

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 7, 2004, at 5:00 p.m.

Chairman John L. Dobberteen called the meeting to order.

The Invocation was given by Commissioner Loudenslager.

The Pledge to the American Flag was given.

The Clerk, Pattie S. Bender, called the roll and the following Commissioners were present:

Eric Shafer	Gerald E. Loudenslager
John W. Bippus	Robin Baker
Monte Bordner	David J. Pueschel
John L. Dobberteen	

Also present were Judy West-Wing, Administrator/Controller, Dan Carey, Finance Director and Charles Cleaver, Human Resources Director.

#### AGENDA

Chairman Dobberteen stated that Community Mental Health Appointments should be added under Nominations/Appointments.

It was moved by Commissioner Loudenslager and supported by Commissioner Pueschel that the agenda be approved as amended. Motion carried.

#### COMMUNICATIONS

1. Letter from the Michigan Association of Counties, Re: MAC Legislative Updates, November 19, November 24 and December 3, 2004.
2. Resolution from Lake County, Re: Opposing House Bill 4358 (Michigan Vehicle Code Amendment).
3. Minutes of Family Independence Agency Board meeting of October 26, 2004.
4. Minutes of St. Joseph River Basin Commission meeting of September 14, 2004.

It was moved by Commissioner Bordner and supported by Commissioner Bippus that the communications be accepted and placed on file. Motion carried.

#### MINUTES APPROVED

It was moved by Commissioner Bippus and supported by Commissioner Loudenslager that the minutes for November 16, 2004 be approved. Motion carried.

#### CITIZENS COMMENTS

Dave Rachowicz, Parks and Recreation Director, stated that he has accepted the Park Director's job in Kalamazoo County and would be leaving on December 20th. He stated that he wanted to personally thank the Board of Commissioners for the 6 wonderful years that he has had in St. Joseph County. The most rewarding experience he had had was to see the public use and enjoy what the Parks Department has done. He is more than willing to help with the transition. The Parks and Recreation Commission is a great group that works very hard.

Chairman Dobberteen thanked Mr. Rachowicz for his service to the County and said that he has raised our parks system to a new level.

#### COUNTY TREASURER'S ANNUAL REPORT FOR 2003

Janet L. Beals, County Treasurer, presented an overview of the 2003 Annual Report. She introduced staff members Phyllis Bainbridge, Chief Deputy, and Deputies Mary Ives and Vicky Anders who were in attendance stating that the other Deputy June Schultz could not attend tonight.

Mrs. Beals stated that several changes occurred in 2003:

1. purchased the BS&A software which was a natural transition from in-house programming.
2. the State Education Tax was collected in the summer.
3. institution of the Principal Residence Exemptions. Seven taxpayers took advantage of the amnesty program.

She said that a lot of time is spent with customers regarding forfeiture proceedings.

The interest earned in 2003 was not very good, but is much better for 2004. The number of deeds certified in 2003 was up to 689.

She gave a special thank you to those persons responsible for increasing wages to her Deputies.

Her financial reports follow:

Comparison of General Fund Revenues

	2002		2003
Trailer fees	\$ 5,566.00	\$	4,931.50
Payment in lieu of taxes	2.48		2,309.63
Delinquent tax interest	390.58		1,344.06
Tax administration fees	4,086.28		4,519.72
Dog licenses	28,840.00		27,550.00
State-Probate Judge's Salary	101,485.30		101,621.81
Court Equity Fund	448,849.00		427,728.61
County Juvenile Officer Grant	4,552.84		27,317.04
Standardization-Circuit Court	45,724.00		45,724.00
Standardization-District Court	90,548.00		91,110.50
Standardization-Probate Court	45,274.00		45,724.00
Income tax/state revenue sharing	1,195,549.00		1,033,150.00
Small business tax	166,639.56		160,810.30
Tax reverted lands	0.00		1,304.21
Convention facility tax	146,910.00		140,695.00
Cigarette tax	53,870.18		37,541.00
State Reimbursed Summer Tax Collection	0.00		6,420.00
Court appointed attorney reimbursement	18,878.50		3,196.70
Certification of deeds	1,748.00		2,437.00
Tax histories	1,028.75		1,106.75
Tax title filing & certified copies	1.00		0.50
Insurance charges	65.75		155.53
Interest earned-C.D. & Investments	107,501.62		103,586.90
Interest earned-Money Market Savings	122,330.87		83,509.89
Rental Income	4,065.37		2,084.15
Stale-dated checks	602.55		694.39
Reimbursement - Visiting Judge Fee			7,005.14
Cash short/over	-12.40		0.34
Miscellaneous revenue	197.27		84.90
Operating Transfers in (BS&A program)			27,523.36
Treasurer's Dept. General Fund Totals	\$ 2,594,694.50	\$	2,391,186.93

