

## BOARD OF COMMISSIONERS

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**ST. JOSEPH COUNTY BOARD OF COMMISSIONERS  
AGENDA for MEETING on February 17, 2026 at 6:00pm  
HISTORIC COURTHOUSE, COMMISSION ROOM**

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1. Call to Order
2. Opening Ceremonies  
(Invocation and Pledge of Allegiance)
3. Roll Call
4. Adoption of Agenda
5. Consent Agenda
  - A. Executive Committee Meeting Minutes – February 10, 2026
  - B. Regular Board Meeting Minutes – January 20, 2026
  - C. Child Care Fund Budget Amendment

**ESTABLISH THE BUDGETS TO TRANSFER DOLLARS FROM GENERAL FUND  
DUE TO AN INCREASE IN HOME CARE COSTS IN THE CHILDCARE FUND**

101-212-675.010	BUDGETED USE OF FUND BALANCE	\$11,400
101-965-995.292	TRANSFER TO F292 CHILD CARE FUND	\$11,400
292-663-699.101	TRANSFER IN FROM GENERAL FUND	\$11,400
292-662-844.130	COUNSELING	\$11,400

- D. Community Corrections Advisory Board Reappointments/Appointments
- E. Local Emergency Planning Committee Appointment
- F. Parks and Recreation Board Reappointment
- G. Planning Commission Appointment
- H. Board of Public Works Reappointment/Appointment
- I. Transportation Authority Reappointments
- J. Acknowledgement of Receipt – Check Register

Suggested motion: I move to approve the consent agenda items.

6. Public Comment (4-minute limit per person)
7. Presentations
8. County Administrator's Report
9. Committee Reports and Appointments
10. Unfinished Business
11. New Business
  - A. Jail Screening Project Bid Recommendation – Presented by Daniel Byam  
Suggested motion: I move to approve the Engineer's Recommendation to accept the bid from Ottenweller Contracting and issue a Notice of Award, as presented.
  - B. Resolution to Join the Michigan Liquid Asset Fund Plus – Presented by Commissioner Yunker  
Suggested motion: I move to approve the Resolution to Join the Michigan Liquid Asset Fund Plus, as presented, and waive the second reading.
  - C. Kalamazoo County Household Hazardous Waste Center Request for Support – Presented by Erin Goff  
Suggested motion: I move to approve the Letter of Support for the Kalamazoo County Household Hazardous Waste Center, as presented.
12. Commissioner Comments (for items not on the agenda)
13. Adjournment

## **EXECUTIVE COMMITTEE MINUTES**

**February 10, 2026, at 4:00 p.m.**

### **HISTORIC COURTHOUSE, HISTORY ROOM**

Commissioners Present: Commissioners Jared Hoffmaster, Rusty Baker, Christina Yunker, Luis Rosado, Ken Malone, and Rick Shaffer.

Commissioners Absent: Commissioner Conklin, Shaffer

Also Present: Teresa Cupp, County Administrator

1. EDGE Board Presentation – Ken Jones, Jill Bland. No action was taken.

Commissioner Shaffer joined the meeting at 4:02 p.m.

2. Jail Screening Project Bid Discussion – Daniel Byam. By consent, the item was added to the agenda.
3. Eagleview – Josh Simmons. No action was taken.
4. Child Care Fund Budget Amendment – Judge Kevin Kane. By consent, the item was added to the agenda.
5. Resolution to join: THE MICHIGAN LIQUID ASSET FUND PLUS Request – Kathy Humphreys. By consent, the item was added to the agenda.
6. Community Corrections Advisory Board Appointments – Tiffany Howe. By consent, the item was added to the consent agenda.
7. Local Emergency Planning Committee Appointment Recommendation – Erin Goff. By consent, the item was added to the consent agenda.
8. Parks and Recreation Board Reappointment Recommendation – Erin Goff. By consent, the item was added to the consent agenda.
9. Planning Commission Appointment Recommendation – Erin Goff. By consent, the item was added to the consent agenda.
10. Board of Public Works Appointment Recommendation – Erin Goff. – By consent, the item was added to the consent agenda.
11. Transportation Authority Reappointment Recommendation – Erin Goff. – By consent, the item was added to the consent agenda.
12. Public Comments  
Tony Mayer provided comments.
13. Commissioner Comments  
None.

There being no further business, the meeting adjourned at 5:00 p.m.

Respectfully submitted,

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Melissa J. Bliss, St. Joseph County Deputy Clerk

# ST. JOSEPH COUNTY BOARD OF COMMISSIONERS

## REGULAR MEETING

**January 20, 2026**

The 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 20, 2026, at 6:00 p.m.

