

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 December 19, 2006, at 5:00 p.m.

Chairman Bordner 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:

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

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

AGENDA

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

MINUTES APPROVED

It was moved by Commissioner Dobberteen and supported by Commissioner Loudenslager that the minutes for November 21, 2006 be approved. Motion carried.

MINUTES APPROVED

It was moved by Commissioner Loudenslager and supported by Commissioner Shafer that the minutes for December 5, 2006 be approved. Motion carried.

COMMUNICATIONS

1. Letter from the Michigan Association of Counties, Re: MAC Legislative Update, December 15, 2006.
2. Letter from the City of Three Rivers, Re: Notice of public hearing on December 5 to consider an Industrial Facilities Exemption Certificate to Moreland International, Ltd.
3. Copy of letter from Tim Carls to Senator Carl Levin, Re: Miscellaneous County issues.
4. Resolution from Muskegon County, Re: Opposing HB 6391 (General Property Tax Act).
5. Minutes of the Department of Human Services Board meeting of October 24, 2006.
6. Minutes of the Community Mental Health Services meeting of November 28, 2006.

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

CITIZENS COMMENTS

Tim Carls, 63044 Klinger Lake Road, Centreville read a statement (County's mission statement) and asked if anyone was aware of its existence. He also had a copy of the 2007 budget and said that there was a \$1 million missing and asked if anyone knew where the money was. Chairman Bordner referred Mr. Carls to the Administrator.

RETIREMENT SYSTEM - TRANSFER TO MERS

Ms. West-Wing stated that there are 3 resolutions to be adopted which would begin the process of transferring the retirement system to the MERS System.

The first resolution is to adopt the MERS Defined Benefit Program which is the same as the present program; longevity, sick and vacation lump sum payouts are not factored into the final average compensation which is the same as the present plan; the employee contribution will drop from 2% to 1% which is a change; all prior service for all employees will be transferred to MERS; and the proposed date of transfer is April 1, 2007. If more time is needed the issue will again come before the Board of Commissioners. MERS will do all of the administration of the system and the fees paid to them will come out of the money that we are transferring to them. If, in the future, the Board decides that they want to transfer out of MERS it requires a vote of the people of St. Joseph County.

RESOLUTION FOR ADOPTING MUNICIPAL EMPLOYEES'
RETIREMENT SYSTEM OF MICHIGAN DEFINED BENEFIT PROGRAMS
(OTHER THAN DB COMPONENT OF HYBRID PROGRAM)
RESOLUTION NO. 28-2006

Commissioner Shafer presented the following resolution:

The Board of Commissioners of St. Joseph County, whose fiscal year is January 1 to December 31, desires to make available to its eligible employees (as defined below) benefits provided by the Municipal Employees' Retirement System of Michigan (MERS), as authorized by 1996 PA 220. Benefits available are those provided under the Plan Document of 1996.

IT IS RESOLVED that pursuant to the Initial Actuarial Valuation dated NONE DONE YET, by MERS' actuary, MERS benefits stated in Section 1 below are to be provided to the following employee division (e.g., general, police and fire, DPW, union, non-union): General.

Please Note: If no Initial Valuation has been done by MERS' actuary on the specific benefit program (or combination of programs) selected below; or the Initial Valuation is more than one (1) year old at the time MERS' coverage becomes effective as provided under Section 4 of this Resolution; then, per Retirement Board requirements, this Resolution will not be implemented until a current actuarial valuation is done by MERS' actuary and necessary supporting contribution rates certified.

1. Benefits programs/ formulae (e.g., B-2 / DROP+ / f55 / v-8 / fac 3 / e-2) selected are: B-2; V8; FAC 5; Compensation does not include longevity, sick, vacation payouts, fees for services i.e. transcripts, etc.
2. The required employee contribution is 1%. (May be any percentage in hundredths of a percent, not to exceed ten [10] percent, unless higher rate is established by collective bargaining agreement accompanying this Resolution.)
- 3.1 Prior service credit with this municipality/court rendered previously by each covered employee in the division is subject to and shall be credited as provided under Section 2C(3) of the MERS Plan Document and Restated Initial Actuarial Valuation and Supplemental Valuation Procedure. (Form 06) (as approved by the Retirement Board), whose respective terms are incorporated by reference.

