

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 16, 2013 at 5:00 p.m.

Vice-Chairman Robin Baker, called the meeting to order.

The Invocation was given by Commissioner Balog.

The Pledge to the American Flag was given.

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

Allen Balog	Donald Eaton
Robin Baker	

Absent: Rick Shaffer and John Dobberteen

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

AGENDA

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

MINUTES APPROVED

It was moved by Commissioner Eaton and supported by Commissioner Balog that the minutes for April 2, 2013 be approved. Motion carried.

COMMUNICATIONS

1. Letter from the Southwest Michigan Solid Waste Consortium, Re: Brief description of the organization and a request for the County's annual dues.
2. Letter from Caralee and John Mayer, Re: In support of St. Joseph County's marketing project.
3. Minutes of the Commission on Aging Board meeting of March 20, 2013.

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

CITIZENS' COMMENTS

Lois Ware, Sturgis reported that all of the questions that she asked Lynn Coursey, Executive Director of the Commission on Aging have been answered very well and she thanked Commissioner Eaton for paying for the documents that were provided to her.

2012 CIRCUIT COURT ANNUAL REPORT

Kathy Griffin, Circuit Court Administrator, thanked the Board for allowing all of the Courts; the Friend of the Court; and the Clerk/Register to present their annual reports on the same day. She stated that the State is continuing to suggest more and more consolidation of services providing unity among the Courts. One of their suggestions was to have one Chief Judge per County and it was agreed by the Judges that Circuit Judge Paul Stutesman would be the Chief Judge. She stated that we have been cooperating among all the Courts for quite some time now. She mentioned that last year a Court Council was established and meet on the first Wednesday of the month to discuss Court matters. The Council consists of all 4 Judges; their key support staff; the Friend of the Court and the County Clerk.

Mrs. Griffin also stated that the new JAVS equipment has been installed in all 4 Courtrooms along with the polycoms.

Also being discussed for in the future is efilng.

She stated that she has a report from the State Court Administrator's Office with 2012 and 2013 Court data that she would share with any Commissioner that would like one.

It was moved by Commissioner Eaton and supported by Commissioner Balog that the 2012 Circuit Court Annual Report be accepted. Motion carried.

2012 FRIEND OF THE COURT ANNUAL REPORT

William Thistlethwaite, Friend of the Court, presented the 2012 Annual Report. He stated that he would like to highlight 2 things; 1 - they are currently in the process of doing employee evaluation. He has them each do a self-evaluation as well. They are to rate themselves from 1 to 5 with 3 meeting expectations; 4 exceeding expectations; and 5 as outstanding. One particular employee rated themselves at a 3 on all questions. He asked them why only 3s on all of them and she said that his expectations were so high that it is very hard to exceed them. Mr. Thistlethwaite stated that his expectations are high; he expects a lot; and his employees are outstanding.

He stated that the federal government pays incentive money based on performance and last year they received \$99,651 in incentives that went into the County's General Fund.

2 - their collections are up for 2012. When the economy took a downturn in 2007 – 2011 their collections mirrored the economy as many payers lost their jobs. In 2012 the economy began to pick up and the collections also increased. They were approximately \$250,000 higher in 2012 than in 2011.

Collections:	<u>2011</u>	<u>2012</u>
Child support	\$9,406,897	\$9,654,319
Spousal support	<u>229,224</u>	<u>253,595</u>
Total	\$9,636,121	\$9,907,914

It was moved by Commissioner Balog and supported by Commissioner Eaton that the 2012 Friend of the Court Annual Report be accepted. Motion carried.

2012 JUVENILE COURT ANNUAL REPORT

Probate Judge, David Tomlinson, stated that the 2012 Juvenile Court Annual Report is self-explanatory and all information compiled was before he took office in January of 2013. He asked if anyone had any questions.

It was moved by Commissioner Eaton and supported by Commissioner Balog that the 2012 Juvenile Court Annual Report be accepted. Motion carried.

2012 DISTRICT COURT ANNUAL REPORT

District Judge, Jeffrey Middleton, presented the 2012 District Court Annual Report. He said that Circuit Judge Stutesman was tied up in Lansing today and he is the Chief Judge Pro-Tem. He welcomed the 2 new Judges and after they were elected in November all four Judges met frequently to plan for 2013. Everything is going well and all four Courts function well.

