

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 3, 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 | Allen Balog     |
| Robin Baker  | Jerry Ware      |
| Donald Eaton | John Dobberteen |

Also present was Judy West-Wing, Administrator/Controller.

#### AGENDA

Ms. West-Wing suggested that appointments to the Colon Lake Board and Board of Public Works to replace Gerald Loudenslager be added to the agenda.

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

#### MINUTES APPROVED

It was moved by Commissioner Eaton and supported by Commissioner Dobberteen that the minutes for June 19, 2012 be approved. Motion carried.

#### COMMUNICATIONS

1. Resolution from Lake County, Re: Requesting the Michigan Congressional Delegation prevent continued loss of Department of Defense Force structure and eventual closure of Selfridge Air National Guard Base.
2. Minutes of the Commission on Aging Board meeting of June 20, 2012.

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

#### CITIZENS' COMMENTS

Christine Yancey, candidate for Probate Judge, gave an overview of her qualifications for the position and also stated that she has been a lifelong resident of the County; has been married for 24 years and has 2 daughters. She has had her practice in Mendon for many years.

#### AREA AGENCY ON AGING ANNUAL IMPLEMENTATION PLAN

Laura Sutter, Coordinator of the AAA requested support of their Annual Implementation Plan. She stated that there are no substantive changes from their last year's plan. They will continue to pursue program development in the areas of Aging and Disability Resources Center development, vulnerable adult abuse prevention and awareness and other state/federal initiatives such as care transitions and integrated care. They work with care givers providing much needed information to them as they care for loved ones. The disability network has had great success in St. Joseph County. They have a pamphlet for law enforcement to use and she mentioned that the media is receptive to events that they hold. They are always aware of the need for educating the public on the services that they have available to those in need as the percentage of seniors in St. Joseph County is greater than the State average. The Senior Advisory Committee is always seeking advocates.

Following is a resolution:

RESOLUTION NO. 10-2012

WHEREAS, the Branch-St. Joseph Area Agency on Aging (Region IIIC) has been designated as the area agency on aging to serve Branch and St. Joseph Counties since 1996 under the Federal Older Americans Act (Public Law 89-73, and subsequent amendments), and the State Older Michiganians Act (Public Act 180, and subsequent amendments); and

WHEREAS, the Branch-Hillsdale-St. Joseph Community Health Agency Board of Health has been designated and approved as the Policy Board for Region IIIC; and

WHEREAS, Region IIIC is required to develop an Annual Implementation Plan for fiscal year 2013; and

WHEREAS, the Region IIIC Policy Board has developed, reviewed and accepted the Plan after input sessions and a public hearing; and

WHEREAS, the Region IIIC Policy Board has taken into consideration the views expressed at the public hearing for the final draft of the Annual Implementation Plan; and

WHEREAS, the Region IIIC Policy Board substantiates that this document meets the Michigan Office of Services to the Aging approval criteria.

NOW, THEREFORE, BE IT RESOLVED, that the St. Joseph County Board of Commissioners endorses the submission of this final planning document to the Michigan Commission on Services to the Aging for final review and approval.

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

The aye and nay vote was called as follows:

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

Nay votes cast: 0

Resolution adopted.

MEMORANDUM OF AGREEMENT WITH THE STATE OF MICHIGAN - G.I.S. DATA

Andrew Hartwick, G.I.S. Director, requested approval of a Memorandum of Agreement with the State of Michigan regarding G.I.S. Data. We would provide to them our G.I.S. road centerline data only to be entered into a State-wide depository for the purpose of 9-1-1 and public safety purposes. The Michigan State Police received funding through the National Highway Traffic Safety Administration and National Telecommunication and Information Administration to develop a statewide geographic information system.

Mr. Hartwick explained that the goal is to have all dispatch centers with current up-to-date information regarding roads across county lines. He stated that this does not require any additional work time to provide this information. If the State sells our information they will abide by our fee schedule as well as charge a 10% additional fee and send the applicable fees back to us.