Choose only one:

- A. All prior service from date of hire.
 - B. Portion of prior service (actual service up to _____ years); or _____ %.
 - C. Prior service proportional to assets transferred.
 - D. No prior service (if D selected, go to Section 4).
- 3.2 The Initial Valuation discloses the actuarial reduction in the employer's future contribution rate that will occur where assets of a proceeding qualified plan (whether defined benefit or defined contribution plan) and/or other source are transferred to MERS.
 - 3.3 In all asset transfers, the employer shall furnish MERS with all necessary and specific information required by MERS on the allocation of employer and employee contributions and investment earnings, along with taxable and nontaxable status on the employee contribution portion.
 4. The effective date of this Resolution for making deductions for the employee contributions specified above, and for the payment of necessary employer contributions to MERS, as required in the Plan Document, shall be the same date that MERS' coverage begins, which is on or about April 1, 2007.

5. For municipalities, Plan Section 41 requires adoption by affirmative vote of a majority of the governing body; for courts, see Plan Section 41A. A complete copy of the fully executed collective bargaining agreement (if applicable), and certified copy of the complete official minutes or other official authorizing action for the open meeting at which this resolution was adopted must be forwarded to MERS with this resolution.

It was moved by Commissioner Shafer and supported by Commissioner Dobberteen that the resolution be adopted and second reading waived.

Ms. West-Wing explained abbreviations as noted in the resolution, Section 1.

Ms. West-Wing said under the current plan the employees' contribution is 2% and when it is transferred it will be reduced to 1% and the reason for this is that the cost under MERS is less than the cost for the county to administer the current plan. This is a cost-sharing reduction that the Commissioners are passing along to the employees. This percentage will be reviewed annually.

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shafer, Loudenslager, Dunlap, Baker, Bordner, Pueschel and Dobberteen.

Nay votes cast: 0

Resolution adopted.

RESOLUTION FOR DEFINING A DAY OF WORK OR
HOURS PER MONTH FOR MERS RETIREMENT PURPOSES
RESOLUTION NO. 29-2006

Commissioner Shafer presented the following resolution:

In accordance with Section 3(1) of the MERS Plan Document, as the Board of Commissioners St. Joseph County, does hereby certify that a day of work, or the number of hours of work in a month, for General for retirement purposes, shall consist of one of the following to be effective as of on or about April 1, 2007.

- A. X A day shall consist of at least 7 hours. (For full-time employees)
(Ten (10) days a month of such work days equals one month of credited service.)
- B. _____ A month shall consist of _____ hours.
(Each month of such work hours equals one month of credited service.)

It was moved by Commissioner Shafer and supported by Commissioner Dobberteen that the resolution be adopted and second reading waived.

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shafer, Loudenslager, Dunlap, Baker, Bordner, Pueschel and Dobberteen.

Nay votes cast: 0

Resolution adopted.

UNIFORM RESOLUTION DEFINING HOURS PER MONTH FOR PART-TIME
EMPLOYEES AND SERVICE CREDIT CONVERSION UPON
PROMOTION TO FULL-TIME STATUS
RESOLUTION NO. 30-2006

Commissioner Shafer presented the following resolution:

1. In accordance with Section 3(1) and 4(6) of the MERS Plan Document, the Board of Commissioners, St. Joseph County, does hereby certify that General part-time employees working at least 88 hours (4 hrs/day x 22 work days average/mth=88 hrs.) each month shall accrue one (1)-month's MERS service credit for each month worked. Full-time employees work at least 154 hours per month. (at least 7 hrs. day x 22 work days avg/mth = 154 hrs.)
2. Upon promotion from part-time to full-time employment, all part-time service credit shall be converted to full-time service at the ratio that of part-time hours to full-time work hours. For example, where part-time service is defined as 80-hours per month, and full-time as 160 hours per month, then upon promotion to full-time, all part-time service is credited at the ratio of 80/160, or 50% (each 2 years part-time converted into 1 full-time year). Under this Resolution, all months and years of part-time service shall be credited at the full-time equivalent based on the employee's actual part-time service hours that are specified in Section 1.
3. Vesting and retirement eligibility shall be based on date of original hire without adjustment for conversion.
4. Upon promotion of an employee occurring after adoption of this Resolution, it is understood and agreed that it is the responsibility of this participating municipality to advise MERS. Vesting shall be deemed satisfied based on date of original hire.
5. At the time of any promotion to full-time, each part-time employee that is subject to this Resolution, shall be advised by the employer of this Resolution and its effect upon the employee's accrued benefits.
6. This Resolution has MERS-wide application, and it is expressly agreed and understood that MERS will not administer or recognize any alteration or modification of its language or terms.

It was moved by Commissioner Shafer and supported by Commissioner Dobberteen that the resolution be adopted and second reading waived.

The aye and nay vote was called as follows:

Aye votes cast: 7 - Commissioners Shafer, Loudenslager, Dunlap, Baker, Bordner, Pueschel and Dobberteen.

Nay votes cast: 0

Resolution adopted.

POLICY CHANGE

Judy West-Wing presented the following:

POLICY: Insurance Program.

