

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 15, 2017 at 5:00 p.m.

Chairman Balog called the meeting to order.

The Invocation was given by Commissioner Czajkowski.

The Pledge to the American Flag was given.

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

Dennis Allen	Kathy Pangle
Daniel R. Czajkowski	Allen J. Balog

Commissioner Dobberteen was absent.

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

AGENDA

It was moved by Commissioner Pangle and seconded by Commissioner Allen to approve the agenda as presented. Motion carried.

MINUTES APPROVED

It was moved by Commissioner Czajkowski and seconded by Commissioner Allen that the minutes for August 1, 2017 be approved as presented. Motion carried.

COMMUNICATIONS

Branch-Hillsdale-St. Joseph Community Health Agency's Annual Report for 2015/2016.

Letter from Lockport Township, Re: Three Rivers Sports Complex Facility Agreement.

Letter from Tim Carls, Re: Board of Commissioners' meetings.

Letter from Judith Ratering, County Treasurer, Re: Quarterly investment reports for January –July, 2017.

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

CITIZENS' COMMENT

Arne Switalski, 56873 Nottawa Rd., Mendon, commented on concerns regarding the solar panels.

David Shiflett, 6066 N Manitou Trail, Northport, spoke on behalf of Geronimo regarding the benefits that solar farms would bring the area. He also reported that stakeholder meetings would be held to introduce the project and noted 550 acres in the county were under contract.

CLOSED SESSION

It was moved by Commissioner Czajkowski and seconded by Commissioner Allen to adjourn to closed session to discuss a written legal opinion. Motion carried 4-0 upon a roll call vote. At 5:13 p.m., the Commission adjourned to closed session.

At 6:06 p.m., the Commission reconvened to open session.

It was moved by Commissioner Pangle and seconded by Commissioner Allen to direct legal counsel to proceed as discussed in closed session.

SECONDARY ROAD PATROL GRANT APPLICATION

It was moved by Commissioner Allen and seconded by Commissioner Pangle to approve the grant application agreement. Motion carried 4-0 upon a roll call vote.

ANNUAL CHILD CARE FUND PLAN AND BUDGET

Judge David Tomlinson and Juvenile Court Director Tom Robertson discussed the types of expenses that the fund covered.

It was moved by Commissioner Pangle and seconded by Commissioner Allen to approve the plan and budget for the Child Care Fund. Motion carried 4-0 upon a roll call vote.

CONSIDERATION OF COMMISSION ON AGING BUILDING PROJECT BIDS

Tim Stoll, COA Director, presented the architectural and construction management bids. He recommended moving forward with Byce & Associates for architectural work and with Frederick Construction for construction management.

It was moved by Commissioner Pangle and seconded by Commissioner Czajkowski to authorize Mr. Stoll to negotiate contracts with Byce & Associates and Frederick Construction. Motion carried 3-1 upon a roll call vote with Commissioner Allen dissenting.

NOMINATIONS AND APPOINTMENTS

It was moved by Commissioner Allen and seconded by Commissioner Czajkowski to appoint John Smits, Glenn Nissley, Frank Kalasky, Mary Conklin-Craaybeek, Carol Higgins, and Mark Ripplinger to the Solid Waste Management Planning Committee with terms expiring September 1, 2019. Motion carried.

ADMINISTRATOR'S REPORT

Mr. Yoder had nothing further to report.

PERSONNEL REPORT

Ms. Doehring had nothing further to report.

FINANCE DIRECTOR'S REPORTS

Mr. Post presented the following reports:

Budget Amendments

CORRECT BUDGETING ERROR

DHS CHILD CARE FUND

Decrease In Home Detention (#292-663-844.060) (100,000)

Increase In Home Care Component (#292-663-844.105) 100,000

Note: Aligns expenditures more accurately to general ledger budget.

PURCHASE ELECTRONIC DATA MANAGEMENT PROGRAM FOR FRIEND OF THE COURT

GENERAL FUND

Decrease Friend of the Court Contractual Services (#101-141-816.000) (5,200)

Increase Friend of the Court Computer Software (#101-141-985.000) 5,200

Note: This will provide an electronic filing management system.

