

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 18, 2018 at 5:00 p.m.

Chairman Allen called the meeting to order.

The Invocation was given by Commissioner Czajkowski.

The Pledge to the American Flag was given.

County Clerk Lindsay Oswald called the roll and the following Commissioners were present:

Allen J. Balog	John Dobberteen
Daniel R. Czajkowski	Kathy Pangle
	Dennis Allen

Also present: Teresa Doehring, County Administrator and Ryan Post, Finance Director

#### AGENDA

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

#### MINUTES APPROVED

Chairman Allen asked that the appointment of John Dobberteen to the Parks and Recreation Commission and District Court Association Tentative Agreement be added to the agenda.

It was moved by Commissioner Pangle and seconded by Commissioner Czajkowski that the minutes for November 20, 2018 be approved as amended. Motion carried.

#### COMMUNICATIONS

Resolution from Livingston County, Re: Support of House Bill 4986.

Resolution from Montmorency County, Re: Opposing Senate Bill 396.

Resolution from Wexford County, Re: Opposing Senate Bill 1031.

Letter from Southwest Michigan Behavioral Health, Re: Copy of attendance record for County's representation at Board meetings in 2018.

Newsletter from Southwest Michigan Land Conservancy – Autumn 2018.

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

#### CITIZENS' COMMENT

Nancy Percival commented on Walk for Warmth.

#### RECOGNITION OF COMMISSIONER DOBBERTEEN

Commissioner Balog and former Commissioners Rick Shaffer and Monte Bordner discussed Commissioner Dobberteen's legacy from the past 20+ years, noting the courthouse remodel, parks dedication, Cade Lake Park, success of the veteran's department, implementation of technology, transportation improvements, and Covered Bridge Healthcare.

Commissioner Dobberteen appreciated the kind words and noted the teamwork and support that allowed the projects to move forward and to move the county forward.

#### 2019 BUDGET HEARING

Chairman Allen opened the public hearing at 5:20 p.m.

Tim Carls from Florence Township commented on extra funds in the county accounts, asked that the millage for the parks be removed, and thanked Ms. Doehring and Mr. Post for the answers to all his questions regarding appropriations.

Mr. Post noted the extra funds were required for GASB and GAAP best practices and the need for budget stabilization funds and fund balance.

Chairman Allen closed the public hearing at 5:29 p.m.

RADIO AGREEMENT WITH MICHIGAN PUBLIC SAFETY COMMUNICATIONS SYSTEM  
RESOLUTION 21-2018

Commissioner Dobberteen presented the following resolution:

BE IT HEREBY RESOLVED, the St Joseph County Board of Commissioners approves the Michigan Public Safety Communications System Integration Agreement with St Joseph County; and

BE IT FURTHER RESOLVED that Dennis Allen, Chairman of the St Joseph County Board of Commissioners, is authorized to sign the aforementioned Agreements.

It was moved by Commissioner Dobberteen and seconded by Commissioner Pangle to adopt the resolution and waive second reading to approve the Michigan Public Safety Communications System agreement and authorize Dennis Allen to sign. Motion carried 5-0 upon a roll call vote.

It was moved by Commissioner Dobberteen and seconded by Commissioner Balog to approve the agreement with the Michigan Public Safety Communications System. Motion carried 5-0 upon roll call vote.

ACCEPT EDGE'S ANNUAL REPORT

It was moved by Commissioner Dobberteen and seconded by Commissioner Balog to accept the annual report and place it on file. Motion carried.

AMENDMENT TO WESTSIDE RECYCLING AND DISPOSAL AGREEMENT

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

CENTRAL DISPATCH LAND LEASE AGREEMENT

It was moved by Commissioner Pangle and seconded by Commissioner Dobberteen to approve land lease agreement with the Conservation Club. Motion carried.

CENTRAL DISPATCH ACCESS AGREEMENT

It was moved by Commissioner Pangle and seconded by Commissioner Dobberteen to approve the access agreement with the Conservation Club. Motion carried.

REQUEST FOR EXCEPTION TO HIRING FREEZE, FINANCE DIRECTOR

It was moved by Commissioner Balog and seconded by Commissioner Czajkowski to approve the exception to the hiring freeze to hire a finance director. Motion carried.

REQUEST FOR EXCEPTION TO HIRING FREEZE, JUVENILE REGISTER

It was moved by Commissioner Pangle and seconded by Commissioner Czajkowski to approve the exception to the hiring freeze to hire a juvenile register. Motion carried.