1. Clerk Everson called the meeting to order.
2. An invocation was given, followed by the Pledge of Allegiance.
3. Clerk Everson called roll:

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

Also Present: County Administrator Teresa Cupp and Finance Director Angie Steinman

Absent: None

#### 4. **ADOPTION OF AGENDA**

It was moved by Commissioner Rosado and seconded by Commissioner Baker to add a closed session to the agenda, as item #13. Motion carried.

#### 5. **CONSENT AGENDA**

It was moved by Commissioner Malone and seconded by Commissioner Saffer to approve the consent agenda, as presented.

Commissioner Yunker inquired about the prior monthly financials.

- A. Executive Committee Meeting Minutes for January 13, 2026**
- B. Special Board Meeting Minutes of January 6, 2026**
- C. MSU-Extension Memorandum of Agreement**
- D. Three Rivers Courthouse Bi-Directional Amplifier Budget Amendment**
  - 101-212-675.010 \$30,120 Budgeted us of Fund Balance
  - 101-965-995-445 \$30,120 Transfer to Capital Improvement Fund
  - 445-001-699-101 \$30,120 Transfer in from General Fund
  - 445-001-986.265 \$30,120 Capital Purchases
- E. Sheriff's Office – Fabius Township Contract and Budget Amendment**
  - 101-212-675.010 \$24,860 Budgeted us of Fund Balance
  - 101-965-995-266 \$24,860 Transfer to Law Enforcement Fund
  - 266-301-699.101 \$24,860 Transfer in from General Fund
  - 266-301-676.010 \$24,860 Reimbursement – Fabius Township
- F. Deputy Medical Examiner Appointment – Anna Tart, MD**

Motion carried.

**6. PUBLIC COMMENT**

Commissioner Hoffmaster opened the floor to public comment at 6:04 p.m.

Kayla Mitchell, Sheila Kroupa, Deborah Davis, Tony Mayer, Robin Burpee, Georgina Shafer, Mary McClain, Linda Baker, Andrew Brandt, Deb Shippy, Kelly Weaver, Reggie Chapman, Anne Riopel, Rebecca Shank, Marissa Norris, provided comments.

Commissioner Hoffmaster closed the floor to public comment at 6:46 p.m.

**7. PRESENTATIONS**

**A. Employee Service Awards**

- Erin Goff – 10 year
- Stoney Summey – 10 year
- Melissa Patch – 10 year
- Hon. Paul Stutesman – 20 year
- Mary Herendeen – 30 year
- Teresa Cupp – 10 year

**8. COUNTY ADMINISTRATOR'S REPORT**

None

**9. COMMITTEE REPORTS AND APPOINTMENTS**

**A. 2026 Commissioner Committee Assignments**

By consent, the Commission approved the 2026 Commissioner Committee Assignments, as presented.

**10. UNFINISHED BUSINESS**

None reported.

**11. NEW BUSINESS**

**A. Centreville Courts Building Renovation Final Budget – Jennifer Sawyer**

It was moved by Commissioner Shaffer and seconded by Commissioner Malone to approve the Centreville Courts Building Renovation Final Budget, as presented.

Commissioner Yunker, Baker, Malone, Rosado, and Hoffmaster provided comments.

- Commissioner Baker - No
- Commissioner Malone - Yes
- Commissioner Shaffer - Yes
- Commissioner Conklin - No
- Commissioner Rosado - Yes
- Commissioner Yunker - No
- Commissioner Hoffmaster – Yes

Motion carried 4-3, by a roll call vote.

**B. Data Centers/Battery Storage Facilities Resolution – Commissioner Yunker**

It was moved by Commissioner Yunker and seconded by Commissioner Malone to adopt the resolution, send to the other 82 MI counties, MI Township Services, MAC, Governor, and our local legislators, as presented, and waive the second reading. Commissioner Shaffer and Hoffmaster provided comments.

- Commissioner Yunker – Yes
- Commissioner Rosado – Yes
- Commissioner Baker – Yes
- Commissioner Shaffer – Yes
- Commissioner Conklin – Yes
- Commissioner Malone - Yes
- Commissioner Hoffmaster – Yes

Motion carried 7-0, by a roll call vote.

**C. Server Platform Budget Amendment – Dustin Bainbridge**

It was moved by Commissioner Malone and seconded by Commissioner Rosado to approve the Server Platform Budget Amendment, as presented. Commissioner Malone provided comments. Motion carried.

**12. COMMISSIONER COMMENTS**

Commissioner Conklin, Malone, Shaffer, Baker, Rosado, and Hoffmaster provided comments.

