

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 19, 2012 at 5:00 p.m.

Chairman Rick Shaffer called the meeting to order.

The Invocation was given by Chairman Shaffer.

The Pledge to the American Flag was given.

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

Rick Shaffer	Allen Balog
Robin Baker	Jerry Ware
Donald Eaton	John L. Dobberteen

Absent: Gerald E. Loudenslager

Also present were Judy West-Wing, Administrator/Controller and Joni Smith, Finance Director.

AGENDA

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

MINUTES APPROVED

It was moved by Commissioner Baker and supported by Commissioner Ware that the minutes for June 5, 2012 be approved. Motion carried.

COMMUNICATIONS

1. Letter from McCartney & Company, P.C., Re: Copy of annual accounting for the St. Joseph County 9-1-1 Service District.
2. Letter from the Michigan Public Service Commission, Re: Notice of public hearing on July 26, 2012 to consider Indiana Michigan Power Company's application for Enhanced Nuclear Security Surcharge Rider.
3. Resolution from Oscoda County, Re: In opposition of Michigan Natural Resources Trust Fund dollars being diverted to fund State projects.
4. Copy of Oscoda County Ordinance, Re: Synthetic marijuana and dangerous products emergency ordinance.
5. Minutes of the Commission on Aging Board minutes of May 16, 2012.

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

CITIZENS' COMMENTS

John Nelson from the Soil Conservation thanked Commissioner Eaton for having a party at his farm with donations benefiting the Soil Conservation District which raised \$2,500.00.

He also stated that last Saturday they attempted to clean the Prairie River beginning 2 miles west of Burr Oak and could not do it because of the low water levels. They are planning to clean the Fawn River this Saturday beginning at 10:00 a.m. putting in on Halsey Square Road going west 2-3 miles. All are welcome to help.

John Barnes, Attorney, spoke regarding his candidacy for Probate Judge. He gave information regarding his 30 years of experience in all types of cases in Probate Court including Abuse and Neglect cases in the Juvenile Branch. He also spoke of his family and his community/volunteer involvement. He has been endorsed by Judge Gorsalitz of Kalamazoo and the Right to Life and he stated that he has strong ethics.

G.I.S. DEPARTMENT'S ANNUAL REPORT FOR 2011

Andrew Hartwick, G.I.S. Department Manager, gave an overview of the Annual Report for 2011. He stated that there is one other employee in the office and that is Erin Langworthy-Lamb. He stated that there were no large projects in 2011.

Mr. Hartwick said that the County's parcel dataset increased by approximately 15% in 2011 to 286 compared to 242 in 2010. There was a slight increase in property splits, there were more parcel combinations. He stated that the upward trend in parcel modifications is encouraging with regards to the economic status of the County.

Plat books continue to be done in-house by utilizing their software and technology allowing for maintaining the standard formatted plat book by making changes without having to recreate the entire book. They also offer a digital version of the plat board but the printed version is more popular and by making changes themselves they can maintain the \$35 sale cost.

\$50,590 in remonumentation grant funds were utilized in 2011. Remonumentation is making a grid of parcels while establishing corners throughout the County. In 2010 communication with the State was cut off and in 2011 he was invited to sit on a work group to reestablish the communications which was successful.

The G.I.S. Department has a slight increase in expenses in 2011 with a 25% increase in revenues. Mr. Hartwick stated that the need is great for producing custom maps for customers being able to make them 3' x 4' and with the tools at their disposal they are produced within a reasonable timeframe.

Commissioner Eaton asked if the G.I.S. solicited advertisements for the plat book. Mr. Hartwick stated that they do not but he can look into it again.

It was moved by Commissioner Dobberteen and supported by Commissioner Ware that the 2011 G.I.S. Annual Report be accepted and placed on file. Motion carried.

