

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 21, 2012 at 5:00 p.m.

Chairman Rick Shaffer called the meeting to order.

The Invocation was given by Chairman Shaffer.

The Pledge to the American Flag was given.

The Deputy County Clerk, Ladena M. Wyckoff, called the roll and the following Commissioners were present:

Rick Shaffer	Larry Walton
Allen Balog	Robin Baker
Jerry Ware	Donald Eaton
John L. Dobberteen	

Also present were Judy West-Wing, Administrator/Controller; Joni Smith, Finance Director; and Elishia Arver, Human Resources Director.

AGENDA

Commissioner Baker asked that the Emergency Services Coordinator position be added to the agenda.

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

MINUTES APPROVED

It was moved by Commissioner Baker and supported by Commissioner Ware that the minutes for August 6, 2012 be approved. Motion carried.

CLOSED SESSION MINUTES APPROVED

It was moved by Commissioner Baker and supported by Commissioner Ware that the minutes for closed session for August 6, 2012 be approved. Motion carried.

COMMUNICATIONS

1. Letter from the City of Sturgis, Re: Notice of public hearing on August 22 to consider an Industrial Facilities Tax Exemption Certificate to Parma Tube Corporation and Johnson Precision Mold.
2. Letter from the City of Three Rivers, Re: Notice of public hearing on August 21 to consider an Industrial Facilities Tax Exemption Certificate to Precision Wire Forms.
3. Letter from Lori Wright, Re: Resignation from Commission on Aging Board.
4. Letter from Tim Carmichael, Re: Resignation from Commission on Aging Board.
5. Letter from Miller & Harants, Attorneys at Law, Re: Indiana Northeastern Railroad Company's proposed abandonment of railroad line in Branch and St. Joseph Counties.
6. Letter from Thomas Angellotti, Re: Opposed to Indiana Northeastern Railroad's abandonment of railroad line.
7. Letter from Tim Carls, Re: Likely wage increase for Board of Commissioners.
8. Resolution from Otsego County, Re: Support of Trail Development in Northern Michigan.
9. Minutes of the Commission on Aging Board meeting of July 18, 2012.

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

CITIZENS COMMENTS

LeAnn Farmer, 1035 S. Washington, Constantine stated that Tom Miller and his staff have helped to make improvements but they need additional money, staff and additional improvements. One major improvement is Dr. Susan Lee and her staff have agreed to donate four hours per week to Animal Control. She also stated that a Kennel Assistant is needed. This individual would be able to assist the veterinarian and also be able to work on the weekend. The position could be funded by increasing the license fee. The proposed fee would be an increase of \$5.00 and this increase could generate an amount of \$55,000.00. She asked that everyone work together to ease the roughness of these animals.

Laura Barley, 1501 Portage, Three Rivers stated that she has handed out the minutes from the last advisory meeting. She asked the board to consider a special meeting to work through the fees.

HOMELAND SECURITY NETWORK SECURITY ASSESSMENT

Ms. West-Wing stated that funds from the 5th District Homeland Security Grant will pay to have security reviewed and to make sure our infrastructure is secure. They will point out things that may need to be improved. The cost is \$7,525.00 which is covered through the grant.

It was moved by Commissioner Dobberteen and supported by Commissioner Balog that the Homeland Security Network Security Assessment in the amount of \$7,525.00 be approved.

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shaffer, Balog, Baker, Ware, Dobberteen, Walton and Eaton.

Nay votes cast: 0

Absent: 0

Motion carried.

CENTRAL DISPATCH SOFTWARE CONTRACT

Jon Uribe, Central Dispatch Director, presented the Alert software contract for approval and adoption.

It was moved by Commissioner Dobberteen and supported by Commissioner Baker that the software contract with Alert be approved.

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shaffer, Balog, Baker, Ware, Dobberteen, Walton and Eaton.

Nay votes cast: 0

Absent: 0

Motion carried.

EMPLOYMENT AGREEMENT WITH LORI BARCZAK

Ms. West-Wing stated that this is a continuing agreement with Lori Milliman now Barczak, the JDT Supervisor. There are no changes to this agreement. It was moved by Commissioner Baker and supported by Commissioner Eaton that the employment agreement with Lori Barczak be approved.

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shaffer, Balog, Baker, Ware, Dobberteen, Walton and Eaton.

Nay votes cast: 0

Absent: 0

Motion carried.