Changes:

1. Access to Health, Dental, Optical Insurance for qualified part-time employees and County Commissioners.
2. Employee payment changed to 10% of annual premiums.

INSURANCE PROGRAM

(Revised 6/12/92; 6/1/95; 10/17/00; 3/4/2003 effective 1/1/04;
11/1/05 effective 1/1/06; 12/19/06 effective 1/1/07)

(The Insurance program is stated in its entirety below. Previous revisions are rescinded and replaced with the following shown in **bold**.)

INSURANCE FOR FULL-TIME EMPLOYEES:

Health insurance, dental insurance, life insurance and short-term disability coverage begins sixty (60) calendar days from the date of full-time employment. New full-time employees will receive the required application(s) and coverage information for these benefits at the time they commence employment with the County. The completed applications must be returned to the Human Resource Department within thirty (30) days of the date of hire in order to begin coverage.

ACCESS TO HEALTH, DENTAL, OPTICAL INSURANCE FOR QUALIFIED PART-TIME EMPLOYEES AND COUNTY COMMISSIONERS:

Regular part-time employees are defined as those regularly scheduled and working 20 hours per week or more, AND receiving other benefits prorated such as accrual of sick, vacation, holiday leave, and pension benefits.

Effective January 1, 2007 regular part-time employees (as defined above) may purchase health, dental and optical coverage through the County's insurance program provided they personally pay 100% of the premium cost. The coverage would begin sixty (60) calendar days from the date of qualified regular part-time employment. The 60 day waiting period will be waived for employees that met the qualifications prior to November 1, 2006. All others shall wait sixty days from date of qualified employment.

New regular part-time employees (as defined above) will receive the required application(s) and coverage information for access to the health, dental and optical insurance at the time they commence employment with the County. The completed applications must be returned to the Human Resource Department within thirty (30) days of the date of hire in order to begin coverage.

If a regular part-time employee does not complete the application timely as stated above they cannot later apply until the annual enrollment for all employees is held, generally in October/November of each year for coverage effective January 1.

Premium payments shall be received in full by the Human Resource Department no later than the 15th of each month prior to the effective month. If the 15th is a Saturday, Sunday or holiday the payment must be received the last business day prior to the 15th. If payments are not received by this date, coverage will be canceled and the employee will not be allowed to re-enroll. For example: Payment must be received by January 15, 2007 for the month of February 2007.

If an employee no longer qualifies as a result of an employment status change, the coverage will terminate on the effective date of the employment status change.

County Commissioners shall have access to the health, dental and optical insurance benefits only under the same terms as above. This does not include access to any other benefits.

CAFETERIA PLAN FOR QUALIFIED EMPLOYEES:

The County provides a Cafeteria Plan under Section 125 of the IRS Code to **qualified** employees that offers a wide variety of insurance options and reimbursement savings accounts from which to choose. The employee must complete a Flexible Compensation Program Election Agreement that indicates the combination of benefits the employee chooses for the calendar year. This is an annual agreement between the employee and the County and is not renewable; therefore a new election agreement must be completed for each new calendar year. The election agreement is not an application for insurance.

EMPLOYEE INSURANCE PREMIUM CONTRIBUTIONS:

Except as noted below, the County will pay **for full time employees**, single person, two person, and family premiums for coverage to the extent of those benefits considered "Core Benefits" within the Cafeteria Plan. Effective January 1, 2007 and continuing until a different rate is established the following health and dental premium employee contribution schedule shall be implemented:

Employees shall pay through pretax payroll deduction each pay period as follows:

Single coverage	10% of the annual premium cost
Two Person coverage	10% of the annual premium cost
Family coverage	10% of the annual premium cost

Should the cost of any of the alternative options within the plan exceed the cost of the "Core Benefits", any excess costs will be paid through payroll deduction by the employee. These costs are deducted on a pre-tax basis each payroll.

INSURANCE CORE BENEFITS:

The following benefits are presently considered "Core Benefits" with the prescription co-payment of \$10 generic/\$40 brand effective January 1, 2006:

Health Insurance:

(Presently BlueCross BlueShield PSG-1)

Hospital

Individual deductible \$275.00
Family deductible \$550.00

Master Medical Deductible

Individual deductible \$100.00
Family deductible \$200.00

Coinsurance 80%/20%
Out-of-pocket limit \$1,000.00
Prescription co-payment \$10.00/generic
\$40.00/brand

Dental Insurance:

(Presently BlueCross BlueShield)

Class I Procedures 50%
Class II Procedures 50%
Annual Maximum \$800.00

Life Insurance:

(Presently Prudential)

Death Benefit \$15,000.00
Accidental Death and
Dismemberment up to \$15,000.00

Short Term Disability: (Presently Prudential)

65% of Basic Weekly Earnings rounded to the next higher \$5.00, subject to a maximum of \$500.00 for up to fifty-two (52) weeks. Eligibility begins after a 30-calendar day elimination period.