ROAD COMMISSION'S ANNUAL REPORT FOR 2011

Louis Csokasy, Road Commission Manager, gave an overview of the Annual Report for 2011. He introduced Donna Holtz who did an outstanding job on the financial report; Chris Minger, Project Manager who has been with the Road Commission for a number of years; and Christopher Bolt, P.E., Director of Engineering who were all present.

He remarked on the very good dedicated staff at the Road Commission. He stated that this was prime time for the Road Commission as they do maintenance on the roads during this time of the year. They moved to a 5 member board in 2011 which allows for a committee structure and Mr. Csokasy stated that the committees are very active. There are 9 non-union staff and 29 union staff at the Road Commission. They have 72 motorized vehicles which is 11 less than they used to have. They maintain 8,000+ acres of right of way throughout the County. There are 828 miles of paved roads amounting to 81% of the roads in the County with 19% being gravel. Other counties have an average of 40% gravel. They have 2 remote garages; one in the Three Rivers area and one in the Colon area with the main garage in Centreville.

There are currently assets of \$4.7 million even with MTF funds running 2 months behind. They have \$30.8 million in capital investments which is the value of the roads in the County and they have \$1.6 million in liabilities. They are currently upgrading about 90 miles of roads each year and the target is 100 miles per year.

He is proud of the staff and they have recently negotiated their union contract. They have a reduced work force and have reduced their number of motorized vehicles.

Chairman Shaffer asked if the shared services with Cass County have reached its peak. Mr. Csokasy stated that the increase in shared services increases day by day and the relationship continues to strengthen. They will be buying equipment jointly and the bridge engineering in this County is tops in the State. The joint services seem to increase daily and there is money savings all the time.

Chairman Shaffer suggested that maybe this relationship could be an example of combining Road Commissions into districts.

Mr. Csokasy stated that with St. Joseph and Cass Counties working together they take care of 5% of the roads in the State.

It was moved by Commissioner Baker and supported by Commissioner Eaton that the 2011 Annual Report of the Road Commission be accepted and placed on file. Motion carried.

SHERIFF'S DEPARTMENT ANNUAL REPORT FOR 2011

Sheriff Brad Balk apologized for not making this report at the last meeting but he had an injury. He drew attention to the cover of the report which is a picture of the Tahoe that was approved for purchase last year. He said that it is doing the job that it was meant to do. It hauls a lot of equipment including the instruments needed for doing their weights and measures and also the paraphernalia for the reconstruction of accidents.

Some needed equipment he mentioned are replacement cameras in the patrol cars. They are currently 7 years old. Another major purchase that is necessary are boats for the Marine Division. They are over 10 years old and it is a vital part of their operations.

Sheriff Balk mentioned some statistics in the report: criminal complaints are up; the inmates provided 12,602 hours of labor preparing meals at the jail kitchen for the Commission on Aging. Lynn Coursey, Executive Director of the Commission on Aging, said that they did a remarkable job preparing 200,000 meals for the COA in 2011.

He also mentioned that they will be losing some funding for the Secondary Road Patrol which is an important part of their system; they do the weights and measures for the Road Commission.

Their jail inmate population was almost always at 100% in 2011. There were several violations noted by the State in 2010 and they were all taken care of and they received no citations in 2011.

The recently installed water heaters are now hooked up to the solar system and since then the boilers have not fired up.

The brick repair to the building is coming along nicely.

Commissioner Baker noted that the report showed that accidents in 2011 were 3 times what they were in 2010. Sheriff Balk remarked that car/deer accidents alone amounted to 100 accidents. They are taking more accidents and the Michigan State Police are taking less. MSP used to have 13 Troopers operating out of the post in White Pigeon and they are currently down to 3. They have 1 or 2 cars patrolling in the day time and none at night.

Sheriff Balk explained to Commissioner Eaton that the Secondary Road Patrol patrols the County roads as opposed to the State trunk lines.

Chairman Shaffer thanked Sheriff Balk for all of the volunteers that work in different units as a part of the Sheriff's Department.

Sheriff Balk mentioned one in particular is the Victims' Services Unit.

