

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 April 15, 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	Donald Eaton
Rick Shaffer	Robin Baker

Absent: John L. Dobberteen

Also present were Pat Yoder, Administrator/Controller, Elishia Arver, Human Resources Director/Deputy Administrator and Joni Smith, Finance Director.

AGENDA

Vice-Chairman Balog stated that the 2013 Hazardous Materials Planning Grant Application and the Automatic Door Service Contract both be added under New Business.

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

MINUTES APPROVED

It was moved by Commissioner Baker and supported by Commissioner Eaton that the minutes for April 1, 2014 be approved. Motion carried.

COMMUNICATIONS

1. Letter from Michigan Department of Treasury, Re: St. Joseph County was not selected for FY 2014 Competitive Grant Assistance Program (Round 1).
2. Letter from the Village of Constantine, Re: Notice of public hearing on April 21, 2014 to consider an Industrial Facilities Exemption Certificate to Pioneer.
3. Letter from Delmar Martin, Re: County funding for road repairs.
4. Response letter to Delmar Martin, Re: County funding for road repairs.
5. Minutes of the Animal Control Advisory Board meeting of February 19, 2014.
6. Minutes of the Commission on Aging Board meeting of March 19, 2014.

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

TRANSPORTATION AUTHORITY

Steve Yorks, Executive Director of the Transportation Authority, requested that the Board place on the August 5, 2014 Primary Ballot the renewal of the .33 of a mill for the Transportation Authority for 4 years. He stated in the first year the estimated amount of taxes collected would be \$628,800.22.

It was moved by Commissioner Eaton and supported by Commissioner Shaffer that the renewal of the .33 of a mill for the Transportation Authority for 4 years be placed on the August 5, 2014 Primary Ballot.

The aye and nay vote was called as follows:

Aye votes cast: 4 - Commissioners Balog, Eaton, Shaffer and Baker.

Nay votes cast: 0

Absent: 1 - Commissioner Dobberteen.

Motion carried.

2014 EQUALIZATION REPORT

Tony Meyaard, Equalization Director, presented the following 2014 Equalization Report and requested adoption of the report. He stated that the local assessors are doing a good job and the Equalization Department did not have to factor any unit. There are slight increases in the State Equalization Value and Taxable Value for the County.

PERSONAL AND REAL PROPERTY - TOTALS

TOWNSHIP OR CITY	TOTAL REAL PROPERTY VALUATIONS		PERSONAL PROPERTY VALUATIONS		TOTAL REAL PLUS PERSONAL PROPERTY	
	ASSESSED VALUATIONS	EQUALIZED VALUATIONS	ASSESSED	EQUALIZED	ASSESSED	EQUALIZED
BURR OAK	\$95,933,200	\$95,933,200	\$3,065,900	\$3,065,900	\$98,999,100	\$98,999,100
COLON	\$141,581,800	\$141,581,800	\$4,626,500	\$4,626,500	\$146,208,300	\$146,208,300
CONSTANTINE	\$130,346,300	\$130,346,300	\$20,807,800	\$20,807,800	\$151,154,100	\$151,154,100
FABIUS	\$207,648,800	\$207,648,800	\$11,205,900	\$11,205,900	\$218,854,700	\$218,854,700
FAWN RIVER	\$56,279,300	\$56,279,300	\$817,700	\$817,700	\$57,097,000	\$57,097,000
FLORENCE	\$79,291,000	\$79,291,000	\$4,376,600	\$4,376,600	\$83,667,600	\$83,667,600
FLOWERFIELD	\$78,014,191	\$78,014,191	\$8,983,014	\$8,983,014	\$86,997,205	\$86,997,205
LEONIDAS	\$74,368,300	\$74,368,300	\$8,080,900	\$8,080,900	\$82,449,200	\$82,449,200
LOCKPORT	\$123,764,800	\$123,764,800	\$3,090,600	\$3,090,600	\$126,855,400	\$126,855,400
MENDON	\$111,143,000	\$111,143,000	\$28,978,600	\$28,978,600	\$140,121,600	\$140,121,600
MOTTVILLE	\$63,972,500	\$63,972,500	\$11,240,800	\$11,240,800	\$75,213,300	\$75,213,300
NOTTAWA	\$158,629,700	\$158,629,700	\$4,838,100	\$4,838,100	\$163,467,800	\$163,467,800
PARK	\$149,208,900	\$149,208,900	\$22,253,500	\$22,253,500	\$171,462,400	\$171,462,400
SHERMAN	\$153,615,800	\$153,615,800	\$5,229,000	\$5,229,000	\$158,844,800	\$158,844,800
STURGIS	\$66,409,600	\$66,409,600	\$2,869,700	\$2,869,700	\$69,279,300	\$69,279,300
WHITE PIGEON	\$194,670,250	\$194,670,250	\$34,830,400	\$34,830,400	\$229,500,650	\$229,500,650
THREE RIVERS	\$148,848,532	\$148,848,532	\$72,847,900	\$72,847,900	\$221,696,432	\$221,696,432
STURGIS CITY	\$189,085,800	\$189,085,800	\$60,051,000	\$60,051,000	\$249,136,800	\$249,136,800
	\$2,222,811,773	\$2,222,811,773	\$308,193,914	\$308,193,914	\$2,531,005,687	\$2,531,005,687

