

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 July 15, 2008, at 5:00 p.m.

Chairman Robin Baker called the meeting to order.

The Invocation was given by Commissioner Pueschel.

The Pledge to the American Flag was given.

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

Gerald E. Loudenslager	Michael D. Dunlap
Robin Baker	Monte Bordner
David J. Pueschel	John L. Dobberteen

Absent: Eric Shafer

Also present were Judy West-Wing, Administrator/Controller, Dan Carey, Finance Director and Charles Cleaver, Human Resource Director.

AGENDA

It was moved by Commissioner Dunlap and supported by Commissioner Loudenslager that the agenda be approved. Motion carried.

MINUTES APPROVED

It was moved by Commissioner Dobberteen and supported by Commissioner Dunlap that the minutes for July 1, 2008 be approved. Motion carried.

COMMUNICATIONS

1. Letter from the Michigan Association of Counties, Re: MAC Legislative Update, July 11, 2008.
2. Letter from the City of Three Rivers, Re: Notice of public hearing on July 15 to consider an Industrial Facilities Tax Exemption for Kadant Johnson, Inc.
3. Copy of letter from Gordon Evilsizor to Senator Levin, Re: Request for assistance with the Michigan Commission on Law Enforcement Standards.
4. Minutes of the Commission on Aging Board meeting of June 18, 2008.

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

ROAD COMMISSION ANNUAL REPORT FOR 2007

Bruce Jones, Engineer/Manager of the Road Commission, introduced Rick Anderson, Chairman of the Board and Dave Yunker, Road Commissioner. Robert Spillar, Road Commissioner and Cheryl Arver, Clerk had other commitments tonight.

Mr. Jones gave an overview of the Annual Report for 2007. He stated that the Michigan Transportation Funds (MTF) continue to decline. These funds are used for day-to-day operations of the Road Commission. In addition the costs of materials used for maintenance and construction of the roads have increased drastically. Also, the townships' revenues have declined therefore they are cutting back on their local road construction programs.

He stated that there were no primary roads built in the last 3 years except Shimmel and Featherstone which are all weather roads and therefore qualified for state and federal funding that covered 100% of the construction costs.

Mr. Jones, who will have completed 50 years at the Road Commission next week, added that this last winter was very expensive as far as snow removal, probably the most frustrating for him ever.

The County's allocation to the bridge fund is greatly appreciated as they use this for matching funds to replace bridges in the local road system.

The big project scheduled for 2008 is the renovation and restoration of the Covered Bridge. Enhancement Funds from MDOT will be used and these funds have never been used for a covered bridge so there was a lot of extra paperwork to be completed. The river will be lowered on September 2nd. The City of Sturgis has been very cooperative and will be doing some work on the dam at this same time. The bridge will continue to have height restrictions even when the work is completed.

Mr. Jones stated that they also hope to complete the rest of Shimmel north to M-86.

The ground water issue in Leonidas is ongoing and a consultant has been hired. It is at a standstill now, but a lot of testing is being done. He does not believe that the Road Commission should be blamed entirely for this contamination as there are several factors that likely contributed to the problem.

He publicly thanked the citizens of the County for the Road Commission Millage which generates \$1,067,000 per year for maintenance of county roads.

Chairman Baker asked how the weigh master is working.

Mr. Jones said that it is working well and people know that they are out there. They are not writing a lot of tickets but when they do the money goes to the libraries as fines. The Sheriff provided two deputies to do this and it has made a big difference.

Commissioner Dunlap stated that he believes that the Road Commission does a very good job; he is pleased with their service.

Commissioner Loudenslager thanked Mr. Jones for their efforts on VanResort Drive and suggested that a public announcement be made to all on the river before it is lowered.

Mr. Jones assured him that they will make public announcements.

Commissioner Loudenslager asked if there were any water sampling results in Leonidas.

Mr. Jones stated that the last time that the Road Commission had salt and sand at their garage in Leonidas was in 1979 and water softeners may also be contributing to the problem.

It was moved by Commissioner Loudenslager and supported by Commissioner Dunlap that the Road Commission's Annual Report for 2007 be accepted. Motion carried.

G.I.S. DEPARTMENT ANNUAL REPORT FOR 2007

Andrew Hartwick, G.I.S. Director, gave an overview of the Annual Report for 2007. He stated that 2007 was a very busy year. They had an 11% reduction in parcel changes. Townships are growing and cities are shrinking. They issued 104 new addresses last year.

Mr. Hartwick stated that they have great cooperation from Equalization, realtors, the Register of Deeds and Treasurer's Offices and Central Dispatch among others.

