

Regular session of the Board of County Commissioners for the County of St. Joseph, State of Michigan, was held in the Commission Chambers on January 4, 2022 at 5 pm.

County Clerk Lindsay Oswald called the meeting to order.

The invocation was given by Commissioner Czajkowski.

County Clerk Oswald called the roll, and the following commissioners were present.

Dennis Allen	Jared Hoffmaster
Daniel Czajkowski	Ken Malone
	Kathy Pangle

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

### **Election of Chair**

Chair Oswald stated that nominations were in order for Chair.

Commissioner Allen nominated Commissioner Pangle.

It was moved by Commissioner Allen and seconded by Commissioner Czajkowski that the nominations be closed, and a unanimous ballot cast for Commissioner Pangle for Chair. Motion carried.

### **Election of Vice-chair**

It was moved by Commissioner Allen and seconded by Commissioner Malone that Commissioner Czajkowski be appointed as vice-chair. Motion carried 5-0 upon a roll call vote.

### **Agenda**

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

### **Minutes**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Malone to approve the minutes of December 21, 2021.

### **Public Comment**

Scott McGraw of Centreville introduced himself and stated he was running as a State House candidate.

Rebecca Shank of Constantine commented on the commission.

### **County Administrator's Report**

Ms. Doehring introduced Melissa Bliss as the new Community Corrections Coordinator.

### **Chairperson's Report**

Chair Pangle thanked commissioners for support as chair.

**Board Meeting Dates for 2022**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Allen to approve the commission meeting schedule setting the third Tuesday of every month. Discussion included that additional meetings could be called if necessary. Motion carried 4-1 upon a roll call vote with Commissioner Malone dissenting.

**Executive Meeting Dates for 2022**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Czajkowski to hold executive meetings the second Tuesday of the month at 8 am. Motion carried 4-1 upon a roll call vote with Commissioner Malone dissenting.

**Commissioner Comments**

Commissioner Hoffmaster thanked Melissa Bliss.

Commissioner Allen thanked commissioners for their service.

Commissioner Czajkowski commented on the chair position and thanked commissioners for their service.

**Adjournment**

It was moved by Commissioner Allen and seconded by Commissioner Hoffmaster to adjourn the meeting at 5:20 pm. Motion carried.

---

Lindsay Oswald, County Clerk

Regular session of the Board of County Commissioners for the County of St. Joseph, State of Michigan, was held in the Commission Chambers on January 18, 2022, at 5 pm.

Chair Pangle called the meeting to order.

The invocation was given by Commissioner Czajkowski.

County Clerk Oswald called the roll, and the following commissioners were present.

Daniel Czajkowski      Ken Malone  
Jared Hoffmaster      Kathy Pangle

Dennis Allen was absent.

Also present: Teresa Doehring, County Administrator

**Agenda**

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

**Minutes**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Malone to approve the minutes of January 4, 2022. Motion carried.

**Public Comment**

Sue Dentler and Julie Wirtz commented on pandemic pay for employees.

**Community Mental Health and Substance Abuse Annual Report**

Chief Executive Officer Kristine Kirsch presented the report.

**Community Action Agency 2020 Annual Report**

Chief Executive Officer Michelle Williamson presented the report.

**Grant Report**

James Hissong presented the report.

**County Administrator's Report**

Ms. Doehring commented on ARPA funding.

**Committee Reports and Appointments**

It was moved by Commissioner Hoffman and seconded by Commissioner Malone to appoint Tina Cronkhite to the Transportation Authority with a term expiring April 1, 2023. Motion carried.

It was moved by Commissioner Hoffman and seconded by Commissioner Malone to assign the committee appointments as presented. Motion carried.

**2022 Agreement for Extension Services**

It was moved by Commissioner Malone and seconded by Commissioner Hoffmaster to approve the MSU-extension agreement. Motion carried.

**MERS Pension Addendums**

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

**Grant Writer Services Agreement**

It was moved by Commissioner Czajkowski and seconded by Commissioner Malone to approve the grant writer agreement with Grantmanship Consulting LLC. Motion carried.

**Animal Control Spay / Neuter Grant**

It was moved by Commissioner Malone and seconded by Commissioner Hoffmaster to approve the grant agreement as presented. Motion carried.

**Deputy Medical Examiner Appointments**

It was moved by Commissioner Malone and seconded by Commissioner Hoffmaster to approve the appointments of Dr. Patrick Hansma and Dr. Jared Brooks as deputy medical examiners replacing Drs. Brown and Shattuck. Motion carried.

**Community Mental Health and Substance Abuse Services Appropriation Resolution 1-2022**

WHEREAS, St. Joseph County appropriates monies for St. Joseph County Community Mental Health and Substance Abuse Services of St. Joseph County; and

WHEREAS, St. Joseph County has budgeted \$257,268.00 for Community Mental Health and Substance Abuse Services of St. Joseph County for 2022.

NOW, THEREFORE BE IT RESOLVED, that the County Treasurer of St. Joseph County be respectfully directed to make quarterly transfers of \$64,317.00 in 2022 to Community Mental Health and Substance Abuse Services of St. Joseph County around the first of the month for the months of January, April, July, and October 2022.

It was moved by Commissioner Malone and seconded by Commissioner Hoffmaster to adopt resolution 1-2022. Motion carried 4-0 upon a roll call vote.

**Community Health Agency Appropriation Resolution 2-2022**

WHEREAS, St. Joseph County is a member of the Branch-Hillsdale-St. Joseph Community Health Agency (CHA); and

WHEREAS, St. Joseph County is committed to supporting programs that provide access to appropriate health care services for low-income residents of St. Joseph County; and

WHEREAS, St. Joseph County has budgeted \$313,836.00 in 2022 to finance a portion of the Community Health Agency; and

WHEREAS, in 2015 St. Joseph County and the Community Health Agency entered into a building lease agreement for 1110 Hill Street, Three Rivers, for an annual rent of \$1.00 per year payable by January 15th; and

WHEREAS, it would be appropriate to reduce the appropriation by \$1.00 to represent the yearly rent payment.

NOW, THEREFORE BE IT RESOLVED, that the St. Joseph County Treasurer is respectfully directed to make quarterly transfers at the direction of the CHA. The CHA will determine the amounts and the timing for each quarterly transfer.

It was moved by Commissioner Malone and seconded by Commissioner Hoffmaster to adopt resolution 2-2022. Motion carried 4-0 upon a roll call vote.

**Budget Amendments**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Malone to approve the budget amendments as presented. Motion carried.

**Commissioner Comments**

There was no further business.

**Adjournment**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Malone to adjourn the meeting at 6:08 pm. Motion carried.

---

Lindsay Oswald, County Clerk

Regular session of the Board of County Commissioners for the County of St. Joseph, State of Michigan, was held in the Commission Chambers on February 15, 2022, at 5 pm.

Vice-chair Czajkowski called the meeting to order.

The invocation was given by Commissioner Czajkowski.

Deputy County Clerk Abby Fader called the roll, and the following commissioners were present.

Dennis Allen                      Jared Hoffmaster  
Daniel Czajkowski              Ken Malone

Kathy Pangle was absent.

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

**Agenda**

Commissioner Hoffmaster asked that the Fisher Lake item be removed from the agenda.

Commissioner Allen asked that the EMT classes be added to the agenda.

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

**Minutes**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Allen to approve the minutes of January 18, 2022. Motion carried.

**CDBG Cares Grant Public Hearing**

Vice-chair Czajkowski opened the public hearing at 5:05 p.m. Hearing no comments, he closed the public hearing at 5:06 p.m.

**Public Comment**

There were no comments.

**Chair Presentation**

Vice-chair Czajkowski presented a plaque to Commissioner Allen for his service as chair.

**Central Dispatch Annual Report**

Central Dispatch Director Dennis Brandenburg presented the report.

**MSU-E Annual Report**

MSU-E Director Julie Pioch presented the report.

**County Administrator's Report**

Ms. Doehring commented on ARPA funding.

**Committee Reports and Appointments**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Malone to appoint John Fair and Larry Rice to the Agricultural Board with a term expiring in 2025 and Dan Czajkowski with a term expiring in 2023. Motion carried.

Commissioner Malone provided an update on the Judiciary Committee.

Commissioner Hoffmaster provided an update on the Transportation Authority.

**Jail Medical Services**

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

**Municipal Contracts**

It was moved by Commissioner Allen and seconded by Commissioner Malone to approve contracts as presented. Motion carried.

**Materials Management Grant**

It was moved by Commissioner Malone and seconded by Commissioner Hoffmaster to approve the grant agreement as presented. Motion carried.

**COA Compensation Study**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Malone to approve the agreement for the compensation study. Motion carried.

**CIP Approval**

It was moved by Commissioner Malone and seconded by Commissioner Hoffmaster approve the CIP plan as presented. Motion carried.

**EMT Classes for First Responders**

Commissioner Allen asked that ARPA funds be used for first responders EMT classes. No action was taken.

**Commissioner Comments**

There was no further business.

**Adjournment**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Malone to adjourn the meeting at 6:14 pm. Motion carried.

---

Lindsay Oswald, County Clerk

Regular session of the Board of County Commissioners for the County of St. Joseph, State of Michigan, was held in the Commission Chambers on March 15, 2022, at 5 pm.

Chair Pangle called the meeting to order.

The invocation was given by Commissioner Czajkowski.

Deputy County Clerk Abby Fader called the roll, and the following commissioners were present.

Daniel Czajkowski      Ken Malone  
   Kathy Pangle

Commissioners Allen and Hoffmaster were absent.

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

**Agenda**

Chair Pangle asked that audit engagement letter be added to the agenda.

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

**Minutes**

It was moved by Commissioner Malone and seconded by Commissioner Czajkowski to approve the minutes of February 15, 2022. Motion carried.

**Public Comment**

Loralee Knepper of Mendon commented on animal control.

