

**CASS COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING**

September 19, 2019

The County Board of Commissioners met in regular session on Thursday, September 19, 2019 in the Commission Chambers.

Chair Benjamin 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 McMichael called roll.

COMMISSIONERS PRESENT: Dixie Ann File, Michael Grice, E. Clark Cobb, Roseann Marchetti, Robert Benjamin, Terry Ausra and Skip Dyes.

COMMISSIONERS ABSENT: None.

STAFF PRESENT: County Administrator Jeff Carmen and Clerk/Register Monica McMichael.

INTRODUCTION OF VISITORS

Visitors introduced themselves.

APPROVAL OF THE AGENDA

Commissioner Ausra moved, seconded by Commissioner Marchetti, to approve the September 19, 2019 Cass County Board of Commissioner's Agenda with the removal of New Business item M-175-19.

The Chair instructed the Clerk to call roll:

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

No (0): None.

Approval of the amended agenda carried by roll call vote.

PRESENTATIONS

None.

CONSENT AGENDA

Vice Chair 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-169-19) A motion to approve Claims dated September 13, 2019.

(M-170-19) A motion to approve the September 5, 2019 Board of Commissioners Regular Meeting Minutes.

The Chair instructed the Clerk to call roll:

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

No (0): None.

The Consent Agenda carried by roll call vote.

COMMITTEE REPORTS

Commissioners Dyes, Marchetti, Benjamin, Grice and Cobb furnished committee reports.

ADMINISTRATOR'S REPORT

Administrator Carmen offered the Administrator's Report.

PUBLIC HEARING – PROPOSED FY2020 BUDGET

Chair Benjamin opened the public hearing at 7:15 p.m. There was no public comment. Chair Benjamin closed the public hearing.

FINANCIAL REPORT

The Financial Report was included in the board packet.

UNFINISHED BUSINESS

M-171-19

Commissioner Cobb moved, seconded by Commissioner File, to approve the following union contracts: A contract between the FOP, the Cass County Sheriff's Office and the Board of Commissioners for Corrections Officers, Matrons and Secretaries and a contract between the FOP, the Cass County Sheriff's Office and the Board of Commissioners for Deputies, Detectives and Dispatchers. Discussion followed. Motion carried by voice vote.

NEW BUSINESS

M-172-19

Commissioner File moved, seconded by Commissioner Ausra, to approve the renewal of the Network Equipment Maintenance Contract with CDWG in the amount of \$13,335.53 to be paid from line item 101-258-980.140. Motion carried by voice vote.

M-173-19

Commissioner Grice moved, seconded by Commissioner Marchetti, to approve the contract for indigent defense representation during FY2020, in compliance with the Michigan Indigent Defense Commission (MIDC) legislation – this contract is contingent on continuing to receive MIDC funding which covers a portion of the costs of this contract. Motion carried by voice vote.

M-174-19

Commissioner Dyes moved, seconded by Commissioner Marchetti, to execute the contract amendment with MIDC to provide for uninterrupted indigent defense services since a FY2020 grant contract may not be in place by October 1, 2019 due to delay in adoption of the State of Michigan's budget so that Cass County can continue to spend unexpended FY2019 MIDC grant funds in FY2020 consistent with the FY2019 grant contract. Motion carried by voice vote.

M-176-19

Commissioner Marchetti moved, seconded by Commissioner File, to appoint Brigid Forlenza and Marlene Deming to the County Board of Canvassers for terms beginning November 1, 2019 and ending October 31, 2023. The Chair directed the Clerk to enter a unanimous affirmation vote on the motion.

R-177-19

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

**BOARD OF COMMISSIONERS
COUNTY OF CASS, MICHIGAN
FISCAL YEAR 2020
GENERAL APPROPRIATIONS ACT**

WHEREAS, the Uniform Budgeting and Accounting Act (Public Act 2 of 1968) provides a system of unified procedures for the preparation and execution of budgets for units of local government; and

WHEREAS, the County Administrator has prepared a recommended budget as required by Public Act 2; and

WHEREAS, it is the intent of the Board of Commissioners to provide for the solvency of county fiscal operations by adopting an Appropriations Act as required by law; and

WHEREAS, the Board of Commissioners, in accordance with the Uniform Budgeting and Accounting Act, held a public hearing on the FY2020 budget on September 19, 2019, after proper notice was published in a newspaper of general circulation; and

NOW THEREFORE, BE IT RESOLVED that this General Appropriations Act is adopted for October 1, 2019 – September 30, 2020 and provides by departmental activity, the budgets as approved and amended by the Board this date; and

NOW THEREFORE, BE IT FURTHER RESOLVED that this General Appropriations Act reflects the application of \$ 371,981 from fund balance for a 2019-2020 balanced budget; and

