

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 17, 2005, at 5:00 p.m.

Chairman Monte Bordner called the meeting to order.

The Invocation was given by Commissioner Pueschel.

The Pledge to the American Flag was given.

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

Eric Shafer	Robin Baker
Monte Bordner	David J. Pueschel
John L. Dobberteen	

Absent: John W. Bippus and Gerald L. Loudenslager

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

#### AGENDA

Ms. West-Wing asked that the Homeowner Assistance Grant Program be added to the agenda.

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

#### MINUTES APPROVED

It was moved by Commissioner Dobberteen and supported by Commissioner Baker that the minutes for August 2, 2005 be approved. Motion carried.

Commissioner Bippus was present at this time.

#### COMMUNICATIONS

1. Letter from the Michigan Association of Counties, Re: MAC Legislative Updates, August 5 and August 12, 2005.
2. Letter from McCartney & Company, P.C., Re: Copy of annual audit for 9-1-1 service district.
3. Letter from Kalamazoo River Watershed, Re: Notice of public forum on October 7, 2005.
4. Minutes of Commission on Aging Board meeting of July 20, 2005.
5. Notice of cancellation of August 15, 2005 Southwest Michigan Substance Abuse Advisory Council meeting.

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

#### CITIZENS COMMENTS

Sara Springsteen, 4-H Agent, distributed a newsletter regarding their 4-H Citizenship Academy that they conducted beginning in the fall of 2004 and may be planning another one.

#### REQUEST TO FILL VACANT COURT LIAISON SECRETARY POSITION

It was moved by Commissioner Dobberteen and supported by Commissioner Baker that the vacant Court Liaison position in the Prosecuting Attorney's Office be filled. Motion carried.

MEMORANDUM OF UNDERSTANDING – LAND POLICY EDUCATOR

It was moved by Commissioner Dobberteen and supported by Commissioner Baker that the Memorandum of Understanding with Michigan State University Extension for a Land Policy Educator be approved.

The aye and nay vote was called as follows:

Aye votes cast: 6 - Commissioners Shafer, Bippus, Baker, Bordner, Pueschel and Dobberteen.

Nay votes cast: 0

Absent: 1 - Commissioner Loudenslager.

Motion carried.

HOMEOWNER ASSISTANCE GRANT PROGRAM

Ms. West-Wing stated that Lou Ann Moord from the City of Three Rivers will no longer be administering the Homeowner Assistance Grant Program which are MSHDA monies for the County after the first of the year.

Ms. West-Wing sent out a RFP and they were due August 12th. The only bidder was the Community Action Agency.

She stated that Liz O'Dell said that the Housing Task Force is interested in this program, however, they looked over the RFP and they could not submit a bid but they would like to be involved.

Ms. West-Wing stated that the CAA is fine with the involvement of the Housing Task Force. They will be having a joint meeting on August 29th. They will be exploring options and other sources of funding. There will be no County monies involved. CAA is also willing to accept whatever administrative fees are allowed through grants that are received.

Ms. West-Wing recommends that the Board accept the bid from CAA pending discussion with the Housing Task Force.

It was moved by Commissioner Dobberteen and supported by Commissioner Shafer that the bid for the Homeowner Assistance Grant Program received from the Community Action Agency be approved pending their discussion with the St. Joseph County Housing Task Force.

Liz O'Dell was present at this time and stated that she would like to thank Lou Ann Moord for the wonderful job that she has done for the County. She also stated that St. Joseph County's MSHDA's representatives will also be coming to the meeting on August 29th.

The aye and nay vote was called as follows:

Aye votes cast: 6 - Commissioners Shafer, Bippus, Baker, Bordner, Pueschel and Dobberteen.

Nay votes cast: 0

Absent: 1 - Commissioner Loudenslager.

Motion carried.

RESOLUTION NO. 16-2005

RESOLUTION CONGRATULATING THE CONSTANTINE  
2004 STATE CHAMPION FOOTBALL TEAM AND COACH BAKER

Commissioner Baker read the following resolution:

WHEREAS, the Constantine 2004 varsity football team won the Division 6 State football championship beating Suttons Bay 34-13; and

WHEREAS, the Constantine Falcons were the St. Joseph League co-champions along with Schoolcraft and Mendon, and they hold the District and Regional Championship title; and

WHEREAS, the Constantine Falcons varsity football team was 13 and 1 for the 2004 season.

