

**CASS COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING**

October 19, 2017

The County Board of Commissioners met in regular session on Thursday, October 5, 2017 in the Commission Chambers.

Chair Robert Ziliak called the meeting to order at 7:00 p.m. Commissioner Dyes provided the Invocation. Commissioner Grice 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, Robert Ziliak, Roseann Marchetti and E. Clark Cobb.

COMMISSIONERS ABSENT: None.

STAFF PRESENT: County Administrator Karen L. Folks and Clerk/Register Monica Kennedy.

INTRODUCTION OF VISITORS

Visitors introduced themselves.

APPROVAL OF THE AGENDA

Commissioner Marchetti moved, seconded by Commissioner Ausra, to approve the October 19, 2017 Board Commissioners Regular Meeting Amended Agenda. Motion carried by voice vote.

PRESENTATIONS

Equalization Director Tami Stewart presented the 2017 Apportionment Report.

Judge Susan L. Dobrich introduced Deputy Friend of the Court Rob Steinhoff. Mr. Steinhoff provided board members with an update on the Court Imaging Project.

RECOGNITIONS

R-172-17

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

WHEREAS, Paulette Nodruff is a graduate of Dowagiac High School; and

WHEREAS, Paulette Nodruff earned an Associate Degree from Southwestern Michigan College, graduating with Highest Honors; and

WHEREAS, Paulette Nodruff has three sons, Chris (Sarah), Josh (Ashley) and Jason, and five grandchildren: Chloe, Lucas, Tavin, Kylie and Madison; and

WHEREAS, Paulette Nodruff has a love and passion for Cass County; and

WHEREAS, Paulette Nodruff began her career with Cass County in 1994 as a part time employee in the Friend of the Court; and

WHEREAS, In 2000, Paulette Nodruff was hired in the Cass County Circuit Court File Room as a Clerk and appointed as the File Room Supervisor in 2005; and

WHEREAS, Paulette Nodruff served as President of the CCIEA Union from 2003 through 2005; and

WHEREAS, Paulette Nodruff's unselfish nature is demonstrated in her service to her community by serving on numerous boards for the Village of Cassopolis.

NOW THEREFORE BE IT RESOLVED, that it is with a strong sense of admiration for all of the sacrifices she has made on behalf of the people of Cass County that we salute Paulette Nodruff on her retirement from the Cass County Circuit Court File Room on October 31, 2017.

The Chair instructed the Clerk to call roll:

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

No (0): None.

Resolution R-172-17 carried by roll call vote.

INTRODUCTIONS

There were no introductions.

CONSENT AGENDA

Commissioner Dyes moved, seconded by Commissioner Marchetti, 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-166-17) A motion to approve Claims dated October 6, 2017.

(M-167-17) A motion to accept a \$12,000 United Way Grant for the period 10/1/17 – 6/30/18 for the Cass County Family Court Child Enrichment Project.

		Expense	Revenue
101-000-580.092			\$12,000
101-149-802.092	United Way	<u>\$12,000</u>	
		\$12,000	<u>\$12,000</u>

(M-168-17) Parks Director Scott Wyman asked the board to approve the payment of invoice #3 from Denny’s Excavating, Inc. in the amount of \$112,332.85. It is part of the Dodd Park Water Trail Project and will be paid from line item 245-244-801.154.

(M-169-17) A motion to approve the renewal of a five year contract with Merit Network at a cost of \$10,026.00 per year. It will be paid out of line item 101-258-987.130.

Approval of the October 5, 2017 Regular Meeting Minutes

The 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 Ausra, Dyes, Marchetti, Cobb and Ziliak furnished committee reports.

ADMINISTRATOR’S REPORT

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

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

R-173-17

Commissioner Cobb moved, seconded by Commissioner File, to approve the following resolution:

**RESOLUTION APPROVING THE 2017 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 2017 will be the official authorization for its 59 taxing authorities within the County to levy property taxes in 2017; 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 2017 Apportionment Report showing the millage levies apportioned to various taxing authorities in Cass County for the year 2017 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 2017 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.

