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 7, 2025, at 5 pm.

County Clerk Gina Everson called the meeting to order.

The invocation was given by Commissioner Shaffer.

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

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

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

Election of Chair
Chair Everson stated that nominations were in order for chair. Commissioner

Malone nominated Commissioner Hoffmaster.

It was moved by Malone and seconded by Commissioner Baker that the nominations be closed, and a unanimous ballot cast for Commissioner Hoffmaster for Chair. Motion carried.

Election of Vice-chair
Commissioner Malone nominated Commissioner Baker as vice-chair.
It was moved by Commissioner Malone and seconded by Commissioner Shaffer that Commissioner Baker be appointed as vice-chair. Motion carried.

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

Minutes
It was moved by Commissioner Shaffer and seconded by Commissioner Malone to approve the minutes of December 17, 2024. Motion carried.

Public Comment
None

County Administrator's Report
Ms. Cupp had nothing to report

Board Meeting Dates for 2025
It was moved by Commissioner Baker and seconded by Commissioner Malone to approve the commission meeting schedule as presented. Motion carried.

Executive Meeting Dates for 2025
It was moved by Commissioner Baker and seconded by Commissioner Malone to hold executive meetings the second Tuesday of the month at 4 pm with the exception of January 14th beginning at 3pm and November 11, 2025, will be November 12, 2025, due to the Holiday. Motion carried.

Commissioner Comments
Commissioner Shaffer congratulated Chair Hoffmaster and Commissioner Malone.

Commissioner Malone congratulated Chair Hoffmaster and Vice Chair Baker.

Commissioner Baker congratulated Chair Hoffmaster, expressed gratitude to Commissioner Malone for

his service as Chair, and thanked board members for their support as Vice Chair.
Commissioner Rosado looks forward to working with everyone.

Commissioner Conklin thanked everyone.

Commissioner Yunker thanked everyone for the support and looks forwards to learning and working with everyone.
Chair Hoffmaster thanked the board for trusting him, thanked his family and the public for coming.

Adjournment
It was moved by Commissioner Shaffer and seconded by Commissioner Malone to adjourn the meeting at 5:13pm. Motion carried.

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Gina Everson, County Clerk

ST. JOSEPH COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING
January 21, 2025

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 21, 2025, at 5:00 p.m.

Chairman Jared Hoffmaster called the meeting to order.

The invocation was given by Commissioner Rick Shaffer.

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

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

COMMISSIONERS ABSENT: Terry Conklin
Also Present: County Administrator Teresa Cupp, Finance Director Angie Steinman

PUBLIC COMMENT

- Regina Chapman of Three Rivers
- Paige Willis of White Pigeon
- Deborah Davis of Colon
- Andrew Brandt of Centreville

ADDITIONS/DELETIONS TO THE AGENDA
None

APPROVAL OF AGENDA
It was moved by Commissioner Baker and seconded by Commissioner Malone to approve the agenda as presented. Motion carried.

CONSENT AGENDA
It was moved by Commissioner Rosado and seconded by Commissioner Malone to approve the consent agenda as presented. Motion carried.

The consent agenda included:

1. Special Board Meeting Minutes from January 7, 2025.
2. Updates to the St. Joseph County Board Rules.
3. Local Emergency Planning Committee (LEPC) Board Appointments.

PRESENTATIONS

- **Resolution Honoring Ken Malone for Service 2023–2024:**
  Chairman Jared Hoffmaster and Commissioner Rick Shaffer presented a resolution honoring Ken Malone for his service as Chairman of the Board from 2023–2024. The resolution was unanimously adopted by the Board.

COUNTY ADMINISTRATOR'S REPORT

Administrator Teresa Cupp provided an update on county operations, including onboarding of elected officials, leadership training, and other ongoing project.

COMMITTEE REPORTS AND APPOINTMENTS

Chair Jared Hoffmaster presented the proposed **2025 Board of Commissioner Committee Appointments** for consideration by the Board.

It was moved by Commissioner Shaffer and seconded by Commissioner Malone to approve the **2025 Board of Commissioner Committee Appointments** as presented. Motion carried.

Additionally, Commissioner Rosado provided an update on road commission projects, followed by Commissioner Yunker, who also commented on road commission efforts. Commissioner Baker shared updates on the Three Rivers Court building and the need for a special meeting. Chair Hoffmaster provided an update on the Transportation Authority's budget cut.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

COMMISSIONER COMMENTS

- Commissioner Shaffer reflected on new leadership at the county.
- Commissioner Malone thanked the community and fellow commissioners.
- Commissioner Baker expressed gratitude for Commissioner Malone's service as Chair.
- Commissioner Rosado and Commissioner Yunker appreciated public engagement.
- Chair Hoffmaster thanked attendees for their participation

ADJOURNMENT

It was moved by Commissioner Shaffer and seconded by Commissioner Malone to adjourn the meeting at 5:33 p.m. Motion carried.

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Gina Everson, St. Joseph County Clerk/Register

ST. JOSEPH COUNTY BOARD OF COMMISSIONERS
EXECUTIVE COMMITTEE MEETING
Tuesday, February 11, 2025, 4:00 p.m. in Historic Courthouse, History Room

Commissioners Present: Chair Jared Hoffmaster, Vice Chair Rusty Baker, Commissioners Ken Malone, Louis Rosado, Rick Shaffer, Christina Yunker

Absent: Terry Conklin
Also Present: Teresa Cupp, County Administrator

Rooted Safe House Presentation
Tiffany Wagler and Jim Stuck provided an overview of the Rooted Safe House initiative, including its mission, services, and impact on the community. Rooted will provide a presentation at the Commissioner's meeting on February 18, 2025.
The item was added to the agenda for the Board of Commissioners meeting.

Centreville Courts Project Update
Jen Sawyer presented an update on the Centreville Courts Project, discussing progress, budget considerations, and projected timelines.

Purchase of MOW Truck
Pam Riley proposed the purchase of a new MOW truck, outlining the need, estimated cost, and funding sources.
By consent, the item was added to the consent agenda for the Board of Commissioners meeting.

Tyler Technology Jury System Budget Amendment
Dena Clark presented a budget amendment request for the Tyler Technology Jury System.
By consent, the amendment was added to the consent agenda for the Board of Commissioners meeting.

Artificial Intelligence (AI) Usage Policy
Jerry Happel introduced a proposed Artificial Intelligence (AI) Usage Policy, detailing guidelines for responsible AI implementation within county operations.
By consent, the item was added to the consent agenda for the Board of Commissioners meeting.

Acceptable Use Policy
Dustin Bainbridge presented an update to the county's Acceptable Use Policy, addressing cybersecurity and technology usage.
By consent, the item was added to the consent agenda for the Board of Commissioners meeting.

Collective Bargaining Agreements
The following collective bargaining agreements were reviewed:

- **AFSCME Family Court**
- **AFSCME Friend of the Court**
- **AFSCME General Unit**
- **AFSCME Probate Court**
- **FOP Corrections Division**
- **District Court Association**

By consent, the agreements were added to the agenda for the Board of Commissioners meeting.

Materials Management Planning Committee Appointment
Stephen Wolf was recommended for appointment to the Materials Management Planning Committee.
By consent, the appointment was added to the consent agenda for the Board of Commissioners meeting.

Board of Public Works Re-appointment
Eric Shafer was recommended for re-appointment to the Board of Public Works.
By consent, the appointment was added to the consent agenda for the Board of Commissioners meeting.

Parks & Recreation Commission Board Re-appointments
John Dobberteen and Steve Zarza were recommended for re-appointment to the Parks & Recreation Commission Board.
By consent, the appointments were added to the consent agenda for the Board of Commissioners meeting.

Other Business

Annual Report Presentations
The following annual report presentations will be presented at the Board of Commissioners meeting:

- **2024 Building & Grounds Annual Report** – Jody Alger
- **2024 Friend of the Court Annual Report** – Mary Herendeen
- **2024 Information Technology Annual Report** – Dustin Bainbridge

Public Comment
Public comment was received from Andrew Brandt of Centreville

There being no further business, the meeting adjourned at 5:19 p.m.

Respectfully submitted by Gina Everson, County Clerk Register

ST. JOSEPH COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING
February 18, 2025

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 February 18, 2025, at 5:00 p.m.

Chairman Jared Hoffmaster called the meeting to order.

The Pledge of Allegiance was recited, followed by an invocation by Commissioner Shaffer.

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

Rusty Baker Jared Hoffmaster Ken Malone Luis Rosado

Rick Shaffer Christina Yunker

Commissioner Absent: Terry Conklin

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

ADOPTION OF AGENDA

It was moved by Commissioner Baker and seconded by Commissioner Malone to remove the closed session from the agenda and adopt the amended agenda. Motion carried.

CONSENT AGENDA

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

Items Approved:

- Board Meeting Minutes (January 21, 2025)
- Artificial Intelligence (AI) Usage Policy
- Acceptable Use Policy
- Collective Bargaining Agreements:
  - AFSCME Family Court
  - AFSCME Friend of the Court
  - AFSCME General Unit
  - AFSCME Probate Court
  - District Court Association
  - FOP Corrections Division
- Board of Public Works Re-appointment of Eric Shafer
- Materials Management Planning Committee Appointment of Stephen Wolf

- Parks & Recreation Commission Board Re-appointments of John Dobberteen and Steve Zarza

PUBLIC COMMENT

Kelly Weaver of White Pigeon

Paige Willis of White Pigeon

PRESENTATIONS

- Rooted Safe House Presentation – Tiffany Wagler & Jim Stuck
- 2024 Building & Grounds Annual Report – Jody Alger
- 2023 & 2024 Friend of the Court Annual Report – Mary Herendeen
- 2024 Information Technology Annual Report – Dustin Bainbridge

COUNTY ADMINISTRATOR'S REPORT

Administrator Teresa Cupp provided an update on county operations, including the wage study and an executive meeting time update to 3:00 p.m. for March 11th.

COMMITTEE REPORTS

Commissioners Shaffer, Baker, and Rosado presented committee reports.

NEW BUSINESS

Rooted Safe House Appropriation

It was moved by Commissioner Rosado and seconded by Commissioner Yunker to approve the appropriation for Rooted Safe House in the amount of $15,000 from CDBG Program Income Funds. Motion carried.

Budget Amendments

- Jury System
  It was moved by Commissioner Baker and seconded by Commissioner Malone to approve the budget amendment as presented. Motion carried.

- COA Meals on Wheels Truck
  It was moved by Commissioner Shaffer and seconded by Commissioner Malone to approve the budget amendment as presented. Motion carried.

COMMISSIONER COMMENTS

- Commissioner Rosado commented on the attendance at the meeting.

- Commissioner Yunker commented on the Rooted presentation.
- Commissioner Shaffer commented on Rooted and thanked the Road Commission.
- Commissioner Malone commented on the Rooted presenters.
- Commissioner Baker commented on the Rooted presentation.
- Commissioner Hoffmaster commented on Mr. Stuck and the Rooted presentation.

ADJOURNMENT

It was moved by Commissioner Shaffer and seconded by Commissioner Malone to adjourn the meeting at 6:03 p.m. Motion carried.

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Gina Everson, St. Joseph County Clerk

ST. JOSEPH COUNTY BOARD OF COMMISSIONERS
EXECUTIVE COMMITTEE MEETING
Tuesday, March 11, 2025, 3:00 p.m. in Historic Courthouse, Commission Room

Commissioners Present: Chair Jared Hoffmaster, Vice Chair Rusty Baker, Commissioners Terry Conklin, Ken Malone, Louis Rosado, Rick Shaffer, Christina Yunker

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

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Bolton Group Wage Study Presentation
Dan Ripberger provided an overview of the wage study conducted by the Bolton Group. The study examined current salary structures and provided recommendations for adjustments.

Centreville Courts Project Bond Update
Steven Burke and Roger Swets provided an update on the Centreville Courts Project, detailing the status of bond financing and projected timelines. Chair Hoffmaster discussed current interest rate. *By consent, the item was added to the agenda.*

Courts Elevator Update
Jen Sawyer presented an update on the progress of the court's elevator project, outlining expected completion dates and current challenges. *By consent, the item was added to the agenda*.

Tentative Agreement with E-911 Telecommunicators' Association
Teresa Cupp summarized the tentative agreement reached with the E-911 Telecommunicators' Association. The committee reviewed key contract provisions. *By consent, the item was added to the consent agenda.*

Tentative Agreement with Police Officers Association of Michigan (POAM) Law Enforcement Division
Teresa Cupp presented details of the tentative agreement with the POAM Law Enforcement Division, including salary adjustments and policy updates. *By consent, the item was added to the consent agenda.*

Opioid Task Force Recommendation
Kevin Kane provided recommendations from the Opioid Task Force regarding the allocation of settlement funds for prevention and recovery programs. *By consent, the item was added to the consent agenda.*

Housing Coordinator Update
Clayton Lyczynski provided an update regarding the Housing Coordinator position and asked if

the Commission wished to pursue funding for this position moving forward. The Commission expressed no interest at this time, and no further action was taken.

Year-End Budget Amendments

Angie Steinman presented the proposed year-end budget amendments. Commissioners reviewed adjustments and discussed the financial outlook.

County Agricultural Preservation Board Appointment

The committee reviewed nominations to the County Agricultural Preservation Board. *By consent, the appointments for John Fair and Larry Rice were added to the consent agenda.*

Michigan Department of Health and Human Services (DHHS) Contract with the Prosecutor's Office

Debbie Davis presented an overview of the proposed contract between DHHS and the Prosecutor's Office and requested authorization to sign the contract. *Commissioner Malone moved to approve granting Debbie Davis authority to sign the contract, supported by Commissioner Baker. Motion carried unanimously by voice vote.*

AXON Contract for Digital Evidence – Debbie Davis

Debbie Davis presented the AXON contract for digital evidence management. *By consent, the item was added to the agenda.*

Public Comment

Public comment was received from Andrew Brandt of Centreville and Judge Kevin Kane of Centreville.

