

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 18, 2010, at 5:00 p.m.

Chairman Michael Dunlap 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:

Gerald E. Loudenslager	Michael D. Dunlap
Robin Baker	Jerry Ware
David J. Pueschel	

Absent: Rick Shaffer and John L. Dobberteen

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

AGENDA

Chairman Dunlap stated that an audit for the Register of Deeds be added to the agenda under New Business.

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

MINUTES APPROVED

It was moved by Commissioner Loudenslager and supported by Commissioner Baker that the minutes for May 3, 2010 be approved. Motion carried.

COMMUNICATIONS

1. Letter from the Michigan Association of Counties, Re: MAC Legislative Updates, May 7 and May 14, 2010.
2. Letter from the City of Sturgis, Re: Notice of public hearing on May 26, 2010 to amend the Development Plan and Tax Increment Financing Plan for the Downtown Development Authority.
3. Resolution from Lake County, Re: Proposal to reduce Secondary Road Patrol funding.
4. Resolution from Lake County, Re: Modification of State Act 312 of 1969 (Arbitration of law enforcement contracts.)
5. Resolution from Oscoda County, Re: Urging implementation of the State Substance Abuse Treatment and Prevention Allocation formula.
6. Resolution from Oscoda County, Re: Proposal to reduce Secondary Road Patrol funding.
7. Minutes of the Southwest Michigan Substance Abuse Advisory Council meeting of April 19, 2010.

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

JUVENILE COURT ANNUAL REPORT

Judge Thomas E. Shumaker gave an overview of the Juvenile Court Annual Report for 2009. He introduced Terry Evans, Juvenile Division Director/Referee and Donald Happel, Caseworker Supervisor/Referee who were present.

He stated that their youth programs were fairly static. They use the Juvenile Detention Center more often and they are no longer tied to the juvenile home in Kalamazoo.

According to the statistics in the report the neglect/abuse cases are still bad and most of them are related to either the parents being methamphetamine users or makers or both; immature parents; and domestic violence.

He said that they are making progress but the meth parents cannot parent until they change their lifestyle. He coordinates well with Circuit Court Judge Paul Stutesman as Circuit Court is where these meth parents appear.

Judge Shumaker stated that he was disappointed in how the County distributed the PA 2 funds. He realizes that Pam Pellerito's letter stated that all were in agreement with the use of the funds, but Judge Shumaker stated that they were not all in agreement.

He continues to try to get young parents to understand how to parent and he has caseworkers be multi-functional.

Truancy is a problem and he stated that it is unfortunate that the school districts do not coordinate on this issue. A new "Your Child and the Law Parental Responsibility Guide" has been written mostly by Mr. Happel.

Commissioner Shaffer was present at this time.

Judge Shumaker also included in the report statistics on Personal Protection Orders. He handles most of these cases and mentioned that Julie Mitchell and Ann Baker do a great job with the folks that are seeking a PPO. Often after talking to them, they take the packet to file a case and often do not actually do the filing.

In regards to collections, he was not prepared for the elimination of the Collections' Clerk's job at the beginning of 2010, but thanks to the cooperation of Dena Wyckoff in the Clerk's Office it is going really well. Julie Mitchell also helps out with collections. They have re-evaluated everything and collections are better and more efficient. Everything is going fine and he gave kudos to the Clerk's Office.

Chairman Dunlap stated that the Commissioners need to think about the PA 2 funds and refine the process next year.

Judge Shumaker remarked that in regards to the meth program in the County, that the Prosecuting Attorney is doing what he can. New local programs are being tried and the Courts are doing what they can to try to curb the problem.

It was moved by Commissioner Baker and supported by Commissioner Loudenslager that the Juvenile Court Annual Report be accepted. Motion carried.

DEPARTMENT OF HUMAN SERVICES
REQUEST FOR FUNDS

Ms. West-Wing stated that at the Commissioners' work session on May 10th it was the consensus that the County DHS be appropriated an additional \$88,000 to pay unpaid Child Care Fund bills through April 30, 2010.

It was moved by Commissioner Loudenslager and supported by Commissioner Baker that the County appropriate an additional \$88,000 to pay unpaid DHS Child Care Fund bills through April 30, 2020.

