

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 4, 2009, at 5:00 p.m.

Chairman John L. Dobberteen 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	Jerry Ware
David J. Pueschel	John L. Dobberteen

Absent: Robin Baker

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

AGENDA

It was moved by Commissioner Dunlap and supported by Commissioner Shaffer that the agenda be approved. Motion carried.

MINUTES APPROVED

It was moved by Commissioner Loudenslager and supported by Commissioner Dunlap that the minutes for July 21, 2009 be approved. Motion carried.

CLOSED SESSION MINUTES APPROVED

It was moved by Commissioner Shaffer and supported by Commissioner Dunlap that the closed session minutes for July 21, 2009 be approved. Motion carried.

COMMUNICATIONS

1. Letter from the Michigan Association of Counties, Re: MAC Legislative Updates, July 24 and July 31, 2009.
2. Letter from the St. Joseph County Land Use Council, Re: In support of continued funding for Land Policy Educator, Brad Neumann.
3. Letter from Donald Gloy, Re: Resignation from County Transportation Authority Board.
4. Resolution from St. Joseph County Community Mental Health, Re: Opposing the language proposed in Section 470 of the S-1 version of the Department of Community Health Budget bill.
5. Resolution from Lake County, Re: Opposing House Bills 4028, 4747 and 4907 (Use of motorcycle helmets being optional.)
6. Resolution from Antrim County, Re: Opposing the proposal of the Michigan Department of Environmental Quality to eliminate the Baseline Environmental Assessment.
7. Resolution from Antrim County, Re: Support of House Bill 5019 (Limiting the benefit package received by our state legislators.)
8. Minutes of the Community Mental Health Services Board meeting of June 30, 2009.

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

CITIZENS COMMENTS

Tim Carls, 63044 Klinger Lake Road, Centreville, asked what property the Board discussed in closed session on July 21st. Chairman Dobberteen stated that that was a closed session and the information cannot be divulged.

Mr. Carls asked Commissioner Dunlap what the interest rate was that the County is receiving on their investments. Commissioner Dunlap stated that it is less than 1%.

DONATION OF PROPERTY TO COUNTY PARKS

John Pence, Parks and Recreation Director, stated that the County has been offered 2 parcels of land on Pleasant Lake for the Parks system.

The 2 lots are landlocked and the property owners cannot get to them. There are 2.5 acres combined and they are contiguous to the DNR's boat launch. The property is wooded and sloped.

The agreements with the property owners are restricted as they want the land to be preserved, undeveloped and remain a natural environment.

Mr. Pence said that there may be a foot path, a bench placed there and a memorial to the property owners' parents. He also stated that there should be no undo burden to Parks and Recreation staff.

There are also restrictions on selling the land if the County ever chooses to do that.

The Parks and Recreation Commission unanimously approved accepting this property.

It was moved by Commissioner Dunlap and supported by Commissioner Ware that the Quit Claim Deed and Conservation Restriction Agreement with the Roberts for 1 of the parcels be approved.

Mr. Pence stated that there is approximately 400 feet of lake frontage and part of the land is marshy.

Commissioner Dunlap stated that this is a very generous donation and would like a letter sent to the property owners thanking them.

The aye and nay vote was called as follows:

Aye votes cast: 6 – Commissioners Shaffer, Loudenslager, Dunlap, Ware, Pueschel and Dobberteen.

Nay votes cast: 0

Absent: 1 – Commissioner Baker.

Motion carried.

It was moved by Commissioner Shaffer and supported by Commissioner Loudenslager that the Quit Claim Deed and Conservation Restriction Agreement with the Johnstons for 1 of the parcels be approved.

The aye and nay vote was called as follows:

Aye votes cast: 6 – Commissioners Shaffer, Loudenslager, Dunlap, Ware, Pueschel and Dobberteen.

Nay votes cast: 0

Absent: 1 – Commissioner Baker.

Motion carried.

REQUEST TO FILL VACANT DISTRICT COURT PROBATION OFFICER POSITIONS

Chief District Court Judge, Jeffrey C. Middleton, stated that 2 of the 3 District Court Probation Officers would be leaving the employ of the County. The last official day for one of them is in late August and the last actual day is August 14th; and the other will leave at the end of September or October.

Judge Middleton stated that together the 2 have over 50 years of service to the County and they will be missed. In addition, one of them is also a Magistrate which will leave a void there as well.

