

Regular Session of the Board of County Commissioners for the County of St. Joseph, State of Michigan, was held in the Commissioners' Room, Courthouse in the Village of Centreville, Michigan on October 7, 2014 at 5:00 p.m.

Chairman John Dobberteen, called the meeting to order.

The Invocation was given by Commissioner Shaffer.

The Pledge to the American Flag was given.

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

Allen Balog	Donald Eaton
Rick Shaffer	Robin Baker
John Dobberteen	

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

#### AGENDA

Chairman Dobberteen stated that a Vendor Agreement should be added 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 Shaffer that the minutes for September 16, 2014 be approved. Motion carried.

#### COMMUNICATIONS

1. Copy of letter to Judge Stutesman from the State Court Administrative Office, Re: Notification of FY 2015 Michigan Swift and Sure Probation Grant Award.
2. Copy of letter to Sturgis Area Community Foundation/Sturgis Rotary Club from Pat Yoder, Re: Thank you for donation to St. Joseph County College Access Network.
3. Minutes of the Community Action Board meeting of August 25, 2014.

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

#### CITIZEN'S COMMENTS

Tim Carls, 63044 Klinger Lake Road, Centreville stated he is still questioning offering college education to County employees and wanted to know if this was a policy change and if there was money in the budget to pay for this.

He also thanked Mr. Yoder for the information that he had recently provided him.

Ken Malone from the City of Sturgis thanked the Board for putting the Commission on Aging Building for the southeast portion of the County on the agenda. He said that this has been in process for 4 years and is thankful that it is on the agenda for consideration tonight.

Rob Sisson, 606 Cherry, Sturgis stated that he is in support of building a senior center in Sturgis. He stated that it will be a great driver in attracting citizens to the area and told a story regarding his in-laws who they tried to coax into moving to Sturgis so that he and his wife could more easily care for them. They refused to move as they were very active people and our area had nothing to offer them in the way of activities for senior citizens.

Earl Arend also from the City of Sturgis stated that he is also in favor of funding a senior citizens center. He and his wife have visited the Riverside Center, a senior center, in Coldwater and were very impressed with all the activities that they had for senior citizens.

John Wiedla, 28547 Maystead Road, Sturgis also spoke in support of the proposed senior center that was on the agenda. He stated that the survey that was taken showed the need and support of a facility in Sturgis. The current building that is being used is inadequate. This will be a win-win for the entire County.

Bruce Bart, 26106 Schrader Road, Sturgis remarked about the obvious need for a senior center in Sturgis and stated that there would be no losers in the decision to construct a facility.

AGREEMENT FOR SERVICES WITH THE ECONOMIC DEVELOPMENT CORPORATION (EDC)

Mr. Yoder stated that this agreement reduces our fee from \$300,000 to \$250,000 because of a reduction in staff in St. Joseph County and recommended its approval.

It was moved by Commissioner Eaton and supported by Commissioner Baker that the Agreement for Services with the EDC 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.

BUILDING AUTHORITY REQUEST FOR FUNDING COMMISSION ON AGING BUILDING

Mr. Yoder stated that the County Building Authority is requesting that the County move forward with the building of a 13,000 square foot Commission on Aging building in Sturgis at the architect's projected cost of \$2.6 million which is all-inclusive including land preparation, furniture, fixtures and professional fees. He also stated that this cost is not set in stone and further stated that the money could come from the County's Delinquent Tax Fund.

Commissioner Shaffer thanked all that were in attendance supporting this issue. He stated that he was not negative and believes that Lynn Coursey, Commission on Aging Director, has done a stellar job and certainly has done her homework.

He is, however, bothered by the process and would like to have seen a summary of the steps that were followed to know where we have been. He further stated that he does have faith in the Building Authority but hopes that we look back at history to see what brought the Commission at this juncture to spend \$2.6 million on this project. He is in support of the project.