Judge Middleton thanked Tab Wedge, who was present, for compiling the report. He went on to say that the District Court makes the most money as that is how the Court is designed. But revenue was down and tickets were down in 2012. He stated that the Annual Reports are a bench mark and can be used to compare year to year activity.

<u>Revenue in 2012</u>	<u>Amount to County Treasurer</u>
Case flow Assistance - OUIL	\$ 16,174.01
Case flow Assistance - Drug	1,356.34
Victim Rights Program - DC*	10,151.32

Revenue in 2012Amount to County Treasurer

P51796 Court Costs	\$292,485.31
Reimbursed Court Appointed Attorney	49,788.36
Civil Fees (Various)	106,290.00
Civil Fees (Filing)*	66,067.76
Contempt Charges	1,693.00
NSF Fees	25.00
Oversight Fees	85,637.85
Screening Fees	11,055.00
Bond Forfeitures	16,610.60
Ordinance Fines*	133,173.12
Interest CD & Investments	118.00
Cash Short/Over	4.40
District Court Drug Costs	10,631.00
County Booking Fees	2,190.00
State Booking Fee	436.00
DC Jury Fees	320.00
 Yearly Total to County Treasurer	 \$804,207.07

*Indicates money collected is different than figure reflected here; as a portion of what is collected is not retained at the county.

Total Fees Collected by District for January-December 2012	\$1,574,959.85
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Bonds Received	497,566.17
Witness/Jury Received	2,575.70

2012 Total Fees handled through Court	\$2,064,918.76
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<u>2012</u>	<u>County Budget</u>	<u>Expenditures</u>
<u>Description</u>	<u>Expended</u>	<u>Unexpended</u>
Total Personnel Services	\$867,141.41	\$ 13,999.59
Total Supplies - Uniforms	269.42	230.58
Total Operating Expenditures	28,835.28	5,242.72
Total Capital Expenditures	3,846.23	2,753.77
 Yearly Totals	 \$900,092.34	 \$ 22,226.66

He stated that the Sobriety Court is going very well. There are 40 in the program and only 7 have failed for a number of reasons. The people that have participated in the program are doing very well and some will graduate from the program next Tuesday.

He also mentioned that the JAVS equipment has been upgraded and the 70" monitors have been installed in each Courtroom. They can connect and take testimony from the Department of Corrections; the prisons; the Forensic Center; and the crime labs.

Commissioner Eaton stated that he was very impressed with the Sobriety Court and its success. He asked Judge Middleton if he and Judge Pattison are looking into a similar type of situation for establishing a Drug Court.

Judge Middleton responded by saying that they are looking into this. He said that there is quite a large sum of Federal Grant money available for establishing drug courts in Circuit Court and Judge Stutesman is looking into this.

He further stated that Judge Pattison is willing to try some type of Drug Court, but it takes a lot of staff time to establish and run this type of Court as it does for the Sobriety Court.

Commissioner Eaton asked if Judge Middleton had a ballpark estimate of the cost and Judge Middleton stated \$150,000.00.

It was moved by Commissioner Eaton and supported by Commissioner Balog that the 2012 District Court Annual Report be accepted. Motion carried.

2012 COUNTY CLERK/REGISTER OF DEEDS ANNUAL REPORT

Pattie Bender, County Clerk/Register of Deeds, gave an overview of the 2012 Annual Report(s). She stated that staff was her best asset and introduced Gloria Tate; Sandy Bowen; and Phyllis Lung who were present. She said that they were bogged down with elections in the General Division and mentioned that the Circuit Court Division is always extremely busy.

She thanked the Board for approving new software in the Register of Deeds' Office and County Clerk's Office. The Register's Office went live the week of February 25th and the Clerk's General Division the week of April 1st. There have been a few problems, but are working through them.

She also thanked the Board for approving an additional employee in the Court Division. There should now be more time to concentrate on increasing collections.

Ms. Bender stated that the activity in the Register of Deeds continues to climb slightly. There were more documents recorded in 2012 than there were in 2011 and there are more in the first quarter this year compared to the first quarter in 2012.

In addition, concealed weapons applications, have increased substantially. The revenue that was predicted by the quarter in 2013 is being collected monthly so the revenue in that line item will be way over budget for the year.