He stated that they will be difficult to replace. He is aware of budgetary issues facing the County in 2010 and 2011 and stated that if he had to make cuts, they would not be either one of these positions.

In addition, there is a lot of revenue generated in this department not only through court fines and fees but also drug screenings which take place in-house.

He would like permission to post both positions. They are also looking for someone who is bilingual in Spanish and English as one of the officers has this skill.

They would also like someone with Magistrate experience.

It was moved by Commissioner Dunlap and supported by Commissioner Pueschel that the request to fill both positions be approved. Motion carried.

INTERGOVERNMENTAL FUNDING AGREEMENT FOR 2008 HOMELAND SECURITY GRANT

Ms. West-Wing stated that this agreement is with VanBuren County who has been acting as the fiduciary for the previous Homeland Security Grant.

It was moved by Commissioner Loudenslager and supported by Commissioner Ware that the Intergovernmental Funding Agreement for the 2008 Homeland Security Grant with VanBuren County be approved.

The aye and nay vote was called as follows:

Aye votes cast: 6 – Commissioners Shaffer, Loudenslager, Dunlap, Ware, Pueschel and Dobberteen.

Nay votes cast: 0

Absent: 1 – Commissioner Baker.

Motion carried.

ECONOMIC DEVELOPMENT CORPORATION GRANT WRITER POSITION
MEMORANDUM OF UNDERSTANDING

Ms. West-Wing presented a Memorandum of Understanding for a Grant Writer Position at EDC. She stated that she has met with Mike Hughes, Sturgis City Manager and Joe Bippus, Three Rivers City Manager and all are in agreement that they would like this position to continue for another year. Each city pays \$10,000 and the County pays \$30,000. She also stated that the compensation for this package be set during the regular budget process and be effective January 1, 2010.

It was moved by Commissioner Dunlap and supported by Commissioner Shaffer that the EDC Grant Writer Position Memorandum of Understanding be approved.

The aye and nay vote was called as follows:

Aye votes cast: 6 – Commissioners Shaffer, Loudenslager, Dunlap, Ware, Pueschel and Dobberteen.

Nay votes cast: 0

Absent: 1 – Commissioner Baker.

Motion carried.

REQUEST FOR IMAGING SOFTWARE FROM COUNTY CLERK

Ms. West-Wing gave an overview of the process that the County Clerk used to study 3 different imaging systems. The Clerk is recommending that the Manatron system be purchased this year rather than next because of the upgrading that they will be doing in the Register of Deeds Office this year. This would save \$10,000 by not paying any additional mileage and accommodation expenses because the folks from Manatron will be coming from Texas.

The Clerk responded to several questions regarding the system and the benefit that there will be for her office.

It was moved by Commissioner Loudenslager and supported by Commissioner Dunlap that the request for Imaging Software for the County Clerk's Office be approved for \$18,585.

The aye and nay vote was called as follows:

Aye votes cast: 6 – Commissioners Shaffer, Loudenslager, Dunlap, Ware, Pueschel and Dobberteen.

Nay votes cast: 0

Absent: 1 – Commissioner Baker.

Motion carried.

COMMITTEE REPORTS

Law Enforcement

Commissioner Loudenslager stated that the committee had not met.

Judiciary

Commissioner Loudenslager stated that the committee had not met.

Physical Resources

Commissioner Dunlap stated that the committee had not met.

Executive Committee

Commissioner Pueschel stated that he would answer any questions that anyone may have regarding the Executive Committee meeting held on July 31, 2009.

PERSONNEL REPORT

Ms. West-Wing presented the following report:

MISCELLANEOUS:

Stephen Morris, Corrections Officer, was on family leave from July 23 through August 3, 2009 under the Family and Medical Leave Act of 1993.

Tamyra Mouser, Neglect Abuse Specialist, is on medical leave commencing July 21, 2009 under the Family and Medical Leave Act of 1993.

Linda Jones, Deputy District Court Clerk, is on medical leave commencing July 27, 2009 under the Family and Medical Leave Act of 1993.

RESIGNATION:

Henry VanGemert, Senior Probation Officer, has resigned effective August 14, 2009.

Alice DeJongh, Probation Officer, has resigned; the exact effective date in September or October to be determined.

