

**CASS COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING**

February 7, 2019

The County Board of Commissioners met in regular session on Thursday, February 7, 2019, in the Commission Chambers.

Chair Robert Benjamin called the meeting to order at 7:00 p.m. Commissioner Cobb provided the Invocation. Commissioner Marchetti led the Pledge of Allegiance to the Flag of the United States of America.

Clerk/Register Monica McMichael called roll:

COMMISSIONERS PRESENT: Terry Ausra, Michael Grice, Dwight Dyes, Roseann Marchetti, Robert Benjamin and E. Clark Cobb.

COMMISSIONERS ABSENT: Dixie Ann File.

STAFF PRESENT: Acting County Administrator/Finance Director Angie Steinman and Clerk/Register Monica McMichael.

INTRODUCTION OF VISITORS

Visitors introduced themselves.

APPROVAL OF THE AGENDA

Chair Benjamin moved, seconded by Commissioner Marchetti, to amend the February 7, 2019 Regular Board of Commissioners Agenda to include the following items under New Business: 7. COW Meeting Times and 8. County Administrator Hiring Process. Motion to approve the amended agenda carried by voice vote.

PRESENTATIONS

None.

RECOGNITIONS

None.

CONSENT AGENDA

Commissioner Marchetti moved, seconded by Commissioner Dyes, that the following items be voted on at one time by roll call vote and be considered as a consent agenda by the Board of Commissioners:

(M-23-19) A motion to approve Claims dated January 25, 2019.

(M-24-19) A motion to approve the Marcellus Township Police Contract between Marcellus Township, the County of Cass and the Office of the Sheriff, Cass County, for January 1-December 31, 2019

(M-25-19) A motion to allocate Fund Balance in the Correction Officers Training Fund 268 as follows:

Fund Balance	268-362-699.999	\$4,000
Overtime	268-362-706.000	\$4,000

Commissioner Marchetti requested that motion M-26-19 be removed from the consent agenda and placed under New Business.

Motion to approve the Consent Agenda carried by voice vote.

COMMITTEE REPORTS

Commissioners Ausra, Dyes, Benjamin and Cobb furnished committee reports.

ADMINISTRATOR'S REPORT

Acting County Administrator/Finance Director Angie Steinman offered the Administrator's Report.

OLD BUSINESS

Due to a conflict of interest, Chair Benjamin removed himself from discussion and voting on R-27-19. Commissioner Marchetti assumed the role of acting Chair.

R-27-19

Commissioner Marchetti moved, seconded by Commissioner Dyes, to approve the following resolution:

WHEREAS , The current email system provided to Cass County by Xmission/Zimbra has been unreliable, causing issues with the productivity of the Law and Courts, Sheriff's Department and County Administration Building; and

WHEREAS, The Cass County IT Department in cooperation with the Deputy Administrator, and other County employees researched other email systems and sent out Requests for Proposals to email system providers and

WHEREAS, It was determined that Microsoft 365 G3 provides the County with the most efficient and reliable system and is used by many other counties in Michigan; and

WHEREAS, Microsoft 365 G3 will replace nine other Microsoft programs now being used, establishing efficiency and reliability.

NOW THEREFORE BE IT RESOLVED that the Cass County Board of Commissioners approves the purchased of Microsoft 365 G3 for the Law and Courts Building, Sheriff's Department, and the County Administration Building at a cost not to exceed \$109,000 with a yearly fee not to exceed \$57,000.00. The initial purchase and installation cost to be taken out of the Capital Improvement Fund.

Discussion followed.

The Chair instructed the Clerk to call roll:

Yes (5): Commissioners Grice, Cobb, Marchetti, Ausra and Dyes.

No (0): None.

Absent (1): Commissioner File.

Abstained (1): Chair Benjamin.

Resolution R-27-19 carried by roll call vote.

Chair Benjamin resumed the role of Chair.

R-154-18 Amended

Commissioner Dyes moved, seconded by Commissioner Ausra, to approve the following resolution:

RESOLUTION APPROVING THE 2018 APPORTIONMENT REPORT

PURSUANT TO MICHIGAN COMPILED LAW 211.37

WHEREAS, Michigan Compiled Law 211.36 requires each Township Clerk to submit to the County Clerk on, or before, September 30 each year a statement which sets forth the amount of money to be raised in the Township by taxation; and

WHEREAS, Michigan Compiled Law 211.37 requires the County Board of Commissioners to hold an apportionment session and approve an Apportionment Report in October of each year; and

WHEREAS, at the annual apportionment session, the County Board of Commissioners must examine documents and records submitted to the Board that show the amount of money to be raised by ad valorem levies in each Township for school, highway, Township, and all other purposes as authorized by law and authorize and require the correction of any defects or omissions with regard to those levies; and

WHEREAS, the action of the County Board of Commissioners concerning the spread of these levies is final, except in situations where a change is made to the equalization of the County through an equalization appeal to the Michigan Tax Tribunal; and

