

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, 2018 at 5:00 p.m.

Chairman Allen called the meeting to order.

The Invocation was given by Commissioner Czajkowski.

The Pledge to the American Flag was given.

Deputy Clerk Jill Ross called the roll and the following Commissioners were present:

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

Commissioner John L. Dobberteen was absent

Also present: Teresa Doehring, County Administrator and Ryan Post, Finance Director

AGENDA

It was moved by Commissioner Balog and seconded by Commissioner Czajkowski that the agenda be approved with the addition to the agenda of the Road Commission Report. Motion carried.

MINUTES APPROVED

It was moved by Commissioner Pangle and seconded by Commissioner Czajkowski that the minutes for August 7 and August 13, 2018 be approved as presented. Motion carried.

COMMUNICATIONS

Letter from Michigan Public Service Commission, Re: Notice of hearing on September 5, 2018 to consider Indiana Michigan Power Company's application for compliance with the renewable energy standard requirements.

Thank you note from Vicki Allen, Covered Bridge Days Committee Chair, Re: Thank you for use of courthouse lawn for Covered Bridge Days.

Letter from Mottville Township, Re: Notice of public hearing on September 13, 2018 to consider an Industrial Facilities Exemption Certificate to Walther Investment, LLC.

Resolution from Sanilac County, Re: Opposing SB 1031 (Utility Personal Property Tax Exemption).

Resolution from VanBuren County, Re: Opposing SB 1031.

Resolution from Menominee County, Re: Opposing HB 6049 and SB 1025.

Minutes of the Animal Control Board meeting of July 18, 2018.

Quarterly Newsletter from Southwest Michigan Land Conservancy – Summer 2018.

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

CITIZENS' COMMENT

There was no public comment.

SECONDARY ROAD PATROL GRANT

It was moved by Commissioner Balog and seconded by Commissioner Pangle to approve the Secondary Road Patrol Grant application. Motion carried.

OUT-OF-STATE TRAVEL REQUEST

Ms. Doehring presented for approval of a request for out-of-state travel expense for IT Director Dustin Bainbridge. Mr. Bainbridge was recently selected to receive the Government Management Information Systems Scholarship for the University of North Carolina's National Certified Government Chief Information Officer Program.

It was moved by Commissioner Czajkowski and seconded by Commissioner Balog to approve the out-of-state travel request. Motion carried.

PURCHASING CARD POLICIES AND PROCEDURES

It was moved by Commissioner Pangle and seconded by Commissioner Balog to adopt the purchasing card policies and procedures. Motion carried.

SOCIAL MEDIA USE POLICY

It was moved by Commissioner Pangle and seconded by Commissioner Czajkowski to adopt the social media use policy. Motion carried.

ROAD COMMISSION BOARD REPORT AND NEW HIRE

David Allen, Rodney Chupp and Richard Anderson thanked the county for their support of the Road Commission. Mr. Allen commented on the new managing director, John Lindsey. They also discussed Road Commissions plans for operating efficiently, cost savings, improving roads and equipment, and building relationships within the community.

DEFICIT ELIMINATION PLAN
RESOLUTION 16-2018

Finance Director Ryan Post presented the following Deficit Elimination Plan:

WHEREAS, St. Joseph County’s Fund #292 Child Care Probate Court has a \$79,753 deficit fund balance on December 31, 2017, Fund #267 Secondary Road Patrol has a \$2,770 deficit fund balance on December 31, 2017, Fund #276 State Court Administrator’s Office has a \$669 deficit fund balance on December 31, 2017; and

WHEREAS, 1971 PA 140 requires that a Deficit Elimination Plan be formulated by the local unit of government and filed with the Michigan Department of Treasury;

NOW, THEREFORE, BE IT RESOLVED, that the St. Joseph County Board of Commissioners adopts the following as the Fund #292 Child Care Probate Court, Fund # 267 Secondary Road Patrol and Fund #276 State Court Administrator’s Office Deficit Elimination Plan:

	FUND #292 CHILD CARE PROBATE COURT	FUND #267 SECONDARY ROAD PATROL	FUND #276 STATE COURT ADMINISTRATOR'S OFFICE
REVENUE			
STATE GRANTS	726,115	66,483	205,000
BUDGETED USE OF FUND BALANCE	-	1,044	-
TRANSFERS IN	791,115	117,377	1,000
TOTAL REVENUE	1,517,230	184,904	206,000
EXPENDITURES			
SALARY & WAGES	369,533	110,255	-
FRINGE BENEFITS	104,785	61,655	-
OPERATING	-	9,994	205,000
DIRECT SERVICES	962,912	-	-
TOTAL EXPENDITURES	1,437,230	181,904	205,000
EXCESS (REVENUES OVER EXPENDITURES)	80,000	3,000	1,000

Explanation: Increasing the transfer in will eliminate the unrestricted deficit. Since the deficit was created by pre-paid expenditures, it is our intention to eliminate any pre-paid expenditures from this fund, if this cannot be done we will increase the transfer in so no deficit exists.

It was moved by Commissioner Balog and seconded by Commissioner Pangle to adopt the resolution. Motion carried 5-0 upon a roll call vote.

NOMINATIONS/APPOINTMENTS

It was moved by Commissioner Balog and seconded by Commission Pangle to reappoint Joseph Bippus, David Hochstetler, and John Weidlea to the Building Authority Board. Motion carried 3-1 with Commissioner Czajkowski dissenting.

It was moved by Commissioner Balog and seconded by Commissioner Czajkowski to appoint Didimo Arreola to the Transportation Authority Board. Motion carried.

ADMINISTRATOR’S REPORT

Ms. Doehring stated nothing to report at this time.

FINANCE DIRECTOR’S REPORTS

Mr. Post presented the following reports:

Budget Amendments

COMMISSION ON AGING

Increase Use of Fund Balance (273-672-676.000)	98,822
Increase Broadway Start of Costs (273-672-971.200)	98,822
Increase Use of Fund Balance (273-672-676.000)	5,000
Increase Broadway Start of Costs (273-672-971.200)	5,000

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

Per Diem and Expenses

Dennis Allen - 6 category 1: 6/27, 7/2, 7/10, 7/11, 7/25, 8/1	\$300.00
Allen Balog - 9 category 1: 7/18, 7/23, 8/1, 8/6, 8/8, 8/9, 8/13, 8/14, 8/16 & 5 category 2: 7/26, 8/15, 8/19, 8/20, 8/21	925.00
Daniel Czajkowski - 4 category 1: 8/1, 8/9, 8/13, 8/15	200.00
Kathy Pangle - 16 category 1: 6/20, 6/25, 6/27, 6/28, 7/2, 7/9 x 2, 7/10, 7/12, 7/14, 7/18, 7/25, 7/26, 8/11, 8/14, 8/15 & 1 category 2: 6/29	<u>895.00</u>
	\$2,320.00
Dennis Allen	\$ -
Allen Balog	489.96
Daniel Czajkowski	50.14
Kathy Pangle	<u>290.49</u>
	\$830.59

It was moved by Commissioner Czajkowski and seconded by Commissioner Balog to approve payment of the per diem and expenses. Motion carried.

Financial Statement

It was moved by Commissioner Czajkowski and seconded by Commissioner Pangle to place the July 31, 2018 financial statement on file.

COMMITTEE REPORTS

Law Enforcement

Commissioner Balog stated that the Committee had not met.

Judiciary

Commissioner Balog stated that the Committee had met, and minutes were available.

Physical Resources

Commissioner Czajkowski stated that the Committee had not met.

Executive/Committee of the Whole

Chairman Allen stated that the Committee had met, and minutes were available.

Other Committees

Commissioner Pangle commented on the Human Services Committee goals.

CHAIRMAN’S REPORT

Chairman Allen had nothing further to report.

COMMISSIONERS’ COMMENTS

There were no further comments.

ADJOURNMENT

At 5:35 p.m., it was moved by Commissioner Balog and seconded by Commissioner Czajkowski that the St. Joseph County Board of Commissioners adjourn until September 4, 2018 at 5:00 p.m. Motion carried.

Jill Ross, Deputy Clerk

Dennis Allen, Chairman