Other Business

The following annual report presentations will be included at the Board of Commissioners meeting:

- 2024 Circuit Court Annual Report – Kathy Griffin
- 2024 District Court Annual Report – Judge Pattison
- 2024 Probate Court Annual Report – Judge Kane
- 2024 Chief Public Defender Annual Report – Keith Stickley

There being no further business, the meeting adjourned at 5:49p.m.Respectfully submitted by

Gina Everson, County Clerk Register

ST. JOSEPH COUNTY BOARD OF COMMISSIONERS

REGULAR MEETING

March 18, 2025

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 March 18, 2025, at 5:00 p.m.

Chairman Jared Hoffmaster called the meeting to order.

The Pledge of Allegiance was recited, followed by an invocation by Commissioner Shaffer.

Chief Deputy Clerk Dena Clark called the roll, and the following commissioners were present

Rusty Baker, Terry Conklin Jared Hoffmaster Ken Malone

Luis Rosado Rick Shaffer Christina Yunker

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

ADOPTION OF AGENDA

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

CONSENT AGENDA

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

Items Approved:

- Board Meeting Minutes (February 18, 2025)
- County Agricultural Preservation Board Appointment of John Fair and Larry Rice
- Opioid Task Force Budget Amendment:
  - 284-604-815.500 Drug Testing $50,000
  - 284-604-816.000 Contractual Services $50,000
- Tentative Agreements:
  - E-911 Telecommunicators' Association
  - Police Officers Association of Michigan (POAM) Law Enforcement

PUBLIC COMMENT

Larry Walton of Sturgis
Jim Susemihl of Three Rivers
Craig Crabill of Sherman Township

Victoria Stedman of Sturgis
Robert Hempel of Three Rivers
Carl Merkh of Sturgis
Andrew Brandt of Centreville
Kelly Weaver of White Pigeon
Tim Carls of Florence Township
Gordon Evilsizor of White Pigeon
Paige Willis of White Pigeon
Angela Mingus of Sturgis
Todd Wade
Alfred Yoder of Colon
Deborah Davis of Colon
Dave Yunker of Sturgis
Rebecca Shank of Three Rivers
JoAnn Yoder of Colon
Anastasia Griffith of Sturgis
Charles Padgurski of Sturgis
Aaron Miller of Sturgis
Jacob Smith of Centreville
Sheila Kroupa of White Pigeon
Leah Eicher

PRESENTATIONS

- 2023 & 2024 Circuit Court Annual Report Presentation – Kathy Griffin
- 2023 & 2024 District Court Annual Report Presentation – Judge Middleton
- 2023 & 2024 Probate Court Annual Report Presentation – Judge Kane
- 2024 Chief Public Defender Annual Report Presentation – Keith Stickley

COUNTY ADMINISTRATOR'S REPORT

Administrator Teresa Cupp thanked Jessica Miller for her service to our county. Jessica will be working in Branch County. Erin Goff will be replacing Jessica Miller.

COMMITTEE REPORTS AND APPOINTMENTS

Commissioner Rosado reported on the Road Commission.

Chairman Hoffmaster reported on the Transportation Committee.

UNFINISHED BUSINESS

No unfinished business was reported.

NEW BUSINESS

Authorize Issuance of General Obligation Limited Tax Bonds, Series 2025
Resolution 2-2025

WHEREAS, pursuant to Act 34, Public Acts of Michigan, 2001, as amended ("Act 34"), the County of St. Joseph (the "County") has the authority to issue bonds to pay the costs of any capital improvement items; and

WHEREAS, the County desires to design, purchase, acquire, and construct certain capital improvements, including, but not limited to, renovations, remodeling, improvements, and additions to the County courthouse building; as well as all sitework, work, furnishings, fixtures, and equipment necessary or incidental to these improvements and such other capital improvements the County shall determine to make, and to pay the costs of issuance of municipal securities (the "Improvements");

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 (the "Board") deems it necessary to borrow funds and to issue its General Obligation Limited Tax Bonds, Series 2025 therefor pursuant to the provisions of Act 34.

NOW, THEREFORE, BE IT HEREBY RESOLVED as follows:

1. NECESSITY. It is necessary for the public health, safety, and welfare of the County to make the Improvements and issue bonds of the County, pursuant to Act 34, to finance the Improvements.

2. PERIOD OF USEFULNESS. The estimated period of usefulness of the Improvements is determined to be in excess of twenty-one (21) years.

3. ISSUANCE OF BONDS. To defray a portion of the cost of acquiring the Improvements, including legal, engineering, financial, and other expenses, the County shall issue its bonds known as "General Obligation Limited Tax Bonds, Series 2025" (the "Bonds") in the aggregate principal sum of not to exceed $6,000,000 as finally determined by the Authorized Officer (defined below) at the time of sale. The balance of the cost of acquiring the Improvements, if any, shall be paid by grants or funds appropriated by the County.

4. BOND TERMS. The Bonds shall be issued in fully registered form as to both principal and interest, in the denomination of $5,000 each, or any whole multiple thereof or such other denominations determined by the Authorized Officer. The Bonds shall be numbered consecutively in the order of their registration, shall be dated the date of delivery or such other date approved by the Authorized Officer, and shall be payable serially or as term bonds on such dates, in such years and in such amounts as determined by the Authorized Officer at the time of sale. The Bonds shall bear interest as determined by the Authorized Officer, payable semiannually on the dates determined by the Authorized Officer. The Authorized Officer may alter or determine the bond terms within the parameters of this resolution as hereafter provided.

5. PAYMENT OF PRINCIPAL AND INTEREST. Both principal of and interest on the Bonds shall be payable in lawful money of the United States of America to the person appearing on the Bond registration books as the registered owner thereof. Payment of principal

on the Bonds shall be made at the principal office of the Paying Agent (defined below), upon surrender of the Bonds. Payment of interest on the Bonds 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 FULL FAITH AND CREDIT, GENERAL OBLIGATION. The County intends to pay the principal of and interest on the Bonds from available funds of the County. As security for the Bonds, 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 Bonds as and when due. Each year, the County shall be obligated, as a first budget obligation, to advance money from its general funds to pay the principal of and interest on the Bonds as they become due. In the event there are insufficient moneys for the payment of principal of and interest on the Bonds, the County shall levy a tax on all taxable property in the County for the prompt payment of principal and interest on the Bonds, which tax shall be limited as to rate and amount by applicable constitutional and statutory limitations on the taxing power of the County.

7. PRIOR REDEMPTION.
(a) Mandatory Redemption. Principal designated as a term bond maturity shall be subject to mandatory redemption, in whole or in part, by lot, at par plus accrued interest, on the redemption dates and in the amounts determined by the Authorized Officer. When term bonds are purchased by the County and delivered to the Paying Agent for cancellation or are redeemed in a manner other than by mandatory redemption, the principal amount of the term bonds affected shall be reduced by the principal amount of the Bonds so redeemed in the order determined by the County.

(b) Optional Redemption. The Bonds shall be subject to optional redemption prior to maturity as determined by the Authorized Officer at the time of sale.

(c) Notice of Redemption. Notice of redemption of Bonds shall be given by mail to the Registered Owners of the Bonds to be redeemed not less than thirty (30) days prior to the date fixed for redemption, addressed to the Registered Owner at the registered address shown on the registration books of the County maintained by the Paying Agent. Bonds so called for redemption shall not bear interest after the date fixed for redemption, provided funds are on hand with the Paying Agent to redeem the same. So long as the book-entry-only system remains in effect, the Paying Agent will give notice to Cede & Co., as nominee of the Depository Trust Company, New York, New York ("DTC"), and only Cede & Co. will be deemed to be a holder of the Bonds.

8. PAYING AGENT AND REGISTRATION.
(a) Appointment of Paying Agent. From time to time the Authorized Officer shall designate and appoint a paying agent, transfer agent, and bond 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 Bonds.

(b) Book-Entry-Only. The Bonds may be issued initially in book-entry-only form as one fully registered bond per maturity and will be registered in the name of Cede & Co., as bondholder and nominee for DTC. DTC will act as securities depository for the Bonds, purchase of the Bonds will be made in book-entry-only form, in the denomination of $5,000 or any integral multiple thereof, and purchasers will not receive certificates representing their interest in Bonds purchased. Payment of principal and interest will be made by the Paying Agent to DTC. While the Bonds are held in book-entry-only form, then the Bonds shall be transferred in accordance with the procedures established by DTC. So long as the Bonds are registered to DTC or another bond depository, the Paying Agent or bond registrar shall have no responsibility with respect to such transfers. The Authorized Officer shall have the authority from time to time to appoint a successor depository trustee to serve in the place of DTC. While the Bonds are issued in book-entry-only form the Paying Agent shall serve as paying agent only. The Authorized Officer is authorized to sign a Blanket Issuer Letter of Representations or any other related document on behalf of the County in such form approved by the Authorized Officer.

(c) Discontinuance of Book-Entry-Only. In the event the book-entry-only system is not chosen or is discontinued, the following provisions would apply to the Bonds. Registration of the Bonds shall be recorded in the registration books of the County kept by the Paying Agent. Bonds 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 Bond or Bonds shall be issued by the Paying Agent to the transferee (new registered owner) in denominations of $5,000 or any integral multiple thereof, in the same outstanding aggregate principal amount as the Bond submitted for transfer. No transfer of Bonds shall be valid unless and until recorded on the bond registration books in accordance with the foregoing. The person in whose name any bond 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 Bond to the Registered Owner thereof shall constitute a valid discharge of the County's liability upon such Bond to the extent of such payment. No Bond shall be transferred less than fifteen (15) days prior to an interest payment date nor after the Bond has been called for redemption. So long as the Bonds are registered to DTC or another bond depository, the Paying Agent, acting as bond registrar, shall have no responsibility with respect to such transfers.

9. BOND FORM. The Bonds shall be substantially in the form attached hereto as Exhibit A, and incorporated herein, with such changes as are recommended by the County's Bond Counsel and approved by the officers of the County signing the Bonds, whose signature thereon shall be conclusive evidence of such approval.

10. EXECUTION OF BONDS. The Chair or the Vice Chair of the Board and the Clerk or the Deputy Clerk of the County are hereby authorized and directed to sign the Bonds, either manually or by facsimile signature, on behalf of the County. Upon execution, the Bonds shall be delivered to the purchaser thereof upon receipt of the purchase price in accordance with the accepted bid therefor.

11. BONDS MUTILATED, LOST, OR DESTROYED. If any Bond shall become mutilated, the County, at the expense of the holder of the Bond, shall execute, and the Paying Agent shall authenticate and deliver, a new Bond of like tenor in exchange and substitution for the mutilated Bond, upon surrender to the Paying Agent of the mutilated Bond. If any Bond 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 Bond 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 Bond so lost, destroyed, or stolen. If any such Bond shall have matured or shall be about to mature, instead of issuing a substitute Bond, the Paying Agent may pay the same without surrender thereof.

12. BOND PAYMENT FUND. For payment of principal of and interest on the Bonds, there shall be established and maintained a debt service fund for the Bonds (the "Bond Payment Fund"). The accrued interest, if any, and capitalized interest, if any, received at the time of delivery of the Bonds and such amount of any premium determined by the Authorized Officer shall be placed into the Bond Payment Fund. The County shall budget annually a sufficient amount to pay the annual principal of and interest on the Bonds and deposit such amount in the Bond Payment Fund as needed to make payments of principal and interest as they become due. Moneys in the Bond Payment Fund shall be expended solely for payment of principal and interest on the Bonds that first come due. Any monies remaining in the Bond Payment Fund after the annual payments of principal of and interest on the Bonds shall be transferred to the General Fund and shall no longer be pledged hereunder.

13. CONSTRUCTION FUND. Prior to delivery and sale of the Bonds, there shall be established a construction fund (the "Construction Fund"). After deducting the sums that are required to be deposited in the Bond Payment Fund, the balance of the proceeds of the Bonds 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 Bonds were 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 Bond Payment Fund. After completion of the Improvements and disposition of any remaining Bond 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 BONDS. In accordance with the provisions of Act 34, the County reserves the right to issue additional bonds, which shall be of equal standing and priority with the Bonds.

17. SALE OF BONDS. The Bonds shall be sold pursuant to a competitive sale. The Authorized Officer shall set the date and time for sale of the Bonds, which date shall be at least seven (7) days after the publication of the official notice of sale and the Authorized Officer shall cause notice of the sale of the Bonds to be published in The Bond Buyer, which notice shall be in substantially the form attached hereto as Exhibit B, with such changes as are approved by the Authorized Officer. Following the receipt of such bids, the Authorized Officer is authorized to award the Bonds to the successful bidder therefor or reject all bids and negotiate the sale of the Bonds with a selected purchaser, which the Board determines to be in the best interests of the County under such circumstances.

18. AUTHORIZED OFFICER. Notwithstanding any other provision of this Resolution, the Administrator/Controller, Chair of the Board, the County Treasurer and the Financial 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 Bonds, the interest rate or rates, maximum interest rate, amount of discount or premium, amount of maturities, principal amount, amount of good faith deposit, if any, denominations, dates of issuance, dates of maturities, interest payment dates, optional and mandatory redemption rights, and term bond options. The authority granted to the Authorized Officer by this Section, is subject to the following limitations:

(a) The par amount of the Bonds shall not exceed $6,000,000.

(b) The Bonds shall not be sold at a price that would make the true interest cost of the Bonds exceed 6.00%.

(c) The final maturity date of the Bonds shall not be later than twenty one (21) years after the date of issuance of the Bonds.

(d) The Bonds shall not be sold at a price of less than 98% of the par value of the Bonds.

The Authorized Officer is hereby authorized for and on behalf of the County, without further Board approval, to: (a) approve the circulation of a preliminary and a final Official Statement describing the Bonds; (b) award the bid for the sale of the Bonds or otherwise negotiate the sale of the Bonds and enter into a Purchase Agreement; (c) purchase municipal bond insurance, if considered necessary, as additional security for the bondholders; (d) apply to rating agencies for a rating on the Bonds; (e) to make any elections or designations pursuant to the Code; and (f) do all other acts and take all other necessary procedures required to effectuate the sale, issuance, and delivery of the Bonds.

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 of such documents by the Authorized Officer.

The Authorized Officer, together with the Clerk or any one or more of them, are 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, a blanket letter of representations, and any certificates relating to federal or state securities laws, rules or regulations, and to pay any fees required by the State of Michigan. The Authorized Officer shall have the power to approve such policies as deemed necessary to comply with federal securities and tax laws, which shall be binding on the County.