He stated that the staff is working really hard.

Commissioner Eaton stated that he will be meeting with Undersheriff Lillywhite tomorrow and will discuss prices for boats and cameras for the patrol cars.

It was moved by Commissioner Dobberteen and supported by Commissioner Eaton that the 2011 Sheriff's Department Annual Report be accepted and placed on file. Motion carried.

2011 ANNUAL AUDIT

Dave Fisher from the auditing firm Rehmann and Robson gave a summary of the 2011 County Audit. He stated that the County received a clean opinion which is the best that we can get.

The General Fund fund balance is a healthy \$7,550,519 and of that amount \$7,512,027.00 is unrestricted which is 52% of our budget or 6 months of operating expense.

It is recommended that percentage be at 10% to 15% and we are at 52%!

Mr. Fisher stated that all of the County's funds have positive fund balances which is very good. Lots of government funds have negative fund balances. We ended the year using \$15,024.00 from fund balance which is better than budgeted.

He spoke particularly of the enterprise fund called the Delinquent Tax Revolving Fund which has net assets of \$19,625,000. This fund is used to pay the delinquent taxes owed to local entities. Mr. Fisher stated that a lot of counties borrow money to pay these delinquent taxes and obviously we do not need to do that. The County also has no long term debt.

Also, according to federal law they provided the Financial Statements and Single Audit Act Compliance statement. There were no questionable costs or findings.

Mr. Fisher did mention that in 2010 there were some material weaknesses, but those have been cleared up. In regards to internal control matters there were 2 areas; one in investments and one regarding voided checks that will likely be reconciled in 2012.

Commissioner Dobberteen thanked Mr. Fisher for presenting the audit and also thanked Ms. West-Wing and the former Treasurer for their due diligence.

It was moved by Commissioner Dobberteen and supported by Commissioner Balog that the audit be accepted. Motion carried.

CADE LAKE PARK - USE OF FUNDS FOR SECURITY

John Pence, Parks and Recreation Director, requested the use of park funds for security at Nottawa and Cade Lake Park especially during holidays and/or holiday weekends. Because of the unusually hot weather, the parks become overloaded especially with swimmers. He stated that there are park attendants at both parks and they have no "authority" to enforce park rules, i.e. collecting day passes, etc. The Parks and Recreation Commission met in special session on June 12th with the Sheriff and the Sheriff recommended 16-24 hours of Sheriff's patrol in these 2 parks for the remainder of the 2012 season on an as needed basis with dates and times to be determined at a maximum cost of \$6,050.00. At last Friday's Executive Committee these funds were requested from the County's general fund. Discussion from that meeting suggested that any funds to be used for park security should be taken from their funds not County general fund.

Mr. Pence recommended scaling back the number of hours and that \$1,000.00 - \$1,500.00 from each of the Parks and Recreation Fund and the Cade Lake Fund to pay for security around the 4th of July and Labor Day weekend.

Commissioner Dobberteen asked if the Parks and Recreation Commission anticipate problems at the parks.

Mr. Pence stated that the Parks and Recreation Commission occasionally talks about potential problems and in fact there were problems over the Memorial Day weekend.

He said that the staff at both parks does their best to maintain order. His intention is to have the Sheriff patrol 8 hours driving back and forth between the parks spending 4 hours at each park.

When there have been problems and the Sheriff's Department is dispatched to the situation they have responded.

Commissioner Baker asked Mr. Pence if the parks are understaffed.

Mr. Pence stated that when there are 600 people at any one of the parks the answer is yes.

After much discussion including wanting people to feel safe and could a police officer camp at the park free and have a presence there. Commissioner Ware stated that these are not County funds but Parks and Recreation funds. Commissioner Dobberteen stated that they are still County funds.

It was moved by Commissioner Eaton and supported by Commissioner Dobberteen that this matter be referred back to the Executive Committee for more discussion, but a small band aid should be put on the problem on the weekends on both sides of the 4th of July and on the 4th for Cade Lake.