It was moved by Commissioner Baker and supported by Commissioner Ware that this Memorandum of Agreement with the State of Michigan be approved.

The aye and nay vote was called as follows:

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

Nay votes cast: 0

Motion carried.

ESTABLISHMENT OF COUNTY BUILDING AUTHORITY

Ms. West-Wing stated that upon Commission request a letter has been received from Dresser, Dresser, Haas and Caywood, regarding the establishment of a County Building Authority. They quoted a cost of \$2,000 - \$3,000 and could prepare the initial paperwork for its creation in a couple of weeks.

It was moved by Commissioner Eaton and supported by Commissioner Dobberteen that the County hire the law firm of Dresser, Dresser, Haas and Caywood for \$2,000 - \$3,000 to provide the initial paperwork for the creation of a County Building Authority.

Commissioner Ware asked if there was a current building project. Commissioner Eaton responded by saying that this would be for future projects.

The aye and nay vote was called as follows:

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

Nay votes cast: 0

Motion carried.

ACKNOWLEDGE THE RESIGNATION OF DISTRICT 2 COMMISSIONER  
GERALD LOUDENSLAGER

It was moved by Commissioner Dobberteen and supported by Commissioner Ware that the Board acknowledge the resignation of District 2 Commissioner, Gerald Loudenslager effective June 29, 2012 with regrets.

Chairman Shaffer stated that he is working with Administration to create a resolution commending Commissioner Loudenslager on his service to the County.

+Chairman Shaffer stated that a replacement for Commissioner Loudenslager should be done by appointment of the Board within 30 days of Commissioner Loudenslager's resignation.

Motion carried.

It was moved by Commissioner Dobberteen and supported by Commissioner Eaton that the Clerk be authorized to advertise for the filling of the District 2 Commissioner seat with the applications due into the County Clerk's Office by 4:00 p.m. on July 12, 2012; the applicants are to appear at the next meeting and will have no more than 3 minutes to explain why they would like to be appointed. Motion carried.

COMMITTEE ASSIGNMENTS

Chairman Shaffer stated that due to the resignation of Gerald Loudenslager that there are vacancies on the Colon Lake Board and the Board of Public Works and they need to be filled immediately; he has spoken with Commissioner Eaton and he has agreed to serve on these 2 committees.

It was moved by Commissioner Dobberteen and supported by Commissioner Eaton that Commissioner Eaton be appointed to the Colon Lake Board. Motion carried.

It was moved by Commissioner Dobberteen and supported by Commissioner Baker that Commissioner Eaton be appointed to the Board of Public Works. Motion carried.

COMMITTEE REPORTS

Law Enforcement

Commissioner Baker stated that there was no report.

Judiciary

Commissioner Eaton stated that there was no report.

Physical Resources

Commissioner Ware stated that they had not met.

Executive Committee

Commissioner Dobberteen stated that everyone has a copy of the Executive Committee minutes from the meeting held on June 29, 2012 and he would answer any questions that anyone may have.

PERSONNEL REPORT

Ms. West-Wing presented the following report:

RESIGNATION:

Deborah Perrin, COA Sub Driver, has resigned effective January 12, 2012.

Gerald E. Loudenslager, County Commissioner, has resigned effective June 29, 2012.

Jimmie L. Barnes, Emergency Services Coordinator, has resigned effective December 14, 2012.

MISCELLANEOUS:

Virginia Trattles, Deputy Register of Deeds, was on medical leave from June 11 to June 25, 2012 under the family and Medical Leave Act of 1993.

NEW HIRE:

Daniel J. Lucas has been hired as COA Escort Driver at \$9.27/hr. (COA system, grade 3, minimum) effective June 26, 2012.

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

It was the consensus that Jim Barnes come to the next Executive meeting to discuss ideas after he retires in December.