EMPLOYMENT AGREEMENT WITH TERESA DOEHRING

It was moved by Commissioner Dobberteen and seconded by Commissioner Pangle to approve the employment agreement with Teresa Doehring. Motion carried 5-0 upon roll call vote.

FIRST BOARD MEETING IN JANUARY 2019

It was moved by Commissioner Balog and seconded by Commissioner Dobberteen to set the first 2019 meeting on January 2 at 5 p.m. Motion carried.

INDIGENT DEFENSE AGREEMENT RENEWAL

It was moved by Commissioner Pangle and seconded by Commissioner Dobberteen to approve the indigent defense agreement for 2019. Motion carried 5-0 upon roll call vote.

LABOR AGREEMENTS

It was moved by Commissioner Dobberteen and seconded by Commissioner Pangle to approve the AFSCME General unit labor agreement. Motion carried 5-0 upon a roll call vote.

It was moved by Commissioner Dobberteen and seconded by Commissioner Pangle to approve the AFSCME Family Court labor agreement. Motion carried 5-0 upon a roll call vote.

It was moved by Commissioner Dobberteen and seconded by Commissioner Balog to approve the AFSCME Probate Court labor agreement. Motion carried 5-0 upon a roll call vote.

It was moved by Commissioner Dobberteen and seconded by Commissioner Czajkowski to approve the AFSCME Circuit / Friend of the Court labor agreement. Motion carried 5-0 upon a roll call vote.

It was moved by Commissioner Dobberteen and seconded by Commissioner Pangle to approve the E-911 Telecommunicators' Association. Motion carried 5-0 upon a roll call vote.

It was moved by Commissioner Dobberteen and seconded by Commissioner Czajkowski to approve the FOP Corrections Sergeants Division labor agreement. Motion carried 5-0 upon a roll call vote.

It was moved by Commissioner Dobberteen and seconded by Commissioner Pangle to approve the POAM Corrections Division labor agreement. Motion carried 5-0 upon a roll call vote.

It was moved by Commissioner Dobberteen and seconded by Commissioner Balog to approve the POAM Law Enforcement Division labor agreement. Motion carried 5-0 upon a roll call vote.

It was moved by Commissioner Dobberteen and seconded by Commissioner Czajkowski to approve the COAM Road Command Division labor agreement. Motion carried 5-0 upon a roll call vote.

#### RAWSON'S KING MILL CONTRACT WITH SERVPRO

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

#### TENTATIVE AGREEMENT WITH DISTRICT COURT ASSOCIATION

It was moved by Commissioner Pangle and seconded by Commissioner Dobberteen to approve the tentative labor agreement with the District Court Association. Motion carried 5-0 upon roll call vote.

#### 2019 BUDGET ADOPTION RESOLUTION 22-2018

Commissioner Dobberteen presented the following resolution:

WHEREAS, Public Act 621 of 1978 otherwise known as the Uniform Budgeting and Accounting Act provides a system of unified procedures for the preparation and execution of budgets for units of local government; and

WHEREAS, the County Administrator/Controller has provided the recommended 2019 budget, as well as supporting documentation as required by Public Act 621; and

WHEREAS, it is the intent of the Board of Commissioners to provide for the solvency of County Fiscal Operations by adopting a General Appropriations Act as required by law; and

WHEREAS, it is the intent of the Board of Commissioners to articulate policy relative to monitoring, maintenance accounting and implementation of the General Appropriations Act as required by law; and

WHEREAS, it is the intent of the Board of Commissioners to continue its allocation for substance abuse services of 50% of the convention facility/liquor tax revenue; and

WHEREAS, the 2019 Budget is based on the intent of the Board of Commissioners to levy property tax millages as follows: County Operating 4.5482, 9-1-1 .75, Commission on Aging .75, Transportation .33, County Roads 1.0 and Park & Recreation .25; and

WHEREAS, the 2019 Budget has been apportioned to the various County departments in the categories of Total Personnel Services, Total Operating Expenditures, and Total Capital Expenditures; and

WHEREAS, the following County Budget Policy shall apply to the management of these categories:

Total Personnel Services (Wages and Fringe Benefits): Budgeted expenditures are predetermined by the Board of Commissioners. Permission of the Board of Commissioners is required for transfers to, from, or between line items within this category.