19. 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 bonds, shall be deposited in trust, this Resolution shall be defeased and the owners of the bonds shall have no further rights under this Resolution except to receive payment of the principal of, premium, if any, and interest on the bonds from the cash or securities deposited in trust and the interest and gains thereon and to transfer and exchange bonds as provided herein.

20. TAX COVENANT. The County covenants to comply with all requirements of the Code necessary to assure that the interest on the bonds 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 Bonds will be and will remain excludable from gross income for federal income tax purposes.

21. QUALIFIED TAX EXEMPT OBLIGATIONS. The Bonds are hereby designated as "Qualified Tax Exempt Obligations" as described in Section 265(b)(3)(B) of the Code.

22. MUNICIPAL BOND INSURANCE. The Authorized Officer is hereby authorized to acquire municipal bond insurance to enhance the marketability of the Bonds. If the County or the

purchaser of the Bonds acquires municipal bond insurance from a municipal bond insurer (the "Insurer"), the Authorized Officer, the Clerk and the Treasurer or any one of them, are hereby authorized to take all actions, including the payment of membership fees of a mutual insurance company, and to execute any documents, certificates, orders, applications, agreements, conditions, covenants, or other instruments necessary to effectuate the issuance of the policy of bond insurance, including, but not limited to the execution of an order or agreement containing such provisions as the Insurer may require with respect to the insurance and the Insurer, which shall be binding on the County in the same manner as if contained herein.

23. CONTINUING DISCLOSURE. The County agrees to provide or cause to be provided, in accordance with the requirements of Rule 15c2-12 (the "Rule") promulgated by the Securities and Exchange Commission (a) on or prior to the date determined by the Authorized Officer, commencing with the first fiscal year ending after the issuance of the Bonds, certain annual financial information and operating data, including audited financial statements for the preceding fiscal year (or if audited financial statements are not available, unaudited financial statements), generally consistent with certain information that was contained or cross-referenced in the Official Statement relating to the Bonds, (b) timely notice of the occurrence of certain material events with respect to the Bonds, and (c) timely notice of a failure by the County to provide the required annual financial information on or before the date specified in (a) above.

24. OFFICIAL STATEMENT. The Preliminary Official Statement relating to the Bonds is hereby authorized and approved with such changes, completions, and revisions as the Authorized Officer shall approve. The Authorized Officer, the Clerk of the County, or any of them, are hereby authorized and directed to approve, execute, and deliver the Official Statement on behalf of the County with such changes or modifications as they deem necessary in order to assure that the statements therein are true, and that it does not contain any untrue statement or material fact and does not omit a material fact necessary in order to make the statements, in light of the circumstances under which they were made, not misleading.

25. BOND COUNSEL. The firm of Dickinson Wright PLLC is hereby employed as bond counsel to the County for the issuance of the Bonds and the Authorized Officer is authorized to sign an engagement letter with bond counsel with such fee as is provided in the financial report prepared for the Bonds. 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 Bonds, and consents to Dickinson Wright PLLC's representation of the County as bond counsel, and waives any conflict of interest arising from such representation of a financial institution or underwriter that may purchase the Bonds in other matters not involving the County.

26. MUNICIPAL ADVISOR. The firm of MFCI, LLC is appointed as municipal advisor for the issuance of the Bonds.

27. RESOLUTION SUBJECT TO MICHIGAN LAW. The provisions of this Resolution are subject to the laws of the State of Michigan.

28. 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.

29. 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.

30. 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 Bonds.

31. EFFECTIVE DATE OF RESOLUTION. This Resolution is determined by the Board 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 Yunker and seconded by Commissioner Malone to approve the resolution. The Motion carried 4-3 upon a roll call vote with Yunker, Baker and Conklin dissenting.

Midwest Energy & Communications Application for Broadband Equity Access & Deployment (BEAD) Program Funds
Resolution 3-2025

WHEREAS, Midwest Energy & Communications (MEC) is a customer-owned electric cooperative founded in 1937, providing electricity, propane, and fiber internet solutions to 42,000 rural customers across southern and west-central Michigan, northern Indiana, and northeast Ohio, many of whom reside in St. Joseph County.

WHEREAS, MEC is expanding its internet services to bring fiber-to-the-premises to an additional 50,000 addresses in southern Michigan by the end of 2026.

WHEREAS, MEC intends to further expand its services by applying for funds through the $42.45 billion BEAD program administered federally by the National Telecommunications and Information Administration (NTIA) and in the state by Labor and Economic Opportunity's Ml-HI Office.

WHEREAS, Michigan's allocation of BEAD funds totals $1.559 billion, the fourth largest allocation in the country.

WHEREAS, Funds may be used for a variety of purposes including planning, adoption and deployment, with MEC focused on the latter which includes locations in St. Joseph County, and;

WHEREAS, Letters of support from affected municipalities are encouraged for any internet service provider (ISP) intending to apply for these funds. Stated another way, the support we are seeking is not exclusive to MEC. St. Joseph County, provided they are not applying directly for BEAD funds themselves, may support competitors of MEC who also intend to serve un-and-underserved locations in the county.

NOW, THEREFORE, BE IT RESOLVED, MEC is respectfully requesting that St. Joseph County support our efforts to both apply for BEAD funds and, if successful, serve eligible locations in St. Joseph County as determined by NTIA and Michigan's Ml-HI Office.
The St. Joseph County Board of Commissioners are hereby authorized to perform the acts to carry out this Resolution.

It was moved by Commissioner Baker and seconded by Commissioner Malone to approve the resolution. Motion carried. The Motion carried 7-0 upon a roll call vote.

Employee Handbook Sick Leave Policy

It was moved by Commissioner Rosado and seconded by Commissioner Shaffer to approve the revised sick leave policy due to the new Earned Sick Time Act (ESTA). Motion carried.

COMMISSIONER COMMENTS

Commissioner Yunker provided comments on the Tax Bond vote.
Commissioner Malone provided comments on the Tax Bond vote.
Commissioner Baker provided comments on the Tax Bond vote.
Commissioner Conklin highlighted the importance of being good stewards of taxpayer money.
Commissioner Rosado commented on the court renovation and matters related to Probate Court.
Commissioner Shaffer emphasized the need to move forward.
Chairman Hoffmaster addressed misinformation and encouraged residents to continue attending.

CLOSED SESSION

It was moved by Commissioner Baker and seconded by Commissioner Malone to go into closed session under Section 8(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. Motion carried.

ADJOURNMENT

It was moved by Commissioner Baker and seconded by Commissioner Malone to adjourn the meeting at 7:50 pm. Motion carried.

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Dena Clark, St. Joseph Chief Deputy Clerk

ST. JOSEPH COUNTY BOARD OF COMMISSIONERS
EXECUTIVE COMMITTEE MEETING
Tuesday, April 8, 2025, 4:00 p.m. in Historic Courthouse, Commission Room

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

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

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Design Development – Centreville Courthouse
Jen Sawyer presented an overview of the courthouse project from its inception to current development.
By consent, the item was added to the agenda for the Board of Commissioners meeting.

Property Exchange – SJC Parks and Hughes Trust
Matt Davidson provided historical background and current details on the property access discussions initiated in 2008.
By consent, the item was added to the agenda for the Board of Commissioners meeting.

Equalization Report/Resolution
Josh Simmons presented the annual Equalization Report.
By consent, the item was added to the agenda for the Board of Commissioners meeting.

Commercial and Industrial Appraisals
Josh Simmons reported on receiving and accepting a bid from ASI for appraisal services.
By consent, the item was added to the agenda for the Board of Commissioners meeting.

2025 Materials Management Work Program
Lee Adams and Val Klomparens discussed funding and plans for materials management under EGLE support.
By consent, the item was added to the consent agenda for the Board of Commissioners meeting.

Master Land Use Plan
Patrick Hudson requested authorization for a 63-day review and public distribution of the updated plan.
By consent, the item was added to the consent agenda for the Board of Commissioners meeting.

Southcentral Michigan Planning Council Presentation
Brian Pittelko introduced SMPC and provided an overview of its services.

AED Budget Request
Undersheriff David Northrop presented a request to replace 15 AEDs and 15 First Aid Kits.
By consent, the item was added to the agenda for the Board of Commissioners meeting.

Sheriff’s Office Training Budget
Undersheriff David Northrop requested a budget amendment for reallocation of funds to support training efforts.

Animal Control Grant
Erin Goff reported on a $10,000 anonymous grant to support pre-adoption spay/neuter costs. It was moved by Commissioner Malone and seconded by Commissioner Rosado to accept the grant. Motion carried.

Other Business

- Commissioner Yunker requested all bills be reviewed by commissioners before payment. Commissioner Shaffer suggested the monthly bills be put on the agenda for acknowledgment of receipt as had been done in the past.
- Commissioner Shaffer thanked Commissioner Yunker for attending a recent MAC Conference and suggested others attend opportunities later in the year.
- Teresa Cupp reminded the group about the closed session with the county attorney scheduled for the next Commission meeting.
- A request from the Three Rivers Women’s Club for a Library Week Resolution was acknowledged; due to time constraints, it will not proceed this year.
- The Pomona Grange #4 will be honored with a Resolution for its 150th anniversary at the next Commission meeting.

Public Comment

No public comments were received.

There being no further business, the meeting adjourned at 5:33 p.m.

Respectfully submitted by

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Dena Clark, Chief Deputy Clerk

ST. JOSEPH COUNTY BOARD OF COMMISSIONERS

REGULAR MEETING

April 15, 2025

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 April 15, 2025, at 5:00 p.m.

Chairman Jared Hoffmaster called the meeting to order.

An invocation was given by Commissioner Shaffer followed by The Pledge of Allegiance.

County Clerk/Register Gina Everson called roll:

> Present: Rusty Baker, Terry Conklin, Jared Hoffmaster, Ken Malone, Luis Rosado, Rick Shaffer, Christina Yunker
>
> Also Present: County Administrator Teresa Cupp, Finance Director Angie Steinman

ADOPTION OF AGENDA

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

CONSENT AGENDA

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

Items Approved:

• Board Meeting Minutes (March 18, 2025) with a correction to reflect Terry Conklin as present.

• 2025 Materials Management Work Program

• Master Land Use Plan – Authorization for public review

• Acknowledgement of Prior Month Finance Reports

PUBLIC COMMENT

Diann King of Three Rivers, Gina Foster of Three Rivers, Fred Brown of Centreville, Kelly Weaver of White Pigeon, Paige Willis of White Pigeon, Deborah Davis of Colon, Gordon Evilsizor of White Pigeon, Regina Chapman of Three Rivers, Carol Slavic of Sturgis, Angela Mingus of Sturgis, Rebecca Shank of Constantine.

PRESENTATIONS

None.

COUNTY ADMINISTRATOR'S REPORT

Administrator Teresa Cupp provided an update on county operations. She reported that the strategic planning meetings are underway and advised the board to expect the Auditors report in July.

COMMITTEE REPORTS AND APPOINTMENTS

Commissioners Rosado, Yunker and Hoffmaster presented committee reports.

UNFINISHED BUSINESS

None reported.

NEW BUSINESS

2025 Equalization Report
Resolution 4-2025

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 $4,346,991,035 (Four Billion, Three Hundred Forty Six Million, Nine Hundred Ninety-One Thousand, Thirty Five Dollars) and a cumulative total for Personal Property of $331,497,612 (Three Hundred Thirty-One Million, Four Hundred Ninety-One Thousand, Six Hundred Twelve Dollars). The combined total of Real and Personal Property of the Cities and Townships in St. Joseph County is $4,678,488,647 (Four Billion, Six Hundred Seventy-Eight Million, Four Hundred Eighty-Eight Thousand, Six Hundred Forty-Seven Dollars).

It was moved by Commissioner Baker and seconded by Commissioner Malone to approve the 2025 Equalization Report Resolution. Motion carried 6-1 upon a roll all vote with Commissioner Yunker dissenting.

Commercial and Industrial Appraisals Contract

It was moved by Commissioner Malone and seconded by Commissioner Shaffer to approve the contract with Assessing Solutions Inc. Motion carried 6-1 with Commissioner Yunker dissenting.

Design Development – Centreville Courts Building

It was moved by Commissioner Malone and seconded by Commissioner Shaffer to approve the Design Development Budget and authorize the County Administrator to execute the scope of work. Motion carried 4-3 upon a roll call vote with Commissioners Baker, Yunker, and Conklin dissenting.

Property Exchange – SJC Parks and Hughes Trust

It was moved by Commissioner Malone and seconded by Commissioner Baker to authorize the County Administrator to sign and execute the Quit Claim Deeds. Motion carried

Appreciation for the St. Joseph-Cass-Kalamazoo Pomona Grange #4
Resolution 5-2025

WHEREAS, since 1867 the Grange nationally has been recognized as a leading voice on behalf of rural America through legislation, leadership development, fellowship with fellow Grangers and service projects to make their communities a better place for us all, and

WHEREAS, the Grange came to Michigan in 1872, with major growth coming rapidly. Many of the first Granges in our state came from Southwest Michigan in 1873, and

WHEREAS, The Pomona Grange, a.k.a county or district Grange, was organized in the spring of 1875 as the St. Joseph County Pomona Grange #4. The call to organize brought Grangers to Centreville to begin the charter process and shortly thereafter the first actual meeting was held at River Side Grange Hall, and

WHEREAS, early meetings were two-day affairs consisting of legislative work, crop and homemaking reports, programs of educational and entertainment value, and plenty of fellowship and food. The hosting local Grange provided the meeting place and meals and lodging for attendees, and

WHEREAS, over the years many activities and projects have been sponsored including local Grange fairs, picnics, parades, rallies, and educational programs, etc., and

WHEREAS, in 1916 at a Pomona Grange meeting, the decision was made to assume the fall operation of the county fair with each local Grange represented by a director. And though it's not operated as in the past, it's still referred to as the "St. Joseph County Grange Fair", and

WHEREAS in the early 80's, the Cass County Pomona Grange closed, and their two Granges were warmly welcomed. The early 90's found the one remaining in Kalamazoo County local Grange joining the fold, thus becoming the St. Joseph, Cass, Kalamazoo Pomona Grange #4, and

WHEREAS, today, five local chapters in the three-county region make up the Pomona Grange meeting, once a month at various Grange halls or restaurants. While not epic in scale as in the past, monthly service projects are planned and carried out, a fun and educational program presented and friendship and fellowship is nurtured,

NOW THEREFORE BE IT RESOLVED, the St. Joseph County Board of Commissioners takes this opportunity to express our thanks to the five local Granges for what they do and have done for their communities and to proudly and gladly salute the St. Joseph, Cass, Kalamazoo Pomona Grange #4 on the 150th anniversary of their founding, wishing them many more years of growth, service and fellowship.