It was moved by Commissioner Rosado and seconded by Commissioner Malone to go into closed session pursuant to Sections 8(1)(h) of the Open Meetings Act to consider Corporation Counsel’s written legal opinions regarding Freedom of Information Appeals from requesters: Gordon Lynn Evilsizor and EWU Media LLC., which written legal opinions are exempt from public disclosure under state and federal law.

- Commissioner Yunker – Yes
- Commissioner Rosado – Yes
- Commissioner Baker – Yes
- Commissioner Shaffer – Yes
- Commissioner Conklin – Yes
- Commissioner Malone - Yes
- Commissioner Hoffmaster – Yes

Motion carried 7-0, by a roll call vote.

The Commission adjourned into a closed session at 7:26 p.m.

The Commission reconvened into an open session at 8:06 p.m.

Chair Hoffmaster stated that the Commission met in closed session pursuant to Sections 8(1)(h) of the Open Meetings Act to consider Corporation Counsel’s written legal

opinions regarding Freedom of Information Appeals from requesters: Gordon Lynn Evilsizor and EWU Media LLC., which written legal opinions are exempt from public disclosure under state and federal law, and no decisions were made.

It was moved by Commissioner Baker and seconded by Commissioner Yunker to deny part and approve in part SO-2025-174. Motion carried.

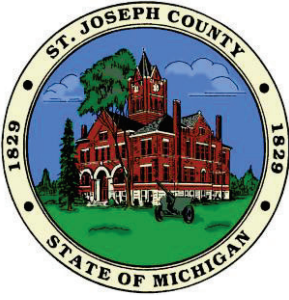
It was moved by Commissioner Malone and seconded by Commissioner Baker to deny in part and uphold in part the FOIA appeal. Motion carried.

**13. ADJOURNMENT**

It was moved by Commissioner Shaffer and seconded by Commissioner Malone to adjourn the meeting at 8:12 p.m. Motion carried.



Melissa J. Bliss,  
Deputy County Clerk/Election Coordinator



COUNTY ADMINISTRATOR

Telephone: (269) 467-5617

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125 Main St.  
P.O. Box 277  
Centreville, MI 49032-0277

## BOARD AGENDA REQUEST FORM

**PROPOSED FOR BOARD MEETING OF:** February 10, 2026

**DEPARTMENT:** Circuit Court Family Division/Juvenile Division

**PREPARED BY:** Judge Kevin Kane

**SUBJECT:** Budget Amendments re: Child Care Fund

**SPECIFIC ACTION REQUESTED:**

I am requesting approval of a budget amendment related to the Juvenile Court Child Care Fund (CCF) and associated County budget items.

**DESCRIPTION OF ACTION/BACKGROUND (dollar amount, purpose):**

Budget amendments regarding Child Care Fund. Please see attached document for details.

**FUNDING DETAILS (Funding Source, Budget Amount, GL #, etc.):**

CCF-CTAG: 292-662-844.130 Current Budget \$58,600, requesting additional \$11,400 transfer from General Fund to establish a new budget of \$70,000

Please see attached memo from Judge Kane.



**KEVIN M. KANE, Judge of Probate**  
**ST. JOSEPH COUNTY COURTS**

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Three Rivers Campus  
920 W. Michigan Ave.  
Three Rivers, MI 49093  
Probate Office (269) 467-5538

**Emily R Mowry (P87005)**  
Juvenile Court Director  
mowrye@stjosephcountymi.gov  
(269) 467-5506

January 28, 2026

Dear Members of the Executive Committee,

I am requesting approval of a budget amendment related to the Juvenile Court Child Care Fund (CCF) and associated County budget items.

During preparation of the 2026 budget, the local DHHS inadvertently omitted \$60,000 for its Case Aid Program. This amount was, however, included in the County budget that was prepared in coordination with Angie. To correct this discrepancy, I have worked with the State to amend the Child Care Fund budget to accurately reflect the \$60,000 Case Aid allocation.

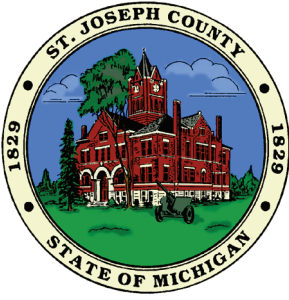
During this amendment process, Juvenile Court also addressed long-standing cost increases related to the Child Trauma Assessment Group (CTAG). The CTAG allocation has remained essentially unchanged for many years despite rising service costs. The amended CCF budget increases the CTAG allocation from approximately **\$58,000 to \$70,000**, reflecting current provider rates and service needs. The State has approved this adjustment and confirmed that it will continue to be reimbursed through the Child Care Fund. The \$70,000 amount will serve as the standard CTAG budget going forward.