Short Term Disability Terms and Conditions: (Approved 1/23/96; Restated 10/17/00)

- A. Employees eligible for sickness and accident insurance benefits are required to use this coverage provided the prerequisite conditions are met. The benefit amount is 65% of regular gross weekly wages up to a maximum of \$500 per week, commencing on the 31st consecutive day of absence for a maximum period of 52 weeks.
- B. Employees eligible for sick and accident insurance may use their accrued and banked sick leave thereby allowing the employee to be paid not more than one hundred (100%) percent of their normal pay while on sick and accident insurance, subject to the normal tax deductions. However, the above does not change the limitation of the continuation of Employer paid health insurance while an employee is receiving sick and accident insurance, which is a sixty (60) day (12 week) maximum.
- C. Sickness and accident leaves, with or without the coordination of accrued and banked sick leave, shall be considered non-compensated leaves. All fringe benefits such as, but not limited to, holiday pay, sick leave accumulation and vacation accumulation shall terminate when an employee is on sick and accident insurance coverage with the only exception being that health insurance shall continue for sixty (60) days.
- D. Under no circumstances will employees be allowed to combine benefits to receive more than 100% of their regular wages.
- E. This policy applies to all employees eligible for sickness and accident insurance coverage, including those covered by a bargaining agreement that is silent on the terms and conditions. (Employees that are members of POAM, COAM, FOP and the Sheriff, Undersheriff, Jail Administrator, and Emergency Services Coordinator do not have this same benefit.)

It was moved by Commissioner Baker and supported by Commissioner Dunlap that the change to the Health Insurance Policy be adopted.

The aye and nay vote was called as follows:

Aye votes cast: 4 - Commissioners Dunlap, Baker, Bordner and Dobberteen.

Nay votes cast: 3 - Commissioner Shafer, Loudenslager and Pueschel.

Policy adopted.

JAIL INMATE TELEPHONE CONTRACT

Ms. West-Wing recommended approval of a Jail Inmate Telephone Contract with Evercom for a minimum of \$75,000 per year for 5 years. There were 3 requests for proposals sent out and this was the only response. We have had a contract with Evercom for several years. The last contract was for an annual fee of \$56,000.

In addition, Evercom will provide the County with a \$50,000 technology bonus to use.

After discussion it was moved by Commissioner Dobberteen and supported by Commissioner Dunlap that the Jail Inmate Telephone Contract with Evercom be approved.

Aye votes cast: 7 - Commissioners Shafer, Loudenslager, Dunlap, Baker, Bordner, Pueschel and Dobberteen.

Nay votes cast: 0

Motion carried.

AGREEMENT FOR LAW ENFORCEMENT SERVICES WITH THE VILLAGE OF CENTREVILLE

Ms. West-Wing presented for approval a renewal of an Agreement for Law Enforcement Services with the Village of Centreville

It was moved by Commissioner Dobberteen and supported by Commissioner Shafer that the renewal of the Agreement for Law Enforcement Services with the Village of Centreville be approved.

Aye votes cast: 7 - Commissioners Shafer, Loudenslager, Dunlap, Baker, Bordner, Pueschel and Dobberteen.

Nay votes cast: 0

Motion carried.

ADDENDUM TO EMPLOYMENT AGREEMENT WITH PATRICIA KANE (JAIL MEDICAL SERVICES)

Ms. West-Wing presented for approval an Addendum to an Employment Agreement with Patricia Kane for jail medical services. There is an increase of 2.5% to an annual salary of \$66,184.

It was moved by Commissioner Loudenslager and supported by Commissioner Pueschel that the Addendum to an Employment Agreement with Patricia Kane for jail medical services be approved.

Aye votes cast: 7 - Commissioners Shafer, Loudenslager, Dunlap, Baker, Bordner, Pueschel and Dobberteen.

Nay votes cast: 0

Motion carried.

REQUEST TO FILL VACANT FRIEND OF THE COURT ACCOUNT CLERK POSITION

It was moved by Commissioner Baker and supported by Commissioner Loudenslager that the vacant Friend of the Court Account Clerk position be filled. Motion carried.

SET DATE FOR FIRST BOARD MEETING IN JANUARY

It was moved by Commissioner Pueschel and supported by Commissioner Shafer that the first board meeting in 2007 be held on January 2nd at 5:00 p.m. Motion carried.