BUDGET ADJUSTMENTS

Ms. West-Wing presented the following report:

BUDGET AMENDMENTS

DECREASE SHERIFF RESERVES' BUDGET:

Line item 101-306-862.000 (Seminar & Employee Training) \$ 250.00

INCREASE SHERIFF RESERVES' BUDGET:

Line item 101-306-745.040 (Uniform Accessories) \$ 250.00

DECREASE INMATE STORE FUND #546:

Line item 546-301-744.000 (Clothing and Bedding) \$ 69.00

INCREASE INMATE STORE FUND #546:

Line item 546-301-803.000 (Dues & Subscriptions) \$ 69.00

INCREASE SHERIFF'S DEPARTMENT REVENUES:

Line item 101-301-696.000 (Miscellaneous Revenue) \$ 830.00

INCREASE SHERIFF'S DEPARTMENT EXPENDITURES:

Line item 101-301-977.000 (Equipment) \$ 830.00

FROM APPROPRIATION:

\$64,317.00 from Community Mental Health Appropriation to Community Mental Health Fund.

\$22,500.00 from Community Mental Health Additional Appropriation to Community Mental Health Fund.

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

BILLS

Ms. West-Wing presented the following bills for payment:

| <u>GENERAL FUND</u>             | <u>EXPENDITURES</u> | <u>PAYROLL</u> |
|---------------------------------|---------------------|----------------|
| Due from State                  | \$ 4,495.30         | \$             |
| County Commission               | 30,472.62           | 4,173.54       |
| Circuit Court                   | 357.80              | 13,598.10      |
| District Court                  | 1,513.26            | 54,532.10      |
| Friend of the Court             | 3,162.95            | 38,826.15      |
| Probate Court                   | 4,278.34            | 19,162.52      |
| Juvenile Branch                 | 17,182.76           | 28,839.76      |
| Appeals Court                   | 1,726.40            |                |
| Public Defender                 | 77,500.00           |                |
| Administration                  |                     | 9,946.23       |
| Elections                       | 4,473.22            |                |
| Finance Department              | 1,140.12            | 10,709.38      |
| County Clerk                    | 169.99              | 23,361.96      |
| Equalization Department         | 765.94              | 13,903.33      |
| Human Resources                 | 6,694.37            | 9,251.01       |
| Geographic Information Systems  | 8,250.00            | 6,317.01       |
| Prosecutor's Office             | 3,179.33            | 37,441.40      |
| Register of Deeds               |                     | 9,722.77       |
| County Treasurer                | 360.29              | 15,676.56      |
| Cooperative Extension           |                     | 5,510.47       |
| Information Technology          | 2,362.57            | 12,759.28      |
| Buildings & Grounds             | 11,081.84           | 11,292.08      |
| Courts Building Security        |                     | 5,814.17       |
| Drain Commission                | 714.12              | 5,368.49       |
| Sheriff Department              | 23,151.15           | 100,273.05     |
| Sheriff Reserves                | 997.00              |                |
| Marine Safety Patrol            | 1,624.46            | 2,105.65       |
| Jail & Turnkey                  | 30,608.51           | 105,997.80     |
| Emergency Services              | 1,909.46            | 4,589.77       |
| Animal Control                  | 656.40              | 8,018.83       |
| Board of Public Works           | 497.68              | 530.71         |
| Medical Examiners               | 3,860.06            |                |
| Child Care - Juvenile           | 2,574.11            |                |
| Department of Veterans' Affairs | 2,610.00            |                |
| Veterans' Services              |                     | 2,542.05       |
| Utilities & General Services    | 31,207.80           |                |
| Total                           | \$ 279,577.85       | \$ 560,264.17  |

