

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 3, 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  
Rick Shaffer

Donald Eaton  
Robin Baker  
John L. Dobberteen

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

#### AGENDA

Chairman Dobberteen requested that the Infirmary Cemetery request be added to the agenda.

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

#### MINUTES APPROVED

It was moved by Commissioner Eaton and seconded by Commissioner Balog that the minutes for October 20, 2015 be approved as presented. Motion carried.

#### COMMUNICATIONS

1. Letter from Don Gloy, White Pigeon Township Supervisor, Re: In support of the reappointment of Dave Allen to the County Road Commission.
2. Memo from Jaymes MacDonald, Parks and Recreation Director, Re: Month-end narrative for September, 2015.
3. Minutes of the Community Action Board meeting of September 28, 2015.

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

#### CITIZENS' COMMENT

Doug Bingaman of 423 Walnut Street in Three Rivers commented on the TR Cares lawsuit.

#### ST. JOSEPH COUNTY INFIRMARY CEMETERY

Anne Davis and Jan Northrup commented on the shape of the Infirmary Cemetery and asked for the County to assist with the unmarked graves, weeds, fencing, and signage.

By consent, Mr. Yoder was asked to meet with Ms. Davis and Ms. Northrup.

Commissioner Shaffer thanked the volunteers for their efforts.

Commissioner Eaton asked about records from the cemetery, and Ms. Davis responded that many of the records were passed along from family members.

PUBLIC HEARING – 2015/2016 MSHDA GRANT APPLICATION

Chairman Dobberteen opened the floor to public comment at 5:11 p.m. Hearing no comments, it was moved by Commissioner Shaffer and seconded by Commissioner Eaton to close the public hearing. Motion carried.

REQUEST FOR FUNDS FOR CHILD TRAUMA ASSESSMENT GROUP (CTAG)

Judge Tomlinson described the CTAG program and noted the need for \$50,000. He noted that the hope was that \$25,000 would be covered by the State through the Child Care Fund. He reported that CTAG was a private organization, but the County would be contracting for services, and the request was to also amend the childcare fund budget.

It was moved by Commissioner Balog and seconded by Commissioner Baker to approve the request to fund up to \$50,000 and amend the Child Care Fund. Motion carried.

RESOLUTION TO AUTHORIZE SUBMISSION OF 2016 MSHDA APPLICATION

Commissioner Shaffer read the resolution authorizing submission of the 2016 MSHDA application.

RESOLUTION NO. 18-2015

Resolution to Authorize Submission of 2016 County Allocation Grant Application

WHEREAS, the Board of Commissioners for St. Joseph County is interested in the continuing effort to provide affordable housing opportunities for its low and very low income residents; and

WHEREAS, the St. Joseph County Board of Commissioners must approve the submission of the 2016 County allocation grant application to Michigan State Housing Development Authority (MSHDA).

NOW, THEREFORE BE IT RESOLVED, the Board of Commissioners for the County of St. Joseph hereby adopts this resolution authorizing the submission of the 2016 County Allocation grant application and respectfully requests the Michigan State Housing Development Authority to approve the County's application for funding.

It was moved by Commissioner Shaffer and seconded by Commissioner Baker to waive second reading and adopt the resolution. Motion carried 5-0 upon a roll call vote.

REQUEST TO CLOSE OFFICES FOR ANNUAL CHRISTMAS LUNCHEON

It was moved by Commissioner Baker and seconded by Commissioner Eaton to approve the closing of the County Offices from 12:00 to 1:00 p.m. on December 8, 2015 for the Christmas Luncheon. Motion carried.

ADDENDUM #1 TO CONTRACT DEFENDER SYSTEM CONTRACT

It was moved by Commissioner Shaffer and seconded by Commissioner Eaton to approve the addendum to the Contract Defender System Contract. Motion carried 5-0 upon roll call vote.

AMENDMENT #3 TO MSHDA GRANT

Ms. Smith noted that the addendum was to extend the grant period to close out the grant.

It was moved by Commissioner Eaton and seconded by Commissioner Baker to approve the addendum to the MSHDA grant agreement. Motion carried 5-0 upon roll call vote.

LABOR AGREEMENT WITH POAM CORRECTIONS DIVISION

It was moved by Commissioner Shaffer and seconded by Commissioner Baker to approve the agreement. Motion carried 5-0 upon a roll call vote.

LABOR AGREEMENT WITH POAM LAW ENFORCEMENT DIVISION

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

LABOR AGREEMENT WITH COAM

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

REQUEST TO FILL VACANT DEPUTY EQUALIZATION DIRECTOR

It was moved by Commissioner Balog and seconded by Commissioner Eaton to approve filling the vacant deputy equalization director position. Motion carried.

REQUEST FOR FUNDS FOR ANIMAL CONTROL CABLE PROPOSAL

It was moved by Commissioner Baker and seconded by Commissioner Shaffer to approve \$6,143 for Challenger Technologies LLC to provide cable to the Animal Control building. Motion carried.

OUT-OF-STATE TRAVEL REQUEST FROM CIRCUIT COURT

It was moved by Commissioner Eaton and seconded by Commissioner Balog to approve the out-of-state travel. Motion carried.