It was moved by Commissioner Shaffer and seconded by Commissioner Malone to approve the resolution. Motion carried 7-0 upon a roll call vote.

Sheriff's Office AED Request

It was moved by Commissioner Baker and seconded by Commissioner Yunker to approve the purchase of 15 AEDs and 15 Individual First Aid Kits. Motion carried.

Budget Amendments – Sheriff's Office Training Budget

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

COMMISSIONER COMMENTS

Commissioner Rosado provided comments on staff. Commissioner Conklin provided comments on community attendance. Commissioner Yunker provided comments on finances. Commissioner Baker provided comments on finances. Chair Hoffmaster provided comments on finances.

CLOSED SESSION

It was moved by Commissioner Baker and seconded by Commissioner Malone to go into closed session for this Commission to consult with its attorney to discuss strategy for the negotiations of POAM-Command Group collective bargaining agreement pursuant to MCL 15.268(c) and also to consider a written legal opinion from its attorney under MCL 15.268(h). Motion carried.

The meeting moved into a Closed Session at 6:12 p.m.

The meeting returned to Open Session at 6:24 p.m.

Motion Following Closed Session

It was moved by Commissioner Shaffer and seconded by Commissioner Baker to approve the settlement in the amount of $45,000.00 and authorize the County Administrator to negotiate and sign the closeout agreement. Motion carried 6-1 by roll call vote, with Commissioner Rosado dissenting.

ADJOURNMENT

It was moved by Commissioner Malone and seconded by Commissioner Baker to adjourn the meeting at 6:28 p.m. Motion carried.

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Gina Everson, Clerk/Register

ST. JOSEPH COUNTY BOARD OF COMMISSIONERS EXECUTIVE COMMITTEE MEETING

Tuesday, May 13, 2025, 4:00 p.m. in Historic Courthouse, History Room

Commissioners Present: Chair Jared Hoffmaster, Vice Chair Rusty Baker, Commissioners Terry Conklin, Ken Malone, Luis Rosado, Rick Shaffer, Christina Yunker
Also Present: Teresa Cupp, County Administrator

Equalization – 2025 L-4029 Millage Request
Josh Simmons presented the Equalization L-4029 millage request for 2025.
By consent, the item was added to the agenda for the Board of Commissioners meeting.

Part-Time Deputy Clerk Position Request
Gina Everson presented a request to create a part-time deputy clerk position.
By consent, the item was added to the agenda for the Board of Commissioners meeting.

Early Vote Coordinator Status Change
Gina Everson presented a proposal to modify the Early Vote Coordinator position status.
By consent, the item was added to the agenda for the Board of Commissioners meeting.

Prosecutor's Office – AXON Justice Premier+ Program Contract
Debbie Davis presented information on the AXON Justice Premier+ Program contract.
By consent, the item was added to the agenda for the Board of Commissioners meeting.

Prosecutor's Office Budget Amendment Request
Debbie Davis reviewed a request for a budget amendment.
No action was taken.

Veterans Affairs – Vehicle Replacement
Stoney Summey presented a request to replace a Veterans Affairs vehicle.
By consent, the item was added to the agenda for the Board of Commissioners meeting.

Tentative Agreement – Command Officers Association of Michigan
Teresa Cupp presented the tentative labor agreement.
By consent, the item was added to the consent agenda for the Board of Commissioners meeting.

Wage and Compensation Study
Teresa Cupp reported that the study is complete, with minor adjustments underway to job descriptions, grades, and steps. Prosecutor's Office staff are included in the adjustments.

Van Buren Co./St. Joseph Co. Digital Information Departments Integration
Jerry Happel presented the proposed integration initiative.
By consent, the item was added to the agenda for the Board of Commissioners meeting.

Building Master Plan Update
Jen Sawyer provided an update, noting that the final elevator bid is pending and expected before the next meeting.
By consent, the item was added to the agenda for the Board of Commissioners meeting.

Barton Group Contract Addendum
Jen Sawyer reviewed the Barton Group Contract Addendum.
By consent, the item was added to the agenda for the Board of Commissioners meeting.

Emergency Management Coordinator Appointment
Erin Goff presented Josh Shook as the newly hired Director of Emergency Services and the recommendation of his appointment as County Emergency Management Coordinator.
By consent, the appointment was added to the consent agenda for the Board of Commissioners meeting.

Local Emergency Planning Committee Appointments
Erin Goff presented recommended appointments to the Local Emergency Planning Committee, including Sam Smallcombe, Josh Shook, and Andrew Goldberger.
By consent, the appointments were added to the consent agenda for the Board of Commissioners meeting.

Brownfield Redevelopment Authority Appointment
Erin Goff presented a recommendation for her own appointment to the Brownfield Redevelopment Authority.
By consent, the appointment was added to the consent agenda for the Board of Commissioners meeting.

Pivotal Board Appointments
Erin Goff presented recommended appointments to the Pivotal Board, including Luis Rosado, Darci Skrzyniarz, Cathi Abbs, and Stacy Linihan.
By consent, the appointments were added to the consent agenda for the Board of Commissioners meeting.

Other Business

- Teresa Cupp noted that IT is awaiting an additional quote for a streaming service.

- Commissioner Shaffer inquired about the availability of Planning Commission minutes on the website; Erin Goff confirmed that the minutes are now posted online.
- 2024 Pivotal Annual Report-Cameron Bullock will present the 2024 Pivotal Annual Report at the May 20 Board of Commissioners meeting.

Public Comment
Shelia Kroupa
Rick Anderson

There being no further business, the meeting adjourned at 5:32 p.m.

Respectfully submitted by

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Gina Everson, County Clerk/Register

ST. JOSEPH COUNTY BOARD OF COMMISSIONERS

REGULAR MEETING

May 20, 2025

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 May 20, 2025, at 5:00 p.m.

Chairman Jared Hoffmaster called the meeting to order.

An invocation was given, followed by the Pledge of Allegiance.

Chief Deputy Clerk Dena Clark called roll:

> Present: Rusty Baker, Terry Conklin, Jared Hoffmaster, Ken Malone, Luis Rosado, Rick Shaffer, Christina Yunker
> Also Present: County Administrator Teresa Cupp, Finance Director Angie Steinman

ADOPTION OF AGENDA

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

CONSENT AGENDA

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

Items Approved:

- Board Meeting Minutes – April 15, 2025
- Tentative Agreement – Command Officers Association of Michigan
- Emergency Management Coordinator Appointment of Joshua Shook
- Local Emergency Planning Committee Appointments of Andrew Goldberger, Joshua Shook, Sam Smallcombe
- Brownfield Redevelopment Authority Appointment of Erin Goff
- Pivotal Board Appointments – Cathi Abbs, Stacy Linihan, Luis Rosado, Darci Skrzyniarz
- Acknowledgement of Prior Month Finance Reports
- General Fund Financial Report
- Non-General Fund Financial Report
- General Ledger Activity Report

PUBLIC COMMENT

Brandon McKenzie of Sturgis, Steven Miller of Sturgis, Diane Zinsmaster of Marcellus, Allen Balog of Three Rivers, Kelly Weaver of White Pigeon, Steve VanZile of Sturgis, Brian Taylor of Sturgis, Luanna Evans of Sturgis, Jim Stuck of Three Rivers, Garratt Hall of Schoolcraft, Todd Wittick of Constantine, Sheila Kroupa of White Pigeon, Amanda Freyes of Sturgis, Jayden Conley of Sturgis, Dan Warner of Schoolcraft, Rodney Chupp of Sturgis, Jeff Bastin of Sturgis, Christy Trammel of Three Rivers, Jonathan Rice of Three Rivers, Matt Avery of Burr Oak, Rick Cordes of Three Rivers, Paige Willis of White Pigeon, Dray Perkins of Sturgis, Rebecca Shank of Constantine, Mike Stiles of Sturgis, Gary Metz of Sturgis, Steve Zarza of Sturgis, John Smoll of Sturgis.

PRESENTATIONS

Pivotal Annual Report FY 2024 – Presented by Cameron Bullock

COUNTY ADMINISTRATOR'S REPORT

No report.

COMMITTEE REPORTS AND APPOINTMENTS

Commissioners Rosado, Conklin and Shaffer presented committee reports and comments.

UNFINISHED BUSINESS

None reported.

NEW BUSINESS

2025 L-4029 Millage Request

It was moved by Commissioner Malone and seconded by Commissioner Shaffer to approve the 2025 L-4029 Millage Request for St. Joseph County. Motion failed 4-3 upon a roll call vote with Commissioner Baker, Rosado, Yunker and Conklin dissenting.

Part-Time Deputy Clerk Position Request

It was moved by Commissioner Baker and seconded by Commissioner Yunker to approve the Part-Time Deputy Clerk Position Request. Motion carried.

Early Vote Coordinator Position Status Change Request

It was moved by Commissioner Baker and seconded by Commissioner Yunker to approve the Early Vote Coordinator Position Status Change Request. Motion carried.

AXON Justice Premier+ Program Contract

It was moved by Commissioner Baker and seconded by Commissioner Yunker to approve the AXON Justice Premier+ Program Contract. Motion carried.

Veteran's Affairs Replacement Vehicle Request

It was moved by Commissioner Rosado and seconded by Commissioner Malone to approve the replacement vehicle request for Veteran's Affairs. Motion carried 6-1 with Commissioner Baker dissenting.

Amended Veteran's Affairs Replacement Vehicle Request

It was moved by Commissioner Rosado and seconded by Commissioner Shaffer to approve the replacement vehicle request for Veteran's Affairs to include permanent markings on the vehicle and the price to add the markings. Motion carried 6-1 with Commissioner Malone dissenting.

St. Joseph County/Van Buren County Digital Information Departments Integration

It was moved by Commissioner Baker and seconded by Commissioner Malone to authorize the County Administrator to enter into an agreement integrating the St. Joseph County and Van Buren County Digital Information Departments. Motion carried.

Building Master Plan – Elevator Bid Proposal

It was moved by Commissioner Malone and seconded by Commissioner Rosado to accept the recommended elevator bid proposal from Schindler Elevator for the Centreville Courts Building. Motion carried 4-3 upon a roll call vote with Commissioner Baker, Conklin and Yunker dissenting.

Barton Group Contract Addendum

It was moved by Commissioner Malone and seconded by Commissioner Shaffer to approve the Barton Group Contract Addendum. Motion carried 4-3 upon a roll call vote with Commissioner Baker, Conklin and Yunker dissenting.

COMMISSIONER COMMENTS

Commissioner Rosado provided comments on the constitution with regards to campgrounds and parks. Commissioner Conklin provided comments on the public attendance and United Way. Commissioner Yunker provided comments on Covered Bridge Park and campgrounds. Commissioner Shaffer provided comments on public comments. Commissioner Malone provided comments on parks. Commissioner Baker provided comments on Ax MI Tax and how to make cuts and pay the debt. Commissioner Hoffmaster provided comments on the effects of voting down the 2025 L-4029 Millage Request. Commissioner Rosado asked for reconsideration on the vote for 2025 L-4029 Millage Request.

2025 L-4029 Millage Request

It was moved by Commissioner Rosado and seconded by Commissioner Malone to reconsider the vote on the 2025 L-4029 Millage Request for St. Joseph County. Motion carried 4-3 upon a roll call vote with Commissioner Baker, Yunker and Conklin dissenting.

It was moved by Commissioner Shaffer and seconded by Commissioner Malone to amend the vote to approve the 2025 L-4029 Millage Request for St. Joseph County. Motion carried 4-3 upon a roll call vote with Commissioner Baker, Yunker and Conklin dissenting.

ADJOURNMENT

It was moved by Commissioner Shaffer and seconded by Commissioner Rosado to adjourn the meeting at 7:39 PM. Motion carried.

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Dena Clark, Chief Deputy Clerk

<u>EXECUTIVE COMMITTEE</u>
Minutes
Tuesday, June 10, 2025, at 4:00 p.m.
HISTORIC CHOURTHOUSE, HISTORY ROOM

Commissioners Present:	Commissioners Jared Hoffmaster, Rusty Baker, Terry Conklin, Kristina Yunker, Luis Rosado, Ken Malone, and Rick Shafer.
Commissioners Absent:	None
Also Present:	Teresa Doehring, County Administrator

<u>ARPA Continuation Request – Old Centreville Cemetery Restoration Project</u>. No action was taken.

<u>Karpel Contract Addendum Request.</u> By consent, the item was added to the agenda.

<u>Community Corrections Grant FY 2026</u>. By consent, the item was added to the agenda.

<u>Commissioner Room Video Streaming</u>. By consent, the item was added to the agenda.

<u>Sheriff's Office – FOIA Software Request</u>. By consent, the item was added to the agenda.

<u>Sheriff's Office – Vehicle Request</u>. By consent, the item was added to the agenda.

<u>Sheriff's Office – Fleet Management Program Presentation</u>. Commissioners Baker, Yunker, and Rosado will meet with Administration to discuss further.

<u>Annex Water Mitigation and Mold Remediation Project.</u> By consent, the item was added to the agenda.

<u>Materials Management Planning Grant Agreement FY 2025</u>. By consent, the item was added to the agenda.

<u>Southcentral Materials Management Planning Committee Appointment</u>. By consent, the item was added to the consent agenda.

<u>Public Comment.</u> Debbie Davis.

<u>Other Business</u>.

There being no further business the meeting adjourned at 5:37 p.m.

Respectfully submitted by

Melissa J. Bliss

Melissa J. Bliss,
Deputy Clerk/Elections Coordinator

ST. JOSEPH COUNTY BOARD OF COMMISSIONERS

REGULAR MEETING

June 17, 2025

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 June 17, 2025, at 5:00 p.m.