2012 COUNTY CLERK'S ANNUAL REVENUE REPORT
January 1, 2012 through December 31, 2012
General Fund

	<u>2011</u>		<u>2012</u>	
Pistol Permits				
County Share	417	\$10,842.00	576	\$14,976.00
Replacements	12	120.00	10	100.00
Marriage Licenses				
County	420	2,100.00	428	2,140.00
Out Of State	36	540.00	26	390.00
Professional Registrations	1	25.00	2	50.00
Drug Caseflow Reimbursement		1,384.77		975.52
Juror Comp. Reimbursement		8,750.00		7,487.50
Entry Fees		14,523.50		14,461.50
Fee Cases	471		469	
Waiver Cases	86		100	
No Fee Cases	551		582	
Motion Fees		6,592.50		6,175.00
Jury Demand Fees		2,100.00		2,100.00
Appeal to Appeals Court		100.00		150.00
Appeal to Circuit Court		0.00		62.00
Filiation (Paternity) Fee		342.13		350.05
Court Cost (Probation)		72,673.39		63,878.96
Attorney Fees		36,492.60		49,091.87
Crime Victim Rights		2,855.41		3,257.15
Forensic Fee		354.17		261.76
Garnishment Fee/Judgment Debtor		1,950.00		1,935.00
10% County Share DNA		55.02		71.82
20% Late Penalty		14,363.74		21,325.54
Bench Warrant Costs		0.00		2,048.75

		<u>2011</u>		<u>2012</u>
Certified Copies		\$60,141.00		\$59,245.50
Partnership Filings	3	30.00	7	70.00
Partnership Dissolutions Filings		0.00	5	50.00
Partnership Non-Resident		0.00	1	2.00
Assumed Names Filings	410	4,100.00	364	3,640.00
Assumed Names Dissolutions	18	180.00	16	160.00
Assumed Name Non-Resident	3	6.00	5	10.00
Notary Bond Filing Fees	106	848.00	111	888.00
Notarial Certificates		50.00		15.00
Passport Execution Fees	368	9,200.00	298	7,450.00
Photo Fees	721	4,326.00	677	4,062.00
Laminating Fees	422	422.00	577	577.00
Qualified Voters File		69.90		685.15
Voter Registration Processing		702.88		592.80
Copies & Searches		4,352.60		5,775.80
Marriage Waivers	69	345.00	30	270.00
Probate Service Fees		352.00		318.05
Services				
Marriages performed by Clerk	36	720.00	29	580.00
Video Recording		63.00		46.00
Secret Marriage	2	50.00	1	25.00
License Correction	3	75.00	3	75.00
Notarizing		214.00		176.00
Business Under Assumed Name Listing		77.65		59.85
Sale of Divorce Packets		5,029.00		5,249.00
Clerk's Sale		85.00		25.00
Directory Sales		247.32		12.00
Election Reimbursement/State		25,415.04		14,340.09
Election Reimbursement/Twp. & Cities		0.00		7,263.16
Filing in Lieu of Petitions	3	300.00	5	500.00
Late Campaign Filing		0.00		110.00
Cremation Permits	240	1,200.00	248	1,240.00
10% Bond Cost		2,818.00		1,706.00
Bond Forfeitures		0.00		100.00
Cash Over/Short		0.00		0.66
TOTAL GENERAL FUND		\$297,583.62		\$306,607.48
FRIEND OF THE COURT FUND				
Custody and/or Parenting Time		\$17,405.00		\$17,720.00
Support Fee		2,180.00		1,960.00
MARRIAGE COUNSELING FUND		\$6,961.25		\$6,810.00
COMMUNITY CORRECTIONS		\$1,209.00		\$1,745.00
LIBRARY FUND (Court Ordered Fines)		\$10,418.59		\$14,926.59
CIRCUIT COURT TRUST AND AGENCY				
Pistol Permits due State		\$26,773.34		\$36,864.00
Notary Fees due State		212.00		222.00
Crime Victim Rights due State		25,831.67		29,313.09
State Court Fee due State		6,642.50		6,175.00
Filiation (Paternity) Fee due State		1,574.63		1,506.77
Jury Reimbursement Fund		875.00		875.00
Civil Filing Fee		55,989.50		55,751.50
Misdemeanor & Felony State Cost		23,562.73		22,743.83
65% DNA Fee due State		357.63		466.83

