

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 December 6, 2011 at 5:00 p.m.

Chairman Rick Shaffer called the meeting to order.

The Invocation was given by Chairman Shaffer.

The Pledge to the American Flag was given.

The Deputy County Clerk, Ladena M. Wyckoff, called the roll and the following Commissioners were present:

Rick Shaffer
Allen Balog
Jerry Ware

Gerald E. Loudenslager
Robin Baker
Donald Eaton

Absent: John Dobberteen

Also present were Judy West-Wing, Administrator/Controller, Joni Smith, Finance Director and Elishia Arver, Human Resources Director.

AGENDA

It was moved by Commissioner Balog supported by Commissioner Ware that the agenda be approved as presented. Motion carried.

MINUTES APPROVED

It was moved by Commissioner Loudenslager and supported by Commissioner Ware that the minutes for November 15, 2011 be approved. Motion carried.

COMMUNICATIONS

1. Letter from the Michigan Association of Counties, Re: MAC Legislative Update, November 18, 2011.
2. Letter from Marsha and Clifton Fisher, Re: Animal Control Adoptions.
3. Resolution from Lake County, Re: Supporting a statutory exemption for storm water runoff from logging roads.
4. Resolution from Antrim County, Re: Supporting a statutory exemption for storm water runoff from logging roads.
5. Minutes of the Community Mental Health and Substance Abuse Services Board meeting of October 25, 2011.
6. Minutes of the St. Joseph River Basin Commission minutes of September 13, 2011.
7. Minutes of the Community Action Board minutes of October 24, 2011.
8. Southwest Michigan Land Conservancy's Newsletter – Autumn/Winter 2011.

It was moved by Commissioner Loudgenslager and supported by Commissioner Ware that the communications be accepted and placed on filed. Motion carried.

CITIZENS' COMMENTS

Tim Carls, 63044 Klinger Lake Road, Centreville, stated that the Road Commission is off to a great start. With the budget cuts in effect the Road Commission has had theirs increased, but the trucks are still not getting out to clear the roads. There is a bill in Lansing which would dissolve the Road Commissioners and he would like to see the Commissioners sign a resolution in support of this.

Nancy Percival, 628 Maple Street, Colon, stated that she was present to promote the annual Walk for Warmth that will take place in February. Mrs. Percival also thanked the Commissioners for their support.

Leeann Farmer, 1035 S. Washington Street, Constantine, is with the Animal Rescue Fund and stated that she wanted to talk about two improvements needed at Animal Control. The first is to have a kennel manager and the second is to disband the gas chamber. St. Joseph County has the opportunity to apply for a \$5,000 Grant that is being offered through a private donor.

Denise Kastner, 130 W. Ann Street, Centreville is with the Animal Rescue Fund and wanted to bring to the board's attention the need for a new Animal Control building. Ms. Casner stated that the doors freeze in the winter on the west side of the kennels so that the dogs cannot get out to relieve themselves. The east side of the kennel has no door for those dogs. She is asking that the Commissioners increase the budget so that improvements can be made.

Jennifer Tice, 19754 Crescent Beach Road, Three Rivers, was present to show her support for the dismantling of the gas chamber.

Chrystal Middaugh, 19209 M 86, Three Rivers, stated that she is against the use of the gas chamber.

ECONOMIC DEVELOPMENT CORPORATION'S ANNUAL REPORT FOR 2010-11

Cathy Knapp, Economic Development Corporation Director introduced the board members that were present: Ken Jones, President, Mike Hughes, 1st Vice President, Nancy Percival, Secretary, Gary Black, and Mark Honeysett. She stated that with a new Governor there have been many changes. As of January 1, 2012 the Governor will be eliminating the Michigan Business Tax and replacing it with a new 6% Corporate Income Tax. This will hopefully increase the attraction to our state. The Governor has established 10 Economic Development Regions in the state and ours is in Kalamazoo, headed by Southwest Michigan First.

There are 120 manufacturers in the County and many businesses are investing in research and development as well as equipment. American Axle announced that they will be expanding and will hire over 200 people in 2012. International Automotive Components in Mendon is going through an expansion project and will be hiring 20 additional workers. The combined investment of these companies is 75 million dollars in the coming year and will create around 300 jobs.

