

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 June 6, 2017 at 6:00 p.m.

Chairman Balog called the meeting to order.

The Invocation was given by Commissioner Czajkowski.

The Pledge to the American Flag was given.

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

Dennis Allen	Kathy Pangle
Daniel R. Czajkowski	Allen J. Balog

Commissioner Dobberteen was absent.

Also present: Pat Yoder, Administrator/Controller; Teresa Doehring, Assistant County Administrator; and Joni Smith, Finance Director.

AGENDA

Chairman Balog asked that the appointment of John Dobberteen to the Sturgis Local Development Finance Authority be added to the agenda.

It was moved by Commissioner Czajkowski and seconded by Commissioner Pangle to approve the agenda as amended. Motion carried.

MINUTES APPROVED

It was moved by Commissioner Allen and seconded by Commissioner Czajkowski that the minutes for May 16, 2017 be approved as presented. Motion carried.

COMMUNICATIONS

Copy of Letter to U.S. Department of Justice from Tim Carls, Re: Board of Commissioners' Adopted Statement on Civility.

Letter from the Michigan Public Service Commission, Re: Notice of public hearing on June 22 to consider Indiana Michigan Power Company's request to increase its rates, depreciation accrual rates and other related matters.

Letter from the Michigan Public Service Commission, Re: Notice of public hearing on June 27 to consider Indiana Michigan Power Company's Energy Optimization plan.

Minutes of the Animal Control Advisory Board meeting of March 15 and May 17, 2017.

Minutes of the Community Action Board meeting of April 24, 2017.

It was moved by Commissioner Pangle and seconded by Commissioner Allen that the communications be placed on file. Motion carried.

CITIZENS' COMMENT

There were no citizen comments.

A Deputy noted 5 people in the audience.

AREA AGENCY ON AGING FY 2018 IMPLEMENTATION PLAN
RESOLUTION 6-2017

Chairman Balog presented the following resolution:

WHEREAS, the Branch-St. Joseph Area Agency on Aging (Region IIIC) has been designated as the area agency on aging to serve Branch and St. Joseph Counties since 1996 under the Federal Older Americans Act (Public Law 89-73, and subsequent amendments), and the State Older Michigianians Act (Public Act 180, and subsequent amendments); and

WHEREAS, the Branch-Hillsdale-St. Joseph Community Health Agency Board of Health has been designated and approved as the Policy Board for Region IIIC; and

WHEREAS, Region IIC is required to develop an Annual Implementation Plan for fiscal year 2018; and

WHEREAS, the Region IIC Policy Board has developed, reviewed and accepted the Plan after input sessions and a public hearing; and

WHEREAS, the Region IIC Policy Board has taken into consideration the views expressed at the public hearing for the final draft of the Annual Implementation Plan; and

WHEREAS, the Region IIC Policy Board substantiates that this document meets the Michigan Aging and Adult Services Agency Approval Criteria.

NOW, THEREFORE, BE IT RESOLVED, that the St. Joseph County Board of Commissioners endorses the submission of this final planning document to the Michigan Commission on Services to the Aging for final review and approval.

It was moved by Commissioner Allen and seconded by Commissioner Pangle to adopt the resolution and waive second reading. Motion carried 4-0 upon a roll call vote.

SHERIFF'S DEPARTMENT 2016 ANNUAL REPORT

It was moved by Commissioner Allen and seconded by Commissioner Pangle to place the report on file. Motion carried.

EMPLOYEE HANDBOOK REVISION – ID CARDS

It was moved by Commissioner Czajkowski and seconded by Commissioner Allen to approve the handbook revision. Motion carried.

NOMINATIONS/APPOINTMENTS

It was moved by Commissioner Allen and seconded by Commissioner Czajkowski to appoint John Wiedlea to the Building Authority with a term expiring August 31, 2018. Motion carried.

It was moved by Commissioner Allen and seconded by Commissioner Pangle to appoint John Dobberteen to the Sturgis Local Finance Development Authority. Motion carried.

ADMINISTRATOR'S REPORT

Ms. Doehring had nothing further to report.

PERSONNEL REPORT

Ms. Doehring had nothing further to report.

FINANCE DIRECTOR'S REPORTS

Ms. Smith presented the following report:

Budget Amendments

SOUTHWEST MICHIGAN FIRST CONTRACT	
TAX PAYMENT FUND	
Increase Operating Transfers Out (516-253-999.000)	120,000
Increase Budgeted Use of Fund Balance (516-253-676.000)	120,000
GENERAL FUND	
Increase Operating Transfers In (101-728-699.000)	120,000
Increase Economic Development Appropriation (101-728-965.150)	120,000
ECONOMIC DEVELOPMENT FUND	
Increase Misc. Revenue (244-728-696.000)	120,000
Increase Contractual Services (244-728-816.000)	120,000
MISCELLANEOUS APPROPRIATION TO ROAD COMMISSION	
TAX PAYMENT FUND	
Increase Operating Transfer Out (516-253-999.008)	50,000
Increase Budgeted Use of Fund Balance (516-253-676.000)	50,000