Sheriff Balk stated that he was not planning on using any overtime but instead use part time certified officers for patrolling the parks. Commissioner Baker agreed that the presence of a uniform makes a difference.

Motion carried.

NOMINATIONS/APPOINTMENTS

Commission on Aging

Commissioner Balog stated that the Committee interviewed all applicants to the Commission on Aging and as recommended the Executive Committee meeting the following were offered for separate nomination/appointment:

Tim Carmichael - It was moved by Commissioner Dobberteen and supported by Commissioner Baker that Tim Carmichael be reappointed to the Commission on Aging for a 1 year term expiring June 30, 2013. Motion carried.

Charles Willer - It was moved by Commissioner Dobberteen and supported by Commissioner Ware that Charles Willer be reappointed to the Commission on Aging for a 2 year term expiring June 30, 2014. Motion carried.

Lori Wright – It was moved by Commissioner Dobberteen and supported by Commissioner Baker that Lori Wright be reappointed to the Commission on Aging for a 2 year term expiring June 30, 2014. Motion carried.

Lori Witt - no motion was made

Barbara Fisher - It was moved by Commissioner Dobberteen and supported by Commissioner Eaton that Barbara Fisher be appointed to fill a vacancy for a 1 year term to expire June 30, 2013. Motion carried.

Margaret Shultz - It was moved by Commissioner Dobberteen and supported by Commissioner Eaton that Margaret Shultz be appointed to the Commission on Aging for a 2 year term expiring June 30, 2014. Motion carried.

Jay Newman - It was moved by Commissioner Dobberteen and supported by Commissioner Eaton that Jay Newman be appointed to the Commission on Aging for a 2 year term expiring June 30, 2014. Motion carried.

It was moved by Commissioner Dobberteen and supported by Commissioner Eaton that an advertisement be placed in the newspaper for the 1 vacancy to the Commission on Aging. Motion carried.

Chairman Shaffer thanked the Committee that interviewed the interested parties.

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

Commissioner Ware stated that the Physical Resources Committee had not met but mentioned again that the water heaters at the jail have been hooked up to the solar system; and that the cabin including the handicapped ramp had been constructed at Cade Lake Park and is ready to be rented.

Executive Committee

Commissioner Dobberteen stated that everyone has a copy of the Executive Committee minutes from the meeting held on June 15, 2012 and he would answer any questions that anyone may have.

PERSONNEL REPORT

Ms. West-Wing presented the following report:

MISCELLANEOUS:

Tamyra Anderson, Neglect/Abuse Specialist, is on medical leave commencing May 30, 2012 under the Family and Medical Leave Act of 1993.

Tonya Barrington, Extension Program Aide, is on medical leave commencing June 13, 2012 under the Family and Medical Leave Act of 1993.

Jeffery Wenzel, Drain Commissioner, effective June 5, 2012 change from part-time to full-time (40 hours/week expectation) at \$47,494.00, same pay grade and step as when part-time with salary increased to reflect 40 hours/week.

RESIGNATION:

Reedis Michael Singleton, part-time Court Security, has resigned effective June 15, 2012.

NEW HIRE:

Judy L. Kline has been hired as part-time Parks & Recreation Secretary at \$10.13/hr. (Soltysiak system, grade 1, minimum) effective June 19, 2012.

Ruth A. Graff has been hired as In-home Services Aide at \$10.05/hr. (COA, grade 5, minimum) effective June 15, 2012.

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

REQUISITIONS

Ms. West-Wing presented the following report:

Three - 4 drawer legal file cabinets for Drain Commission's Office \$ 720.00

One - 5 drawer letter file cabinet with lock for Treasurer's Office \$ 360.00

It was moved by Commissioner Dobberteen and supported by Commissioner Eaton that the requisitions be approved. Motion carried.

