

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 July 2, 2013 at 5:00 p.m.

Chairman John Dobberteen, 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:

Allen Balog	Donald Eaton
Rick Shaffer	Robin Baker
John Dobberteen	

Also present were Pat Yoder, Administrator/Controller; and Joni Smith, Finance Director.

AGENDA

Chairman Dobberteen stated that a Child Care Fund adjustment needs to be added to the agenda under new business.

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

MINUTES APPROVED

It was moved by Commissioner Baker and supported by Commissioner Eaton that the minutes for June 18, 2013 be approved. Motion carried.

COMMUNICATIONS

1. Letter from the Michigan Public Service Commission, Re: Notice of hearing on July 15 to consider Indiana Michigan Power Company's amended application to reconcile its Energy Optimization Plan.
2. Letter from the Village of White Pigeon, Re: Notice of hearing on July 17 to consider an Industrial Facilities Tax Exemption Certificate to Merhow Industries.
3. Copy of letter to Community Mental Health & Substance Abuse Services from the Michigan Disability Rights Coalition, Re: Thank you for recent action to reinstate some of the services that were previously cut from the budget.
4. Copy of letter to Community Mental Health & Substance Abuse Services from the Arc, Re: Thank you for recent action to reinstate some of the services that were previously cut from the budget.
5. Letter from McCartney & Company, P.C., Re: Copy of annual accounting for the St. Joseph County 9-1-1 Service District.
6. Resolution from Marquette County, Re: Requesting full funding of revenue sharing.
7. Minutes of the Animal Control Advisory Board meeting of May 15, 2013.

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

COMMISSION ON AGING PRESENTATION

Lynn Coursey, Executive Director of the Commission on Aging, narrated a power point presentation run by Joel Schroeder regarding the results of the survey that was done in the south County area regarding senior service needs.

She stated that there were 19,500 surveys distributed in many places including the Senior Center in Sturgis and as an insert in the Sturgis Journal. They were available to the general public as they did not want to single out the senior population.

There were 859 surveys returned which is a response rate of 4.4%; the average response for similar public surveys is 2.4%.

Of the 859 returned 65% of the respondents were women and the largest age group that responded was 60-69 years of age or 29%.

68% were Caucasian and 28% Hispanic. 63% have lived here over 20 years and 82% of them drive a vehicle.

The top 3 concerns listed by the respondents are: health care availability and costs; prescription costs; concerns about adequate income. Other concerns are lack of information about available services; safety and security; emotional security and isolation.

Only 5% of those that responded said that a Senior Center would not be an asset to the community and 63 respondents wanted more information or were interested in volunteering with the Commission on Aging.

The next steps Mrs. Coursey said would be to make contact with the focus groups but the actual building of a building, if that is decided, would be in the hands of the County Building Authority after site studies have been made. In addition someone sent in a letter to the editor regarding the idea of re-purposing the Sturges Young Auditorium which could possibly be used as a Senior Center. The COA can use the data for their 3 year organizational plan. She also stated that the north county area will have the same information.

After the results of the north county area are received they will have to see what the alignment and opportunities are between the 2 surveys.

The results will drive the budget for the COA and provide great educational opportunities for the COA.

Commissioner Eaton stated that Mrs. Coursey did a good job and liked how they qualified the questions.

Mrs. Coursey stated that this is now in the hands of the Board of Commissioners.

ADDENDUM TO THE GRANT WRITER MEMORANDUM OF UNDERSTANDING

Mr. Yoder has met with the two City Managers, Joe Bippus and Mike Hughes and all are in agreement with an addendum to the Grant Writer Memorandum of Understanding that a non-profit organization with a different EIN number than the funding entity can utilize the Grant Writer 3 times annually. This will be taken to the Three Rivers and Sturgis City Commissions for approval.

It was moved by Commissioner Shaffer and supported by Commissioner Balog that the Addendum to the Grant Writer Memorandum of Understanding be approved.

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Balog, Eaton, Shaffer, Baker and Dobberteen.

Nay votes cast: 0

Motion carried.

INTERGOVERNMENTAL FUNDING AGREEMENT FOR 2011 CITIZEN CORPS GRANT

Mr. Yoder recommended renewal of the Intergovernmental Funding Agreement for the 2011 Citizen Corps Grant with VanBuren who acts as fiduciary.

It was moved by Commissioner Baker and supported by Commissioner Eaton that the renewal of the Intergovernmental Funding Agreement for 2011 Citizen Corps Grant with VanBuren County be approved.

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Balog, Eaton, Shaffer, Baker and Dobberteen.

Nay votes cast: 0

Motion carried.

REVISION TO ANIMAL CONTROL SHELTER ADVISORY BOARD BYLAWS

Mr. Yoder recommended approval of a revision to the Animal Control Shelter Advisory Board Bylaws to remove the stipulation that one of the Board members be a grant writer.

It was moved by Commissioner Eaton and supported by Commissioner Shaffer that the revision to the Animal Control Shelter Advisory Board Bylaws be approved.

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Balog, Eaton, Shaffer, Baker and Dobberteen.

Nay votes cast: 0

Motion carried.

CHILD CARE FUND BUDGET ADJUSTMENT

Ms. Smith recommended approval of budget adjustment in the Child Care Fund Budget. Terry Evans, Juvenile Branch Director, is making this request to move some money that is in the budget from one line item to another, there is no additional funding being requested.

It was moved by Commissioner Baker and supported by Commissioner Shaffer that the Child Care Fund Budget Adjustments be approved. Motion carried.

