

Organizational Session of the Board of County Commissioners for the County of St. Joseph, State of Michigan, was held via Zoom on January 5, 2021 at 5:00 p.m.

County Clerk Lindsay Oswald, acting as Chairman, called the meeting to order.

The Invocation was given by Commissioner Czajkowski.

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

Dennis Allen	Jared Hoffmaster
Daniel R. Czajkowski	Ken Malone
	Kathy Pangle

Also present: Teresa Doehring, County Administrator; Angie Steinman, Finance Director

#### ELECTION OF CHAIRMAN

Chair Oswald stated that nominations were in order for Chairman.

Commissioner Czajkowski nominated Commissioner Allen.

It was moved by Commissioner Czajkowski and seconded by Commissioner Pangle that the nominations be closed and a unanimous ballot cast for Commissioner Allen for Chairman. Motion carried.

#### ELECTION OF VICE-CHAIRMAN

Chairman Allen assumed the Chair.

Commissioner Czajkowski nominated Commissioner Pangle.

It was moved by Commissioner Czajkowski and seconded by Commissioner Hoffmaster that the nominations be closed and a unanimous ballot cast for Commissioner Pangle for Vice-Chair. Motion carried.

#### AGENDA

Commissioner Pangle asked FFCRA sick leave extension be added to the agenda.

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

#### MINUTES APPROVED

It was moved by Commissioner Czajkowski and seconded by Commissioner Pangle that the minutes for December 15, 2020 be approved as presented. Motion carried.

#### COMMUNICATIONS

There were none.

#### CITIZENS' COMMENT

Deborah Davis, Farrand Road in Colon, commented on work in prosecutor's office.

Rebecca Burns, Community Health Agency, provided an update for the vaccine to county residents.

GRANT WRITER AGREEMENT RENEWAL

It was moved by Commissioner Malone and seconded by Commissioner Pangle to approve the grant writer agreement with Grantsmanship Consulting LLC for \$35,100. Motion carried.

EXCEPTION TO HIRING FREEZE – ASSISTANT PROSECUTING ATTORNEY

It was moved by Commissioner Pangle and seconded by Commissioner Malone to approve the exception for one assistant prosecuting attorney position. Discussion included the number of attorneys in the office historically and cost of position. Motion carried 5-0 upon a roll call vote.

EXCEPTION TO HIRING FREEZE – DOCUMENT IMAGING COORDINATOR / SECRETARY

It was moved by Commissioner Pangle and seconded by Commissioner Hoffmaster to approve the exception for the administrative assistant / document imaging coordinator position. Motion carried 5-0 upon roll call vote.

SET 2021 BOARD MEETING DATES

It was moved by Commissioner Malone and seconded by Commissioner Pangle to approve schedule as presented. Motion carried.

SET 2021 EXECUTIVE MEETING DATES

It was moved by Commissioner Malone and seconded by Commissioner Czajkowski to approve the schedule as presented. Motion carried.

FAMILY FIRST CORONA RESPONSE ACT SICK LEAVE EXTENSION

It was moved by Commissioner Pangle and seconded by Commissioner Hoffmaster to approve the sick leave extension through the end of March 2021. Motion carried.

COMMUNITY MENTAL HEALTH AND SUBSTANCE ABUSE SERVICE APPROPRIATION  
RESOLUTION 1-2021

WHEREAS, St. Joseph County appropriates monies for St. Joseph County Community Mental Health and Substance Abuse Services of St. Joseph County; and

WHEREAS, St. Joseph County has budgeted \$257,268.00 for Community Mental Health and Substance Abuse Services of St. Joseph County for 2021.

NOW, THEREFORE BE IT RESOLVED, that the County Treasurer of St. Joseph County be respectfully directed to make quarterly transfers of \$64,317.00 in 2021 to Community Mental Health and Substance Abuse Services of St. Joseph County around the first of the month for the months of January, April, July, and October 2021.

It was moved by Commissioner Hoffmaster and seconded by Commissioner Pangle to adopt the resolution and waive second reading. Motion carried 5-0 upon a roll call vote.

COMMUNITY HEALTH AGENCY APPROPRIATION  
RESOLUTION 2-2021

WHEREAS, St. Joseph County is a member of the Branch-Hillsdale-St. Joseph Community Health Agency (CHA); and

WHEREAS, St. Joseph County is committed to supporting programs that provide access to appropriate health care services for low-income residents of St. Joseph County; and

WHEREAS, St. Joseph County has budgeted \$307,700.00 in 2021 to finance a portion of the Community Health Agency; and

WHEREAS, in 2015 St. Joseph County and the Community Health Agency entered into a building lease agreement for 1110 Hill Street, Three Rivers, for an annual rent of \$1.00 per year payable by January 15th; and

WHEREAS, it would be appropriate to reduce the appropriation by \$1.00 to represent the yearly rent payment.

NOW, THEREFORE BE IT RESOLVED, that the St. Joseph County Treasurer is respectfully directed to make quarterly transfers at the direction of the CHA. The CHA will determine the amounts and the timing for each quarterly transfer.

It was moved by Commissioner Pangle and seconded by Commissioner Czajkowski to adopt the resolution and waive second reading. Motion carried 5-0 upon a roll call vote.

NOMINATIONS/APPOINTMENTS

It was moved by Commissioner Pangle and seconded by Commissioner Czajkowski to appoint Judge Middleton, Judge Pattison, Judge Stutesman, Judge Tomlinson, Dave Marvin, Kitty Buchner, Lisa Martin, Autumn Keifer, Tom Miles, Eddie MacKay, Gerald Loudenslager, Luke Nofsinger, and Commissioner Kathy Pangle to the Community Corrections Advisory Board with terms ending December 31, 2021. Motion carried.

ADMINISTRATOR'S REPORT

Ms. Doehring introduced Pam Riley as the new COA Director.

FINANCE DIRECTOR'S REPORTS

Bills

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

COMMITTEE REPORTS

Law Enforcement

Chairman Allen stated that the Committee had not met.

Judiciary

Commissioner Malone stated that the Committee had not met.

Physical Resources

Commissioner Malone stated that the Committee had not met.

Executive/Committee of the Whole

Chairman Allen stated that the Committee had not met.

CHAIRMAN'S REPORT

Chairman Allen thanked the board for support as chair and welcomed Commissioner Hoffmaster.

COMMISSIONERS' COMMENTS

Commissioner Hoffmaster commented on his opportunity to serve.

Commissioner Czajkowski welcomed Commissioner Hoffmaster and COA Director Riley and commented on his nomination for chair.

Commissioner Pangle thanked the board for support as vice-chair and welcomed Prosecuting Attorney Marvin, Commissioner Hoffmaster, and Director Riley.

ADJOURNMENT

At 5:53 p.m., it was moved by Commissioner Malone and seconded by Commissioner Czajkowski that the St. Joseph County Board of Commissioners adjourn until January 19, 2020 at 5:00 p.m. Motion carried.

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Lindsay Oswald, County Clerk

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Dennis Allen, Chairman