Additionally, for the current year only, Juvenile Court received approval to utilize **\$30,000 from the Opioid Settlement Fund** to cover approximately ten CTAG assessments specific to Family Treatment Court. This funding will be paid on a per-assessment basis and is separate from the ongoing CTAG allocation. Any unused Opioid Settlement funds will remain with the County for future reallocation. This item is included for the Committee's awareness as part of the overall funding picture.

This request asks the Committee to approve the necessary County budget amendments to align with the State-approved Child Care Fund changes and funding sources outlined above.

Respectfully submitted,

Kevin Kane  
Probate Judge  
St. Joseph County



COUNTY ADMINISTRATOR

Telephone: (269) 467-5617

125 Main St.  
P.O. Box 130  
Centreville, MI 49032-0277

## Board Agenda Request Form Appointment to County Board / Committee

Proposed Board Meeting Date: 2/10/26

Board / Committee: Community Corrections Advisory Board (CCAB)

Prepared by: Tiffany Howe

Appointment Type: Reappointment Full

Name: See Attached

Address:

No. of Years of Term: 1

Expiration Date: 12/31/26

Specific Action Requested:

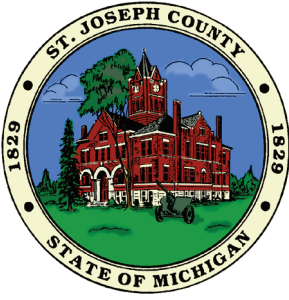
To approve the following appointments and reappointments for a term to expire December 31, 2026

Other Pertinent Information:

There are changes to member roles that I would like to address. I am requesting that a new, dedicated seat be created for the Magistrate. Previously, this position was included under the Service Area category, which allows for up to three members. Given how closely we work with the Magistrate, I believe it is important to have a seat specific to that role. Additionally, Tom Lowry will no longer be serving in the role of City Council representative.

## St. Joseph County CCAB Membership - Term Expiring December 31, 2026

<u>Seat Category</u>	<u>Member Name</u>	<u>Role / Affiliation</u>	<u>Term Expiration</u>
County Leadership	Luis Rosado	Commissioner	December 31, 2026
Judicial Members	Paul Stutesman	Circuit Court Judge, Centreville	December 31, 2026
	Robert Pattison	District Court Judge, Centreville	December 31, 2026
	Jeffrey Middleton	District Court Judge, Centreville	December 31, 2026
	Kevin Kane	Probate Court Judge, Centreville	December 31, 2026
	Autumne Keifer	Magistrate, Centreville	December 31, 2026
Prosecutor	Deborah Davis	Prosecutor, Centreville	December 31, 2026
Legal Defense	Luke Nofsinger	Criminal Defense	December 31, 2026
Circuit Court Probation /Parole	Lisa Martin	Department of Corrections, Centreville	December 31, 2026
District Court Probation	Priscilla Walton	District Court Probation, Centreville	December 31, 2026
Law Enforcement	Chad Spence	Sheriff's Office, Centreville	December 31, 2026
	Sam Smallcombe	Deputy Chief of Police, Three Rivers	December 31, 2026
Business / Community / Public	Edward MacKay	Business Community, Three Rivers	December 31, 2026
#1	Tom Miles	Twin County Probation, Three Rivers	December 31, 2026
#2	Tom Lowry	General Public	December 31, 2026
#3	Luke Lori	General Public	December 31, 2026
Communications Media	Maxwell Knauer	Watershed Voice, Three Rivers	December 31, 2026
Workforce Development	[Vacant]		
City Council Person	[Vacant]		



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125 Main St.  
P.O. Box 130  
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## Board Agenda Request Form Appointment to County Board / Committee

Proposed Board Meeting Date: 2/17/26

Board / Committee: Local Emergency Planning Committee

Prepared by: Erin Goff

Appointment Type: Appointment Partial

Name: Garrett Myland

Address: On File

No. of Years of Term: completion of 2 year term

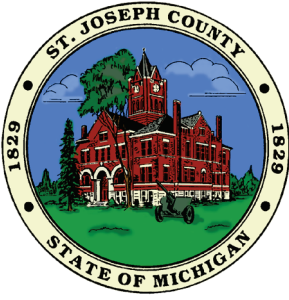
Expiration Date: 12/31/26

### Specific Action Requested:

Appoint Garrett Myland to the Local Emergency Planning Committee to complete John Lindsey's term, representing Public Works.