COMMITTEE REPORTS

Law Enforcement

Commissioner Baker stated that the committee had not met.

Judiciary

Commissioner Eaton stated that the committee had not met.

Physical Resources

Commissioner Balog stated that the committee met and Pierson Consultants of St. Joseph will do an on-site assessment of the Court Building.

Committee of the Whole

Chairman Dobberteen stated that the Committee of the Whole met on June 28, 2013 and all were present.

PERSONNEL REPORT

Mr. Yoder presented the following report:

MISCELLANEOUS:

Jenny A. Bower, Accounting Clerk – Finance, change date of hire and all benefits to an effective date of June 18, 2013. (This was approved at June 18th Board meeting with date of hire and benefits retroactive to April 17).

RESIGNATION:

Ruth Graff, COA In-home Services Aide, has resigned effective May 31, 2013.

Elizabeth Powell, In-Home RN Lead Assessor, has resigned effective June 25, 2013.

DISMISSAL:

Theresa Hanson, COA Nutrition HDM Driver, was dismissed effective June 21, 2013.

NEW HIRE:

Ronald G. Roth has been hired as COA Sub Driver (HDM & Bulk) at \$9.19/hr. effective June 14, 2013.

Charlene H. Parish has been hired as COA Sub Driver (HDM & Bulk) at \$9.19/hr. effective June 20, 2013.

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

FINANCE DIRECTOR'S REPORT

Mrs. Smith presented the following report:

Requisition

Animal License.Net (BS&A software) for Animal Control per quote dated April 18, 2013 \$12,450.00

It was moved by Commissioner Eaton and supported by Commissioner Shaffer that the requisition be approved. Motion carried.

Budget Adjustments

GENERAL FUND:

Increase Circuit Court Equipment (101-131-980.000)	\$ 9,485.00
Decrease Contingency (101-890-941.000)	\$ 9,485.00

GENERAL FUND:

Increase Animal Control Computer Software (101-430-985.000)	\$12,450.00
Decrease Contingency (101-890-941.000)	\$12,450.00

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

BILLS

<u>GENERAL FUND</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
Due from State & Miscellaneous	\$ 1,701.69	\$
Prepaid Property & Liability Insurance	148,965.00	
Appropriations	87,032.26	
County Commission	2,398.29	7,524.30
Circuit Court	10,387.10	14,632.46
District Court	733.84	54,963.10
Friend of the Court	510.97	43,325.68
Probate Court	4,174.88	18,089.88
Juvenile Branch	16,756.25	26,888.68
Appeals Court	743.84	
Public Defender	38,750.00	
Administration	98.00	10,394.97
Elections	3,177.50	

GENERAL FUNDEXPENDITURESPAYROLL

Finance Department	\$ 2,233.95	\$ 9,390.83
County Clerk	553.79	27,274.99
Equalization Department	15,567.12	3,783.22
Human Resources	14,655.76	9,247.86
Geographic Information Systems	86.87	7,748.90
Prosecutor's Office	1,017.35	33,670.90
Register of Deeds	262.80	8,450.02
County Treasurer	274.88	12,698.91
Cooperative Extension	17.66	5,219.77
Information Technology	1,262.71	12,792.04
Buildings & Grounds	5,004.23	12,050.40
Courts Building Security		7,458.21
Drain Commission	1,097.24	4,797.80
Soil Erosion		2,072.22
Sheriff Department	15,169.93	104,373.19
Sheriff Reserves	50.00	
Marine Safety Patrol	699.62	3,860.91
Jail & Turnkey	19,339.55	110,107.03
Planning Commission	1,509.80	
Emergency Services	1,439.91	4,791.21
Animal Control	660.71	8,145.53
Board of Public Works		551.63
Medical Examiners	3,066.23	
Child Care - Juvenile	2,241.46	
Veterans' Services	3820	2,626.70
Grant Writer		4,341.08
Utilities & General Services	<u>43,404.70</u>	
Total General Fund	\$ 448,865.89	\$ 571,272.42

OTHER FUNDSEXPENDITURESPAYROLL

Parks & Recreation	\$ 555.40	\$ 6,533.14
Emergency 911 Service	37,974.32	55,132.47
Central Dispatch - Wireless	898.65	4,681.25
Meyer Broadway/Coon Hollow Park	1,389.33	2,746.96
Cade Lake Park	3,293.08	3,747.47
Economic Development Fund	114,911.13	
County Survey & Remonumentation Fund	12,425.00	
Animal Shelter Donation Fund	65.95	
Victims' Rights Advocate Fund	8.25	3,298.34
Community Corrections Advisory Bd.	6,826.00	3,014.27
Community Corrections Program	1,886.06	
Local Corrections Officers Training Fund	3,653.08	
Drug Law Enforcement Fund	1,805.27	
Law Enforcement Fund	574.77	22,568.83
Secondary Road Patrol	16.50	11,404.23
Homeland Security Grant Fund	1,599.32	3,091.76
County Law Library	765.04	
Principal Residence Denial Fund		552.17
Commission on Aging	85,360.78	71,019.47
Community Development Block Grant Fund	23,841.00	

ADJOURNMENT

At 5:31 p.m. it was moved by Commissioner Shaffer and supported by Commissioner Baker that the St. Joseph County Board of Commissioners adjourn until July 16, 2013 at 5:00 p.m. Motion carried.

Pattie S. Bender, County Clerk

John Dobberteen, Chairman