

Annual 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 16, 2008, at 5:00 p.m.

Chairman Robin Baker called the meeting to order.

The Invocation was given by Commissioner Loudenslager.

The Pledge to the American Flag was given.

The Deputy Clerk, Sandra K. Bowen, called the roll and the following Commissioners were present:

Eric Shafer	Gerald E. Loudenslager
Michael D. Dunlap	Robin Baker
David J. Pueschel	John L. Dobberteen

Absent: Monte Bordner

Also present were Judy West-Wing, Administrator/Controller, Dan Carey, Finance Director and Andy Goldberger, Interim Human Resource Director.

AGENDA

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

MINUTES APPROVED

It was moved by Commissioner Dobberteen and supported by Commissioner Shafer that the minutes for September 2, 2008 be approved. Motion carried.

COMMUNICATIONS

1. Letter from the Michigan Association of Counties, Re: MAC Legislative Updates, September 5 and 12, 2008.
2. Resolution from Antrim County, Re: Support of H.B. 5398 (Amending the Michigan Vehicle Code.)
3. Resolution from Tuscola County, Re: Support of H.B. 5398 (Amending the Michigan Vehicle Code.)
4. Resolution from Mecosta County, Re: Support of H.B. 6112 (Corrections Officers Compulsory Arbitration Act.)
5. Minutes of the Southwest Michigan Substance Abuse Advisory Council meeting of August 11, 2008.
6. Minutes of the Commission on Aging Board meeting of August 20, 2008.

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

EMERGENCY SERVICES PROGRAM

It was moved by Commissioner Dobberteen and supported by Commissioner Dunlap that the Emergency Services Program issue be removed from the table. Motion carried.

It was moved by Commissioner Dobberteen and supported by Commissioner Shafer that the Emergency Services Program be relocated to Central Dispatch.

Commissioner Dobberteen stated that he wanted to assure who ever the new Sheriff would be that he is not in favor of totally abolishing the position at the Sheriff's Department. After the explanation others gave him, he feels that it is probably an important position that needs to be looked at and not necessarily just abolished.

Commissioner Loudenslager stated that he feels that the vacated position at the Sheriff's Department, body wise, is necessary and depending on what they see as far as a business plan from who ever is elected Sheriff, he is basically supporting that spot.

Commissioner Dunlap stated that he echoes that statement and that nobody wants to take anything away from anybody.

Commissioner Shafer stated that he voices the same support as the others.

Commissioner Pueschel stated that he agrees with the other statements.

Brad Balk asked if the proposal for the position at the Sheriff's Department would be brought to the Board prior to the November 4th election.

Commissioner Bordner was present at this time.

Chairman Baker stated that he didn't see how it could be done before the General Election, because we don't know who is going to be the Sheriff.

Ms. West-Wing stated that the discussion at the Executive Committee meeting was that the Sheriff-elect would submit his administrative plan to the Board after the election.

Commissioner Dunlap stated that he understood that Matt Lori was suggesting that the candidates get with him and discuss the issue.

The aye and nay vote was called as follows:

Aye votes cast: 7–Commissioners Shafer, Loudenslager, Dunlap, Baker, Bordner, Pueschel and Dobberteen.

Nay votes cast: 0

Motion carried.

COURTS BUILDING HVAC

Ms. West-Wing stated that the Physical Resource Committee met and reviewed 4 bids that had been received for the HVAC for the Courts Building, and that the recommendation from the Committee was to contract with C.L. Mahoney for \$413,432.00.

It was moved by Commissioner Shafer and supported by Commissioner Dunlap that the bid from C.L. Mahoney in the amount of \$413,432.00 for the HVAC for the Courts Building be approved.

The aye and nay vote was called as follows:

Aye votes cast: 7–Commissioners Shafer, Loudenslager, Dunlap, Baker, Bordner, Pueschel and Dobberteen.

Nay votes cast: 0

Motion carried.

TRANSPORTATION AUTHORITY LOAN REPAYMENT

Ms. West-Wing stated that the Transportation Authority is requesting an extension of the time to repay the \$125,000 loan made by the Board last September and pay the remaining balance by March 31, 2009.

It was moved by Commissioner Dunlap and supported by Commissioner Pueschel that the Transportation Authority be granted an extension for the repayment of the \$125,000 loan, with payments of \$5,000 per month with the balance being paid no later than March 31, 2009.

Commissioner Dunlap stated that the issue of County transportation is a difficult one, and that it is in everyone's best interest to help.

Commissioner Bordner stated that the transition from a third party provider has been a struggle since they left no records or history to work with, and coupled with fuel prices they need time to get through this and provide a service in an efficient fashion.

