

Regular Session of the Board of County Commissioners for the County of St. Joseph, State of Michigan, was held via the Zoom platform on December 1, 2020 at 5:00 p.m.

Chairman Dennis Allen called the meeting to order.

The Invocation was given by Commissioner Czajkowski.

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

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

Also present: Teresa Doehring, County Administrator and Angie Steinman, Finance Director

AGENDA

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

MINUTES APPROVED

It was moved by Commissioner Pangle and seconded by Commissioner Czajkowski that the minutes for November 17, 2020 be approved as presented. Motion carried.

COMMUNICATIONS

There were none.

CITIZENS' COMMENTS

There were no comments.

PUBLIC HEARING FOR 2021/2022 BUDGET

It was moved by Commissioner Czajkowski and seconded by Commissioner Malone to open the floor to public comment. Motion carried.

Chairman Allen opened the floor for public comment at 5:03 p.m.

Hearing no comments, he closed the floor to public comment at 5:04 p.m.

COMMUNITY CORRECTIONS GRANT AGREEMENT

It was moved by Commissioner Pangle and seconded by Commissioner Malone to approve the agreement. Motion carried 5-0 upon a roll call vote.

CAPITAL IMPROVEMENT PROGRAM POLICY REVISION

It was moved by Commissioner Malone and seconded by Commissioner Czajkowski to approve the policy revision. Motion carried 5-0 upon a roll.

MERS PENSION ADDENDUMS

It was moved by Commissioner Malone and seconded by Commissioner Pangle to approve the addendums. Motion carried.

MEDICAL EXAMINER SERVICES AGREEMENT

It was moved by Commissioner Czajkowski and seconded by Commissioner Malone to approve the agreement. Motion carried 5-0 upon a roll call vote.

RESOLUTION HONORING TREASURER JUDITH RATERING

RESOLUTION 13-2020

Commissioner Malone presented the following resolution:

WHEREAS, Judie Ratering commenced her employment with St. Joseph County as Deputy Treasurer and served in that capacity from 1990 to 2001;

WHEREAS, Judie Ratering was appointed as St. Joseph County Treasurer upon the retirement of Phyllis Bainbridge on February 6, 2012;

WHEREAS, Judie Ratering has successfully been elected by the citizens of St. Joseph County for two consecutive terms;

WHEREAS, Judie Ratering has been a member of the Michigan Association of County Treasurers; and

WHEREAS, Judie Ratering has served St. Joseph County residents with dedication and professionalism and will retire on December 31, 2020.

NOW THEREFORE BE IT RESOLVED, the St. Joseph County Board of Commissioners recognizes and expresses grateful appreciation to Treasurer Ratering for her leadership and many years of devoted public service to the citizens of St. Joseph County.

BE IT FURTHER RESOLVED, this resolution be presented to Judie Ratering with congratulations and sincere best wishes in the future.

BE IT FURTHER RESOLVED, this resolution be spread upon the proceedings of the St. Joseph County Board of Commissioners this 1st day of December 2020.

It was moved by Commissioner Malone and seconded by Commissioner Czajkowski to adopt the resolution and waive second reading. Motion carried 5-0 upon roll call vote.

ADOPT 2021/2022 BUDGET
GENERAL APPROPRIATIONS ACT RESOLUTION 14-2020

Commissioner Malone presented the following resolution:

WHEREAS, Public Act 621 of 1978 otherwise known as the Uniform Budgeting and Accounting Act provides a system of unified procedures for the preparation and execution of budgets for units of local government; and

WHEREAS, the County Administrator/Controller has provided the recommended 2021 & 2022 budget, as well as supporting documentation as required by Public Act 621; and

WHEREAS, it is the intent of the Board of Commissioners to provide for the solvency of County Fiscal Operations by adopting a General Appropriations Act as required by law; and

WHEREAS, it is the intent of the Board of Commissioners to articulate policy relative to monitoring, maintenance accounting and implementation of the General Appropriations Act as required by law; and

WHEREAS, it is the intent of the Board of Commissioners to continue its allocation for substance abuse services of 50% of the convention facility/liquor tax revenue; and

WHEREAS, the 2021 & 2022 Budget are based on the intent of the Board of Commissioners to levy property tax millages as follows: County Operating 4.5482, 9-1-1 .75, Commission on Aging .75, Transportation .33, County Roads 1.0 and Park & Recreation .25; and

WHEREAS, the 2021 & 2022 Budget has been apportioned to the various County departments in the categories of Total Personnel Services, Total Operating Expenditures, and Total Capital Expenditures; and

WHEREAS, the following County Budget Policy shall apply to the management of these categories:

Total Personnel Services (Wages and Fringe Benefits): Budgeted expenditures are predetermined by the Board of Commissioners. Permission of the Board of Commissioners is required for transfers to, from, or between line items within this category.