RESOLUTION NO. 31-2006
PROCLAMATION HONORING CHESTER DOBROWOLSKI

Commissioner Shafer read the following resolution:

WHEREAS, Chester Dobrowolski has devoted almost 50 years as a public servant for Park Township and St. Joseph County; and

WHEREAS, Chester Dobrowolski served the citizens of Park Township as a Township Trustee/Treasurer and volunteer fireman. Chet also served on numerous township committees such as the Fire Board, Township Planning and Board of Appeals; and

WHEREAS, Chester Dobrowolski was appointed by the Board of Commissioners to the County Road Commission in 1994 and also served on the County Planning Commission from 1995 to 2004; and

WHEREAS, Chester Dobrowolski has chosen not to seek reappointment to the County Road Commission; and

WHEREAS, the personal commitment of time and energy required to responsibly perform a public duty and the unselfish sacrifice that it demands can never be adequately compensated.

NOW, THEREFORE, LET IT BE RESOLVED, that the St. Joseph County Board of Commissioners recognizes and expresses grateful appreciation for the many years of devoted service that Chester Dobrowolski has given to the citizens of St. Joseph County.

BE IT FURTHER RESOLVED, that this resolution be spread upon the proceedings of the St. Joseph County Board of Commissioners this 19th day of December, 2006 and be presented to Chet with sincere thanks and best wishes for the future.

Commissioner Shafer stated that it gives him great pleasure to present this to Mr. Dobrowolski. Each Commissioner shook his hand and congratulated him. Mr. Dobrowolski stated that he has enjoyed most of his service, it has been a pleasure and he stated that County Road Engineer, Bruce Jones, is a wonderful treasure. The Road Commission is great and they have great employees. He also enjoyed his service on the Park Township Board and the Fire Department.

It was moved by Commissioner Shafer and supported by Commissioner Pueschel that the resolution be adopted and second reading waived.

Chairman Bordner thanked Mr. Dobrowolski for his many years of service.

Aye votes cast: 7 - Commissioners Shafer, Loudenslager, Dunlap, Baker, Bordner, Pueschel and Dobberteen.

Nay votes cast: 0

Resolution adopted.

NOMINATIONS/APPOINTMENTS

Planning Commission

It was moved by Commissioner Shafer and supported by Commissioner Loudenslager that Edward L. Bell, Lon Huffman and Dennis Wilson be reappointed to the Planning Commission for 3 year terms to expire January 1, 2010. Motion carried.

Southwest Michigan Substance Abuse Advisory Council

It was moved by Commissioner Loudenslager and supported by Commissioner Shafer that Douglas Lockwood be reappointed to the Southwest Michigan Substance Abuse Advisory Council for a 3 year term to expire January 1, 2010. Motion carried.

Parks and Recreation Commission

It was moved by Commissioner Shafer and supported by Commissioner Dunlap that Godfrey Cronin and David Ludders be nominated and reappointed to the Parks and Recreation Commission for 3 year terms to expire January 1, 2010. Motion carried.

Road Commission

It was moved by Commissioner Dobberteen and supported by Commissioner Dunlap that Richard Anderson be nominated and appointed to the Road Commission for a 6 year term expiring December 31, 2012. Motion carried.

Workforce Development Board

It was moved by Commissioner Loudenslager and supported by Commissioner Pueschel that Thom Brennan, Richard Anderson, Robin Baker, Erv Heidbrink, Margie Hojara-Hadsell and Chris Kadulski be nominated and appointed to the Workforce Development Board for 2 year terms expiring December 31, 2008 and that Dave Allen be nominated and appointed to the WDB immediately and his term will expire December 31, 2007. Motion carried.

COMMITTEE REPORTS

Law Enforcement

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

Judiciary

Commissioner Baker stated that the Judiciary Committee will meet on January 10, 2007 at noon.

Physical Resources

Commissioner Shafer stated that the Physical Resources Committee will meet on January 2, 2007.

Executive Committee

Commissioner Baker stated that the Executive Committee met on December 15th and items not discussed tonight were:

- * IT Wage Comparables
- * Drain Commissioner Issues.
- * Proposed Dental Clinic Issues.

PERSONNEL REPORT

Ms. West-Wing presented the following report:

TERMINATION:

Carmella Jones, Corrections Officer, has been terminated (due to medical reasons) effective November 27, 2006.

NEW HIRE:

Jennifer L. Kurtz has been hired as full-time Road Patrol Officer at \$18.46/hr. effective January 2, 2007.

RETIREMENT:

Ellen Hull, Friend of the Court Account Clerk, will retire effective January 23, 2007.

MISCELLANEOUS:

Dru Carney, Road Patrol Officer, will be on military leave effective January 7, 2007 to March 7, 2007.