John Lindsey commented on the Road Commission.

**Presentations**

GIS Director Jerry Happel presented the Geographic Information Systems 2021 annual report.

Prosecuting Attorney David Marvin presented the Prosecutor’s Office 2021 annual report.

COA Director Pam Riley presented the Commission on Aging 2021 annual report.

**County Administrator’s Report**

Ms. Doehring commented on the annual reports.

**Committee Reports and Appointments**

It was moved by Commissioner Malone and seconded by Commissioner Czajkowski to appoint Thomas Lowry to the Community Corrections Board with a term expiring December 31, 2022. Motion carried.



**Transportation Authority Millage Renewal  
Resolution 3-2022**

Whereas, St. Joseph County Transportation Authority requested that the St. Joseph County Board of Commissioners consider a millage ballot question to be placed on the August 2022 ballot; and

Whereas, the ballot question is for a renewal of the current millage.

Now, therefore be it resolved, that the St. Joseph County Board of Commissioners hereby approves the following ballot question language for a special election to be called and held in August of 2022:

Shall the Constitutional limitation upon the total amount of taxes which may be assessed in one year upon all property within the County of St. Joseph, State of Michigan be renewed at .33 of a mill, that being 33.00 cents, (.33), on each one thousand dollars, (\$1,000.00) of the taxable valuation of real property for a period of four years, 2023, 2024, 2025, 2026, inclusive, for the sole purpose of an operation millage for the St. Joseph County Transportation Authority for the continuation of transportation services? It is estimated that if this tax levy were spread in 2023 it would generate \$720,535.00 in revenue.

It was moved by Commissioner Malone and seconded by Commissioner Czajkowski to adopt the resolution and waive second reading. Motion carried 3-0 upon roll call vote.

**Assessing Solutions Inc. Contract**

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

**MERS Defined Benefit Plan Adoption**

It was moved by Commissioner Malone and seconded by Commissioner Czajkowski to approve the plan adoption agreement as presented. Motion carried.

**2022 Covered Bridge Days**

It was moved by Commissioner Malone and seconded by Commissioner Czajkowski to approve the use request of county property for July 15-16, 2022. Motion carried.

**Dissolution of Animal Control Advisory Board  
Resolution 4-2022**

WHEREAS, Article II, of the Bylaws for St. Joseph County Animal Control Shelter Advisory Board ("Bylaws") provide, in part, that the Board of Directors (the Board) operates pursuant to the rules promulgated under P.A. 339 of 1919 as amended. In addition to P.A. 339 of 1919, the Department is also responsible for enforcement of the St. Joseph County Animal Control Ordinance and its provisions as amended on June 19, 2001. The Animal Control Division is managed by the County Sheriff, and,

WHEREAS, Article II, of the Bylaws further provide that that while the voluntary Animal Control Shelter Advisory Board functions under no specific statutory authority and has been given no authority, it is created at the discretion of the Board of Commissioners for specific and limited purposes to educate,

manage fundraisers and also act as a community liaison for the Sheriff's Department and Animal Control and can be dissolved by majority vote of the Board of Commissioners at any time, and,

WHEREAS, Article IV, the Board, The Animal Control Shelter Advisory Board shall consist of ten (10) members, with confirmation of such appointment or removal by a majority vote of the Board of Commissioners, and,

WHEREAS, the Board now desires to rescind and dissolve the St. Joseph County Animal Control Advisory Board.

NOW, THEREFORE, BE IT RESOLVED THAT the St. Joseph County Animal Control Advisory Board is hereby rescinded and dissolved as of March 15, 2022.

It was moved by Commissioner Malone and seconded by Commissioner Czajkowski to adopt the resolution and waive second reading. Motion carried 3-0 upon roll call vote.

**American Rescue Plan Act Capital Improvement Appropriations  
Resolution 5-2022**

WHEREAS, on March 11, 2021, the United States Congress passed the American Rescue Plan Act of 2021 ("ARPA"), which provides fiscal relief funds to state and local governments, and other program areas aimed at mitigating the continuing effects of the COVID-19 Pandemic; and

WHEREAS, ARPA is intended to provide support to local governments in responding to the impact of COVID-19 and in their efforts to contain COVID-19 in their communities, residents, and businesses; and

WHEREAS, ARPA includes State and Local Fiscal Recovery Funds ("Fiscal Recovery Funds") to replace lost public sector revenue and provide government services up to the amount of revenue loss due to the pandemic; support the COVID-19 public health and economic response by addressing impacts on public health as well as addressing economic harms to households, small businesses, nonprofits, impacted industries, and the public sector; provide premium pay for eligible workers performing essential work; and invest in water, sewer, and broadband infrastructure; and

WHEREAS, the United States Department of Treasury has adopted the Final Rule as guidance regarding the use of the Fiscal Recovery Funds; and

WHEREAS, St. Joseph County is being awarded \$11,841,542 of Fiscal Recovery Funds and may allocate those funds as allowed by the terms and conditions of ARPA; and

WHEREAS, Fiscal Recovery Funds must be allocated by December 31, 2024 and fully expended by December 31, 2026; and

WHEREAS, the Board of Commissioners formed an ARPA advisory committee and received recommendations from the committee on how to allocate ARPA funds; and

WHEREAS, this resolution is intended as a statement of intent of the Board to expend the County's ARPA Funds in accordance with Federal law and guidance, for the current critical needs and priorities for which there is consensus as set forth below; and

WHEREAS, specific expenditures will be approved in accordance with State and Federal laws and the County's board rules.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the St. Joseph County Board of Commissioners authorizes allocation of ARPA funds in the following amounts and for the stated purposes:

1. \$4,000,000 for budget stabilization, to be used to address shortfalls in the County's budgets for any of the fiscal years 2023, 2024, 2025, and 2026 as needed.
2. \$2,000,000 for County capital expenditures.
3. \$4,000,000 for renovations and improvements to the County's Courts Building.
4. \$1,000,000 to be allocated through a competitive grant process to other local units of government and nonprofit agencies within the county to address ARPA eligible pandemic needs.
5. \$841,542 to be allocated by the Board of Commissioners at a later date for ARPA eligible purposes.

It was moved by Commissioner Malone and seconded by Commissioner Czajkowski to adopt the resolution and waive second reading. Motion carried 3-0 upon roll call.

**Capital Improvement Program (CIP)**

It was moved by Commissioner Malone and seconded by Commissioner Czajkowski to approve the CIP plan as presented. Motion carried.

**Audit Engagement Letter**

It was moved by Commissioner Malone and seconded by Commissioner Czajkowski to approve the audit engagement letter with Gabridge & Co. Motion carried.

**Commissioner Comments**

Commissioner Pangle commented on the ARPA Funds and stated that she may run again, but that would be her last term.

Commissioner Malone commented on the ARPA Funds.

Commissioner Czajkowski stated that he does not plan on running again.

**Adjournment**

It was moved by Commissioner Malone and seconded by Commissioner Czajkowski to adjourn the meeting at 6:23 pm. Motion carried.

---

Lindsay Oswald, County Clerk

Regular session of the Board of County Commissioners for the County of St. Joseph, State of Michigan, was held in the Commission Chambers on April 19, 2022, at 5 pm.

Chair Pangle 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.

Dennis Allen	Ken Malone
Daniel Czajkowski	Jared Hoffmaster
	Kathy Pangle

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

### **Agenda**

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

### **Minutes**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Allen to approve the minutes of March 15, 2022. Motion carried.

### **Public Comment**

Road Commission Director John Lindsey commented on the ARPA funding.

Rebecca Shank, 385 S. Washington, Constantine, commented on ARPA funds.

### **Presentations**

Drain Commissioner Jeff Wenzel presented the Drain Commission 2021 annual report.

### **County Administrator's Report**

Ms. Doehring commented on the ARPA public meeting and online survey. Ms. Doehring commended Central Dispatch Director Dennis Brandenburg for his service and introduced new Director Stacy Bowers.

### **Committee Reports and Appointments**

It was moved by Commissioner Allen and seconded by Commissioner Hoffmaster to appoint Damon Knapp with a term expiring March 31, 2023 and reappoint Darci Skrzyniarz, Cathi Abbs, Antony Heiser, and Dennis Allen to the Community Mental Health Board with terms expiring March 31, 2025. Motion carried.

It was moved by Commissioner Allen and seconded by Commissioner Hoffmaster to appoint Michael O'Rourke to the Solid Waste Board with a term expiring September 1, 2023. Motion carried.

It was moved by Commissioner Hoffmaster and seconded by Commissioner Allen to appoint Diana Liston to the Transportation Board Authority with a term expiring April 1, 2023. Motion carried.

It was moved by Commissioner Czajkowski and seconded by Commissioner Hoffmaster to reappoint Bill Walters with a term expiring March 1, 2023 and Dave Nelson with a term expiring March 1, 2026 to the Veterans' Affairs Board. Motion carried.

### **2022 Equalization Report**

#### **Resolution 6-2022**

WHEREAS, MCL 211.34(1) requires the County Board of Commissioners to meet in April each year to determine county equalized valuations; which equalization shall be completed and submitted along with the tabular statement required by Section 5 of Act No. 44 of the Public Acts of 1911, as amended no later than May 1 of each year; and

WHEREAS, the assessment rolls of the various assessment jurisdictions have been reviewed by the various local Boards of Review throughout the County of St. Joseph and submitted to your Equalization Department in the appropriate timely manner; and

WHEREAS, those assessment rolls have been audited and balanced by your Equalization Department in accordance with the laws of the State of Michigan and the guidelines of the State Tax Commission; the results of such being listed on the attached equalization report and on the prescribed Michigan Department of Treasury Form L-4024 (County Equalization Directors Report of County Equalization).

