

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 September 2, 2014, at 5:00 p.m.

Chairman Dobberteen called the meeting to order.

The Invocation was given by Commissioner Shaffer.

The Pledge of Allegiance to the flag was given.

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

Allen J. Balog	Rick Shaffer
Robin Baker	Donald Eaton
John L. Dobberteen	

Also present were: Patrick Yoder, Administrator/Controller and Joni Smith, Finance Director.

AGENDA

Chairman Dobberteen stated that a request from the County Treasurer for some additional BS&A software be added to the agenda under new business.

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

MINUTES APPROVED

It was moved by Commissioner Eaton and supported by Commissioner Baker that the minutes for August 19, 2014 be approved. Motion carried.

COMMUNICATIONS

1. Letter from the City of Sturgis, Re: Notice of public hearing on August 27 to consider an Industrial Facilities Exemption Certificate to Morgan Olson, LLC and Parma Tube Corporation.
2. Resolution from Bay County, Re: Opposing the development of an underground nuclear waste facility near Kincardine, Ontario.
3. Minutes of the St. Joseph River Basin Commission meeting of June 3, 2014.

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

FY 2014 EMERGENCY MANAGEMENT GRANT AGREEMENT

Scott Hopkins, Emergency Management Coordinator, requested approval for the renewal of the FY 2014 Emergency Management Grant Agreement. He stated that this grant reimburses his wages at a rate of 38%.

It was moved by Commissioner Eaton and supported by Commissioner Balog that the FY 2014 Emergency Management Grant Agreement be approved.

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Balog, Eaton, Shaffer, Baker and Dobberteen.

Nay votes cast: 0

Motion carried.

REQUEST TO CLOSE OFFICES FOR ANNUAL CHRISTMAS LUNCHEON

Mr. Yoder stated that a request has been received to close the offices for the Annual Christmas Luncheon.

It was moved by Commissioner Shaffer and supported by Commissioner Eaton that the request to close the offices on December 9, 2014 from noon to 1:00 p.m. be approved. Motion carried.

SECONDARY ROAD PATROL GRANT APPLICATION

Mrs. Smith stated that this is a renewal of the Secondary Road Patrol Grant Application and reimburses, in part, wages for officers for patrolling secondary roads, not State roads. The amount is \$74,493.00.

It was moved by Commissioner Balog and supported by Commissioner Baker that the Secondary Road Patrol Grant Application be approved.

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Balog, Eaton, Shaffer, Baker and Dobberteen.

Nay votes cast: 0

Motion carried.

EMPLOYMENT AGREEMENT WITH ANN HAPPEL AS COLLEGE ACCESS SERVICE PROVIDER

Mr. Yoder requested approval of an Employment Agreement with Ann Happel as a College Access Service Provider.

It was moved by Commissioner Eaton and supported by Commissioner Shaffer that the Employment Agreement with Ann Happel be approved.

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Balog, Eaton, Shaffer, Baker and Dobberteen.

Nay votes cast: 0

Motion carried.

EMPLOYMENT AGREEMENT WITH BRIAN McDANIEL AS COLLEGE ACCESS SERVICE PROVIDER

Mr. Yoder requested approval of an Employment Agreement with Brian McDaniel as a College Access Service Provider.

It was moved by Commissioner Eaton and supported by Commissioner Shaffer that the Employment Agreement with Brian McDaniel be approved.

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Balog, Eaton, Shaffer, Baker and Dobberteen.

Nay votes cast: 0

Motion carried.

EMPLOYMENT AGREEMENT WITH ANITA SCHLABACH AS COLLEGE ACCESS SERVICE PROVIDER

Mr. Yoder requested approval of an Employment Agreement with Anita Schlabach as a College Access Service Provider.

It was moved by Commissioner Eaton and supported by Commissioner Baker that the Employment Agreement with Anita Schlabach be approved.

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Balog, Eaton, Shaffer, Baker and Dobberteen.

Nay votes cast: 0

Motion carried.

COUNTY TREASURER'S REQUEST

Mrs. Smith stated that the Equalization Department formerly handled the issues with Principal Residential Exemptions (PRE) and when three of those folks retired it was transferred to the State Treasury Department. In order for the County Treasurer to now follow up on identified properties she is requesting that additional software plus training be purchased through BS&A. The software is \$3,000 and the training is \$1,200.

It was moved by Commissioner Eaton and supported by Commissioner Balog that the additional software and training be purchased through BS&A to facilitate the processing of the PRE's.

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Balog, Eaton, Shaffer, Baker and Dobberteen.

Nay votes cast: 0

Motion carried.

PERSONNEL REPORT

Mrs. Smith presented the following report:

NEW HIRE:

Judith Strang has been hired as Senior Center Coordinator Sub at \$11.01/hr. (COA system, grade 4, step 1) effective August 18, 2014.

Bryanna L. Kutz has been hired as Part-time Corrections Officer at \$15.92/hr. effective August 26, 2014.

James A. Mohny has been hired as Part-time Corrections Officer at \$15.92/hr. effective August 26, 2014.

Ann E. Happel has been hired as College Access Network Direct Service Provider at \$13,500.00/yr. effective September 2, 2014.

Brian S. McDaniel has been hired as College Access Network Direct Service Provider at \$13,500.00/yr. effective September 2, 2014.

Anita L. Schlabach has been hired as College Access Network Direct Service Provider at \$13,500.00/yr. effective September 2, 2014.