	<u>2011</u>	<u>2012</u>
Forensic Fee due State	\$2,006.87	\$1,483.24
License Clearance	15.00	210.00
25% DNA Investigating Agency	137.54	179.55
Bonds Payable	71,034.25	143,126.00
Bonds Forfeiture-Special	0.00	16,072.00
Courts Orders Payable	18,450.00	7,600.00
Restitutions Payable	104,009.89	157,881.85
Receipts Refundable	1,728.66	3,095.20
OUIL Reimbursement	1,148.87	1,207.90
Customer Deposits Payable	<u>0.00</u>	<u>40.00</u>
TOTAL CIRCUIT COURT T&A FUND	\$340,350.08	\$484,813.76

JUVENILE DIVISION
GENERAL FUND

	<u>2011</u>	<u>2012</u>
Court Appointed Attorney Fees	\$37,817.13	\$51,405.57
Juvenile Court Service Fees	1,335.00	1,420.00
Crime Victim Rights	154.52	129.60
Probation Service Fees	2,979.50	2,489.50
Probate Court Fees	239.36	30.00
Juvenile Child Care - Parent	<u>6,795.15</u>	<u>3,111.25</u>
TOTAL JUVENILE DIVISION GENERAL FUND	\$49,320.66	\$58,585.92

JUVENILE DIVISION
TRUST AND AGENCY FUND

	<u>2011</u>	<u>2012</u>
Crime Victim Rights due State	\$1,390.73	\$1,166.40
Misdemeanor & Felony State Cost	3,414.13	3,834.00
Bonds Payable	1,528.12	4,805.76
Restitutions Payable	9,030.89	10,507.91
Probate Court - Due State	<u>580.42</u>	<u>318.05</u>
TOTAL JUVENILE T&A FUND	\$15,944.29	\$20,632.12

RECAPITULATION

	<u>2011</u>	<u>2012</u>
Credit to County Clerk General Fund	\$297,583.62	\$306,607.48
Credit to Juvenile Court General Fund	49,320.66	58,585.92
Friend of the Court Fund	19,585.00	19,680.00
Marriage Counseling Fund	6,961.25	6,810.00
Community Corrections Fund	1,209.00	1,745.00
Library Fund	10,418.59	14,926.59
Trust and Agency Fund	340,350.08	484,813.76
Trust and Agency Fund - Juvenile	<u>15,944.29</u>	<u>20,632.12</u>
	\$741,372.49	\$913,800.87

STATISTICAL INFORMATION - 2011 AND 2012

	<u>2011</u>	<u>2012</u>
Births Recorded	717	668
Deaths Recorded	425	494
Electronic Death Registrations	64	

	<u>2011</u>	<u>2012</u>
Marriage Applications	469	408
Pistol Permits Issued	418	576
Passport Applications	368	298
Businesses Filed	412	371
Circuit Court Cases Filed		
Divorce w/kids	266	177
Divorce w/o kids	203	156
Paternity	89	76
Support Other	184	153
Civil	126	116
Criminal	472	521
PPOs	264	254
Delinquent Petitions Filed		
Formal, Deferred and Unauthorized	421	421
Neglect and Abuse Petitions	60	53

It was moved by Commissioner Eaton and supported by Commissioner Balog that the 2012 County Clerk/Register of Deeds Annual Report be accepted. Motion carried.

EQUALIZATION REPORT

In the absence of the Equalization Director and her Deputy, Mr. Yoder presented to the Board the 2013 Equalization Report:

TOWNSHIP OR CITY	ACRES 100THS	TOTAL REAL PROPERTY VALUATIONS		PERSONAL PROPERTY VALUATIONS		TOTAL REAL PLUS PERSONAL PROPERTY	
		ASSESS. VALUE	EQUALIZED VALUE	ASSESSED VALUE	EQUALIZED VAUE	ASSESSED VALUE	EQUALIZED VALUE
BURR OAK	18,490.15	\$85,340,200	\$85,340,200	\$2,686,400	\$2,686,400	\$88,026,600	\$88,026,600
COLON	18,588.32	\$129,850,100	\$129,850,100	\$4,581,000	\$4,581,000	\$134,431,100	\$134,431,100
CONSTANTINE	19,044.62	\$122,990,600	\$122,990,600	\$21,585,700	\$21,585,700	\$144,576,300	\$144,576,300
FABIUS	17,937.42	\$208,981,400	\$208,981,400	\$7,873,900	\$7,873,900	\$216,855,300	\$216,855,300
FAWN RIVER	11,901.49	\$50,038,000	\$50,038,000	\$809,800	\$809,800	\$50,847,800	\$50,847,800
FLORENCE	20,378.43	\$69,695,000	\$69,695,000	\$2,288,700	\$2,288,700	\$71,983,700	\$71,983,700
FLOWERFIELD	303,308.28	\$74,430,368	\$74,430,368	\$5,609,337	\$5,609,337	\$80,039,705	\$80,039,705
LEONIDAS	20,713.84	\$66,223,300	\$66,223,300	\$6,816,800	\$6,816,800	\$73,040,100	\$73,040,100
LOCKPORT	16,838.17	\$123,614,100	\$123,614,100	\$3,420,000	\$3,420,000	\$127,034,100	\$127,034,100
MENDON	19,960.57	\$103,919,200	\$103,919,200	\$24,784,600	\$24,784,600	\$128,703,800	\$128,703,800
MOTTVILLE	11,570.46	\$61,064,300	\$61,064,300	\$10,679,000	\$10,679,000	\$71,743,300	\$71,743,300
NOTTAWA	40.00	\$151,713,700	\$151,713,700	\$4,645,100	\$4,645,100	\$156,358,800	\$156,358,800
PARK	20,310.92	\$133,801,700	\$133,801,700	\$14,631,000	\$14,631,000	\$148,432,700	\$148,432,700
SHERMAN	18,721.16	\$149,892,000	\$149,892,000	\$4,213,600	\$4,213,600	\$154,105,600	\$154,105,600
STURGIS	10,715.37	\$60,992,500	\$60,992,500	\$3,038,900	\$3,038,900	\$64,031,400	\$64,031,400
WHITE	16,147.31	\$194,484,000	\$194,484,000	\$39,951,700	\$39,951,700	\$234,435,700	\$234,435,700
PIGEON							
THREE RIVERS	1,666.87	\$143,655,170	\$143,655,170	\$81,088,000	\$81,088,000	\$224,743,170	\$224,743,170
STURGIS CITY	1,361.74	\$190,085,900	\$190,085,900	\$59,778,300	\$59,778,300	\$249,864,200	\$249,864,200
	547,695.13	\$2,120,771,538	\$2,120,771,538	\$298,481,837	\$298,481,837	\$2,419,253,375	\$2,419,253,375

REAL PROPERTY ASSESSED VALUATIONS APPROVED BY BOARDS OF REVIEW

	AGRICULTURAL	COMMERCIAL	INDUSTRIAL	RESIDENTIAL	DEVELOP- MENTAL	TOTAL REAL PROPERTY
BURR OAK	\$40,459,500	\$1,035,900	\$791,400	\$43,053,400		\$85,340,200
COLON	\$40,042,900	\$4,017,500	\$2,763,500	\$83,026,200		\$129,850,100
CONSTANTINE	\$31,540,100	\$4,211,800	\$23,358,600	\$63,880,100		\$122,990,600
FABIUS	\$18,837,300	\$4,933,200	\$3,801,500	\$181,409,400		\$208,981,400
FAWN RIVER	\$18,835,100	\$1,476,100	\$0	\$29,726,800		\$50,038,000
FLORENCE	\$47,861,300	\$0	\$109,200	\$21,724,500		\$69,695,000