NOW, THEREFORE, BE IT HEREBY RESOLVED that the St. Joseph County Board of Commissioners approves the County Equalized Valuations as indicated within the attached equalization report a cumulative total for Real Property of \$3,109,026,700 (Three Billion, One Hundred Nine Million, Twenty-Six Thousand, Seven Hundred Dollars) and a cumulative total for Personal Property of \$295,677,795 (Two Hundred Ninety-Five Million, Six Hundred Seventy-Seven Thousand, Seven Hundred Ninety-Five Dollars). The combined total of Real and Personal Property of the Cities and Townships in St. Joseph County is \$3,404,704,495 (Three Billion, Four Hundred Four Million, Seven Hundred Four Thousand, Four Hundred Ninety-Five Dollars).

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

#### **Michigan Indigent Defense Commission Grant**

Ms. Steinman noted that the grant was amended to reduce the County's contribution and increase the grant amount.

#### **Capital Improvement ARPA Funding Strategy List**

It was moved by Commissioner Czajkowski and seconded by Commissioner Malone to approve the capital improvement funding list as presented for plat map document restoration; mobile command center tow vehicle; Building and Grounds vehicle; and fleet car. Motion carried 5-0 upon roll call vote.

#### **Budget Amendments**

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

**Commissioner Comments**

Commissioner Malone commented on the request for ARPA funds.

Commissioner Hoffmaster commented on the Transportation Authority Millage in August.

Commissioner Czajkowski commented on the process for approving and spending funds.

Commissioner Allen commented on the road committee meeting and Central Dispatch Director transition.

Chair Pangle commented on activities happening in the County.

**Adjournment**

It was moved by Commissioner Allen and seconded by Commissioner Hoffmaster to adjourn the meeting at 5:36 pm. Motion carried.

---

Lindsay Oswald, County Clerk

Regular session of the Board of County Commissioners for the County of St. Joseph, State of Michigan, was held in the Commission Chambers on May 17, 2022, at 5 pm.

Chair Pangle 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.

Dennis Allen	Ken Malone
Daniel Czajkowski	Jared Hoffmaster
	Kathy Pangle

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

### **Agenda**

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

### **Minutes**

It was moved by Commissioner Allen and seconded by Commissioner Czajkowski to approve the minutes of April 19, 2022. Motion carried.

### **Public Comment**

Carol Higgins of Mendon Township commented on using ARPA funds for housing.

Rebecca Shank of Constantine Village commented on using ARPA funds for roads.

Jeffrey Burke of Mendon Township commented on using ARPA funds for roads.

### **Presentations**

Sheriff Mark Lillywhite presented the Sheriff's Office 2021 annual report.

Rebecca Burns presented the Community Health Agency 2021 annual report.

### **County Administrator's Report**

Ms. Doehring had no further reports.

### **Committee Reports and Appointments**

Commissioner Czajkowski commented on the White Pigeon sewer project.

Commissioner Malone commented on the Judiciary Committee meeting noting the cases were mostly caught up.

### **ARPA Follow Up Discussion**

No action was taken.

**FY 2023 Community Corrections Grant  
Resolution 7-2022**

WHEREAS, the St. Joseph County Board of Commission serves as the Fiscal Agent and Program Manager for the St. Joseph County Community Corrections Advisory Board (CCAB), and

WHEREAS, this County strongly desires to continue to participate with Community Correction's Programs and Services, and

WHEREAS, the St. Joseph County CCAB has worked with the OCC to develop a Community Corrections FY 2023 Grant Application, and

WHEREAS, the FY 2023 Community Corrections Grant Application has been prepared by the St. Joseph County CCAB in the amount \$72,509.50 for Community Corrections Programs and Services in St. Joseph County, and

WHEREAS, the St. Joseph County CCAB, has approved this Grant Application, and recommends its approval by the Board of Commission.

THEREFORE BE IT RESOLVED, that St. Joseph County Board of Commission hereby approves the St. Joseph County Community Corrections Advisory Board's, FY 2023 Grant Application in the annual amount of \$72,510 for Programs and Services.

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

**Sturgis Enrichment Center Lease Agreement**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Malone to adopt the lease agreement. Motion carried 5-0 upon roll call vote.

**ABM Phase II Project Proposal**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Allen to authorize Teresa Doehring to execute contract documents with ABM for the scope of work identified as project option 2 with a price not to exceed \$4,454,080. Motion carried 5-0 upon roll call vote.

**Budget Amendments for Capital Requests**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Malone to approve the budget amendments as presented. Motion carried 5-0 upon roll call vote.

**Commissioner Comments**

Chair Pangle commented on local events.

Commissioner Czajkowski commented on housing.

**Adjournment to Closed Session**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Allen to adjourn the meeting to closed session to discuss the purchase of property under MCL 15.268 (d). Motion carried 5-0 upon roll call vote.



The Commission adjourned to closed session at 6:20 p.m. The Commission reconvened to open session at 6:33 p.m.

Chair Pangle noted the Commission had met in closed session to discuss a matter of property acquisition and no decisions were made.

**Adjournment**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Allen to adjourn the meeting at 6:34 pm. Motion carried.

---

Lindsay Oswald, County Clerk

Regular session of the Board of County Commissioners for the County of St. Joseph, State of Michigan, was held in the Commission Chambers on June 21, 2022, at 5 pm.

Chair Pangle 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.

Dennis Allen	Ken Malone
Daniel Czajkowski	Jared Hoffmaster
	Kathy Pangle

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

### **Agenda**

Commissioner Allen asked that a closed session for litigation be added to the agenda as item 13.

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

### **Minutes**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Czajkowski to approve the minutes of May 17, 2022. Motion carried.

### **Public Comment**

Katherine Olsen from Michigan Works! Southwest commented on the resolution being considered from the organization.

Aaron Smith read a public notice.

Andrew Brandt read a public notice.

Cia Davis from Arcadia Home Care commented on auto insurance act reform.

Loraine Zorbo from Adviza Care commented on auto insurance act reform.

Rick Shaffer commented in support of the CMH board resolution.

Kris Kirsch commented in support of the CMH board resolution.

Ray Algar with POAM commented on recent union contract approvals and ARPA funds.

Rebecca Shank of Constantine commented on economic factors.

### **Presentations**

Laura Brott presented the Human Services Commission 2021 Annual Report.

Laura Sutter presented the Area Agency on Aging FY 23-25 area plan.

**County Administrator's Report**

Ms. Doehring had no further reports.

**Committee Reports and Appointments**

It was moved by Commissioner Czajkowski and seconded by Commissioner Allen to appoint Anna Lane Tart, MD and Edmund R. Donoghue, MD as Deputy Medical Examiners. Motion carried.

**2022 L-4029 Millage Request**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Malone to approve the 2022 L-4029 millage request. Motion carried 5-0 upon roll call vote.

**Central Dispatch Deputy Director**

It was moved by Commissioner Malone and seconded by Commissioner Hoffmaster to approve the deputy director position. Motion carried 5-0 upon roll call vote.

**Community Mental Health Board Resolution**

Tony Heiser commented on his 6 years of service with CMH and presented his perspective.

Discussion included breach of protocol and procedures, fit for the board, nepotism policies, and need to respect the authority of the board of directors and its recommendation.

It was moved by Commissioner Hoffmaster and seconded by Commissioner Allen to approve the resolution from the Community Mental Health Board of Directors and approve the removal of Anthony Heiser from the Community Mental Health Board of Directors. Motion carried 4-1 upon roll call vote with Commissioner Malone dissenting.

**Michigan Works! Southwest Workforce Development**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Malone to approve and support the resolution as presented. Motion carried 5-0 upon roll call vote.

**Emergency Management Resolution  
Resolution 8-2022**

WHEREAS, the intent and purpose of this resolution is to reaffirm the establishment of St. Joseph County's ("County") Emergency Management Program ("Program") which provides the policy and organization- as stated in the Emergency Operations Plan ("Plan") - for the complete and efficient utilization of all County resources for the mitigation, preparedness, response and recovery from natural and human-made disasters and emergencies, within the County, to establish an office for this purpose; and

WHEREAS, the Program provides for the exercise of authority and discharge of responsibilities vested in the County's elected and appointed officials, the Emergency Management Act ("Act"), No. 390, Public Acts of 1976, as amended, and related federal and state laws; and

WHEREAS, this resolution also reaffirms the appointment of the Emergency Management Coordinator (“EMC”) for the County. The EMC will act for and at the direction of the Chairperson of the County BOC; and

WHEREAS, as provided for in the Act, the County, or the agents or representatives of the County, shall not be liable for personal injury or property damage as a result of implementation of the Program. In addition, any agent or representative of the County engaged in emergency management activity shall not be liable in a civil action for damages resulting from an act or omission arising out of and in the course of the person's good faith rendering of that activity, unless the person's act or omission was the result of that own person's gross negligence or willful misconduct. The right of a person to receive benefits or compensation to which he or she may otherwise be entitled to under the workers' compensation law, any pension law, or act of Congress will not be affected as a result of said activity; and

WHEREAS, when a state of emergency or state of disaster is in effect, the orders, rules and regulations promulgated pursuant to the Program, Plan and this resolution- if in accordance with the Act- shall supersede all existing ordinances and resolutions which are inconsistent therewith; and

NOW, THEREFORE, BE IT RESOLVED THAT:

1. That the St. Joseph County Board of Commissioners reaffirm establishment of an Emergency Management Program in St. Joseph County, for the provision of mitigation, preparedness, response and recovery from natural and human-made disasters.
2. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are rescinded.
3. If any section, clause, or provision of this resolution be declared by the courts invalid for any reason, such declaration shall not affect the validity of this resolution as a whole or any part thereof, other than the section, clause, or provision so declared to be invalid.
4. This resolution shall be reviewed annually by the EMC. Any recommended changes shall be provided to the BOC for consideration.

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

#### **Emergency Management Operations Plan**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Malone to approve the 2022 operations plan. Motion carried.

#### **Capital Improvement ARPA Funding Strategy List**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Malone to approve the JAVS purchase for \$324,396.13. Motion carried.

