

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 August 2, 2010, at 5:00 p.m.

Chairman Michael Dunlap called the meeting to order.

The Invocation was given by Commissioner Shaffer.

The Pledge to the American Flag was given.

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

Rick Shaffer	Gerald E. Loudenslager
Michael D. Dunlap	Robin Baker
Jerry Ware	John L. Dobberteen
David J. Pueschel	

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

AGENDA

Ms. West-Wing stated that she has received a request from the Sheriff's Department for out-of-state travel that should be added under new business.

It was moved by Commissioner Dobberteen 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 Dobberteen that the minutes for July 20, 2010 be approved. Motion carried.

CLOSED SESSION

It was moved by Commissioner Shaffer and supported by Commissioner Loudenslager that the closed session minutes of July 20, 2010 be approved. Motion carried.

COMMUNICATIONS

1. Letter from Rexam, Re: Notice that Rexam Closures Systems, Inc. will be starting the second phase of closing its facility located in Constantine.
2. Resolution from Lenawee County, Re: Stop the migration of Asian Carp.
3. Resolution from Hillsdale County, Re: Opposition to House Bill 6154 (Binding Arbitration.)
4. Resolution from Jackson County, Re: Supporting Senate Bill 449 (Minimum standards for police officers to remain certified.)
5. Resolution from VanBuren County, Re: Supporting Senate Bill 449.
6. Minutes of the Southwest Michigan Substance Abuse Advisory Council meeting of July 19, 2010.
7. Minutes of the Community Mental Health Services Board meeting of June 29, 2010.
8. Minutes of the Department of Human Services Board meeting of June 22, 2010.

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

CITIZENS COMMENTS

Tim Carls, 63044 Klinger Lake Road, Centreville spoke about the Transportation Millage renewal. He is not against the millage renewal, but believes that the residents of the County are being gouged; therefore he cannot vote in favor of this proposal.

He is concerned with the number of hats that the Administrator/Controller wears and wondered what it is exactly that the Board of Commissioners do.

COUNTY-WIDE RADIO SYSTEM UPDATE

Andy Goldberger gave an update on the County-wide Radio System. He stated that in Sturgis the 20' tower and guy wires are in place as is the cable that will run to the base of the tower for the antennas. The receive side of the system is in test mode and the transmit side will be hooked up this week. The 800 micro wave link is working very well and the electrical work is finished and the generator has been installed. The F.A.A. required that a lighting system be installed and a radio to be plugged into the generator system. The electrical work is 80% complete for this portion of the project. Barring any inclement weather or unforeseen circumstances the re-programming of the transmit system will be hooked up and tested. This should be completed this week. Then they will go into test mode for about a week to make sure that all is running correctly, and then they can turn up the final leg of the system. After that they will survey the police and fire systems to make sure that they are at 95% to 97% coverage by street vehicle and portable radios.

He further stated that the programming of radios for Burr Oak Police and Fire, Tri-Township Fire and the City of Sturgis Police and Fire will be done by either those agencies at their expense or by our consultant at his expense. This will be at no cost to the County.

CENTREVILLE VILLAGE ADDRESSES LETTER OF UNDERSTANDING

Andrew Hartwick, G.I.S. Director, stated that he had been requested by the Village of Centreville to assign any new addresses in the Village at no cost to the Village. He is requesting that the Board approve a Letter of Understanding between the County and the Village to provide these services.

It was moved by Commissioner Loudenslager and supported by Commissioner Dobberteen that the Letter of Understanding with the Village of Centreville be approved.

The aye and nay vote was called as follows:

Aye votes cast: 7 – Commissioners Shaffer, Loudenslager, Dunlap, Baker, Ware, Pueschel and Dobberteen.

Nay votes cast: 0

Motion carried.