NOW THEREFORE BE IT RESOLVED, that the St. Joseph County Board of Commissioners sends its congratulations to the Constantine 2004 varsity football team; Coach Tim Baker; Assistant Coaches Rimer, Griffin and Messner; and the community of Constantine on winning the 2004 Division 6 State football championship.

BE IT FURTHER RESOLVED, that a copy of this resolution be presented to Coach Tim Baker and be spread upon the proceedings of the St. Joseph County Board of Commissioners this 17<sup>th</sup> day of August, 2005.

It was moved by Commissioner Baker and supported by Commissioner Dobberteen that the resolution be adopted and 2nd reading waived.

The aye and nay vote was called as follows:

Aye votes cast: 6 - Commissioners Shafer, Bippus, Baker, Bordner, Pueschel and Dobberteen.

Nay votes cast: 0

Absent: 1 - Commissioner Loudenslager.

Resolution adopted.

Commissioner Baker presented the resolution to Coach Tim Baker.

#### NOMINATIONS/APPOINTMENTS

It was moved by Commissioner Dobberteen and supported by Commissioner Shafer that Glenn Nissley, John Smits, Michael McCarthy and Frank Kalasky be appointed to the Solid Waste Management Planning Committee for 2 year terms expiring September 1, 2007.

Commissioner Shafer stated that at the last meeting he had also nominated Russell Gordon and Mr. Gordon has since declined the nomination because of a conflict.

Motion carried.

#### COMMITTEE REPORTS

##### Law Enforcement

Commissioner Dobberteen stated that the Law Enforcement Committee had not met.

##### Judiciary

Commissioner Baker stated that the next Judiciary Committee Meeting is scheduled for October 12th.

##### Physical Resources

Commissioner Shafer stated that the Physical Resources Committee had not met but a meeting needs to be scheduled.

##### Executive Committee

Commissioner Baker stated that at the Executive Committee Meeting held on August 12th that the following items were discussed:

- No-Smoking Policy.
- Rawson's King Mill Dam.
- Sheriff's Department Pole Barn.

- Vacant Court Liaison Position in the Prosecuting Attorney's Office.
- Prosecuting Attorney's Laptop.
- Sheriff's Administration Benefits.
- Colon Lake Board weed control assessment to the County.
- Lake Templene Dam.
- Land Educator for MSUE.
- Classification and Compensation Committee's recommendation.
- Judy Nelson achievement of an Assessors Level IV certification.

PERSONNEL REPORT

Ms. West-Wing presented the following report:

POSITION ELIMINATED:

The employment of Sheryl Council, Circuit Court Recorder, will end effective August 31, 2005.

MISCELLANEOUS:

Anita Herman will change from Court Liaison Secretary to Circuit Court Judicial Secretary/Recorder at \$31,200.00 (Rye system, grade 5, step 3) effective August 23, 2005.

NEW HIRE:

Mark Alan Harter has been hired as Parks and Recreation Ranger at \$10.80/hr. (Soltysiak system, grade 4, minimum) effective August 23, 2005.

It was moved by Commissioner Dobberteen and supported by Commissioner Baker that the personnel report be approved.

REQUISITION

Ms. West-Wing presented the following report:

One Dell Latitude D810 lap top with additional memory upgrade and 19" monitor for Prosecutor's Office	\$2,510.72
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It was moved by Commissioner Dobberteen and supported by Commissioner Shafer that the requisition be approved. Motion carried.

BUDGET ADJUSTMENTS

Ms. West-Wing presented the following report:

BUDGET ADJUSTMENTS:

DECREASE JAIL & TURNKEY BUDGET:

Line item 101-351-706.380 (Wages – Corrections Officers)	\$ 20,000.00
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INCREASE:

Line item 101-351-712.000 (Wages – Overtime)	\$ 20,000.00
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DECREASE VICTIM RIGHTS BUDGET:

Line item 260-229-707.010 (Wages – Secretary)	\$ 2,511.00
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INCREASE:

Line item 260-229-984.000 (Computer Hardware)	\$ 2,511.00
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FROM APPROPRIATION:

\$50,000.00 from Probate Child Care Appropriation to Probate Child Care Fund.

\$5,500.00 from Circuit Court Law Library Appropriation to Circuit Court Law Library Fund.