The aye and nay vote was called as follows:

Aye votes cast: 7—Commissioners Shafer, Loudenslager, Dunlap, Baker, Bordner, Pueschel and Dobberteen.

Nay votes cast: 0

Motion carried.

THREE RIVERS SCHOOLS CROSS COUNTRY MEET PARKING FEE

Ms. West-Wing stated that Three Rivers Schools uses the Meyer-Broadway Park for their cross country meets and that they would like permission to charge a fee of \$5.00 per vehicle for parking for their meet to be held October 7 and for a league meet to be held in October 2009. The funds would be used to purchase the timing devises needed for their meets.

It was moved by Commissioner Shafer and supported by Commissioner Dunlap that the Three Rivers Schools be given permission to charge a parking fee of \$5.00 per vehicle for the two cross country meets requested at Meyer-Broadway Park.

Discussion was held regarding making it clear that the County was not conducting a fund raiser for the Parks & Recreation Department and that the meet would bring in people from outside the county that may come back and enjoy the park. Also it was suggested that a Parks staff member be present with the money taker at the gate to be sure anyone coming to the Park for reasons other than the cross country meet are not charged the parking fee.

Commissioner Shafer amended his motion to approve the Three Rivers Schools parking charge of \$5.00 per vehicle for the October 7th meet only and that the request for next year will be considered after a review of how the October 7th meet worked. Commissioner Dunlap supported the motion.

The aye and nay vote was called as follows:

Aye votes cast: 7—Commissioners Shafer, Loudenslager, Dunlap, Baker, Bordner, Pueschel and Dobberteen.

Nay votes cast: 0

Motion carried.

COMMITTEE REPORTS

Law Enforcement

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

Judiciary

Commissioner Loudenslager stated that he had no report.

Physical Resources

Commissioner Shafer stated that the Physical Resources Committee had met last Thursday and they had discussed the Courts Building HVAC. They also discussed the needed wall and ceiling repairs for the Courthouse and that a bid had been received in the area of \$32,000, which was under the \$50,000 budgeted.

Executive Committee

Commissioner Pueschel stated that everyone has a copy of the minutes of the Executive Committee and that he would answer any questions that anyone may have.

PERSONNEL REPORT

Ms. West-Wing presented the following report.

MISCELLANEOUS:

Brad Balk, Road Patrol Officer, is on medical leave commencing August 19, 2008 under the Family and Medical Leave Act of 1993.

Todd Bohm, Road Patrol Officer, is on medical leave commencing September 2, 2008 under the Family and Medical Leave Act of 1993.

Kathy Pangle, Court Security and Transport Officer, is on medical leave commencing August 20, 2008.

RESIGNATION:

Janelle Jacobs, COA Administrative Secretary, has resigned effective September 9, 2008.

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

BUDGET ADJUSTMENTS

Ms. West-Wing presented the following report:

BUDGET AMENDMENTS:

DECREASE WASTE MANAGEMENT FUND #227:

Line item 227-101-941.000 (Contingency) \$ 7,500.00

INCREASE WASTE MANAGEMENT FUND #227:

Line item 227-101-965.150 (EDC Appropriation) \$ 7,500.00

DECREASE GENERAL FUND #101:

Line item 101-390-999.000 (Operating Transfers Out) \$658,000.00

INCREASE FACILITIES MAINTENANCE FUND #406:

Line item 406-253-699.000 (Operating Transfers In) \$658,000.00

FROM APPROPRIATION:

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

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

FINANCE DIRECTOR'S REPORT

Mr. Carey presented the following reports:

Per Diem

Robin Baker–11 half days 8/20 x 2, 8/28 x 2, 9/2, 9/3 x 2, 9/4, 9/12 & 9/16/08 x 2	\$ 550.00
Monte Bordner–8 half days 8/20, 8/25, 8/26, 8/28, 9/3, 9/9 x 2, 9/12 & 2 full days 9/3 and 9/15/08	590.00
John Dobberteen–10 half days 8/20 x 2, 8/29, 9/3, 9/8, 9/9 x 2, 9/10 & 9/11/08 x 2	500.00
Michael Dunlap–8 half days 8/20, 8/28, 9/3 x 2, 9/9, 9/11 x 2 & 9/12/08	400.00

Gerald Loudenslager–9 half days 7/22, 8/9, 8/11, 8/12, 8/26, 9/4, 9/8, 9/12 & 9/13	\$ 925.00
5 full days 8/15, 8/17, 8/18, 8/19 & 8/20/08	
David Pueschel–6 half days 8/20 x 2, 8/26, 8/28 x 2 & 9/12	300.00
Eric Shafer–6 half days 8/20, 8/21, 9/3, 9/11, 9/12 & 9/15	<u>300.00</u>
	\$3,565.00