AMENDED AGREEMENT WITH CANTEEN SERVICES

It was moved by Commissioner Eaton and seconded by Commissioner Shaffer to approve the agreement for food services at the jail. Motion carried 5-0 upon a roll call vote.

REQUEST FOR LETTER OF SUPPORT FROM COVERED BRIDGE HEALTHCARE

It was moved by Commissioner Balog and seconded by Commissioner Shaffer to approve a letter of support for the Covered Bridge Healthcare of St. Joseph County for a Health Resources and Services Administration grant to operate a Federally Qualified Health Center. Motion carried 4-1 with Commissioner Baker dissenting.

RESOLUTION TO AUTHORIZE DISABLED VETERANS' HUNT FOR 2015

Commissioner Shaffer read the resolution authorizing the veterans' hunt for 2015.

RESOLUTION NO. 19-2015

Resolution to Authorize Veterans' Hunt 2015

WHEREAS, our United States Armed Forces Veterans and their families have sacrificed much for our freedom and our way of life; and

WHEREAS, eligible military veterans can be given the opportunity to participate in a guided outdoor adventure which can be therapeutic; and

WHEREAS, Cade Lake property, private hunting land, and other county owned property would make suitable hunting grounds with safety rules strictly enforced; and

WHEREAS, the St. Joseph County Veterans Services Director and St. Joseph County Parks and Recreation Director are able to coordinate the guided hunting.

NOW, THEREFORE, BE IT RESOLVED, that the St. Joseph County Board of Commissioners hereby authorizes November 4 through November 30, 2015 as Veterans' Hunt 2015 to be coordinated by the St. Joseph County Veterans Services Director and Parks and Recreation Director; and

BE IT FURTHER RESOLVED, that participating veterans will be St. Joseph County residents with a service connected disability and a valid hunter's safety permit and/or valid hunting license.

It was moved by Commissioner Shaffer and seconded by Commissioner Eaton to waive second reading and adopt the resolution. Motion carried 5-0 upon a roll call vote.

ADMINISTRATOR’S REPORT

Mr. Yoder noted that the National Center for State Courts would be visiting to review building needs.

PERSONNEL REPORT

Mrs. Doehring presented the following report:

Lydia Paille, Deputy Equalization Director, has resigned effective November 30, 2015.

Approve reclassification of the Community Corrections Coordinator from Nottley system pay grade 4 to Nottley system pay grade 7 effective October 1, 2015.

Erin Goff, Community Corrections Coordinator, change from \$18.29/hr. (Nottley system, grade 4, step 6) to \$19.59/hr. (Nottley system, grade 7, step 1) effective October 1, 2015.

Joshua D. Shook has been hired as Animal Control Officer/Facility Supervisor at \$18.12/hr. (Nottley system, grade 5, step 3) effective November 6, 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:

Budget Amendments

GENERAL FUND:

Increase Vehicles in Sheriff’s Department (101-301-981.000)	\$ 93,000.00
Increase Budgeted Use of Fund Balance (101-390-676.000)	93,000.00
Note: To purchase three 2015 Tahoes (\$15,000 savings by not waiting until 2016)	

Increase Operating Transfers In (101-390-699.002)	\$ 2,901,170.00
Increase MERS Expense (101-872-718.050)	2,901,170.00
Note: To fund MERS Police Unit as of 12/31/14 actuarial	

DELINQUENT TAX REVOLVING FUND:

Increase Operating Transfers Out (516-253-999.002)	\$ 2,901,170.00
Increase Budgeted Use of Fund Balance (516-253-676.000)	2,901,170.00
Note: To fund MERS Police Unit as of 12/31/14 actuarial	

GENERAL FUND:

Increase Animal Control Equipment – General (101-430-977.000)	\$ 6,200.00
Increase Budgeted Use of Fund Balance (101-390-676.000)	6,200.00
Note: Fiber optic cable to Animal Control building	

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

Bills

<u>Expenditure Type</u>	<u>General Fund</u>	<u>Other Funds</u>	<u>Total</u>
Operating	\$469,149.22	\$2,850,231.55	\$3,319,380.77
Payroll	<u>623,075.75</u>	<u>219,678.43</u>	<u>842,754.18</u>
Total	\$1,092,224.97	\$ 3,069,909.98	\$4,162,134.95

It was moved by Commissioner Shaffer and seconded by Commissioner Balog to approve payment of the bills. 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

Rebecca Shank of 385 S. Washington in Constantine commented on the Abiel Fellow's Veterans' celebration on Sunday, November 8, 2015.

COMMISSIONERS' COMMENTS

Commissioner Shaffer thanked Mr. Yoder and Ms. Doehring for their assistance in getting cable to the animal control building.

Commissioner Shaffer also thanked Ms. Shank for the information about the veterans' celebration.

ADJOURNMENT

At 5:40 p.m., it was moved by Commissioner Shaffer and seconded by Commissioner Baker that the St. Joseph County Board of Commissioners adjourn until November 17, 2015 at 5:00 p.m. Motion carried.

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Lindsay Oswald, County Clerk

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John L. Dobberteen, Chairman