Commissioner Balog stated that he also is in favor of the project but believes that there are unanswered questions and he thought that the money could come from other sources. And, he said that there will also be funding required to pay for utilities and other costs to keep the doors open and he does not have answers to those questions.

Mr. Yoder stated that Grant Writer Lindsay Oswald and Lynn Coursey will continue to look for grants that would help fund this project. The contract will be between the Building Authority and the Commission on Aging.

Chairman Dobberteen remarked that a grant may work the same as some park grants that have been approved in the past requiring that the County would commit to a certain percentage or dollar amount in order to apply for the grant.

Commissioner Eaton stated that Mr. Yoder and Mrs. Smith have been looking at COA's ability to pay the money back and they have gathered a lot of information. All information obtained regarding the consultant and the surveys have been shared with the Board of Commissioners and all information has been forthcoming.

The aye and nay vote was called as follows:

Aye votes cast: 4 - Commissioners Eaton, Shaffer, Baker and Dobberteen.

Nay votes cast: 1 - Commissioner Balog.

Motion carried.

#### MICHIGAN SWIFT AND SURE PROBATION GRANT FY 2015 CONTRACT RENEWAL

Judge Stutesman requested approval to renew the Michigan Swift and Sure Probation Grant Contract for 2015. This is an intense program which provides convicted felons a two-year zero tolerance rehabilitation phase. So far 3 have failed and 27 remain in the program. The 2015 grant increases \$75,760 to \$282,760.

It was moved by Commissioner Balog and supported by Commissioner Baker that the Michigan Swift and Sure Probation Grant FY2015 Contract renewal 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.

#### WORKFORCE DEVELOPMENT BOARD MEMBER APPOINTMENTS

Mr. Yoder stated that the Workforce Development Board has been restructured and the appointment guidelines have been changed. He is recommending that the Board approve the appointments as recommended by Michigan Works! and to also appoint a Commissioner that must be an active business representative.

It was moved by Commissioner Baker and supported by Commissioner Eaton that the following appointments be approved:

Kelly Presta - Sturgis Molded Products  
Representing the Private Sector  
Mark Robinson - Indiana Michigan Power  
Representing the Private Sector  
Jim Finan - Indiana Michigan Power - Alternate to Mark Robinson  
Richard Anderson - UAW Local 2093  
Representing Organized Labor  
Allen Balog - County Commissioner  
Representing Business

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

#### WORK SESSION REGARDING PARKS

It was moved by Commissioner Shaffer and supported by Commissioner Eaton that a Work Session regarding Parks be scheduled for October 15, 2014 immediately following the Executive Committee/Committee of the Whole which begins at 8:00 a.m. Motion carried

#### REQUEST FO FILL VACANT CORRECTIONS OFFICER POSITION

Mr. Yoder recommended approval of a request to fill a vacant Corrections Officer Position.

It was moved by Commissioner Baker and supported by Commissioner Balog that the vacant Corrections Officer position be filled. Motion carried.

#### REQUEST TO FILL VACANT ROAD PATROL OFFICER POSITION

Mr. Yoder recommended approval of a request to fill a vacant Road Patrol Officer Position.

It was moved by Commissioner Balog and supported by Commissioner Baker that the vacant Road Patrol Officer position be approved. Motion carried.

#### EMPLOYMENT AGREEMENT WITH JONI SMITH

Mr. Yoder recommended approval of an Employment Agreement with Joni Smith, Finance Director.

It was moved by Commissioner Eaton and supported by Commissioner Baker that the Employment Agreement with Joni Smith 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.

VENDOR AGREEMENT WITH MICHAEL W. KING - WEENIE KINGS

Mr. Yoder recommended approval of a vendor agreement with Michael W. King doing business as Weenie Kings. He sets up at Meyer Broadway Park during Scarecrow Fest which is October 12, 2014.

It was moved by Commissioner Balog and supported by Commissioner Baker that the vendor agreement with Michael W. King - Weenie Kings 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.