1. Chairman Jared Hoffmaster called the meeting to order.

2. An invocation was given, followed by the Pledge of Allegiance.

3. County Clerk/Register Gina Everson called roll:

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

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

4. **ADOPTION OF AGENDA**
   It was moved by Commissioner Rosado and seconded by Commissioner Malone to adopt the agenda as presented.

   A subsequent motion was made by Commissioner Yunker to amend the agenda by removing Item C from the Consent Agenda but it was not seconded.

   Chairman Hoffmaster then restated the original motion to adopt the agenda as presented. Motion carried.

5. **CONSENT AGENDA**
   It was moved by Commissioner Malone and seconded by Commissioner Shaffer to approve the consent agenda as presented.
   - Board of Commissioner Meeting Minutes for May 20, 2025
   - Appointment of Fred Sawyer to the Southcentral Materials Management Planning Committee
   - General Fund Financial Report, Non-General Fund Financial Report, General Ledger Activity Report – placed on file.

   Motion carried 6-1 with Commissioner Yunker dissenting.

6. **PUBLIC COMMENT**
   Sarah Main From Three Rivers, Craig Crabill from Sturgis, Pam Riley from COA, Trista Nelson from Fawn River, Andrew Brandt from Centreville, Tim Carls from Florence Township, Gordon Evilsizor from White Pigeon, Paige Willis from White Pigeon

7. PRESENTATIONS

Drain Commission Annual Report FY 2024 – Presented by Jeffrey Wenzel

Planning Commission Annual Report FY 2024 – Presented by Robert Horton

Branch-Hillsdale-St. Joe Community Health Agency Annual Report FY 2024 – Presented by Rebecca Burns

Area Agency on Aging Annual Implementation Plan – Presented by Laura Sutter

MSU-Extension Annual Report Presentation – Presented by Kai Gritter

8. COUNTY ADMINISTRATOR'S REPORT

Administrator Teresa Cupp provided various updates including renovation projects, staffing changes, the jail project, and the upcoming audit presentation.

9. COMMITTEE REPORTS AND APPOINTMENTS

Commissioners Baker, Shaffer, and Hoffmaster presented committee reports and comments.

10. UNFINISHED BUSINESS

None reported.

11. NEW BUSINESS

A. Karpel Contract Addendum Request

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

B. FY 2026 Community Corrections Grant Resolution

It was moved by Commissioner Rosado and seconded by Commissioner Malone to approve and sign the FY2026 Community Corrections Grant Resolution. Motion carried. Resolution XX-XX was adopted.

C. Commissioner Room Video Streaming Request

It was moved by Commissioner Baker and seconded by Commissioner Yunker to approve the Video Streaming Request. The motion failed on a roll call vote, 5–2, with Commissioners Malone, Shaffer, Conklin, Rosado, and Hoffmaster dissenting.

D. FOIA Software Request

It was moved by Commissioner Malone and seconded by Commissioner Shaffer to approve the FOIA Software Request. Motion carried.

E. Annex Water Mitigation & Mold Remediation Project

It was moved by Commissioner Baker and seconded by Commissioner Malone to approve the Annex Water Mitigation and Mold Remediation Project Request. Motion carried.

F. FY 2025 Materials Management Planning Grant Agreement
It was moved by Commissioner Baker and seconded by Commissioner Malone to approve the 2025 Materials Management Planning Grant Agreement. Motion carried.

G. Sheriff's Office Budget Amendment
It was moved by Commissioner Malone and seconded by Commissioner Shaffer to approve the Sheriff's Office Budget Amendment. Motion carried.

12. COMMISSIONER COMMENTS
Commissioner Conklin, Yunker, Shaffer, Malone, Baker and Hoffmaster provided comments.

13. ADJOURNMENT
It was moved by Commissioner Shaffer and seconded by Commissioner Malone to adjourn the meeting at 6:50 PM. Motion carried.

Melissa J. Bliss

Melissa J. Bliss,

Deputy Clerk/Elections Coordinator

<u>EXECUTIVE COMMITTEE</u>
Minutes
July 8, 2025, at 4:00 p.m.
HISTORIC COURTHOUSE, HISTORY ROOM

Commissioners Present:	Commissioners Jared Hoffmaster, Rusty Baker, Terry Conklin, Christina Yunker, Luis Rosado, Ken Malone, and Rick Shaffer.
Commissioners Absent:	None
Also Present:	Teresa Cupp, County Administrator

1. <u>EDGE Board Update – Ken Jones.</u> No action was taken.

2. <u>Tri-Share Informational Presentation – April Goodwin.</u> No action was taken.

3. <u>St. Joseph Ambulance Consortium Proposal – Steve Wolf.</u> No action was taken.

4. <u>Remonumentation Contracts – Jerry Happel.</u> By consent, the item was added to the consent agenda.

5. <u>Michigan Department of Natural Resources Grant Declaration & Notice – Erin Goff.</u> By consent, the item was added to the agenda.

6. <u>Commission on Aging Advisory Board Amended Bylaws – Erin Goff.</u> By consent, the item was added to the agenda.

7. <u>Commission on Aging Advisory Board Reappointments – Erin Goff.</u> By consent, the item was added to the consent agenda.

8. <u>Deputy Medical Examiner Appointment – Erin Goff.</u> By consent, the item was added to the consent agenda.

9. <u>Child and Adolescent Health Centers Grant Support – Commissioner Hoffmaster.</u> By consent, the item was added to the consent agenda.

10. <u>Environmental Testing Proposals – Teresa Cupp.</u> By consent, the proposal from Fishbeck was added to the agenda.

11. <u>Budget Process Discussion/Financial Reporting – Angie Steinman.</u> No action was taken.

<u>Public Comment.</u> Prosecutor Debbie Davis.

<u>Other Business</u>. Monthly Financial Reporting and access to BS&A is available for Commissioners.

<u>Commissioner Comments.</u> Rosado, Shaffer, Baker, and Malone provided comments.

There being no further business the meeting adjourned at 5:28 p.m.

Respectfully submitted by

Melissa J. Bliss

Melissa J. Bliss,
Deputy Clerk/Election Coordinator

ST. JOSEPH COUNTY BOARD OF COMMISSIONERS

REGULAR MEETING

July 15, 2025

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 July 15, 2025, at 5:00 p.m.

1. Chairman Jared Hoffmaster called the meeting to order.

2. An invocation was given, followed by the Pledge of Allegiance.

3. County Clerk/Register Gina Everson called roll:

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

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

4. **ADOPTION OF AGENDA**
   It was moved by Commissioner Baker and seconded by Commissioner Malone to adopt the agenda as presented. Motion carried.

5. **CONSENT AGENDA**
   It was moved by Commissioner Malone and seconded by Commissioner Shaffer to approve the consent agenda as presented.
   - Executive Committee Meeting Minutes for July 8, 2025
   - Board of Commissioner Meeting Minutes for June 17, 2025
   - Remonumentation Contracts with Southwest Survey & Engineering LLC, Kesler Land Surveying LLC, and RD Miller Land Surveying.
   - Commission on Aging Advisory Board Reappointments for Deborah Davis, Patricia Dane, Maggie Mead, Amanda Johnson, and John Gelvin.
   - Appoint Nicolas Kostelecky MD as the Deputy Medical Examiner
   - Provide a letter of support for a Child and Adolescent Health Centers Grant through Beacon Health/PAWS Clinic.
   - General Fund Financial Report, Non-General Fund Financial Report, General Ledger Activity Report – placed on file.

   Motion carried.

6. **PUBLIC COMMENT**
   Commissioner Hoffmaster opened the floor to public comment at 5:02 p.m.

Deborah Davis – St. Joseph County Prosecutor, Angelique Camfield – St. Joseph County Assistant Prosecutor, Paige Willis – White Pigeon, Gordon Evilsizor – Florence Township, Andrew Brandt – Centreville, Sheila Kroupa – White Pigeon

Commissioner Hoffmaster closed the floor to public comment at 5:16 p.m.

7. PRESENTATIONS

A. FY2024 Gabridge & Company Audit Presentation – presented by Matt Holland
B. MSU Extension Outreach Presentation – Presented by Nicolle Ritchie
C. 2024 Commission on Aging Annual Report – Presented by Pam Riley

8. COUNTY ADMINISTRATOR'S REPORT

Administrator Teresa Cupp commented on the following: staff leadership meeting including social media policy, new hires, employee information sessions for Medicare, Morgan Stanley, and MERS, the courts renovation project, RFP for discharge project at the jail, COA Director Riley and her annual report presentation, the annual audit report, and Finance Director Steinman.

9. COMMITTEE REPORTS AND APPOINTMENTS

Commissioners Malone, Shaffer, and Rosado presented committee reports and comments.

10. UNFINISHED BUSINESS

None reported.

11. NEW BUSINESS

A. Michigan Department of Natural Resources Grant Declaration and Notice

It was moved by Commissioner Malone and seconded by Commissioner Baker to adopt the Declaration and Notice for the Michigan DNR Grant, as presented. Motion carried.

B. Commission on Aging Advisory Board Amended Bylaws

It was moved by Commissioner Malone and seconded by Commissioner Shaffer to adopt the bylaw changes, as presented. Motion carried.

C. Environmental Testing Proposal

It was moved by Commissioner Yunker and seconded by Commissioner Baker to approve a proposal from KECK for an amount up to $6500 for the jail and Animal Control facilities.

Voting was by roll call:

Commissioner Shaffer - No
Commissioner Baker - Yes
Commissioner Rosado – No

Commissioner Yunker – Yes
Commissioner Malone - No
Commissioner Conklin - Yes
Commissioner Hoffmaster - No
Motion failed.

It was moved by Commissioner Malone and seconded by Commissioner Shaffer to accept the proposal from Fishbeck and establish a budget of $18,700 from fund balance, as presented.

Voting was by roll call:
Commissioner Baker – No
Commissioner Malone –Yes
Commissioner Shaffer – Yes
Commissioner Conklin – No
Commissioner Rosado – Yes
Commissioner Yunker – Yes
Commissioner Hoffmaster - Yes

Motion carried.

12. COMMISSIONER COMMENTS
Commissioner Rosado, Malone and Baker provided comments.

13. ADJOURNMENT
It was moved by Commissioner Shaffer and seconded by Commissioner Malone to adjourn the meeting at 6:08 PM. Motion carried.

Melissa J. Bliss

Melissa J. Bliss,

Deputy Clerk/Elections Coordinator

<u>EXECUTIVE COMMITTEE</u>
Minutes
August 11, 2025, at 4:00 p.m.
HISTORIC COURTHOUSE, HISTORY ROOM

Commissioners Present:	Commissioners Jared Hoffmaster, Rusty Baker, Terry Conklin, Christina Yunker, Luis Rosado, Ken Malone, and Rick Shaffer.
Commissioners Absent:	None
Also Present:	Teresa Cupp, County Administrator

1. <u>Environmental Testing Proposal-Fishbeck via Zoom –</u>
   It was moved by Commissioner Malone and seconded by Commissioner Shaffer to approve the proposal as presented. Motion carried.

2. <u>911 Millage Renewal – Stacey Bower.</u>
   It was moved by Commissioner Yunker and seconded by Commissioner Rosado to adopt the resolution.

Resolution Renewing a Special Millage for
Comprehensive Emergency Telephone Services (911 Services)
St. Joseph County, Michigan Resolution 7-25

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

WHEREAS, 911 emergency telephone and dispatch services are a substantial benefit to the citizens of the County of St. Joseph; and

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

THEREFORE, BE IT RESOLVED, that the following proposed question be submitted to a vote of the electorate of St. Joseph County at the general election to be held November 4, 2025.

EMERGENCY TELEPHONE SERVICES RENEWAL
(911 SERVICES) MILLAGE QUESTION

"For the purpose of renewing funding for the continued operation of the comprehensive, county-wide 911 emergency telephone and dispatch system, shall the Constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of St. Joseph, Michigan, be levied at 0.9 mill ($0.90 per thousand dollars of taxable valuation) be continued and renewed for a period of five (5) years, 2026, 2027, 2028, 2029, and 2030? This is a decrease of 0.0864 mill to the current millage ending December 31, 2025.

It is estimated that the amount of revenue to be generated from the total millage rate in the first year of the levy – 2026 - will be approximately $2,627,535.00, to be used for the continued operation of the 9-1-1 Emergency System for St. Joseph County."

[ ] Yes

[ ] No

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

BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to cause the proposed question to be stated on the November 4, 2025, ballot and to be prepared and distributed in the manner required by law.

Voting was by roll call:
Commissioner Shaffer – Yes
Commissioner Baker – Yes
Commissioner Rosado – Yes
Commissioner Yunker – Yes
Commissioner Malone – Yes
Commissioner Conklin – Yes
Commissioner Hoffmaster – Yes

Resolution 7-25 was adopted.

3. Change in Professional Services Agreement for Security Entrance – Jen Sawyer. By consent, the item was added to the agenda.

4. Commission on Aging Budget Amendment Request – Pam Riley. By consent, the item was added to the agenda.

5. County Clerk Renovation Funds – Gina Everson. By consent, the item was added to the consent agenda.

6. Road Commission Appointment Discussion – Erin Goff. By consent, the item was added to the consent agenda.

7. Planning Commission Appointment – Erin Goff. By consent, the item was added to the consent agenda.

8. Workforce Development Board for Michigan Works! Appointments/Reappointments – Erin Goff. By consent, the item was added to the consent agenda.

9. Historic Courthouse Resolution – Teresa Cupp. By consent, the item was added to the agenda.

Public Comment. Gina Everson

Other Business.

- Finance Director Angie Steinman provided a brief update on a new grant program called CHILL, which is intended to assist homeowners. She noted that the details of the program are not yet finalized, and this update was provided as informational.
- Administrator Teresa Cupp announced that the next meeting will include a Strategic Plan presentation, annual reports from the Road Commission and Human Services Commission, and a closed session for legal opinion.

Commissioner Comments. Commissioner Baker commented on the Three Rivers Court building.

There being no further business the meeting adjourned at 4:56 p.m.

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Gina Everson, County Clerk/Register

ST. JOSEPH COUNTY BOARD OF COMMISSIONERS

REGULAR MEETING

August 19, 2025

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 August 19, 2025, at 5:00 p.m.