Total Operating Expenditures: Permission of the Board of Commissioners is required for transfers to or from line items within this category if the transfer is to or from a different category. Budgeted expenditures and transfers between line items within this category are at the discretion of management in accordance with the County Purchasing Policy. Commissioners have determined a list of approved dues that will be paid for 2021. Only those dues approved shall be paid from County funds.

Total Capital Expenditures: Budgeted expenditures to the extent of the Board approved capital listing contained in the adopted 2021 & 2022 budget documents are at the discretion of management in accordance with the County Purchasing Policy. Permission of the Board of Commissioners is required to purchase items not previously approved if the request exceeds \$5,000. Non-budgeted capital requests under \$5,000 shall be presented to the County Administrator/Controller, or his designee, in accordance with the County Purchasing Policy. Transfers between line items within this category shall be presented to the County Administrator/Controller, or his designee, for consideration.

NOW THEREFORE BE IT RESOLVED, the St. Joseph County Board of Commissioners hereby adopts the General Appropriations Act including such documents as the General Fund revenues and expenditures, special revenue budgets, elected officials' salary schedule, non-contract pay ranges, part-time wage schedule, capital budget, and Planning Enabling Act Capital Improvements Program for its financial operations.

It was moved by Commissioner Balog and seconded by Commissioner Malone to adopt the resolution and waive second reading. Motion carried 5-0 upon a roll call vote.

NOMINATIONS/APPOINTMENTS

It was moved by Commissioner Balog and seconded by Commissioner Malone to appoint Lori Lammon, Suzanne Lee, and Dan Czajkowski to the Animal Control Advisory Board. Motion carried.

It was moved by Commissioner Malone and seconded by Commissioner Pangle to appoint Robert Horton to the Board of Public Works. Motion carried.

It was moved by Commissioner Malone and seconded by Commissioner Czajkowski to appoint Kathy Humphreys to the Building Authority Board. Motion carried.

It was moved by Commissioner Malone and seconded by Commissioner Pangle to appoint Linda Leensvaart to the Central Dispatch Policy Board. Motion carried.

It was moved by Commissioner Malone and seconded by Commissioner Czajkowski to appoint Ivan Riddle to the Department of Health and Human Services board. Motion carried.

It was moved by Commissioner Malone and seconded by Commissioner Pangle to appoint Gregg Dohm, Robert Horton, and Rick Shaffer to the Planning Commission. Motion carried.

It was moved by Commissioner Malone and seconded by Commissioner Balog to appoint Cathy Knapp, Michael Wilson, Rick Anderson, and Angila Wilson to the Workforce Development Board. Motion carried.

COUNTY ADMINISTRATOR’S REPORT

Ms. Doehring thanked Treasurer Ratering for her service and Ms. Steinman and department heads for work on the 2021 budget.

FINANCE DIRECTOR’S REPORTS

Bills

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

COMMITTEE REPORTS

Law Enforcement

Commissioner Balog stated that the committee had not met.

Judiciary

Commissioner Malone stated that that the committee had not met.

Physical Resources

Commissioner Malone stated that the committee had heard updates from ABM.

Executive/Committee of the Whole

Chairman Allen stated that minutes were available.

CHAIRMAN’S REPORT

Chairman Allen thanked everyone for the work to complete the budget.

COMMISSIONERS’ COMMENTS

Commissioner Balog thanked Treasurer Ratering and everyone who assisted with the budget process.

Commissioner Malone thanked administration and staff for budget work and congratulated Treasurer Ratering on her retirement.

Commissioner Czajkowski thanked Ms. Doehring and Ms. Steinman for their work on the budget.

Commissioner Pangle also thanked Ms. Doehring and Ms. Steinman for the budget work.

ADJOURNMENT

At 5:32 p.m., it was moved by Commissioner Malone and seconded by Commissioner Czajkowski that the St. Joseph County Board of Commissioners adjourn until December 15, 2020 at 5:00 p.m. Motion carried.

Lindsay Oswald, County Clerk

Dennis Allen, Chairman