

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 February 18, 2014, at 5:00 p.m.

Vice-Chairman Balog called the meeting to order.

The Invocation was given by Commissioner Shaffer.

The Pledge of Allegiance to the flag was given.

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

Allen J. Balog
Robin Baker

Rick Shaffer

Absent: Donald Eaton and John L. Dobberteen.

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

AGENDA

Vice-Chairman Balog stated that the Emergency Management Performance Grant - Distribution of Additional Funding should be added to the agenda.

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

MINUTES APPROVED

It was moved by Commissioner Shaffer and supported by Commissioner Baker that the minutes for February 4, 2014 be approved. Motion carried.

COMMUNICATIONS

1. Letter from the City of Sturgis, Re: Notice of public hearing on February 12, 2014 to consider an Industrial Facilities Exemption Certificate to Midwest Plastics Engineering.
2. Anonymous Letter, Re: Cash donation.
3. Resolution from Bay County, Re: Supporting restoration of the Community Mental Health General Fund Appropriation.
4. Minutes of the Commission on Aging Board meeting of January 15, 2014.

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

REQUEST TO USE COUNTY PROPERTY FOR COVERED BRIDGE DAYS

Mr. Yoder recommended approval of use of County Property for Covered Bridge Days.

It was moved by Commissioner Baker and supported by Commissioner Shaffer that the use of County Property for Covered Bridge Days to be held June 20-22, 2014 be approved. Motion carried.

REQUEST FOR ADDITIONAL ADMINISTRATION POSITION AT SHERIFF'S DEPARTMENT FOR JAIL DIVERSION

Mr. Yoder stated that the Sheriff is requesting an additional Administrative staff person for the Jail Diversion Program that will be created for housing inmates with mental health issues. Space needs to be provided away from the general population. Sheriff Balk has been working with Community Mental Health and CMH has received a grant in the amount of \$350,000 of which part of those monies will pay for the position as well as the modifications that need to be made at the jail to provide this separate space.

It was moved by Commissioner Baker and supported by Commissioner Shaffer that the additional Administrative Position at the Sheriff's Department for Jail Diversion be created. Motion carried.

IT POSITION FOR CENTRAL DISPATCH

Mr. Yoder stated that he is recommending that an additional IT position be created to handle computer issues at Central Dispatch. The position will be funded by Central Dispatch but the person will be an employee of IT reporting to Director Dan Wing. This will be re-evaluated if it is determined that Central Dispatch does not require the entire 40 hours per week.

It was moved by Commissioner Shaffer and supported by Commissioner Baker that an IT position be created to handle computer issues at Central Dispatch paid for by Central Dispatch funds. Motion carried.

REQUEST TO FILL VACANT FAMILY DIVISION CASEWORKER POSITION

Mr. Yoder stated that a request has been submitted to fill the Family Division Caseworker position that will become vacant on May 15, 2014, requesting that the person that will be hired be approved to work 30 days with the person that will be retiring. It was moved by Commissioner Baker and supported by Commissioner Shaffer that the request to fill the vacant Family Division Caseworker position be approved and they can begin employment 30 days before current Caseworker retires. Motion carried.

EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPF) DISTRIBUTION OF ADDITIONAL FUNDING

Scott Hopkins, Emergency Management Director, stated that additional funding has become available from the 2012 Emergency Management Performance Grant from the State of Michigan. This grant provides a percentage of funds for his wages. Currently, under the grant the County has been reimbursed at the rate of 37.02% and with this additional "left over" funding his 2014 wages will be reimbursed at 48.2%.

It was moved by Commissioner Baker and supported by Commissioner Shaffer that the additional funding be accepted.

The aye and nay vote was called as follows:

Aye votes cast: 3 - Commissioners Balog, Shaffer and Baker.

Nay votes cast: 0

Absent: 2 - Commissioners Eaton and Dobberteen.

Motion carried.

PERSONNEL REPORT

Mr. Yoder presented the following report:

RETIREMENT:

Jay Parker, Road Patrol Officer, will retire effective February 17, 2014.

Deborah Sprinkle, Family Division Caseworker, will retire effective May 15, 2014.

MISCELLANEOUS:

Revise resignation date for Beverly Thelen, Deputy Drain Commissioner, from February 21 to February 28, 2014. (Ms. Thelen's resignation was accepted at the 1/21/14 Board meeting.)

It was moved by Commissioner Baker and supported by Commissioner Shaffer that the Personnel Report be approved. Motion carried.

FINANCE DIRECTOR'S REPORT

Mrs. Smith presented the following reports:

Per Diems

Robin Baker - 4 half days 2/10, 2/12 x 2, 2/13 & 2 full days 1/23 & 2/6/14	\$ 390.00
Allen Balog - 6 half days 1/23 x 2, 2/11, 2/12, 2/13 & 2/17/14	300.00
John Dobberteen - 6 half days & 2 full days	<u>490.00</u>
	\$1,280.00

Expenses

Robin Baker	\$ 135.52
Allen Balog	77.28
John Dobberteen	<u>147.28</u>
	\$ 360.08

It was moved by Commissioner Baker and supported by Commissioner Shaffer that the per diems and expenses be approved. Motion carried.

Financial Statements

	Revenues	Expenditures
Year to Date - January 31, 2014	\$ 1,958,434.19	\$ 1,170,983.45
Available Balance - Rev. & Exp.	\$ 14,862,701.53	\$ 15,645,611.55
Percent of total budgeted funds earned year to date	6.96%	
Percent of total budgeted funds expended year to date	11.64%	

It was moved by Commissioner Baker and supported by Commissioner Shaffer that the financial statements be accepted. Motion carried.

COMMITTEE REPORTS

Law Enforcement

Commissioner Baker stated that the Law Enforcement Committee met on February 10, 2014 and the minutes have been distributed and he would answer any questions that anyone may have.

Judiciary

The minutes from the Judiciary Committee meeting held on February 12, 2014 have been distributed.

Physical Resources

Vice-Chairman Balog stated that the committee had not met.

Executive Committee

Vice-Chairman Balog stated that the Executive Committee met on February 13, 2014 and the minutes have been distributed.

COMMISSIONERS' COMMENTS

Commissioner Shaffer asked if an advertisement had been placed in the paper regarding the vacancy on the Veterans' Affairs Board. Mr. Yoder responded that it is being advertised and probably will be for another 10 days.

Commissioner Baker asked if there had been any applications for the vacancy on the Parks and Recreation Commission and Mr. Yoder said that there had not been.

ADJOURNMENT

At 5:13 p.m. it was moved by Commissioner Shaffer and supported by Commissioner Baker that the St. Joseph County Board of Commissioners adjourn until March 4, 2014 at 5:00 p.m. Motion carried.

Pattie S. Bender, St. Joseph County Clerk

Allen J. Balog, Vice-Chairman