CHILD CARE FUND – DHS BUDGET AMENDMENT

Ms. West-Wing stated that the Board is required to approve this amendment into the Child Care Fund Budget. The DHS portion to be transferred is \$10,000.00 from Family Foster Care to Independent Living.

It was moved by Commissioner Baker and supported by Commissioner Dobberteen that the Child Care Fund Budget amendment in the amount of \$10,000.00 be approved.

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shaffer, Balog, Baker, Ware, Dobberteen, Walton and Eaton.

Nay votes cast: 0

Absent: 0

Motion carried.

ST. JOSEPH COUNTY EMERGENCY SERVICE COORDINATOR POSITION

Commissioner Baker stated that Jim Barnes' position as Emergency Services Coordinator needs to be filled. The committee is looking for Board approval to fill this full time position with benefits and at a level 9 pay grade.

It was moved by Commissioner Ware and supported by Commissioner Eaton that the Emergency Services Coordinator position be approved.

Commissioner Dobberteen questioned that this is going to be an additional expense and asked where the money would be coming from.

Ms. West-Wing stated that the Emergency Management Grant pays about 34% and the rest would come from the General Fund.

Commissioner Dobberteen asked what the additional amount would be.

Ms. West-Wing stated that it would be in the range of \$20,000.00 if the person took family health/dental insurance.

Commissioner Dobberteen asked if we could share this position with another county.

Commissioner Baker stated that it would be too difficult for one person to try and work with two counties.

The aye and nay vote was called as follows:

Aye votes cast: 6 - Commissioners Shaffer, Balog, Baker, Ware, Walton and Eaton.

Nay votes cast: 1 – Commissioner Dobberteen

Absent: 0

Motion carried.

APPOINTMENTS

Local Emergency Planning Committee

Four members of the Local Emergency Planning Committee are no longer affiliated with the Board and need to be removed: they are Jerry Loudenslager, Maury Kaercher, Daniel Carey and Andy Goldberger.

It was moved by Commissioner Dobberteen and supported by Commissioner Eaton that Robin Baker, Joni Smith, Jon Uribe, and Sharon Hoch be appointed to the Local Emergency Planning Committee. Motion carried.

Solid Waste Management Planning Committee

It was moved by Commissioner Baker and supported by Commissioner Ware that Eric Shafer, Aaron Cullifer, representing Industry; Robert L. Robinson, representing the general public; and John Dobberteen, representing municipalities (County) be reappointed to the Solid Waste Management Planning Committee for 2 year terms to expire September 1, 2014. Motion carried.

Commission on Aging

It was moved by Commissioner Eaton and supported by Commissioner Balog that Stephen Boland be appointed to the Commission on Aging for a term to expire June 30, 2014. Motion carried.

COMMITTEE REPORTS

Law Enforcement

Commissioner Baker stated that everyone had a copy of the minutes from the August 17, 2012 meeting and he would answer any questions that anyone may have.

Judiciary

Commissioner Eaton stated that the Board will meet next month.

Physical Resources

Commissioner Ware stated that the committee had not met.

Executive Committee

Commissioner Dobberteen stated that everyone had received a copy of the Executive Committee minutes from the meeting held on August 17, 2012 and he would answer any questions that anyone may have.

Commissioner Ware asked about the software prices for the Register of Deeds and County Clerk.

Ms. West-Wing stated that the new price for Register of Deeds is a one time fee of \$76,415.00 with annual maintenance of \$17,980.00. The Clerk's software is a one time fee of \$30,575.00 with annual maintenance of \$7,194.00.

PERSONNEL REPORT

Ms. West-Wing presented the following report:

MISCELLANEOUS:

Kyle Murk changed from part-time to full-time Telecommunicators at \$14.85/hr. effective August 14, 2012.

RETIREMENT:

Alice Kielau, Family Division Caseworker, will retire effective September 14, 2012.