WHEREAS, the Apportionment Report approved by the County Board of Commissioners for 2018 will be the official authorization for its 59 taxing authorities within the County to levy property taxes in 2018; and

WHEREAS, the Cass County Equalization Department has prepared an Apportionment Report for consideration by the County Board of Commissioners; and

WHEREAS, the proposed Apportionment Report, if approved, will provide final authorization for the levy of property taxes upon which taxing authorities depend to provide educational, health, economic development, public safety, and other services which are important to the well-being of the county's economy and Cass County residents; and

NOW, THEREFORE, BE IT RESOLVED that the attached 2018 Apportionment Report showing the millage levies apportioned to various taxing authorities in Cass County for the year 2018 is hereby approved in accordance with Michigan Compiled Law 211.37; and

BE IT FURTHER RESOLVED that the Cass County Board of Commissioners, under the authority of Michigan Compiled Law 211.37, directs that the millage rates specified in the attached 2018 Apportionment Report for Township, school, highway, and all other purposes as authorized by law shall be spread against the taxable value of properties on the proper assessment rolls of the Townships, Wards, and Cities in the County

Discussion followed.

The Chair instructed the Clerk to call roll:

Yes (6): Commissioners Cobb, Marchetti, Benjamin, Ausra, Dyes and Grice.

No (0): None.

Absent (1): Commissioner File.

Resolution R-154-18 carried by roll call vote.

NEW BUSINESS

M-28-19

Chair Benjamin moved, seconded by Commissioner Grice, to approve the following amendment to the Cass County Rules of Procedure:

- a. Motion to change Rule 5.0 to read "The Clerk of the Board or his/her designee, after first reviewing pending matters and requests, shall prepare a draft of the agenda of business for all regularly scheduled Commission meetings. Items not received by the Clerk of the Board or his/her designee by the stated deadline shall not be considered by the Board except when proposed by the Committee of the Whole or upon a 2/3 vote of the members present.

Motion carried by voice vote.

M-34-19

Chair Benjamin, seconded by Commissioner Ausra, to approve the following amendment to the Cass County Rules of Procedure:

- b. From page 1, 2.2 Regular Meetings, to read "The County Board shall meet on the first and third Thursday of each month. If any regularly scheduled meeting falls on one of the legal holidays, (New Year's Day, Presidents' Day, Martin Luther King Birthday, Memorial Day, Independence Day, Labor Day, Veterans Day, Christmas Eve, Christmas Day or New Year's Eve) the Board shall, by majority vote, agree to reschedule the meeting to another secular day or agree by majority vote to cancel the meeting, properly noticed pursuant to Rule 3. Public Notice of Meetings, Rule 3.2

Motion carried by voice vote.

M-35-19

Chair Benjamin moved, seconded by Commissioner Dyes, to accept the resignation of Finance Director Angie Steinman as submitted to be effective February 22, 2019.

Chair Benjamin thanked Steinman for her years of work with the county as well as the additional time staying on to train a replacement. The remaining commissioners expressed their regret at Steinman leaving the county. They went on to thank Ms. Steinman for her excellent work and service to the board and to the residents of Cass County.

The Chair instructed the Clerk to call roll:

Yes (6): Commissioners Marchetti, Benjamin, Ausra, Dyes, Grice and Cobb.

No (0): None.

Absent (1): Commissioner File.

Motion approved by roll call vote.

M-33-19

Chair Benjamin moved, seconded by Commissioner Dyes, to approve the proposal submitted by Accounting Consultants, P.C., to provide financial services for Cass County with an effective start date of February 11, 2019. Chair Benjamin read communication provided by Commissioner File.

Yes (5): Commissioners Benjamin, Ausra, Dyes, Grice and Marchetti.

No (1): Commissioner Cobb.

Absent (1): Commissioner File.

Motion M-33-19 carried by roll call vote.

M-36-19

Chair Benjamin moved, seconded by Commissioner Marchetti, to appoint three commissioners, the County Administrator and the Administrative Assistant to the Policy Committee.

The Chair instructed the Clerk to call roll:

Yes (6): Commissioners Ausra, Dyes, Grice, Cobb, Marchetti and Benjamin.

No (0): None.

Absent (1): Commissioner File.

Motion carried by roll call vote.

M-37-19

Chair Benjamin moved, seconded by Commissioner Grice, to appoint three commissioners, the Administrator, Finance Director and Administrative Assistant to the Salary Committee.

The Chair instructed the Clerk to call roll:

Yes (6): Commissioners Dyes, Grice, Cobb, Marchetti, Benjamin and Ausra.

No (0): None.

Absent (1): Commissioner File.

Motion carried by roll call vote.