Comparison of Revenue and Cash Flow Activities

	2002	2003
Remainder of General Fund	\$ 9,360,031.00	\$ 9,523,616.00
County Road	7,097,517.00	8,951,074.00
Park and Recreation	16,145.00	14,111.00
Central Dispatch Fund	996,758.00	916,013.00
Central Dispatch Wireless Fund		129,279.00
Meyer-Broadway/Coon Hollow Park	213,791.00	35,888.00
Parks - Facilities & Land Acquisition	104.00	155.00
Friend of the Court	21,952.00	23,649.00
Family Counseling	9,680.00	6,990.00
Mental Health	9,958,887.00	
Waste Management Fund	317,020.00	315,120.00
Traffic Safety Program Fund	51,850.00	54,629.00
Economic Development Corporation Fund	48,995.00	43,003.00
County Survey & Remonumentation	26,349.00	43,196.00
Animal Shelter Donation Fund	20,000.00	
Register of Deeds Automation Fund		78,933.00
Victims Rights Advocate Fund	49,816.00	54,814.00
Community Correction Advisory Board	92,174.00	103,431.00
Community Correction Program	64,617.00	54,675.00
Drug Law Enforcement Fund	57,721.00	54,714.00
Law Enforcement Fund	353,591.00	366,882.00
Secondary Road Patrol	99,209.00	99,209.00
County Law Library	6,500.00	6,500.00
Commission on Aging	1,163,042.00	1,176,648.00
Community Development Block Grant Fund	164,441.00	22,921.00
Sheriff's Justice Training Fund	5,608.00	5,861.00
Family Independence Agency	685,318.00	656,415.00
Child Care - Probate Court	174,481.00	86,806.00
Child Care - Family Independence Agency	113,874.00	128,187.00
Veterans' Trust Fund	5,659.00	6,432.00
B.P.W. - Administrative Fund	623,500.00	
B.P.W. - Debt Service Fund	609,230.00	649,683.00
B.P.W. - Construction	14,270.00	1,814.00
Tax Payment Fund	703,612.00	752,013.00
Inmate Store Fund	13,843.00	13,069.00
Three Rivers Community Center	30,900.00	32,176.00
C.O.A. Gadabouts	75,262.00	76,591.00
Drains	164,053.00	163,162.00
Flexible Benefits Insurance Fund	1,139,454.00	1,287,420.00
Remainder of Trust & Agency	41,209,596.00	58,429,075.00
Cemetery Trust Fund	1,707.00	251.00
Inmate Trust Fund	19,201.00	15,459.00
Library Trust Fund	105,855.00	120,800.00
Retirement Fund	-758,273.00	1,926,495.00
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Total	\$ 75,127,340.00	\$ 86,427,159.00

Comparison of Trust and Agency Fund Accounts

	2002	2003
Due to Other Funds-County-Currents	\$ 6,134,938.33	\$ 6,675,581.73
Due to Arch	101,839.00	14,685.00
Due to Drain Commissioner	111,921.60	76,269.36
Due to Lamberson Debt	70,290.13	62,699.15
Due to Cities	311,587.32	413,525.25
Due to Other Counties	11,491.73	20,798.57
Due to Schools within County	1,208,749.32	1,423,849.68
Due to Schools - Principal Residence		6,249.44
Due to Townships	192,653.59	196,446.83
Due to Villages	417,553.49	433,384.37
Due to State - State Education Tax	6,571,127.04	14,078,252.55
Due to State - Probate Judges Salary Ded.	7,873.95	8,176.79
Due to State - Expense of Sale	2,904.67	320.00
Due to State - Sales Tax	1,611.18	756.18
Due to State - Trailer Park Specific Tax	22,264.00	19,726.00
Due to State - Title Search Fee	87,610.00	129,780.00
Due to State - Notice Fees	5,800.00	10,385.00
Colonial Ins. Premiums Payable	1,290.00	1,397.50
Due to C.F.C./UNC & DC	44,816.13	45,438.80
Union Dues - G.E.L.C.	2,936.70	3,261.10
Union Dues - Circuit Court	3,814.20	3,771.55
Union Dues - County	12,549.45	11,287.40
Union Dues - Probate	3,362.00	3,884.55
Union Dues - Sheriff	16,426.61	18,858.32
Deferred Compensation Payable	287,121.43	280,102.97
Voluntary Wage Assignment	34,001.50	42,981.02
Garnishment of Wages	6,791.94	27,111.46
IRA Withholding	32,727.24	26,904.59
Due to United Way	3,641.00	3,601.50
Due to Retirement (County Portion)	106,749.84	255,436.01
Due to M.E.R.S. (County Portion)	214,663.09	227,468.48
Due to M.E.R.S. ( Employee Portion)	33,757.04	64,962.00
Due to Intermediate School District	307,968.84	325,849.44
Due to Community College	3,145,786.75	4,514,589.96
Due to Special Education	3,155,413.89	3,344,536.27
Due to E-911	826,421.67	877,852.51
Due to Commission on Aging	320,057.03	469,828.23
Due to County Road Commission	787,623.49	839,331.20
Escheatable Money	1,862.30	2,572.55
Uncollected T & A Payables	101,814.27	167,636.03
Tax Collected - Current Real & Personal	19,899,193.26	29,079,125.41
Tax Collected - Delinquent Real	4,770,792.53	4,988,650.31
Tax Collected - Auction Proceeds	0.00	84,960.47
Tax Collected - Unpaid Personal Tax	42,569.50	150,930.54
Tax Collected - Redemption Tax Sale	1,496.42	0.00
Tax Collected - Colon S.E.T.		317,945.83
Tax Collected - Tax Reverted Land	13,067.87	3,595.30
Tax Collected - Payment in Lieu Tax	2,492.05	3,133.76
Tax Collected - Payment of Swamp Land	418.06	418.06
Tax Collected - Commercial Forest	60.00	0.00
Refunds - Tax Overpayments	42,384.35	19,593.39