There have been 6 Brownfield Redevelopment projects this year which utilized over \$89,000 in grant funds. The EDC was awarded a \$585,000 MDEQ clean-up grant. The money was used to help clean up the former Essex Wire site in Three Rivers of which Central Manufacturing Services will house their maintenance facility on two of the parcels.

In the past year there were 10 attraction projects. Eight did not materialize and two are pending.

Cathy thanked the Board for all the work that they have put forth in trying to establish a more defined relationship with Southwest Michigan First. The EDC board believes that with Southwest Michigan First resources they will be able to help the EDC and make a difference in the County.

In summary, over the past 14 years there have been 1.5 million dollars invested in the EDC through public and private sources. Twenty-nine million dollars have been brought in through grant funding. Over 338 million dollars in private investments have come into the County. Over \$600,000 of Brownfield assessment dollars were put to work and procured more than \$800,000 job training grants.

Chairman Shaffer asked if the Manufacturing Council was open to anyone in the business community and how many attend.

Cathy Knapp stated that there are on average between 15 and 20 people and the Human Resources Council averages 20 to 25.

Commissioner Eaton stated that it was very valuable to have invited people to the meeting that was at Sturges Young Auditorium and about 75 people attended. It is good to be transparent and open and it is a great idea.

Chairman Shaffer asked if the Agra business sub-council is still in effect.

Mrs. Knapp stated that at this time it is dormant but the EDC does get involved in Agricultural projects.

It was moved by Commissioner Loudenslager and supported by Commissioner Eaton that the Economic Development Corporation's annual report be accepted. Motion carried.

VETERAN SERVICES 2011 ANNUAL REPORT

Rose Risko, from the Veteran Services office reported that during the past year veterans received over \$11,987,000 in payment from the Veterans' Administration in the form of compensation, pension, medical and education. The office has been very busy with Vietnam Veterans coming in filing claims due to exposure to Agent Orange. The VA added three new presumptive conditions which are B-Cell Leukemia, Parkinson's, and Ischemic Heart Disease. Rose stated that she has also seen a rise in aid attendance pension for World War II Veterans.

Mrs. Risko stated that she has been in contact with assisted living and nursing homes to let them know what pension benefits are available. She also is on the Adult Services Network Committee which helps to network with other agencies to help the older veterans. She joined the local advisory committee for the St. Joseph County Transportation Authority and is working on transportation for the veterans to the Veterans Hospital in Battle Creek.

Commissioner Balog thanked Mrs. Risko for all her work for our veterans.

Commissioner Loudenslager stated that while at a conference the Veterans' Affairs Director told him what a great job Mrs. Risko does for our veterans.

It was moved by Commissioner Eaton and supported by Commissioner Ware that the annual report be accepted. Motion carried.

MICHIGAN STATE UNIVERSITY EXTENSION ANNUAL REPORT

(October 2010 – November 2011)

Brad Neumann, District Coordinator presented the annual report for MSUE.

He pointed out the highlights of some of the programs and the impacts that they have made. The support of the Commission has helped secure staff and put on educational programs throughout the County and adjoining counties.

The first program is the Agribusiness Institute, Lyndon Kelley is the Irrigation Educator and works to help farmers improve their irrigation efficiency. He also works to help farmers who are interested in possible irrigation and helps them to make informed decisions.

Another program is called Trials and Research which Maury Kaercher is the temporary field crop educator, he has worked on a research initiative with the help of the Kellogg Biological station in Battle Creek.

The Master Gardener program is headed by Linda Towles. They had 10 individuals who completed the class, volunteered 40 hours and received certificates.

The Children and Youth Institute focused on life skills at summer 4-H Camp which was held at Camp Fort Hill. Over 70 youth participated and they focused on life skills development.

The Health and Nutrition Institute is led by Diana Fair. In an effort to promote healthier lifestyles Diana started a program called PATH (Personal Action Toward Health). The class addresses diabetes education, nutrition, meal planning and food preparation. It focuses on increasing the self-management skills of people with chronic disease as well as for their caretakers.