1. Chairman Jared Hoffmaster called the meeting to order.

2. An invocation was given, followed by the Pledge of Allegiance.

3. Deputy Clerk Clark called roll:

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

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

4. **ADOPTION OF AGENDA**
   It was moved by Commissioner Rosado and seconded by Commissioner Malone to adopt the agenda as presented. Motion carried.

5. **CONSENT AGENDA**
   It was moved by Commissioner Shaffer and seconded by Commissioner Malone to approve the consent agenda as presented.
   - Executive Committee Meeting Minutes for August 11, 2025
   - Strategic Planning Meeting Minutes for July 15, 2025
   - Board of Commissioner Meeting Minutes for July 15, 2025
   - County Clerk Renovation Funds
   - Road Commission Appointment - John Bippus
   - Planning Commission Appointment – Richard Anderson
   - Workforce Development Board for Michigan Works! Southwest Appointments/Reappointments – Jessica Eyster, Jared Hoffmaster, Alan Ives, Ross Daniels, and Karen Marcath
   - July General Fund Financial Report, Non-General Fund Financial Report, General Ledger Activity Report – placed on file.

   Motion carried.

6. **PUBLIC COMMENT**
   Commissioner Hoffmaster opened the floor to public comment at 5:02 p.m.

Bill Hendrian- MSU Extension Interim District Director, Pam Riley- COA, Ron Adams- Mendon, Deborah Davis – St. Joseph County Prosecutor, Paige Willis – White Pigeon, Gordon Evilsizor – Florence Township,

Commissioner Hoffmaster closed the floor to public comment at 5:11 p.m.

7. PRESENTATIONS

A. St. Joseph County Strategic Plan – Presented by Allyson Brunette

B. 2024 Road Commission Annual Report – Presented by Eric Shafer and John Lindsey

C. 2024 Human Services Commission Annual Report – Presented by Laura Brott

8. COUNTY ADMINISTRATOR'S REPORT

Administrator Teresa Cupp commented on the following:
She thanked Allyson Brunette for assisting the county with their Strategic Plan.
Reported on the testing of the jail currently being done.
She stated that the Administrators Office is actively scheduling department budget meetings.

9. COMMITTEE REPORTS

None reported.

10. UNFINISHED BUSINESS

None reported.

11. NEW BUSINESS

A. St. Joseph County Strategic Plan

It was moved by Commissioner Malone and seconded by Commissioner Rosado to adopt the St. Joseph County Strategic Plan, as presented. Commissioner Yunker made a motion to amend the adoption of the St. Joseph County Strategic plan to add the deadline of the end of the year for the Mission and Vision Statement. It was moved by Commissioner Malone and seconded by Commissioner Rosado to adopt the St. Joseph County Strategic Plan, as amended with the deadline. Motion carried.

B. Commission on Aging Budget Amendment Request

It was moved by Commissioner Malone and seconded by Commissioner Shaffer to approve the purchase of a dishwasher and establish a budget from the COA Fund Balance in an amount not to exceed $33,000, as presented. Motion carried.

C. Change in Professional Services Agreement for Security Entrance

It was moved by Commissioner Rosado and seconded by Commissioner Malone to approve the change in the professional services agreement and amend the project budget to reflect the change, as presented.

Voting was by roll call:

Commissioner Shaffer – Yes

Commissioner Baker - No
Commissioner Rosado – Yes
Commissioner Yunker – No
Commissioner Malone - Yes
Commissioner Conklin - Yes
Commissioner Hoffmaster - Yes
Motion carried.

D. Michigan Neighborhood CDBG Funding Designation Memorandum
It was moved by Commissioner Malone and seconded by Commissioner Shaffer to accept and execute the Michigan Neighborhood CDBG Funding Designation Memorandum, approve the Residential Anti-Displacement and Relocation plan, and approve the Grievance Procedure, as presented.

E. Historic Courthouse Resolution

A RESOLUTION COMMEMORATING THE 125TH ANNIVERSARY OF THE HISTORIC COURTHOUSE OF ST. JOSEPH COUNTY

RESOLUTION 8-2025

WHEREAS, the Historic Courthouse of St. Joseph County, located in Centreville, Michigan, has stood as a proud symbol of justice, civic engagement, and architectural distinction since its official rededication on August 1, 1900; and

WHEREAS, 2025 marks the 125th anniversary of this distinguished landmark, which has served as the seat of county government and a gathering place for generations of residents; and

WHEREAS, the courthouse is recognized not only for its role in the administration of justice and local governance, but also for its significant architectural and historical value, earning its placement on the National Register of Historic Places; and

WHEREAS, countless milestones in the lives of St. Joseph County residents—including trials, public meetings, weddings, and community events—have taken place within its walls over the past 125 years; and

WHEREAS, the County Board of Commissioners wishes to recognize the dedication of past and present public servants, officials, and community members who have preserved and upheld the courthouse as a functioning and symbolic center of county life; and

WHEREAS, the 125th anniversary presents an opportunity to reflect on the courthouse's enduring legacy and to reaffirm our commitment to preserving its historical integrity for future generations;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of St. Joseph County, by this resolution, hereby honors the 125th anniversary of the Historic Courthouse and celebrates its continued service to the people of this county.

BE IT FURTHER RESOLVED that this resolution be entered into the official minutes of the August meeting of the St. Joseph County Board of Commissioners, and that a commemorative copy be prominently displayed within the courthouse.

It was moved by Commissioner Rosado and seconded by Commissioner Malone to approve the Resolution Commemorating the Historic Courthouse, as presented.

Voting was by roll call:

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

Motion carried. Resolution 8-2025 was adopted.

12. COMMISSIONER COMMENTS

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

13. CLOSED SESSION

It was moved by Commissioner Baker and seconded by Commissioner Rosado to go into closed session to consult legal opinion regarding a legal issue at 6:33 p.m. Motion carried.

It was moved by Commissioner Malone and seconded by Commissioner Baker to adjourn the closed session at 6:50 p.m. Motion carried.

At 6:51 p.m., the Commission reconvened to open session. Chairman Hoffmaster stated that no decisions were made.

It was moved by Commissioner Baker and seconded by Commissioner Malone to approve the Closed Session minutes and to accept legal council's recommendation on a legal issue. Motion carried.

14. ADJOURNMENT

It was moved by Commissioner Shaffer and seconded by Commissioner Malone to adjourn the meeting at 6:51 p.m. Motion carried.

Teresa M. Ives
Deputy County Clerk

EXECUTIVE COMMITTEE
Minutes
September 9, 2025, at 4:00 p.m.
HISTORIC COURTHOUSE, HISTORY ROOM

Commissioners Present:	Commissioners Jared Hoffmaster, Rusty Baker, Terry Conklin, Christina Yunker, Luis Rosado, Ken Malone, and Rick Shaffer.
Commissioners Absent:	None
Also Present:	Teresa Cupp, County Administrator and Angie Steinman, Finance Director

1. CDBG Public Hearing – Angie Steinman. Chairman Hoffmaster opened the floor to public comment at 4:02 p.m. No public comment was received. Chairman Hoffmaster closed the floor to public comment at 4:03 p.m.

2. MERS Actuarial Report - Presentation provided by Veronica LaBar.

3. Restoration of Allocated Sobriety Court Funds – Tiffany Howe. By consent, the item was added to the agenda.

4. COAM Letter of Understanding – Erin Goff. By consent, the item was added to the consent agenda.

5. Pivotal Board Appointment (Zach Reed) – Erin Goff. By consent, the item was added to the consent agenda.

6. Michigan Works! Southwest Workforce Development Board Bylaws – Erin Goff. By consent, the item was added to the consent agenda.

7. OPIOID Settlement Resolution – Teresa Cupp. By consent, the item was added to the agenda.

8. Mission and Vision Statements Discussion – Teresa Cupp. By consent, the proposed Strategic Plan, including Mission Statement option #4 and Vision Statement Option # 4, was added to the agenda.

9. Annual Approval of Elected Officials Salary Discussion – Teresa Cupp. By consent, the item was added to the agenda.

10. Covered Bridge Health Resolution – Chairman Hoffmaster. By consent, the item was added to the agenda.

11. Public Comment (limit 3 minutes)
    Regina Chapman provided comments.

Other Business.
- Annual Meeting Reminder
- Budget Workshops – October 7, 2025, at 5 p.m. and October 14, 2025, at 3 p.m.
- 2024 Treasurer's Office Annual Report – Treasurer Kathy Humphreys
- 2024 Juvenile Division Family Court Annual Report – Judge Kevin Kane

Commissioner Comments.

Commissioner Baker, Finance Director Steinman, Commissioner Rosado provided comments.

There being no further business the meeting adjourned at 5:38 p.m.

Respectfully submitted,

Melissa J. Bliss,

Deputy Clerk/Elections Coordinator

ST. JOSEPH COUNTY BOARD OF COMMISSIONERS

REGULAR MEETING

September 16, 2025

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 September 16, 2025, at 5:00 p.m.

1. Chairman Jared Hoffmaster called the meeting to order.

2. An invocation was given, followed by the Pledge of Allegiance.

3. Deputy Clerk Bliss called roll:

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

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

4. **ADOPTION OF AGENDA**
It was moved by Commissioner Baker and seconded by Commissioner Malone to adopt the agenda as presented. Motion carried.

5. **CONSENT AGENDA**
It was moved by Commissioner Rosado and seconded by Commissioner Shaffer to approve the consent agenda as presented.

- Executive Committee Meeting Minutes for September 9, 2025
- Board of Commissioners Meeting Minutes for August 19, 2025
- COAM Letter of Understanding
- Pivotal Board Appointment – Zach Reed
- Michigan Works! Workforce Development Board Bylaws
- August General Fund Financial Report, Non-General Fund Financial Report, General Ledger Activity Report – placed on file.

Motion carried.

6. PUBLIC COMMENT
Commissioner Hoffmaster opened the floor to public comment at 5:03 p.m.

None

Commissioner Hoffmaster closed the floor to public comment at 5:04 p.m.

7. PRESENTATIONS
A. 2024 Treasurer's Office Annual Report – Presented by Kathy Humphreys

B. 2024 Juvenile Division Family Court Annual Report – Presented by Judge Kane

8. COUNTY ADMINISTRATOR'S REPORT
Administrator Teresa Cupp – None

9. COMMITTEE REPORTS
Commissioner Shaffer provided an update on the Department of Health and Human Services

10. UNFINISHED BUSINESS
None reported.

11. NEW BUSINESS

A. Restoration of Allocated Sobriety Court Funds
It was moved by Commissioner Baker and seconded by Commissioner Malone to approve the restoration of allocated Sobriety Court Funds, as presented. Motion carried.

B. Opioid Settlement Resolution

RESOLUTION TO AUTHORIZE ENTRY OF STATE-SUBDIVISION AGREEMENT CONCERNING ALLOCATION OF OPIOID SETTLEMENT FUNDS

RESOLUTION NUMBER 9-2025

WHEREAS, the County of St. Joseph County has been directly impacted by the ongoing opioid epidemic, which has created significant challenges for local communities; and

WHEREAS, in response to these impacts, St. Joseph County has participated in coordinated litigation efforts against certain opioid manufacturers, distributors, and retailers alleged to have contributed to the opioid crisis; and

WHEREAS, settlements have been reached through negotiations between the settling entities, the State Attorneys General, and a Plaintiff Executive Committee–designated negotiating committee representing approximately 4,000 local governments nationwide; and

WHEREAS, the national settlement agreements and related bankruptcy resolutions provide for the allocation of settlement funds between participating states and their local subdivisions, including St. Joseph County; and

WHEREAS, the Michigan State–Subdivision Agreement specifies the method of allocation and requires that no less than 70% of all settlement proceeds be used exclusively for Opioid Remediation purposes, as defined by the settlement terms; and

WHEREAS, the September 2025 amended Michigan State–Subdivision Agreement further requires that all participating subdivisions file annual reports beginning in Fiscal Year 2026 with the Michigan Department of Attorney General, detailing all settlement funds received, expenditures made, and allocations committed; and

WHEREAS, St. Joseph County's participation in the State–Subdivision Agreement is necessary to receive its share of settlement and/or bankruptcy proceeds from current and future opioid-related litigation or settlements;

NOW, THEREFORE, BE IT RESOLVED that the St. Joseph County Board of Commissioners hereby authorizes the County Administrator to sign all necessary documents associated with participation in opioid settlements, litigation, and bankruptcy proceedings; and

BE IT FURTHER RESOLVED that the St. Joseph County Board of Commissioners hereby authorizes the execution of the amended Michigan State–Subdivision Agreement governing the allocation of funds from all opioid litigation settlements and bankruptcy proceedings; and

BE IT FINALLY RESOLVED that the St. Joseph County Board of Commissioners authorizes participation in and execution of any substantially similar state–subdivision agreements that govern the allocation of opioid litigation or bankruptcy proceeds obtained from any other settling entities.

It was moved by Commissioner Baker and seconded by Commissioner Rosado to adopt the Opioid Settlement Resolution, as presented. By a roll call vote:

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

Motion carried. Resolution 9-2025 was adopted.

C. Mission and Vision Statements
It was moved by Commissioner Malone and seconded by Commissioner Baker to adopt Mission Statement option #4 and Vision Statement option #4 as part of the previously approved St. Joseph County Strategic Plan, as presented. Motion carried

D. 2026 Elected Officials' Salaries
It was moved by Commissioner Baker and seconded by Commissioner Malone to approve the 2026 elected officials' salaries, as presented. Motion carried.

E. Covered Bridge Healthcare Board Member Resolution

RESOLUTION HONORING THE SERVICE OF COVERED BRIDGE HEALTHCARE BOARD MEMBERS

RESOLUTION NUMBER 10-2025

WHEREAS, Covered Bridge Healthcare of St. Joseph County (CBHSC) is a Medicare-certified Federally Qualified Health Center (FQHC) located in Centreville, Michigan, dedicated to providing affordable and accessible healthcare to the residents of St. Joseph County; and

WHEREAS, CBHSC, through its outpatient clinic and federal support, offers critical healthcare services to the community, including preventative care, and other essential medical services; and

WHEREAS, the leadership and oversight of the CBHSC Board of Directors are vital to ensuring the clinic's continued success in serving the healthcare needs of St. Joseph County; and

WHEREAS, Elizabeth Datkovic, Kristine Kirsch, and JD Yoder have each faithfully completed three (3) three-year terms of service on the Board of Directors, providing guidance, governance, and commitment to the mission of CBHSC; and

NOW, THEREFORE, BE IT RESOLVED, that the St. Joseph County Board of Commissioners does hereby recognize and honor Elizabeth Datkovic, Kristine Kirsch, and JD Yoder for their years of dedicated service to Covered Bridge Healthcare and the citizens of St. Joseph County; and

BE IT FURTHER RESOLVED, that this resolution be entered into the official record of the County and that copies be presented to each honoree with the County's gratitude.