ECONOMIC DEVELOPMENT CORPORATION GRANT WRITER POSITION – MEMORANDUM OF UNDERSTANDING

Ms. West-Wing stated that the renewal of the Grant Writer Position – Memorandum of Understanding is ready for approval. She stated that each of the Cities is again committed to paying \$10,000 each with the County paying \$30,000. The EDC provides in-kind expenses of office space and office supplies. The contract is effective from September 4, 2010 to September 3, 2011.

It was moved by Commissioner Dobberteen and supported by Commissioner Pueschel that the Memorandum of Understanding for the Grant Writer Position be approved.

The aye and nay vote was called as follows:

Aye votes cast: 7 – Commissioners Shaffer, Loudenslager, Dunlap, Baker, Ware, Pueschel and Dobberteen.

Nay votes cast: 0

Motion carried.

Commissioner Loudenslager stated that by the report that was provided the grants received are certainly paying for the position.

Chairman Dunlap added that the realm of possibilities for grants has been expanded.

2008 MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY AMENDMENT #3

Ms. West-Wing recommended approval of the 2008 MSHDA Amendment #3. She stated that she has been contacted by the Community Action Agency, which administers the grant, and the leverage funding is in the wrong column in the budget, therefore the Board needs to approve this amendment.

It was moved by Commissioner Loudenslager and supported by Commissioner Shaffer that the MSHDA Amendment #3 be approved.

The aye and nay vote was called as follows:

Aye votes cast: 7 – Commissioners Shaffer, Loudenslager, Dunlap, Baker, Ware, Pueschel and Dobberteen.

Nay votes cast: 0

Motion carried.

EMERGENCY MANAGEMENT GRANT AGREEMENT

Ms. West-Wing stated that this is a renewal of the Emergency Management Grant Agreement. Through the grant the County is reimbursed 38% of the wages and fringe benefits of the Emergency Management Coordinator up to \$23,000. This grant is effective from October 1, 2009 through September 30, 2010.

It was moved by Commissioner Loudenslager and supported by Commissioner Baker that the Emergency Management Grant Agreement be approved.

The aye and nay vote was called as follows:

Aye votes cast: 7 – Commissioners Shaffer, Loudenslager, Dunlap, Baker, Ware, Pueschel and Dobberteen.

Nay votes cast: 0

Motion carried.

ANTI-HARASSMENT POLICY – REVISION

Ms. West-Wing explained that the County has two anti-harassment policies – a general anti-harassment policy adopted in 1988 and a sexual anti-harassment policy adopted in 2000. She is recommending that the one being presented tonight, that combines both policies into one, be approved.

It was moved by Commissioner Ware and supported by Commissioner Loudenslager that the Anti-Harassment Policy be approved.

The aye and nay vote was called as follows:

Aye votes cast: 7 – Commissioners Shaffer, Loudenslager, Dunlap, Baker, Ware, Pueschel and Dobberteen.

Nay votes cast: 0

Motion carried.

SHERIFF'S REQUEST FOR OUT-OF-STATE SCHOOLING

Ms. West-Wing stated that the Sheriff is requesting that Deputy Jerimiah Abnet be allowed to attend a clandestine lab tactical training school August 16-20, 2010 in Virginia. All expenses are paid and the County would be responsible for his wages during the time he is at the school.

It was moved by Commissioner Baker and supported by Commissioner Loudenslager that the Sheriff's request for out-of-state schooling be approved. Motion carried.

MERS RESOLUTION

Ms. West-Wing stated that MERS requires that an annual resolution be adopted that approves the rates of the employees contribution in the Sheriff's Administration Group if it is over 7.7%. For 2011 it will be 8.6% which is stated in the resolution.