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

FINANCE DIRECTOR'S REPORT

Mr. Carey presented the following reports:

Per Diem

Robin Baker – 14 half days 7/22, 7/27 x 2, 7/28, 7/29, 8/1, 8/3 x 2, 8/9, 8/11, 8/12 & 8/17/05 x 2 & 4 full days 7/25, 8/14, 8/15 & 8/16/05	\$1,080.00
Monte Bordner – 3 half days 7/21, 7/28 & 8/12/05 & 3 full days 8/14, 8/15 & 8/16/05	435.00
John Dobberteen – 7 half days 7/27, 7/29, 8/9, 8/10, 8/11, 8/12 & 8/21/05 & 3 full days 8/14, 8/15 & 8/16/05	635.00
David Pueschel – 8 half days 7/20, 7/22, 7/26, 7/28, 8/1, 8/3, 8/8 & 8/9/05	400.00
Eric Shafer – 7 half days 7/20, 8/2, 8/3 x 2, 8/8, 8/12 & 8/17/05	<u>350.00</u>
	\$2,900.00

Expenses

Robin Baker	\$ 348.30
Monte Bordner	425.45
John Dobberteen	599.52
David Pueschel	<u>74.93</u>
	\$1,448.20

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

Finance Statements

	Revenues	Expenditures
July	\$ 1,055,774.00	\$ 1,247,222.00
Year to Date	7,432,141.00	7,766,570.00
Period Fund Balance		(\$334,430.00)
Percent of budget year elapsed year to date.		58.33%
Percent of total budgeted funds earned year to date		54.54%
Percent of total budgeted funds expended year to date		56.99%

It was moved by Commissioner Dobberteen and supported by Commissioner Shafer that the financial statement be accepted. Motion carried.

CHAIRMAN'S REPORT

Chairman Bordner stated that he along with Commissioners Baker, Dobberteen and Loudenslager attended the Michigan Association of Counties Conference this week and there were some very good break-out sessions that provided educational opportunities.

He stated that St. Joseph County is being billed as the poster child by Jim Hughes, Regional Director from State Court Administrator's Office and Judge Schaefer from Kalamazoo County regarding what we have done in the last 18 months or so regarding our Court Collections. Chairman Bordner also participated in the discussions and fielded some questions from other counties and it boils down to communications. We were also commended for holding quarterly Judiciary Committee meetings trying to understand both sides of the equation.

Chairman Bordner also stated that he picked up some materials and statistics regarding grant opportunities to share with the Administrator. He believes that there may be some dollars available for park projects in the Michigan Trust Fund.

Chairman Bordner commented on the remarks made by Commissioner Loudenslager at the last meeting apologizing to the Road Commission. Chairman Bordner stated that when the Board of Commissioners appoints people to Boards and Commissions there are expectations and if we appoint them then we have an obligation to make sure or at least try to make sure that those expectations are met. Commissioner Dobberteen stated that we have the right to make sure that the expectations are met.

CITIZENS COMMENTS

Chris Sheteron, 230 Birkhold Street, Centreville stated that she owns a business in town and is a parent and is concerned with what she has heard about some property being sold on Truckenmiller Road to a not for profit group.

Chairman Bordner stated that the County is not involved in this. Any land acquisition would go through the County Administrator and she has received nothing. Chairman Bordner suggested that they contact the Village Manager. Mrs. Sheteron stated that they have had discussions with the Village Manager. She also stated that 1 in 8 parcels in the village are tax exempt and if this proposed sale happens they will not be happy and they will go to the media.

MISCELLANEOUS

Commissioner Dobberteen stated that, on behalf of the Solid Waste Management Planning Committee, he attended a Colon Village Council Meeting to discuss curbside recycling. They only have one waste hauler in the Village and the hauler was very receptive to the idea. The Village passed a motion to talk to the Solid Waste Management Planning Committee to develop a plan.

Commissioner Baker stated that he also thought that the MAC Conference was very educational.

Commissioner Baker stated that he had talked to Coach Baker before the meeting about Mendon winning the State Football Championship in 2002, Three Rivers in 2003 and Constantine in 2004.

Ms. West-Wing reminded everyone of the work session scheduled for August 29th at 3:30 p.m. Everyone has an agenda and some other information and if anyone has any questions before the meeting to let her know what they are.

ADJOURNMENT

It was moved by Commissioner Dobberteen and supported by Commissioner Baker that the St. Joseph County Board of Commissioners adjourn until September 5, 2005 at 5:00 p.m. Motion carried.

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Pattie S. Bender, County Clerk

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Monte Bordner, Chairman