

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 May 20, 2014, at 5:00 p.m.

Chairman Dobberteen 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
John L. Dobberteen	

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

AGENDA

Chairman Dobberteen stated that a request to fill a vacant Corrections Officer position be added to the agenda 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 May 6, 2014 be approved. Motion carried.

COMMUNICATIONS

1. Letter from Kenneth Martin, Re: Road project on Millard Road, Three Rivers.
2. Copy of Editorial from Sturgis Journal on May 15, 2014, Re: Roads.
3. Letter from Enbridge Energy, Re: Line 6B replacement project restoration update.
4. Letter from Michigan Public Service Commission, Re: Notice of public hearing on June 3, 2014 to consider Indiana Michigan Power Company's application to reconcile its Michigan 2013 PSCR costs and revenues.
5. Resolution from Wexford County, Re: Opposing HB 5097 and SB 850.
6. Minutes of the Community Action Board meeting of March 24, 2014.
7. Minutes of the Commission on Aging Board meeting of April 16, 2014.

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

CITIZEN'S COMMENTS

Mike Stiles, from WBET - FM reminded everyone that the United Way 18 hour Radiothon will be held this Thursday, May 22nd and invited everyone out to the studio.

CHILD CARE FUND

Mrs. Smith presented for approval a DHS Budget Amendment that was discussed at the Executive Committee stating that it was money that is being moved between line items and is not a request for additional money.

It was moved by Commissioner Baker and supported by Commissioner Shaffer that the DHS Budget Amendment be approved.

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Balog, Eaton, Shaffer, Baker and Dobberteen.

Nay votes cast: 0

Motion carried.

#### COMMUNITY FOR A LIFETIME AWARD

Dan Doezema from the Service to the Aging along with Renee Reid-Smith, State Commissioner, were present to present a Community for a Lifetime Award to the County.

Mr. Doezema stated that this program started in 2007 and an assessment of the community (county) is made determining whether or not the County is prepared for an aging community. They have found that we are open and welcoming; we are a good community to retain citizens of all ages and we are inviting to others to come here to reside to grow up and to grow old. They do a comprehensive accessibility in 10 areas, i.e. recreational and walkability being just 2 of the 10.

Ms. Reid-Smith stated that she spent a day in our County visiting the Commission on Aging; grocery stores; and bought gas among other areas and found everyone to be very welcoming.

She presented the award to Chairman Dobberteen and also presented an award to Lynn Coursey, Executive Director of the Commission on Aging and Lindsay Oswald, Grant writer.

Chairman Dobberteen thanked them for presenting this award to the County.

#### AGREEMENT WITH MGT OF AMERICA, INC. FOR COST ALLOCATION PLAN SERVICES

Mr. Yoder recommended approval of an agreement with MGT of America, Inc., for cost allocation plan services for the Friend of the Court. Previously we have contracted with Maximus and this is being recommended by Friend of the Court, Bill Thistlethwaite.

It was moved by Commissioner Eaton and supported by Commissioner Baker that the Agreement with MGT of America, Inc., for cost allocation plan services for the Friend of the Court be approved.

The aye and nay vote was called as follows:

Aye votes cast: 5 - Commissioners Balog, Eaton, Shaffer, Baker and Dobberteen.

Nay votes cast: 0

Motion carried.

#### LETTER OF UNDERSTANDING WITH AFSCME GENERAL UNIT

Mrs. Arver presented for approval a LOU with the AFSCME General Unit regarding 4 - 10 hour work days per week.

It was moved by Commissioner Eaton and supported by Commissioner Shaffer that the LOU with the AFSCME General Unit be approved. Motion carried.

#### REQUEST TO FILL VACANT CORRECTIONS OFFICERS POSITION

It was moved by Commissioner Baker and supported by Commissioner Balog that the vacant Corrections Officer position be approved. Motion carried.

ADMINISTRATOR'S REPORT

Mr. Yoder stated that the Park and Recreation Commission approved a request from the Three Rivers Area Chamber of Commerce to have their "Treasurers of St. Joseph County" event serving alcohol at the Rawson's King Mill Park on July 26, 2014.

He stated that the County has checked with MMRMA and we are covered and also that the Chamber of Commerce is adding the County as a rider to their insurance policy and they will be obtaining the appropriate licenses from the State of Michigan.

It was moved by Commissioner Baker and supported by Commissioner Eaton that the request to have alcohol at this event only at Rawson's King Mill Park on July 26, 2014 be approved. Motion carried.

PERSONNEL REPORT

Mrs. Arver presented the following report:

RESIGNATION:

Timothy Large, Meals on Wheels Driver, has resigned effective May 23, 2014.

