

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 20, 2004, at 5:00 p.m.

Chairman John L. Dobberteen called the meeting to order.

The Invocation was given by Commissioner Loudenslager.

The Pledge to the American Flag was given.

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

Eric Shafer	Gerald E. Loudenslager
John W. Bippus	David J. Pueschel
John L. Dobberteen	

Absent: Robin Baker and Monte Bordner

Also present were Judy West-Wing, Administrator/Controller, Dan Carey, Finance Director and Charles Cleaver, Human Resources Director.

AGENDA

Chairman Dobberteen stated that an additional Homeland Security Grant Application should be added to the agenda.

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

MINUTES APPROVED

It was moved by Commissioner Pueschel and supported by Commissioner Bippus that the minutes for July 6, 2004 be approved. Motion carried.

COMMUNICATIONS

1. Letter from the Michigan Association of Counties, Re: MAC Legislative Update, July 9, 2004.
2. Letter from the Michigan Association of Counties, Re: Thank you for resolution regarding guarantee of state revenue sharing.
3. Letter from Dennis DeVore, Re: Thank you for the resolution.
4. Letter from McCartney & Company, P.C., Re: Copy of annual audit for the St. Joseph County 9-1-1 Service District.
5. Letter from Otsego Board of Commissioners, Re: Lawsuit with Crawford and Kalkaska counties.
6. Letter from Southwest Michigan Substance Abuse Advisory Council, Re: Notice of public hearing on July 19, 2004 to solicit comments regarding needed services.
7. Resolution from Midland County, Re: Support of proposal to collect county general fund taxes in July to continue county revenue sharing.
8. Resolution from Washtenaw County, Re: Support of both the Drug Fair Pricing Act and the Great Lakes Alliance for Affordable Drugs Act.
9. Resolution from Wexford County, Re: Revenue Sharing.
10. Minutes of Community Action Agency Board meeting of June 21, 2004.
11. Minutes of Southwest Michigan Substance Abuse Advisory Council meeting of June 21, 2004.
12. Letter from the Michigan Association of Counties, Re: MAC Legislative Update, July 16, 2004.

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

COMMUNITY MENTAL HEALTH REPOSSES

It was moved by Commissioner Shafer and supported by Commissioner Bippus that the matter of the Community Mental Health Reponses be tabled until the next meeting.

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Shafer, Loudenslager, Bippus, Pueschel and Dobberteen.

Nay votes cast: 0

Absent: 2 - Commissioners Baker and Bordner.

Motion carried.

SUPPORT FOR MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY (MSHDA) APPLICATION FOR KEYSTONE PLACE

Kelli Tackett, Director of Keystone Place, thanked the Board of Commissioners for their ongoing support of the homeless shelter. She is asking for specific support from the Board for a MSHDA Grant Application for the new shelter that they are building.

It was moved by Commissioner Bippus and supported by Commissioner Shafer that the Board of Commissioners supports the grant application for the Keystone Place through MSHDA.

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Shafer, Loudenslager, Bippus, Pueschel and Dobberteen.

Nay votes cast: 0

Absent: 2 - Commissioners Baker and Bordner.

Motion carried.

GIS ANNUAL REPORT

Lotta Jarnefelt, GIS Director, presented the 2003 annual report. The following are accomplishments for 2003:

1. St. Joseph County Website – this will stand out as the year that the department went on-line.
2. Road Centerline Layer – Completed in conjunction with the 911 – Central Dispatch becoming Phase II compliant in the spring of 2003.
3. Orthophotography – road layer and orthophotography have become the cornerstones of the County GIS database.
4. Address Ordinance/Technician – position hired temporary and part time to correct addressing problems.
5. Use of GIS Maps Spreading – maps are more accessible.
6. GIS in Threat and Risk Assessment – participated in disaster exercise.
7. Projects – Drain Office taken advantage of ability to define assessment districts and create owner mailing lists.
8. Remonumentation Program – 83 corners were completed.
9. Land Descriptions and Property Splits – processed splits and property boundary changes for assessors and update the parcel map layer to reflect changes.
10. Sales Figures – decrease in sales because of the tax roll and maps being on the web. Digital data sales rose.