	2002	2003
Receipts Refundable	\$ 31,184.79	\$ 67,590.88
Tax Redemptions - Deposits Payable	4,005.09	0.00
Trust & Agency - Expendable	<u>791.57</u>	<u>22,805.81</u>
Totals	\$ 49,520,267.25	\$ 69,868,299.10

Commissioner Loudenslager thanked Mrs. Beals for her service to the County.

Commissioner Pueschel thanked Mrs. Beals for training her staff to take over when she retires.

Chairman Dobberteen thanked Mrs. Beals for the excellent job that she does and for presenting a comprehensive report.

Commissioner Bordner thanked her for her years of dedicated service to the County and knows that she has a good staff taking over. He wished her well in her retirement and told her to enjoy.

It was moved by Commissioner Loudenslager and supported by Commissioner Bordner that the 2003 Treasurer's Annual Report be accepted. Motion carried.

#### RETIREMENT BOARD'S 2003 ANNUAL REPORT

Mark R. Brown, Chairman of the Retirement Board, thanked the Retirement Board Members: Commissioners Bippus and Dobberteen, Ron Coleman, Marty Chiddister, Dena Wyckoff and Ron Reece and also the Internal Advisors, Janet L. Beals, Judy West-Wing, Pattie S. Bender, Dan Carey and Charlie Cleaver.

He stated that the report shows the comparison analysis between 2002 and 2003. At the end of 2002 the total assets of the Retirement Refund was \$11,304,946 and at the end of 2003 there was \$13,160,082.

Mr. Brown stated that the Retirement Board has a good relationship with our financial advisor, Chris Ruppel and also Sturgis Bank who takes care of our Custody and Benefit Services. We have good financial management with less cost.

He stated that we have a well balanced portfolio and it is a great board to be a member and he is privileged to be a part of it.

It was moved by Commissioner Bippus and supported by Commissioner Shafer that the Retirement Board's 2003 Annual Report be accepted. Motion carried.

#### REQUEST TO OPT IN ON DELINQUENT TAX PROPERTY FORECLOSURE

Janet L. Beals stated that the Commissioners had received a proposed resolution and letter from the newly elected Treasurer, Phyllis Bainbridge, requesting that the Board adopt the resolution and we become an Opt In County regarding Delinquent Tax Property Foreclosures.

Mrs. Beals read the following resolution:

#### RESOLUTION NO. 27-2004

#### RESOLUTION RESCINDING THE RESOLUTION ELECTING TO HAVE THE STATE OF MICHIGAN FORECLOSE PROPERTY FORFEITED TO THE COUNTY TREASURER

WHEREAS, in 1999 the provisions of Section 78, Subsection (3) of Act No. 206 of the Michigan Public Acts of 1893, as amended (Act 206), permitted a county to elect to have property forfeited to its county treasurer pursuant to Act 206 foreclosed by the State of Michigan; and

WHEREAS, the Board of Commissioners of the County of St. Joseph with the consent of the County Treasurer adopted a resolution on November 16, 1999 electing to have the State of Michigan foreclosure property forfeited to the County pursuant to Section 78 (3) of Public Act No. 206 of the Michigan Public Acts of 1983, as amended a copy of which is attached hereto as Appendix A; and

WHEREAS, this Board of Commissioners believes it is in the best interest of the County of St. Joseph to rescind this election; and

WHEREAS, the County Treasurer has concurred in this action, a copy of which concurrence is attached as Appendix B.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF ST. JOSEPH as follows:

1. The County of St. Joseph pursuant to the authority granted to it by Section 78, subsection (3) of Act 206 hereby elects to rescind the resolution attached as Appendix A to have the State of Michigan foreclose property under Act 206 forfeited to the county treasurer under Section 78q of Act 206, which will result in having the St. Joseph County Treasurer foreclose such property in the future.
2. A certified copy of this resolution shall be mailed by the St. Joseph County Clerk and to Jay B. Rising, Treasurer of the State of Michigan.

It was moved by Commissioner Bippus and supported by Commissioner Shafer that the resolution be adopted and 2nd reading waived.

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shafer, Loudenslager, Bippus, Baker, Bordner, Pueschel and Dobberteen

Nay votes cast 0

Resolution adopted.

#### HAZARDOUS MATERIALS EMERGENCY PLANNING GRANT AGREEMENT

Ms. West-Wing stated that Jim Barnes has requested that the Board approve a Hazardous Materials Emergency Planning Grant Agreement for \$1,380. These funds will be used to work with local emergency response groups at 5 different sites.