#### **Budget Amendments**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Malone to approve the budget amendments as presented. Motion carried.

**Commissioner Comments**

Ms. Doehring noted the application process for ARPA funds.

Commissioner Hoffmaster commented on Lockport Township’s decision to join the River Country Recreational Authority.

**Closed Session**

It was moved by Commissioner Allen and seconded by Commissioner Hoffmaster to go into closed session under Section 8(e) of the Open Meetings Act to discuss trial or settlement strategy with legal counsel in connection with the Nichols v Allbach, et al lawsuit pending in Federal Court in the Western District of Michigan because discussion on the open record will have a detrimental financial effect on the litigating or settlement position of St. Joseph County. Motion carried 5-0 upon roll call vote.

At 6:50 p.m., the Commission adjourned to closed session.

At 7:06 p.m., the Commission reconvened to open session.

Chair Pangle noted the Commission had met in closed session to discuss trial or settlement strategy with legal counsel and no decisions were made.

It was moved by Commissioner Allen and seconded by Commissioner Malone to approve the settlement proposal as presented in closed session, and further, to authorize the County Administrator to execute on behalf of the County any documents necessary to effectuate the settlement. Motion carried.

**Adjournment**

It was moved by Commissioner Malone and seconded by Commissioner Czajkowski to adjourn the meeting at 7:08 pm. Motion carried.

---

Lindsay Oswald, County Clerk

Special session of the Board of County Commissioners for the County of St. Joseph, State of Michigan, was held in the History Room on the third floor of the Historic Courthouse on July 12, 2022, at 8 am.

Chair Pangle called the meeting to order.

The invocation was given by Commissioner Czajkowski.

Chair Pangle led the Pledge of Allegiance.

County Clerk Lindsay Oswald called the roll, and the following commissioners were present.

Daniel Czajkowski	Ken Malone
Jared Hoffmaster	Kathy Pangle

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

Commissioner Allen was absent.

### **Agenda**

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

### **General Obligation Limited Tax Energy Conservation Note Resolution 9-2022**

WHEREAS, pursuant to Act 156, Public Acts of Michigan, 1851, as amended (“Act 156”), the County of St. Joseph (the “County”) has the authority to issue a Note to pay the costs of energy conservation improvements; and

WHEREAS, the County desires to design, acquire, and construct certain energy conservation improvements, including, but not limited to, a gym boiler, hot water heater replacement, decommissioning of solar thermal system, new hot water heaters, HVAC controls upgrades, HVAC upgrades, replacement of make-up air units and rooftop units, replace roof membrane, removal of solar photovoltaic array and install new panels; as provided in a contract with ABM Facility Support Services, LLC, as well as all work, fixtures, and equipment necessary or incidental to these improvements and such other energy conservation improvements as the County shall determine to make (the “Improvements”); and

WHEREAS, the Improvements will enable the County to provide more efficient and better quality public services to County residents; and

WHEREAS, to finance the cost of making the Improvements the Board of County Commissioners deems it necessary to borrow the sum of not to exceed \$4,454,080 and to issue its General Obligation Limited Tax Energy Conservation Note, Series 2022 therefor pursuant to the provisions of Act 156.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. NECESSITY. It is necessary for the public health, safety, and welfare of the County to make the Improvements and issue the Note of the County, pursuant to Act 156, to finance the Improvements.

2. DETERMINATIONS. With respect to the Improvements the Board of Commissioners makes the determinations contained in Exhibit A.
3. ISSUANCE OF NOTE. To defray the cost of the Improvements, including legal, engineering, financial and other expenses, the County shall issue its Note known as General Obligation Limited Tax Energy Conservation Note, Series 2022 (the "Note") in the principal amount of not to exceed \$4,454,080, as finally determined by the Authorized Officer (defined below) in an order signed by the Authorized Officer (the "Sale Order").
4. NOTE TERMS. The Note shall be issued in fully registered form as to both principal and interest. The Note shall be dated the date of delivery or such other date approved by the Authorized Officer in the Sale Order and shall be payable as determined by the Authorized Officer in the Sale Order. The Note shall bear interest at a rate or rates, payable on such dates, all as determined by the Authorized Officer in the Sale Order. The Authorized Officer may determine or alter the Note terms within the parameters of this resolution as hereafter provided.
5. PAYMENT OF PRINCIPAL AND INTEREST. Both principal of and interest on the Note shall be payable in lawful money of the United States of America to the person appearing on the Note registration books as the registered owner thereof. Payment of interest on the Note shall be paid to the registered owner at the address as it appears on the registration books as of the determination date. Initially, the determination date shall be the date as of the fifteenth (15th) day of the month prior to the payment date for each interest payment; however, the determination date may be changed by the County to conform to market practice.
6. PLEDGE OF LIMITED TAX FULL FAITH AND CREDIT, GENERAL OBLIGATION. The County hereby pledges its limited tax, full faith and credit, general obligation for the prompt payment of the principal of and interest on the Note as and when due. The County intends to pay the principal of and interest on the Note from available funds of the County. Each year, the County shall be obligated, as a first budget obligation, to advance money from its General Fund to pay the principal of and interest on the Note. In the event there are insufficient moneys for the payment of principal of and interest on the Note, the County shall levy a tax on all taxable property in the County for the prompt payment of principal and interest on the Note, which tax shall be limited as to rate and amount by applicable constitutional and statutory limitations on the taxing power of the County.
7. PREPAYMENT.
  - a. Optional Prepayment by County. The Note shall be subject to prepayment prior to maturity as determined by the Authorized Officer at the time of sale.
  - b. Notice of Prepayment. Notice of prepayment of the Note shall be given by mail to the Registered Owner of the Note to be redeemed not less than thirty (30) days prior to the date fixed for prepayment, addressed to the Registered Owner at the registered address shown on the registration books of the County maintained by the Paying Agent (defined below).
8. PAYING AGENT AND REGISTRATION.
  - a. Appointment of Paying Agent. From time to time the Authorized Officer is authorized designate and appoint a paying agent, which may also act as transfer agent and Note registrar (the "Paying Agent") and is authorized to remove the Paying Agent and appoint a successor Paying Agent. The initial Paying Agent shall be appointed by the Authorized Officer. In the event of a change in the Paying Agent, notice shall be given in writing, by certified mail, to each Registered Owner not less than sixty (60) days prior to the next

interest payment date. The Paying Agent shall keep the official books for the recordation of the Registered Owners of the Note.

- b. Registration. Registration of the Note shall be recorded in the registration books of the County to be kept by the Paying Agent. The Note may be transferred only by submitting the same to the Paying Agent, together with a satisfactory instrument of transfer signed by the Registered Owner or his legal representative duly authorized in writing, after which a new Note shall be issued by the Paying Agent to the transferee (new registered owner) in the same outstanding aggregate principal amount as the Note submitted for transfer. No transfer of Note shall be valid unless and until recorded on the Note registration books in accordance with the foregoing. The person in whose name any Note is registered may for all purposes, notwithstanding any notice to the contrary, be deemed and treated by the County and the Paying Agent as the absolute owner thereof, and any payment of principal and interest on any Note to the Registered Owner thereof shall constitute a valid discharge of the County's liability upon such Note to the extent of such payment.
9. NOTE FORM. The Note shall be substantially in the form attached hereto as Exhibit B, and incorporated herein, with such changes as are recommended by the County's Note Counsel and approved by the officers of the County signing the Note whose signature thereon shall be conclusive evidence of such approval.
10. EXECUTION OF NOTE. The Chair of the Board of County Commissioners or the Vice Chair and the Clerk of the County or the Deputy Clerk are hereby authorized and directed to sign the Note, either manually or by facsimile signature, on behalf of the County. Upon execution, the Note shall be delivered to the purchaser thereof upon receipt of the purchase price.
11. NOTE MUTILATED, LOST OR DESTROYED. If any Note shall become mutilated, the County, at the expense of the holder of the Note, shall execute, and the Paying Agent shall authenticate and deliver, a new Note of like tenor in exchange and substitution for the mutilated Note, upon surrender to the Paying Agent of the mutilated Note. If any Note issued under this Resolution shall be lost, destroyed or stolen, evidence of the loss, destruction or theft may be submitted to the Paying Agent and, if this evidence is satisfactory to both the County and the Paying Agent and indemnity satisfactory to the Paying Agent shall be given, the County, at the expense of the owner, shall execute, and the Paying Agent shall thereupon authenticate and deliver, a new Note of like tenor, which shall bear the statement required by Act 354, Public Acts of Michigan, 1972, as amended, or any applicable law hereafter enacted, in lieu of and in substitution for the Note so lost, destroyed or stolen. If any such Note shall have matured or shall be about to mature, instead of issuing a substitute Note, the Paying Agent may pay the same without surrender thereof.
12. NOTE PAYMENT FUND. For payment of principal of and interest on the Note, there shall be established and maintained a debt service fund for the Note (the "Note Payment Fund"). The County shall budget annually a sufficient amount to pay the annual principal of and interest on the Note and deposit such amount in the Note Payment Fund as needed to make payments of principal and interest as they become due. Moneys in the Note Payment Fund shall be expended solely for payment of principal and interest on the Note that first come due. Any monies remaining in the Note Payment Fund after the annual payments of



principal of and interest on the Note shall be transferred to the General Fund and shall no longer be pledged hereunder.