AMENDMENT #1 FY 2017-2019 REGION IIIC AGREA AGENCY ON AGING MASTER CONTRACT COMMISSION ON AGING

Increase Use of Fund Balance (#273-672-676.000) 9,213

Decrease Federal Title III-C1 Grant (#273-675-510.000) (183)

Increase Federal Title III-D Grant (#273-675-517.000) 2,940

Decrease NSIP Grant - Congregate (#273-675-520.000) (15,000)

Decrease NSIP Grant - Home Delivered Meals (#273-675-520.000) (10,649)

Increase State Home Delivery Funding (#273-675-561.000) 13

Increase Alternative Care Funding (#273-692-562.000) 3

Increase State In-Home Services (#273-692-566.000) 13,968

Increase Federal Title III-D Grant (#273-695-514.000) 1,802

Decrease CMS Core (#273-699-568.010) (1,450)

Decrease ADA Fraud & Abuse (#273-699-568.030) (657)

Note: To record \$ 9,213 amendment to Commission on Aging budget approved at 12/20/16

BOC meeting. Purpose of amendment is to increase the budgeted use of fund balance

due to a decrease in grant funding awarded by Region IIIC Area Agency on Aging.

BUDGET FOR COA BROADWAY START-UP COSTS

COMMISSION ON AGING

Increase Use of Fund Balance (#273-672-676.000) 239,835

Increase Broadway Start of Costs (#273-672-971.200) 239,835

Note: To record \$ 239,835 amendment to Commission on Aging budget approved at 12/20/16

BOC meeting. Purpose of amendment is to increase the budgeted use of fund balance for

beginning expenses for the renovation of property located at 1200 W. Broadway in Three Rivers.

General Fund fund balance analysis:	
Preliminary Fund 101 12/31/16 fund balance	3,112,444
Budget Stabilization Fund	1,856,700
2017 budgeted use of General Fund fund balance	(2,867,626)
2017 YTD budget amendments affecting General Fund	(70,832)
Budgeted 12/31/17 General Fund fund balance	2,030,686

It was moved by Commissioner Pangle and seconded by Commissioner Allen to approve the budget amendments. Motion carried.

Per Diem and Expenses

Dennis Allen - 8 category 1: 5/31, 6/1, 6/14, 6/15, 6/21, 6/22, 7/20 x 2	\$ 400.00
Allen Balog - 4 category 1: 7/19, 7/26 x 2, 8/9 & 2 category 2: 7/27, 8/8	\$ 390.00
Kathy Pangle - 6 category 1: 7/26, 7/27 x 2, 8/1 x 2, 8/12 & 2 category 1: 8/8	<u>\$ 395.00</u>
	\$1,185.00
Dennis Allen	\$ -
Allen Balog	398.65
Kathy Pangle	<u>102.72</u>
	\$ 501.37

It was moved by Commissioner Czajkowski and seconded by Commissioner Pangle to pay the per diem and expenses. Motion carried.

Financial Statement

Report as of July 31, 2017	<u>YTD Balance</u>	<u>Available</u>	<u>Percent Budget</u>
Revenue	11,741,675.33	9,977,323.67	54.06
Expenditures	13,002,494.43	8,716,504.57	59.87

It was moved by Commissioner Allen and seconded by Commissioner Pangle to accept the financial statement. Motion carried.

COMMITTEE REPORTS

Law Enforcement

Chairman Balog stated that the Committee had not met.

Judiciary

Chairman Balog stated that minutes were available.

Physical Resources

Commissioner Czajkowski stated that the Committee had not met.

Executive/Committee of the Whole

Chairman Balog stated that the Committee had not met.

CHAIRMAN'S REPORT

Chairman Balog reported the upcoming resignation of County Administrator Pat Yoder as of the end of the year.

COMMISSIONERS' COMMENTS

There were no further comments.

ADJOURNMENT

At 6:33 p.m., it was moved by Commissioner Pangle and seconded by Commissioner Allen that the St. Joseph County Board of Commissioners adjourn until September 5, 2017 at 5:00 p.m. Motion carried.

Lindsay Oswald, County Clerk

Allen J. Balog, Chairman