### Other Pertinent Information:

Participation on behalf of the St. Joseph County Road Commission



COUNTY ADMINISTRATOR

Telephone: (269) 467-5617

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## Board Agenda Request Form Appointment to County Board / Committee

Proposed Board Meeting Date: 2/17/26

Board / Committee: Parks Commission

Prepared by: Jaymes MacDonald

Appointment Type: Reappointment  Full

Name: John Dobberteen

Address: On File

No. of Years of Term: 1

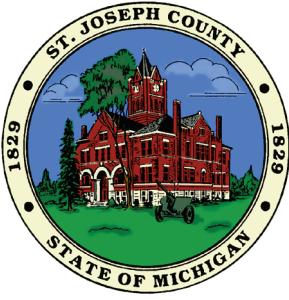
Expiration Date: 12/31/26

Specific Action Requested:

Reappointment of John Dobberteen to Parks Commission

Other Pertinent Information:

At the January 7, 2026 Parks Commission meeting, the Commission voted to reappoint Dobberteen for another 1-year term.



COUNTY ADMINISTRATOR

Telephone: (269) 467-5617

125 Main St.  
P.O. Box 130  
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## Board Agenda Request Form Appointment to County Board / Committee

Proposed Board Meeting Date: 2/17/26

Board / Committee: County Planning Commission

Prepared by: Pat Kulikowski

Appointment Type: Appointment  Full

Name: Edward LeBoeuf

Address: On File

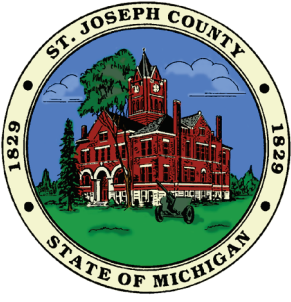
No. of Years of Term: 3

Expiration Date: 1/1/29

Specific Action Requested:

Request appointment to fill a vacancy.

Other Pertinent Information:



COUNTY ADMINISTRATOR

Telephone: (269) 467-5617

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125 Main St.  
P.O. Box 130  
Centreville, MI 49032-0277

## Board Agenda Request Form Appointment to County Board / Committee

Proposed Board Meeting Date: 2/17/26

Board / Committee: Board of Public Works

Prepared by: Erin Goff

Appointment Type: Appointment Full

Name: Dan Czajkowski

Address: On file

No. of Years of Term: 3

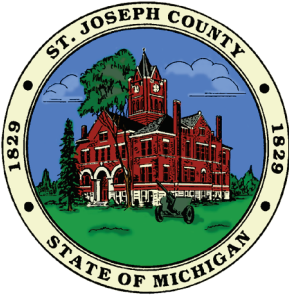
Expiration Date: 1/1/29

Specific Action Requested:

Please consider reappointing Dan Czajkowski to the Board of Public Works.

Other Pertinent Information:

Attachment: Citizen Interest Form



COUNTY ADMINISTRATOR

Telephone: (269) 467-5617

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125 Main St.  
P.O. Box 130  
Centreville, MI 49032-0277

## Board Agenda Request Form Appointment to County Board / Committee

Proposed Board Meeting Date: 2/17/26

Board / Committee: Board of Public Works

Prepared by: Erin Goff

Appointment Type: Appointment Full

Name: Erin Goff

Address: On file

No. of Years of Term: 3

Expiration Date: 1/1/29

Specific Action Requested:

Please consider appointing Erin Goff to the Board of Public Works.

Other Pertinent Information:

Attachment: Citizen Interest Form



COUNTY ADMINISTRATOR

Telephone: (269) 467-5617

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125 Main St.  
P.O. Box 277  
Centreville, MI 49032-0277

## BOARD AGENDA REQUEST FORM

**PROPOSED FOR BOARD MEETING OF:** 2/17/2026

**DEPARTMENT:** Transportation Authority

**PREPARED BY:** Erin Goff

**SUBJECT:** SJCTA Board Reappointments

**SPECIFIC ACTION REQUESTED:**

Requesting the Board of Commissioners consider reappointing the following members to the SJCTA board:

Sarah Beckle  
Diana Liston  
Stoney Summey

**DESCRIPTION OF ACTION/BACKGROUND (dollar amount, purpose):**

Reappointments for full terms to expire 4/1/2027

**FUNDING DETAILS (Funding Source, Budget Amount, GL #, etc.):**



COUNTY ADMINISTRATOR

Telephone: (269) 467-5617

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125 Main St.  
P.O. Box 277  
Centreville, MI 49032-0277

## BOARD AGENDA REQUEST FORM

**PROPOSED FOR BOARD MEETING OF:** 2/17/2026

**DEPARTMENT:** Administration/Sheriff's Office/Building and Grounds

**PREPARED BY:** Administration

**SUBJECT:** Jail Screening Project Bid Results

**SPECIFIC ACTION REQUESTED:**

Consider bids that were collected for an inorganic material screening project at the St. Joseph County Jail.

