

Regular Meeting 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 October 17, 2017 at 5:00 p.m.

Chairman Balog called the meeting to order.

The Invocation was given by Commissioner Czajkowski.

The Pledge to the American Flag was given.

Deputy County Clerk Casterline called the roll and the following Commissioners were present:

Dennis Allen	John L. Dobberteen
Daniel R. Czajkowski	Kathy Pangle
	Allen J. Balog

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

AGENDA

Chairman Balog requested that 911 agenda items be considered first.

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

MINUTES APPROVED

It was moved by Commissioner Dobberteen and seconded by Commissioner Czajkowski that the minutes for October 3, 2017 be approved as presented. Motion carried.

COMMUNICATIONS

Letter from Kelli Tacket, Re: Resignation from St. Joseph County Transportation Authority Board.

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

EMPLOYEE SERVICE RECOGNITION

The following employees were recognized for years of service:

10 Years:

Rose Risko, Veterans Advisor  
 Jerimiah Abnet, Road Patrol Sergeant  
 Ed Rangler, Corrections Officer  
 Paulette Snay, COA Home Care Aide  
 Josh Allabach, Road Patrol  
 Katie Hughes, COA Nutrition Manager  
 Stacey Bower, Central Dispatch Supervisor

15 Years:

Vilma Taylor, Deputy District Court Clerk  
 Brian Stears, Road Patrol Sergeant  
 Martin Mullendore, Corrections Officer  
 Luke Lori, Corrections Officer  
 Lori Barczak, JDT Supervisor  
 Frank Metz, Corrections Officer

20 Years:

Chad Spence, Detective Sergeant  
 Mason Stratton, Sergeant  
 Gloria Tate, Deputy Circuit Court Clerk  
 Mike Pahl, Custodian  
 Kathy Griffin, Circuit Court Administrator  
 Pat Ellis, Deputy District Court Clerk

25 Years:

Sue Eickhoff, Judicial Secretary  
Eric Vanheukelum, Sergeant  
Keli Bazant, Telecommunicator  
Cindi Labencki, Deputy District Court Clerk

30 Years:

Tab Wedge, District Court Administrator  
Pat Kulikowski, Executive Secretary

40 Years:

Dennis Brandenburg, Central Dispatch Director

CITIZENS' COMMENT

Rebecca Shank, 385 South Washington of Constantine, commented on concerns of solar farms. She also discussed Constantine Village being targeted by attorneys from outside the area pushing for marijuana dispensaries.

Gordon Evilsizor, Florence Township Supervisor, reported a Safety Grant for \$265,000 in road funding with an 80/20 MDOT match. He stated it was only available until next month and more match was necessary. He asked if the County would assist. .

Tim Stoll, COA Director, discussed the COA project in Three Rivers on Broadway.

APPORTIONMENT REPORT

Tony Meyaard and Josh Simmons from the Equalization Department reviewed the Apportionment Report.

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

911 MILLAGE ON MAY 2018 BALLOT  
RESOLUTION 15-2017

Commissioner Dobberteen presented the following resolution:

**WHEREAS**, St. Joseph County desires to establish and maintain county-wide emergency telephone and dispatch services for the benefit of the citizens of the County; and

**WHEREAS**, 911 emergency telephone and dispatch services would be of substantial benefit to the citizens of the County of St. Joseph; and

**WHEREAS**, funds are needed to operate county-wide 911 emergency telephone and dispatch services.

**THEREFORE, BE IT RESOLVED**, that the following proposed question be submitted to a vote of the electorate of St. Joseph County at the general election to be held May 8, 2018.

EMERGENCY TELEPHONE SERVICES  
(911 SERVICES) MILLAGE QUESTION

“For the purpose of funding a comprehensive, county-wide 911 emergency telephone and dispatch system, shall the Constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of St. Joseph, Michigan, be levied at 1 mill (\$1.00 per thousand dollars of state equalized assessed valuation) for a period of seven years, 2019, 2020, 2021, 2022, 2023, 2024, and 2025 inclusive?”

