

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 October 18, 2016 at 5:00 p.m.

Chairman Balog called the meeting to order.

The Invocation was given by Commissioner Shaffer.

The Pledge to the American Flag was given.

The Clerk, Lindsay Oswald, called the roll and the following Commissioners were present:

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

Also present: Pat Yoder, Administrator/Controller and Teresa Doehring, Assistant County Administrator.

AGENDA

It was moved by Commissioner Baker and seconded by Commissioner Shaffer to approve the agenda as presented. Motion carried.

MINUTES APPROVED

It was moved by Commissioner Dobberteen and seconded by Commissioner Baker that the minutes for October 4, 2016 be approved as presented. Motion carried.

COMMUNICATIONS

Letter from Judith Ratering, County Treasurer, Re: Quarterly Investment Reports – July, August and September, 2016.

Letter from the Michigan Public Service Commission, Re: Notice of hearing on November 30, 2016 to consider Indiana Michigan Power Company’s request for PSCR Plan and PSCR factor of 10.50 mills per kWh.

Minutes of the Commission on Aging Board meeting of September 21, 2016.

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

EMPLOYEE SERVICE RECOGNITION

Awards were presented for years of service:

10 Years:

Brian Chobot, Corrections Officer
Jason Auton, Road Patrol
Deb Slater, Family Division Caseworker

15 Years:

Linda Towles, Extension Program Aide
Thomas Harrington, Corrections Officer
Jeremy Tyler, Corrections Officer

20 Years:

Anita Buscher, Judicial Secretary
Mark Lillywhite, Undersheriff
Andrew Stienbarger, Corrections Officer
Dave Cover, Information Technology Technician
Sue Dentler, FOC Enforcement Clerk
Ramona Metzger, Telecommunicator
Joan Skinner, Deputy County Clerk
Sheila Clancy, FOC Caseworker

25 Years:

Lori Rumsey, Judicial Secretary

35 Years:

Jeffrey Middleton, District Court Judge

CITIZENS' COMMENT

There were no citizen comments.

BID RESULTS FOR CADE LAKE SANITARY SEWER AND WATER EXTENSION PROJECT

Dan Byam from JPR reviewed the bids received for the sanitary sewer and water extension project at Cade Lake.

It was moved by Commissioner Dobberteen and seconded by Commissioner Eaton to accept the bids for review. Motion carried 5-0 upon a roll call vote.

APPORTIONMENT REPORT

Equalization Director Tony Meyaard presented the apportionment report noting the personal property effect on the report.

It was moved by Commissioner Shaffer and seconded by Commissioner Eaton to place the report on file. Motion carried.

CITY OF STURGIS EXTENSION TO RECREATION FACILITY AGREEMENT

It was moved by Commissioner Eaton and seconded by Commissioner Dobberteen to approve an extension on the agreement until September 1, 2017. Motion carried 4-1 upon a roll call vote with Commissioner Baker dissenting.

NOMINATIONS AND APPOINTMENTS

It was moved by Commissioner Dobberteen and seconded by Commissioner Shaffer to appoint Betty Taylor to the Department of Human Services Board with a term expiring October 31, 2019. Motion carried.

ADMINISTRATOR'S REPORT

Mr. Yoder noted a special tribute from the State of Michigan for outstanding parks in St. Joseph County.

HUMAN RESOURCES DIRECTOR'S REPORT

Ms. Doehring had nothing further to report.

