

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 November 1, 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
Rick Shaffer	Allen J. Balog

Commissioner Dobberteen was absent.

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

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 Baker and seconded by Commissioner Eaton that the minutes for October 18, 2016 be approved as presented. Motion carried.

COMMUNICATIONS

Minutes of the Community Action Board meetings of September 26 and October 10, 2016.

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

CITIZENS’ COMMENT

Rebecca Shank of 385 Washington in Constantine commented on a marketing class she had taken and a River Country Tourism meeting she had attended.

AWARD CONTRACT FOR CADE LAKE SANITARY SEWER AND WATER EXTENSION PROJECT

Mr. Yoder noted the item was going back to the Parks and Recreation Commission before being considered by the County Board of Commissioners.

REQUEST TO CLOSE COUNTY OFFICES FOR ANNUAL CHRISTMAS LUNCHEON ON DECEMBER 13, 2016

It was moved by Commissioner Eaton and seconded by Commissioner Shaffer to close the County Offices on December 13, 2016 from 12:00 p.m. to 1 p.m. Motion carried.

SET PUBLIC HEARING FOR 2017 BUDGET (DECEMBER 6)

It was moved by Commissioner Shaffer and seconded by Commissioner Eaton to set the public hearing for the budget on December 6, 2016. Motion carried.

NOMINATIONS AND APPOINTMENTS

There were no nominations or appointments.

ADMINISTRATOR’S REPORT

Mr. Yoder had nothing further to report.

HUMAN RESOURCES DIRECTOR’S REPORT

Mr. Yoder had nothing further to report.

FINANCE DIRECTOR'S REPORT

Ms. Smith presented the following reports:

Budget Amendments

GENERAL FUND

Increase Prosecutors Computer Hardware (101-229-984.000)	\$203,000
Increase Budgeted Use of Fund Balance (101-390-676.000)	203,000

Note: Imagesoft project. Approved & started in 2015. Final cost \$221,761.

Increase Buildings & Grounds Equipment (101-265-977.000)	3,200
Increase Budgeted Use of Fund Balance (101-390-676.000)	3,200

Note: New garbage disposal at jail

COUNTY FACILITIES MAINTENANCE FUND

Increase Building Improvements (406-253-976.000)	9,965
Increase Budgeted Use of Fund Balance (406-253-676.000)	9,965

Note: Bullet proof glass in Sheriff's Department lobby

Increase Building & Land Acquisition (406-253-971.100)	188,000
Increase Budgeted Use of Fund Balance (406-253-676.000)	188,000

Note: Net cost of Plumb Lake Park

ANIMAL SHELTER DONATION FUND

Increase Building Improvements (254-430-976.000)	5,700
Increase Budgeted Use of fund Balance (254-430-676.000)	5,700

Note: Fencing project. Outdoor exercise areas for dogs.

ADDITIONAL TRANSFER FROM CONCEALED PISTOL FUND TO GENERAL FUND
GENERAL FUND

Decrease Budgeted Use of Fund Balance (101-390-676.000)	(6,000)
Increase Clerk Transfers In (101-215-699.000) from Fund 263	6,000

CONCEALED PISTOL LICENSING FUND

Increase Transfers Out (263-000-999.000)	6,000
Decrease Contingency (263-000-941.000)	(3,000)
Increase Pistol Permit Revenue (263-000-479.000)	3,000

General Fund 2016 Budgeted Use of Fund Balance	
Per original 2016 budget	\$1,435,791
To date, after recording of above amendments	\$2,139,844

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

It was moved by Commissioner Shaffer and seconded by Commissioner Eaton to approve the budget amendments. Motion carried.

Bills

Expenditure Type	General Fund	Other Funds	Total
Operating	\$ 578,307.39	\$5,182,725.58	\$5,761,032.97
Payroll	<u>681,133.31</u>	<u>256,852.60</u>	<u>937,985.91</u>
	\$1,259,440.70	\$5,439,578.18	\$6,699,018.88

It was moved by Commissioner Baker and seconded by Commissioner Eaton to pay the bills. Motion carried.

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 had not met.

CHAIRMAN'S REPORT

Chairman Balog noted the November 8 election and the importance of voting.

CITIZENS' COMMENTS

Ms. Shank continued her comments on the River Country Tourism and requested that the County provide some level of tourism service.

COMMISSIONER COMMENTS

Commissioner Shaffer commented on the potential for River Country Tourism to partner with the St. Joe H2O efforts.

ADJOURNMENT

At 5:13 p.m., it was moved by Commissioner Shaffer and seconded by Commissioner Baker that the St. Joseph County Board of Commissioners adjourn until November 15, 2016 at 5:00 p.m. Motion carried.

Lindsay Oswald, County Clerk

Allen J. Balog, Chairman