Expenses

Robin Baker	\$ 200.07
Monte Bordner	312.98
John Dobberteen	109.98
Michael Dunlap	136.89
Gerald Loudenslager	699.72
David Pueschel	74.88
Eric Shafer	<u>74.88</u>
	\$1,609.40

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

Financial Statements

	Revenues	Expenditures
August	\$ 1,135,555	\$ 1,000,466
Year to Date	9,552,363	9,267,917
Period Fund Balance	\$135,089.00	
Year to Date	\$284,446.00	
Percent of budget year elapsed year to date.	66.67%	
Percent of total budgeted funds earned year to date	65.10%	
Percent of total budgeted funds expended year to date	63.16%	

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

2008/2009 SPECIAL REVENUE FUND BUDGETS
FISCAL YEAR OCTOBER 1, 2008 THROUGH SEPTEMBER 30, 2009

	2006/2007 ACTUAL YTD	2007/2008 BUDGET	2008/2009 REQUEST	VARIANCE INCREASE (DECREASE)	% INCREASE (DECREASE)	2008/2009 RECOMMEND
Victims Rights Advocates Fund (Fund #260)						
Operating Revenues	\$52,288	\$53,200	\$53,200	\$0	0.00%	\$53,200
Budgeted Use of Fund Bal.	<u>0</u>	<u>1,865</u>	<u>2,832</u>	<u>967</u>	0.00%	<u>2,832</u>
Total Revenues	\$52,288	\$55,065	\$56,032	\$967	1.76%	\$56,032
Payroll Expenditures	\$51,769	\$53,394	\$54,686	\$1,292	2.42%	\$54,686
Operating Expenditures	<u>1,880</u>	<u>1,671</u>	<u>1,346</u>	<u>-325</u>	-19.45%	<u>1,346</u>
Total Expenditures	\$53,649	\$55,065	\$56,032	\$967	1.76%	\$56,032

	2006/2007 ACTUAL YTD	2007/2008 BUDGET	2008/2009 REQUEST	VARIANCE INCREASE (DECREASE)	% INCREASE (DECREASE)	2008/2009 RECOMMEND
Community Corrections Advisory Board (Fund #261)						
Operating Revenues	\$101,505	\$104,100	\$104,100	\$0	0.00%	\$104,100
Comm. Corrections	<u>16,398</u>	<u>15,386</u>	<u>15,842</u>	<u>456</u>	2.96%	<u>15,842</u>
Total Revenues	\$117,903	\$119,486	\$119,942	\$456	0.38%	\$119,942
Payroll Expenditures	\$38,404	\$41,386	\$41,842	\$456	1.10%	\$41,842
Operating Expenditures	<u>75,505</u>	<u>78,100</u>	<u>78,100</u>	<u>0</u>	0.00%	<u>78,100</u>
Total Expenditures	\$113,909	\$119,486	\$119,942	\$456	0.38%	\$119,942
Community Corrections Program (Fund #263)						
Operating Revenues	<u>\$34,393</u>	<u>\$60,861</u>	<u>\$61,305</u>	<u>\$444</u>	0.73%	<u>\$61,305</u>
Total Revenues	\$34,393	\$60,861	\$61,305	\$444	0.73%	\$61,305
Payroll Expenditures	\$15	\$50	\$50	\$0	0.00%	\$50
Operating Expenditures	31,009	45,425	45,413	-12	-0.03%	45,413
Comm. Corr. Adv. Bd.	<u>16,398</u>	<u>15,386</u>	<u>15,842</u>	<u>456</u>	2.96%	<u>15,842</u>
Total Expenditures	\$47,423	\$60,861	\$61,305	\$444	0.73%	\$61,305
Secondary Road Patrol (Fund #267)						
Operating Revenues	\$110,538	\$98,523	\$97,722	-\$801	-0.81%	\$97,722
Budgeted Use of Fund Bal.			24,587	24,587	100.00%	\$24,587
CO. APPROPRIATION	<u>71,628</u>	<u>57,460</u>	<u>40,000</u>	<u>-17,460</u>	-30.39%	<u>40,000</u>
Total Revenues	\$182,166	\$155,983	\$162,309	\$6,326	4.06%	\$162,309
Payroll Expenditures	\$141,268	\$154,933	\$161,259	\$6,326	4.08%	\$161,259
Operating Expenditures	<u>1,050</u>	<u>1,050</u>	<u>1,050</u>	<u>0</u>	0.00%	<u>1,050</u>
Total Expenditures	\$142,318	\$155,983	\$162,309	\$6,326	4.06%	\$162,309
Commission on Aging (Fund #273)						
Operating Revenues	<u>\$1,918,595</u>	<u>\$1,952,368</u>	<u>\$2,058,193</u>	<u>\$105,825</u>	5.42%	<u>\$2,058,193</u>
Total Revenues	\$1,918,595	\$1,952,368	\$2,058,193	\$105,825	5.42%	\$2,058,193
Payroll Expenditures	\$734,345	\$879,810	\$1,015,767	\$135,957	15.45%	\$1,015,767
Operating Expenditures	596,671	959,912	954,701	-5,211	-0.54%	954,701
Capital Expenditures	<u>49,183</u>	<u>112,646</u>	<u>87,725</u>	<u>-24,921</u>	-22.12%	<u>87,725</u>
Total Expenditures	\$1,380,199	\$1,952,368	\$2,058,193	\$105,825	5.42%	\$2,058,193
Three Rivers Community Center (Fund #593)						
Operating Revenues	<u>\$38,998</u>	<u>\$63,408</u>	<u>\$52,484</u>	<u>-\$10,924</u>	-17.23%	<u>\$52,484</u>
Total Revenues	\$38,998	\$63,408	\$52,484	-\$10,924	-17.23%	\$52,484
Payroll Expenditures	\$15,558	\$18,813	\$18,903	\$90	0.48%	\$18,903
Operating Expenditures	20,890	41,295	31,081	-10,214	-24.73%	31,081
Capital Expenditures	<u>1,486</u>	<u>3,300</u>	<u>2,500</u>	<u>-800</u>	-24.24%	<u>2,500</u>
Total Expenditures	\$37,935	\$63,408	\$52,484	-\$10,924	-17.23%	\$52,484