	AGRICULTURAL	COMMERCIAL	INDUSTRIAL	RESIDENTIAL	DEVELOP- MENTAL	TOTAL REAL PROPERTY
FLOWERFIELD	\$30,134,328	\$1,338,990	\$93,740	\$42,863,310		\$74,430,368
LEONIDAS	\$47,268,100	\$1,015,100	\$0	\$17,940,100		\$66,223,300
LOCKPORT	\$31,428,400	\$4,080,300	\$985,900	\$87,119,500		\$123,614,100
MENDON	\$46,421,800	\$3,204,700	\$5,051,600	\$49,241,100		\$103,919,200
MOTTVILLE	\$22,424,500	\$2,079,200	\$11,039,500	\$25,521,100		\$61,064,300
NOTTAWA	\$47,267,100	\$8,236,800	\$467,100	\$95,742,700		\$151,713,700
PARK	\$45,600,800	\$7,092,200	\$4,673,500	\$76,435,200		\$133,801,700
SHERMAN	\$27,774,900	\$1,317,400	\$166,700	\$120,633,000		\$149,892,000
STURGIS	\$21,048,000	\$9,285,900	\$1,696,900	\$28,250,200	\$711,500	\$60,992,500
WHITE PIGEON	\$23,457,600	\$9,478,800	\$8,212,900	\$153,334,700		\$194,484,000
THREE RIVERS	\$0	\$54,674,900	\$21,813,400	\$67,166,870		\$143,655,170
STURGIS CITY	\$1,377,200	\$37,901,200	\$39,436,000	\$111,371,500		\$190,085,900
	\$541,778,928	\$155,379,990	\$124,461,440	\$1,298,439,680	\$711,500	\$2,120,771,538

REAL PROPERTY EQUALIZED BY COUNTY BOARD OF COMMISSIONERS

	AGRICULTURAL	COMMERCIAL	INDUSTRIAL	RESIDENTIAL	DEVELOP- MENTAL	TOTAL REAL PROPERTY
BURR OAK	\$40,459,500	\$1,035,900	\$791,400	\$43,053,400		\$85,340,200
COLON	\$40,042,900	\$4,017,500	\$2,763,500	\$83,026,200		\$129,850,100
CONSTANTINE	\$31,540,100	\$4,211,800	\$23,358,600	\$63,880,100		\$122,990,600
FABIUS	\$18,837,300	\$4,933,200	\$3,801,500	\$181,409,400		\$208,981,400
FAWN RIVER	\$18,835,100	\$1,476,100	\$0	\$29,726,800		\$50,038,000
FLORENCE	\$47,861,300	\$0	\$109,200	\$21,724,500		\$69,695,000
FLOWERFIELD	\$30,134,328	\$1,338,990	\$93,740	\$42,863,310		\$74,430,368
LEONIDAS	\$47,268,100	\$1,015,100	\$0	\$17,940,100		\$66,223,300
LOCKPORT	\$31,428,400	\$4,080,300	\$985,900	\$87,119,500		\$123,614,100
MENDON	\$46,421,800	\$3,204,700	\$5,051,600	\$49,241,100		\$103,919,200
MOTTVILLE	\$22,424,500	\$2,079,200	\$11,039,500	\$25,521,100		\$61,064,300
NOTTAWA	\$47,267,100	\$8,236,800	\$467,100	\$95,742,700		\$151,713,700
PARK	\$45,600,800	\$7,092,200	\$4,673,500	\$76,435,200		\$133,801,700
SHERMAN	\$27,774,900	\$1,317,400	\$166,700	\$120,633,000		\$149,892,000
STURGIS	\$21,048,000	\$9,285,900	\$1,696,900	\$28,250,200	\$711,500	\$60,992,500
WHITE PIGEON	\$23,457,600	\$9,478,800	\$8,212,900	\$153,334,700		\$194,484,000
THREE RIVERS	\$0	\$54,674,900	\$21,813,400	\$67,166,870		\$143,655,170
STURGIS CITY	\$1,377,200	\$37,901,200	\$39,436,000	\$111,371,500		\$190,085,900
	\$541,778,928	\$155,379,990	\$124,461,44	\$1,298,439,680	\$711,500	\$2,120,771,538

It was moved by Commissioner Balog and supported by Commissioner Eaton that the 2013 Equalization Report be adopted.

The aye and nay vote was called as follows:

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

Nay votes cast: 0

Absent: 2 - Commissioners Shaffer and Dobberteen.

Equalization Report adopted.

REQUEST TO FILL VACANT DEPUTY EQUALIZATION DIRECTOR POSITION

Mrs. Arver explained that the search is on for a Level IV Equalization Director to be shared with Cass County and this request is to fill the vacant Deputy Equalization Director position, Level III Assessor as the person currently in that position is retiring on April 30, 2013.

It was moved by Commissioner Eaton and supported by Commissioner Balog that the Deputy Equalization Director position be approved.

The aye and nay vote was called as follows:

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

Nay votes cast: 0

Absent: 2 - Commissioners Shaffer and Dobberteen.