It was moved by Commissioner Loudenslager and supported by Commissioner Baker that the Hazardous Materials Emergency Planning Grant Agreement be approved.

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shafer, Loudenslager, Bippus, Baker, Bordner, Pueschel and Dobberteen

Nay votes cast 0

Motion carried.

#### ADOPTION OF THE NATIONAL INCIDENT MANAGEMENT SYSTEM

Ms. West-Wing stated that Jim Barnes is requesting the adoption of the National Incident Management System which has been recommended by President George W. Bush so that all incidents operate under the same standards.

It was moved by Commissioner Baker and supported by Commissioner Loudenslager that the National Incident Management System be adopted.

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shafer, Loudenslager, Bippus, Baker, Bordner, Pueschel and Dobberteen

Nay votes cast 0

Motion carried.

REQUEST TO FILL VACANT PARKS AND RECREATION DIRECTOR POSITION

It was moved by Commissioner Bordner and supported by Commissioner Bippus that the Parks and Recreation Director's Position be filled.

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shafer, Loudenslager, Bippus, Baker, Bordner, Pueschel and Dobberteen

Nay votes cast 0

Motion carried.

REQUEST FOR LANGUAGE TRAINING FOR DISTRICT COURT PROBATION OFFICER

Ms. West-Wing stated that Henry VanGemert is requesting that he be allowed to return to Guatemala for additional language training. He would like the County to give him 2 weeks paid leave in addition to the 3 weeks leave that he is using of his own and he will pay most of the expenses.

It was moved by Commissioner Baker and supported by Commissioner Pueschel that Henry VanGemert's request to return to Guatemala for additional language training according to the parameters stated above be approved.

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shafer, Loudenslager, Bippus, Baker, Bordner, Pueschel and Dobberteen

Nay votes cast 0

Motion carried.

RESOLUTION NO. 28-2004

PROCLAMATION HONORING JANET L. BEALS

Commissioner Bippus read the following resolution:

WHEREAS, Janet Beals was hired as Deputy Treasurer for St. Joseph County on February 20, 1973; and

WHEREAS, on July 16, 1983 Janet Beals was appointed as St. Joseph County Treasurer upon the retirement of Martha Wickey; and

WHEREAS, Janet Beals has successfully been elected by the citizens of St. Joseph County for five consecutive terms; and

WHEREAS, Janet Beals has been a member of the Michigan Association of County Treasurers since 1983; and

WHEREAS, Janet Beals has represented her position on numerous committees, including Investment Advisory Committee, Retirement Board, Plat Board, Management Council, and Election Commission; and

WHEREAS, Janet Beals has upheld the highest standards of professional and ethical conduct in her tenure with St. Joseph County and will retire on December 31, 2004 after more than 31 years of service.

NOW, THEREFORE, LET IT BE RESOLVED, that the St. Joseph County Board of Commissioners recognizes and expresses grateful appreciation for the many years of devoted service that Janet Beals has given to the County of St. Joseph.

BE IT FURTHER RESOLVED, that this resolution be spread upon the proceedings of the St. Joseph County Board of Commissioners this 7<sup>th</sup> day of December, 2004 and presented to Janet Beals with sincere best wishes for the future.

It was moved by Commissioner Bippus and supported by Commissioner Loudenslager that the resolution be adopted and 2nd reading waived.

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shafer, Loudenslager, Bippus, Baker, Bordner, Pueschel and Dobberteen

Nay votes cast 0

Resolution adopted.

#### NOMINATIONS/APPOINTMENTS

##### Park and Recreation Commission

It was moved by Commissioner Bordner and supported by Commissioner Shafer that Steve Houts and Jeff Knautz be reappointed to the Parks and Recreation for 3 year term to expire January 1, 2008. Motion carried.

##### Community Corrections Advisory Board

It was moved by Commissioner Loudenslager and supported by Commissioner Bippus that the following be appointed to the CCAB for a 1 year term to expire December 31, 2005:

Jeffrey C. Middleton, District Court Judge  
Harry Eberhard, TCCPC  
Henry VanGemert, District Court Probation  
Tom Koenig, DOC  
Thomas E. Shumaker, Circuit Court/Family Division Judge  
Lt. Mark Books, Sheriff's Department  
Gerald Loudenslager, County Commissioner  
Douglas K. Fisher, Prosecuting Attorney  
Patricia Hillman, DASC  
Howard Bush, Attorney  
Eddie MacKay, Citizen at Large  
Industrial Representative – currently unfilled  
Chief of Police – currently unfilled

Motion carried.

##### Road Commission

It was moved by Commissioner Baker and supported by Commissioner Pueschel that Don Lancaster be appointed to the Road Commission for a 6 year term to expire December 31, 2010.

Commissioner Bordner stated that he would be voting against this motion. He says that it has nothing to do with Mr. Lancaster but we have a process that we are not following.

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shafer, Loudenslager, Bippus, Baker and Pueschel.

Nay votes cast 2 - Commissioner Bordner and Dobberteen.

Motion carried.