RESOLUTION NO. 14-2014

ST. JOSEPH COUNTY, MICHIGAN

TO APPROVE SERVICES AGREEMENT WITH THE  
W.E. UPJOHN UNEMPLOYMENT TRUSTEE CORPORATION

Mr. Yoder recommended approval of the following resolution addressing the administrative management of the Southcentral Michigan Planning Council:

WHEREAS, Region 3 was created as the Southcentral Michigan Planning and Development Council ("SMPC") on June 13, 1973, pursuant to P.A. 281 of 1945.

WHEREAS, Region 3 consists of the Counties of Barry, Branch, Calhoun, Kalamazoo and St. Joseph (the "Member Counties") and is represented by SMPC.

WHEREAS, SMPC reorganized in October of 2012.

WHEREAS, following this reorganization, Kalamazoo County provided temporary administrative staff to SMPC in FY 2013 and FY 2014.

WHEREAS, SMPC has determined that a more permanent solution is needed.

WHEREAS, SMPC has reviewed several options, and has decided to pursue a relationship with the W.E. Upjohn Unemployment Trustee Corporation ("Institute").

WHEREAS, in this regard, SMPC wishes to utilize Institute to fulfill the administrative role of SMPC, pursuant to a Services Agreement dated October 1, 2014, between SMPC and Institute substantially in the form of Exhibit A attached hereto (the "Services Agreement").

WHEREAS, the SMPC Board has reviewed the Services Agreement.

APPROVAL OF SERVICES AGREEMENT

NOW THEREFORE, BE IT RESOLVED, that the St. Joseph County Board of Commissioners finds the terms of the Services Agreement to be fair and reasonable, and the Chairperson of SMPC is hereby authorized to execute the Services Agreement and any related agreements.

GENERAL

RESOLVED FURTHER, that the St. Joseph County Board of Commissioners hereby authorizes and directs SMPC to take all actions and to execute and deliver all documents and agreements which the SMPC Board in their discretion reasonably believes are necessary to carry out the Services Agreement and general operations of SMPC.

It was moved by Commissioner Shaffer and supported by Commissioner Eaton that 2nd reading be waived and the resolution adopted.

The aye and nay vote was called as follows:

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

Nay votes cast: 0

Resolution adopted.

PERSONNEL REPORT

Mr. Yoder presented the following report:

RETIREMENT:

John Daniel Riggs, Road Patrol Officer, has retired effective September 30, 2014.

MISCELLANEOUS:

Bryanna Kutz will change from part-time to full-time Corrections Officer at \$18.06/hr. effective October 21, 2104.

Regan Taylor will change from part-time to full-time Telecommunicator at \$15.45/hr. effective September 30, 2014.

Sibyl Hocevar will change from part-time Victim Services Clerk to full-time Land Resource Services Clerk at \$12.59/hr. (Soltysiak system, grade 4, minimum) effective October 9, 2014. During the transition period from September 24 to October 8, Sibyl will work 20 hours per week as Victim Services Clerk (at \$10.95/hr.) and 20 hours per week as Land Resource Services Clerk (at \$12.59/hr.)

Joni Smith, Finance Director, employment agreement at \$70,000/yr. effective October 1, 2014.

DISMISSAL:

Kathy Kline, Deputy Circuit Court Clerk, has been dismissed effective September 11, 2014. Mrs. Kline is unable to return from medical leave.

NEW HIRE:

Tiffany Ann Clark has been hired as part-time Corrections Officer at \$15.92/hr. effective October 8, 2014.

Catherine J. Rigby has been hired as Deputy Circuit Court Clerk at \$14.28/hr. (Soltysiak system, grade 5, step 1) effective October 7, 2014.

Paulino L. Hernandez has been hired as full-time Road Patrol Officer at \$20.89/hr. effective October 7, 2014.