13. CONSTRUCTION FUND. Prior to delivery and sale of the Note, there shall be established a construction fund (the "Construction Fund"). The proceeds of the Note shall be deposited into the Construction Fund. The moneys on deposit in the Construction Fund from time to time shall be used solely for the purpose for which the Note was issued. Any unexpended balance shall be used for such purposes as allowed by law. Any monies remaining in the Construction Fund after payment of all such costs shall be transferred to the Note Payment Fund. After completion of the Improvements and disposition of any remaining Note proceeds, pursuant to the provisions of this Section, the Construction Fund shall be closed.
14. INVESTMENT OF FUNDS. Moneys in the funds and accounts established herein may be invested by the County as allowed by law subject to the limitations imposed by arbitrage regulations and Section 148 of the Internal Revenue Code of 1986, as amended (the "Code").
15. DEPOSITORY AND FUNDS ON HAND. Monies in the several funds and accounts maintained pursuant to this Resolution may be kept in one or more accounts at financial institutions designated by resolution of the County, and if kept in one account, the monies shall be allocated on the books and records of the County in the manner and at the times provided in this Resolution.
16. ADDITIONAL NOTES. In accordance with the provisions of Act 156, the County reserves the right to issue additional notes, which shall be of equal standing and priority with the Note.
17. SALE OF NOTE. The Authorized Officer is hereby authorized to negotiate the sale of the Note to Sturgis Bank & Trust Company or such other purchaser as the Authorized Officer shall determine (the "Purchaser"). The County determines that a negotiated sale is in the best interest of the County because its relationships with local banking institutions may provide a low interest rate while also saving on the costs of issuance for the Note and will provide flexibility to respond to market conditions.
18. AUTHORIZED OFFICER. Notwithstanding any other provision of this Resolution, the Chair of the Board of County Commissioners, the County Administrator/Controller, and the County Finance Director, or any one of them acting alone or number of them acting together (the "Authorized Officer"), are authorized within the limitations set forth below to determine the title of the Note, the interest rate or rates, amount of payments, principal amount, denominations, dates of issuance, dates of payments, interest payment dates, and prepayment rights. The authority granted to the Authorized Officer by this Section, is subject to the following limitations:
  - a. The par amount of the Note shall not exceed \$4,454,080.
  - b. The interest rate or rates on the Note shall not exceed 3.45% per annum.
  - c. The final maturity date of the Note shall not be later than twenty years from the date of the final completion of the Improvements.
  - d. The Note shall not be sold at a price of less than 100.00% of the par value of the Note, provided, however, the Authorized Officer is authorized to agree to such fees as may be charged by the Purchaser.

The Authorized Officer is hereby authorized for and on behalf of the County, without further Board of County Commissioners approval, to: (a) engage a placement agent; (b) negotiate the sale of the Note and enter into a Note Purchase Agreement or otherwise award the sale of the

Note; and (c) do all other acts and take all other necessary procedures required to effectuate the sale, issuance and delivery of the Note.

Approval by the County of the matters delegated in this section or any other sections may be evidenced by execution or approval of a Sale Order or such documents by the Authorized Officer. The Authorized Officer is authorized to execute any documents or certificates necessary to complete the transaction, including, but not limited to, any applications including applications to the Michigan Department of Treasury (including an Application for State Treasurer's Approval to Issue Long-Term Securities, applications for waivers, and the submission of any supporting or related documents), any certificates, receipts, orders, agreements, instruments, security reports, and any certificates relating to federal or state securities laws, rules or regulations, and to pay any fees required by the State of Michigan.

19. **QUALIFIED TAX-EXEMPT OBLIGATION.** The County reasonably anticipates that the amount of qualified tax-exempt obligations that will be issued by the County and all subordinate entities during this calendar year shall not exceed \$10,000,000. The County hereby designates the Note, in their total principal amount, as qualified tax-exempt obligations for purposes of Section 265(b)(3)(B) of the Code.
20. **DEFEASANCE.** In the event cash or direct obligations of the United States or obligations the principal of and interest on which are guaranteed by the United States, or a combination thereof, the principal of and interest on which, without reinvestment, come due at times and in amounts sufficient to pay at maturity or irrevocable call for earlier optional or mandatory redemption, the principal of, premium, if any, and interest on the Note, shall be deposited in trust, this Resolution shall be defeased and the owners of the Note shall have no further rights under this Resolution except to receive payment of the principal of, premium, if any, and interest on the Note from the cash or securities deposited in trust and the interest and gains thereon and to transfer and exchange Note as provided herein.
21. **TAX COVENANT.** The County covenants to comply with all requirements of the Code necessary to assure that the interest on the Note will be and will remain excludable from gross income for federal income tax purposes. The Authorized Officer and other appropriate officials of the County are authorized to do all things necessary (including the making of such covenants of the County as shall be appropriate) to assure that the interest on the Note will be and will remain excludable from gross income for federal income tax purposes.
22. **NOTE COUNSEL.** The firm of Dickinson Wright PLLC is hereby employed as Note counsel to the County for the issuance of the Note. The County acknowledges that Dickinson Wright PLLC represents a number of financial institutions in public finance matters, including financial institutions that may potentially purchase the Note, and consents to Dickinson Wright PLLC's representation of the County as Note counsel and, and waives any conflict of interest arising from such representation of a financial institution or underwriter that may purchase the Note in other matters not involving the County. The Authorized Officer is authorized to enter into an engagement letter with Note counsel.
23. **RESOLUTION SUBJECT TO MICHIGAN LAW.** The provisions of this Resolution are subject to the laws of the State of Michigan.
24. **SECTION HEADINGS.** The section headings in this Resolution are furnished for convenience of reference only and shall not be considered to be a part of this Resolution.

25. SEVERABILITY. If any section, paragraph, clause or provision of this Resolution shall be held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any of the other provisions of this Resolution.
26. CONFLICT. Except as provided above, all resolutions or parts thereof, insofar as the same may be in conflict herewith, are hereby repealed; provided, that the foregoing shall not operate to repeal any provision thereof, the repeal of which would impair the obligation on the Note.
27. EFFECTIVE DATE OF RESOLUTION. This Resolution is determined by the Board of County Commissioners to be immediately necessary for the preservation of the peace, health and safety of the County and shall be in full force and effect from and after its passage.

It was moved by Commissioner Malone and seconded by Commissioner Hoffmaster to adopt the resolution and waive second reading. Motion carried 4-0 upon roll call vote.

**Adjournment**

It was moved by Commissioner Malone and seconded by Commissioner Hoffmaster to adjourn the meeting at 8:07 pm. Motion carried.

---

Lindsay Oswald, County Clerk

Regular session of the Board of County Commissioners for the County of St. Joseph, State of Michigan, was held in the Commission Chambers on July 19, 2022, at 5 pm.

Chair Pangle called the meeting to order.

The invocation was given by Commissioner Czajkowski.

Chair Pangle led the Pledge of Allegiance.

County Clerk Lindsay Oswald called the roll, and the following commissioners were present.

Dennis Allen	Ken Malone
Daniel Czajkowski	Jared Hoffmaster
	Kathy Pangle

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

### **Agenda**

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

### **Minutes**

It was moved by Commissioner Malone and seconded by Commissioner Hoffmaster to approve the minutes of June 21, 2022. Motion carried.

### **Public Comment**

Mike Swinehart from White Pigeon Schools commented on the school contract.

Andrew Brandt commented on funding.

Senator Kim LaSata commented on her campaign and noted she did not support the Zillow bills.

### **Presentations**

There were none.

### **County Administrator's Report**

Ms. Doehring had no further reports.

### **Committee Reports and Appointments**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Malone to appoint Jon Withers with term expiration of June 30, 2024; George Letts with term expiration of June 30, 2024; Sara Apwisch with term expiration of June 30, 2024; Britt Buscher with term expiration of June 30, 2023; Phillip Kline with term expiration of June 30, 2024; and Lorraine Bolley with term expiration of June 30, 2024 to the Commission on Aging Board. Motion carried.

### **2021 Annual Audit**

Joe Verlin with Gabridge & Company presented the annual audit noted the favorable outlook and findings.

**White Pigeon School Contract**

It was moved by Commissioner Malone and seconded by Commissioner Hoffmaster to approve the contract. Motion carried.

**2021 Annual Audit**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Malone to accept the FY2021 Annual Audit. Motion carried.

**Zillow Bills**

**Resolution 10-2022**

Whereas, Zillow, a for-profit corporation from Seattle, WA, has been lobbying the Michigan Legislature to pass legislation that undermines the integrity of the Register of Deeds and Treasurer Offices across the State of Michigan;

Whereas, the legislation would require Register of Deeds and Treasurer Offices across the State of Michigan to provide for-profit corporations copies of any official records maintained by those offices at a significant discount or, in some instances, free of any charge which would leave the county taxpayers bearing the financial burden created by the loss of revenue meant to cover the cost of maintaining documents and data in perpetuity;

Whereas, if these bills become law, Zillow and other for-profit corporations will have the ability to demand the manner in which the Register of Deeds and Treasurer must provide copies of official records;

Whereas, if these bills become laws, they would impose new restrictions and limits on what the Register of Deeds and Treasurer Offices can charge for parcel cards and would burden Michigan taxpayers with the cost to provide records to out-of-state entities and corporate organizations;

Whereas, Zillow and other corporations will capitalize on selling publicly owned records, provided to them free of charge, while at the same time, placing Michigan residents at higher risk for fraud and theft; and

Whereas, the Michigan Association of Counties, Michigan Association of County Treasurers, Michigan Association of County Clerks, Michigan Association of Register of Deeds, and the Michigan Municipal League are united in opposing Michigan House Bills 4729, 4730, 4731, & 4732.

Therefore, be it resolved, that the St. Joseph County Board of Commissioners OPPOSE Michigan House Bills 4729, 4730, 4731, & 4732, as private corporations should not benefit financially from public records at the expense of Michigan taxpayers; and

Be it further resolved that a copy of this Resolution be sent to St. Joseph County's State Legislative members, the Michigan Association of Counties, Michigan Association of County Treasurers, Michigan Association of County Clerks, Michigan Association of Register of Deeds, and the Michigan Municipal League.

It was moved by Commissioner Hoffmaster and seconded by Commissioner Allen to approve the resolution waive second reading. Motion carried 5-0 upon roll call vote.