### Comprehensive Traffic Safety Commission

Chairman Dobberteen placed the following names into nomination for the Comprehensive Traffic Safety Commission for 2 year terms:

Vacant - Three Rivers City Commission  
Vacant - Sturgis City Commission  
Robin Baker – St. Joseph County Commission  
William Miller – Education  
Carol Frohriep – Criminal Justice  
Eugene Alli – Law Enforcement  
Tom Seymour – Engineering  
Robin Bordner – Citizen at Large  
William Dobrowolski – Local Government  
Pat Eliason – Ex-Officio  
Vacant – Medical Board

### Planning Commission

Chairman Dobberteen placed the following names into nomination for the Planning Commission for 3 year terms:

Maurice Cook  
Kenneth W. Crafts  
James Griffith  
Douglas Pagels

### Board of Public Works

Chairman Dobberteen placed Keith Cochran and James Rozeboom into nomination to the Board of Public Works for 3 year terms.

### Community Mental Health

It was moved by Commissioner Bippus and supported by Commissioner Shafer that David Smith and L. Patrick Kastner be nominated and appointed to the Community Mental Health Board to fill vacancies and their terms will expire March 31, 2007. Motion carried.

### COMMITTEE REPORTS

#### Law Enforcement

Commissioner Bippus stated that the minutes of the last Law Enforcement Committee meeting was submitted and he will answer any questions that anyone may have.

#### Judiciary

Commissioner Bordner stated that the minutes have been submitted for the meeting held on October 13, 2004 and the next meeting is scheduled for January 12, 2005 at noon.

Commissioner Bippus made reference of the Judiciary minutes and asked about the law libraries. Ms. West-Wing stated that there has been great progress made in eliminating the purchase of many books because of the availability of doing research on line. The committee is going to look at this again to see if more can be eliminated.

Commissioner Bordner added that we are obligated to have a law library for the public.

#### Physical Resources

Commissioner Bippus stated that the next meeting is scheduled for January 7, 2005.

Executive Committee

Commissioner Bippus stated the Executive Committee Minutes of December 3rd have been submitted and he would answer any questions that anyone may have.

Land Use Sub-Committee

Commissioner Bordner stated that the Land Use Sub-Committee – himself, Charlie Cleaver, Commissioner Pueschel and Pattie Bender met today with Ann Nieuwenhuis.

Other

Commissioner Loudenslager asked about the reference made about the ash tree that has been identified on Walterspaugh Road by the Department of Agriculture that has the emerald ash borer and wondered if there were any more identified anywhere else in the County. The Administrator responded by saying that she did not know the answer to the question.

Commissioner Pueschel added that there is a quarantine in Indiana on the movement of wood.

PERSONNEL REPORT

Ms. West-Wing presented the following report:

RESIGNATION:

David Rachowicz, Parks and Recreation Director, has resigned effective December 20, 2004.

Christine King, Telecommunicator, has resigned effective December 16, 2004.

Steve Siegelin, County Extension Director, has resigned effective January 26, 2005.

MISCELLANEOUS:

Andrew Goldberger, Central Dispatch Director, to assume the management and supervision oversight for the Parks Department during the interim, compensation to be determined.

Vicky Anders will change from Deputy Treasurer to Chief Deputy Treasurer at \$32,635.00 (Rye system, grade 6, step 2) effective January 3, 2005.

Mary Ives, Deputy Treasurer, will change from 35 hours to 40 hours per week effective January 3, 2005.

Joshua Shook, part-time Telecommunicator, increase rate of pay to \$8.75/hr. effective November 30, 2004. Mr. Shook has completed his in-house training.

It was moved by Commissioner Bippus and supported by Commissioner Loudenslager that the personnel report be approved (the resignations accepted with regrets). Motion carried.

BUDGET ADJUSTMENTS

Ms. West-Wing presented the following report:

FUND TRANSFER:

FROM LOCAL CORRECTIONS OFFICER'S TRAINING FUND:

Line item 264-351-999.00 (Transfers Out) \$ 1,235.00

TO SHERIFF'S DEPARTMENT BUDGET:

Line item 101-301-699.000 (Transfers In) \$ 1,235.00

INCREASE EXPENDITURE – GENERAL FUND

001.965.040 Cigarette Tax Appropriation \$ 1,832

101.861.000 Convention Expense \$ 1,151  
 101.708.000 Wages – Per Diem 2,500  
 101.802.000 Legal Attorney 3,000  
 \$ 6,651

131.716.010 Dental Insurance \$ 13  
 131.802.050 Visiting Judge 14,000  
 131.806.000 Jury Fees & Mileage 23,000  
 \$ 37,013

136.816.000 Contractual Service \$ 2,274  
 136.980.000 Equipment 35  
 \$ 2,309

141.953.000 M.E.S.C. \$ 3,000  
 141.978.000 Furniture & Fixtures 101  
 890.941.000 Contingency 3,600  
 \$ 6,701

149.802.020 Court Appt. Atty \$ 6,000  
 149.978.000 Furniture & Fixtures 1  
 \$ 6,001

169.802.060 Add. Legal Expense \$ 1,037  
 890.941.000 Contingency \$ 31,000

212.706.560 Wages – AP Clerk \$ 500  
 212.708.000 Wages – Per Diem 40  
 212.716.000 Group Health 400  
 212.716.010 Group Dental 20  
 \$ 960

