

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 20, 2003, at 5:00 p.m.

Chairman John Dobberteen 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: Gerald E. Loudenslager and John W. Bippus

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

AGENDA

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

MINUTES APPROVED

It was moved by Commissioner Shafer and supported by Commissioner Baker that the minutes for August 5, 2003 be approved. Motion carried.

COMMUNICATIONS

1. Letter from Michigan Association of Counties, Re: MAC Legislative Update, August 15.
2. Letter from Village of Constantine, Re: Notice of public hearing on August 18 to consider an Industrial Facilities Exemption Certificate from Owens-Illinois.
3. Letter from Ray Stark, Re: Resignation from Commission on Aging Board.
4. Letter from State Family Independence Agency, Re: Child Support System Conversion.
5. Letter from Glen Oaks Community College, Re: Millage Election on September 29.
6. Letter from State Court Administrative Office, Re: Distribution of Third Quarter Court Equity Fund.
7. Resolution from Cheboygan County, Re: Local Government Participation in the State Purchasing Program for Pharmaceutical Drugs.
8. Resolution from Oceana County, Re: State Revenue Sharing.
9. Resolution from Lake County, Re: Designation of the Pine River System in the National Rivers Program.
10. Resolution from Lake County, Re: Change in Composition of County Road Commission Boards.
11. Resolution from Lake County, Re: Local Government Participation in the State Purchasing Program for Pharmaceutical Drugs.
12. Resolution from Lake County, Re: State Revenue Sharing.
13. Minutes of Community Action Agency Board meeting of July 28, 2003.
14. Minutes of Commission on Aging Board meeting of July 16, 2003.

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

RETROACTIVE PAY FOR FORMER EMPLOYEES

Ms. West-Wing stated that everyone has a copy of the following proposed change in contract language for the payment of retroactive pay for former employees of the COAM Bargaining Unit and she will attempt to answer any questions that anyone may have.

Proposed Language - COAM Bargaining Unit:

Wages are retroactive only for those employees employed on the date of ratification by the parties and any employee(s) that retired and immediately began to draw retirement benefits under this contract. Employees that voluntarily quit or were terminated, even if vested but not eligible to begin drawing immediately, would not be eligible for retro pay if they were not employed on the date of ratification by the parties.

It was moved by Commissioner Bordner and supported by Commissioner Shafer that the proposed contract language for retroactive pay for former employees of the COAM be approved.

The aye and nay vote was cast as follows:

Aye votes cast: 4 - Commissioners Shafer, Baker, Bordner and Dobberteen.

Nay votes cast: 1 - Commissioner Pueschel.

Absent: 2 - Commissioners Loudenslager and Bippus.

Motion carried.

CONTRIBUTION TO LOBBY FOR TAX ADMINISTRATION FEE

Ms. West-Wing stated this \$350 fee would be applied toward an effort to enact legislation to allow Counties to apply up to 1% as a Tax Administration Fee to offset expenses in the Treasurer and Equalization Departments.

Commissioner Pueschel does not like this theory at all and believes that it is a tax through the back door.

It was moved by Commissioner Bordner and supported by Commissioner Shafer that the \$350 be approved as our contribution to the lobbying effort to establish an up to 1% Tax Administration Fee.

In response to a question by Commissioner Shafer, Commissioner Bordner stated that this could be used as a mechanism to offset the cost of information that will be placed on the County's web page for these two departments. The information that will be placed on the website will be user friendly to the public and beneficial to the County.

Commissioner Pueschel stated that he believes that this is a tax which people cannot vote on so he will be voting no.

The aye and nay vote was called as follows:

Aye votes cast: 3 - Commissioners Shafer, Bordner and Dobberteen.

Nay votes cast: 2 - Commissioners Baker and Pueschel.

Absent: 2 - Commissioners Loudenslager and Bippus.

Motion carried.

APPOINTMENT OF COMMISSION ON AGING DIRECTOR

Commissioner Shafer stated that the Committee of Chairman Dobberteen, Vice-Chairman Bordner, himself and 2 members of the Commission on Aging Board were very impressed with Lynn Coursey and recommend that she be appointed as the Commission on Aging Director at a salary of \$40,000 per year effective September 2, 2003.