The Chair instructed the Clerk to call roll:

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

No (0): None.

Resolution R-173-17 carried by roll call vote.

DISCUSSION

Judge Dobrich addressed the board regarding the security windows for the District and Probate/Circuit Court Windows. Discussion followed. A motion for approval of the security windows will appear on the November 2, 2017 Regular Board Meeting Agenda Consent Agenda.

M-174-17

The supply of county pins that are handed out for recognition at Board of Commissioners Meetings was depleted. Four companies were selected to submit samples of pins. The commissioners were asked to give their individual selection of a pin and the top three pins were given consideration. Two of the pins are from the Monterey Company and one is from Custom Pins.

Commissioner Ausra moved, seconded by Commissioner Marchetti, to select and approve a company to purchase county pins. Discussion followed.

Commissioner Grice moved, seconded by Commissioner Marchetti, to approve the purchase of a small supply of pins with the current seal until the county rebrands itself and the county seal is updated. Administrator Folks will order from the past company if they are in business. If not, she will contact the company that supplied pin number one. Motion carried by voice vote.

M-175-17

Commissioner File moved, seconded by Commissioner Ausra, to amend the Investment Policy as follows:

1. Replace the language on page 6, VIII g. which reads: The Treasurer is restricted to investments which meet the restrictions above and limitations on security issues and issuers as detailed below: To be replaced with: The Treasurer is restricted to investments as described in PA20 as amended and the limitations on security issues and issuers as detailed below:
2. Add the following Depositories to the list of Authorized Depositories:
Michigan Class 13623 Acacia Lane, Dewitt MI 48820
Horizon Bank 811 Ship Street, St. Joseph MI 49085
3. Remove the following Depository (the bank is no longer in business) from the list of Authorized Depositories:

LaSalle Bank 117 S. Broadway Street, Cassopolis MI 49031

4. Adjust the Investment Policy to reflect everywhere it says depositories to the following language: depository/financial institution/investment institution.

Discussion followed. Motion carried by voice vote.

M-176-17

Commissioner Dyes moved, seconded by Commissioner Grice, to establish a budget in the Drain Commissioner General Fund Budget for the SAW Grant:

Fund 101 General Fund		Establish Budget
Revenues		
101-000-549.275	MDEQ Saw Grant (S)	84,212
Expenses		
101-275-988.005	Software Equipment & Maintenance	80,000
101-275-988.000	Hardware Equipment & Maintenance	3,004
101-275-801.275	Professional/Contractual	<u>1,208</u>
		84,212

Motion carried by voice vote.

M-177-17

Commissioner Marchetti moved, seconded by Commissioner Grice, to establish 2017/2018 Budgets in the Drain Fund (801) and the Lake Level (841).

Fund 801 Drain Fund		Establish Budget
Revenues		
801-275-400.055	Revenue-Special Drain Assessment	100,000
Expenses		
801-275-701.800	Expenditures-Drain/Lake	100,000
Fund 841 Lake Level Fund		Establish Budget
Revenues		
841-275-700.055	Revenue - Special Drain Assessments	50,000
Expenses		
841-275-701.800	Expenditures - Drain/Lake	50,000

Motion carried by voice vote.

PUBLIC COMMENT

Sheriff Behnke provided a report on the Animal Control Empty the Shelter Event.

Treasurer Linda Pruett provided information from the Land Bank Authority Meeting earlier in the day.

BOARD MEMBER COMMENTS/ANNOUNCEMENTS

Commissioners Grice, Marchetti and File offered announcements.

CLOSED SESSION

There was no Closed Session.

ADJOURNMENT

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

The meeting adjourned at 8:50 p.m.

Approved: _____
Date

Robert Ziliak, Chairperson

Monica Kennedy, Clerk/Register