

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 15, 2016 at 5:00 p.m.

Chairman Balog 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:

| | |
|--------------------|----------------|
| Robin Baker | Rick Shaffer |
| John L. Dobberteen | Allen J. Balog |

Commissioner Eaton was absent.

Also present: Pat Yoder, Administrator/Controller and Joni Smith, Finance Director.

AGENDA

It was moved by Commissioner Dobberteen and seconded by Commissioner Baker to approve the agenda as presented. Motion carried.

MINUTES APPROVED

It was moved by Commissioner Baker and seconded by Commissioner Dobberteen that the minutes for November 1, 2016 be approved as presented. Motion carried.

COMMUNICATIONS

Letter from the City of Three Rivers, Re: Notice of public hearing on November 15 to consider an industrial facilities tax exemption from WE Slitt Company and Kadant Johnson.

Letter from the City of Sturgis, Re: Notice of public hearing on November 16 to consider a Brownfield Redevelopment Plan amendment for the eligible properties comprising 200 E. Chicago Road (Arkwright’s Property).

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

CITIZENS’ COMMENT

Tammy Rigby of 25684 Rainbow Drive commented on the website proposal cost.

PROPOSAL TO REDESIGN AND DEVELOP NEW COUNTY WEBSITE

It was moved by Commissioner Shaffer and seconded by Commissioner Dobberteen to approve the proposal for eStudio Design for \$34,200. Discussion included the need for the expertise in the back end part of creating the website, the past experience that the County has had with the company president, Amy Frost. Motion carried.

AGREEMENT WITH MSU FOR EXTENSION SERVICES FOR 2017

It was moved by Commissioner Dobberteen and seconded by Commissioner Baker to approve the contract less the educator portion. Motion carried 4-0 upon a roll call vote.

REVISED COMMISSION ON AGING BY-LAWS

Tim Stoll, COA Director, noted the changes to the by-laws.

It was moved by Commissioner Shaffer and seconded by Commissioner Dobberteen to approve the by-laws. Motion carried.

NOMINATIONS AND APPOINTMENTS

It was moved by Commissioner Dobberteen and seconded by Commissioner Shaffer to appoint Don Eaton to the Commission on Aging with a term ending June 30, 2018. Motion carried 3-1 with Commissioner Baker dissenting.

It was moved by Commissioner Dobberteen and seconded by Commissioner Shaffer to appoint Rick Shaffer to the Parks and Recreation with a term ending January 1, 2018. Commissioner Dobberteen noted that the Parks and Recreation requested the appointment of Commissioner Shaffer. Motion carried 3-1 with Commissioner Baker dissenting.

ADMINISTRATOR’S REPORT

Mr. Yoder had nothing further to report.

HUMAN RESOURCES DIRECTOR’S REPORT

Mr. Yoder had nothing further to report.

FINANCE DIRECTOR’S REPORT

Ms. Smith presented the following reports:

Budget Amendments

GENERAL FUND

| | |
|---|--------|
| Increase Court Security Uniforms (101-266-745.000) | 3,300 |
| Increase court Security Equipment (101-266-977.000) | 13,000 |
| Increase Budgeted Use of Fund Balance (101-390-676.000) | 16,300 |

Note: Uniforms, tasers & ballistic vests due to enhanced court security

COUNTY FACILITIES MAINTENANCE FUND

| | |
|---|--------|
| Increase Building Improvements (406-253-976.000) | 12,000 |
| Increase Budgeted Use of Fund Balance (406-253-676.000) | 12,000 |

Note: Edgewater Resources Study regarding Plumb Lake Park

THREE RIVERS BALL FIELD PROJECT

TAX PAYMENT FUND

| | |
|---|---------|
| Increase Operating Transfers Out (516-253-999.007) | 755,000 |
| Increase Budgeted Use of Fund Balance (516-253-676.000) | 755,000 |

GENERAL FUND

| | |
|---|---------|
| Increase Operating Transfers In (101-728-699.004) | 755,000 |
| Increase Economic Development Appropriation (101-728-965.150) | 755,000 |

ECONOMIC DEVELOPMENT FUND

| | |
|---|---------|
| Increase Miscellaneous Revenue (244-728-696.000) | 755,000 |
| Increase Miscellaneous Appropriations (244-728-965.020) | 755,000 |

Note: Amount expended in 2016 to date

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

Per Diem and Expenses

| | |
|---|-------------------|
| Robin Baker – 6 half days: 10/19, 10/27, 11/8, 11/9 x3, & 2 full days: 10/24, 11/1 | \$490.00 |
| Allen Balog – 11 half days: 10/19 x2, 10/20, 10/27, 11/3, 11/4, 11/8, 11/9 x3, 11/11 | 550.00 |
| Rick Shaffer – 10 half days: 9/20, 9/22, 10/5, 10/10, 10/19, 10/20, 10/26, 11/2, 11/3, 11/9 & 3 full days: 9/26, 10/24, 11/4 | 785.00 |
| | <u>\$1,285.00</u> |

| | |
|--------------|---------------|
| Robin Baker | \$ 264.60 |
| Allen Balog | 142.02 |
| Rick Shaffer | <u>348.84</u> |
| | \$ 755.46 |

It was moved by Commissioner Baker and seconded by Commissioner Dobberteen to pay the bills. Motion carried.

Financial Statement

| | Revenues | Expenditures |
|---------------------------------|------------------|-----------------|
| Year to Date – October 31, 2016 | \$ 15,400,519.29 | \$16,271,184.23 |
| Available Balance | \$ 2,753,529.71 | \$ 2,882,864.77 |

Percent of total budgeted funds earned year to date: 84.83%
Percent of total budgeted funds expended year to date: 84.12%

It was moved by Commissioner Shaffer and seconded by Commissioner Baker to place the financial statement on file. Motion carried.

COMMITTEE REPORTS

Law Enforcement

Chairman Balog stated the committee had not met.

Judiciary

Commissioner Baker stated the committee had met and minutes are available.

Physical Resources

Chairman Balog noted the committee had not met.

Executive / Committee of the Whole

Chairman Balog noted the committee had met and minutes are available.

CHAIRMAN'S REPORT

Chairman Balog noted Dennis Allen in the audience.

CITIZENS' COMMENTS

Rebecca Shank, 385 Washington in Constantine, commented on River Country Tourism and asked about their tax funding. She also mentioned the convenience of having all the information for our county in one place online.

COMMISSIONER COMMENTS

Commissioner Dobberteen commented on the desire to get River Country Tourism engaged. Commissioner Shaffer expressed a similar desire.

ADJOURNMENT

At 5:20 p.m., it was moved by Commissioner Shaffer and seconded by Commissioner Dobberteen that the St. Joseph County Board of Commissioners adjourn until December 6, 2016 at 5:00 p.m. Motion carried.

Lindsay Oswald, County Clerk

Allen J. Balog, Chairman