It was moved by Commissioner Shafer and supported by Commissioner Bordner that Lynn Coursey be appointed as the Commission on Aging Director at a salary of \$40,000 per year effective September 2, 2003.

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Shafer, Baker, Bordner, Pueschel and Dobberteen.

Nay votes cast: 0

Absent: 2 - Commissioners Loudenslager and Bippus.

Motion carried.

AGREEMENT FOR LAW ENFORCEMENT SERVICES WITH FABIUS TOWNSHIP

Ms. West-Wing stated that Fabius Township is requesting a renewal of an Agreement with St. Joseph County for Law Enforcement Services. This is the 9th year for Fabius Township and provides for 1 full time officer at 40 hours per week, the township pays all expenses and benefits.

It was moved by Commissioner Baker and supported by Commissioner Pueschel that the renewal of an Agreement for Law Enforcement Services with Fabius Township for 1 year, April 1, 2003 through March 31, 2004 be approved.

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Shafer, Baker, Bordner, Pueschel and Dobberteen.

Nay votes cast: 0

Absent: 2 - Commissioners Loudenslager and Bippus.

Motion carried.

AGREEMENT FOR FRIEND OF THE COURT MEDICAL SUPPORT ENFORCEMENT

Ms. West-Wing stated that this is a renewal of an agreement with the State through the Family Independence Agency to provide a 20 hours per week employee for medical support enforcement. All costs are paid 100% by the State.

It was moved by Commissioner Baker and supported by Commissioner Pueschel that the renewal of the Agreement for Friend of the Court Medical Support Enforcement be approved.

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Shafer, Baker, Bordner, Pueschel and Dobberteen.

Nay votes cast: 0

Absent: 2 - Commissioners Loudenslager and Bippus.

Motion carried.

AMENDMENT TO THE COMMUNITY CORRECTIONS GRANT

Ms. West-Wing stated that the Board approved the Community Corrections Grant in June of 2002 and Governor Engler, by Executive Order, reduced the grant by \$58,000. Governor Granholm has now restored the \$58,000 to the Community Corrections Grant and in order to receive this money the Board needs to approve the amended grant. The \$58,000 will be going to the Twin County Probation Center.

It was moved by Commissioner Bordner and supported by Commissioner Baker that the Amendment to the Community Corrections Grant be approved.

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Shafer, Baker, Bordner, Pueschel and Dobberteen.

Nay votes cast: 0

Absent: 2 - Commissioners Loudenslager and Bippus.

Motion carried.

NOMINATIONS AND APPOINTMENTS

Solid Waste Management Planning Committee

It was moved by Commissioner Baker and supported by Commissioner Pueschel that John Smits, Glenn Nissley, Jackie Heinrich, Russell Gordon, Michael McCarthy, Kurt Webb, Robert Wright and Frank Kalasky be nominated and appointed to their respective categories for 2 year terms expiring September 1, 2005. Motion carried.

COMMITTEE REPORTS

Law Enforcement

Chairman Dobberteen stated that there was no report.

Judiciary

Commissioner Bordner stated that there was no report.

Physical Resources

Ms. West-Wing stated that the next meeting is scheduled for August 28th at 1:00 p.m. and they will be discussing the jail project.

Executive Committee

Chairman Dobberteen stated that the Executive Committee met on August 15th and some of the items discussed are as follows:

- * Chris Kadulski was present to ask for additional monies for the Child Care Fund. This item has been placed on the Budget Adjustments Report.
- * pending legal issues were discussed.
- * discussed the choice for Commission on Aging Director.

Commission on Aging

Commissioner Shafer stated that the Chairman of the Commission on Aging wanted him to remind the Board that there are still 3 vacancies on the Commission on Aging Board and they would like to fill them from the Leonidas, Colon, Mendon and Burr Oak areas.

ADMINISTRATOR'S REPORT

Ms. West-Wing presented the following reports:

Personnel Report

MISCELLANEOUS:

Karen Keene, Child Support Division Secretary, is on medical leave effective August 12, 2003 under the Family and Medical Leave Act of 1993.

SEASONAL/TEMPORARY EMPLOYMENT:

Robert Pidgeon has been hired as seasonal Park Maintainer at \$7.00/hr. effective August 12, 2003.