Safe Routes to School was a project that MSU Extension helped the Village of Centreville complete. The committee is headed by Christine Sheteron. The program is to encourage and/or enable more children to bicycle and walk to school. Michigan State University School of Planning, Design and Construction along with Wayne State University School of Engineering have completed designs for improving the walkability within the Village of Centreville. The project has currently received a \$5,000.00 grant from the Michigan Fitness Foundation to implement a Walking School Bus in Centreville.

Mr. Neumann also thanked Mrs. Risko for her leadership role in the Veterans' Services along with Linda Towles. They have expanded the programs and the office now stands on its own.

Chairman Shaffer asked if anyone kept track of the volunteer hours for the 4-H Program.

Mr. Neumann stated that they do keep track. They have around 300 volunteers who on average volunteer 5½ hours a week through their clubs alone.

Commissioner Ware thanked Eva Beeker and all the staff for their work.

Chairman Shaffer told Mr. Neumann to remember the Commissioners the next time the Extension Office did Conservation Day for the 5th Graders in the County. The Commissioners used to volunteer to help on that day and he would like to do that again.

Commissioner Loudenslager thanked Mr. Neumann and his staff for all their hard work.

It was moved by Commissioner Loudenslager and supported by Commissioner Balog that the annual report be accepted. Motion carried.

AGREEMENT FOR EXTENSION SERVICES WITH MICHIGAN STATE UNIVERSITY

Ms. West-Wing presented the final version of the agreement. The funding is included in the 2012 budget. The agreement reaffirms what has already been approved in the budget. Finally, the internet requirements have been addressed.

It was moved by Commissioner Balog and supported by Commissioner Eaton that the agreement with Michigan State University be approved.

Commissioner Loudenslager stated that he will not be supporting the agreement primarily due to the annual assessment fee. He stated that he feels that MSU has no right to charge those fees during these hard economic times and he feels the County is being held hostage.

Brad Neumann thanked Commissioner Loudenslager for his comments and clarified that the money will help pay half the wages for the 4-H Coordinator.

Chairman Shaffer stated that he hopes to continue conversations with MSU.

Commissioner Eaton stated that the MSUE was the one and only department that came in with a 15% to 17% increase to their 2012 budget request.

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Shaffer, Balog, Baker, Ware, and Eaton.

Nay votes cast: 1 - Commissioner Loudenslager

Absent: 1 - Commissioner Dobberteen

Motion carried.

HUMAN SERVICE COMMISSION MEMBERSHIP

Ms. West-Wing stated that during the 2012 budget discussions it was decided to reduce the dues allocated for Human Services Commission. The board needs to vote on this because it changes the membership structure by reducing the following membership; the Prosecutor, Extension, the Juvenile Court representative and 2 County Commissioners.

It was moved by Commissioner Baker and supported by Commissioner Eaton to approve the reduction in the Human Services Commission. Motion carried.

TRAFFIC SAFETY GRANT APPLICATION

Ms. West-Wing stated that the Sheriff's Department is requesting approval to apply for a grant through the County Traffic Safety Commission. They will purchase 26 sets of stop sticks for each police department. The total is \$10,238.40 and there is no match.

It was moved by Commissioner Loudenslager and supported by Commissioner Baker to approve the grant application.

The aye and nay vote was called as follows:

Aye votes cast: 6 - Commissioners Shaffer, Balog, Baker, Loudenslager, Ware, and Eaton.

Nay votes cast: 0

Absent: 1 - Commissioner Dobberteen

Motion carried.

MERS SERVICE CREDIT PURCHASE

Ms. West-Wing stated that Nancy Schultz, Friend of the Court Caseworker, wishes to purchase service credit. She would like to purchase 2 years of additional generic service credit.

It was moved by Commissioner Baker and supported by Commissioner Eaton that Nancy Schultz be allowed to purchase 2 years of service credit.

The aye and nay vote was called as follows:

Aye votes cast: 6 - Commissioners Shaffer, Balog, Baker, Loudenslager, Ware, and Eaton.

Nay votes cast: 0

Absent: 1 - Commissioner Dobberteen

Motion carried.

COMMITTEE REPORTS

Law Enforcement

Commissioner Loudenslager stated that there was no report.

Judiciary

Commissioner Loudenslager stated that there was no report.

Physical Resources

Commissioner Ware stated that they have not met.

Executive Committee

The Executive Committee met on December 2, 2011 and everyone has a copy of the minutes and Chairman Shaffer asked if anyone had any questions.