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

BUDGET ADJUSTMENTS

Ms. West-Wing presented the following report:

BUDGET AMENDMENTS:

<u>DECREASE PROSECUTOR’S BUDGET:</u>	
Line item 101-229-957.010 (Trial Expense)	\$ 300.00
<u>INCREASE PROSECUTOR’S BUDGET:</u>	
Line item 101-229-860.000 (Travel Expense)	\$ 300.00
 <u>DECREASE JUVENILE’S BUDGET:</u>	
Line item 101-149-802.020 (Court Appointed Attorney)	\$ 540.00
<u>INCREASE JUVENILE’S BUDGET:</u>	
Line item 101-149-978.000 (Furniture & Fixtures)	\$ 540.00

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

FINANCE DIRECTOR’S REPORT

Mrs. Smith gave the following reports:

Per Diem

Robin Baker - 12 half days 7/18, 7/23, 7/26, 7/30, 8/3, 8/7, 8/14, 8/15, 8/16 8/17 x 2 & 8/20/12 & 1 full day 8/1/12	\$ 695.00
Allen Balog - 9 half days 7/18, 7/26, 7/30, 8/3, 8/14, 8/15, 8/16, 8/17 & 8/20/12	450.00
John Dobberteen - 10 half days 7/18, 7/26, 7/30, 8/3, 8/8, 8/14 x 3 & 8/17/12 x 2 & 1 full day 8/20/12	595.00
Donald Eaton - 4 half days 8/9, 8/14, 8/16 & 8/20/12 & 1 full day 8/8/12	295.00
Rick Shaffer - 10 half days 6/20, 6/29, 7/13, 7/18, 7/23, 7/25, 8/3, 8/14, 8/15, & 8/17/12	500.00
Jerry Ware - 4 half days 8/1, 8/14, & 8/17/12 x 2	<u>200.00</u>
	\$2,735.00

Expenses

Robin Baker	\$ 237.54
Allen Balog	36.63
John Dobberteen	126.54
Donald Eaton	54.95
Rick Shaffer	124.32
Jerry Ware	<u>49.95</u>
	\$ 629.93

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

Financial Statements

	Revenues	Expenditures
July	\$ 1,022,531	\$ 1,316,183
Year to Date	8,445,340	8,240,170

Rev over Exp (Exp over Rev)	\$(293,652)
Year to Date	\$ 205,170

Percent of budget elapsed year to date.	58.330%
Percent of total budgeted funds earned year to date	56.93%
Percent of total budgeted funds expended year to date	55.55%

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

CHAIRMAN'S REPORT

Chairman Shaffer officially welcomed Commissioner Walton to the Commission. Commissioner Walton introduced his wife Angie, daughters Paige and Morgan who were present.

CITIZENS COMMENTS

Bev Levett, 52291 US 131, Three Rivers stated that she still wants to see a new Animal Control building and also wants to see more staffing. Increasing the licensing fee would help with the additional costs. She further stated that the county should be proud of the Animal Control staff.

COMMISSIONER COMMENTS

Commissioner Eaton stated that the first meeting with 2 Fish was held and it lasted about four hours and it went very well. He stated he would have a report later, probably in about 45 days.

Commissioner Ware thanked the voters for their support of him while he ran for the District 5 Commissioner seat. He also congratulated Commissioner Dobberteen on his victory.

Commissioner Walton stated that he appreciates all the support and patience of the staff and fellow commissioners while he learns.

Commissioner Balog asked if action was going to take place this evening with regards to Laura Barley's request to meet with the commission.

Chairman Shaffer stated that it could be brought up at the next Executive Meeting.

Commissioner Dobberteen thanked the voters in the new District 5 for electing him. He further stated that he respects Commissioner Ware and thanked him for his service

Ms. West-Wing stated that she had two issues. First the vacant seat on Commission of Aging left by Tim Carmichael needs to be filled.

Commissioner Eaton stated there are a couple of names out there. Commissioner Dobberteen stated that they need to apply. Chairman Shaffer stated that the commission needs to stick to the usual process and advertise the vacancy.

Ms. West-Wing stated that the second was in the communications number 5. It is on the proposed abandonment of railroad lines in the Sturgis area around Big Hill Road and further into Branch County. They are asking that if the Commission has any issues that they be relayed to them. There are groups that are for using this area for trails and there are also people who are against the tracks being used for trails. The Parks and Recreation Commission has addressed these issues.

Chairman Shaffer asked if there is a time line for addressing this.

Commissioner Walton stated that it appears to be September 14, 2012.

Chairman Shaffer stated that this will be put on the next Executive Committee agenda.

Commissioner Ware stated that the Parks and Recreation Committee has not taken a stance but if anyone has questions he or Chairman Shaffer could answer questions. He further stated that the Board will need to take a stance on this issue.

ADJOURNMENT

It was moved by Commissioner Dobberteen and supported by Commissioner Eaton that the St. Joseph County Board of Commissioners adjourn until September 4, 2012 at 5:00 p.m. Motion carried.

Ladena M. Wyckoff, Deputy County Clerk

Rick Shaffer, Chairman