NEW HIRE:

Gary Frizzle has been hired as Parks and Recreation Ranger at \$10.95/hr. (grade 4, step 2) effective August 26, 2003.

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

Budget Adjustments

FROM CONTINGENCY:

\$20,000.00 to line item 101-001-965.120 (FIA Child Care Appropriation)

FROM APPROPRIATION:

\$20,000.00 from FIA Child Care Appropriation to FIA Child Care Fund.

\$30,000.00 from Probate Child Care Appropriation to Probate Child Care Fund.

\$8,500.00 from Circuit Court Law Library Appropriation to Circuit Court Law Library Fund.

BUDGET ADJUSTMENTS:

DECREASE:

Line item 101-430-743.000 (Other Supplies) \$ 2,000.00

INCREASE:

Line item 101-430-707.000 (Wages – Part time) \$ 1,850.00

Line item 101-430-715.000 (County Share of FICA) \$ 150.00

DECREASE:

Line item 101-236-706.170 (Wages – Chief Deputy) \$ 550.00

INCREASE:

Line item 101-236-960.000 (Land Corners) \$ 550.00

INCREASE REVENUES:

Line item 101-301-533.000 (Live Scan Fingerprint Grant) \$ 29,496.00

INCREASE EXPENSES:

Line item 101-351-984.000 (Computer Hardware) \$ 28,995.00

Line item 101-351-985.000 (Computer Software) \$ 501.00

DECREASE:

Line item 101-351-707.000 (Wages – Part time) \$ 4,899.00

INCREASE:

Line item 101-351-985.000 (Computer Software) \$ 4,499.00

Line item 101-351-978.000 (Furniture and Fixtures) \$ 400.00

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

FINANCE DIRECTOR'S REPORT

Dan Carey presented the following reports:

Per Diem

| | |
|---|---------------|
| Robin Baker - 14 half days 7/16, 7/21, 7/23, 7/24 x 2, 7/25, 7/29, 8/4, 8/6, 8/12, 8/13 x 2, 8/19 & 8/20/03 - 2 full days 8/6 & 8/18/03 | \$ 765.00 |
| Monte Bordner - 5 half days 8/1, 8/6 x 2, 8/7 & 8/9/03 & 7 full days 7/21, 7/28, 8/6, 8/17, 8/18, 8/19 & 8/20/03 | 915.00 |
| John Dobberteen - 7 half days 7/17, 7/25, 7/31, 8/1, 8/8, 8/13 & 8/15/03 & 6 full days 7/28, 8/6, 8/17, 8/18, 8/19 & 8/20/03 | 920.00 |
| Gerald Loudenslager - 2 full days 7/31 & 8/6/03 | 190.00 |
| David Pueschel - 8 half days 7/16, 7/17 x 2, 7/24 x 2, 7/29, 7/31 & 8/7/03 & 1 full day 8/6/03 | 470.00 |
| Eric Shafer - 7 half days 7/16, 7/17, 7/24, 7/28, 7/30, 8/6 & 8/20/03 & 2 full days 7/22 & 8/6/03 | <u>540.00</u> |
| | \$3,800.00 |

Expenses

| | |
|---------------------|---------------|
| Robin Baker | \$ 93.24 |
| Monte Bordner | 1,065.38 |
| John Dobberteen | 872.28 |
| Gerald Loudenslager | 284.76 |
| David Pueschel | 91.08 |
| Eric Shafer | <u>102.60</u> |
| | \$2,509.34 |

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

Financial Statements

| | Revenues | Expenditures |
|--------------|-----------------|---------------|
| July | \$ 1,083,096.00 | \$ 903,921.00 |
| Year to Date | 7,039,796.00 | 6,930,832.00 |

Period Fund Balance - \$179,175

| | |
|---|--------|
| Percent of budget year elapsed year to date. | 58.33% |
| Percent of total budgeted funds earned year to date | 57.74% |
| Percent of total budgeted funds expended year to date | 56.84% |

It was moved by Commissioner Bordner and supported by Commissioner Baker that the financial statements be accepted. Motion carried.