**Michigan State Troopers  
Resolution 11-2022**

WHEREAS, Michigan State Troopers, Calvin Mclaughlin, Jared Carlson, Andrew Libbricht and SGT. Matt Lackey went above and beyond the call of duty;

WHEREAS, Michigan State Trooper Calvin Mclaughlin, Jared Carlson, Andrew Libbricht and SGT. Matt Lackey assisted St Joseph County Veterans Affairs Director Stoney A. Summey;

WHEREAS, Michigan State Trooper Calvin Mclaughlin Jared Carlson, Andrew Libbricht and SGT. Matt Lackey training and expert knowledge of emergency situations was desperately needed;

WHEREAS, Michigan State Trooper Calvin Mclaughlin Jared Carlson, Andrew Libbricht and SGT. Matt Lackey's saved a St Joseph County Veteran residents life; and

WHEREAS, Michigan State Trooper Calvin Mclaughlin used skill, determination, and teamwork to save a Veteran. This combined with the superb leadership of State Trooper Matt Lackey has earned them our most gracious thanks.

NOW THEREFORE BE IT RESOLVED, that the St Joseph County Board of Commissioners and St. Joseph County Director of Veterans Affairs, Stoney A Summey congratulates Michigan State Trooper Calvin Mclaughlin, Jared Carlson, Andrew Libbricht and SGT. Matt Lackey and are forever grateful for your service to our State and our community.

BE IT FURTHER RESOLVED, that a copy of this resolution be presented to Michigan State Trooper Calvin Mclaughlin, Jared Carlson, Andrew Libbricht and SGT. Matt Lackey and be spread upon the proceedings of the St. Joseph County Board of Commissioners meeting this day.

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

**Commissioner Comments**

Commissioner Malone commented on Senator LaSata's assistance with the Sturgis Hospital and Langley Covered Bridge.

Chair Pangle commented on hazardous waste day in October.

Commissioner Allen commented on assistance from Senator LaSata.

Commissioner Czajkowski commented on the Covered Bridge, school contract, and road committee.

Commissioner Pangle asked for support on her reelection campaign.

Ms. Doehring commented on the ARPA funding.

**Adjournment**

It was moved by Commissioner Malone and seconded by Commissioner Czajkowski to adjourn the meeting at 5:49 pm. Motion carried.

---

Lindsay Oswald, County Clerk

Regular session of the Board of County Commissioners for the County of St. Joseph, State of Michigan, was held in the Commission Chambers on July 19, 2022, at 5 pm.

Chair Pangle called the meeting to order.

The invocation was given by Commissioner Czajkowski.

Chair Pangle led the Pledge of Allegiance.

County Clerk Lindsay Oswald called the roll, and the following commissioners were present.

Dennis Allen	Ken Malone
Daniel Czajkowski	Jared Hoffmaster
	Kathy Pangle

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

### **Agenda**

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

### **Minutes**

It was moved by Commissioner Allen and seconded by Commissioner Hoffmaster to approve the minutes of July 12, 2022. Motion carried.

It was moved by Commissioner Allen and seconded by Commissioner Malone to approve the minutes of July 19, 2022. Motion carried.

### **Public Comment**

Tim Carls of Florence Township commented on taxes.

### **Presentations**

There were none.

### **County Administrator's Report**

Ms. Doehring had no further reports.

### **Committee Reports and Appointments**

Commissioner Hoffmaster commented on the Transportation Authority.

Commissioner Malone commented on Judiciary committee.

Chair Pangle commented on the Commission on Aging.

It was moved by Commissioner Malone and seconded by Commissioner Czajkowski to reappoint Eric Shafer, Aaron Cullifer, Lee Zimmerman, Robert Robinson, and Jared Hoffmaster with terms expiring September 1, 2024. Motion carried.

### **Animal Control Grant Approval**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Malone to approve the animal control grant agreements and accept the grants. Motion carried.

**Eckert Wordell Design Services for Three Rivers Library Project**

It was moved by Commissioner Malone and seconded by Commissioner Allen to approve the contract. Motion carried.

**Capital Improvement ARPA Funding**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Malone to approve the additional body cam purchase for \$217,260. Motion carried.

It was moved by Commissioner Malone and seconded by Commissioner Allen to approve up to \$45,000 for the parking lot project. Motion carried.

**Budget Amendments**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Malone to approve the budget amendments as presented. Motion carried.

**Commissioner Comments**

Commissioner Malone commented on the August election.

Commissioner Hoffmaster commented on the staff appreciation day.

Commissioner Allen commented on the Roads Committee.

Commissioner Czajkowski commented on the August election, parks, and roads addressing false claims from Mr. Carls.

**Adjournment**

It was moved by Commissioner Malone and seconded by Commissioner Czajkowski to adjourn the meeting at 5:30 pm. Motion carried.

---

Lindsay Oswald, County Clerk



Special session of the Board of County Commissioners for the County of St. Joseph, State of Michigan, was held in the Courthouse Building on August 16, 2022, at 5:40 pm.

Chair Pangle called the meeting to order.

County Clerk Lindsay Oswald called the roll, and the following commissioners were present.

Dennis Allen	Ken Malone
Daniel Czajkowski	Jared Hoffmaster
	Kathy Pangle

Also present: Teresa Doehring, County Administrator and Paul Stutesman, 45<sup>th</sup> Circuit Court Judge

**Tour of Courthouse Building**

Judge Stutesman provided a tour of the courthouse building to highlight repairs that would be done with the remodel of the building.

**Adjournment**

It was moved by Commissioner Malone and seconded by Commissioner Czajkowski to adjourn the meeting at 6:17 pm. Motion carried.

---

Lindsay Oswald, County Clerk

Annual session of the Board of County Commissioners for the County of St. Joseph, State of Michigan, was held in the Commission Chambers on September 20, 2022, at 5 pm.

Chair Pangle called the meeting to order.

The invocation was given by Commissioner Czajkowski.

Chair Pangle led the Pledge of Allegiance.

Deputy County Clerk Abby Fader called the roll, and the following commissioners were present.

Daniel Czajkowski	Ken Malone
Jared Hoffmaster	Kathy Pangle

Commissioner Dennis Allen was absent.

Also present: Angie Steinman, Finance Director

### **Agenda**

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

### **Minutes**

It was moved by Commissioner Malone and seconded by Commissioner Hoffmaster to approve the minutes of August 16, 2022. Motion carried.

It was moved by Commissioner Malone and seconded by Commissioner Hoffmaster to approve the special meeting minutes of August 16, 2022. Motion carried.

### **Public Comment**

Terry Krull of Constantine commented on traffic and roads.

Tim Carls of Florence Township commented on the road commission.

### **Presentations**

There were none.

### **County Administrator's Report**

There was no report.

### **Committee Reports and Appointments**

Dr. Joyce DeJong of the Office of the Medical Examiner presented the 2021 Annual Report.

Eric Shafer and John Lindsey of the Road Commissioner presented the 2021 Annual Report.

Commissioner Malone commented on Judiciary committee.

### **Workforce Development Board**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Malone to approve the Michigan Works! Workforce Development 2022-2024 agreement and bylaws. Motion carried.

**L-4029 Amendment**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Malone to approve the millage request amendment. Motion carried.

**2023 County Child Care Fund Budget**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Malone to approve the animal control grant agreements and accept the grants. Motion carried.

**Eckert Wordell Design Services for Three Rivers Library Project**

It was moved by Commissioner Malone and seconded by Commissioner Czajkowski to approve the 2023 county childcare fund budget. Motion carried.

**AFSCME Family, Circuit, Friend of the Court, and Probate LOU**

It was moved by Commissioner Malone and seconded by Commissioner Hoffmaster to approve the letter of understanding regarding Juneteenth holiday. Motion carried.

**Real Estate Purchase Agreement**

It was moved by Commissioner Malone and seconded by Commissioner Hoffmaster to approve the real estate purchase agreement for the former Three Rivers Library property at 920 W. Michigan Avenue. Motion carried.

It was moved by Commissioner Malone and seconded by Commissioner Allen to approve up to \$45,000 for the parking lot project. Motion carried.

**Budget Amendments**

It was moved by Commissioner Malone and seconded by Commissioner Hoffmaster to approve the budget amendments as presented. Motion carried.

**Commissioner Comments**

Commissioner Hoffmaster commented on the road commission.

Commissioner Malone commented on county parks.

Commissioner Pangle commented on Project Connect, the county recycling day, and veteran services.

**Adjournment**

It was moved by Commissioner Malone and seconded by Commissioner Czajkowski to adjourn the meeting at 6:09 pm. Motion carried.

---

Abby Fader, Deputy County Clerk

Regular session of the Board of County Commissioners for the County of St. Joseph, State of Michigan, was held in the Commission Chambers on October 18, 2022, at 5 pm.

Deputy Clerk Fader called the meeting to order.

The invocation was given by Commissioner Hoffmaster.

Commissioner Hoffmaster led the Pledge of Allegiance.

Deputy Clerk Gauthier called the roll, and the following commissioners were present.

Dennis Allen                      Ken Malone  
Jared Hoffmaster

Commissioners Czajkowski and Pangle were absent.

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

**Interim Chair**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Allen to appoint Commissioner Malone as interim chair. Motion carried.

**Agenda**

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

**Minutes**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Allen to approve the minutes of September 20, 2022. Motion carried.

**Employee Service Recognition**

Employee service recognitions were presented.

**Public Comment**

Amy Robertson commented on Thurston Woods Village.

Dawn Griffith of Mendon Township commented on EMS and internet service.

Tim Carls of Florence Township commented on the Road Commission.

Rebecca Shank of Constantine commented on County parks.

Julie Pioch from MSU extension commented on statewide ballot proposals.

**Presentations**

Treasurer Humphreys presented the annual report from the Treasurer's Office.

Kathy Griffin, Court Administrator, presented the Circuit Court Annual Report.

**County Administrator's Report**

Ms. Doehring commented on the budget workshop.