FINANCE DIRECTOR'S REPORT

Mr. Yoder presented the following reports:

Budget Amendments

GENERAL FUND	
Increase Human Resources Due & Subscriptions (101-226-803.000)	270
Increase Budgeted Use of Fund Balance (101-390-676.000)	270
Note: Dues to MI-DEAL	
Increase Prosecutor's Office Part Time Wages (101-229-707.000)	4,710
Increase Prosecutor's Office FICA (101-229-715.000)	360
Increase Budgeted Use of Fund Balance (101-390-676.000)	5,070
Note: To record cost of intern	
ENRICHMENT CENTER	
TAX PAYMENT FUND	
Increase Transfers Out (516-253-999.002)	904,000
Increase Budgeted Use of Fund Balance (516-253-676.000)	904,000
GENERAL FUND	
Increase Transfers In (101-390-699.002)	904,000
Increase Transfers Out (101-390-999.001)	904,000
BUILDING AUTHORITY	
Increase Transfers In (569-101-699.000)	904,000
Increase Buildings (569-101-975.000)	904,000
Note: To create budget for costs incurred in 2016 to complete project. Total cost of project \$2,474,278.	

PURCHASE OF 2 NEW LIVE SCAN FINGERPRINT MACHINES WITH MMRMA GRANT
GENERAL FUND

Increase District Court Equipment (101-136-980.000)	4,245
Increase Clerk Equipment (101-215-980.000)	4,245
Increase Jail Computer Equipment (101-351-984.000)	<u>5,962</u>
	14,452

Increase Budgeted Use of Fund Balance (101-390-676.000)	5,226
Increase District Court Miscellaneous Revenue (101-136-696.000)	2,000
Increase Clerk Miscellaneous Revenue (101-215-696.000)	2,245
Increase Clerk Transfers In (101-215-699.000) from Fund 263	2,000
Increase Jail Miscellaneous Revenue (101-351-696.000)	<u>2,981</u>
	14,452

CONCEALED PISTOL LICENSING FUND

Increase Transfers Out (263-000-999.000)	2,000
Decrease Contingency (263-000-941.000)	(2,000)

General Fund 2016 Budgeted Use of Fund Balance

Per original 2016 budget	1,435,791
To date, after recording of above amendments	1,938,344

Note: 2015 ending General Fund fund balance was \$3,545,561.

It was moved by Commissioner Dobberteen and seconded by Commissioner Eaton to approve the budget amendment. Motion carried.

Per Diem and Expenses

Robin Baker – 8 half days: 9/21 x3, 9/22, 10/11, 10/12 x2, 10/17 & 1 full day: 10/4	\$ 495.00
Allen Balog – 8 half days: 9/21, 9/22, 9/27, 9/28, 10/11, 10/12 x2, 10/18	400.00
Don Eaton – 9 half days: 8/29, 8/31, 9/1, 9/14 x2, 9/26, 9/29 x2, 10/12	<u>450.00</u>
	\$1,345.00

Robin Baker	\$ 212.76
Allen Balog	106.92
Don Eaton	<u>56.16</u>
	\$ 375.84

It was moved by Commissioner Baker and seconded by Commissioner Shaffer to pay the per diem and expenses. Motion carried.

Financial Statement

Chairman Balog reviewed the financial statement.

	Revenues	Expenditures
Year to Date – September 30, 2016	\$ 14,030,845.28	\$13,913,217.70
Available Balance	\$ 3,188,511.72	\$ 3,306,139.30

Percent of total budgeted funds earned year to date: 81.48%

Percent of total budgeted funds expended year to date: 80.80%

COMMITTEE REPORTS

Law Enforcement

Chairman Balog stated the committee had not met.

Judiciary

Commissioner Baker stated the committee had not met.

Physical Resources

Chairman Balog noted the committee had not met.

Executive / Committee of the Whole

Chairman Balog noted the committee minutes were available.

CHAIRMAN'S REPORT

Chairman Balog had nothing further to report.

CITIZENS' COMMENTS

There were no comments.

COMMISSIONER COMMENTS

Commissioner Shaffer congratulated the Parks and Recreation Commission for the excellent work in the parks.

ADJOURNMENT

At 5:25 p.m., it was moved by Commissioner Baker and seconded by Commissioner Shaffer that the St. Joseph County Board of Commissioners adjourn until November 1, 2016 at 5:00 p.m. Motion carried.

Lindsay Oswald, County Clerk

Allen J. Balog, Chairman