PERSONNEL REPORT

Ms. West-Wing presented the following report:

NEW HIRE:

Deborah L. Perrin has been hired as Sub Driver (HDM & Bulk) at \$9.01/hr. (COA system, grade 2, minimum) effective November 18, 2011.

Connie J. Roberts has been hired as Sub-Driver (HDM & Bulk) at \$9.01/hr. (COA system, grade 2, minimum) effective November 18, 2011.

RESIGNATION:

Thomas Cripe, Animal Control Officer, has resigned effective December 29, 2011.

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

Ms. West-Wing presented the following report:

BUDGET ADJUSTMENTS

DECREASE COOPERATIVE EXTENSION'S BUDGET:

Line item 101-257-707.000 (Wages – Part time) \$ 267.00

INCREASE COOPERATIVE EXTENSION'S BUDGET:

Line item 101-257-712.000 (Wages – Overtime) \$ 267.00

DECREASE GENERAL FUND CONTINGENCY:

Line item 101-890-941.000 (Contingency) \$ 5,995.00

DECREASE FINANCE DEPARTMENT'S BUDGET:

Line item 101-212-716.000 (Health Insurance) \$ 2,927.00

Line item 101-212-716.010 (Dental Insurance) 151.00

\$ 9,073.00

INCREASE FINANCE DEPARTMENT'S BUDGET:

Line item 101-212.705.010 (Wages – Department Head) \$ 5,270.00

Line item 101-212-715.000 (FICA) 1,775.00

Line item 101-212-718.010 (Retirement) 106.00

Line item 101-212-717.000 (Life Insurance) 4.00

Line item 101-212-716.020 (S & A Insurance) 26.00

Line item 101-212-725.010 (Accumulated Sick & Vacation) 1,892.00

\$ 9,073.00

DECREASE EQUALIZATION'S BUDGET:

Line item 101-225-862.000 (Seminar & Employee Training) \$ 675.00

INCREASE EQUALIZATION'S BUDGET:

Line item 101-225-803.000 (Dues & Subscriptions) \$ 75.00

Line item 101-225-860.000 (Travel) 600.00

\$ 675.00

INCREASE COMMUNITY CORRECTIONS ADVISORY BOARD REVENUES:

Line item 261-229-557.000 (State CCAB Grant) \$ 27,628.00

DECREASE COMMUNITY CORRECTIONS ADVISORY BOARD REVENUES:

Line item 261-229-699.000 (Operating Transfers In) \$ - 8,288.00

\$ 19,340.00

INCREASE COMMUNITY CORRECTIONS ADVISORY BOARD EXPENDITURES:

Line item 261-229-846.010 (CCAB – Cognitive Change) \$ 15,000.00

Line item 261-229-846.011 (CCAB – Day Reporting) 4,340.00

\$ 19,340.00

DECREASE COMMUNITY CORRECTIONS PROGRAM REVENUES:

Line item 263-229-612.000 (Statutory Fees) \$ 3,948.00

INCREASE COMMUNITY CORRECTIONS PROGRAM EXPENDITURES:

Line item 263-229-816.000 (Contractual Services) \$ 4,340.00

DECREASE COMMUNITY CORRECTIONS PROGRAM EXPENDITURES:

Line item 263-229-999.000 (Operating Transfers Out) \$ - 8,288.00

\$ 3,948.00

It was moved by Commissioner Baker and supported by Commissioner Ware that the budget adjustments be approved. Motion carried.

FINANCE DIRECTOR'S REPORT

Ms. Smith presented the following bills for payment:

<u>GENERAL FUND</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
Due from State	\$ 3,152.81	\$
Appropriations	24,499.50	
County Commission	1,967.16	6,627.95
Circuit Court	17.50	13,635.70
District Court	604.35	55,179.72
Friend of the Court	99.15	41,266.67
Jury Commission	92.76	
Probate Court	1,010.64	18,468.58
Juvenile Branch	12,796.14	29,672.97
Appeals Court	1,780.90	
Administration		9,967.09
Elections	343.58	
Finance Department	1,246.27	10,725.76
County Clerk		23,149.68
Equalization Department	13,262.51	14,155.75
Human Resources	6,010.35	9,238.12
Geographic Information Systems		7,852.00
Prosecutor's Office	3,710.50	37,447.20
Register of Deeds	371.93	9,078.19
County Treasurer		15,591.76
Cooperative Extension	3,187.99	7,952.45
Information Technology	1,975.03	12,994.72
Buildings & Grounds	6,293.06	11,188.21
Courts Building Security	49.95	6,499.72
Drain Commission		5,227.52
Sheriff Department	20,677.77	101,541.05
Sheriff Reserves	460.30	
Marine Patrol	2,250.00	
Jail & Turnkey	19,859.41	107,672.91
Planning Commission	623.28	
Emergency Services	542.23	4,589.77
Animal Control	1,561.80	8,907.15
Board of Public Works		732.88
Medical Examiners	700.00	
Child Care - Juvenile	2,185.06	
Department of Veterans' Affairs	32.00	
Veterans' Services		2,534.52
Utilities & General Services	<u>42,227.24</u>	<u></u>
Total	\$ 173,591.17	\$ 571,898.04
<u>OTHER FUNDS</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
County Road Commission	\$ 524,928.11	\$

Parks & Recreation	446.18	6,748.43
Emergency 911 Service	6,327.37	54,123.81
Central Dispatch - Wireless	1,143.50	4,187.44
Meyer Broadway/Coon Hollow Park	124.12	2,744.34
Family Counseling	842.00	
Cade Lake Park	886.22	
Traffic Safety Program Fund	3,580.23	
Economic Development Fund	7,164.00	4,562.16
Survey & Remonumentation	20,830.00	
Victims' Rights Advocate Fund	16.50	3,458.58
Community Corrections Advisory Bd.	4,841.00	3,009.03
Community Corrections Program	1,875.00	
Drug Law Enforcement Fund	3,175.02	
Law Enforcement Fund	2,134.89	20,123.86
Secondary Road Patrol	151.58	9,627.75
Homeland Security Grant Fund	3,537.91	3,745.44
Law Library Fund	415.28	
Principal Residence Denial Fund	50.00	733.57
Commission on Aging	72,878.87	67,580.51
Sheriff's Justice Training Fund	218.40	
Child Care: Probate Court	14,390.49	11,569.01
Veterans' Trust Fund	2,449.86	
Facilities Maintenance Fund	55,379.15	
Forfeiture & Foreclosure Fund	8,523.27	
Tax Payment Fund	23,007.91	
Inmate Store	1,345.41	
Three Rivers Community Center	2,908.15	1,000.48
Long Lake Level Revolving	850.15	
Flexible Benefits Insurance Fund	192,315.30	
Total	\$ 956,735.87	\$ 193,214.41
Grand Total	\$ 1,130,327.04	\$ 765,112.45
General Fund Operating Expenditures		
Pre-Authorized	\$161,089.04	
Accounts Payable	<u>12,502.13</u>	
	\$ 173,591.17	
General Fund Payroll Expenditures	\$ 571,898.04	
Other Funds Operating Expenditures		
Pre-Authorized	\$954,262.16	
Accounts Payable	<u>2,473.71</u>	
	\$ 956,735.87	
Other Funds Payroll Expenditures	\$ <u>193,214.41</u>	
Total Recorded for the Month	\$ 1,895,439.49	

It was moved by Commissioner Balog and supported by Commissioner Eaton that the bills be approved for payment. Motion carried.

CHAIRMAN'S REPORT

Chairman Shaffer reminded the commissioners that the Courthouse Girls' Christmas Luncheon was on December 13, 2011 from 12:00 – 1:00.

COMMISSIONER COMMENTS

Commissioner Eaton wanted to congratulate the students and parents of the Constantine and Mendon Football Teams for a great season.

Commissioner Loudenslager stated that he is working on a resolution for Mendon's State Football Championship.

Commissioner Balog reminded everyone that December 7th is the 70th Anniversary of the attack on Pearl Harbor and he asked everyone to take a moment to reflect on the historical event.

ADJOURNMENT

It was moved by Commissioner Eaton and supported by Commissioner Baker that the St. Joseph County Board of Commissioners adjourn until December 20, 2011 at 5:00 p.m. Motion carried.

Ladena M. Wyckoff, Deputy County Clerk

Rick Shaffer, Chairman