

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, 2016 at 5:00 p.m.

Chairman Balog called the meeting to order.

The Invocation was given by Commissioner Shaffer.

The Pledge to the American Flag was given.

The Clerk, Lindsay Oswald, called the roll and the following Commissioners were present:

Robin Baker	Don Eaton
John Dobberteen	Rick Shaffer
	Allen J. Balog

Also present: Pat Yoder, Administrator/Controller; Teresa Doehring, Assistant County Administrator; and Joni Smith, Finance Director.

AGENDA

Chairman Balog asked that a memorandum of understanding with POAM be added to the agenda.

It was moved by Commissioner Dobberteen and seconded by Commissioner Eaton to approve the agenda as amended. Motion carried.

MINUTES APPROVED

It was moved by Commissioner Eaton and seconded by Commissioner Dobberteen that the minutes for July 19, 2016 be approved as presented. Motion carried.

COMMUNICATIONS

Copy of Letter to Wendy Pangle from the Michigan Department of Agriculture and Rural Development, Re: Successful completion of Michigan Agriculture Environmental Assurance Program (MAEAP) Cropping and Farmstead System.

Letter from County Treasurer Judith Ratering, Re: Copy of the quarterly investment reports for April, May and June 2016.

Resolution from Antrim County, Re: Dark Stores/Michigan Tax Tribunal.

Resolution from Allegan County, Re: Support of Senate Bill 39.

Letter from Maner Costerisan, PC, Re: Copy of annual audit for St. Joseph County 9-1-1 Service District.

It was moved by Commissioner Dobberteen and seconded by Commissioner Shaffer that the communications be placed on file. Motion carried.

CITIZENS’ COMMENT

There were no citizen comments.

SUBORDINATION AGREEMENT FOR COMMUNITY DEVELOPMENT BLOCK GRANT

Ms. Smith explained the agreement would allow the county’s lien to be secondary to the bank lien.

It was moved by Commissioner Eaton and seconded by Commissioner Dobberteen to approve the subordination agreement for Loan No. 3359184123. Motion carried 5-0 upon a roll call vote.

POAM MEMORANDUM OF UNDERSTANDING

Mr. Yoder noted the agreement addressed corrections deputies that would be assigned to Court Security.

It was moved by Commissioner Baker and seconded by Commissioner Eaton to approve the agreement. Motion carried 5-0 upon a roll call vote.

RESOLUTION TO CHANGE COMMISSION ON AGING YEAR END
RESOLUTION 13-2016

Commissioner Shaffer presented the following resolution:

WHEREAS, St. Joseph County’s fiscal year end, for the vast majority of its funds, is December 31; and

WHEREAS, the St. Joseph County Commission on Aging (Fund 273) has a fiscal year ending September 30; and

WHEREAS, this fund no longer needs to have a fiscal year end of September 30; and

WHEREAS, the County Finance Director has discussed this fiscal year end change with the County’s audit firm and Commission on Aging personnel; and

WHEREAS, with the change of the fiscal year end date, the above mentioned fund will have a fifteen-month year (October 1, 2015 to December 31, 2016) for fiscal year 2016.

THEREFORE BE IT RESOLVED, that St. Joseph County change the fiscal year end for the above mentioned fund from September 30 to December 31 effective with the year ended December 31, 2016.

It was moved by Commissioner Eaton and seconded by Commissioner Baker to approve the resolution and waive second reading. Motion carried 5-0 upon a roll call vote.

NOMINATIONS AND APPOINTMENTS

There were no nominations or appointments.

ADMINISTRATOR’S REPORT

Mr. Yoder had nothing further to report.

HUMAN RESOURCES DIRECTOR’S REPORT

Ms. Doehring had nothing further to report.

FINANCE DIRECTOR’S REPORT

Ms. Smith presented the following reports:

Budget Amendments

GENERAL FUND

Increase Wages - Corrections Officer (101-266-706.380)	\$ 96,481
Increase Wages - Corporal (101-266-706.470)	24,180
Increase Wages - Holiday Pay Extra (101-266-711.000)	8,213
Increase Wages - Sick Payout (101-266-725.011)	2,527
Increase FICA (101-266-715.000)	10,052
Increase MERS (101-266-718.010)	14,176
Increase Health Insurance (101-266-716.000)	43,135
Increase Dental Insurance (101-266-716.010)	1,535
Increase S&A Insurance (101-266-716.020)	1,534
Increase Work Comp Insurance (101-266-716.100)	2,247
Increase Life Insurance (101-266-717.000)	180
Increase Budgeted Use of Fund Balance (101-390-676.000)	204,260
Note: To record five months of new court security program	

COUNTY FACILITIES MAINTENANCE FUND

Increase Land Improvements (406-253-974.000)	15,140
Increase Building Improvements (406-253-976.000)	86,200
Increase Budgeted Use of Fund Balance (406-253-676.000)	101,340
Note: To record Olney parking lot improvements (\$15,140) and Historic Courthouse carpeting project (\$86,200)	

AIR CONDITIONING UPGRADE AT ANIMAL CONTROL
COUNTY FACILITIES MAINTENANCE FUND

Increase Building Improvements (406-253-976.000)	12,616
Increase Budgeted Use of Fund Balance (406-253-676.000)	12,616
<u>ANIMAL SHELTER DONATION FUND</u>	
Increase Building Improvements (254-430-976.000)	1,402
Increase Budgeted Use of fund Balance (254-430-676.000)	1,402

General Fund 2016 Budgeted Use of Fund Balance	
Per original 2016 budget	\$1,435,791
To date, after recording of above amendments	\$1,921,283

Note: 2015 ending General Fund fund balance is \$3,545,561.

It was moved by Commissioner Dobberteen and seconded by Commissioner Baker to approve the budget amendments. Motion carried.

Bills

<u>Expenditure Type</u>	<u>General Fund</u>	<u>Other Funds</u>	<u>Total</u>
Operating	\$ 769,129.20	\$ 576,133.96	\$1,345,263.16
Payroll	<u>990,143.09</u>	<u>234,209.39</u>	<u>1,224,352.48</u>
Total	\$1,759,272.29	\$ 810,343.35	\$2,569,615.84

It was moved by Commissioner Shaffer and seconded by Commissioner Eaton to pay the bills. Motion carried.

COMMITTEE REPORTS

Law Enforcement

Chairman Balog stated the committee had not met.

Judiciary

Commissioner Baker stated the committee had not met.

Physical Resources

Chairman Balog noted the committee had not met.

Executive / Committee of the Whole

Chairman Balog noted minutes were available.

Roads Committee

Chairman Balog noted minutes were available.

Parks and Recreation Commission

Commissioner Dobberteen noted that the last Parks and Recreation Commission meeting was held in Rawson's Mill Park. He noted how amazing the park had become thanks to the work of the Parks and Recreation Department.

CHAIRMAN'S REPORT

Chairman Balog had nothing further to report.

CITIZENS' COMMENTS

There were no additional comments.

COMMISSIONER COMMENTS

There were no additional comments.

ADJOURNMENT

At 5:11 p.m., it was moved by Commissioner Shaffer and seconded by Commissioner Dobberteen that the St. Joseph County Board of Commissioners adjourn until August 16, 2016 at 5:00 p.m. Motion carried.

Lindsay Oswald, County Clerk

Allen J. Balog, Chairman