EQUALIZED VALUATIONS - REAL

	EQUALIZED VALUATIONS - REAL				TOTAL	
	AGRICULTURAL	COMMERCIAL	INDUSTRIAL	RESIDENTIAL	DEVELOPMENTAL REAL PROPERTY	
BURR OAK	\$45,667,600	\$957,300	\$818,400	\$48,489,900	\$95,933,200	
COLON	\$49,677,000	\$3,933,700	\$2,601,000	\$85,370,100	\$141,581,800	
CONSTANTINE	\$39,418,400	\$4,262,800	\$20,793,700	\$65,871,400	\$130,346,300	
FABIUS	\$19,730,100	\$4,513,800	\$3,476,900	\$179,928,000	\$207,648,800	
FAWN RIVER	\$23,013,700	\$1,412,200	\$0	\$31,853,400	\$56,279,300	
FLORENCE	\$59,504,400	\$0	\$115,700	\$19,670,900	\$79,291,000	
FLOWERFIELD	\$32,598,720	\$1,347,610	\$95,840	\$43,972,021	\$78,014,191	
LEONIDAS	\$54,566,700	\$920,500	\$0	\$18,881,100	\$74,368,300	
LOCKPORT	\$31,941,000	\$4,301,600	\$981,000	\$86,541,200	\$123,764,800	
MENDON	\$53,192,000	\$3,131,000	\$5,279,200	\$49,540,800	\$111,143,000	
MOTTVILLE	\$26,418,300	\$2,105,300	\$11,320,100	\$24,128,800	\$63,972,500	
NOTTAWA	\$51,218,000	\$8,314,200	\$414,900	\$98,682,600	\$158,629,700	
PARK	\$48,260,600	\$6,378,600	\$4,732,300	\$89,837,400	\$149,208,900	
SHERMAN	\$28,182,400	\$1,379,600	\$171,200	\$123,882,600	\$153,615,800	
STURGIS	\$26,783,700	\$9,649,600	\$1,650,700	\$27,683,300	\$642,300	\$66,409,600
WHITE PIGEON	\$29,813,900	\$9,372,350	\$7,990,500	\$147,493,500	\$194,670,250	
THREE RIVERS	\$0	\$58,562,000	\$21,627,700	\$68,658,832	\$148,848,532	
STURGIS CITY	\$1,583,400	\$39,982,300	\$34,744,500	\$112,775,600	\$189,085,800	
	\$621,569,920	\$160,524,460	\$116,813,640	\$1,323,261,453	\$642,300	\$2,222,811,773

