

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 20, 2015 at 5:00 p.m.

Chairman Dobberteen 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:

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

Also present: Pat Yoder, Administrator/Controller, Joni Smith, Finance Director, and Teresa Doehring, Human Resources Director.

AGENDA

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

MINUTES APPROVED

It was moved by Commissioner Eaton and seconded by Commissioner Balog that the minutes for October 6, 2015 be approved as presented. Motion carried.

COMMUNICATIONS

1. Copy of letter from the State Tax Commission to Camoplast Crocker, Re: The real and/or personal property component of Industrial Facilities Exemption Certificate No. 2005-642, issued to Camplast Crocker, is revoked effective December 31, 2015.
2. Letter from County Treasurer Judith Ratering, Re: Quarterly investment reports for July, August, and September 2015.
3. Letter from Brian Persky, Three Rivers DDA, Re: Thank you for providing the Three Rivers DDA/Main Street program with funds.
4. Minutes of the Commission on Aging Board meeting of September 16, 2015.

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

EMPLOYEE SERVICE RECOGNITION

Chairman Dobberteen presented service awards for the following employees:

<u>10 Years:</u>	<u>Date of Hire</u>
Cynthia Custard, Deputy District Court Clerk	01/18/05
Dee Frye, Deputy Register of Deeds	04/05/05
Dorine Channey, Deputy District Court Clerk	05/09/05
Jackie Wells, Deputy County Clerk	05/23/05
Judge Paul Stutesman, Circuit Court Judge	08/01/05
Brian Brown, Road Patrol	08/09/05

15 Years:

Virginia Trattles, Accounts Payable/Deputy Register of Deeds	02/01/00
Candace Scott, Telecommunicator	07/18/00
Jan Hart, Appraiser II	10/31/00
James Hasbrouck, Corrections Officer	11/07/00

20 Years:

Nancy Pick, Community Corrections Coordinator (Retired 2/23/15)	01/10/95
Phyllis Lung, Deputy Clerk/Election Specialist	04/12/95
Kathy Pangle, Court Security	04/18/95
Glen Terry, part-time Corrections Officer	07/01/95
Mary Herendeen, Deputy Friend of the Court	12/12/95

25 Years:

Vicki Allen, Office Assistant	02/27/90
Tim Schuler, Jail Administrator (Retired 3/31/15)	03/30/90
Mike Wetherbee, Corrections Officer	05/02/90
Bill Thistlethwaite, Friend of the Court	05/07/90
Paul Martin, Corrections Officer	06/05/90

30 Years:

Linda Baker, Victim Services Coordinator	09/03/85
--	----------

40 Years:

Sandy Bowen, Chief Deputy County Clerk	02/18/75
--	----------

45 Years:

Pattie Bender, County Clerk (Retired 6/30/15)	05/26/70
---	----------

CITIZENS' COMMENT

Loralee Knepper of 21884 M-60 in Mendon commented on the sheriff managing the animal control.

APPORTIONMENT REPORT

Equalization Director Tony Meygaard presented the apportionment report.

It was moved by Commissioner Eaton and seconded by Commissioner Baker to approve the report. The motion carried 5-0 upon a roll call vote.

FY 2016 MICHIGAN DRUG COURT GRANT AGREEMENT

It was moved by Commissioner Eaton and seconded by Commissioner Balog to approve grant agreement for \$80,000 from the State Court Administrative Office Michigan Drug Court Grant Program. The motion carried 5-0 upon roll call vote.

VENDOR AGREEMENT WITH MICHAEL W. KING FOR MEYER BROADWAY PARK

It was moved by Commissioner Balog and seconded by Commissioner Eaton to approve the agreement. The motion carried 5-0 upon roll call vote.

AGREEMENT FOR MSHDA HOME REHABILITATION GRANT ADMINISTRATION

It was moved by Commissioner Shaffer and seconded by Commissioner Baker to approve the agreement with Southwest Michigan Community Action Agency. The motion carried 5-0 upon a roll call vote.

