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 19, 2024, at 5:00 pm.

Chairman Malone called the meeting to order.

The invocation was given by Commissioner Shaffer.

County Clerk Gina Everson called the roll, and the following commissioners were present:

Rusty Baker	Luis Rosado	Christina Yunker
Terry Conklin	Rick Shaffer	
Jared Hoffmaster	Ken Malone	

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

Adoption of Agenda

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

Consent Agenda

It was moved by Commissioner Hoffmaster and seconded by Commissioner Baker to approve the Consent Agenda as presented. Motion carried.

2025/2026 Budget Public Hearing

Chairman Malone opened the floor to public comments at 5:02pm.

Tim Carls of Florence Township commented on the park tax.

Andrew Brandt of St. Joseph County commented on metal detectors.

Hearing no other comments, Chair Malone closed the public hearing at 5:07pm.

Public Comment

Allie Kyle of Colon commented on the Brittany Wallace Shank investigation and the podcast Hide and Seek.

Susan Dineen of Colon commented on the Brittany Wallace Shank investigation.

Jackie Milliman of Sturgis commented on the Brittany Wallace Shank investigation. Jackie also read a statement from Greg Wallace about the event held on October 26, 2024.

Tim Carls of Florence township commented on extra patrol.

Paige Willis of White Pigeon commented on hours for elected officials.

County Administrator's Report

Teresa Cupp had nothing to report.

Committee Appointments

It was moved by Commissioner Hoffmaster and seconded by Commissioner Baker to appoint Thomas Sikorski to the Materials Management Planning Committee. Motion carried unanimously.

It was moved by Commissioner Shaffer and seconded by Commissioner Rosado, to appoint Elena Meadows to the Planning Commission. Motion carried unanimously.

Unfinished Business
None to report

Year-end Budget Amendments
It was moved by Commissioner Hoffmaster and seconded by Commissioner Shaffer to authorize the Finance Director, after review by the County Administrator, to make any budget amendments necessary after the date of this board meeting to ensure the County's budget is compliant with State requirements. Motion carried unanimously.

2025/2026 Budget Adoption
RESOLUTION 16 - 2024
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 2025 & 2026 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 2025 & 2026 Budget are based on the intent of the Board of Commissioners to levy property tax millages as follows: County Operating 4.5162, 9-1-1 .9930, Commission on Aging .7500,Transportation .3296, County Roads 1.0000 and Park & Recreation .2489; and

WHEREAS, the 2025 & 2026 Budget has been apportioned to the various County departments in the categories of Total Personnel Services, Total Operating Expenditures, and Total Capital Expenditures; and

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

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

Total Operating Expenditures: Permission of the Board of Commissioners is required for transfers to or from line items within this category if the transfer is to or from a different category. Budgeted expenditures and transfers between line items within this category are at the discretion of management in accordance with the County Purchasing Policy. Commissioners have determined a list of approved dues that will be paid for 2025. Only those dues approved shall be paid from County funds.

Total Capital Expenditures: Budgeted expenditures to the extent of the Board approved capital listing contained in the adopted 2025 & 2026 budget documents are at the discretion of management in accordance with the County Purchasing Policy. Permission of the Board of Commissioners is required to purchase items not previously approved if the request exceeds $20,000. Non-budgeted capital requests under $20,000 shall be presented to the County Administrator/Controller, or his designee, in accordance with the County Purchasing Policy. Transfers between line items within this category shall be presented to the County Administrator/Controller, or his designee, for consideration.

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

It was moved by Commissioner Rosado and seconded by Commissioner Hoffmaster to adopt the 2025/2026 budget resolution. Motion carried 5-1 with Commissioner Yunker dissenting.

Employment Agreement

It was moved by Commissioner Hoffmaster and seconded by Commissioner Yunker to approve the employment agreement for Teresa Cupp. Motion carried unanimously upon a roll call vote.

Commissioner Comments

Commissioner Yunker commented on the reason for voting no on the budget was due to not having access to the budget information, as she was recently appointed.

Commissioner Shaffer commented on the Brittany Shank investigation.

Commissioner Hoffmaster commented on the Brittany Shank investigation.

Commissioner Malone commented on the Parks.

Closed Session

Commissioner Rosado moved, and Commissioner Hoffmaster seconded, to 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. The motion carried unanimously.

The commission entered the closed session at 5:37 p.m. with Attorney Leigh Schultz present.

There being no further business after the closed session, the meeting adjourned at 6:27 p.m.

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Gina Everson, St. Joseph County Clerk/Register