It was moved by Commissioner Dobberteen and supported by Commissioner Dunlap that the Special Revenue Funds budget be adopted.

The aye and nay vote was called as follows:

Aye votes cast: 7—Commissioners Shafer, Loudenslager, Dunlap, Baker, Bordner, Pueschel and Dobberteen.

Nay votes cast: 0

Motion carried.

CHAIRMAN'S REPORT

Chairman Baker stated that it was fair week and that the fair grounds are a lot drier now than it was on Saturday and Sunday.

When asked by Chairman Baker, Jim Barnes, Emergency Services Coordinator gave an update on the situation with water levels in the County, stating that with the help of volunteers, Superintendents, 4-H staff and directors from the fair and 7 local fire departments, water had been pumped out of the fairgrounds. They had a contractor come in and assist the maintenance department at the fair to get the roads within the fairgrounds rebuilt.

Mr. Barnes stated that we had received between 10 and 11 inches of rain across most of the County last weekend, and that the St. Joseph River is expected to crest on Thursday at about 9.5 feet. The draw down of the St. Joseph River at the Sturgis Dam for the scheduled repairs to the Covered Bridge has been delayed.

CITIZENS COMMENTS

Kevin Roberts, 11100 Coon Hollow Road, Three Rivers addressed the Board regarding the timing of the removal of the Emergency Services Program from the Sheriff's Department to Central Dispatch.

Chairman Baker stated that Captain Barnes has been under the Board of Commissioners with funding for the Emergency Services Program coming from grants and the General Fund with its own budget and that it was never part of the Sheriff's Department budget. Administration plans for the Sheriff's Department will be presented to the Board after the November election.

MISCELLANEOUS

Commissioner Bordner stated that the Barnes issue and the subsequent staffing plan would be reviewed in the budget process and that the move would leave a hole in the Sheriff's Department.

It was moved by Commissioner Dobberteen and supported by Commissioner Pueschel that the Administrator get an opinion on the Full Faith and Credit issue with Community Mental Health. Motion carried.

COMMUNITY MENTAL HEALTH NEW BUILDING FINANCING

Commissioner Dobberteen indicated that he failed to ask earlier to have this item added to the agenda. He indicated that in order for the bank to finance the new CMH building they need to know that the County has the authority to guarantee the financing.

It was moved by Commissioner Dobberteen and supported by Commissioner Pueschel that the Administrator ask Attorney John Gretzinger to provide an opinion regarding whether the County has the authority to guarantee the CMH Authority's new building financing.

Motion carried.

ADJOURNMENT

It was moved by Commissioner Loudenslager and supported by Commissioner Dobberteen that the St. Joseph County Board of Commissioners adjourn until October 7, 2008 at 5:00 p.m. Motion carried

Sandra K. Bowen, Deputy County Clerk

Robin Baker, Chairman