It was moved by Commissioner Malone and seconded by Commissioner Shaffer to approve the Resolution Honoring the Service of Covered Bridge Healthcare Board Members, as presented. Voting was by roll call:

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

Motion carried. Resolution 10-2025 was adopted.

F. Change in Jail Medical Service Provider
It was moved by Commissioner Malone and seconded by Commissioner Baker to approve the contract with ATC Healthcare Services, LLC, pending legal review. Motion carried.

G. Consumer Energy Easement – Central Dispatch
It was moved by Commissioner Baker and seconded by Commissioner Yunker to approve the easement with Consumers Energy, as presented. Motion carried.

H. Resolution to Approve an Application for CDBG Funds for Housing Improving Local Livability (CHILL)

RESOLUTION TO APPLY FOR
COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS
FOR CDBG HOUSING IMPROVING LOCAL LIVABILITY (CHILL)

RESOLUTION # 11-2025

WHEREAS: St. Joseph County is interested in continuing efforts to provide affordable housing improvements for its low-to-moderate income residents; and

WHEREAS: The St. Joseph County Board of Commissioners recommends that St. Joseph County make an application for CDBG CHILL funds for homeowner rehabilitation projects; and

WHEREAS: The St. Joseph County Board of Commissioners is requesting the rehab application for $300,000 to be used according to the CDBG/HUD/MSHDA guidelines for the CHILL grant funds to be used by maximum 80% Area Median Income (low to moderate) residents in the boundary lines of the Villages limits of Centreville, White Pigeon, Colon and Burr Oak, and within the following townships: Flowerfield, Park, Mendon, Leonidas, Fabius, Lockport, Nottawa, Colon, Constantine, Florence, Sherman, Burr Oak, Mottville, White Pigeon, Sturgis and Fawn River, as indicated in the Letter of Intent for the CHILL grant application and as approved by the Board of Commissioners per MSHDA's requirements;

NOW THEREFORE BE IT RESOLVED: The St. Joseph County Board of Commissioners authorizes the Chairman of the Board of Commissioners to authorize the Finance Director to sign and submit all CDBG and CDBG Chill applications, and all grant documents and amendments, and payment requests; and authorizes the Finance Director to be the certifying officer of the environmental review record and to sign all environmental documents for the grant; and

BE IT FURTHER RESOLVED: The St. Joseph County Board of Commissioners understands that no project costs (CDBG and non-CDBG) will be incurred prior to a formal grant award, completion of the environmental review procedures, and until a formal, written authorization to incur costs has been provided by the MSHDA CDBG staff; and

BE IT FURTHER RESOLVED: The St. Joseph County Board of Commissioners authorizes the preparation of an application for the CDBG CHILL grant through the Michigan State Housing Development Authority, and approval of the CHILL grant, if funded.

It was moved by Commissioner Baker and seconded by Commissioner Malone to approve the Resolution Honoring the Service of Covered Bridge Healthcare Board Members, as presented. Voting was by roll call:

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

Commissioner Hoffmaster - Yes
Motion carried. Resolution 11-2025 was adopted.

12. COMMISSIONER COMMENTS
Commissioner Shaffer, Commissioner Malone, Commissioner Baker, and Commissioner Hoffmaster provided comments.

13. CLOSED SESSION
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 an attorney's written legal opinion regarding the use of public funds that is exempt from public disclosure under state and federal review. By a roll call vote:

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

Motion carried.

At 5:53 p.m. the commission went into a closed session.

At 6:33 p.m., the Commission reconvened to open session.

Chairman Hoffmaster stated that the closed session minutes of September 19, 2025, state that the Commission met in closed session pursuant to Sections 8(1)(h) of the Open Meetings Act to consider an attorney's written legal opinion regarding the use of public funds that is exempt from public disclosure under state and federal review and that no decisions were made.

It was moved by Commissioner Yunker and seconded by Commissioner Malone to approve the Closed Session minutes, as presented. Motion carried.

14. ADJOURNMENT
It was moved by Commissioner Shaffer and seconded by Commissioner Malone to adjourn the meeting at 6:34 p.m. Motion carried.

Melissa J. Bliss

Melissa J. Bliss,
Deputy County Clerk/Election Coordinator

<u>BUDGET WORKSHOP MEETING</u>
Minutes
October 7, 2025, at 5:00 p.m.
HISTORIC COURTHOUSE, HISTORY ROOM

Commissioners Present:	Commissioners Jared Hoffmaster, Rusty Baker, Terry Conklin, Christina Yunker, Luis Rosado, Ken Malone, and Rick Shaffer.
Commissioners Absent:	None
Also Present:	Teresa Cupp, County Administrator and Angie Steinman, Finance Director

1. <u>Budget Memo and Capital Request Submissions</u>
   Finance Director Steinman provided an overview of the county's general fund revenue and expenses.

   It was moved by Hoffmaster and seconded by Malone to direct the county administrator to open negotiations for health plans with the unions. Motion carried.

   Discussions included new/changed position requests from the following departments: administration, prosecutor's office, probate, building and grounds, and sheriff's office.

   Further discussion also included appropriations, new funding requests for non-capital, capital improvement requests, and funding sources.

2. <u>Additional Financial Reports Review</u>

3. <u>Public Comment</u> (limit 3 minutes)
   None

<u>Other Business</u>.

- Budget Workshops – Reschedule October 14, 2025, at 2 p.m. & October 28, 2025, at 3 p.m.

There being no further business the meeting adjourned at 7:30 p.m.

Respectfully submitted,

Melissa J. Bliss

Melissa J. Bliss,

Deputy Clerk/Elections Coordinator

BUDGET WORKSHOP MEETING
Minutes
October 14, 2025, at 2:00 p.m.
HISTORIC COURTHOUSE, HISTORY ROOM

Commissioners Present:	Commissioners Jared Hoffmaster, Rusty Baker, Terry Conklin, Christina Yunker, Luis Rosado, and Rick Shaffer.
Commissioners Absent:	Ken Malone
Also Present:	Teresa Cupp, County Administrator and Angie Steinman, Finance Director

1. Budget Memo
   County Administrator and Finance Director Steinman provided an update on:
   - General Fund Recommendations,
   - additional funding requests included in the Recommended Budget,
   - Requested Position Recommendations,
   - Other Funding Requests Not Recommended,
   - Review of Special Revenue Funds and Updated Capital List,
   - Misc – Dependent Care Assistance, Three Rivers Campus wall décor/design,
   - Parks Millage renewal at reduced rate of .2472

Commissioner Ken Malone joined the meeting at 2:39 p.m.

2. Capital Request Listing (Revised) – presented by Chair Hoffmaster

3. General Fund Budget Detail (Revised) – presented by Chair Hoffmaster

4. Special Revenue Funds Detail – presented by Finance Director Angie Steinman

5. Public Comment (limit 3 minutes)
   Deborah Davis provided comment.

Other Business.

- Budget Workshops –October 28, 2025, at 3 p.m.

There being no further business the meeting adjourned at 4:03 p.m.

Respectfully submitted,

Melissa J. Bliss

Melissa J. Bliss,

Deputy Clerk/Elections Coordinator

<u>EXECUTIVE COMMITTEE</u>
Minutes
October 14, 2025, at 4:05 p.m.
HISTORIC COURTHOUSE, HISTORY ROOM

Commissioners Present:	Commissioners Jared Hoffmaster, Rusty Baker, Terry Conklin, Christina Yunker, Luis Rosado, Ken Malone, and Rick Shaffer.
Commissioners Absent:	None
Also Present:	Teresa Cupp, County Administrator and Angie Steinman, Finance Director

1. <u>2025 Apportionment Report - Josh Simmons</u>. By consent, the item was added to the agenda.

2. <u>Child Care Fund Budget - Judge Kane</u>. By consent, the item was added to the agenda.

3. <u>Board of Canvassers Appointments – Gina Everson</u>
   Chair Hoffmaster opened the floor to public comment at 4:11 p.m.
   Kelly Weaver provided comment.
   Bill Pattee provided comment.
   Chris Snyder provided comment.
   Chair Hoffmaster closed the floor to public comment at 4:18 p.m.
   By ballot vote, Bill Patee and Kelly Weaver were appointed to the Board of Canvassers for a 4-year term beginning November 1, 2025.

4. <u>Road Commission Wages - Eric Shafer.</u> By consent, the item was added to the agenda.

5. <u>Uniform Budget Amendment – David Northrop.</u> By consent, the item was added to the agenda.

6. <u>Sheriff's Office Incentive Plan – David Northrop</u>. By consent, the item was added to the agenda.

7. <u>Three Rivers Security Update & Centreville Courts Building Relocation Phasing Update - Erin Goff.</u> No action was taken.

Chair Hoffmaster left the meeting at 4:48 p.m.
Chair Hoffmaster returned to the meeting at 4:51 p.m.

8. <u>Jail Inorganics Discharge Project Update – Erin Goff.</u> No action was taken.

9. <u>E-911 Central Dispatch Millage Update – Stacey Bower/Erin Goff.</u> No action was taken.

10. <u>Public Defender Contracts – Keith Stickley.</u> By consent, the item was added to the agenda.

11. <u>Public Comment</u> (limit 3 minutes)
    Regina Chapman and Tony Mayer provided comments.

12. <u>Commissioner Comments</u>
    Commissioner Rosado and Commissioner Conklin provided comments.

13. <u>Closed Session to consider legal strategy in Leffel v. St. Joseph County 25-259-CZ</u>
    It was moved by Commissioner Baker and seconded by Commissioner Malone to go into a closed session to consider a legal strategy.

Commissioner Baker -Yes
Commissioner Conklin -Yes
Commissioner Yunker -Yes
Commissioner Shaffer -Yes
Commissioner Rosado - Yes
Commissioner Malone - Yes
Commissioner Hoffmaster -Yes
Motion carried.

The Commissioner went into a closed session at 5:16 p.m.
The Commission reconveyed to an open session at 5:38 p.m.

Chair Hoffmaster stated that Commissioner met in closed session to consider a legal strategy and no decisions were made.

Other Business.

- Letters of Understanding will be addressed at the next meeting.

There being no further business, the meeting adjourned at 5:39 p.m.

Respectfully submitted,

____
Gina Everson, St. Joseph County Clerk

ST. JOSEPH COUNTY BOARD OF COMMISSIONERS

REGULAR MEETING

October 21, 2025

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 October 21, 2025, at 5:00 p.m.

1. Chairman Jared Hoffmaster called the meeting to order.

2. An invocation was given, followed by the Pledge of Allegiance.

3. Deputy Clerk Bliss called roll:

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

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

4. **ADOPTION OF AGENDA**
   It was moved by Commissioner Baker and seconded by Commissioner Malone to adopt the agenda, as presented. It was moved by Commissioner Baker and seconded by Commissioner Malone to amend the motion to remove item 11-E and amend 11-F to be presented by Commissioner Rosado. Motion carried.

5. **CONSENT AGENDA**
   It was moved by Commissioner Shaffer and seconded by Commissioner Yunker to approve the consent agenda, as presented.
   - Executive Committee Meeting Minutes for October 14, 2025
   - Budget Workshop Meeting Minutes of October 14, 2025
   - Budget Workshop Meeting Minutes of October 7, 2025
   - Annual Board Meeting Minutes of September 16, 2025
   - September General Fund Financial Report, Non-General Fund Financial Report, General Ledger Activity Report – placed on file.

   Motion carried.

6. **PUBLIC COMMENT**
   Commissioner Hoffmaster opened the floor to public comment at 5:03 p.m.

   Deborah Davis, Paige Willis, Rebecca Shank, and Anthony Mayer provided comments.

   Commissioner Hoffmaster closed the floor to public comment at 5:18 p.m.

7. **PRESENTATIONS**
   None

8. COUNTY ADMINISTRATOR'S REPORT
Administrator Teresa Cupp commented on the following, budget preparation, benefits open enrollment, vapor intrusion investigation, courts renovation project, E-911 millage proposal, employee recognition, and employee Halloween event.

9. COMMITTEE REPORTS
None reported.

10. UNFINISHED BUSINESS
None reported.

11. NEW BUSINESS

A. 2025 Apportionment Report

It was moved by Commissioner Malone and seconded by Commissioner Rosado to approve the apportionment report, waive the second reading, and adopt the resolution, as presented.

2025 ANNUAL APPORTIONMENT
RESOLUTION NO. 12-2025

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.

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

By a roll call vote, motion carried. Resolution 12-2025 was adopted.

B. Child Care Fund Presentation and Approval

It was moved by Commissioner Baker and seconded by Commissioner Malone to approve the FY26 Child Care Fund Budget, as presented. Motion carried.

C. Road Commission Wages

It was moved by Commissioner Rosado and seconded by Commissioner Conklin to approve the Road Commissioner Compensation Resolution and waive the second reading, as presented.

ROAD COMMISSIONER COMPENSATION
RESOLUTION NO. 13-2025

WHEREAS, Public Act 283 of 1909 as amended, states that the county board of commissioners shall fix the compensation of the county road commissioners, and

WHEREAS, the St. Joseph County Board of County Road Commissioners has by resolution, recommended to the St. Joseph County Board of Commissioners that the compensation be changed, and

WHEREAS, the current compensation is based on a per diem of $90.00/full day meeting and $45.00/half day meeting, and

WHEREAS, the current annual compensation for each board member, provided all meetings are attended, is $4,680, and

WHEREAS, the Board of County Road Commissioners are recommending the compensation be changed to $7,500 per year base pay to include all regularly scheduled meetings, with special meetings of the Road Commission to be compensated based on a per diem of $50.00/half day and $95.00 /full day, (half day defined as a meeting 4 hours or less and full day defined as a meeting more than 4 hours), and

FURTHER, the Board of County Road Commissioners are recommending that if and when, a Road Commission Board member misses more than 4 consecutive regularly scheduled meetings for reasons other than a substantiated medical leave, that member shall forfeit $95.00 per regular meeting, for any subsequent absences during the remainder of the calendar year.