RESIGNATION:

Rachael L. Ley, part-time Telecommunicator, has resigned effective December 18, 2006

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

REQUISITIONS

Ms. West-Wing presented the following report:

The following items will be purchased using some of the \$50,000 technology bonus from the inmate phone contract for the Sheriff's Department:

Corrections/Jail

Live scan station for applicant finger printing in the booking center	\$12,255.00
Support for live scan (1 st year included) next 4 years at \$1995/yr.	7,980.00
Pan tilt zoom camera at the west gate	3,981.20
Update booking computer to APS	429.05
Put remote openers and remotes on east and west electric gates	1,100.00
Mobile Vision back up and archiving system	3,009.00

Crime Scene Technicians Enhancements

Metal detector	230.00
Laser trajectory kit	339.00
Blue Max lights for trace evidence	197.00
Footwear impression kit	<u>339.00</u>
	\$29,859.25

It was moved by Commissioner Loudenslager and supported by Commissioner Baker that the requisitions be approved. Motion carried.

BUDGET ADJUSTMENTS

Ms. West-Wing presented the following report:

MISCELLANEOUS:

Authorization to the Finance Director to make any line item transfers necessary after the final payroll of 2006 to ensure a balanced budget.

2007 BUDGET AMENDMENTS:

DECREASE GENERAL FUND CONTINGENCY:

Line item 101-890-941.000 (Contingency)	\$ 8,637.00
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INCREASE EXPENDITURES DRAIN COMMISSION'S BUDGET:

Line item 101-275-706.130 (Wages – Deputy)	\$ 5,299.00
Line item 101-275-715.000 (County Share FICA)	405.00
Line item 101-275-716.000 (Group Health Insurance)	2,229.00
Line item 101-275-716.010 (Group Dental Insurance)	103.00
Line item 101-275-716.020 (S & A Insurance)	104.00
Line item 101-275-716.100 (Worker's Compensation)	27.00
Line item 101-275-717.000 (Group Life Insurance)	10.00
Line item 101-275-718.010 (Retirement – Employer)	460.00
	\$ 8,637.00

INCREASE REVENUES HOMELAND SECURITY GRANT FUND #268:

Line item 268-426-506.090 (2005 Homeland Security Grant)	\$56,250.00
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INCREASE EXPENDITURES HOMELAND SECURITY GRANT FUND #268:

Line item 268-426-816.000 (Contractual Services)	11,250.00
Line item 268-426-977.055 (Equipment – 2005 Grant)	45,000.00
	\$56,250.00

2006 BUDGET AMENDMENTS

FROM APPROPRIATION:

\$39,500.00 from Probate Child Care Appropriation to Probate Child Care Fund.

INCREASE EXPENDITURES -- GENERAL FUND

DECREASE EXPENDITURES - GENERAL FUND

Circuit Court

Circuit Court

131-721.010 Opt Out Waiver	\$ 2,000.00	131-716.000 Health Insurance	\$ 2,000.00
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Friend of the Court

Friend of the Court

141-816.000 Contractual Services	\$ 2,500.00	141-706.250 Wages - Secretary	\$ 2,500.00
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Prosecutor's Office

229-816.000	Contractual Services	\$ 2,000.00
229-862.000	Seminar	1,600.00
229-982.000	Library	400.00
		<u>\$ 4,000.00</u>

Prosecutor's Office

229-706.260	Wages - Investigator	\$ 1,600.00
229-716.000	Health Insurance	2,000.00
229-860.010	Travel - Child Care	400.00
		<u>\$ 4,000.00</u>

County Treasurer

253-725.000	Longevity	\$ 11.00
253-816.000	Contractual Services	1,550.00
253-860.000	Travel	39.00
253-861.000	Convention	756.00
253-931.020	Computer Maintenance	215.00
		<u>\$ 2,571.00</u>

County Treasurer

253-712.000	Wages - Overtime	\$ 1,813.00
253-716.000	Health Insurance	11.00
253-803.000	Dues & Subscriptions	547.00
253-862.000	Seminar	200.00
		<u>\$ 2,571.00</u>

Sheriff

301-721.010	Opt Out Waiver	\$ 5,000.00
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Sheriff

301-716.000	Health Insurance	\$ 5,000.00
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Jail & Turnkey

351-721.010	Opt Out Waiver	\$ 500.00
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Jail & Turnkey

351-716.000	Health Insurance	\$ 500.00
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Planning Commission

400-708.000	Wages - Per Diem	\$ 150.00
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Planning Commission

400-862.000	Seminar	\$ 150.00
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TOTAL GENERAL FUND \$ 16,721.00