RESOLUTION 17-2010

MERS RETIREMENT EMPLOYEE CONTRIBUTION FOR SHERIFF'S ADMINISTRATION GROUP

WHEREAS, the Board of Commissioners adopted Resolution 23-2005 on November 15, 2005 which increased the MERS retirement benefits for the positions included under the MERS Sheriff Administration (20) division, specifically at the time Sheriff, Undersheriff, Jail Administrator and Emergency Services Coordinator; and

WHEREAS, the Board of Commissioners were asked by MERS in November 2009 to again adopt a second resolution restating the Board's position which the Board did as Resolution 18-2009; and

WHEREAS, Resolutions 23-2005 and 18-2009 both stated "the employee contribution rate shall be 7.70% continuing until such time as the employee contribution rate of the division known as "Police Department (2)" exceeds this amount at which time the Sheriff Administration (20) division shall pay the equivalent of the employee contribution for division 2. The minimum contribution for the Sheriff Admin group shall never be less than 7.70%"; and

WHEREAS, MERS administrative staff in a meeting on July 22, 2010 has again indicated they need an additional resolution from the Board of Commissioners restating their previous directives for Sheriff Administration (20) division employee contributions; and

WHEREAS, MERS has established the 2011 employee contribution rate for the employees covered under the Police Department (2) division at 8.60%.

NOW, THEREFORE BE IT RESOLVED, the employee contribution rate for those covered under the Sheriff's Administration (20) division of MERS be the same rate as that for the Police Department (2) division until and if that rate drops below 7.70% and then the Sheriff's Administration (20) division rate will again be capped at no lower than 7.70%.

It was moved by Commissioner Dobberteen and supported by Commissioner Loudenslager 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, Dunlap, Baker, Ware, Pueschel 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 there was no report.

Physical Resources

Commissioner Ware stated that there was no report.

Executive Committee

Commissioner Shaffer stated that most items discussed at the July 30, 2010 Executive Committee Meeting have been discussed tonight except for a couple of items that will be discussed at budget time, those being an increase in hours of a Deputy in the County Treasurer's Office and the status of the Farmland Preservation program now that Brad Neumann is no longer employed in a position to take care of this.

PERSONNEL REPORT

Ms. West-Wing presented the following report:

RESIGNATION:

Susan Leist, part-time Typist at Sheriff's Department, has resigned effective August 2, 2010.

NEW HIRE:

Susan Leist has been hired as Friend of the Court Secretary at \$12.10/hr. (Soltysiak system, grade 4, minimum) effective August 3, 2010.

MISCELLANEOUS:

Cynthia Labencki, Deputy District Court Clerk, to increase work hours from 37.5 to 40 hours per week effective August 3, 2010.

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

BUDGET ADJUSTMENTS

Ms. West-Wing presented the following report:

BUDGET AMENDMENTS:

DECREASE COUNTY COMMISSION'S BUDGET:

Line item 101-101-708.000 (Wages – Per Diem) \$ 4,300.00

INCREASE COUNTY COMMISSION'S BUDGET:

Line item 101-101-801.000 (Professional Fees) \$ 4,300.00

FROM APPROPRIATION:

\$100,000.00 from Probate Child Care Appropriation to Probate Child Care Fund.

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

BILLS

Mr. Carey presented the following report:

<u>GENERAL FUND</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
Due from State	\$ 1,554.62	\$
Appropriations	139,140.25	
County Commission	6,356.08	4,173.54
Circuit Court	633.90	13,445.88
District Court		54,663.14
Friend of the Court	333.91	41,441.13
Probate Court	17.44	18,377.32
Juvenile Branch	21,419.97	27,216.37