FINANCIAL STATEMENTS

Mrs. Smith presented the following reports:

Per Diems

Robin Baker - 7 half days 5/16, 5/24, 5/30, 6/1, 6/11, 6/13 & 6/15/12 & 2 full days 5/21 & 6/6/2012	\$ 540.00
Allen Balog - 6 half days 5/16, 5/24, 6/11, 6/12, 6/13 & 6/15/12	300.00
John Dobberteen - 7 half days 5/23, 5/24, 5/30, 6/1, 6/14, 6/15 & 6/18/12	350.00
Rick Shaffer - 15 half days 3/26 x 2, 3/28, 4/13, 4/18, 4/23, 4/27, 5/2, 5/11, 5/16, 5/29, 5/30, 6/1, 6/12 & 6/15/12	750.00
Jerry Ware - 5 half days 6/6, 6/11, 6/12, 6/13 & 6/15/12	<u>250.00</u>
	\$2,190.00

Expenses

Robin Baker	\$ 311.36
Allen Balog	81.03
John Dobberteen	55.50
Rick Shaffer	229.77
Jerry Ware	<u>83.25</u>
	\$ 760.91

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

Financial Statements

	Revenues	Expenditures
May	\$ 1,397,636	\$ 1,076,531
Year to Date	6,113,737	5,786,452
Rev over Exp (Exp over Rev)	\$321,105	
Year to Date	\$327,285	
Percent of budget year elapsed year to date.	41.67%	
Percent of total budgeted funds earned year to date	41.22%	
Percent of total budgeted funds expended year to date	39.01%	

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

CHAIRMAN'S REPORT

Chairman Shaffer thanked Commissioner Ware for all of his many volunteer hours working on the cabin and its handicapped ramp at Cake Lake.

CITIZENS' COMMENTS

Vincent Mifsud, 24785 Sauger Lake Road, Sturgis stated that he has been camping all of his life and police officers are needed at the campgrounds. The uniform itself makes a difference.

Matt Davidson, Attorney, spoke of his candidacy for District Judge. He thanked former Prosecutor, Bob Cares, for hiring him as an Assistant Prosecutor. He then went into private practice and has a lot of trial experience. He gave some background on how this particular Judge's seat was created. Mr. Davidson stated that he lived in Centreville for 25 years and has lived in the Three Rivers area for 3 years. He has practiced in most courts in southwest Michigan including federal court. He is a firefighter and a certified EMT specialist.

MISCELLANEOUS

Commissioner Eaton stated that he attended a Colon Township Board meeting and they are frustrated with the County pulling out of their agreement with them regarding Palmer Lake Park. The fence is in disrepair and was not very high quality when installed. He would like to see the County repair the fence, shake hands with them and part ways.

It was moved by Commissioner Eaton and supported by Commissioner Dobberteen that the County pay \$1,800 to repair the fence at Palmer Lake Park.

Ms. West-Wing gave some background on this relationship with Colon Township. The County used to be in an agreement with Colon Township and shared expenses 50/50 and our Parks and Recreation staff maintained the park. The Parks and Recreation Commission looked into the amount of time that was spent at the park and they recommended severing the agreement with Colon Township. The County gave them notice and the park was turned over to Colon Township.

Commissioner Ware reminded the Board that the Parks and Recreation staff was cut a few years ago and there was not enough time to spend at that park and be able to maintain the other parks too.

Commissioner Balog stated that he needed more information.

It was moved by Commissioner Balog and supported by Commissioner Baker that the matter be tabled. Motion carried.

Commissioner Dobberteen thanked Commissioner Ware for all that work that he has done at Cade Lake.

He also thanked Commissioner Eaton for having the party at his house that benefitted the Soil Conservation District and said that he is sure that Commissioner Eaton's wife, Kelly, did most of the work so he thanked her too.

ADJOURNMENT

It was moved by Commissioner Dobberteen and supported by Commissioner Ware that the St. Joseph County Board of Commissioner adjourn until July 3, 2012 at 5:00 p.m. Motion carried.

Pattie S. Bender, County Clerk

Rick Shaffer, Chairman