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

FINANCE DIRECTOR'S REPORTS

Mrs. Smith presented the following reports:

BUDGET AMENDMENTS:

GENERAL FUND:

Increase Miscellaneous Appropriations (101-001-965.020)	\$ 10,000.00
Increase Budgeted Use of Fund Balance (101-390-676.000)	\$ 10,000.00

ECONOMIC DEVELOPMENT CORPORATION - COLLEGE ACCESS NETWORK:

Increase Wages - Director (244-725-705.010)	\$ 20,580.00
Increase Wages – Assistants (244-725-706.100)	19,575.00
Increase FICA (244-725-715.000)	1,665.00
Increase Short Term Disability Insurance (244-725-716.020)	90.00
Increase Workers Compensation (244-725-716.100)	95.00
Increase Life Insurance (244-725-717.000)	15.00
Increase MERS Hybrid (244-725-718.020)	1,170.00
Increase Opt Out Waiver (244-725-721.010)	520.00
Increase Office Supplies (244-725-727.000)	1,225.00
Increase Other Supplies (244-725-743.000)	3,613.00
Increase Contractual Services (244-725-816.000)	1,800.00
Increase Travel Expense (244-725-860.000)	3,500.00
Increase Public Promotions (244-725-882.000)	275.00
Increase Furniture & Fixtures (244-725-978.000)	760.00
Increase Computer Hardware (244-725-984.000)	1,827.00
Increase Other Revenue (244-725-696.000)	\$ 56,710.00

WASTE MANAGEMENT FUND:

Increase Economic Development Appropriation (227-101-965.150)	\$ 56,710.00
Increase Budgeted Use of Fund Balance (227-101-676.000)	\$ 56,710.00

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

Bills

<u>GENERAL FUND</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
Due from State & Miscellaneous	\$ 79,673.25	\$
Appropriations	90.82	
County Commission	30,713.71	5,460.28
Circuit Court	513.68	14,851.52
District Court	1,296.99	55,975.14
Friend of the Court	912.81	40,735.05
Probate Court	4,373.14	17,712.25
Juvenile Branch	10,804.69	29,280.75
Appeals Court	1,878.85	
Public Defender	39,166.67	
Administration	23.17	12,676.32
Elections	18,546.40	
Finance Department	1,498.81	10,267.78
County Clerk	354.78	26,237.60
Equalization Department	116.41	8,136.11
Human Resources	972.71	10,888.20
Geographic Information Systems	516.48	7,920.42
Prosecutor's Office	2,586.54	35,139.04

Register of Deeds	687.01	6,584.58
County Treasurer	3,172.48	15,784.49
Cooperative Extension	19,560.84	8,357.75

<u>GENERAL FUND</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
Information Technology	\$ 1,543.46	\$ 13,037.64
Buildings & Grounds	19,308.69	12,684.24
Courts Building Security		6,123.48
Drain Commission	415.28	7,087.42
Sheriff Department	34,292.66	98,041.36
Sheriff Reserves	50.00	
Marine Patrol	625.00	532.01
Jail & Turnkey	16,174.68	109,481.63
Animal Control	1,048.00	8,758.15
Medical Examiners	3,642.12	
Child Care - Juvenile	1,802.86	
Veterans' Services	6.96	1,971.76
Grant Writer	138.89	4,438.32
Utilities & General Services	36,567.36	
Total General Fund	\$ 333,076.20	\$ 568,163.29

