

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 17, 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:

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|----------------|--------------------|
| 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

Chairman Dobberteen requested that a request to fill a caseworker vacancy be added to the agenda.

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

MINUTES APPROVED

It was moved by Commissioner Baker and seconded by Commissioner Eaton that the minutes for November 3, 2015 be approved as presented. Motion carried.

COMMUNICATIONS

1. Letter from the Michigan Public Service Commission, Re: Notice of hearing on December 4, 2015 to consider Indiana Michigan Power Company’s application to implement a power supply cost recovery factor of 8.89 mills per kilowatt-hour.
2. Email from Steve Yorks, Transportation Authority Director, Re: Notice of resignation of Board Member Aaron Cullifer.
3. Resolution from the City of Sturgis, Re: Support for Additional St. Joseph County Road Commission Dedicated Millage.
4. Minutes of the Commission on Aging Board meeting of October 21, 2015.

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

CITIZENS’ COMMENT

Tim Carls of 63044 Klinger Lake Road in Centreville commented on the budget and the road commissioner term ending.

TEMPLENE LAKE BOARD’S ANNUAL REPORT

Commissioner Shaffer introduced Bob Ulrich and Jack Rote of the Lake Templene Board who presented the Lake Templene Improvement Program. Mr. Ulrich noted the special assessment district to raise the funds and pilot sites that were tested July through October to try different improvements.

Bruce Bart, Sherman Township Supervisor, requested that the County be a depository for the area’s lake information, specifically requesting assistance from the Drain Commissioner’s office.

## AMENDMENT TO THE APPORTIONMENT REPORT

Mr. Yoder noted the report had been amended to reflect the millage passed in Burr Oak School District on November 3, 2015.

It was moved by Commissioner Eaton and seconded by Commissioner Balog to adopt the amended report. Motion carried 5-0 upon roll call vote.

## REGIONAL PROSPERITY INITIATIVE GRANT – FUNDING AWARD AGREEMENT

James Hissong, Community Development Coordinator, noted the \$15,000 award and requested approval of the grant agreement for river recreation improvements.

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

## REAL ESTATE PURCHASE AGREEMENT (STEWART LAKE)

Mr. Yoder noted the purchase was part of a DNR Trust Fund grant award with a \$140,200 match.

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

## MERS DEFINED BENEFIT PLAN AMENDMENT

Ms. Doehring noted the amendment was to correspond with the approved labor agreements.

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

## MERS SERVICE CREDIT PURCHASE

It was moved by Commissioner Baker and seconded by Commissioner Shaffer to approve the applications for additional credited service from Constance L. Glass and Erin Lamb. Motion carried.

## EMPLOYMENT AGREEMENT WITH ANTHONY MEYAARD FOR EQUALIZATION SERVICES

Mr. Yoder noted that the \$45,000 agreement would include a contracted equalization director and level 4 services required by the State.

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

## SET PUBLIC HEARING FOR 2016 BUDGET

It was moved by Commissioner Shaffer and seconded by Commissioner Balog to set the budget public hearing on December 1, 2015. Motion carried.

## REQUEST TO FILL VACANT CASEWORKER POSITION

It was moved by Commissioner Baker and seconded by Commissioner Eaton to approve the request to fill the vacant Friend of the Court caseworker position. Motion carried.

## NOMINATIONS AND APPOINTMENTS

It was moved by Commissioner Balog and seconded by Commissioner Eaton to appoint Jenny Fair to the Jury Board with a term expiring April 30, 2019. Motion carried.

## ADMINISTRATOR'S REPORT

Mr. Yoder noted that the Commission on Aging building was coming along nicely. He also noted progress with the Courts building. The National Center for State Courts would have a tentative plan within the next 30 days and a full report in January.

## PERSONNEL REPORT

Ms. Doehring presented the following report:

Joshua Simmons has been hired as Deputy Equalization Director at \$55,659.14/yr. (Nottley system, grade 9, step 8) effective November 16, 2015.

Valerie Casterline has been hired as Deputy County Clerk/Elections Specialist at \$17.10/hr. (Nottley system, grade 5, step 1) effective November 16, 2015.

Melissa Patch has been hired as part-time Deputy Register of Deeds at \$14.09/hr. (Nottley system, grade 2, step 1) effective November 16, 2015.

Joel Schroeder, COA Activities/Marketing/Outreach, terminated employment effective November 9, 2015.

Anita Lopez-Schlabach, College Access Direct Services Provider, resigned effective September 28, 2015.

Stacy Griffin, FOC Caseworker, resigned effective November 16, 2015.

Jaymes MacDonald, Parks and Recreation Director, change pay to \$55,659.14/yr. (Nottley system, grade 9, step 8) effective December 2, 2015.

Trenton Thaxton from Telecommunicator Trainee to full-time Telecommunicator at \$17.10/hr. (Nottley system, grade 5, step 1) effective November 17, 2015.

Virginia Trattles, Finance Accounting Clerk, to work 40 hours/week in the Finance Department effective November 18, 2105. (Mrs. Trattles will no longer work 10 hours in Register of Deeds and 30 hours/week in Finance.)

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 10/21 x2, 10/22, 10/29, 10/30, 11/4, 11/10, 11/12, & 2 full days 10/26, 11/13	\$ 590.00
Allen Balog – 9 half days 10/21 x2, 10/22, 10/30, 11/10 x2, 11/12 x2, 11/16 & 1 full day 11/13	\$ 545.00
John Dobberteen – 9 half days 10/16, 10/22, 10/29, 10/30, 11/9, 11/10, 11/12, 11/16, 11/19, & 1 full day 11/4	\$ 545.00
Don Eaton – 4 half days 10/21, 11/3, 11/10, 11/12, & 1 full day	\$ 295.00
Rick Shaffer – 14 half days 9/18, 9/29, 10/1 x2, 10/7, 10/9, 10/15, 10/20, 10/21 10/29, 11/4, 11/5, 11/12 x2, & 2 full days 9/28, 10/26	\$ 890.00 <u>\$2,865.00</u>
Robin Baker Expenses	\$ 302.45
Allen Balog Expenses	\$ 128.23
John Dobberteen Expenses	\$ 55.20
Don Eaton Expenses	\$ 42.00
Rick Shaffer Expenses	<u>\$ 353.05</u> \$ 880.93

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

Financial Statement

	Revenues	Expenditures
Year to Date – October 31, 2015	\$ 13,544,069.22	\$ 14,017,009.47
Available Balance	\$ 5,875,862.78	\$ 5,402,922.53
Percent of total budgeted funds earned year to date:	69.74%	
Percent of total budgeted funds expended year to date:	72.18%	

It was moved by Commissioner Shaffer and seconded by Commissioner Eaton 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 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 Lake Templene improvements’ effect on the environment.

Gordon Evilsizor of 17770 Stears Road in White Pigeon, Florence Township Supervisor, requested \$1.5 million toward a road that was quickly deteriorating.

COMMISSIONERS’ COMMENTS

Commissioner Shaffer wished everyone a happy Thanksgiving.

ADJOURNMENT

At 5:40 p.m., it was moved by Commissioner Shaffer and seconded by Commissioner Eaton that the St. Joseph County Board of Commissioners adjourn until December 1, 2015 at 5:00 p.m. Motion carried.

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Lindsay Oswald, County Clerk

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John L. Dobberteen, Chairman