**DESCRIPTION OF ACTION/BACKGROUND (dollar amount, purpose):**

Jones Petrie Rafinski Corp (JPR) was engaged to engineer and oversee the bid process. They collected results from that process and will present to Commissioners for their consideration.

**FUNDING DETAILS (Funding Source, Budget Amount, GL #, etc.):**



February 17<sup>th</sup>, 2026

St. Joseph County Board of Commissioners  
125 W. Main Street  
Centreville, MI 49032

Attn: St. Joseph County Board of Commissioners

**RE: ST. JOSEPH COUNTY JAIL WASTEWATER SCREENING IMPROVEMENTS –  
BIDDING RESULTS SUMMARY AND ENGINEER’S RECOMMENDATION**

Dear Board of Commissioners:

The St. Joseph County Board of Commissioners (Board) received and opened bids for the St. Joseph County Jail Wastewater Screening Improvements Project on Tuesday, February 3<sup>rd</sup>, 2026. Below is a summary of the bids received and total bid amounts:

	<b>Ottenweller Contracting</b>	<b>LD Docsa Associates</b>
<b>LUMP SUM BID PRICE</b>	\$349,000.00	\$407,000.00

The Engineer’s Estimate for this project was estimated at \$370,000.00. The apparent low bid from Ottenweller Contracting of \$349,000.00 is approximately 5.7% under the Engineer’s Opinion of Probable Costs.

JPR thoroughly reviewed the bid packages from both bidders. A few items were absent from Ottenweller Contracting’s bid, as follows:

1. List of Subcontractors
2. Safety Program Submittals
3. Evidence of Authority to do Business in the State of Michigan
4. Resumes of Key Personnel

At the recommendation of the County Attorney, JPR reached out to Ottenweller and requested submittal of the missing information. Ottenweller followed up with all of the requested information in a timely manner. Upon review of the additional information, it was observed that Ottenweller has had some OSHA safety violations and citations in the past. This prompted JPR to request what Ottenweller has done since the OSHA citations to ensure that proper safety measures are adhered to on site. They responded with the following:

1. Mandatory OSHA-10 training for all field staff
2. Mandatory OSHA-30 training for management staff
3. Company INSafe registration
4. Increased frequency of internal project site safety inspections

5. Worked to lower their EMR
6. Received a "Most Improved Safety" Award in 2025 from their insurance provider
7. Equipment that was noted in the citations was removed from service.

Additionally, JPR reached out to a few of the project references that Ottenweller provided in their bid, and indicated that they all had positive experiences working with Ottenweller, and that there were no concerns regarding safety on their projects.

Given all of the above, JPR recommends that the Board of Commissioners take action and accept the Engineer's Recommendation to Award the St. Joseph County Jail Wastewater Screening Improvements project to Ottenweller Contracting for the total amount of \$349,000.00.

A Certified Bid Tabulation and unexecuted Notice of Award is attached to this document. Should you have any questions or comments please do not hesitate to contact me at 260-422-2522 or via email at [dbyam@jpr1source.com](mailto:dbyam@jpr1source.com).

Sincerely,



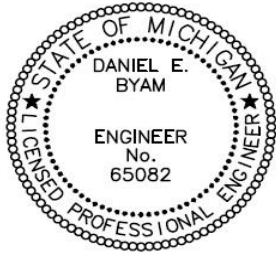
Daniel E. Byam, PE  
Senior Staff Engineer

Attachments:  
Certified Bid Tabulation  
Notice of Award Form

J:\Projects\2025 Projects\2025-01563 Inorganic Dual Auger  
Interceptor\14\_Bidding\Engineer's Recommendation\2026-02-17 St.  
Joseph County Jail Engineer's Recommendation.docx

**ST. JOSEPH COUNTY BOARD OF COMMISSIONERS**  
**ST. JOSEPH COUNTY JAIL WASTEWATER SCREENING IMPROVEMENTS**  
**DATE OF BID: FEBRUARY 3RD, 2026**  
**JPR # 2025-01563**

