

**CASS COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING**

November 2, 2017

The County Board of Commissioners met in regular session on Thursday, November 2, 2017 in the Commission Chambers.

Chair Robert Ziliak called the meeting to order at 7:00 p.m. Commissioner Marchetti provided the Invocation. Commissioner Cobb 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, Finance Director Angie Steinman and Clerk/Register Monica Kennedy.

INTRODUCTION OF VISITORS

Visitors introduced themselves.

APPROVAL OF THE AGENDA

Commissioner File moved, seconded by Commissioner Marchetti, to approve the November 2, 2017 Board Commissioners Regular Meeting Amended Agenda. Motion carried by voice vote.

PRESENTATIONS

Drain Commissioner Bruce Campbell presented the Annual Drain Report.

RECOGNITIONS

None.

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-178-17) A motion to approve Claims dated October 20, 2017.

(M-179-17) Rose Pest Control provides pest services for Cass County Buildings. For the past several years they have provided a 5% discount for billings for the fiscal year if the county pays a year in full. They have agreed to do so again this year. A motion to approve the payment of \$7,516.80 to Rose Pest Control for FY2018 pest control services.

(M-180-17) A motion to approve the payment of the \$223,429.00 appropriation budgeted for 2017/2018 to the Van Buren/Cass County District Health Department.

(M-181-17 amended) A motion to approve the Jail Kitchen Make Up Air System Replacement project at a cost of \$20,844.00 and establish a budget for account 245-244-975.096 Jail Kitchen Make Up Air System to be funded from original budgeted transfer of \$200,000 from the general fund. The materials and labor will be provided by R.W. LaPine.

(M-182-17 amended) A motion to approve retaining Carmi Designs, Inc. to design, bid and oversee the Law & Courts Building parking lot paving project at a cost not to exceed \$7,250.00 and establish a budget for account 245-244-975.027 Parking Lot Improvements to be funded from original budgeted transfer from the general fund.

(M-184-17) A motion, asking the Cass County Commissioners to approve the following:

Cass County Indigent Defense Compliance Plan required to be submitted pursuant to the Michigan Indigent Defense Commission (MIDC) Act, Act 93 of 2013, MCL 780.981 with Angie Steinman signing on page 2 of the plan as the Finance Director and also signing the certification of the local share calculation on page 19 of the plan and Robert Ziliak signing on page 2 of the plan as the authorized official as the chair of the Cass County Board of Commissioners.

(M-185-17) A motion to approve the following:

To approve a Consulting Services Agreement by and between Cass County, Michigan and MGT of America Consulting, LLC for the cyber security assessment services required as part of the independent IT security audit required for the Cass County Friend of the Court and Cass County Prosecuting Attorney relative to their CRP IV-D grants' federal compliance which has two components:

- a. Phase one (1) due by January 31, 2018 at a cost of \$1,850 for the FOC and \$1,850 for the PA – which the FOC and PA already have funding for in their respective FY2018 budgets;

- b. Phase two (2) due by September 30, 2019 at a cost of \$22,570 for the FOC and PA as well as county-wide (with an additional \$1,200 built in for potential travel expenses related to the IT security audit) - which will be budgeted for during the FY2019 budgeting process; with Robert Ziliak signing on page 3 of the Agreement for Cass County, Michigan as the Chair of the Cass County Board of Commissioners.

(M-187-17 amended) A motion to approve funding of the Community Correction Grant position and increase the following budgets:

GENERAL FUND

Revenue:

101-000-699.999 Fund Balance Allocation \$16,393

Expense:

101-965-999.284 Transfer to Community Corrections Grant Fund \$16,393

COMMUNITY CORRECTIONS GRANT

Revenue:

284-362-699.101 Transfer from General Fund \$16,393

Expense:

284-362-704.910 Part-Time (CCAB Admin) \$4,793

284-362-704.911 Part-Time (Gatekeeper) \$11,600

Approval of the October 19, 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.

M-188-17

Commissioner Ausra moved, seconded by Commissioner File, a motion to enter into an Agreement with Management Partners from Cincinnati, Ohio for the purposes of retaining them as Strategic Planning Consultants for Cass County's Strategic Planning Process in an amount not to exceed \$27,990. Motion carried by voice vote.

COMMITTEE REPORTS

Commissioners Dyes, Marchetti and Ziliak furnished committee reports.

ADMINISTRATOR'S REPORT

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

FINANCIAL REPORT

Finance Director Angie Steinman offered the Financial Report.

OLD BUSINESS

M-171-17

Commissioner Marchetti moved, seconded by Commissioner Cobb, to approve the 2018 COW/BOC meetings dates as follows:

2018 Committee of the Whole Meeting Schedule 9:00 a.m. – Kincheloe Room

January 16	July 3
January 30	July 17
February 13	July 31
February 27	August 14
March 13	September 4
April 3	September 18
April 17	October 2
May 1	October 16
May 15	October 30
June 5	November 13
June 19	December 4
	December 18

2018 Regular Meeting Schedule 7:00 p.m. – Commissioner Meeting Room

January 18	July 5
February 1	July 19
February 15	August 2
March 1	August 16
March 15	September 16
April 5	September 20
April 19	October 4
May 3	October 18
May 17	November 1
June 7	November 15
June 21	December 6
	December 20

Discussion followed. Commissioner Marchetti requested a roll call vote.

The Chair instructed the Clerk to call roll:

Yes (4): Commissioners File, Ziliak, Cobb and Ausra.

No (3): Commissioners Grice, Dyes and Marchetti.

Motion M-171-17 carried by roll call vote.

NEW BUSINESS

M-190-17

Commissioner Ausra moved, seconded by Commissioner Marchetti, a motion to approve the Special Assessment Rolls as presented by the Drain Commissioner. Motion carried by voice vote.

M-191-17

Commissioner Grice moved, seconded by Commissioner Dyes, a motion to approve the purchase of a Security Window for the Law and Courts Building from Midwest Glass and Mirror at a cost not to exceed \$2,750.00. Motion carried by voice vote.

PUBLIC COMMENT

Sheriff Behnke announced the Sheriff's Office will participate in No Shave November. Any deputy, corrections officer, animal control officer, dispatcher or courthouse security officer may pay \$50 to join. All monies generated will be donated to the Domestic Assault Shelter.

Charlie Arnold expressed concern over the county gifting the Historic Courthouse. He believed it was more efficient to remodel the building instead of constructing a new building.

BOARD MEMBER COMMENTS/ANNOUNCEMENTS

Commissioners Marchetti and Ziliak offered comments. Administrator Folks added an announcement.

CLOSED SESSION

There was no Closed Session.

ADJOURNMENT

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

The meeting adjourned at 7:38 p.m.

Approved: _____
Date

Robert Ziliak, Chairperson

Monica Kennedy, Clerk/Register