NOW, THEREFORE BE IT RESOLVED, the St. Joseph County Board of Commissioners does hereby change the compensation of the St. Joseph County Board of County Road Commissioners to the following:

1. $7,500 per year base pay to include all regularly scheduled meetings.
2. Special meetings of the Road Commission to be compensated based on a per diem of $50.00/half day and $95.00/full day, (half day defined as a meeting 4 hours or less and full day defined as a meeting more than 4 hours).
3. A Road Commission Board member who misses more than 4 consecutive regularly scheduled meetings for reasons other than a substantiated medical leave, shall forfeit $95.00 per regular meeting, for any subsequent absences during the remainder of the calendar year.
4. Annual Cost of Living (COI) increases shall be consistent by percentage with what the St. Joseph County Board of Commissioners receive.
5. The above changes shall be effective January 1, 2026.

Commissioner Baker – Yes
Commissioner Yunker - Yes

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

By a roll call vote, motion carried 6-1. Resolution 13-2025 was adopted.

D. Uniform Replacements
It was moved by Commissioner Malone and seconded by Commissioner Shaffer to establish a budget amendment to increase the sheriff's office uniform budget from $16,000 to $41,311 and the sheriff office corrections uniform budget from $1,000 to $37,642, as presented. Motion carried.

E. FY25-26 Public Defender Contracts
It was moved by Commissioner Malone and seconded by Commissioner Rosado to approve the 2025-2026 Indigent Defense Agreements, as presented. Motion carried.

F. Supporting Operation Green Light for Veterans
It was moved by Commissioner Rosado and seconded by Commissioner Shaffer to adopt the resolution, as presented.

SUPPORTING OPERATION GREEN LIGHT FOR VETERANS
RESOLUTION NO. 14-2025

WHEREAS, the residents of St. Joseph County have great respect, admiration, and the utmost gratitude for all the men and women who have selflessly served our country and this community in the Armed Forces; and

WHEREAS, the contributions and sacrifices of those who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and

WHEREAS, St. Joseph County seeks to honor individuals who have made countless sacrifices for freedom by placing themselves in harm's way for the good of all; and

WHEREAS, veterans continue to serve our community in the American Legion, Veterans of Foreign Wars, religious groups, civil service, and by functioning as County Veterans Service Officers in 29 states to help fellow former service members access more than $52 billion in federal health, disability and compensation benefits each year; and

WHEREAS, Approximately 200,000 service members transition to civilian communities annually; and

WHEREAS, an estimated 20 percent increase of service members will transition to civilian life in the near future; and

WHEREAS, studies indicate that 44-72 percent of service members experience high levels of stress during transition from military to civilian life; and

WHEREAS, active military service members transitioning from military service are at a high risk for suicide during their first year after military service; and

WHEREAS, the National Association of Counties encourages all counties, parishes and boroughs to recognize Operation Green Light for Veterans; and

WHEREAS, the St. Joseph County appreciates the sacrifices of our United States military personnel and believes specific recognition should be granted;

THEREFORE BE IT RESOLVED with designation as a Green Light for Veterans County, St. Joseph County hereby declares from October through Veterans Day, November 11, 2025, a time to salute and honor the service and sacrifices of our men and women in uniform transitioning from active service;

THEREFORE, BE IT FURTHER RESOLVOED, that in observance of Operation Green Light, St. Joseph County encourages its citizens in patriotic tradition to recognize the importance of honoring all those who made immeasurable sacrifices to preserve freedom by displaying green lights in a window of their place of business or residence from November 4th through the 11th, 2025.

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

By a roll call vote, motion carried. Resolution No. 14-2025 was adopted.

G. Letters of Understanding – 2026 Health Insurance Premiums
It was moved by Commissioner Baker and seconded by Commissioner Malone to authorize the County Administrator to sign Letters of Understanding for 2026 Health Insurance Premiums with AFSCME – all units, FOP – all units, District Court, COAM and POAM, as presented. Motion carried.

12. COMMISSIONER COMMENTS
Commissioner Rosado, Conklin, Yunker, Shaffer, Malone, Baker, and Hoffmaster provided comments.

13. ADJOURNMENT
It was moved by Commissioner Shaffer and seconded by Commissioner Malone to adjourn the meeting at 5:55 p.m. Motion carried.

Melissa J. Bliss

Melissa J. Bliss,
Deputy Clerk/Election Coordinator

BUDGET WORKSHOP MEETING
Minutes
October 28, 2025, at 3:00 p.m.
HISTORIC COURTHOUSE, HISTORY ROOM

Commissioners Present:	Commissioners Jared Hoffmaster, Terry Conklin, Christina Yunker, Luis Rosado, Ken Malone, and Rick Shaffer.
Commissioners Absent:	Rusty Baker
Also Present:	Teresa Cupp, County Administrator, and Angie Steinman, Finance Director

1. Budget Memo - presented by Chair Hoffmaster
2. Capital Request Listing – presented by Chair Hoffmaster
3. General Fund Budget Summary – presented by Chair Hoffmaster
4. General Fund Budget Detail – presented by Chair Hoffmaster
5. Special Revenue Funds Detail – presented by Chair Hoffmaster
6. Parks Resolution
7. Public Comment (limit 3 minutes)
   None.
8. Commissioner Comments
   Commissioner Shaffer, Malone, Yunker, Hoffmaster provided comments

Other Business.
There being no further business, the meeting adjourned at 4:03 p.m.

Respectfully submitted,

Melissa J. Bliss

Melissa J. Bliss,

Deputy Clerk/Elections Coordinator

EXECUTIVE COMMITTEE
Minutes
November 12, 2025, at 4:00 p.m.
HISTORIC COURTHOUSE, HISTORY ROOM

Commissioners Present:	Commissioners Jared Hoffmaster, Rusty Baker, Terry Conklin, Christina Yunker, Luis Rosado, Ken Malone, and Rick Shaffer.
Commissioners Absent:	None
Also Present:	Teresa Cupp, County Administrator and Angie Steinman, Finance Director

1. COA Response to Federal Food Assistance Program Suspension – Pam Riley. No action was taken.

2. 2025 Apportionment Report Amendment – Josh Simmons. By consent, the item was added to the agenda.

3. FY 2026 Emergency Management Performance Grants Work Agreement – Josh Shook. By consent, the item was added to the consent agenda.

4. Sheriff's Office Phone/Tablet/Visitation Services – Troy Falk. By consent, the item was added to the agenda.

5. Prosecutor's Office Funding Allocation – Deborah Davis. No action was taken.

6. Road Commission Appointment Planning – Commission Rosado. Citizen Interest forms will be accepted until December 1, 2025.

7. Budget Public Hearing (11/18/2025 @ 5:00 p.m.), Adoption of the 2026/27 Budget Resolution and Parks and Recreation Resolution – Angie Steinman. By consent, the item was added to the agenda.

8. Year End Budget Amendments – Angie Steinman. By consent, the item was added to the agenda.

9. Public Comment (limit 3 minutes)
   None.

10. Administrator and Commissioner Comments
    Administrator Cupp stated that a FOIA appeal will also appear on the next BOC agenda. Commissioner Rosado, Shaffer, Hoffmaster, Malone, and Administrator Cupp provided comments.

Other Business.

- Medical Examiner's Office Annual Report.

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

Respectfully submitted,

Melissa J. Bliss

Melissa J. Bliss,

Deputy Clerk/Elections Coordinator

ST. JOSEPH COUNTY BOARD OF COMMISSIONERS

REGULAR MEETING

November 18, 2025

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 November 18, 2025, at 5:00 p.m.

1. Chairman Jared Hoffmaster called the meeting to order.

2. An invocation was given, followed by the Pledge of Allegiance.

3. Clerk Everson called roll:

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

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

4. **ADOPTION OF AGENDA**
   It was moved by Commissioner Baker and seconded by Commissioner Malone to adopt an amended agenda, adding SJC Transportation Board appointment. Motion carried.

5. **CONSENT AGENDA**
   It was moved by Commissioner Shaffer and seconded by Commissioner Rosado to approve the consent agenda, as presented.
   - Executive Committee Meeting Minutes for November 12, 2025
   - Budget Workshop Meeting Minutes of October 28, 2025
   - Regular Board Meeting Minutes of October 21, 2025
   - FY 2026 Emergency Management Performance Grants Work Agreement
   - October General Fund Financial Report, Non-General Fund Financial Report, General Ledger Activity Report – placed on file.

   Motion carried.

6. **PUBLIC HEARING**
   A. 2026-2027 Budget Hearing
      Commissioner Hoffmaster opened the floor to public comment at 5:02 p.m.

      Commissioner Hoffmaster closed the floor to public comment at 5:03 p.m.

7. **PUBLIC COMMENT**
   Commissioner Hoffmaster opened the floor to public comment at 5:03 p.m.

   Tony Mayer, Deborah Davis, Rebecca Shank provided comments.

   Commissioner Hoffmaster closed the floor to public comment at 5:14 p.m.

8. PRESENTATIONS

A. 2024 Medical Examiner's Office Annual Report

9. COUNTY ADMINISTRATOR'S REPORT

Administrator Teresa Cupp commented on the following; budget work, open enrollment, jail wastewater discharge system and project, courthouse renovation and relocation planning, 911 Millage Outreach, leadership meeting, employee appreciation events.

10. COMMITTEE REPORTS

It was moved by Commissioner Baker and seconded by Commissioner Rosado to appoint Cameron Bullock to the SJC Transportation Authority. Motion carried.

11. UNFINISHED BUSINESS

None reported.

12. NEW BUSINESS

A. 2025 Apportionment Report Amendment and Resolution

It was moved by Commissioner Malone and seconded by Commissioner Baker to approve the apportionment report and adopt the resolution, as presented.

ANNUAL APPORTIONMENT AMENDMENT

RESOLUTION 15-2025

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. 12-2025 on October 21, 2025; and

WHEREAS, an amendment to the tax spread is required which reflects a voted Operating Millage increase for Constantine Public Schools from 16.7441 amended to 18.0000; 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.

Commissioner Yunker - Yes

Commissioner Malone - Yes
Commissioner Rosado - Yes
Commissioner Baker - Yes
Commissioner Conklin - Yes
Commissioner Shaffer - Yes
Chairman Hoffmaster - Yes

By a roll call vote, motion carried. Resolution 15-2025 was adopted.

B. Year End Budget Amendments
It was moved by Commissioner Malone and seconded by Commissioner Shaffer to allow the Board to grant authorization to the Finance Director, after review by the County Administrator, to make any budget amendments necessary after the date of this board meeting to ensure that the County's budget is in compliance with State requirements, as presented. Motion carried 5-2 with Baker and Yunker dissenting.

C. Budget Adoption Resolution
It was moved by Commissioner Rosado and seconded by Commissioner Malone to approve 2026 & 2027 General Appropriations Act Resolution, as presented.

2026 & 2027 GENERAL APPROPRIATIONS ACT

RESOLUTION 16-2025

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 2026 & 2027 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 2026 & 2027 Budget are based on the intent of the Board of Commissioners to levy property tax millages as follows: County Operating 4.4863, 9-1-1 .9864, Commission on Aging .7450, Transportation .3274, County Roads .9934 and Park & Recreation .2472; and

WHEREAS, the 2026 & 2027 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 2026. 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 2026 & 2027 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.

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

By a roll call vote, motion carried 5-2. Resolution 16-2025 was adopted.

D. Parks and Recreation Millage

It was moved by Commissioner Malone and seconded by Commissioner Shaffer to approve the Parks and Recreation Millage Resolution.

PARKS MILLAGE

RESOLUTION 17-2025

WHEREAS, the funding received to support the operation of St. Joseph County Parks is not adequate to maintain or expand St. Joseph County parks Facilities; and

WHEREAS, research has shown the positive impacts that parks and recreation can have on the physical, mental, and social health of individuals and their communities. Public parks provide a place for physical activity that helps to control obesity, boost the immune system, diminish the risk of disease and increase life expectancy not diminishing the social bonds that are improved when families recreate together; and

WHEREAS, St. Joseph County Parks are a public amenity involving little or no cost at which every county resident can enjoy the benefit of living in Michigan's Great Southwest; and

WHEREAS, under Public Act 90 the St. Joseph County Board of Commissioners may raise the funds for the improvement, maintenance or acquisition of public parks through an ad valorem property tax levy on property; and

WHEREAS, a millage of 0.2472 mills for a period of four years would provide funding for the improvements, maintenance, and acquisition of St. Joseph County public parks.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the St. Joseph County Board of Commissioners approves the St. Joseph County Parks Millage to be assessed upon all property within the County of St. Joseph, in the amount of 0.2472 mills ($0.2472 per $1,000 of taxable value) for a period of four (4) years (2026-2029). It is estimated that the revenue generated by this levy will be $693,938 in the first year of the levy.

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

By a roll call vote, Motion carried. Resolution 17-2025 adopted.

E. Sheriff's Office Phone/Tablet

It was moved by Commissioner Baker and seconded by Commissioner Malone to approve the agreement with ViaPath for communication services at the jail, as presented.

F. Freedom of Information Act (FOIA) Request Denial Appeal

It was moved by Commissioner Baker and seconded by Commissioner Malone to deny the appeal, as presented. Motion carried.

G. Animal Control Pre-Adoption Spay/Neuter Grant
It was moved by Commissioner Malone and seconded by Commissioner Rosado to approve the animal control grant for $10,000, as presented.

13. COMMISSIONER COMMENTS
Commissioner Yunker, Shaffer, Malone, Baker, and Chairman Hoffmaster provided comments.

14. ADJOURNMENT
It was moved by Commissioner Shaffer and seconded by Commissioner Malone to adjourn the meeting at 5:47 p.m. Motion carried.

Melissa J. Bliss

Melissa J. Bliss,
Deputy Clerk/Election Coordinator