<u>GENERAL FUND</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
Appeals Court Administration	\$ 1,211.19	\$ 9,749.30
Elections	628.72	
Finance Department	1,204.02	10,798.44
County Clerk	130.00	22,502.94
Equalization Department	97.14	13,904.26
Human Resources	3,216.44	8,710.15
Geographic Information Systems	100.00	7,343.49
Prosecutor's Office	3,544.34	35,737.12
Register of Deeds		10,241.08
County Treasurer		15,454.56
Cooperative Extension		8,616.58
Information Technology	1,856.02	12,532.84
Buildings & Grounds	18,470.50	11,119.29
Courts Building Security	4,521.61	6,575.89
Drain Commission		4,843.94
Sheriff Department	11,500.04	96,032.12
Sheriff Reserves	45.00	
Marine Patrol	1,277.99	5,077.31
Jail & Turnkey	26,587.54	106,770.85
Emergency Services	677.02	4,499.77
Animal Control	87.64	8,967.14
Board of Public Works		711.85
Medical Examiners	2,447.20	
Child Care - Probate	4,687.21	
Veterans' Services		1,772.12
Utilities & General Services	25,781.27	
Total	\$ 277,527.06	\$ 561,278.42
<u>OTHER FUNDS</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
County Road Commission	\$ 339,485.37	\$
Parks & Recreation	1,963.94	9,787.93
Emergency 911 Service	14,232.41	57,967.34
Central Dispatch - Wireless	170.00	4,084.50
Meyer Broadway/Coon Hollow Park	1,274.28	551.16
Family Counseling	330.00	
Cade Lake Park	5,226.31	3,727.13
Traffic Safety Program Fund	69.87	
Economic Development Fund	7,125.58	8,443.26
Survey & Remonumentation	6,260.00	
Victims' Rights Advocate Fund		3,351.83
Community Corrections Advisory Bd.	2,625.00	3,010.12
Community Corrections Program	31.49	
Drug Law Enforcement Fund	3,916.56	
Law Enforcement Fund	4,161.81	17,004.11
Secondary Road Patrol		9,254.89
Homeland Security Grant Fund	1,674.84	3,599.82
Law Library Fund	897.46	
Principal Residence Denial Fund	49.15	712.52
Commission on Aging	37,599.34	62,174.83

<u>OTHER FUNDS</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
Child Care: Probate Court	\$ 16,431.56	\$ 11,758.38
Veterans' Trust Fund	903.00	
Facilities Maintenance Fund	75,141.66	
Forfeiture and Foreclosure Fund	18,550.17	
Tax Payment Fund	4,396.27	
Inmate Store	1,097.94	
Three Rivers Community Center	1,855.13	999.16
Long Lake Level Revolving Fund	743.96	
IT Improvement Fund	7,070.25	
Flexible Benefits Insurance Fund	205,218.14	
Total	\$ 758,501.49	\$ 196,426.98
 Grand Total	 \$ 1,036,028.55	 \$ 757,705.40
 General Fund Operating Expenditures		
Pre-Authorized	\$187,810.72	
Accounts Payable	<u>89,716.34</u>	
	\$ 277,527.06	
 General Fund Payroll Expenditures	 \$ 561,278.42	
 Other Funds Operating Expenditures		
Pre-authorized	\$726,500.62	
Accounts Payable	<u>32,000.87</u>	
	\$ 758,501.49	
 Other Funds Payroll Expenditures	 \$ 196,426.98	
Total Recorded for the Month	\$ 1,793,733.95	

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

CHANGE MEETING DATE IN OCTOBER

Ms. West-Wing stated that the Apportionment Report, prepared by the Equalization Department, has to be approved before the end of October. The Equalization Director and the Deputy will be attending Michigan Assessors Training from October 19-22 and will not be available to present the report at the Commissioners meeting on October 19th. She added that the report will not be ready for adoption at the Board's October 5th meeting and suggested that they either move the meeting date to October 18th or adopt the report without staff being available to present the report.

It was moved by Commissioner Pueschel and supported by Commissioner Shaffer that the October 19th Board meeting be changed to October 18, 2010. Motion carried.

CITIZENS COMMENTS

Andy Goldberger stated that in the most current issue of the MAC Magazine there is an article regarding 911 Centers and suggested that they read the article as this could be a big issue next year.

ADJOURNMENT

It was moved by Commissioner Shaffer and supported by Commissioner Loudenslager that the St. Joseph County Board of Commissioners adjourn until August 17, 2010 at 5:00 p.m. Motion carried.

Pattie S. Bender, County Clerk

Michael D. Dunlap, Chairman