Beth Ridge, COA Finance Clerk, has resigned effective May 21, 2014.

Amber Notestine, COA In-home Aide, has resigned effective February 11, 2014.

Gary LeTourneau, Deputy Central Dispatch Director, has resigned effective May 13, 2014.

RETIREMENT:

Judy Buchner-VanCamp, Corrections Officer, will retire effective May 29, 2014.

NEW HIRE:

Mary J. Carter has been hired as In-home Aide at \$10.49/hr. (COA system, grade 3, step 1) effective May 12, 2014.

Sarah J. Yoder has been hired as In-home Aide at \$10.49/hr. (COA system, grade 3, step 1) effective May 12, 2014.

Joyce M. Dykstra has been hired as In-home Aide at \$10.49/hr. (COA system, grade 3, step 1) effective May 12, 2014.

Anthony Joseph Skidmore has been hired as I. T. Technician at \$43,612.00/yr. (Rye system, grade 7, step 3) effective June 3, 2014.

MISCELLANEOUS:

Landon Hackenberg will change from part-time Corrections Officer to full-time Corrections Officer at \$18.06/hr. effective June 3, 2014.

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

FINANCE DIRECTOR'S REPORT

Mrs. Smith presented the following report:

BUDGET AMENDMENTS:

GENERAL FUND:

Increase Animal Control Miscellaneous Revenue (101-430-696.000)	\$ 10,000.00
Increase Animal Control Board & Vet Fees (101-430-826.000)	\$ 10,000.00

CHILD CARE FUND – DHS PORTION:

Increase Other County Institutional Care (292-663-844.030)	\$ 33,000.00
Decrease Family Foster Care (292-663-844.010)	\$ 33,000.00

GENERAL FUND:

Increase Human Resources Contractual Services (101-226-816.000)	\$ 2,500.00
Increase Budgeted Use of Fund Balance (101-390-676.000)	\$ 2,500.00

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

Per Diem

Robin Baker - 14 half days 4/16 x 2, 4/17 x 2, 4/22, 4/23, 4/24, 4/29, 4/30, 5/1, 5/6, 5/7, 5/14, 5/15/14 & 2 full days 4/28 & 5/12/14	\$ 890.00
Allen Balog - 10 half days 4/16 x 2, 4/17, 4/21, 4/24, 4/30, 5/13, 5/14, 5/15 & 5/19/14	500.00
John Dobberteen - 7 half days 4/30, 5/2, 5/13, 5/14 x 2, 5/15, 5/19 & 3 full days 4/28, 4/30 & 5/7/14	635.00
Don Eaton - 12 half days 1/4, 1/8, 1/15, 1/21, 2/10, 2/12, 4/1, 4/12, 4/15, 4/30, 5/1 & 5/2/14	600.00
Rick Shaffer - 8 half days 4/16, 4/24, 4/28, 4/30, 5/1, 5/7, 5/13, 5/15 & 2 full days 4/29 & 5/19/14	<u>590.00</u>
	\$ 3,215.00

Expenses

Robin Baker	\$ 501.76
Allen Balog	79.52
John Dobberteen	78.40
Don Eaton	61.60
Rick Shaffer	<u>342.72</u>
	\$ 1,064.00

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

Financial Statements

	Revenues	Expenditures
Year to Date - April 30, 2014	\$ 6,361,254.37	\$ 8,711,473.24
Available Balance - Revenues & Expenditures	\$ 11,707,120.63	\$ 9,356,901.76
Percent of total budgeted funds earned year to date	35.21%	
Percent of total budgeted funds expended year to date	48.21%	

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

COMMITTEE REPORTS

Law Enforcement

Commissioner Baker stated that the Committee had not met.

Judiciary

Commissioner Baker stated that everyone has a copy of the minutes from the meeting held May 14, 2014.

Physical Resources

Commissioner Balog stated that the Committee had not met.

Executive/Committee of the Whole

Chairman Dobberteen stated that the Committee met on May 15, 2014 and everyone has a copy of the minutes.

CHAIRMAN'S REPORT

Chairman Dobberteen again expressed thanks for receiving the Community for a Lifetime Award.

COMMISSIONER'S COMMENTS

Commissioner Shaffer encouraged everyone to attend a Memorial Day event that honors all of our veterans.

WORK SESSION

All were reminded of the work session that is scheduled for 3:00 p.m. on May 22, 2014.

ADJOURNMENT

At 5:19 p.m. it was moved by Commissioner Shaffer and supported by Commissioner Baker that the St. Joseph County Board of Commissioners adjourn until June 3, 2014 at 5:00 p.m. Motion carried.

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Pattie S. Bender, St. Joseph County Clerk

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John L. Dobberteen, Chairman