She thanked her staff for the great job that they do.

In response to a question by Commissioner Shafer, Mrs. Jarnefelt stated that 20-30% of the corners have been completed. Commissioner Shafer thanked Mrs. Jarnefelt and her staff.

It was moved by Commissioner Loudenslager and supported by Commissioner Pueschel that the GIS Annual Report for 2003 be accepted. Motion carried.

HUMAN RESOURCES ANNUAL REPORT

Mr. Cleaver, Human Resources Director, presented the annual report for 2003. He stated that they are the “hub” of the County. The department was set up in 2003 and incorporates the Central Services Department as well. There are ever changing issues in the field of human resources and they always have a new labor law, employee benefits, financial, discipline, personnel or personality issues to address. Employment laws or modifications to them seem to be before some legislative body at all times. The Central Services Department always attempts to monitor and reduce costs and get the best deal. He stated that all of the employees are proud and privileged to work for the County.

It was moved by Commissioner Loudenslager and supported by Commissioner Shafer that the Human Resources Annual Report for 2003 be accepted. Motion carried.

EARLY LEARNING OPPORTUNITIES ACT GRANT RENEWAL

Kris Kirsch, on behalf of the Human Services Commission, is requesting that the Board designate the St. Joseph County Human Services Commission as the eligible Local Council for St. Joseph County for the purposes of the Early Learning Opportunities Act (ELOA) discretionary grant program. They are requesting \$585,000, which is the same as last year.

It was moved by Commissioner Shafer and supported by Commissioner Pueschel that the Board designate the St. Joseph County Human Services Commission as the eligible Local Council for St. Joseph County for the purposes of the Early Learning Opportunities Act (ELOA) discretionary grant program.

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Shafer, Loudenslager, Bippus, Pueschel and Dobberteen.

Nay votes cast: 0

Absent: 2 - Commissioners Baker and Bordner.

Motion carried.

HOMELAND SECURITY GRANT APPLICATION

Captain Jim Barnes, Emergency Services Coordinator, requested approval of a Homeland Security Grant Application for \$374,673.00. He stated that this has been reviewed by the Local Planning Team and they came to a consensus on 5 projects that this grant would cover. Those are: 1 – Develop/Enhance Interoperable Communications System; 2 – Assess vulnerability of and harden critical infrastructure; 3 – Establish/Enhance Public-Private Emergency Preparedness Program; 4 – Establish/Enhance the Emergency Operations Center; and 5 – Establish/Enhance a Terrorism Intelligence/Early Warning System, Center, or Task Force and provide specialized equipment availability for the Dive Rescue/Recovery Unit. The application is due on July 31st and should be approved in August and will be effective through September 30, 2005.

It was moved by Commissioner Bippus and supported by Commissioner Loudenslager that the Homeland Security Grant Application for \$374,673.00 be approved.

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Shafer, Loudenslager, Bippus, Pueschel and Dobberteen.

Nay votes cast: 0

Absent: 2 - Commissioners Baker and Bordner.

Motion carried.

TERRORISM PLANNING COMPETITIVE GRANT

Jim Barnes requested approval of a Terrorism Planning Competitive Grant. He stated that this is a supplement to a grant in 2002. \$18,686 was awarded at that time and \$13,426.22 was expended. Other jurisdictions did not use all of their grants either so there is a \$2 million pool of money that is available. This grant, if awarded, would provide for the contracting with a private contractor to provide for an Emergency Response Plan for the water system in the City of Sturgis. The amount being requested is \$20,000. Mr. Barnes stated that the City of Three Rivers' plan is complete.

It was moved by Commissioner Bippus and supported by Commissioner Loudenslager that the 2002 Supplemental Planning Grant be approved in the amount of \$20,000.