OTHER FUNDSEXPENDITURESPAYROLL

|  |    |                       |    |              |
|--|----|-----------------------|----|--------------|
| County Road Commission                 | \$ | 536,508.80            | \$ |              |
| Parks & Recreation                     |    | 1,084.06              |    | 6,434.36     |
| Emergency 911 Service                  |    | 11,100.67             |    | 53,917.32    |
| Central Dispatch - Wireless            |    | 1,011.70              |    | 4,179.52     |
| Meyer Broadway/Coon Hollow Park        |    | 896.21                |    | 3,280.47     |
| Family Counseling                      |    | 140.00                |    |              |
| Cade Lake Park                         |    | 3,860.54              |    | 3,947.14     |
| Waste Management Fund                  |    | 9,976.50              |    |              |
| Traffic Safety Program                 |    | 900.00                |    |              |
| Economic Development Fund              |    | 54,872.37             |    |              |
| County Survey & Remonumentation        |    | 6,133.00              |    |              |
| Victims' Rights Advocate Fund          |    | 16.50                 |    | 3,287.25     |
| Community Corrections Advisory Bd.     |    | 7,045.00              |    | 3,009.02     |
| Community Corrections Program          |    | 2,057.71              |    |              |
| Drug Law Enforcement Fund              |    | 4,781.88              |    |              |
| Law Enforcement Fund                   |    | 3,689.15              |    | 20,185.94    |
| Secondary Road Patrol                  |    | 4,839.00              |    | 12,508.22    |
| Homeland Security Grant Fund           |    | 20,434.98             |    | 3,792.99     |
| Law Library Fund                       |    | 717.28                |    |              |
| Principal Residence Denial Fund        |    | 50.00                 |    | 530.71       |
| Commission on Aging                    |    | 68,708.77             |    | 68,235.29    |
| Community Development Block Grant Fund |    | 21,498.00             |    |              |
| Child Care: Probate Court              |    | 14,713.12             |    |              |
| Veterans' Trust Fund                   |    | 2,583.59              |    | 11,179.86    |
| County Facilities Maintenance Fund     |    | 25,107.52             |    |              |
| BPW #17 White Pigeon Sewer Project     |    | 19,144.30             |    |              |
| Forfeiture & Foreclosure Fund          |    | 3,532.35              |    |              |
| Tax Payment Fund                       |    | 1,178,392.55          |    |              |
| Inmate Store                           |    | 2,573.19              |    |              |
| Three Rivers Community Center          |    | 1,848.24              |    | 1,000.48     |
| Long Lake Level Revolving              |    | 1,201.38              |    |              |
| Flexible Benefits Insurance Fund       |    | 180,452.83            |    |              |
| Total                                  | \$ | 2,189,871.19          | \$ | 195,488.57   |
| Grand Total                            | \$ | 2,469,449.04          | \$ | 755,752.74   |
| General Fund Operating Expenditures    |    |                       |    |              |
| Pre-Authorized                         |    | \$210,364.07          |    |              |
| Accounts Payable                       |    | 69,213.78             |    |              |
|  |    | <u>\$279,577.85</u>   |    |              |
| General Fund Payroll Expenditures      |    | <u>560,264.17</u>     |    |              |
|  |    |                       |    | \$839,842.02 |
| Other Funds Operating Expenditures     |    |                       |    |              |
| Pre-Authorized                         |    | \$2,085,634.79        |    |              |
| Accounts Payable                       |    | 104,236.40            |    |              |
|  |    | <u>\$2,189,871.19</u> |    |              |
| Other Funds Payroll Expenditures       |    | <u>\$195,488.57</u>   |    |              |
|  |    | <u>\$2,385,359.76</u> |    |              |
| Total Recorded for the Month           |    | \$3,225,201.78        |    |              |

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

MISCELLANEOUS

Commissioner Balog stated that Gerald Loudenslager did well as a Commissioner and after serving 20 years he certainly made his mark.

Commissioner Dobberteen echoed Commissioner Balog's comments.

The Clerk asked about the Palmer Lake Park issue that was tabled until this meeting.

It was moved by Commissioner Dobberteen and supported by Commissioner Eaton that Colon Township send a letter to the Board of Commissioners formalizing their request of the County concerning the issues that they have at Palmer Lake Park. Motion carried.

ADJOURNMENT

It was moved by Commissioner Dobberteen and supported by Commissioner Balog that the St. Joseph County Board of Commissioners adjourn until July 17, 2012 at 5:00 p.m. Motion carried.

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Pattie S. Bender, County Clerk

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Rick Shaffer, Chairman