Total Operating Expenditures: Permission of the Board of Commissioners is required for transfers to or from line items within this category if the transfer is to or from a different category. Budgeted expenditures and transfers between line items within this category are at the discretion of management in accordance with the County Purchasing Policy. Commissioners have determined a list of approved dues that will be paid for 2019. Only those dues approved shall be paid from County funds.

Total Capital Expenditures: Budgeted expenditures to the extent of the Board approved capital listing contained in the adopted 2019 budget documents are at the discretion of management in accordance with the County Purchasing Policy. Permission of the Board of Commissioners is required to purchase items not previously approved if the request exceeds \$5,000. Non-budgeted capital requests under \$5,000 shall be presented to the County Administrator/Controller, or his designee, in accordance with the County Purchasing Policy. Transfers between line items within this category shall be presented to the County Administrator/Controller, or his designee, for consideration.

NOW THEREFORE BE IT RESOLVED, the St. Joseph County Board of Commissioners hereby adopts the General Appropriations Act including such documents as the General Fund revenues and expenditures, special revenue budgets, elected officials' salary schedule, non-contract pay ranges, part-time wage schedule, capital budget, and Planning Enabling Act Capital Improvements Program for its financial operations.

It was moved by Commissioner Dobberteen and seconded by Commissioner Balog to adopt the resolution to adopt the 2019 budget and waive second reading. Motion carried 5-0 upon roll call vote.

#### NOMINATIONS/APPOINTMENTS

It was moved by Commissioner Dobberteen and seconded by Commissioner Balog to appoint Cathi Abbs and Tracey Parker to the Animal Control Shelter Advisory Board with terms ending December 31, 2021. Motion carried.

It was moved by Commissioner Dobberteen and seconded by Commissioner Czajkowski to appoint Edward Bell, Lon Huffman, and Joe Woodin to the Planning Commission with terms ending January 1, 2022. Motion carried.

It was moved by Commissioner Czajkowski and seconded by Commissioner Balog to appoint Steve Zarza and John Dobberteen to the Parks and Recreation Commission with terms ending January 1, 2022. Motion carried.

#### ADMINISTRATOR'S REPORT

Ms. Doehring thanked Mr. Post for his service and noted his upcoming career change with a different county.

#### FINANCE DIRECTOR'S REPORTS

Mr. Post thanked the Commission for the opportunity, commended Ms. Doehring for her leadership, and noted the progress the County had made.

Mr. Post presented the following reports:

##### Budget Amendments

It was moved by Commissioner Balog and seconded by Commissioner Pangle to approve the budget amendments as presented. Motion carried.

It was moved by Commissioner Balog and seconded by Commissioner Pangle to authorize the County Administrator to make any necessary budget adjustments to meet end-of-year state requirements. Motion carried.

##### Bills

It was moved by Commissioner Dobberteen and seconded by Commissioner Pangle to approve payment of the bills as presented. Motion carried.

##### Per Diem and Expenses

It was moved by Commissioner Dobberteen and seconded by Commissioner Pangle to approve the per diems and expenses as presented. Motion carried.

##### Financial Statement

It was moved by Commissioner Balog and seconded by Commissioner Pangle to approve the November financial statement as presented. Motion carried.

COMMITTEE REPORTS

Law Enforcement

Commissioner Balog stated that the Committee had not met.

Judiciary

Commissioner Dobberteen stated that minutes were available.

Physical Resources

Commissioner Dobberteen stated that the Committee had not met.

Executive/Committee of the Whole

Chairman Allen stated that the Committee had met, and minutes were available.

Other Committees

Commissioner Pangle noted the partnerships CMH had been building to better serve the community.

CHAIRMAN’S REPORT

Chairman Allen thanked Commissioner Dobberteen for his years of service and wished Mr. Post the best in his new position.

COMMISSIONERS’ COMMENTS

Commissioner Pangle noted the success of the veteran Christmas dinner that Mr. Summey organized.

Commissioner Czajkowski thanked Mr. Carls for participation in the budget hearing.

Commissioner Balog noted the accomplishment of Ms. Doehring settling all of the unions.

Commissioner-elect Malone thanked Commissioner Dobberteen.

Commissioner Dobberteen thanked the Commissioners, former Commissioners, administration, and department heads for the teamwork to make the County a better place.

ADJOURNMENT

At 6:15 p.m., it was moved by Commissioner Dobberteen and seconded by Commissioner Balog that the St. Joseph County Board of Commissioners adjourn until January 2, 2019 at 5:00 p.m. Motion carried.

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Lindsay Oswald, County Clerk

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Dennis Allen, Chairman