



## BOARD OF COMMISSIONERS

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### EXECUTIVE COMMITTEE

#### Agenda

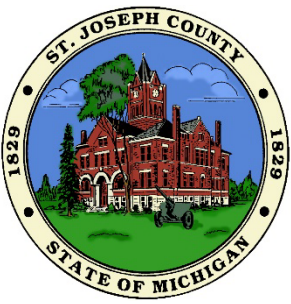
January 9, 2024, at 4:00p.m.

HISTORIC COURTHOUSE, HISTORY ROOM

1. Parks Department 5-Year Strategic Plan Adoption and Public Hearing – Jaymes MacDonald
2. Board of Public Works Re-appointments
  - a. Robert Horton
  - b. Gerald Loundenslager
3. Building Authority Board Appointment – Kathleen Carr
4. 2024 Committee Assignments – Ken Malone

#### OTHER:

- o Discussion of leasing and possibly purchasing the property located at 308 Main Street, Three Rivers – Stoney Summey



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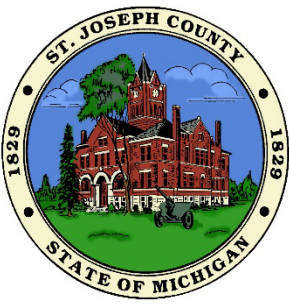
### EXECUTIVE COMMITTEE

#### Agenda

February 13, 2024, at 4:00p.m.  
HISTORIC COURTHOUSE, HISTORY ROOM

1. Centreville Courts Project Discussion – Jen Sawyer & Commissioner Baker
2. 2024 Millage Renewal Road Commission – John Lindsey
3. Communications Tower – Stacey Bower
4. Prosecutor's Office Status & Update – David Marvin

OTHER:



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#### Agenda

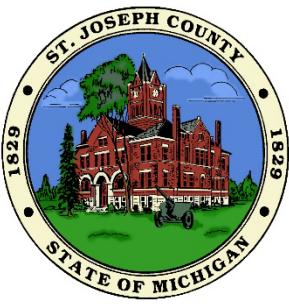
March 12, 2024, at 4:00p.m.

HISTORIC COURTHOUSE, HISTORY ROOM

1. Building Projects Update – Jennifer Sawyer
2. Probate Court Temporary Part-Time Position – Kathy Griffin
3. 2024 Millage Renewal COA – Pam Riley
4. Agreement for the Operation of the Branch, Hillsdale, and St. Joseph Community Health Agency for Branch, Hillsdale, and St. Joseph Counties – Jared Hoffmaster
5. ARPA Grant Discussion – Angie Steinman and Mary Swanson
6. Opioid Settlement Review and Direction – Teresa Cupp and Amy Dolinky, Technical Advisor, MAC
7. Public Defender’s Office Update – Keith Sticklely
8. Follow up to Citizens Comments regarding voting security – Ken Malone
9. Deputy Medical Examiner Re-appointments and Appointment
  - a. Amanda Fisher-Hubbard, MD
  - b. Edmund Donoghue, MD
  - c. Jared Brooks, MD
  - d. Anna Tart, MD
  - e. Christine James, DO as of 04-01-24
10. Agricultural Preservation Board Re-appointments
  - a. Henry Miller
  - b. Carolyn Grace
11. Veterans Affairs’ Advisory Board Re-appointments
  - a. Bill Walters
  - b. Nathan Brown
  - c. Stoney Summey

#### OTHER:

- Julie Pioch will be presenting the 2023 MSUE Annual Report



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#### Agenda

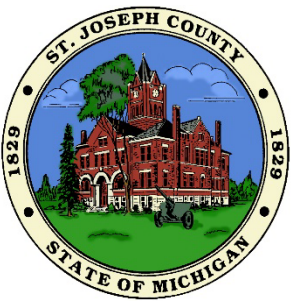
April 9, 2024, at 3:00p.m.

HISTORIC COURTHOUSE, HISTORY ROOM

1. Voting Security – Lindsay Oswald
2. Adoption of Probate Court Location Resolution – Kathy Griffin
3. Adopt Resolution to approve the 2024 Equalization Report – Josh Simmons
4. Tower Location Cade Lake Park – Stacey Bower
5. ARPA Update – Angie Steinman
6. Board of Commissioners Board Rules Revision – Teresa Cupp
7. Pivotal Board Re-appointments
  - a. Carol Naccarato
  - b. Kathy Pangle
  - c. Katherine Decker
  - d. Rick Shaffer
8. Commission on Aging Advisory Board
  - a. Timothy Barron

#### OTHER:

- Jeff Wenzel will be presenting the 2023 Drain Commission Annual Report
- Jerry Happel will be presenting the 2023 GIS Annual Report
- Cameron Bullock will be presenting the 2023 Pivotal Annual Report



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### EXECUTIVE COMMITTEE

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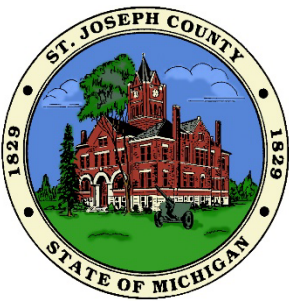
May 14, 2024, at 4:00p.m.