**Committee Reports and Appointments**

Commissioner Malone commented on the Parks and Recreation Commission.

**Resolution to Approve the 2022 Apportionment Report  
Resolution 12-2022**

WHEREAS, MCL 211.37 as amended, requires the County Board of Commissioners at their October session, to apportion the amount of property taxes to be raised by the various taxing jurisdictions; and

WHEREAS, the attached Apportionment Report contains a summary of the requests for millages to be levied by the various taxing jurisdictions and the County of St. Joseph; and

WHEREAS, MCL 207.12, as amended, requires the Director of the County Tax Equalization Department to make and submit to the Department of Treasury, State Tax Commission, a detailed report of such actions by the County Board on a form prescribed by the Commission.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the St. Joseph County Board of Commissioners approves the attached summary of millage requests by the various taxing jurisdictions and further authorizes the St. Joseph County Equalization Director to certify such forms and submit them as required by law to the appropriate departments.

It was moved by Commissioner Hoffmaster and seconded by Commissioner Allen to approve the resolution. Motion carried 3-0 upon a roll call vote.

**Fiscal Year 2023 Community Correction Grant**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Allen to approve the grant. Motion carried.

**Fiscal Year 2022 Emergency Management Performance Grants**

It was moved by Commissioner Allen and seconded by Commissioner Hoffmaster to approve the grants. Motion carried.

**Resolution for ARPA Funding Recommendations  
Resolution 13-2022**

WHEREAS, on March 11, 2021, the United States Congress passed the American Rescue Plan Act of 2021 (“ARPA”), which provides fiscal relief funds to state and local governments, and other program areas aimed at mitigating the continuing effects of the COVID-19 pandemic; and

WHEREAS, ARPA is intended to provide support to local governments in responding to the impact of COVID-19 and in their efforts to mitigate the effects of COVID-19 in their communities, residents, and businesses; and

WHEREAS, ARPA includes State and Local Fiscal Recovery Funds (“Fiscal Recovery Funds”) to replace lost public sector revenue and provide government services up to the amount of revenue loss due to the pandemic; support the COVID-19 public health and economic response by addressing impacts on public health as well as addressing economic harms to households, small businesses, nonprofits, impacted industries, and the public sector; provide premium pay for eligible workers performing essential work; and invest in water, sewer, and broadband infrastructure; and

WHEREAS, the United States Department of Treasury has adopted the Final Rule as guidance regarding the use of the Fiscal Recovery Funds; and

WHEREAS, St. Joseph County is being awarded \$11,841,542 of Fiscal Recovery Funds and may allocate those funds as allowed by the terms and conditions of ARPA; and

WHEREAS, Fiscal Recovery Funds must be allocated by December 31, 2024, and fully expended by December 31, 2026; and

WHEREAS, the Board of Commissioners formed an ARPA advisory committee and received recommendations from the committee on how to allocate ARPA funds; and

WHEREAS, the Board of Commissioners previously adopted a resolution on March 15, 2022, as a statement of intent to allocate and expend \$11 million of the County's ARPA Funds in accordance with Federal law and guidance, including \$1 million to be allocated through a competitive grant process to other local units of government and nonprofit agencies within the county to address ARPA eligible pandemic needs; and

WHEREAS, the Board of Commissioners requested the submission of ARPA funding requests from local governments and nonprofits and reviewed and scored all the submissions received; and

WHEREAS, the ARPA advisory committee has reviewed the Board of Commissioners scoring and made recommendations to the Board of Commissioners regarding allocating the \$1,000,000 in competitive ARPA funding.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the St. Joseph County Board of Commissioners authorizes allocation of ARPA funds to the following organizations in the amounts designated for the purposes noted and consistent with US Treasury regulations and guidance:

1. \$39,200 to Burr Oak Township for a fire department additional truck bay.
2. \$39,200 to the City of Sturgis for paramedic training.
3. \$15,000 to the City of Three Rivers for neighborhood revitalization.
4. \$15,000 to the City of Three Rivers for the Three Rivers Downtown Development Authority/Main Street Small Business Grant Program.
5. \$23,500 to the Colon Community Fire and Rescue for education and recruitment.
6. \$15,000 to the Colon Township Library for library improvements.
7. \$15,000 to Community Healing Centers for Hope House recovery housing.
8. \$15,000 to Court Appointed Special Advocates (CASA) of Southwest Michigan, Inc. for CASA program support.
9. \$15,000 to the Daughters of the American Revolution for the Old Centreville Cemetery restoration project.
10. \$39,200 to Florence Township for the Constantine Fire Department for new equipment.
11. \$15,000 to Flowerfield Township for a new township hall.
12. \$150,000 for Habitat for Humanity of St. Joseph County for the St. Joseph County housing initiative.
13. \$39,200 to the Leonidas Fire Department for EMS equipment.
14. \$39,200 to the Mendon Fire Department for SCBA pack replacement.
15. \$39,200 to Mendon Township for the Mendon Township Fire Hall.

16. \$15,000 to Mendon Township/Mendon Community Schools for Mendon daycare start up – before and after school program.
17. \$20,400 to Mottville Township for Riverside Drive and Village of Mottville infrastructure.
18. \$15,000 to Nottawa Community School District for Cooperative Park expansion.
19. \$35,000 to Nottawa Township for an ambulance subsidy.
20. \$15,000 to Nottawa Township for the Nottawa Stone School Museum restoration.
21. \$15,000 to Nottawa Township for Nottawa Township community projects (restricted to library only).
22. \$15,000 to Nottawa Township for cemetery upgrades.
23. \$15,000 to Park Township (Lockport and Fabius) for the U.S. 131–M-60 corridor infrastructure collaboration project.
24. \$15,000 to the Schaeffer Counseling Center for mental health services related to COVID-19 (excludes capital expenditures).
25. \$15,000 to the St. Joseph County Grange Fair for connecting our community internet service.
26. \$120,000 to the St. Joseph County Human Services Commission for a fulltime housing coordinator.
27. \$62,500 to the St. Joseph County United Way for the Navigate (360) Prepared school safety program.
28. \$39,200 to Sturgis Township for emergency services.
29. \$39,200 to the Tri-Township Fire Department for training for EMRs to advance to EMTs.
30. \$35,000 to the Village of Centreville for the Village of Centreville Road project.
31. \$15,000 to the Village of Constantine for electronic water meters.

BE IT FURTHER RESOLVED that Board of Commissioners authorizes the County Administrator to develop the appropriate contracts with all awardees detailing the federal spending and reporting requirements and to bring forward those contracts for approval by the Board of Commissioners at a future meeting.

It was moved by Commissioner Hoffmaster and seconded by Commissioner Allen to approve the resolution. Motion carried 3-0 upon a roll call vote.

#### **Commissioner Comments**

Commissioner Hoffmaster commented on the employee service recognition and county parks.

Commissioner Allen commented on the employee service recognition and county parks.

Commissioner Malone commented on the employee service recognition and county parks.

#### **Adjournment**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Allen to adjourn the meeting at 6:05 pm. Motion carried.

---

Lindsay Oswald, County Clerk

Regular session of the Board of County Commissioners for the County of St. Joseph, State of Michigan, was held in the Commission Chambers on November 15, 2022, at 5 pm.

Chair Pangle called the meeting to order.

The invocation was given by Commissioner Czajkowski.

Commissioner Czajkowski led the Pledge of Allegiance.

Deputy Clerk Gauthier called the roll, and the following commissioners were present.

Dennis Allen	Jared Hoffmaster
Dan Czajkowski	Ken Malone
	Kathy Pangle

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

### **Agenda**

Commissioner Hoffmaster requested to add a transportation authority appointment to the agenda.

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

### **Minutes**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Malone to approve the minutes of October 18, 2022. Motion carried.

### **Public Comment**

Rebecca Shank of Constantine commented on communism.

### **Presentations**

Jeremy Von Eitzen presented the annual report for Friend of the Court.

Dustin Bainbridge, IT Director, presented the annual report for Information Technologies.

### **County Administrator's Report**

Ms. Doehring commented thanked Mr. Von Eitzen and Mr. Bainbridge for their annual reports and noted their dedication to their work.

### **Committee Reports and Appointments**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Malone to appoint Taylor Snow to the Transportation Authority. Motion carried.

Commissioner Malone commented on the Parks and Recreation Commission.

Commissioner Hoffmaster commented on the Judicial Committee.

### **2022-2023 Indigent Defense Agreement**

It was moved by Commissioner Malone and seconded by Commissioner Hoffmaster to approve the agreement. Motion carried.



**Fiscal Year 2022 Region V Homeland Security Grant Program Agreement**

It was moved by Commissioner Allen and seconded by Commissioner Malone to approve the grant agreement. Motion carried.

**Fiscal Year 2023 Specialty Court Grant Awards**

It was moved by Commissioner Allen and seconded by Commissioner Hoffmaster to approve the grants and agreements. Motion carried.

**Year End Budget Amendments**

It was moved by Commissioner Malone and seconded by Commissioner Hoffmaster to approve the budget amendments. Motion carried.

**Commissioner Comments**

Commissioner Czajkowski commented the budget meeting.

Commissioner Allen commented on the budget.

Commissioner Hoffmaster commented on the elections.

Commissioner Malone commented on Chief Public Defender Stickley.

Chair Pangle commented on a proposed development in the county and elder abuse.

**Adjournment**

Having no other business, Chair Pangle adjourned the meeting at 5:33 pm.

---

Lindsay Oswald, County Clerk

Regular session of the Board of County Commissioners for the County of St. Joseph, State of Michigan, was held in the Commission Chambers on December 20, 2022, at 5 p.m.

Chair Pangle called the meeting to order.

The invocation was given by Commissioner Czajkowski.

Commissioner Czajkowski led the Pledge of Allegiance.

Deputy Clerk Gauthier called the roll, and the following commissioners were present.