ASSESSED VALUATIONS - REAL

	AGRICULTURAL	COMMERCIAL	INDUSTRIAL	RESIDENTIAL	DEVELOPMENTAL	TOTAL REAL PROPERTY
BURR OAK	\$45,667,600	\$957,300	\$818,400	\$48,489,900		\$95,933,200
COLON	\$49,677,000	\$3,933,700	\$2,601,000	\$85,370,100		\$141,581,800
CONSTANTINE	\$39,418,400	\$4,262,800	\$20,793,700	\$65,871,400		\$130,346,300
FABIUS	\$19,730,100	\$4,513,800	\$3,476,900	\$179,928,000		\$207,648,800
FAWN RIVER	\$23,013,700	\$1,412,200	\$0	\$31,853,400		\$56,279,300
FLORENCE	\$59,504,400	\$0	\$115,700	\$19,670,900		\$79,291,000
FLOWERFIELD	\$32,598,720	\$1,347,610	\$95,840	\$43,972,021		\$78,014,191
LEONIDAS	\$54,566,700	\$920,500	\$0	\$18,881,100		\$74,368,300
LOCKPORT	\$31,941,000	\$4,301,600	\$981,000	\$86,541,200		\$123,764,800
MENDON	\$53,192,000	\$3,131,000	\$5,279,200	\$49,540,800		\$111,143,000
MOTTVILLE	\$26,418,300	\$2,105,300	\$11,320,100	\$24,128,800		\$63,972,500
NOTTAWA	\$51,218,000	\$8,314,200	\$414,900	\$98,682,600		\$158,629,700
PARK	\$48,260,600	\$6,378,600	\$4,732,300	\$89,837,400		\$149,208,900
SHERMAN	\$28,182,400	\$1,379,600	\$171,200	\$123,882,600		\$153,615,800
STURGIS	\$26,783,700	\$9,649,600	\$1,650,700	\$27,683,300	\$642,300	\$66,409,600
WHITE PIGEON	\$29,813,900	\$9,372,350	\$7,990,500	\$147,493,500		\$194,670,250
THREE RIVERS	\$0	\$58,562,000	\$21,627,700	\$68,658,832		\$148,848,532
STURGIS CITY	\$1,583,400	\$39,982,300	\$34,744,500	\$112,775,600		\$189,085,800
	\$621,569,920	\$160,524,460	\$116,813,640	\$1,323,261,453	\$642,300	\$2,222,811,773

It was moved by Commissioner Shaffer and supported by Commissioner Eaton that the 2014 Equalization Report be adopted.

The aye and nay vote was called as follows:

Aye votes cast: 4 - Commissioners Balog, Eaton, Shaffer and Baker.

Nay votes cast: 0

Absent: 1 - Commissioner Dobberteen.

Report Adopted.

INDEPENDENT CONTRACTOR AGREEMENT FOR INDUSTRIAL APPRAISALS

Mr. Meygaard requested approval for an Independent Contractor Agreement to do Industrial Appraisals. The Equalization Department intends to bring the Commercial Appraisals in-house and wants to eventually do the industrial sales in-house too, but did not want to do both in the same year. This agreement is for a different contractor, CZS Services who have done an excellent job in Cass County. The difference in the agreement is that the former contractor charged \$200 per improved parcel and \$100 for vacant parcels and CZS charges \$100 for all parcels saving the County \$5,300.00.

It was moved by Commissioner Shaffer and supported by Commissioner Eaton that the Independent Contractor Agreement for Industrial Appraisals with CZS be approved.

The aye and nay vote was called as follows:

Aye votes cast: 4 - Commissioners Balog, Eaton, Shaffer and Baker.

Nay votes cast: 0

Absent: 1 - Commissioner Dobberteen.

Motion carried.

TRAFFIC SAFETY GRANT APPLICATION - PROJECT PBT

Mr. Yoder recommended approval of a Traffic Safety Grant Application and the monies, if approved, will be used to purchase PBT units for the police cars for each of the 9 entities.

It was moved by Commissioner Eaton and supported by Commissioner Baker that the Traffic Safety Grant Application - Project PBT be approved.

The aye and nay vote was called as follows:

Aye votes cast: 4 - Commissioners Balog, Eaton, Shaffer and Baker.

Nay votes cast: 0

Absent: 1 - Commissioner Dobberteen.

Motion carried.

2014 REMONUMENTATION FEE SCHEDULE

Mr. Yoder presented the following 2014 Remonumentation Fee Schedule for approval. The fees are very similar to last year's schedule. There are 1,246 land corners finished which is 60% of the County and there are 289 to go.