225.712.000 Wages – Overtime \$ 500  
 225.862.000 Seminar 1,895  
 890.941.000 Contingency 30,320  
 \$ 32,715

890.941.000 Contingency \$ 12,400

INCREASE REVENUE – GENERAL FUND

253.577.020 Cigarette Tax \$ 1,832

DECREASE EXPENDITURES – GENERAL FUND

101.728.000 Printing \$ 150  
 101.862.000 Seminar 126  
 101.982.000 Library 200  
 890.941.000 Contingency 6,175  
 \$ 6,651

131.716.000 Health Insurance \$ 13  
 890.941.000 Contingency 37,000  
 \$ 37,013

136.706.060 Wages – Clerical \$ 2,274  
 136.820.000 Spec. Ct. Report. 35  
 \$ 2,309

141.706.100 Wages – Assistants \$ 3,000  
 141.980.000 Equipment 101  
 141.887.000 Bank Charges 3,600  
 \$ 6,701

149.706.150 Wages – Caseworkers \$ 6,001

890.941.000 Contingency \$ 1,037

101.728.000 Printing \$ 31,000

212.861.000 Convention Expense \$ 500  
 212.862.000 Seminar 460  
 \$ 960

225.705.020 Wages – Dept. Head #2 \$ 7,864  
 225.706.140 Wages – Supervisor 15,456  
 225.707.000 Wages – Part Time 500  
 225.715.000 FICA 2,500  
 225.716.000 Health Insurance 3,895  
 225.718.010 Retirement 2,500  
 \$ 32,715

226.706.060 Wages – Clerical \$ 6,000  
 226.715.000 FICA 600  
 226.716.000 Health Insurance 5,200  
 226.716.010 Dental Insurance 200  
 226.718.010 Retirement 400  
 \$ 12,400

INCREASE EXPENDITURE – GENERAL FUND

227.707.000	Wages – Part time	\$ 314
227.984.000	Computer Hardware	<u>231</u>
		\$ 545
229.721.010	Opt Out Waiver	\$ 1,600
890.941.000	Contingency	<u>5,162</u>
		\$ 6,762
233.706.280	Wages – Receptionist	\$ 750
233.729.000	Postage	<u>20,000</u>
		\$ 20,750
236.707.000	Wages – Part time	\$ 6,500
236.712.000	Wages – Overtime	1,000
236.716.000	Health Insurance	6,640
236.716.010	Dental Insurance	<u>153</u>
		\$ 14,293
890.941.000	Contingency	\$ 32,800
265.712.000	Wages – Overtime	\$ 250
275.716.000	Health Insurance	\$ 6,593
275.716.010	Dental Insurance	<u>323</u>
		\$ 6,916
301.707.000	Wages – Part Time	\$ 2,760
301.816.071	Contract Billing Service	<u>2,364</u>
		\$ 5,124
351.707.000	Wages – Part Time	\$ 366
351.712.000	Wages – Overtime	555
351.715.000	FICA	7,000
351.716.020	S & A Insurance	3,200
351.721.010	Opt Out Waiver	475
351.816.000	Contractual Services	36,600
351.862.000	Seminar	314
351.977.000	Equipment General	10
351.978.000	Furniture & Fixtures	<u>480</u>
		\$ 49,000
426.705.010	Wages – Dept. Head	\$ 3,000
426.715.000	FICA	250
426.718.050	MERS	<u>300</u>
		\$ 3,550

DECREASE EXPENDITURES – GENERAL FUND

227.716.000	Health Insurance	\$ 314
227.985.000	Computer Software	<u>231</u>
		\$ 545
229.716.000	Health Insurance	\$ 6,762
233.707.000	Wages – Part time	\$ 750
233.980.000	Equipment	4,764
233.984.000	Computer	1,240
890.941.000	Contingency	<u>13,996</u>
		\$ 20,750
236.706.170	Wages – Chief Deputy	\$ 5,000
236.721.010	Opt Out Waiver	1,900
236.931.020	Computer Maintenance	<u>7,393</u>
		\$ 14,293
258.706.420	Wages – Programmer	\$ 22,000
258.715.000	FICA	1,500
258.716.000	Health Insurance	7,500
258.716.010	Dental Insurance	300
258.718.010	Retirement	<u>1,500</u>
		\$ 32,800
265.935.000	Grounds Care	\$ 250
275.721.010	Opt Out Waiver	\$ 1,754
890.941.000	Contingency	<u>5,162</u>
		\$ 6,916
301.706.060	Wages – Clerical	\$ 2,760
301.863.000	Extradition Expense	364
301.981.000	Vehicles	<u>2,000</u>
		\$ 5,124

INCREASE REVENUE – GENERAL FUND

301.699.000	Operating Transfers In	\$ 1,235
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DECREASE EXPENDITURES – GENERAL FUND