They make a variety of maps especially aerial maps. They had a joint venture with the City of Three Rivers last year and a flyover was done. There were updates in software therefore the maps have better quality.

FEMA is identifying flood plains and are using the data from G.I.S. for the mapping phase of their study which will replace the paper maps.

The Census Bureau is also gearing up for the 2010 census and are updating their master address list and they are including a boundary and annexation survey, all of which will result in better demographics.

Mr. Hartwick stated that he appreciates the \$6,000 County contribution to the Remonumentation project. The State provides an additional \$85,000 to remonumentation. The more that the county contribution is to this program the more that the State provides. He stated that this is a very successful project.

He attended 2 conferences in 2007 which allows G.I.S. professionals to network and learn of other problems and issues and potential means of overcoming them. Erin Langworthy, Cartographer, also attended a seminar where she gained further knowledge and insight on the workings of our software.

Mr. Hartwick addressed the realtors on two different occasions.

They have new equipment thanks to 911.

The G.I.S. Department provides a service to others that has no monetary value. They pride themselves in communicating with others and Mr. Hartwick is very happy to work here. He stated that this G.I.S. Department is one of the best in the State.

After some Commissioners' comments it was moved by Commissioner Dunlap and supported by Commissioner Dobberteen that the G.I.S. Annual Report for 2007 be approved. Motion carried.

OCCUPANCY AND CARETAKER AGREEMENT FOR RAWSON'S KING MILL

Ms. West-Wing recommended approval of an Occupancy and Caretaker Agreement for Rawson's King Mill with Bernard L. Gregg. In lieu of rent he will provide oversight to the mill as well as be the caretaker and provide security. Mr. Gregg will pay the utilities.

Commissioner Dunlap stated that it is important to have someone there.

It was moved by Commissioner Dunlap and supported by Commissioner Loudenslager that the Agreement with Mr. Gregg be approved.

The aye and nay vote was called as follows:

Aye votes cast: 6 - Commissioners Loudenslager, Dunlap, Baker, Bordner, Pueschel and Dobberteen.

Nay votes cast: 0

Absent: 1 - Commissioner Shafer.

Motion carried.

MICHIGAN NATURAL RESOURCES TRUST FUND GRANT APPLICATION FOR PARKS PROPERTY ACQUISITION

John Pence, Director of Parks and Recreation, requested approval of a grant application to the Michigan Natural Resources Trust Fund (MNRTF) for acquisition of 100 acres south of Cade Lake Camp. 22 of the acres are wetlands. The property has been appraised for \$100,000. The grant they are requesting is for \$70,000 with the County providing a \$30,000 match.

The following resolution was presented:

RESOLUTION NO. 13-2008

Resolution to Support the Application for a Michigan Natural Resources Trust Fund Grant to Acquire Land for the Cade Lake County Park Expansion Project

WHEREAS, the St. Joseph County Board of Commissioners, at its March 18, 2008 meeting, directed the Parks and Recreation Director to have an appraisal done on a 40-acre parcel south of Cade Lake Park for the purposes of applying for a Michigan Natural Resources Trust Fund Grant for the acquisition of the available land contiguous to Cade Lake County Park; and

WHEREAS, the St. Joseph County Board of Commissioners agrees to commit to payment of 30 percent of the acquisition costs for the available land, and will seek 70% funding by the Michigan Natural Resources Trust Fund for the available land; and

WHEREAS, the 2007 – 2011 St. Joseph County Parks & Recreation Master Plan recommends the acquisition of land contiguous to existing parks to create large, natural resource-based parks for the residents of St. Joseph County; and

WHEREAS, such available land contiguous to Cade Lake County Park would provide outstanding additional recreation opportunities to the residents of St. Joseph County; and

WHEREAS, the Cade Lake County Park Expansion Project would preserve significant and valuable open space, wildlife habitat, and biodiversity; and

WHEREAS, a public meeting was held July 10, 2008 to request public input on the Cade Lake County Park Expansion Project; and

WHEREAS, the St. Joseph County Parks & Recreation Commission voted on July 2, 2008 to support the application for grant assistance being submitted to the Michigan Natural Resources Trust Fund.

NOW, THEREFORE BE IT RESOLVED, the St. Joseph County Board of Commissioners hereby supports the Cade Lake County Park Expansion Project Grant Application to be submitted to the Michigan Natural Resources Trust Fund.

It was moved by Commissioner Dobberteen and supported by Commissioner Bordner that the grant application for property acquisition to the MNRTF be approved.