HISTORIC COURTHOUSE, HISTORY ROOM

1. PACE Program Presentation and Resolution – Mary Freeman
2. Materials Management Planning Recommendation and Resolution – Pat Kulikowski
3. KARPEL Case Management Software Prosecutor’s Office – David Marvin
4. Ballot Verifier Quote – Lindsay Oswald
5. Tower Proposal – Stacey Bower
6. Contract for Services with Centreville Schools – Jason Bingaman
7. Resolution to Allocate Local Fiscal Recovery Funds Received Through ARPA – Angie Steinman
8. Community Corrections Grant – Melissa Bliss
9. Animal Control Grant – Jessica Miller
10. Review of Board Rules – Teresa Cupp

#### OTHER:

- Lindsay Oswald will be presenting the 2023 Clerk and ROD Annual Report
- Dave Marvin will be presenting the 2023 Prosecutor’s Office Annual Report



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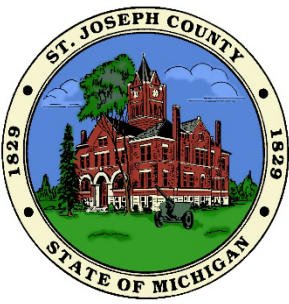
### EXECUTIVE COMMITTEE

#### Agenda

June 11, 2024, at 4:00p.m.

#### HISTORIC COURTHOUSE, HISTORY ROOM

1. Closed Session Legal Opinion  
*I move to go into closed session under Section (h) of the Open Meetings Act to discuss a written legal opinion exempt from disclosure under the attorney-client privilege and section 13(1)(g) of the Freedom of Information Act.*
2. DCS Technology Rural Broadband Study Update – Chris Scharrer
3. SJC Centreville Courthouse Renovation Project Eckert Wordell Proposal – Jen Sawyer
4. 2024 L-4029 Millage Request – Josh Simmons
5. AI Steering Committee Recommendation – Jerry Happel
6. Custodial Services at Three Rivers Campus – Jody Alger
7. Veteran Transition House Lease Request 308 South Main Street – Stoney Summey
8. MMP Intergovernmental Agreement with St. Joseph County and Branch County – Teresa Cupp
9. Bolton Wage Compensation & Classification Study Proposal – Teresa Cupp
10. Request for May 2024 Tornado Summary Report from Erin Goff & Kelly Hostetler – Rick Shaffer
11. Local Emergency Planning Committee (LEPC) Board Appointment Nathan Francis



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### EXECUTIVE COMMITTEE

#### Agenda

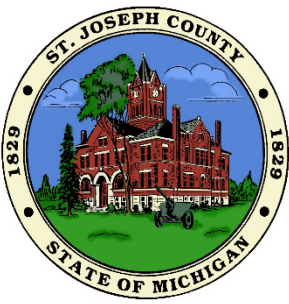
July 9, 2024, at 4:00p.m.

### HISTORIC COURTHOUSE, HISTORY ROOM

1. County Childcare Fund Budget – Karen Marcath
2. Community Development Block Grant (CDBG) Emergency Repair Program Guidelines - Angie Steinman
3. Bond Financing: RESOLUTION TO PURCHASE, ACQUIRE AND CONSTRUCT CAPITAL IMPROVEMENTS AND TO PUBLISH NOTICE OF INTENT TO ISSUE MUNICIPAL SECURITIES – Angie Steinman
4. Board of Commissioner Retreat – Luis Rosado

#### OTHER:

- Laura Sutter will be presenting the FY 2025 Annual Implementation Plan for the Branch – St. Joseph Area Agency on Aging 3-C
- Rebecca Burns will be presenting the 2023 Branch-Hillsdale-St. Joseph Community Health Agency Report



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### EXECUTIVE COMMITTEE

#### Agenda

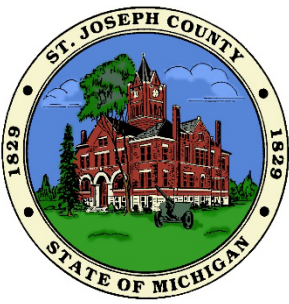
August 13, 2024, at 4:00p.m.