890.941.000	Contingency	<u>\$ 47,765</u>
		\$ 49,000
426.777.000	Sand Bags	\$ 1,000
890.941.000	Contingency	<u>2,550</u>
		\$ 3,550

INCREASE EXPENDITURE – GENERAL FUND

890.941.000	Contingency	\$ 3,000
441.716.000	Health Insurance	\$ 1,734
890.941.000	Contingency	\$ 15,000
662.718.010	Retirement	\$ 500
682.706.060	Wages – Clerical	\$ 250
872.953.000	M.E.S.C.	<u>\$ 18,000</u>
		\$317,093

OTHER FUNDS

INCREASE EXPENDITURE

208.751.707.000	Wages – Part time	\$ 2,300
208.751.712.000	Wages – Overtime	820
208.751.932.000	Vehicle Repair	<u>1,061</u>
		\$ 4,181

211.911.706.520	Wages – Dispatchers	\$ 40,000
211.911.715.000	FICA	2,000
211.911.716.000	Group Health	16,000
211.911.716.010	Group Dental	400
211.911.718.010	Retirement	3,000
211.911.931.060	Logger	96
211.911.977.010	Comm. Equip.	<u>14,000</u>
		\$ 75,496

212.912.862.000	Seminar	\$ 620
212.912.982.010	Maps	<u>4,250</u>
		\$ 4,870

213.751.976.030	Signage	\$ 50
213.751.999.000	Operating Trans. Out	<u>3,120</u>
		\$ 3,170

260.229.725.010	Sal. Accum. S & V	\$ 687
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DECREASE EXPENDITURES – GENERAL FUND

430.891.000	Vehicles	\$ 3,000
441.705.010	Wages – Dept. Head	\$ 1,309
441.721.010	Opt Out Waiver	<u>425</u>
		\$ 1,734
648.839.000	Autopsies	\$ 15,000
662.712.000	Wages – Overtime	\$ 500
682.708.000	Wages – Per Diem	\$ 250
890.941.000	Contingency	<u>\$ 18,000</u>
		\$317,093

OTHER FUNDS

INCREASE REVENUE

208.751.677.060	Reimbursed Excess Ins.	\$ 1,061
208.751.699.000	Operating Trans. In	<u>3,120</u>
		\$ 4,181

DECREASE EXPENDITURE

211.911.802.000	Legal	\$ 5,000
211.911.802.130	Prof. Services	2,000
211.911.862.000	Training	4,000
211.911.930.000	Building Repair	1,000
211.911.931.000	Equipment Repair	1,000
211.911.931.020	Computer Maint.	13,000
211.911.931.040	Radio Maint.	2,000
211.911.931.080	Radio Tower	1,000
211.911.958.000	Ed. Materials	500
211.911.980.000	Equipment	1,000

INCREASE REVENUE

211.911.676.000	Budgeted Use of Fund	<u>44,996</u>
		\$ 75,496

DECREASE EXPENDITURE

212.912.941.000	Contingency	\$ 4,870
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213.751.706.860	Wages – Park Rangers	\$ 3,120
213.751.976.000	Bldg. Add. & Improv.	<u>50</u>
		\$ 3,170

260.229.707.010	Sal. - VRA Sec.	\$ 687
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266.301.706.355	Wages – School Liaison	\$ 25,000
266.301.716.000	Health Insurance	4,500
266.301.716.010	Dental Insurance	225
266.331.718.050	MERS	<u>35</u>
		\$ 29,760

INCREASE EXPENDITURE

546.301.759.000	Prisoners' Supplies	\$ 700
546.301.776.000	Bldg. & Grounds	2,316
546.301.910.000	Liab. Insurance	1,003
546.301.931.020	Comp. Maintenance	1,000
546.301.978.000	Furn. & Fixtures	4,500
546.301.984.000	Comp. Hardware	1,176
546.301.985.000	Comp. Software	<u>565</u>
		\$ 11,260

Total \$135,410

266.301.721.010	Opt Out Waiver	\$ 2,100
	<u>INCREASE REVENUE</u>	
266.301.580.600	Sch. Dist. Reim.	<u>27,660</u>
		\$ 29,760

DECREASE EXPENDITURES

546.301.743.000	Other Supplies	\$ 300
	<u>INCREASE REVENUE</u>	
546.301.676.000	Bud. Use of Fund	<u>10,960</u>
		\$ 11,260

Total \$135,410

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

BILLS

Mr. Carey presented the following bills for payment:

<u>GENERAL FUND</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
Employee Receivable	\$ 2,845.90	\$
Prepaid Insurance	80,161.00	
Appropriations	30,690.83	
County Commission	1,808.04	5,674.18
Circuit Court	1,212.44	21,391.78
District Court	696.81	77,435.91
Friend of the Court	4,972.94	38,485.15
Probate Court		18,851.75
Juvenile Branch	10,184.02	44,026.92
Appeals Court	29.15	1,280.87
Administration		12,314.81
Elections	12,789.86	
Finance Department	1,471.70	11,231.24
County Clerk		23,236.30
Equalization Department	4.44	13,541.42
Human Resources	317.25	5,018.43
Geographic Information Systems	337.50	7,703.22
Prosecutor's Office	7,435.90	41,329.87
Central Services	13,253.16	8,380.19
Register of Deeds		12,696.51
County Treasurer	259.85	15,794.49
Cooperative Extension	1,220.43	7,183.14
Information Technology	32,154.90	9,193.02
Buildings & Grounds	7,292.07	15,153.16