The aye and nay vote was called as follows:

Aye votes cast: 6 - Commissioners Shaffer, Loudenslager, Dunlap, Baker, Ware and Pueschel.

Nay votes cast: 0

Absent: 1 - Commissioner Dobberteen.

Motion carried.

P.A. 116 APPLICATION

Ms. West-Wing stated that this was the first P.A. 116 Application that has come to the Board of Commissioners for approval. The property is in Leonidas Township and they do not have a zoning ordinance in place therefore the application is reverted to the County.

She stated that according to a letter from the County Clerk all the proper procedures have been followed and all papers have been filed according to the law and it is ready for approval by the County Commissioners.

It was moved by Commissioner Loudenslager and supported by Commissioner Pueschel that the P.A. 116 application by Robert and Laura Belson of Leonidas Township be approved.

The aye and nay vote was called as follows:

Aye votes cast: 6 - Commissioners Shaffer, Loudenslager, Dunlap, Baker, Ware and Pueschel.

Nay votes cast: 0

Absent: 1 - Commissioner Dobberteen.

Motion carried.

COUNTY CLERK'S REQUEST FOR PART-TIME HELP

Ms. West-Wing stated that the County Clerk is requesting some part-time help to get through the election process for the primary due to suddenly losing her Election Specialist. The part-time person will be that former Election Specialist and she will be training the person that is new to that position.

It was moved by Commissioner Shaffer and supported by Commissioner Pueschel that the County Clerk's request for part-time help be approved for approximately 25 hours for 6 weeks.

The aye and nay vote was called as follows:

Aye votes cast: 6 - Commissioners Shaffer, Loudenslager, Dunlap, Baker, Ware and Pueschel.

Nay votes cast: 0

Absent: 1 - Commissioner Dobberteen.

Motion carried.

AUDIT OF REGISTER OF DEEDS

Ms. West-Wing made an inquiry of our audit firm of Rehmann/Robson about the cost of an audit in the Register of Deeds Office. A 3 month audit would be \$2,800.00 and a 12 month audit would be \$4,800.00.

Commissioner Baker asked if an audit was ordered by the investigator. Ms. West-Wing does not think so.

It was moved by Commissioner Baker and supported by Commissioner Loudenslager that a 12 month audit of the Register of Deeds be approved.

The aye and nay vote was called as follows:

Aye votes cast: 6 - Commissioners Shaffer, Loudenslager, Dunlap, Baker, Ware and Pueschel.

Nay votes cast: 0

Absent: 1 - Commissioner Dobberteen.

Motion carried.

ECONOMIC DEVELOPMENT CORPORATION

It was moved by Commissioner Loudenslager and supported by Commissioner Pueschel that John Dobberteen, Mark Honeysett, Mike Hughes and Roger Krontz be nominated and reappointed to the Economic Development Corporation for 6 year terms to expire June 1, 2016. Motion carried.

COMMITTEE REPORTS

Law Enforcement

Commissioner Loudenslager stated that there was no report.

Judiciary

Commissioner Loudenslager stated that there was no report.

Physical Resources

Commissioner Ware stated that the Committee took a tour of Annex I inside and outside. There are some leaks coming through the roof. The Committee instructed the Administrator to contact Mihm Enterprises, Inc., which she did but they have yet come to give an estimate of the cost of repairs.

Executive Committee

Commissioner Shaffer stated that everyone has a copy of the minutes of the Executive Committee meeting held on May 14, 2010 and he would answer any questions that anyone may have.

PERSONNEL REPORT

Ms. West-Wing presented the following report:

RESIGNATION:

Mary VanDeraa, Nutrition Bulk Route Driver, resigned effective April 1, 2010.

MISCELLANEOUS:

Cindy Sussdorf has changed from Substitute Driver to Nutrition Bulk Route Driver (same rate of pay) effective May 3, 2010.

Fredrick Dunnington has changed from Nutrition HDM Driver to Substitute Driver (same rate of pay) effective May 17, 2010.