<u>Standard:</u>	<u>2013</u>	<u>2014</u>	<u>% Change</u>
Research	\$250.00	\$250.00	0%
Monumentation	\$970.00	\$980.00	1%
<u>Exceptions:</u>			
Road/Open Field Traverse	\$0.14/FT	\$0.14/FT	0%
Woodlot/Wetland Traverse	\$0.22/FT	\$0.22/FT	0%
Set Monument Box (in gravel or asphalt rdwy.)	\$135.00	\$135.00	0%
Set Mon. Box in Conc. Rdwy.	\$725.00	\$725.00	0%
Rental Equipment for Excavation	Cost	Cost	
Std. Mon. on Private Survey	\$520.00	\$520.00	0%
Corner Maintenance	\$400.00	\$400.00	0%
Global Positioning (GPS)	\$300.00	\$300.00	0%
Control Station Recovery	\$500.00	\$500.00	0%
Per Diem for Meetings	\$150.00	\$160.00	6%
Administration - County Grant Adm.	\$1,700.00	\$1,700.00	0%
Administration - Co. Rep. Surveyor	\$3,650.00	\$3,800.00	4%

NOTE:

The proposed increases represent a 1% increase for the overall 2014 Program.

It was moved by Commissioner Shaffer and supported by Commissioner Eaton that the 2014 Remonumentation Fee schedule be approved. Motion carried.

The aye and nay vote was called as follows:

Aye votes cast: 4 - Commissioners Balog, Eaton, Shaffer and Baker.

Nay votes cast: 0

Absent: 1 - Commissioner Dobberteen.

Motion carried.

REMONUMENTATION CONTRACT WITH CARR AND ASSOCIATES LAND SURVEYING

It was moved by Commissioner Eaton and supported by Commissioner Shaffer that the Remonumentation Contract with Carr and Associates Land Surveying be approved.

The aye and nay vote was called as follows:

Aye votes cast: 4 - Commissioners Balog, Eaton, Shaffer and Baker.

Nay votes cast: 0

Absent: 1 - Commissioner Dobberteen.

Motion carried.

REMONUMENTATION CONTRACT WITH KESLER LAND SURVEYING, LLC

It was moved by Commissioner Eaton and supported by Commissioner Baker that the Remonumentation Contract with Kesler Land Surveying, LLC be approved.

The aye and nay vote was called as follows:

Aye votes cast: 4 - Commissioners Balog, Eaton, Shaffer and Baker.

Nay votes cast: 0

Absent: 1 - Commissioner Dobberteen.

Motion carried.

REMONUMENTATION CONTRACT WITH DAVID GARIEPY

It was moved by Commissioner Eaton and supported by Commissioner Baker that the Remonumentation Contract with David Gariepy be approved.

The aye and nay vote was called as follows:

Aye votes cast: 4 - Commissioners Balog, Eaton, Shaffer and Baker.

Nay votes cast: 0

Absent: 1 - Commissioner Dobberteen.

Motion carried.

OUT-OF-STATE TRAVEL REQUEST FROM COMMISSION ON AGING

Mr. Yoder stated that the Commission on Aging is requesting permission for a staff member to attend an out- of-state Meals on Wheels conference that they had budgeted for this year to be held in Arizona.

It was moved by Commissioner Eaton and supported by Commissioner Shaffer that the request be approved. Motion carried.

REMONUMENTATION CONTRACT WITH MOSTROM AND ASSOCIATES, INC.

It was moved by Commissioner Eaton and supported by Commissioner Shaffer that the Remonumentation Contract with Mostrom and Associates, Inc., be approved.

The aye and nay vote was called as follows:

Aye votes cast: 4 - Commissioners Balog, Eaton, Shaffer and Baker.

Nay votes cast: 0

Absent: 1 - Commissioner Dobberteen.

Motion carried.

2013-14 HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS

Scott Hopkins, Emergency Management Coordinator, requested approval of the 2013-14 Hazardous Materials Emergency Preparedness Grant. The funds will be used to update the current plan identifying current and adding new sites, if any, that have hazardous materials.

It was moved by Commissioner Baker and supported by Commissioner Eaton that the 2013-14 Hazardous Materials Emergency Preparedness Grant be approved.

The aye and nay vote was called as follows:

Aye votes cast: 4 - Commissioners Balog, Eaton, Shaffer and Baker.

Nay votes cast: 0

Absent: 1 - Commissioner Dobberteen.

Motion carried.

NEW DOORS

Mrs. Arver requested approval to purchase new doors that will be placed at both entrances between the Courthouse and Courts Building at a cost of \$12,520.00. She stated that they were in the 2013 budget and there had been some talk of upgrading the Courts Building and this would become part of that project, but the doors really need to be replaced now.