Motion carried.

REQUEST TO AUTHORIZE USE OF DRUG FUND MONEY

John McDonough, Prosecuting Attorney, is requesting permission to spend approximately \$11,000 from the Drug Fund to purchase 9 iPads; 4 for the SCAN officers as they do not have laptops in their cars; and 5 for the Prosecutor and his Assistants to enhance investigations and also to present evidence in Court. He stated that there is approximately \$100,000 in the Drug Forfeiture Fund and that the Sheriff concurs with this request.

It was moved by Commissioner Eaton and supported by Commissioner Balog that the request be approved.

The aye and nay vote was called as follows:

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

Nay votes cast: 0

Absent: 2 - Commissioners Shaffer and Dobberteen.

Motion carried.

CENTRAL DISPATCH - REQUEST TO CREATE A FOURTH SHIFT SUPERVISOR POSITION

Jon Uribe, Central Dispatch Director, requested approval to create a Fourth Shift Supervisor position. He stated that they have 4 shifts and only 3 Supervisors. There are now new demands from the State and everything would work much more smoothly if there were 4 Supervisors.

It was moved by Commissioner Balog and supported by Commissioner Eaton that the request to create a Fourth Shift Supervisor at Central Dispatch be approved.

The aye and nay vote was called as follows:

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

Nay votes cast: 0

Absent: 2 - Commissioners Shaffer and Dobberteen.

Motion carried.

LAW ENFORCEMENT AGREEMENT WITH THE VILLAGE OF CENTREVILLE (RENEWAL)

Mr. Yoder presented the Law Enforcement Agreement Renewal with the Village of Centreville.

It was moved by Commissioner Eaton and supported by Commissioner Balog that the renewal of the Law Enforcement Agreement with the Village of Centreville be approved.

The aye and nay vote was called as follows:

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

Nay votes cast: 0

Absent: 2 - Commissioners Shaffer and Dobberteen.

Motion carried.

LAW ENFORCEMENT AGREEMENT WITH FABIUS TOWNSHIP (RENEWAL)

Mr. Yoder presented the Law Enforcement Agreement Renewal with the Township of Fabius.

It was moved by Commissioner Eaton and supported by Commissioner Balog that the renewal of the Law Enforcement Agreement with Fabius Township be approved.

The aye and nay vote was called as follows:

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

Nay votes cast: 0

Absent: 2 - Commissioners Shaffer and Dobberteen.

Motion carried.

COMMITTEE REPORTS

Law Enforcement

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

Judiciary

Commissioner Eaton stated that the committee had not met.

Physical Resources

Commissioner Balog stated that the committee had not met.

Committee of the Whole

Vice-Chairman Baker stated that he was not at the Committee of the Whole Meeting on April 12, 2013, but everyone has a copy of the minutes.

PERSONNEL REPORT

Mr. Yoder presented the following report:

POSITION ELIMINATED:

The position of Equalization Director has been eliminated. The employment of Judy Nelson, Equalization Director, will end effective May 6, 2013.

NEW HIRE:

Stacy Griffin has been hired as Friend of the Court Account Clerk at \$13.46/hr. (Soltysiak system, grade 5, minimum) effective May 21, 2013.

Tyler E. Hoffmaster has been hired as part-time Telecommunicator at \$12.25/hr. effective April 23, 2013.

Abe Daniel Merten has been hired as part-time Telecommunicator at \$12.25/hr. effective May 7, 2013.

TEMPORARY/SEASONAL EMPLOYMENT:

Sherry L. Bowen has been hired as seasonal Park Maintenance at \$8.50/hr. effective April 23, 2013.

Kayla M. Mitchell has been hired as seasonal Cade Lake Campground Attendant at \$8.00/hr. effective April 23, 2013.

Ronda K. Carr has been hired as seasonal Cade Lake Park Office at \$8.00/hr. effective April 23, 2013.

Elizabeth Brothers has been hired as seasonal Cade Lake Campground Attendant at \$7.75/hr. effective April 23, 2013.

Cody D. Jansen has been hired as seasonal Cade Lake Campground Maintenance at \$8.00/hr. effective April 23, 2013.