CHAIRMAN'S REPORT

Chairman Dobberteen stated that he and Commissioner Bordner had just returned from the MAC Conference and stated that it was very informative and they did a lot of networking and he encouraged all Commissioners to attend.

CITIZENS COMMENTS

Glenn Oxender, President of Glen Oaks Community College, spoke to the Board about the upcoming millage election on September 29th.

He stated that he believes that Glen Oaks partners with the Board of Commissioners in educating the people of St. Joseph County. They also partner in the business sector as well as in the economic development areas. They are known for their nursing program and they are also involved with the Manufacturers Council.

Mr. Oxender believes that education is the most important thing that we can do for the people of St. Joseph County.

They have cut \$729,000 from their budget this year and cut 8 administrative positions.

Glen Oaks also partners with the schools in the County in the Career Technical Education (CTE) Programs. The cost of tuition at Glen Oaks is about 1/3 of the cost to attend Western Michigan University. He has some agreements with 4 year colleges and is working on others to offer a 3 + 1 program which would allow the student to get three years of college at Glen Oaks and then the 4th year the student would take classes from a 4 year school either at that school or some will offer that 4th year at Glen Oaks.

Glen Oaks has been awarded an Upward Bound Grant which is providing \$220,000 for 4 years so that Glen Oaks can target the at risk High School students.

Twenty-one percent of County high school seniors continue their education at Glen Oaks.

Ryan Brueck, a 2nd year student at Glen Oaks, stated that he appreciated the small class size at Glen Oaks making it similar to high school. They get personal attention from the instructors.

Commissioner Baker thanked Mr. Oxender for his dedication to the County and encouraged him to make sure that the credits earned at Glen Oaks are allowed to transfer to other institutions.

Commissioner Shafer stated that he was disappointed that they are not going after a building in this millage as they did 2 years ago.

Mr. Oxender explained that their 1st priority is the .7 mill that they are asking for to be used for all purposes. They still have 2 years to get their previously approved funding from the State to build.

Commissioner Shafer stated that he is very happy with what is going on at Glen Oaks.

Commissioner Bordner stated that he appreciates the fact that the community college is in our County and believes that the foundation of our community is the educational assets that we have. Glen Oaks adapts to the needs of the community.

Mr. Oxender stated that the allied health programs are growing and they will begin a class this fall that teaches those that teach others to be Emergency Medical Technicians (EMTs).

Commissioner Pueschel stated that he believes that this millage is the right thing to do and he will push it to others.

MISCELLANEOUS

Commissioner Pueschel reiterated his feeling on the Glen Oaks millage and stated that he thinks that it should pass and he will encourage others to vote in favor of the millage.

Commissioner Shafer echoed Commissioner Pueschel's comments. He also stated that he will participate in a dunk tank at WalMart on Saturday along with the Clerk to help raise funds for Keystone Place.

Commissioner Baker stated that he and Commissioner Pueschel have been attending the budget hearings with the department managers this week and he has learned a lot. He stated that he appreciates Ms. West-Wing answering their questions. The sessions have been very informative.

Commissioner Bordner stated that he appreciated Commissioners Baker and Pueschel attending these sessions and was disappointed that they were scheduled when some Commissioners were away at the MAC conference.

Commissioner Bordner further stated that the MAC conference provided a great opportunity to mingle with other Commissioners from other Counties. This venue offers tremendous opportunities. The education sessions were very good and he encouraged other Commissioners to attend as it is truly worth the effort.

Ms. West-Wing stated that Senator Cameron Brown and Representative Bruce Caswell will be hosting a Legislative Meeting on August 27th in Branch County to review the State Budget and to also update everyone in the discussion that has been ongoing regarding term limits.

Also, she reminded everyone of the work session scheduled for next Tuesday, August 26th at 5:00 to discuss the Land Use Task Force.

The Clerk reminded everyone of the golf outing scheduled for Wednesday, August 27th and stated that she needed their money and reservations by this Friday, August 22nd.

ADJOURNMENT

It was moved by Commissioner Bordner and supported by Commissioner Shafer that the St. Joseph County Board of Commissioners adjourn until September 2, 2003 at 5:00 p.m. Motion carried.

Pattie S. Bender, County Clerk

John L. Dobberteen, Chairman