The aye and nay vote was called as follows:

Aye votes cast: 6 - Commissioners Loudenslager, Dunlap, Baker, Bordner, Pueschel and Dobberteen.

Nay votes cast: 0

Absent: 1 - Commissioner Shafer.

Motion carried.

COMMITTEE REPORTS

Law Enforcement

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

Judiciary

Commissioner Dunlap stated that the Judiciary Committee met last week, everyone has a copy of the minutes and he would answer any questions that anyone may have.

Physical Resources

Commissioner Dobberteen stated that there was no report.

Executive Committee

Commissioner Dobberteen stated that everyone has a copy of the minutes of the Executive Committee Meeting held on July 11th and would answer any questions that anyone may have.

Investment Advisory

Commissioner Dunlap stated that the Investment Advisory Committee met and the rate of return on our investments is lower.

PERSONNEL REPORT

Ms. West-Wing presented the following report:

MISCELLANEOUS:

Julie Yunker, part-time Telecommunicator, increase rate of pay to \$10.00/hr. effective July 15, 2008. Ms. Yunker has completed her department training.

Renee Welch, Activities Coordinator, is on intermittent leave commencing June 17, 2008 under the Family and Medical Leave Act of 1993.

Jean Staffin, part-time clerical, increase rate of pay to \$7.50/hr. effective July 1, 2008. (Minimum wage increased to \$7.40/hr.)

DISMISSAL:

Robert Burd, In-Home Services Chore Worker, was dismissed effective July 1, 2008.

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

REQUISITIONS

Ms. West-Wing presented the following report:

Two HON freestanding pedestal desks, 2 HON returns with drawers, 2 HON slide-away keyboard/mouse platforms, and 1 work table for Probate Court. \$ 1,973.95

It was moved by Commissioner Loudenslager and supported by Commissioner Dunlap that the requisition be approved. Motion carried.

BUDGET ADJUSTMENTS

Ms. West-Wing presented the following report:

\$2,000.00 from General Fund Contingency to Probate Court line item 101-148-978.000 (Furniture and Fixtures).

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

FINANCE DIRECTOR'S REPORT

Mr. Carey presented the following reports:

Per Diem

Robin Baker–6 half days 6/25, 6/26, 7/2, 7/9 x 2, 7/11 & 1 full day 6/20/08	\$ 395.00
Monte Bordner–6 half days 6/20, 6/24, 6/25, 6/30, 7/8 x 2 & 4 full days 6/20, 6/23, 6/30 & 7/2/08	680.00
John Dobberteen–17 half days 5/20, 5/24, 5/27, 5/30, 6/10, 6/11, 6/13, 6/20 x 2, 6/24, 6/27, 7/8, 7/9, 7/10 x 2, 7/11, 7/14 & 7/15/08 & 1 full day 7/2/08	945.00
Michael Dunlap–8 half days 6/26, 7/1 x 2, 7/4, 7/8, 7/9, 7/11 & 7/15/08	400.00
Gerald Loudenslager–5 half days 6/18, 6/19, 6/25, 6/26 & 7/12/08 & 1 full day 6/26/08	345.00
David Pueschel–7 half days 6/16, 6/20 x 2, 6/23, 6/26, 6/27 & 7/11/08	<u>350.00</u>
	\$3,115.00

Expenses

Robin Baker	\$ 145.09
Monte Bordner	269.29
John Dobberteen	279.84

Michael Dunlap	\$ 94.22
Gerald Loudenslager	70.60
David Pueschel	<u>152.24</u>
	\$1,011.28

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

Financial Statements

	Revenues	Expenditures
June	\$ 1,205,368	\$ 1,346,307
Year to Date	7,117,472	6,914,852
Period Fund Balance	(\$140,939.00)	
Year to Date	\$202,620.00	
Percent of budget year elapsed year to date.	50.00%	
Percent of total budgeted funds earned year to date	48.52%	
Percent of total budgeted funds expended year to date	47.13%	

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

CHAIRMAN'S REPORT

Chairman Baker stated that everyone was provided with a copy of the Community Health's Annual Report for review.

MISCELLANEOUS

Commissioner Loudenslager stated that in reviewing the grant writer's update, she is earning her money.

Commissioner Bordner stated that a veterans' survey is complete and is ready for review at the Veterans' Services Office which tracks the veterans' needs.

ADJOURNMENT

It was moved by Commissioner Loudenslager and supported by Commissioner Dunlap that the St. Joseph County Board of Commissioners adjourn until August 4, 2008 at 5:00 p.m. Motion carried.

Pattie S. Bender, County Clerk

Robin Baker, Chairman