Jenny A. Bower has been hired as temporary, part-time Accounting Clerk for Finance Department at \$13.46/hr. (Soltysiak system, grade 5, minimum) effective April 17, 2013. (There is a letter of understanding with AFSCME for this to be a temporary position for up to two months.)

MISCELLANEOUS:

Kristen Carpenter to change from Telecommunicator to Shift Supervisor at \$18.74/hr. (Rye system, grade 6, step 3) effective April 23, 2013.

DISMISSAL:

Maxine Kennedy, Office Manager, has been dismissed effective April 12, 2013.

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

FINANCE DIRECTOR'S REPORT

Mrs. Smith presented the following reports:

Budget Adjustments

BUDGET AMENDMENTS:

<u>DECREASE PLANNING COMMISSION'S BUDGET:</u>	
Contractual Services (line item 101-400-816.000)	\$ 1,500.00
<u>INCREASE PLANNING COMMISSION'S BUDGET:</u>	
Dues and Subscriptions (line item 101-400-803.000)	\$ 1,500.00
<u>DECREASE ADMINISTRATION'S BUDGET:</u>	
Convention Expense (line item 101-172-861.000)	\$ 210.00
<u>INCREASE ADMINISTRATION'S BUDGET:</u>	
Dues and Subscriptions (line item 101-172-803.000)	\$ 210.00
<u>DECREASE INFORMATION TECHNOLOGY IMPROVEMENT FUND:</u>	
Contingency (line item 636-258-941.000)	\$ 956.00
<u>INCREASE INFORMATION TECHNOLOGY IMPROVEMENT FUND:</u>	
Computer Hardware (line item 636-258-984.000)	\$ 956.00

It was moved by Commissioner Balog and supported by Commissioner Eaton that the budget adjustments be approved. Motion carried.

Per Diem

Robin Baker - 5 half days 3/20 x 2, 3/21, 3/28 & 4/3/13	\$ 250.00
Allen Balog - 9 half days 3/20 x 3, 3/25, 3/28, 4/9, 4/11, 4/12 & 4/15/13	450.00
John Dobberteen - 8 half days 3/22, 3/25, 3/26, 3/28, 4/8, 4/9 x 2 & 4/15/13	<u>400.00</u>
	\$1,100.00

Expenses

Robin Baker	\$ 132.21
Allen Balog	119.22
John Dobberteen	<u>96.05</u>
	\$ 347.48

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

Financial Statements

	Revenues	Expenditures
March	\$ 1,103,431	\$ 1,040,364
Year to Date	3,547,925	3,775,413
Rev over Exp (Exp over Rev)	\$63,037	
Year to Date	(\$227,488)	
Percent of budget year elapsed year to date.	25.00%	
Percent of total budgeted funds earned year to date	23.42%	
Percent of total budgeted funds expended year to date	24.92%	

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

INDEPENDENT CONTRACTOR'S AGREEMENT

It was moved by Commissioner Eaton and supported by Commissioner Balog that an Independent Contractor's Agreement with Dr. Joseph G. Smolarz, DDS, to perform dental services to the inmates be approved.

The aye and nay vote was called as follows:

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

Nay votes cast: 0

Absent: 2 - Commissioners Shaffer and Dobberteen.

Motion carried.

CITIZENS' COMMENTS

Rebecca Shank, 12302 Corey Lake Road, Three Rivers mentioned that in one of Lee Iococca's books he asks "Where have all the leaders gone."

She said that the middle class needs to be saved as national statistics show that they have good ideas.

She suggested that the County set aside \$500,000 to attack problems in the County. She said that there should be open forums for all to express ideas. Mrs. Shank stated that in 1990, 60% of the County's population were in owner occupied houses and now 60% of the citizens rent. Our property values have dropped and our infrastructure needs improvement.

She suggests that the County also use press conferences; websites; and social media to reach the people.

Lois Ware, Sturgis, stated that the answers that Lynn Coursey provided to all of her questions are available for anyone to look at from 10:00 a.m. to 1:00 p.m. Monday - Friday at the Sturgis Senior Center.

ADJOURNMENT

At 5:48 p.m. it was moved by Commissioner Eaton and supported by Commissioner Balog that the St. Joseph County Board of Commissioners adjourn until May 7, 2013 at 5:00 p.m. Motion carried.

Pattie S. Bender, County Clerk

Robin Baker, Vice-Chairman