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Law Enforcement Fund – 266

INCREASE EXPENDITURE

301-716.100	Workers Compensation	\$ 1,000.00
301-721.010	Opt Out Waiver	2,000.00
301-725.010	Salary - Accumulated Sick	5,400.00
		<u>\$ 8,400.00</u>

Law Enforcement Fund – 266

DECREASE EXPENDITURE

301-716.000	Health Insurance	\$ 3,000.00
	<u>INCREASE REVENUE</u>	
301-676.000	Use of Fund Balance	5,400.00
		<u>\$ 8,400.00</u>

Homeland Security Grant Fund – 268

INCREASE EXPENDITURE

426-977.055	Equipment – '05 Grant	\$ 63,000.00
426-999.000	Operating Transfers Out	15,647.00

DECREASE REVENUE

426-506.080	'04 Homel. Sec. Grant	225,474.00
		<u>\$304,121.00</u>

Homeland Security Grant Fund – 268

DECREASE EXPENDITURE

426-977.045	Equipment - '04 Grant	\$135,761.00
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INCREASE REVENUE

426-506.090	'05 Home. Sec. Grant	153,360.00
426-580.600	Sch. Dist. Reimb.	15,000.00
		<u>\$304,121.00</u>

Community Development Block Grant Fund - 274

INCREASE EXPENDITURE

826-936.000	Bldg. Cont. Services	\$ 7,000.00
827-701.000	Payroll - Control	10,600.00
827-727.000	Office Supplies	50.00
827-728.000	Printing	50.00
827-729.000	Postage	100.00
827-801.000	Professional Fees	1,750.00
827-860.000	Travel	\$ 400.00
827-900.000	Advertising	250.00
827-936.000	Bldg. Cont. Services	47,300.00
827-936.025	Bldg. Cont.-PIP/MSHDA	7,000.00
827-941.000	Contingency	500.00
		<u>\$ 75,000.00</u>

Community Development Block Grant Fund - 274

INCREASE REVENUE

826-502.080	Recaptured CDBG	\$ 5,000.00
827-502.005	Home Grant	56,700.00
827-502.025	Home: PIP/MSHDA	1,000.00
827-502.035	Home: Administration	12,000.00
827-620.000	Admin Fee: MSHDA	300.00
		<u>\$ 75,000.00</u>

TOTAL OTHER FUNDS \$379,121.00

TOTAL OTHER FUNDS \$379,121.00

It was moved by Commissioner Baker 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 – 7 half days 11/27, 11/29, 12/1, 12/5, 12/6, 12/13 & 12/15/06 & 2 full days 12/7 & 12/18/06	\$ 540.00
Monte Bordner – 6 half days 12/1, 12/4, 12/6, 12/12 x 2 & 12/15/06 & 4 full days 11/27, 12/4, 12/11 & 12/18/06	680.00
John Dobberteen – 10 half days 11/29, 12/1, 12/6, 12/7, 12/12 x 2, 12/13 x 2, 12/15 & 12/18/06	500.00
Michael Dunlap – 8 half days 11/27, 12/1, 12/5, 12/6 x 2, 12/12 x 2 & 12/14/06 & 2 full days 12/7 & 12/11/06	590.00
Gerald Loudenslager – 3 half days 12/1, 12/13 & 12/19/06 & 2 full days 11/27 & 12/11/06	340.00
David Pueschel – 3 half days 11/28, 12/7 & 12/14/06 & 1 full day 12/11/06	245.00
Eric Shafer – 8 half days 11/27, 11/29, 12/1, 12/4, 12/5, 12/6 x 2 & 12/15/06 & 1 full day 12/11/06	495.00
	\$3,390.00

Expenses

Robin Baker	\$ 190.91
Monte Bordner	299.71
John Dobberteen	69.42
Michael Dunlap	89.00
Gerald Loudenslager	101.91
David Pueschel	81.88
	\$ 832.83

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

Financial Statement

	Revenues	Expenditures
November	\$ 1,076,615	\$ 957,396
Year to Date	12,530,598	11,918,959
Period Fund Balance	\$119,219.00	
Percent of budget year elapsed year to date.	91.67%	
Percent of total budgeted funds earned year to date	90.79%	
Percent of total budgeted funds expended year to date	86.35%	

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

2006 HIGHLIGHTS

Chairman Bordner reflected on the following highlights for 2006:

- Re-elected Monte Bordner as Chairman and Robin Baker as Vice-Chairman. Appointed Michael Dunlap as Third District Commissioner to replace John Bippus.
- Successfully participated with State legislators and many other area county, township, city and village leaders to press MDOT to fund the US 131 by-pass project.