CREATE IT SYSTEMS ADMINISTRATOR POSITION

It was moved by Commissioner Baker and seconded by Commissioner Shaffer to approve the position of IT Systems Administrator, Nottley system, pay grade 8. Motion carried.

REQUEST TO FILL ANIMAL CONTROL OFFICER/FACILITY SUPERVISOR POSITION

It was moved by Commissioner Balog and seconded by Commissioner Eaton to fill the position of the animal control officer/facility supervisor position. Motion carried.

REQUEST TO FILL REGISTER OF DEEDS DEPUTY POSITION

It was moved by Commissioner Shaffer and seconded by Commissioner Eaton to fill the position of the register of deeds deputy position. Discussion included the expectation of savings from combining the Clerk/Register position. Motion carried 4-1 with Commissioner Dobberteen dissenting.

ADMINISTRATOR’S REPORT

Mr. Yoder had nothing further to report.

PERSONNEL REPORT

Mrs. Doehring presented the following report:

Brooke Bingaman, Animal Control Officer/Support Assistant, has resigned effective October 20, 2015.

Kristi L. Meabon has been hired as Deputy District Court Clerk at \$15.90/hr. (Nottley system, grade 4, step 1) effective October 20, 2015.

Natasha Girard has been hired as In-Home Aide at \$10.70/hr. (COA system, grade 3, step 1) effective October 8, 2015.

Dustin Bainbridge to change from Information Technology Technician to IT Systems Administrator at \$53,059.42/yr. (Nottley system, grade 8, step 9) effective October 20, 2015.

Approve reclassification of the Animal Control Officer to Animal Control Officer/Facility Supervisor from Nottley system pay grade 4 to grade 5 effective October 21, 2015.

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

FINANCE DIRECTOR’S REPORTS

Ms. Smith presented the following reports:

Per Diem and Expenses

Robin Baker – 8 half days 9/16, 9/24, 10/1, 10/7, 10/8, 10/14, 10/15, 10/18 & 2 full days 10/6, 10/17	\$ 590.00
Allen Balog – 7 half days 9/16 x3, 9/24, 10/1, 10/13, 10/15 & 3 full days 9/20, 9/21, 9/22	\$ 635.00
John Dobberteen – 10 half days 9/10, 9/16, 9/17, 9/25, 9/28 x2, 10/1, 10/7, 10/15 10/16 & 3 full days 9/19, 9/20, 9/21	\$ 785.00
Don Eaton – 11 half days 8/21, 9/9, 9/10 x2, 9/17, 9/22, 9/24, 10/1, 10/12, 10/13, 10/20	<u>\$ 550.00</u> \$2,560.00
Robin Baker Expenses	\$ 160.43
Allen Balog Expenses	\$ 361.05
John Dobberteen Expenses	\$ 399.50
Don Eaton Expenses	<u>\$ 64.40</u> \$ 985.38

It was moved by Commissioner Baker and seconded by Commissioner Shaffer that per diem and expenses be paid. Motion carried.

Financial Statement

	Revenues		Expenditures
Year to Date – September 30, 2015	\$ 11,623,816.49	\$	12,146,705.66
Available Balance	\$ 7,781,185.51	\$	7,258,296.34
Percent of total budgeted funds earned year to date:	59.90%		
Percent of total budgeted funds expended year to date:	62.60%		

It was moved by Commissioner Shaffer and seconded by Commissioner Baker to approve the financial statement. 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 Commissioners had minutes.

CHAIRMAN’S REPORT

Chairman Dobberteen had nothing further to report.

CITIZEN’S COMMENTS

Gordon Evilsizor of 17770 Stears Road in White Pigeon, Florence Township Supervisor, requested \$1.5 million toward roads.

COMMISSIONERS’ COMMENTS

There were no additional comments.

ADJOURNMENT

At 5:20 p.m., it was moved by Commissioner Shaffer and seconded by Commissioner Balog that the St. Joseph County Board of Commissioners adjourn until November 3, 2015 at 5:00 p.m. Motion carried.

Lindsay Oswald, County Clerk

John L. Dobberteen, Chairman