<u>OTHER FUNDS</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
Parks & Recreation	\$ 304.23	\$ 5,215.36
Emergency 911 Service	145,711.14	74,254.65
Central Dispatch - Wireless	313.93	2,655.96
Meyer Broadway/Coon Hollow Park	239.38	3,468.18
Family Counseling	730.00	
Cade Lake Park	7,127.84	2,819.08
Economic Development Corp.Fund	62,500.00	7,911.67
County Survey & Remonumentation	10,525.00	
Animal Shelter Donation Fund	530.00	
Register of Deeds Automation Fund	2,997.62	
Victims' Rights Advocate Fund		3,377.98
Community Corrections Advisory Board	4,343.00	3,068.76
Community Corrections Program	2,906.41	67.34
Local Corrections Officers' Training Fund	275.00	
Drug Law Enforcement Fund	1,366.87	
Law Enforcement Fund		21,542.53
Secondary Road Patrol		10,156.19
County Law Library	547.34	
Commission on Aging	51,406.03	68,835.88
SCAO Swift & Sure Grant	30,270.66	
Sheriff's Justice Training Fund	825.00	
Child Care: Probate Court & DHS	25,184.64	12,385.43
Veterans Trust Fund	4,489.81	
Forfeiture & Foreclosure Fund	3,920.75	
Tax Payment Fund	25,657.37	
Inmate Store Fund	1,036.00	
Three Rivers Community Center	1,429.49	658.62
Long Lake Level Revolving - Fabius	29.14	
Information Tech. Improvement Fund	1,160.72	
Flexible Benefits Insurance Fund	182,871.63	
Trust & Agency	1,726,934.40	
Lake Templene Proposed Assessment District	400.00	

Total Other Funds	\$	2,296,033.40	\$	216,417.63
Grand Total	\$	2,629,109.60	\$	784,580.92

<u>Expenditure Type</u>	<u>General Fund</u>	<u>Other Funds</u>	<u>Total</u>
Operating	\$333,076.20	\$2,296,033.40	\$2,629,109.60
Payroll	<u>568,163.29</u>	<u>216,417.63</u>	<u>784,580.92</u>
	\$901,239.49	\$2,512,451.03	\$3,413,690.52

It was moved by Commissioner Balog and supported by Commissioner Eaton 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 had not met.

#### Physical Resources

Commissioner Balog stated that the Committee had not met.

#### Executive/Committee of the Whole

Chairman Dobberteen stated that the Committee had not met.

### CITIZENS' COMMENTS

Becky Shank, 385 S. Washington, Constantine thanked the Board for supporting the trail program; she is not against senior citizens because she is one but she heard some troubling comments regarding the proposed senior center in Sturgis that the Board approved tonight and wanted to remind the Board that the County is missing folks between birth and 40 years of age because of abortions; and she also remarked that if there will be \$2.6 million spent on seniors as was approved tonight, she would like a like amount spent in infrastructure in the County to attract the attention of young folks.

Ken Malone, Sturgis thanked the four that voted for the \$2.6 million for the senior center in Sturgis. He stated that all have been paying for the center through their millage and this should not be any additional cost.

Karl Littman, Sturgis echoed Mr. Malone and Rob Sisson's comments and believes that construction of the center at the "Thurston Wood Campus" is a great idea and since the COA millage is in place to support it he is looking forward to moving on.

Tim Carls, Centreville stated that he does not understand why the County does not have to have a bond to construct a building like the schools do. He further stated that the Delinquent Tax Fund is for the whole County and should not be used for college for employees. He went on to say that the County can use the interest earned on the Delinquent Tax Fund for anything.

### CLOSED SESSION

It was moved by Commissioner Baker and supported by Commissioner Shaffer that the Board go into closed session to discuss possible property acquisition.

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.

OPEN SESSION

The Board resumed business in open session.

PROPERTY ACQUISITION

It was moved by Commissioner Eaton and supported by Commissioner Baker that the County pursue the purchase of the property discussed in closed session for \$180,000 plus standard duties and obligations of seller.

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.

COMMISSIONERS' COMMENTS

Commissioner Shaffer thanked Michael King - "Weenie King" for being at Meyer Broadway Park for Scarecrow Fest.

ADJOURNMENT

At 5:53 p.m. it was moved by Commissioner Shaffer and supported by Commissioner Baker that the St. Joseph County Board of Commissioners adjourn until October 21, 2014 at 5:00 p.m. Motion carried.

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Pattie S. Bender, County Clerk

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John L. Dobberteen, Chairman