Yes ( )  
No ( )

**BE IT FURTHER RESOLVED**, that this question is hereby certified to the County Clerk;

**BE IT FURTHER RESOLVED**, that the County Clerk is hereby directed to cause the proposed question to be stated on the May 8, 2018 ballot and to be prepared and distributed in the manner required by law.

It was moved by Commissioner Dobberteen and seconded by Commissioner Pangle to adopt the resolution. Motion carried 5-0 upon a roll call vote.

COUNTY 911 SURCHARGE  
RESOLUTION 16-2017

Commissioner Dobberteen presented the following resolution:

**WHEREAS**, the Section 401b of the Emergency 911 Service Enabling Act, Act 32 of the Public Act of 1986, as amended, being MCL 484.1401b, permits the St. Joseph County Board of Commissioners to assess a county 9-1-1 charge of \$.042 per month (Surcharge) to service users, except for users of a prepaid wireless telecommunications service, located in St. Joseph County by the adoption of a Resolution assessing the Surcharge within the county; and

**WHEREAS**, the revenues from a Surcharge shall only be used to fund costs described in Section 401b (14), as amended, of the Emergency 9-1-1 Service Enabling Act [MCL 484.401b (10)]; and

**WHEREAS**, the St. Joseph County Board of Commissioners intends to adopt this Resolution assessing a county 9-1-1 charge of \$0.42 per month (Surcharge) to service users, except for users of a prepaid wireless telecommunications service, located in St. Joseph County primarily to fund the operations of the St. Joseph County Consolidated Dispatch Authority; and,

**WHEREAS**, Section 401b (6) of the Emergency 9-1-1 Service Enabling Act [MCL 484.401b (6)] provides that the revenues produced by the Surcharge shall be distributed to the Primary Public Safety Answering Point operated by as provided in the St. Joseph County Final 9-1-1 Service Plan, and,

**WHEREAS**, Section 401b(6) of the EMERGENCY 9-1-1 Service Enabling Act [MCL 484.401b (6)J provides if the St. Joseph County Final 9-1-1 Service Plan does not provide for the distribution of the Surcharge revenues, then the Surcharge Revenues shall be distributed according to any agreement for distribution between the County and the public agencies within the County; and,

**NOW, THEREFORE, BE IT RESOLVED** the St. Joseph County Board of Commissioners hereby adopts and assesses a county 9-1-1 charge of \$0.42 per month (Surcharge) to service users, except for users of a prepaid wireless telecommunications service, located in St. Joseph County, as permitted under Section 401b of the Emergency 9-1-1 Service Enabling Act, Act 32 of the Public Acts of 1986, as amended, being MCL 484.1401b.

**BE IT FURTHER RESOLVED**, that the St. Joseph County Clerk is hereby directed to notify the State 9-1-1 Committee of this rate as prescribed by law prior to the fifteenth day of May 2018.

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

CANTEEN SERVICES AGREEMENT

It was moved by Commissioner Dobberteen and seconded by Commissioner Pangle to approve the agreement amendment with Canteen Services. Motion carried 5-0 upon a roll call vote.

FY 2018 EMERGENCY MANAGEMENT WORK AGREEMENT

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

2018 COMMUNITY CORRECTIONS GRANT

It was moved by Commissioner Allen and seconded by Commissioner Pangle to approve the grant with the Department of Corrections. Motion carried 5-0 upon a roll call vote.

RECOMMENDATION OF COUNTY ADMINISTRATOR / CONTROLLER

Chairman Balog explained the selection process and provided the recommendation of a committee of six members. He explained they had eight applications and interviewed three candidates. The committee was to establish a list of qualities of what they were looking for in a county administrator, to include education, experience, management style, personality and ties with the community. Chairman Balog said it was a unanimous decision by the committee to name Teresa Doehring as the new county administrator.

It was moved by Commissioner Dobberteen and seconded by Commissioner Czajkowski to appoint Teresa Doehring as the County Administrator / Controller. Motion carried 5-0 upon a roll call vote.

NOMINATIONS AND APPOINTMENTS

Deputy County Clerk Casterline stated for the Board of Canvassers, Carol Snow Penn (Republican Party) and Frederick Pattee (Democratic Party) both were reappointed to serve with terms ending October 31, 2021.