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Shafer, Loudenslager, Bippus, Pueschel and Dobberteen.

Nay votes cast: 0

Absent: 2 - Commissioners Baker and Bordner.

Motion carried.

Mr. Barnes introduced Eugene Alli, retired Sturgis City Police Chief, as the new Solution Area Planner. He stated that he is a go-getter and gets the job done and is a tremendous asset to the Emergency Management Services.

GRANT AGREEMENT FOR VICTIM RIGHTS FUNDING RENEWAL

Ms. West-Wing stated that the Crime Victims Rights is requesting approval to apply for a renewal of a grant in the amount of \$52,700. This is the same amount as was requested and awarded last year.

It was moved by Commissioner Loudenslager and supported by Commissioner Bippus that the Grant Agreement for Victim Rights Funding Renewal be approved.

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Shafer, Loudenslager, Bippus, Pueschel and Dobberteen.

Nay votes cast: 0

Absent: 2 - Commissioners Baker and Bordner.

Motion carried.

CHANGE OF ACCOUNTING CALENDAR FOR COMMUNITY CORRECTIONS FUND 263

Ms. West-Wing stated that District Judge Middleton, who is Chairman of the Community Corrections Advisory Board, is requesting that their fiscal year calendar be changed to coincide with the state's fiscal year which is October 1st to September 30th effective this year.

It was moved by Commissioner Loudenslager and supported by Commissioner Pueschel that the fiscal year for the Community Corrections Program be changed to October 1st to September 30th effective this year.

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Shafer, Loudenslager, Bippus, Pueschel and Dobberteen.

Nay votes cast: 0

Absent: 2 - Commissioners Baker and Bordner.

Motion carried.

INCREASE NOTARY FEES FOR SHERIFF'S DEPARTMENT

Ms. West-Wing stated that the Sheriff is requesting an increase in notary fees charged to the public. He would like to increase notarizing without a seal from \$1.00 to \$2.00 and with a seal from \$2.00 to \$3.00.

It was moved by Commissioner Bippus and supported by Commissioner Shafer that the Sheriff's notary fees be increased from \$1.00 to \$2.00 without a seal and from \$2.00 to \$3.00 with a seal.

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Shafer, Loudenslager, Bippus, Pueschel and Dobberteen.

Nay votes cast: 0

Absent: 2 - Commissioners Baker and Bordner.

Motion carried.

LOCAL LAW ENFORCEMENT BLOCK GRANT

Ms. West-Wing stated that the Sheriff has applied for a Local Law Enforcement Block Grant that was due on June 30th for \$10,000 for the purchase of equipment to enhance and improve local law enforcement such as 3 personal computers, digital scanner, photo copier, etc. The County's match is 10% which he would like to take from the Narcotics Fund.

It was moved by Commissioner Loudenslager and supported by Commissioner Bippus that the Board affirm the application for a Local Law Enforcement Block Grant in the amount of \$10,000.

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Shafer, Loudenslager, Bippus, Pueschel and Dobberteen.

Nay votes cast: 0

Absent: 2 - Commissioners Baker and Bordner.

Motion carried.

COMMITTEE REPORTS

Law Enforcement

Chairman Dobberteen stated that the Law Enforcement Committee has not met.

Judiciary

Commissioner Shafer stated that everyone has received a copy of the minutes of the Judiciary Committee Meeting held on July 14th.

Physical Resources

Chairman Dobberteen stated that at the last meeting some small change orders were approved. We are still waiting on door parts for the jail renovation. The finish date of Thanksgiving is no longer realistic. Commissioner Shafer stated that the next meeting is scheduled for August 4th at 2:00 p.m.

Executive Committee

Commissioner Bippus stated that everyone has received a copy of the minutes of the Executive Committee Meeting held on July 15th.

PERSONNEL REPORT

Ms. West-Wing presented the following report:

DISMISSAL:

Michael Thiel, Deputy Equalization Director, has been dismissed effective July 9, 2004.