- Long Range Planning. Continued discussions on long range planning topics including:
 - pressing to change MDOT's US 131 plans from a 2 lane by-pass to a 4 lane limited access highway;
 - changes to recycling programs;
 - work with local municipalities to create a County-wide building permit department in 2007;
 - hired Public Consulting Team to update the County Master Plan and participated in a planning kickoff meeting with over 45 attendees from most municipalities represented;
 - identify possible matching funds for farm land preservation;
 - watch and support single business tax (SBT) replacement sources and encourage replacement of revenue sharing funds to counties and other municipalities.
- Creation of County Agricultural Preservation Board.
- County-wide Recycling Program. Agreed to remove all of the 8 County-wide recycling bins by June 30, 2007 and encouraged communities to support curbside recycling programs by extending grants to the Colon area, Three Rivers and Sturgis Cities for one year. Contracted with Republic Waste Services for the curbside pickups. Contracted with Conservation District for one year to assist communities to develop alternative recycling programs.
- Continued cooperative efforts with the judges on changes within the courts. Appointment of Circuit Court Judge Paul Stutesman as Chief Judge for St. Joseph County; appointment of District Court Judge Jeff Middleton as Chief District Judge; retirement of long term employee Carol Frohriep and appointment of new District Court administrator Tabitha Wedge; installation of courtroom video equipment in the last of the four courtrooms.
- Approved a contract with Community Action Agency for administering the MSHDA Housing Grant and accepted the MSHDA housing grant in the amount of \$275,000.
- Approved a Michigan Emergency Management Assistance Compact for mutual aid with emergency managements that are outside our area.
- Voters approved ¾ mill for both Commission on Aging and E-911 Central Dispatch to continue these public services.
- Held twelfth annual employee service recognition with 28 employees recognized for 10, 15, 20, 25, 30 and 35 years of service.
- District Health Agency Officer Duke Anderson resigned and long term Health Agency employee Steve Todd selected as new Health Officer.
- Andrew Hartwick hired as GIS Director, replacing Lotta Jarnefelt.
- Continued implementation of Technology Plan suggestions including the Intranet for Employer and employees' use.
- Improved services to the public by the availability of passport, CCW and wedding photos and marriage ceremonies in the Clerk's office, and acceptance of credit and debit cards in the Register of Deeds and Clerk's offices.
- Approved the transfer of the St. Joseph County Employees' Retirement System assets and liabilities to MERS, to occur around April 2007.

SET DATE FOR WORK SESSION

A work session to discuss a Dental Clinic was set for January 8, 2007 at 8:30 a.m. in the History Room. Also, attending will be Jerry Chase, Matt Chambers, Liz O'Dell and Steve Todd.

CITIZENS COMMENTS

Robert Spillar, Chairman of the Road Commission, thanked the Board of Commissioners for their appointment of David Yunker to the Road Commission earlier this year. He hopes that he will be back in six months thanking them for the appointment of Richard Anderson.

MISCELLANEOUS

Commissioner Shafer stated that the Planning Commission is working on the Master Plan Update.

There is a U.S. 131 meeting scheduled for December 20th.

The 2 meetings scheduled in January regarding U.S. 131 have been postponed and will likely be rescheduled in February.

He congratulated Chet Dobrowolski again for his service.

He thanked Chairman Bordner for his leadership this year as Chairman.

Commissioner Pueschel also thanked Chairman Bordner for his leadership and stated that this was a good year.

Commissioner Loudenslager congratulated Chet Dobrowolski and Chairman Bordner. He also wished everyone a safe holiday season.

Commissioner Dobberteen thanked Chet Dobrowolski and Chairman Bordner. He wished everyone a Merry Christmas.

Commissioner Dunlap thanked Chet Dobrowolski and also the Board of Commissioners for his appointment to the Board earlier this year. All have been supportive and helpful. He wished everyone a Merry Christmas.

Commissioner Baker stated that it has been a pleasure to work with Chet Dobrowolski on the Road Commission. He wished everyone a Merry Christmas and a Happy New Year.

Chairman Bordner stated that it was a pleasure to serve the Board as Chairman this year and believes that they accomplished a lot and looks forward to 2007.

He invited everyone to his annual waffle bake at his house on January 1st beginning at 9:00 a.m.

Chairman Bordner wished everyone a Merry Christmas and a Happy New Year. He said that this is a time for visiting family and friends and encouraged all to help those families that are less fortunate.

Ms. West-Wing and the Clerk offered their congratulations to Chet Dobrowolski.

ADJOURNMENT

It was moved by Commissioner Dobberteen and supported by Commissioner Shafer that the St. Joseph County Board of Commissioners adjourn until January 2, 2007 at 5:00 p.m. Motion carried.

Pattie S. Bender, County Clerk

Monte Bordner, Chairman