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

BILLS

Mr. Carey presented the following report:

<u>GENERAL FUND</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
Due from State	\$ 3,382.96	\$
Due from Employees	9,506.00	
Due from Schools	2,097.00	
Prepaid Insurance	24,966.00	
Appropriations	55,009.25	
County Commission	17,409.77	4,173.54
Circuit Court	369.66	13,448.38
District Court	423.78	62,594.99
Friend of the Court	334.33	40,327.71
Probate Court	1,663.79	18,609.06
Juvenile Branch	16,005.00	40,478.59
Appeals Court	2,444.22	53.13
Administration		9,754.42
Elections	257.93	
Finance Department	1,157.24	13,272.27
County Clerk	100.00	22,720.44
Equalization Department	1,014.22	16,204.12
Human Resources		6,430.16
Geographic Information Systems		7,043.59
Prosecutor's Office	1,261.09	34,772.13
Central Services	9,137.34	5,394.44
Register of Deeds	180.43	13,647.52
County Treasurer		15,556.37
Cooperative Extension	57,530.73	8,464.62
Information Technology	785.55	12,379.04
Buildings & Grounds	9,847.02	14,494.94
Courts Building Security	295.04	7,794.37
Drain Commission	1,440.00	5,395.16
Sheriff Department	23,386.41	96,183.68
Sheriff Reserves	1,189.50	81.81
Marine Patrol	184.24	4,577.82
Jail & Turnkey	22,736.77	102,217.18
Planning Commission	300.00	
Emergency Services	866.19	5,514.10
Animal Control	1,718.42	9,180.38
Board of Public Works		679.43
Medical Examiners	2,586.85	
Child Care - Probate	3,495.71	
Department of Veterans' Affairs	600.00	
Veterans' Services	7,644.78	1,653.00
Utilities & General Services	23,517.76	
Total	\$ 304,844.98	\$ 593,096.39
<u>OTHER FUNDS</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
County Road Commission	\$ 420,876.57	\$
Parks & Recreation	5,360.36	9,515.99
Emergency 911 Service	20,069.35	56,161.92

<u>OTHER FUNDS</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
Central Dispatch - Wireless	\$	\$ 4,088.86
Meyer Broadway/Coon Hollow Park	561.70	2,988.11
Family Counseling	1,179.00	
Cade Lake Park	6,832.65	3,567.13
Traffic Safety Program Fund	775.91	
Economic Development Fund	1,450.48	8,448.74
Victims' Rights Advocate Fund		3,259.20
Community Corrections Advisory Board	5,990.00	2,954.35
Community Corrections Program	1,750.00	
Drug Law Enforcement Fund	518.45	
Law Enforcement Fund	1,260.00	17,448.15
Secondary Road Patrol	2,012.00	10,159.18
Homeland Security Grant Fund	9,968.80	
Law Library Fund	1,016.00	
Principal Residence Denial Fund		680.03
Commission on Aging	53,299.61	58,456.09
Sheriff's Justice Training Fund	3,900.70	
Child Care: Probate Court	34,953.54	3,639.21
Veterans' Trust Fund	2,747.41	
Facilities Maintenance Fund	3,300.00	
Forfeiture & Foreclosure Fund	4,237.74	
Tax Payment Fund	24,780.65	
Inmate Store	932.71	
Three Rivers Community Center	1,815.26	775.31
Flexible Benefits Insurance Fund	164,964.89	
Total	\$ 774,553.78	\$ 182,142.27
 Grand Total	 \$ 1,079,398.76	 \$ 775,238.66
 General Fund Operating Expenditures		
Pre-Authorized	\$268,812.20	
Accounts Payable	<u>36,032.78</u>	
	\$ 304,844.98	
 General Fund Payroll Expenditures	 \$ 593,096.39	
 Other Funds Operating Expenditures		
Pre-authorized	\$753,254.19	
Accounts Payable	<u>21,299.59</u>	
	\$ 774,553.78	
 Other Funds Payroll Expenditures	 \$ 182,142.27	
Total Recorded for the Month	\$ 1,854,637.42	

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

MISCELLANEOUS

Commissioner Loudenslager stated that he heard today that almost \$27 million will be awarded to the St. Joseph, Kalamazoo and Black River watersheds.

Commissioner Dunlap stated that last Friday he accepted an invitation to experience the Summer Youth Program in process. Some of the youth are employed at the Courthouse and they also visited the St. Joseph Co-op in Sturgis which was very gratifying. He noticed that the youth take pride in their work.

ADJOURNMENT

It was moved by Commissioner Shaffer and supported by Commissioner Loudenslager that the St. Joseph County Board of Commissioners adjourn until August 18, 2009. Motion carried.

Pattie S. Bender, County Clerk

John L. Dobberteen, Chairman