



# Cass County Board of Commissioners

## REGULAR MEETING OF THE CASS COUNTY BOARD OF COMMISSIONERS

Commissioner Chambers  
120 North Broadway, Cassopolis  
November 16, 2017  
**7:00 P.M.**

*District 1  
Commissioner  
Terry Ausra*

*District 2  
Commissioner  
Annie File*

*District 3  
Commissioner  
Dwight Dyes*

*District 4  
Commissioner  
Roseann Marchetti*

*District 5  
Commissioner  
Robert Ziliak*

*District 6  
Commissioner  
Michael Grice*

*District 7  
Commissioner  
E. Clark Cobb*

*County Administrator  
Karen L. Folks*

- I. **CALL TO ORDER** - *Chairperson Ziliak*
- II. **INVOCATION** - *Commissioner Cobb*
- III. **PLEDGE OF ALLEGIANCE TO THE FLAG** -  
*Commissioner Dyes*
- IV. **ROLL CALL** - *Clerk/Register, Monica Kennedy*
- V. **INTRODUCTION OF VISITORS**
- VI. **APPROVAL OF THE AGENDA** - *Commissioner Ausra*
- VII. **PRESENTATIONS**
  1. **Annual Report** - *Cass County Conservation District, Korie Blyveis, Administrator*
  2. **Annual Report** - *MSU Extension Office, Julie Pioch, District 13 Coordinator*
- VIII. **RECOGNITIONS**
- IX. **INTRODUCTIONS**
- X. **PROPOSED CONSENT AGENDA** - *Commissioner Dyes*
  - A. **Financial**
    1. **M-192-17** - Motion to approve Claims dated November 3, 2017
    2. **M-193-17** - Motion to approve payment of invoice - Grand Rapids Building Services

3. M-194-17 - Motion to approve budget amendment - Dispatch Fund
4. M-195-17 - Computer Aided Dispatch (CAD) Project
5. M-196-17 - Motion to approve payment of invoice - VCloud yearly maintenance renewal
6. M-197-17 - Motion to approve payment of invoice - tax receipting software maintenance
7. M-198-17 - Motion to approve budget amendment - Bullet Proof Vest Program
8. M-199-17 - Motion to approve Strategic Planning Services Agreement with Management Partners, Inc.

**B. Business**

1. Approval of the November 2, 2017 Regular meeting minutes
2. M-200-17 - Motion to sign Consent to Construct Sidewalk - MDOT

**C. Board of Commissioners**

1. M-201-17 - Motion to approve reappointments - Building Authority Board, Parks Board - *Commissioner*

[**MOTION:** I move the above listed items be voted on at one time by a roll call vote and be considered as the consent agenda by the Board of Commissioners]

**XI. COMMITTEE REPORTS**

District 1 – Commissioner Ausra  
District 2 - Commissioner File  
District 3 - Commissioner Dyes  
District 4 - Commissioner Marchetti  
District 5 – Commissioner Ziliak  
District 6 – Commissioner Grice  
District 7 – Commissioner Cobb

**XII. ADMINISTRATOR’S REPORT - *Administrator, Karen L. Folks***

**XIII. OLD BUSINESS**

**XIV. NEW BUSINESS**

**XV. PUBLIC COMMENT**

**XVI. BOARD MEMBER COMMENTS/ANNOUNCEMENTS**

**XVII. CLOSED SESSION**

**XVIII. ADJOURNMENT**

*Mission Statement*

*Cass County government exists to deliver fair, efficient, accessible and high quality services dedicated to the public good.*

***"This institution is an equal opportunity provider and employer"***

**M-192-17**

A motion to approve Claims dated November 3, 2017.

Grand Rapids Building Services provides janitorial services for the Law and Courts Building, the Cass County Building and the Department of Corrections Building. For the past several years they have provided a 3% discount for billings for the FY if we pay one annual payment. They have agreed to do so again this year. The fees for FY2018 are attached.

**M-193-17**

A motion to approve the payment of \$69,199.80 to Grand Rapids Building Services for FY2018 janitorial services.

**M-199-17**

A motion to approve entering into the Strategic Planning Services Agreement with Management Partners, Inc. at a cost not to exceed \$27,990.00 and to be paid from

**M-200-17**

A motion to sign the Consent to Construct Sidewalk associated with the M-62 resurfacing M-62 project as outlined in the attached documents provided by MDOT (see attachments).

**M-201-17**

A motion to approve the following reappointments:

Reappoint Bill Saunders, Dick Mickey and John Weiler to the Building Authority Board for three year terms ending December 31, 2020.

Reappoint Kevin Hershberger and Korine Bachleda to the Cass County Parks and Recreation Commission for three year terms ending January 1, 2021.

**\*These reappointments are at the recommendation of both of these Boards.**



**M-196-17**

A motion to approve payment of invoice to CDW in the amount of \$13,401.33 for VCloud Air yearly maintenance renewal. This is a budgeted expense and will be paid out of line item #101-258-987.125 (see attachment).

**M-197-17**

A motion to approve payment of invoice #4849 to Pontem Software in the amount of \$10,538.00 for maintenance fees associated with the tax receipting software. This is a budgeted expense and will be paid out of line item #101-258-987.010 (see attachment).