Kristina Butler has been hired as Commission on Aging finance Clerk at \$17.12/hr. (COA system Level 7, Step 5) effective September 15, 2014.

MISCELLANEOUS:

Revise resignation date of Jonathan Marcus, District Court Probation Officer, from August 29 to September 4, 2014.

Brendon Westrick will change from part-time Telecommunicator Trainee to full-time Telecommunicator at \$15.45/hr. effective September 2, 2014.

Lisa Borgert has been hired as a Cartographer at \$15.29/hr. (Soltysiak Grade 5, Step 3) effective August 20, 2014 transferring from a Land Resources Clerk position.

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

FINANCE DIRECTOR'S REPORT

Mrs. Smith presented the following reports:

Bills

<u>GENERAL FUND</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
Due from State & Miscellaneous	\$ 8,498.12	\$
Appropriations	1,180.00	
County Commission	872.28	7,651.21
Circuit Court	399.19	22,221.29
District Court	983.07	85,298.47
Friend of the Court	1,784.27	60,717.23
Probate Court	130.00	26,620.50
Juvenile Branch	4,241.76	43,911.73
Department of Corrections	168.83	
Appeals Court	2,092.48	
Public Defender	39,166.67	
Administration		18,972.78
Elections	473.92	
Finance Department	1,446.85	14,216.10
County Clerk	381.49	39,538.59
Equalization Department	588.80	12,886.22
Human Resources	3,915.90	16,309.26
Geographic Information Systems		12,567.29
Prosecutor's Office	1,885.06	52,754.45
Register of Deeds	552.85	10,914.74
County Treasurer	902.63	23,331.59
Cooperative Extension		9,100.44
Information Technology		19,483.06
Buildings & Grounds	6,574.40	19,410.36
Courts Building Security	112.00	10,301.05
Drain Commission	695.74	10,647.43
Sheriff Department	5,589.06	143,277.02
Sheriff Reserves	112.04	94.47
Marine Patrol	1,054.44	5,076.93
Jail & Turnkey	6,607.83	151,038.97
Animal Control	3,020.54	12,997.77
Medical Examiners	975.00	
Child Care - Juvenile	3,529.72	
Department of Veterans' Affairs	330.00	
Veterans' Services		2,957.64
Grant Writer	\$ 127.71	\$ 6,632.28
Utilities & General Services	19,733.31	
Total General Fund	\$ 118,125.96	\$ 838,928.87

OTHER FUNDS
SEPTEMBER SESSION

EXPENDITURES

PAYROLL
SEPTEMBER 2, 2014

Parks & Recreation	\$	305.07	\$	9,377.71
Emergency 911 Service		3,306.93		88,553.68
Central Dispatch - Wireless				4,506.85
Meyer Broadway/Coon Hollow Park		202.61		5,215.51
Family Counseling		260.00		
Cade Lake Park		641.01		2,730.00
Economic Development Corporation Fund		1,972.26		3,269.37
County Survey & Remonumentation		8,407.74		
Victims' Rights Advocate Fund				5,072.60
Community Corrections Advisory Board		1,680.00		4,605.16
Community Corrections Program		2,741.00		
Drug Law Enforcement Fund		11,949.62		
Law Enforcement Fund		114.75		12,133.60
Secondary Road Patrol				15,403.51
County Law Library		94.50		
Commission on Aging		63,131.60		100,840.52
SCAO Swift & Sure Grant		15,378.74		
Child Care: Probate Court & DHS		47,337.77		20,322.50
Forfeiture & Foreclosure Fund		3,243.97		
Tax Payment Fund		14,136.48		
Inmate Store Fund		125.00		
Three Rivers Community Center		1,305.93		987.03
Long Lake Level Revolving - Fabius		29.16		
Flexible Benefits Insurance Fund		173,405.25		
Trust & Agency		1,958,600.62		
Total Other Funds	\$	2,308,370.01	\$	273,018.04
Grand Total	\$	2,426,495.97	\$	1,111,946.91

<u>Expenditure Type</u>	<u>General Fund</u>	<u>Other Funds</u>	<u>Total</u>
Operating	\$118,125.96	\$2,308,370.01	\$2,426,495.97
Payroll	838,928.87	273,018.04	1,111,946.91
	\$957,054.83	\$2,581,388.05	\$3,538,442.88

It was moved by Commissioner Shaffer and supported by Commissioner Baker that the bills be approved for payment. Motion carried.

COMMITTEE REPORTS

Law Enforcement

Commissioner Baker stated that the Committee had not met.

Judiciary

Commissioner Eaton stated that the Committee would meet tomorrow at noon.

Physical Resources

Commissioner Balog stated that the Committee met on August 20, 2014, everyone has a copy of the minutes and he would answer any questions that anyone may have.

Executive/Committee of the Whole

Chairman Dobberteen stated that the Committee had not met.

CHAIRMAN'S REPORT

Chairman Dobberteen stated that the Sturgis Rotary Club in conjunction with the Sturgis Community Foundation has donated \$2,000 towards the College Access Network.

ADJOURNMENT

At 5:11 p.m. it was moved by Commissioner Shaffer and supported by Commissioner Baker that the St. Joseph County Board of Commissioners adjourn until September 16, 2014 at 5:00 p.m. Motion carried.

Pattie S. Bender, County Clerk

John L. Dobberteen, Chairman