ESTABLISH MUNICIPAL LOAN FUND
TAX PAYMENT FUND
Increase Transfers Out (516-253-999.009) 200,000
Increase Budgeted Use of Fund Balance (516-253-676.000) 200,000

MUNICIPAL LOAN FUND
Increase Transfers In (566-000-699.000) 200,000
Increase Contingency (566-000-941.000) 200,000

ECONOMIC DEVELOPMENT BRANDING PROJECT
TAX PAYMENT FUND
Increase Operating Transfers Out (516-253-999.000) 20,000
Increase Budgeted Use of Fund Balance (516-253-676.000) 20,000

GENERAL FUND
Increase Operating Transfers In (101-728-699.000) 20,000
Increase Economic Development Appropriation (101-728-965.150) 20,000

ECONOMIC DEVELOPMENT FUND
Increase Misc. Revenue (244-728-696.000) 20,000
Increase Contractual Services (244-728-816.000) 20,000

INMATE STORE FUND
Increase Computer Software (546-301-985.000) 5,575
Increase Contractual Services (546-301-816.000) 4,025
Increase Budgeted Use of Fund Balance (546-301-676.000) 9,600
Note: Electronic Medical Record program (eClinical Works) purchase and monthly fee

GENERAL FUND
Increase Prosecutor’s Computer Equipment (101-229-984.000) 4,000
Increase Prosecutor’s LEIN Services (101-229-852.000) 600
Increase Budgeted Use of Fund Balance (101-390-676.000) 4,600

ANIMAL SHELTER DONATION FUND
Increase Land (254-430-977.000) 16,000
Increase Budgeted Use of Fund Balance (254-430-676.000) 16,000
Note: To purchase 1.4 acres (including purchase costs)

COMMISSION ON AGING
Increase Contractual Services (273-672-816.000) 4,000
Increase Budgeted Use of Fund Balance (273-672-676.000) 4,000
Note: PACE Feasibility study, increase original estimate

COMMUNITY CORRECTIONS ADVISORY BOARD
Increase Wages – Part-time (261-229-707.000) 3,500
Increase FICA (261-229-715.000) 300
Increase Budgeted Use of Fund Balance (261-229-676.000) 3,800

General Fund fund balance analysis:
Preliminary Fund 101 12/31/16 fund balance 3,112,444
Budget Stabilization Fund 1,856,700
2017 budgeted use of General Fund fund balance (2,867,626)
2017 ytd budget amendments affecting General Fund (70,832)
Budgeted 12/31/17 General Fund fund balance 2,030,686

It was moved by Commissioner Allen and seconded by Commissioner Pangle to approve the budget amendments. Motion carried.

Bills

Summary of recorded expenditures for the month ended: May 31, 2017

Expenditure Type	General Fund	Other Funds	Total
Operating	548,756.20	4,519,534.14	5,068,290.34
Payroll	<u>715,102.46</u>	<u>242,285.63</u>	<u>957,388.09</u>
	1,263,858.66	4,761,819.77	6,025,678.43

It was moved by Commissioner Allen and seconded by Commissioner Czajkowski to approve payment of the bills. Motion carried.

COMMITTEE REPORTS

Law Enforcement

Chairman Balog stated that the Committee had not met.

Judiciary

Chairman Balog stated that committee had not met.

Physical Resources

Chairman Balog stated that the Committee had not met.

Executive/Committee of the Whole

Chairman Balog stated that the minutes were available.

CHAIRMAN'S REPORT

Chairman Balog had nothing further to report.

COMMISSIONERS' COMMENTS

Commissioner Pangle noted the Southwest Michigan Planning Council meeting.

PROPERTY PURCHASE FOR ANIMAL CONTROL
RESOLUTION 7-2017

Mr. Yoder presented the following resolution:

Whereas, the real property, 1.4 acres of the property identified as 75-042-777-079-30 (the "Property"), is connected at the southeast corner of the jail property; and

Whereas, the Board of Commissioners of St. Joseph County would like to acquire the property for the Sheriff's Department, specifically for animal control purposes.

Now therefore, be it resolved, the County will acquire the Property for the public purpose of being used for Sheriff's Department purposes.

Now therefore, be it further resolved that the County Administrator is authorized to sign all documents and take all actions required for such acquisition.

It was moved by Commissioner Allen and seconded by Commissioner Pangle to adopt a resolution and waive second reading to authorize Mr. Yoder to sign the purchase documents for the animal shelter. Motion carried 4-0 upon a roll call vote.

ADJOURNMENT

At 6: p.m., it was moved by Commissioner Czajkowski and seconded by Commissioner Pangle that the St. Joseph County Board of Commissioners adjourn until June 20, 2017 at 6:00 p.m. Motion carried.

Lindsay Oswald, County Clerk

Allen J. Balog, Chairman