It was moved by Commissioner Allen and seconded by Commissioner Pangle to approve the reappointment for these Board of Canvassers. Motion carried.

ADMINISTRATOR’S REPORT

Mr. Yoder had nothing further to report.

PERSONNEL REPORT

Ms. Doehring thanked the Commissioners for the opportunity to continue to serve the citizens of St. Joseph County.

FINANCE DIRECTOR’S REPORTS

Mr. Post presented the following reports:

Budget Amendments

**BUDGET FOR FIREWALL AND SECURITY SOFTWARE**

**GENERAL FUND**

Increase Computer Software (#101-258-985.000)	2,900
Decrease Seminar & Employee Training (#101-258-862.000)	(2,900)

Note: Replaces current security systems as recommended by the Federal Government.

Total cost is \$33,782 for 3 year contracts, which will be prorated and budgeted as follows:

2017 = \$2,815.17, 2018 = \$11,260.67, 2019 = \$11,260.67, 2020 = \$8,445.50

**BUDGET FOR LAPTOPS AND SCANNERS**

**STATE COURT - CASEFLOW ASSISTANCE FUND**

Increase Operating Transfers Out (#218-000-999.000)	14,615
Increase Budgeted Use of Fund Balance (#218-000-390.00)	14,615

**GENERAL FUND**

Increase Operating Transfers In (#101-136-699.000)	14,615
Increase Computer Hardware (#101-136-984.000)	14,615

Note: District Court approved to use remaining Caseflow funds to purchase scanners and laptops to finalize the OnBase project.

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

Per Diem and Expenses

Dennis Allen - 12 category 1: 8/16, 8/17, 8/30, 9/11, 9/18, 9/19, 9/20 x 2, 10/10, 10/12, 10/16 x 2	\$600.00
Allen Balog - 10 category 1: 9/20, 9/21, 9/27, 9/28, 10/3, 10/10, 10/11 x 2, 10/12, 10/16 & 3category 2: 9/24, 9/25, 9/26	785.00
Daniel Czajkowski - 4 category 1: 9/27, 10/11 x 2, 10/17	200.00
Kathy Pangle - 9 category 1: 9/20, 9/25, 9/27, 9/28, 10/2, 10/10, 10/12, 10/16, 10/17	450.00
	\$2,035.00

Dennis Allen	\$-
Allen Balog	591.00
Daniel Czajkowski	36.92
Kathy Pangle	138.03
	\$765.95

It was moved by Commissioner Pangle and seconded by Commissioner Czajkowski to approve the per diem and expenses. Motion carried.

Financial Statement

	Revenues	Expenditures
Year to Date – September 30, 2017	\$13,339,504.67	\$15,477,383.45
Available Balance	\$ 8,459,666.33	\$ 6,381,787.55

Percent of total budgeted funds earned year to date:	61.30%
Percent of total budgeted funds expended year to date:	70.80%

It was moved by Commissioner Allen and seconded by Commissioner Pangle to accept the financial statement and place it on file. 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

Commissioner Czajkowski stated that the Committee had not met.

Executive/Committee of the Whole

Chairman Balog stated that minutes were available.

COMMISSIONERS' COMMENTS

Chairman Balog thanked everyone for attending the meeting, and thanked the employees for their years of service.

Commissioner Pangle gave a brief update on the Hazardous Waste & Electronics Collection and Recycling on October 21, 2017 at the Centreville Fairgrounds.

Commissioner Allen thanked the employees for their years of service.

Commissioner Czajkowski thanked the employees being recognized for their years of service. He thanked the department heads for all they do and stressed that a lot of good things were happening.

CHAIRMAN'S REPORT

Chairman Balog had nothing further to report.

ADJOURNMENT

At 5:49 p.m., it was moved by Commissioner Pangle and seconded by Commissioner Allen that the St. Joseph County Board of Commissioners adjourn until November 7, 2017 at 5:00 p.m. Motion carried.

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Valerie Casterline, Deputy County Clerk

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Allen J. Balog, Chairman