#### HISTORIC COURTHOUSE, HISTORY ROOM

1. Building Project Updates – Jen Sawyer
2. Special License for Alcohol Sales – Jaymes MacDonald
3. Rawson’s King Mill Updates – Jeff Wenzel
4. Delinquent Tax Fund Update – Kathy Humphreys
5. Class Action Lawsuit Update – Kathy Humphreys
6. Notice of Public Hearing St. Joseph County Brownfield Redevelopment Authority Regarding the Adoption of a Brownfield Plan of WITT Properties LLC Development White Pigeon, St. Joseph County, Michigan – David Stegink
7. Notice of Public Hearing Community Development Block Grant (CDBG) Funding for Emergency Program Income Funding – Angie Steinman
8. FY 2023 Gabridge & Company Audit Presentation – Angie Steinman
9. Strategic Plan Schedule Update – Teresa Cupp
10. Colon Michigan Grange #215 150<sup>th</sup> Anniversary Resolution – Rick Shaffer

#### OTHER:

- White Pigeon Tower – Teresa Cupp
- Laura Brott will be presenting the St. Joseph County Human Services Commission 2023 Annual Report.
- Eric Shafer and John Lindsey will be presenting the 2023 St. Joseph County Road Commission Annual Report.
- Kevin Kane will be presenting the Juvenile Division Family Court 2023 Annual Report
- Closed Session - Rich Cherry, Miller Johnson



## BOARD OF COMMISSIONERS

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### EXECUTIVE COMMITTEE

#### Agenda

September 10, 2024, at 4:00p.m.

HISTORIC COURTHOUSE, HISTORY ROOM

#### \*Reminder Consent Agenda

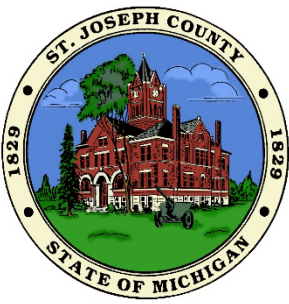
1. Amend 2024 L-4029 Tax Rate Request Form – Josh Simmons
2. COA Request to Purchase a Cargo Van – Angie Steinman
3. County Child Care Fund Budget – Kevin Kane
4. Southwest Workforce Development Board
  - A. Bylaws of the Michigan Works! Southwest Workforce Development Board – Jared Hoffmaster
  - B. Resolution Intergovernmental Transfers of Functions and Responsibilities Agreement between St. Joseph County and the State of Michigan and Michigan Works! Southwest – Jared Hoffmaster
5. Purchasing Policy – Angie Steinman
6. Board Rules – Conflict Language – Ken Malone
7. Transportation Authority Board Appointment - Jared Dishinger
8. Board iPad Discussion – Teresa Cupp
9. Budget Workshop Set Dates – Teresa Cupp

#### Possible Workshop Dates:

- Tuesday, October 8<sup>th</sup> 2:30pm – 3:45pm (Executive Meeting)
- Tuesday, October 15<sup>th</sup> 3:30pm – 4:45pm (Board Meeting)

#### OTHER:

- Kathy Humphreys will be presenting the Treasurer 2023 Annual Report



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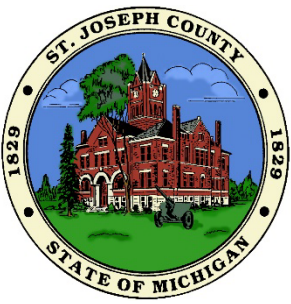
### EXECUTIVE COMMITTEE Agenda October 8, 2024, at 4:00p.m. HISTORIC COURTHOUSE, HISTORY ROOM

#### \*Reminder Consent Agenda

1. Courthouse Construction Budget – Jen Sawyer
2. 2024 Apportionment Report – Josh Simmons
3. FY 2025 Emergency Management Performance Grant – Erin Goff
4. 2024 - 2027 Motorola Service Agreement Renewal – Stacey Bower
5. FY 24-25 Public Defender Contracts – Keith Stickley
6. Contract Position Glen Oaks Community College – Jason Bingaman
7. MDHHS Grant Agreement Acceptance MAT Program – Jason Bingaman
8. 2025 – 2029 Medical Examiner Services Agreement – Teresa Cupp
9. Medical Examiner Board Appointment Dr. Thomas Koster
10. Commission on Aging Board Appointments
  - a. Amanda Johnson
  - b. Margaret Mead
  - c. Timothy Barron
  - d. Phillip Kline
  - e. George Letts

#### OTHER:

- Dr. Patrick Hansma will be presenting the Medical Examiner 2023 Annual Report
- Clayton Lyczynski will be presenting the Housing Coordinator 2023 Annual Report
- Melissa Bliss will be presenting the 2023 Community Corrections Annual Report
- Employee Service Award Presentations will be presented at the November 19<sup>th</sup> Board Meeting



## BOARD OF COMMISSIONERS

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### EXECUTIVE COMMITTEE

#### Agenda

October 22, 2024, at 4:00p.m.