<u>GENERAL FUND</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
Courts Building Security	\$ 50.40	\$ 4,235.09
Drain Commission		3,961.12
Sheriff Department	7,594.41	95,366.99
Sheriff Reserves	35.00	
Jail & Turnkey	15,629.52	105,455.12
Planning Commission	4,338.78	
Emergency Services	20.96	4,890.44
Animal Control	965.66	9,415.98
Board of Public Works	375.00	809.64
Medical Examiners	150.00	
Child Care - Probate	7,364.04	926.66
Department of Veterans Affairs	120.00	
Veterans' Services	125.26	260.91
Utilities & General Services	<u>26,908.87</u>	<u>                    </u>
Total	\$ 272,816.09	\$ 615,244.31

<u>OTHER FUNDS</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
County Road Commission	\$ 379,969.12	\$
Parks & Recreation	1,302.46	6,521.57
Emergency 911 Service	4,445.71	56,055.19
Central Dispatch - Wireless	224.70	3,281.42
Meyer Broadway/Coon Hollow Park	1,459.34	1,893.10
Friend of the Court		1,237.61
Family Counseling	90.00	
Cade Lake County Park	1,149.72	
Waste Management Fund		
Resource Recovery Program	59.93	615.21
Traffic Safety Program Fund	13,215.09	
Economic Development Fund	300.00	9,293.24
Survey & Remonumentation	5,385.00	
Register of Deeds Automation Fund	159.24	953.91
Victims' Rights Advocate Fund		3,391.53
Community Corrections Advisory Board	9,408.34	4,640.78
Community Corrections Program	7,394.85	387.55
Drug Law Enforcement Fund	943.12	
Law Enforcement Fund	309.06	19,948.68
Secondary Road Patrol		9,098.69
Homeland Security Grant Fund	11,322.90	
Law Library Fund	1,163.00	
Principal Residence Denial Fund		557.23
Commission on Aging	48,570.64	42,185.82
Community Development Block Grant	1,933.28	
Family Independence Agency	42,292.58	
Child Care - Probate Court	34,410.04	2,545.54
Child Care - Family Independence Agency	9,442.46	
Veterans' Trust Fund	745.10	
Facilities Maintenance Fund	105,615.25	
Tax Payment Fund	2,102.96	
Inmate Store	3,386.03	
Three Rivers Community Center	1,671.42	399.33

<u>OTHER FUNDS</u>	<u>EXPENDITURES</u>	<u>PAYROLL</u>
Long Lake Level Revolving Fund	\$ 22.14	\$
Flexible Benefits Insurance Fund	128,381.01	
Total	<u>\$ 816,874.49</u>	<u>\$ 163,006.40</u>
Grand Total	\$ 1,089,690.58	\$ 778,250.71
General Fund Operating Expenditures		
Pre-Authorized	\$186,399.93	
Accounts Payable	\$86,416.16	
	\$ 272,816.09	
General Fund Payroll Expenditures	\$ 615,244.31	
Other Funds Operating Expenditures		
Pre-authorized	\$779,594.72	
Accounts Payable	\$37,279.77	
	\$ 816,874.49	
Other Funds Payroll Expenditures	<u>163,006.40</u>	
Total Recorded for the Month	\$ 1,867,941.29	

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

#### CHAIRMAN'S REPORT

Chairman Dobberteen reminded everyone of the work session scheduled for Thursday, December 16, 2004.

#### CITIZENS COMMENTS

Tim Carls, Klinger Lake Road, Centreville wanted to know what the Michigan Department of Agriculture was going to do about the emerald ash borer.

Commissioner Bordner responded by saying that it is already out of control and it would be a waste of money at this stage of the game to try to contain.

Phyllis Bainbridge reminded everyone of the open house for Janet Beals on Friday, December 10th from 2:00 p.m. to 4:00 p.m. in the History Room.

#### MISCELLANEOUS

Robin Baker congratulated the Constantine High School Football Team. He also gave his best wishes to those that are retiring and moving on to other jobs.

Commissioner Pueschel thanked those employees that are retiring or changing jobs.

Commissioner Loudenslager echoed Commissioner Pueschel's comments.

Ms. West-Wing distributed the inclement weather information and will share it with Management Council tomorrow as a reminder.

The Clerk reminded everyone of the swearing in at 4:30 p.m. prior to the next meeting on December 21, 2004.

ADJOURNMENT

It was moved by Commissioner Loudenslager and supported by Commissioner Bippus that the St. Joseph County Board of Commissioners adjourn until December 21, 2004 at 5:00 p.m. Motion carried.

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Pattie S. Bender, County Clerk

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John L. Dobberteen, Chairman