Ladena Wyckoff has changed from Deputy Circuit Court Clerk to Deputy County Clerk/Election Specialist at \$17.63/hr. (Soltysiak system, grade 6, step 6) effective May 11, 2010.

Curtis Allen, Road Patrol Officer, extension to Military Leave until January 31, 2013.

Beverly Thelen, Deputy Drain Commissioner, increase hours to 40 hours per week effective May 18, 2010.

Phyllis Lung to work approximately 25 hours (as needed) for the County Clerk at \$18.70/hr.

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

BUDGET ADJUSTMENTS

Ms. West-Wing presented the following report:

BUDGET AMENDMENTS:

INCREASE FACILITY MAINTENANCE FUND REVENUES:

Line item 406-253-676.000 (Budgeted Use of Fund Balance) \$ 101,726.00

Line item 406-253-999.000 (Operating Transfers Out) \$ 101,726.00

INCREASE CADE LAKE FUND EXPENDITURES:

Line item 217-751-699.000 (Operating Transfers In) \$ 101,726.00

Line item 217-251-970.000 (Land) \$ 101,726.00

DECREASE GENERAL FUND CONTINGENCY:

Line item 101-890-941.000 (Contingency) \$ 585.00

INCREASE CIRCUIT COURT'S BUDGET:

Line item 101-131-860.000 (Travel Expense) \$ 585.00

DECREASE GENERAL FUND CONTINGENCY:

Line item 101-890-941.000 (Contingency) \$ 88,000.00

INCREASE DHS CHILD CARE APPROPRIATION:

Line item 101-001-965.120 (DHS Child Care Appropriation) \$ 88,000.00

FROM APPROPRIATION:

\$88,000.00 from DHS Child Care Appropriation to DHS Child Care Fund.

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

PANT PROPERTY

Ms. West-Wing stated that the County has closed on the Pant Property adjacent to Cade Lake Campground. There are 45+ acres and we paid the Pants \$100,000 and will be reimbursed through the Michigan Trust Fund Grant 70% of the cost.

SPRINGER TRIAL

Ms. West-Wing stated that everyone has a copy of the itemized expenses from the Springer trial.

FINANCE DIRECTOR'S REPORT

Mr. Carey presented the following reports:

Per Diem

Robin Baker - 5 half days 4/22, 4/28, 5/10, 5/12 & 5/14 & 6 full days 4/22, 4/26, 5/4, 5/5, 5/6 & 5/17/10	\$ 820.00
John Dobberteen - 4 half days 4/20, 4/22, 4/27 & 4/28/10 & 4 full days 4/26, 5/4, 5/5 & 5/6/10	580.00
Michael Dunlap - 6 half days 4/22, 4/23, 4/30, 5/10, 5/11 & 5/12/10 & 3 full days 4/22, 4/26 & 5/17/10	585.00
Gerald Loudenslager - 4 half days 4/22, 5/10 x 2 & 5/14/10 & 1 full day 5/7/10	295.00
David Puschel - 5 half days 4/21, 4/29, 4/30, 5/10 & 5/14/10 & 1 full day 4/22/10	345.00
Jerry Ware - 5 half days 4/22, 5/5, 5/10, 5/14 & 5/18/10 & 1 full day 4/26/10	<u>345.00</u>
	\$2,970.00

Expense

Robin Baker	\$ 288.67
John Dobberteen	225.00
Michael Dunlap	101.50
Gerald Loudenslager	84.00
David Puschel	45.00
Jerry Ware	<u>345.00</u>
	\$1,025.17

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

Financial Statements

	Revenues	Expenditures
April	\$ 1,243,122	\$ 1,239,335
Year to Date	4,588,202	4,522,368
Period Fund Balance	\$3,787.00	
Year to Date	\$ 65,834.00	
Percent of budget year elapsed year to date.	33.33%	
Percent of total budgeted funds earned year to date	31.43%	
Percent of total budgeted funds expended year to date	30.98%	

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

ADJOURNMENT

It was moved by Commissioner Shaffer and supported by Commissioner Ware that the St. Joseph County Board of Commissioners adjourn until June 1, 2010 at 5:00 p.m. Motion carried.

Pattie S. Bender, County Clerk

Michael D. Dunlap, Chairman