BE IT FURTHER RESOLVED that the Board of Commissioners hereby adopts the budgets of the Other Funds as attached; and

BE IT FURTHER RESOLVED that this budget reflects a reasonable allocation of available resources to the various County departments, boards and agencies, and allows for all mandated services, programs and activities to be performed at or above reasonable, necessary and serviceable levels; and

BE IT FURTHER RESOLVED that every appropriation is subject to all County policies as well as the conditions set forth in this resolution and that any modification, addition, or deletion, of such amounts hereby adopted shall be done in accordance with the policies and procedures established by the Board of Commissioners; and

BE IT FURTHER RESOLVED that the Board of Commissioners grants authority to appointed Boards and Commissions to manage their assigned budgets as adopted herein; and

BE IT FURTHER RESOLVED that the Approved Position Allocation list contained in the Budget establishes the number of permanent full time equivalent (FTE) positions that can be filled, and no funds are appropriated for any permanent position not on the Approved Position List. In addition, the job position titles, pay classifications and full-time equated designations for each position are deemed to be the correct designations and are hereby incorporated into the Approved Position Allocation list, and any modification of employment classifications shall be done in accordance with established County policy; and

BE IT FURTHER RESOLVED that it is understood that revenues and expenses may vary from those which are currently contemplated and may be changed from time to time by the Board of Commissioners during the 2020 fiscal year as deemed necessary. Consequently, there may be a need to increase or decrease various portions of the approved budget and/or impose a hiring freeze and/or impose reductions in force due to unforeseen financial changes; therefore, the Board of Commissioners

reserves the right to change the Approved Position Allocation list and/or impose a hiring freeze at any time; and

BE IT FURTHER RESOLVED that those positions on the Position Allocation list and programs which are supported partially or in whole by grant, cost sharing, reimbursement, or other source of outside funding are only approved contingent upon the County receiving the budgeted revenues. Upon notification that budgeted funding of a position or program shall not be received, the Elected Official or Department Head shall immediately notify the County Administrator and that position shall be immediately removed from the Position Allocation list if funding is exhausted; and

BE IT FURTHER RESOLVED that the County Administrator shall oversee the preparation and maintenance of accounts in every office to enforce this Act as adopted and that the Board of Commissioners permits the County Administrator to execute transfers between line items of departments so as to eliminate the necessity for budget amendments except between distinct departmental activities.

Discussion followed.

Chair Benjamin moved, seconded by Commissioner Grice, to amend the resolution to add \$371,981 as the amount applied from fund balance in order to balance the 2019-2020 budget. Motion to amend carried by voice vote.

The Chair instructed the Clerk to call roll:

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

No (0): None.

Resolution R-177-19 carried by roll call vote.

M-178-19

Commissioner Grice moved, seconded by Commissioner Marchetti, to authorize the County Administrator to make 2019 end-of-fiscal year budgetary transfers and amendments necessary September 30, 2019 for close of books provided that a written report of such changes is given to the Board of Commissioners at their next regularly scheduled meeting. Discussion followed. Motion carried by voice vote.

PUBLIC COMMENT

State Representative Aaron Miller provided the board with an update from Lansing.

Sheriff Behnke stated the CCSO staff was equipped with bug spray in response to the EEE threat. He also stated he began receiving responses to the jail management system RFP.

Judge Dobrich invited commissioners to visit the Beckwith Theatre in Dowagiac Friday night at 7:00 p.m. The theatre will show the movie, "A New High", which was a film detailing the story of a drug treatment program in Seattle.

Administrator Carmen relayed a message received between meetings from Joe Bellina of the Road Commission notifying the board of the dedication of the Sink Road Bridge next Tuesday at 9:00 a.m.

CLOSED SESSION

M-179-19

Commissioner Grice moved, seconded by Commissioner Dyes, to enter into Closed Session to hear the Attorney Opinion on Woodlands. In addition to board members, Administrator Carmen, Clerk/Register Monica McMichael, Judge Dobrich, Attorney Tom King and Attorney Charles Bogren would attend.

The Chair instructed the Clerk to call roll:

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

No (0): None.

The meeting moved to closed session at 7:40 p.m.

The meeting returned to open session at 8:43 p.m.

BOARD MEMBER COMMENTS OR ANNOUNCEMENTS

Chair Benjamin informed board members he would visit the White House in October.

Commissioner Ausra stated he hosted State Representative Brad Paquette at his farm.

Commissioner Marchetti announced the final visioning session for Edwardsburg would take place on September 23rd at 6:00 p.m.

ADJOURNMENT

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

The meeting adjourned at 8:45 p.m.

Approved: _____
Date

Roseann Marchetti, Vice Chair

Monica McMichael, Clerk/Register