NEW HIRE:

Kathy Bennett has been hired as full-time Register of Deeds Data Entry Clerk at \$9.68/hr. (Soltysiak system, grade 3 minimum) effective July 20, 2004

SEASONAL/TEMPORARY EMPLOYMENT:

The following have been hired as Cade Lake Park Seasonal Park Attendants effective July 14, 2004:

Michele Kelley	\$7.25
Beth Behrends	\$7.25
Anne Roth	\$7.00
Gerald Barnes	\$7.00

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

BUDGET ADJUSTMENTS

Ms. West-Wing presented the following report:

FROM CONTINGENCY:

\$1,285.00 from General Fund Contingency to Prosecutor's line item 101-229-984.000 (computer hardware).

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

FINANCE DIRECTOR'S REPORT

Mr. Carey presented the following report:

Per Diem

Robin Baker – 7 half days 6/16, 6/22, 6/23, 7/1, 7/7 & 7/14/04 x 2 & 1 full day 6/30/04	\$ 445.00
John Bippus – 10 half days 5/25, 6/11, 6/14 x 2, 6/16, 6/17, 7/6, 7/14, 7/15 & 7/20/04	500.00
Monte Bordner – 11 half days 6/15, 6/16, 6/23, 7/1, 7/7, 7/13, 7/14 x 3 & 7/15/04 x 2 & 4 full days 6/21, 6/22, 6/29 & 7/19/04	930.00
John Dobberteen – 10 half days 6/23, 6/24, 6/28, 6/29, 7/1, 7/12 x 2, 7/6, 7/15/04 x 2 & 1 full day 7/14/04	595.00
Gerald Loudenslager – 5 half days 5/19, 6/14, 7/12 x 2 & 7/13/04 & 1 full day 5/21/04	345.00
David Pueschel – 9 half days 6/2, 6/16, 6/17, 6/22, 6/24, 7/9, 7/14 x 2 & 7/15/04	450.00
Eric Shafer – 8 half days 6/16 x 2, 6/22, 6/24, 6/30, 7/7 & 7/14/04 x 2	<u>400.00</u>
	\$3,665.00

Expenses

Robin Baker	\$ 146.75
John Bippus	34.13
Monte Bordner	231.00
John Dobberteen	108.00
Gerald Loudenslager	125.63

David Pueschel		\$ 87.75
Eric Shafer		<u>41.63</u>
		\$ 774.89

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

Finance Statements

	Revenues	Expenditures
June	\$ 865,694.00	\$ 991,339.00
Year to Date	6,034,724.00	6,377,726.00
Period Fund Balance		(\$125,644.00)
Percent of budget year elapsed year to date.		50.00%
Percent of total budgeted funds earned year to date		46.65%
Percent of total budgeted funds expended year to date		49.30%

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

Independent Contractor's Agreement

Mr. Carey recommended approval of an Independent Contractor's Agreement with Sherry Burd to do the commercial and industrial appraisals field work for the Equalization Division of the Land Resource Centre.

It was moved by Commissioner Loudenslager and supported by Commissioner Shafer that the Independent Contractor's Agreement with Sherry Burd to conduct the commercial and industrial appraisals field work that will expire November 30, 2004 be approved for an amount not to exceed \$25,000.00.

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Shafer, Loudenslager, Bippus, Pueschel and Dobberteen.

Nay votes cast: 0

Absent: 2 - Commissioners Baker and Bordner.

Motion carried.

MISCELLANEOUS

Commissioner Pueschel stated that he was upset with the comments that Commissioner Loudenslager passed out prior to the meeting in regard to the Mental Health issues.

Commissioner Loudenslager thanked the Board for their indulgence.

ADJOURNMENT

It was moved by Commissioner Loudenslager and supported by Commissioner Shafer that the St. Joseph County Board of Commissioners adjourn until Monday, August 2, 2004 at 5:00 p.m. Motion carried.

Pattie S. Bender, County Clerk

John L. Dobberteen, Chairman