BASE BID	Engineer's Opinion of Probable Cost	Ottenweller Contracting	LD Docsa Associates
	LUMP SUM BID PRICE	LUMP SUM BID PRICE	LUMP SUM BID PRICE
<b>TOTAL AMOUNT - BASE BID =</b>	<b>\$370,000.00</b>	<b>\$349,000.00</b>	<b>\$407,000.00</b>
Bid Form		Yes	Yes
Bid Security		Yes	Yes
List of Proposed Subcontractors		Yes	Yes
Evidence to do business in State of Michigan		Yes	Yes
Financial Statement		Yes	Yes
Receipt of Addenda 1 through 2		Yes	Yes
Qualification Statement		Yes	Yes



I hereby certify to the best of my knowledge, that the bid tabulation presented is a true and correct copy of the bids received for this project.

  
02/03/2026

\_\_\_\_\_  
Daniel E. Byam, PE

**NOTICE OF AWARD**

Date of Issuance: February 17, 2026

Owner: St. Joseph County Board of Commissioners  
Owner's Project No.: N/A

Engineer: Jones Petrie Rafinski Corp.  
Engineer's Project No.: 2025-01563

Project: St. Joseph County Jail Wastewater Screening Improvements

Contract: N/A

Bidder: Ottenweller Contracting

Bidder's Address: 1220 Edsall Avenue, Fort Wayne, IN 46803

You are notified that Owner has accepted your Bid dated **February 3, 2026 ("Bid")** for the above Contract, and that you are the Successful Bidder and are awarded a Contract for:

**St. Joseph County Jail Wastewater Screening Improvements**

The Contract Price of the awarded Contract is **\$349,000.00 ("Contract Price")**. Contract Price is subject to adjustment based on the provisions of the Contract, including but not limited to those governing changes, unit price work, and work performed on a cost-plus-fee basis, as applicable.

Unexecuted counterparts of the Agreement Between Owner and Contractor for Construction Contract ("Agreement") and one copy of the Contract Documents accompanies this Notice of Award, or has been transmitted or made available to Bidder electronically.

Drawings will be delivered separately from the other Contract Documents.

You must comply with the following conditions precedent within 15 days of the date of receipt of this Notice of Award:

1. Deliver to Owner **three (3)** counterparts of the Agreement, signed by Bidder (as Contractor).
2. Deliver with the signed Agreement(s) the Contract security (such as required performance and payment bonds) and insurance documentation, as specified in the Instructions to Bidders and in the General Conditions, Articles 2 and 6.
3. Other conditions precedent (if any):

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and/or declare your Bid security forfeited.

Within 10 days after you comply with the above conditions, Owner will return to you one fully signed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

Owner: **St. Joseph County Board of Commissioners**

By (signature): \_\_\_\_\_

Name (printed): \_\_\_\_\_

Title: \_\_\_\_\_

Copy: Engineer



COUNTY ADMINISTRATOR

Telephone: (269) 467-5617

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125 Main St.  
P.O. Box 277  
Centreville, MI 49032-0277

## BOARD AGENDA REQUEST FORM

**PROPOSED FOR BOARD MEETING OF:** 2/10/2026

**DEPARTMENT:** Treasurer

**PREPARED BY:** Kathy Humphreys

**SUBJECT:** Resolution to join: THE MICHIGAN LIQUID ASSET FUND PLUS (GovMIC)

**SPECIFIC ACTION REQUESTED:**

Requesting the Board to approve a resolution to have an asset manager assist the County Treasurer with the bond funds post closing. This will ensure that the county maximizes the allowed interest during the construction period and doesn't run afoul of IRS rules for tax-exempt bonds.

**DESCRIPTION OF ACTION/BACKGROUND (dollar amount, purpose):**

**FUNDING DETAILS (Funding Source, Budget Amount, GL #, etc.):**

**ST. JOSEPH COUNTY, MICHIGAN**  
**BOARD OF COMMISSIONERS**  
**RESOLUTION AMENDING DEPOSITORY AND INVESTMENT RESOLUTION**  
**FOR ST. JOSEPH COUNTY**  
**RESOLUTION 02-2026**

WHEREAS, under the laws of the State of Michigan, Act No. 40 of the Michigan Public Acts of 1932, 1st Extra Session, as amended (MCL 129.12), this board is required to provide by resolution, for the deposit of all public monies, including tax monies, belonging to, or held for, the State, County or other political units coming into the hands of the County Treasurer in one or more bank or savings and loan associations within the State.

