

**CASS COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING**

December 7, 2017

The County Board of Commissioners met in regular session on Thursday, December 7, 2017 in the Commission Chambers.

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

Clerk/Register Monica Kennedy called roll:

COMMISSIONERS PRESENT: Terry Ausra, Annie File, Michael Grice, Skip Dyes, Roseann Marchetti, Robert Ziliak and E. Clark Cobb.

COMMISSIONERS ABSENT: None.

STAFF PRESENT: Administrator Karen L. Folks, Finance Director Angie Steinman and Clerk/Register Monica Kennedy.

INTRODUCTION OF VISITORS

Visitors introduced themselves.

APPROVAL OF THE AGENDA

Commissioner Cobb moved, seconded by Commissioner Marchetti, to approve the December 7, 2017 Regular Board of Commissioners Meeting Amended Agenda. Commissioner Marchetti moved, seconded by Commissioner Dyes, to add discussion on Strategic Planning under XIV New Business. Motion carried by voice vote.

PRESENTATIONS

None.

RECOGNITIONS

None.

INTRODUCTIONS

None.

CONSENT AGENDA

Commissioner Dyes moved, seconded by Commissioner Grice, 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-204-17) A motion to approve Claims dated December 1, 2017.

(M-205-17) A motion to approve payment and establish a budget in the Central Dispatch Fund for Ethernet network services (radio system backup).

Fund 261 Central Dispatch Fund

Revenue		Budget Increase
261-301-600.000	Charges for Services	4,200
261-301-699.999	Fund Balance Allocation	<u>840</u>
		\$5,040

Expense

261-301-852.012	Ethernet Network Services	\$5,040
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(M-206-17) A motion to approve the Law Enforcement Agreement between Marcellus Township, the County of Cass and the Office of Sheriff, Cass County. This Agreement shall run from the date of signing until December 31, 2018.

(M-207-17) A motion to establish a budget for the Drunk Driver Jail Reduction Program, as approved per the Community Corrections Grant.

Description	General Ledger #	Proposed Budget
Revenue		
DDJRP Housing & Treatment (S)	101-000-543.338	\$8,508
Expense		
Contractual Services	101-338-801.000	\$6,333
Five Day Jail Housing	101-338-842.000	<u>\$2,175</u>
		\$8,508

Approval of the November 16, 2017 Special Meeting Minutes and the November 16, 2017 Regular Meeting Minutes.

(M-208-17) A motion to reappoint Harry Shaffer to the Land Bank Authority Board for a three year term ending December 31, 2020. The reappointment is at the recommendation of the Board.

The Vice Chair instructed the Clerk to call roll:

Yes (7): Commissioners Ausra, File, Grice, Dyes, Ziliak, Marchetti and Cobb.

No (0): None.

The Consent Agenda carried by roll call vote.

COMMITTEE REPORTS

Commissioners Marchetti, Grice and Ziliak furnished committee reports.

ADMINISTRATOR'S REPORT

Administrator Karen L. Folks provided a written Administrator's Report.

FINANCIAL REPORT

Finance Director Angie Steinman presented the Financial Report.

NEW BUSINESS

M-209-17

Commissioner Marchetti moved, seconded by Commissioner Dyes, to appoint an individual to the Road Commission Board. Discussion followed. Each commissioner ranked the five candidates in order of preference via secret ballot. The Clerk tallied the names with Leslie McClelland and Kent Clark receiving the most votes. The Clerk called roll asking each commissioner their choice of the top two candidates:

Commissioner Grice:	Kent Clark
Commissioner Dyes:	Kent Clark
Chair Ziliak:	Leslie McClelland
Commissioner Marchetti:	Kent Clark
Commissioner Cobb:	Kent Clark
Commissioner Ausra:	Leslie McClelland
Commissioner File:	Leslie McClelland

Commissioner Marchetti moved, seconded by Commissioner Ausra, to appoint Kent Clark to the Board of Road Commissioners. Motion carried by voice vote.

M-212-17

Commissioner File moved, seconded by Commissioner Grice, to approve the purchase of three vehicles from Gorno Ford at the state purchasing price as follows:

Two 2018 Ford Interceptors at \$27,215.00 each
One 2018 Ford Interceptor Utility at \$30,515.00

The total purchase price for the three vehicles is \$84,945.00 plus title fees. All fees will be paid from the Motor Pool Fund (661-000-148.000). Motion carried by voice vote.

DISCUSSION - STRATEGIC PLANNING

Administrator Folks answered questions from commissioners regarding the Strategic Planning process.

PUBLIC COMMENT

Steve Lucas, Road Commission Manager, provided information on the Carberry Road Project.

Sheriff Behnke updated commissioners on Shop with a Cop, No Shave November, Christmas for the Animals and Christmas in the Jail.

BOARD MEMBER COMMENTS/ANNOUNCEMENTS

Commissioner Dyes, Marchetti, File and Grice offered comments or announcements.

CLOSED SESSION

M-210-17

Commissioner Cobb moved, seconded by Commissioner Ausra, to enter closed session in order to discuss CBA negotiations. In addition to commissioners, Administrator Folks, Finance Director Steinman, Treasurer Linda Pruett, Court Administrator Carol Bealor and Clerk/Register Monica Kennedy joined the closed session. The Chair informed the public the board would conduct business after the Closed Session. Motion carried by voice vote.

The meeting entered closed session at 7:53 p.m.

The meeting returned to open session at 8:10 p.m.

M-211-17

Commissioner Grice moved, seconded by Commissioner Marchetti, to ratify the Collective Bargaining Agreement for the CCIEA. Motion carried by voice vote.

M-213-17

Commissioner Ausra moved, seconded by Commissioner Grice, to implement the following effective January 1, 2018 for non-union employees:

Active non-union employees who are off the step pay scale or at the max step of the pay scale in their grade and no longer receiving step increases, determined as of January 1st of each year, would be entitled to an annual lump sum payment in the amount of \$300 (if working 30 hours or more per week) or \$150 (if working 29 hours or less per week), payable during the first pay period in January. Non-Union employees who are already receiving longevity pay are not eligible for the lump sum payment. Discussion followed.

Motion carried by voice vote.

ADJOURNMENT

Commissioner Grice moved, seconded by Commissioner Cobb, to adjourn. Motion carried by voice vote.

The meeting adjourned at 8:14 p.m.

Approved: _____
Date

Robert Ziliak, Chairperson

Monica Kennedy, Clerk/Register