trying to coordinate water flow with Lake Templene and is not having any cooperation from the Drain Commissioner. He is asking the Board to have Mr. Wenzel coordinate the water flow with him. Mr. Sirna stated that he could be washed out and he wanted it a matter of record that he was making a request of the Board of Commissioners. He has been trying to coordinate the water flow with the Lake Templene operators. Mr. Wenzel used to call him and he does not do that anymore. He likes to have the inflow and outflow the same. He will draft a letter to the Board of Commissioners regarding this issue.

MISCELLANEOUS

Commissioner Balog asked if there was something that the Board could do to assist Mr. Sirna.

Commissioner Eaton responded by saying that he already has a meeting set up with Mr. Wenzel tomorrow on some other matters and he will ask him about this one.

In response to a question, Jim Barnes stated that the dam at Lake Templene is overseen by a division of the Department of Natural Resources and the lake level at Lake Templene is established by a Circuit Court Order and there are repercussions if the correct level is not maintained.

Commissioner Loudenslager stated that he is glad to be back.

Commissioner Baker acknowledged that Linda Baker, Victim Services Coordinator, had received the Liberty Bell Award this week and congratulated her.

The Clerk thanked the Board for moving their meeting tonight up one day because of the election tomorrow.

ADJOURNMENT

It was moved by Commissioner Dobberteen and supported by Commissioner Loudenslager that the St. Joseph County Board of Commissioners adjourn until May 17, 2011 at 5:00 p.m. Motion carried.

Pattie S. Bender, County Clerk

Rick Shaffer, Chairman