WHEREAS, pursuant to the provisions of Act No 20 of the Public Acts of Michigan of 1943, as amended (" Act 20") the Board of Commissioners of the County of St Joseph may authorize the County Treasurer to invest County funds in certain investments; and

WHEREAS, the St. Joseph County Board of Commissioners previously adopted a Depository and Investment Resolution effective January 1, 2021, Resolution No. 3-2023; and

WHEREAS, the Board of Commissioners now finds it necessary to amend said resolution to update the list of authorized depositories and investment institutions.

NOW, THEREFORE, BE IT RESOLVED, that Effective February 1, 2026, the St. Joseph County Board of Commissioners hereby amends the Depository and Investment Resolution originally effective January 1, 2021, by replacing Appendix A (List of Depositories / Institutions) in its entirety with the revised Appendix A attached hereto.

All other provisions of the Depository and Investment Resolution effective January 1, 2021, not expressly amended by this resolution, shall remain in full force and effect.

BE IT FURTHER RESOLVED, that the County Treasurer is authorized to rely on the continuing effect of this resolution until amended or repealed by a subsequent resolution of this or a successor Board of Commissioners.

STATE OF MICHIGAN     )  
  ) SS  
COUNTY OF ST. JOSEPH )

I, GINA EVERSON, Clerk of the St. Joseph County Board of Commissioners and Clerk of the County of St. Joseph, do hereby certify that the above Resolution was duly adopted by said Board on February 17, 2026.

\_\_\_\_\_  
Gina Everson, County Clerk

## **APPENDIX A**

### **LIST OF DEPOSITORIES Effective February 1, 2026**

Sturgis Bank and Trust \*Main Depository

Southern Michigan Bank and Trust

Century Bank and Trust

Michigan Class

The Huntington National Bank

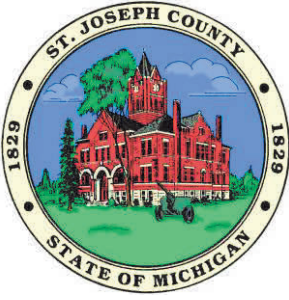
Huntington Capital Markets

Multi-Bank Securities

Robinson Capital

Fifth Third Bank

Michigan Liquid Asset Fund Plus (MILAF) / Governments of Michigan Investing Cooperatively (GovMIC)



COUNTY ADMINISTRATOR

Telephone: (269) 467-5617

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125 Main St.  
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## BOARD AGENDA REQUEST FORM

**PROPOSED FOR BOARD MEETING OF:** 2/17/2026

**DEPARTMENT:** Administration

**PREPARED BY:** Erin Goff

**SUBJECT:** Kalamazoo County HHW Center - Letter of Support

**SPECIFIC ACTION REQUESTED:**

Review and approve a letter of support for Kalamazoo County's Legislatively Directed Spending Initiative (LDSI) request to fund the construction of a new Household Hazardous Waste (HHW) Center.

**DESCRIPTION OF ACTION/BACKGROUND (dollar amount, purpose):**

St. Joseph County maintains a cooperative agreement with Kalamazoo County that allows St. Joseph County residents to utilize the Household Hazardous Waste Center at no direct cost to them.

**FUNDING DETAILS (Funding Source, Budget Amount, GL #, etc.):**

No funding is requested for this letter of support.



## BOARD OF COMMISSIONERS

Telephone: (269) 467-5617

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125 Main St.  
P.O. Box 130  
Centreville, MI 49032-0277

February 17, 2026

To Whom It May Concern:

On behalf of St. Joseph County, I am pleased to convey our strong support for Kalamazoo County's request for Legislatively Directed Spending Initiative (LDSI) funding to construct a new Household Hazardous Waste (HHW) Center.

As an active partner in the County's HHW program, we have directly observed the important function this facility serves in safeguarding public health, protecting groundwater resources, and preserving the environment. The current center is the only facility of its kind in the area and provides services not only to Kalamazoo County residents, but also to surrounding municipalities and neighboring counties through established cooperative partnerships. Ensuring its continued viability and future growth is essential to maintaining safe, convenient access to responsible household hazardous waste collection and recycling throughout Southwest Michigan.

Kalamazoo County has shown strong regional leadership in delivering this shared service. However, the existing site no longer adequately accommodates increasing demand or evolving safety standards. Development of a modern facility will enhance operational safety, expand service capacity, and strengthen public education efforts related to the proper handling and disposal of hazardous household materials, including electronic waste. This initiative reflects effective intergovernmental collaboration and sound stewardship of public resources for the benefit of participating communities.

We fully endorse Kalamazoo County's funding request and look forward to continuing our partnership in support of this vital regional resource.

Sincerely,

Jared Hoffmaster  
Chair, St. Joseph County Board of Commissioners