Dennis Allen	Jared Hoffmaster
Dan Czajkowski	Ken Malone
	Kathy Pangle

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

### **Agenda**

Commissioner Allen requested to remove item 8F from the agenda.

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

### **Minutes**

It was moved by Commissioner Malone and seconded by Commissioner Allen to approve the minutes of November 15, 2022. Motion carried.

### **2023/2024 Budget Public Hearing**

At 5:05 p.m., Chair Pangle opened the public hearing. There were no comments.

It was moved by Commissioner Malone and seconded by Commissioner Allen to close the public hearing. Motion carried.

Chair Pangle closed the public hearing at 5:06 p.m.

### **Public Comment**

Rebecca Shank of Constantine thanked the Commissioners for their service.

### **Presentations**

#### **Resolution 15-2022**

WHEREAS, Kathy Pangle has effectively served as County Commissioner for District No. 3 since January 1, 2017; and

WHEREAS, public service requires a personal commitment of time and energy; and

WHEREAS, Kathy Pangle has served on numerous committees with tireless dedication, most notably on the Commission on Aging, Area Agency on Aging Advisory Council, Community Action, Community Corrections, Community Mental Health, Human Services Commission, Planning Commission, Southcentral Michigan Planning Council, Veterans Affairs Board; and

WHEREAS, Kathy Pangle was elected by her peers and served as Chairperson of the Board in the year 2022 and Vice-Chairperson of the Board in the years 2020 and 2021; and

WHEREAS, this is the last meeting for Commissioner Pangle and we appreciate the level of service she has provided through 2022.

NOW THEREFORE BE IT RESOLVED, the St. Joseph County Board of Commissioners recognizes and expresses grateful appreciation for the devoted service that Commissioner Pangle has given to the citizens of St. Joseph County.

BE IT FURTHER RESOLVED, this resolution be presented to Commissioner Pangle with 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 20th day of December 2022.

**Resolution 16-2022**

WHEREAS, Dan Czajkowski has effectively served as County Commissioner for District No. 4 since January 1, 2017; and

WHEREAS, public service requires a personal commitment of time and energy; and

WHEREAS, Dan Czajkowski has served on numerous committees with tireless dedication, most notably on the Road Commission, Board of Public Works, Animal Control Advisory Board, Parks and Recreation; and

WHEREAS, Dan Czajkowski was elected by his peers and served as Vice-Chairman of the Board in the year 2022; and

WHEREAS, this is the last meeting for Commissioner Czajkowski as he did not seek re-election in 2022.

NOW THEREFORE BE IT RESOLVED, the St. Joseph County Board of Commissioners recognizes and expresses grateful appreciation for the devoted service that Commissioner Czajkowski has given to the citizens of St. Joseph County.

BE IT FURTHER RESOLVED, this resolution be presented to Commissioner Czajkowski with 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 20th day of December 2022.

It was moved by Commissioner Hoffmaster and seconded by Commissioner Allen to adopt the resolutions, 15-2022 and 16-2022, and waive second reading. Motion carried 5-0 upon a roll call vote.

**Annual Reports**

Judge Robert Pattison presented the annual report for 3B District Court.

Circuit Court Administrator Kathy Griffin presented the annual report for Probate Court.

Kevin Kane, Supervisor/Referee, presented the Juvenile Division and Family Court Annual Report.

**County Administrator's Report**

Ms. Doehring thanked Commissioners Czajkowski and Pangle for their service.

**Committee Reports and Appointments**

It was moved by Commissioner Malone and seconded by Commissioner Hoffmaster to reappoint David Miars with a term ending January 1, 2026 and Dan Czajkowski with a term from January 1, 2023 to January 1, 2026 to the Board of Public Works. Motion carried.

It was moved by Commissioner Malone and seconded by Commissioner Hoffmaster to appoint Kathy Pangle to the Commission on Aging with a term from January 1, 2023 to June 30, 2023. Motion carried.

It was moved by Commissioner Malone and seconded by Commissioner Czajkowski to appoint Luke Nofsinger, Paul Stutesman, Lisa Martin, Edward MacKay, Gerald Loudenslager, Robert Pattison, David Marvin, Jeffrey Middleton, Kitty Buchner, Autumn Keifer, Thomas Miles, David Tomlinson, Alek Haak-Frost, Ryan Banaszak, Thomas Lowry, and Clarence James to the Community Corrections Board with terms expiring December 31, 2023. Motion carried.

It was moved by Commissioner Malone and seconded by Commissioner Hoffmaster to reappoint Gerald Loudenslager to the Department of Health and Human Services with a term expiring October 31, 2025. Motion carried.

It was moved by Commissioner Malone and seconded by Commissioner Hoffmaster to appoint Matt Scheski to the Investment Advisory Committee. Motion carried.

It was moved by Commissioner Malone and seconded by Commissioner Hoffmaster to appoint Warren Atkins, Douglas Pagels, Mark Rippling, and Kathy Pangle to the Planning Commission with terms expiring January 1, 2026. Motion carried.

It was moved by Commissioner Malone and seconded by Commissioner Czajkowski to reappoint Rodney Chupp to the Road Commission with a term expiring December 31, 2028. Motion carried.

**Resolution to Approve the Amended 2022 Apportionment Report  
Resolution 17-2022**

Whereas, MCL 211.37 as amended, requires the County Board of Commissioners at their October session, to apportion the amount of property taxes to be raised by the various taxing jurisdictions; and

Whereas, the Board of Commissioners approved the tax spread containing the summary of requests for millages to be levied via resolution No. 12-2022 on October 18, 2022; and

Whereas, an amendment to the tax spread is required which reflects a voted millage increase on November 8, 2022 for Leonidas Township: Ambulance Millage Proposal of 0.3985 Mill; and

Whereas, MCL 207.12, as amended, requires the Director of the County Tax Equalization Department to make and submit to the Department of Treasury, State Tax Commission, a detailed report of such actions by the County Board on a form prescribed by the Commission.

Now, therefore, be it hereby resolved that the St. Joseph County Board of Commissioners approves the attached amended summary of millage requests by the various taxing jurisdictions and further authorizes the Director of the St. Joseph County Tax Equalization Department to make, sign, and submit such forms as are required by law to the appropriate departments.

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

**Budget Resolution  
Resolution 18-2022**

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 2023 & 2024 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 2023 & 2024 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 Parks & Recreation .25; and

Whereas, the 2023 & 2024 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:

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

**Courts Building Master Plan**

It was moved by Commissioner Allen and seconded by Commissioner Malone to authorize Teresa Doehring, County Administrator, to execute the scope of work as identified in the St. Joseph County Master Plan Documents of December 20, 2022 and contingent to final county legal approval. Motion carried.

**American Rescue Plan Act Funding Agreements**

It was moved by Commissioner Malone and seconded by Commissioner Czajkowski to approve the American Rescue Plan Act grantee agreement and authorize the county administrator to execute agreements with the thirty-one entities receiving funds for the purposes described in the St. Joseph County resolution 13-2022 adopted on October 18, 2022. Motion carried.

**Employment Agreement**

It was moved by Commissioner Allen and seconded by Commissioner Hoffmaster to approve the employment agreement with Teresa Doehring. Motion carried.

**Commissioner Comments**

Commissioner Czajkowski commented on the incoming commission.

Commissioner Allen commented on the budget.

Commissioner Malone commented on the incoming commission.

Commissioner Hoffmaster thanked Commissioners Czajkowski and Pangle.

Chair Pangle thanked everyone.

**Closed Session**

It was moved by Commissioner Hoffmaster and seconded by Commissioner Allen to enter into closed session to discuss with our attorney trial and/or settlement strategy in the pending lawsuit of Grainger v. County of Ottawa, et al., Case No:19-cv-501, pursuant to MCL 15.268(e), because discussion on the open record will have a detrimental financial effect on the litigation or settlement position of St. Joseph County; and also to discuss material exempt from disclosure under the attorney-client privilege, MCL 15.243(1)(g), pursuant to MCL 15.268(h). Motion carried 5-0 upon a roll call vote.

Chair Pangle adjourned to closed session at 6:20 p.m.

**Reconvene to Open Session**

Chair Pangle reconvened the meeting to open session at 6:46 p.m.

**Resolution 14-2022**

Whereas, Wayside Church, et al, filed a class action complaint against a number of counties in the United States District Court for the Western District of Michigan in Civil Action No. 1:14-cv-01274 (“Complaint”); and

Whereas, Parties have been exploring and preparing defenses and participating in settlement negotiations under the oversight of the 6th Circuit Court of Appeals Mediation process; and,

Whereas, the parties are desirous of avoiding future litigation and controversy and after extensive negotiations, have agreed to certain terms and conditions set forth in the Settlement and Release Agreement, subject to approval by the Court, and as outlined by counsel; and

Whereas, the County understands that the Settlement and Release Agreement is a compromise of a disputed claim and that payment(s) made and conditions state therein are not to be construed as an admission of liability on the part of the parties being released by who all liability is expressly denied; and,

Whereas, after consultation with legal counsel, and the County Treasurer and upon the recommendation and endorsement of the Settlement by each, the County believes it is in the best interests of the citizens of ST. JOSEPH County to resolve the litigation in accordance with the Settlement and Release Agreement, subject to approval by the Court.

Therefore, be it resolved, that the ST. JOSEPH County Board of Commissioners approves entering into the Settlement and Release Agreement in connection with Civil Action No. 1:14-cv-01274, subject to approval by the Court.

Be it further resolved, that the Chairperson of the Board of Commissioners, the Treasurer or counsel are hereby authorized to sign the Settlement and Release Agreement on behalf of ST. JOSEPH County, subject to approval by the Court.

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

**Adjournment**

It was moved by Commissioner Czajkowski and seconded by Commissioner Hoffmaster to adjourn. Motion carried.

Chair Pangle adjourned the meeting at 6:49 p.m.

---

Lindsay Oswald, County Clerk