R-29-19

Commissioner Ausra moved, seconded by Commissioner Grice to approve the following resolution:

WHEREAS, the Cass County Board of Commissioners ("Board") is authorized under Michigan's Emergency Telephone Service Enabling Act, 1986 PA 32, as amended ("Act") and under authority provided by its Emergency Telephone Services Plan ("911 Plan") to make administrative findings regarding among other things, the service suppliers providing 9-1-1 services within the 911 Plan's Service District;

Now, Therefore, Be It Resolved, that the Board hereby makes an Administrative Finding that Peninsula Fiber Network, LLC and or its affiliate PFN NextGen 911 Services LLC, shall be the primary 9-1-1 service supplier, employing a common network that enables all other service suppliers within the 911 Plan's Service District to be selectively routed and otherwise access the 9-1-1 system and the primary PSAPs identified in the Plan:

Be It Resolved, that all service suppliers shall cooperate with Peninsula Fiber Network, LLC or its affiliate PFN NextGen 911 Services LLC in order to facilitate the switchover to its common network, Next Generation Selective Router and other Next Generation 911 services, features and offerings as may be applicable or required herein;

Be It Further Resolved, that Peninsula Fiber Network, LLC and or its affiliate PFN NextGen 911 Services LLC is authorized and directed to work with the 911 Plan's service suppliers, the Michigan Public Service Commission, State 911 Committee and State 911 Director and any other state, federal or local authority in order to effectuate and implement the provisions of this Administrative Finding, including but not limited to the identification for a specific date and time for the switchover to the Peninsula Fiber Network's or its affiliate's common network;

Be It Further Resolved, that this Resolution shall augment, supersede, modify or replace any inconsistent prior resolution or motion;

Be It Further Resolved, that the County Clerk shall send a copy of this resolution and its Administrative Findings to PFN and to each PSAP, and emergency service provider as it deems necessary within the County.

The Chair instructed the Clerk to call roll:

Yes (6): Commissioners Dyes, Grice, Cobb, Marchetti, Benjamin and Ausra.

No (0): None.

Absent (1): Commissioner File.

Resolution R-29-19 carried by roll call vote.

R-30-19

Commissioner Dyes moved, seconded by Commissioner Marchetti, to approve the following resolution:

WHEREAS, Cass County, Michigan has experienced recurring disasters that have damaged commercial, residential and public properties, displaced citizens and businesses, closed transportation routes dividing the community both physically and emotionally, and presented general public health and safety concerns; and

WHEREAS, members of this community have prepared a Hazard Mitigation Plan that outlines the community's options to reduce overall damage and impact from natural and technological hazards; and

WHEREAS, an adopted Hazard Mitigation Plan is required as a condition for local unites of government to receive funding for hazard mitigation projects; and

WHEREAS, the Michigan State Police Emergency Management/Homeland Security Division and Federal Emergency Management Agency, Region V officials have reviewed the Hazard Mitigation Plan and approved it contingent upon this official adoption by the participating jurisdictions of this plan;

NOW, THEREFORE BE IT RESOLVED, that the Cass County Board of Commissioners hereby adopt the Cass County Hazard Mitigation Plan as an official plan of Cass County.

The Chair instructed the Clerk to call roll:

Yes (6): Commissioners Grice, Cobb, Marchetti, Benjamin, Ausra and Dyes.

No (0): None.

Absent (1): Commissioner File.

Resolution R-30-19 carried by roll call vote.

M-31-19

Chair Benjamin moved, seconded by Commissioner Ausra, to change all 2019 Meetings of the COW to begin at 5:30 p.m. Motion carried by voice vote.

M-32-19

Chair Benjamin moved, seconded by Commissioner Marchetti, motion to allocate \$2,000 for advertising the County Administrator Position.

The Chair instructed the Clerk to call roll:

Yes (6): Commissioners Cobb, Marchetti, Benjamin, Ausra, Dyes and Grice.

No (0): None.

Absent (1): Commissioner File.

Motion M-32-19 carried by roll call vote.

M-26-19

Commissioner Marchetti moved, seconded by Commissioner Ausra, to approve the January 17, 2019 Committee of the Whole Meeting Minutes and the January 17, 2019 Board of Commissioners Regular Meeting Minutes as corrected. Motion carried by voice vote.

PUBLIC COMMENT

Judge Dobrich offered a comment.

CLOSED SESSION

None.

BOARD MEMBER COMMENTS/ANNOUNCEMENTS

Commissioner Marchetti provided board members with information on the Edwardsburg SBEI Vision Project.

Chair Benjamin requested board members arrive 15 minutes early to the March 7, 2019 Committee of the Whole Meeting in order to pose for an updated Board of Commissioners photo.

Chair Benjamin informed the board that he will be traveling the first week of April and will miss the Committee of the Whole and Regular Board of Commissioners Meetings scheduled that week.

Chair Benjamin asked Commissioner Cobb to provide his research on the cell phone policy to the Policy Committee.

Benjamin clarified information regarding Microsoft Office 365.

Benjamin thanked the board for working as a team and for respectively disagreeing.

ADJOURNMENT

Commissioner Marchetti moved, seconded by Commissioner Cobb, to adjourn. The meeting adjourned at 7:50 p.m.

Approved: _____
Date

Robert Benjamin, Chair

Monica McMichael, Clerk/Register