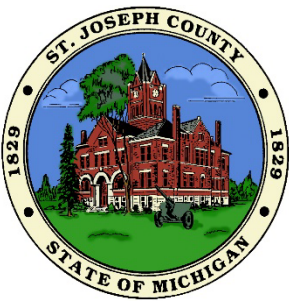
**HISTORIC COURTHOUSE, HISTORY ROOM**

#### \*Reminder Consent Agenda

1. Elected Officials Compensation – Teresa Cupp
2. Commissioner Appointment – Ken Malone
3. Materials Management Planning Committee Appointments
  - a. Michael O'Rourke
  - b. Carol Higgins
  - c. Eric Shafer
4. Brownfield Redevelopment Authority Board Appointments
  - a. Mark Honeysett
  - b. Ken Jones

#### OTHER:

- Employee Service Award Presentations will be presented at the October 28<sup>th</sup> Board Meeting – Light Reception at 4:15 in the History Room.
- Closed Session



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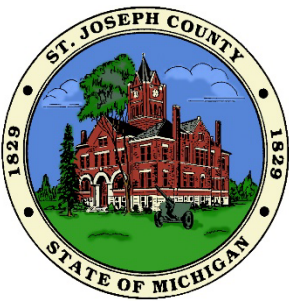
**EXECUTIVE COMMITTEE**  
**Agenda**  
**November 12, 2024, at 4:00p.m.**  
**HISTORIC COURTHOUSE, HISTORY ROOM**

\*Reminder Consent Agenda

1. Jail Project Additional Work Scope & Projects Update – Jen Sawyer
2. Jail Ceiling Request – Jody Alger
3. FY 2024 Region 5 Homeland Security Grant Program (HSGP) Agreement – Erin Goff
4. Request for Exception to Hiring Freeze Judicial Secretary/Court Recorder – Tab Wedge
5. Request for Exception to Hiring Freeze Juvenile Director/ Attorney Referee – Kevin Kane
6. Request for Exception to Hiring Freeze Information Technology Network Analyst and/or Technician– Dustin Bainbridge
7. Budget Public Hearing (11/19/24 at 5:00pm) and Adoption of the 2025/2026 Budget – Angie Steinman
8. Year End Budget Amendments – Angie Steinman
9. Pivotal Board Appointment
  - a. Raul Morales
10. Building Authority Board Re-Appointments
  - a. Joseph Bippus
  - b. Kathleen Carr
11. St. Joseph County Road Commission Re-appointment – Luis Rosado
  - a. Vincent Mifsud
12. Closed Session – Periodic Personnel Evaluation

OTHER:

- Closed Session – contractual bargaining unit agreements with employment attorney



## BOARD OF COMMISSIONERS

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### EXECUTIVE COMMITTEE

#### Agenda

**December 10, 2024, at 4:00p.m.  
HISTORIC COURTHOUSE, HISTORY ROOM**

\*Reminder Consent Agenda

1. Closed Session Collective Bargaining Agreement Update – Leigh Schultz, Miller Johnson  
*I move that the Board of Commissioners enter into a closed session under Section 8(c) of the Michigan Open Meetings Act, MCL 15.268(c), for the purpose of discussing strategy and negotiation sessions connected with the negotiation of collective bargaining agreements, as requested by the county's employment attorney.*
2. 2025 Agreement for Extension Services – Julie Pioch
3. Resolution of the St. Joseph County Board of Commissioners Supporting the St. Joseph County Commission on Aging's Partnership with the Area Agency on Aging 3-C in Applying for the State of Michigan Grant Funding Opportunity (GFO) for the No Wrong Door Program – Pam Riley
4. A Resolution of the St. Joseph County Commission on Aging Advisory Board Supporting the St. Joseph County Commission on Aging's Partnership with the Area Agency on Aging 3-C in Applying for the State of Michigan Grant Funding Opportunity (GFO) for the No Wrong Door Program – Pam Riley
5. Pivotal Mental Health and Substance Abuse Services Appropriation Resolution – Angie Steinman
6. Community Health Agency Appropriation Resolution – Angie Steinman
7. Board/Committee Appointments
  - a. 911 Policy Board Appointment – Stacey Bower
    - i. Greg Carlin
  - b. Community Corrections Advisory Board Appointments – Melissa Bliss
    - i. See attached list
  - c. Planning Commission
    - i. Lon Huffman
    - ii. Edward Bell
    - iii. Joe Woodin
  - d. St. Joseph County Road Commission Re-appointment – Luis Rosado
    - i. Vincent Mifsud
8. Board of Commissioners First Meeting Date Tuesday, January 7<sup>th</sup> at 5:00pm

OTHER:

- Chairperson and Commissioner Presentation along with Resolution honoring Dennis Allen. 2017 – 2024. Presented by Ken Malone & Rick Shaffer.