It was moved by Commissioner Eaton and supported by Commissioner Baker that the new doors be approved as requested.

The aye and nay vote was called as follows:

Aye votes cast: 4 - Commissioners Balog, Eaton, Shaffer and Baker.

Nay votes cast: 0

Absent: 1 - Commissioner Dobberteen.

Motion carried.

ADMINISTRATOR'S REPORT

Mr. Yoder stated that the air systems company that has been hired is in the Courts Building today and tomorrow testing the air quality. There should be a report received in the next few weeks.

PERSONNEL REPORT

Mrs. Arver presented the following report:

TEMPORARY/SEASONAL EMPLOYMENT:

Jonathan M. Mejeur has been hired as seasonal Park Maintenance at \$8.50/hr. effective April 22, 2014.

Katlynn J. Alexander has been hired as seasonal Cade Lake Park Office at \$8.00/hr. effective April 29, 2014.

Sherry L. Bowen has been hired as seasonal Park Maintenance at \$12.00/hr. effective April 22, 2014.

Kenneth R. Wanks has been hired as seasonal Park Maintenance at \$8.25/hr. effective April 22, 2014.

POSITION ELIMINATED:

The position of Homeland Security Regional Planner has been eliminated. The employment of Eugene Alli as Homeland Security Regional Planner will end effective May 5, 2014 as grant funding will end.

RESIGNATION:

Kimberly Berg, COA Home Care Aide, has resigned effective April 8, 2014.

It was moved by Commissioner Baker and supported by Commissioner Eaton that the personnel report be approved. Motion carried.

FINANCE DIRECTOR'S REPORT

Mrs. Smith presented the following reports:

Per Diem

Robin Baker - 3 half days 3/2, 3/27 & 4/2/14	\$ 150.00
Allen Balog - 8 half days 3/19 x 2, 3/20, 3/27, 4/1, 4/2, 4/8, 4/10/14 & 1 full day 3/25/14	495.00
John Dobberteen - 8 half days 3/26 x 2, 3/27, 4/1, 4/2, 4/3, 4/8, 4/9/14 & 2 full days 3/25 & 4/10/14	590.00
Rick Shaffer - 3 half days 4/1, 4/2 & 4/8/14	<u>150.00</u>
	\$ 1,385.00

Expenses

Robin Baker	\$ 98.00
Allen Balog	190.24
John Dobberteen	154.56
Rick Shaffer	<u>69.44</u>
	\$ 512.24

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

Financial Statements

	Revenues	Expenditures
Year to Date - March 31, 2014	\$ 5,059,013.77	\$ 7,394,196.81
Available Balance - Revenues & Expenditures	\$ 12,992,473.23	\$ 10,657,290.19
Percent of total budgeted funds earned year to date	28.03%	
Percent of total budgeted funds expended year to date	40.96%	

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

Mrs. Smith mentioned that the auditors would be here conducting the 2013 Audit beginning on Monday, April 21st for a 2 week period.

COMMITTEE REPORTS

Law Enforcement

Commissioner Baker stated that the Law Enforcement Committee had not met.

Judiciary

Commissioner Eaton stated that the Judiciary Committee had not met.

Physical Resources

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

Executive Committee

Vice-Chairman Balog stated that the Executive Committee met on April 10, 2014 and everyone has a copy of the minutes.

WORK SESSION SET

Everyone was reminded of the Work Session that will be held on April 30, 2014 at 3:00 p.m.

COMMISSIONER’S COMMENTS

Commissioner Shaffer stated that April is National Volunteer Month and he wanted to recognize Lorelee Knepper who was in attendance for all her faithful volunteer work on the Animal Advisory Committee. She also coordinates all of the volunteers that assist at the Animal Control Shelter.

Commissioner Eaton congratulated Mr. Meyaard on doing a good job.

ADJOURNMENT

At 5:21 p.m. it was moved by Commissioner Shaffer and supported by Commissioner Baker that the St. Joseph County Board of Commissioners adjourn until May 6, 2014 at 5:00 p.m. Motion carried.

Pattie S. Bender, St. Joseph County Clerk

Allen J. Balog, Vice-Chairman