

**CASS COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING**

November 16, 2017

The County Board of Commissioners met in regular session on Thursday, November 16, 2017 in the Commission Chambers.

Chair Robert Ziliak called the meeting to order at 7:00 p.m. Commissioner Cobb provided the Invocation. Commissioner Dyes 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 Ausra moved, seconded by Commissioner Dyes, to approve the November 16, 2017 Board Commissioners Regular Meeting Amended Agenda. Motion carried by voice vote.

PRESENTATIONS

Julie Pioch, MSU Extension Office District 13 Coordinator, offered the MSU Extension Annual Report.

Cass County Conservation District Administrator Korie Blyveis presented the Annual Report for the Conservation District.

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-192-17) A motion to approve Claims dated November 3, 2017.

(M-193-17) Grand Rapids Building Services provides janitorial services for the Law & Courts Building, the Cass County Building and the Department of Corrections Building. For the past several years they have provided a 3% discount if the county provides one annual payment. They have agreed to do so again this year. Motion M-193-17 approves the payment of \$69,199.80 to Grand Rapids Building Services for FY2018 janitorial services.

(M-194-17) A motion to approve the annual maintenance payment in the amount of \$18,479.27 and to establish a budget in the Central Dispatch Fund for the Alert Annual Maintenance Fees as follows:

Fund 261 Central Dispatch fund		
Revenues		Budget Increase
261-301-699.999	Fund Balance Allocation	\$11,980
Expenses		
261-301-852.006	Computer CAD	\$11,980

(M-195-17) A motion to approve payment and establish a budget for the E-911 CAD Project and associated maintenance costs as follows:

Fund 245 Public Improvement Fund

Revenue		Budget Increase
245-244-699.261	Transfer In - Central Dispatch	385,872
Expense		
245-244-975.097	CAD Project (E-911)	385,872

Fund 261 Central Dispatch Fund

Revenue		Budget Increase
261-301-699.999	Fund Balance Allocation	405,394
Expense		
261-301-952.015	CAD Yearly Maintenance	7,619
261-301-952.016	CAD Mobile Yearly Maintenance	11,904
261-301-999.245	Transfer to Public Imp Fund	<u>385,872</u>
		<u>\$405,394</u>

(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. It is a budgeted expense that will be paid from line item 101-258-987.125.

(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. It is a budgeted expense that will be paid from line item 101-258-987.010.

(M-198-17) A motion to approve payment for bullet proof vests from Vance's Law Enforcement in the amount of \$12,275 and to establish budget increases in the general fund for the same, as follows:

Fund 101 General Fund

Revenues		Budget Increase
101-000-506.301	Bullet Proof Vest Grant	1,939
101-000-699.999	Fund Balance Allocation	<u>10,336</u>
		<u>\$12,275</u>
Expenses		
101-335-727.000	Bullet Proof Vest	12,275

(M-199-17) A motion to approve entering into the Strategic Planning Services Agreement with Management Partners, Inc. at a cost not to exceed \$2,990.0000 to be paid from casino revenue sharing.

Approval of the November 2, 2017 Regular Meeting Minutes

(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 documents provided by MDOT.

(M-201-17) A motion to reappoint Bill Saunders, Dick Mickey and John Weiler to the Building Authority Board for three year terms ending December 31, 2020. Also, to reappoint Kevin Hershberger and Korine Blyveis to the Cass County Parks and Recreation Commission for three year terms ending January 1, 2021. The reappointments were at the recommendation of each board.

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, File, Dyes, Marchetti, Cobb and Ziliak furnished committee reports.

ADMINISTRATOR'S REPORT

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

OLD BUSINESS

M-183-17

Commissioner File moved, seconded by Commissioner Dyes, to adopt a cremation permit fee of \$20.00 or less. Discussion followed. Commissioner Marchetti requested a roll call vote by the Clerk.

The Chair instructed the Clerk to call roll:

Yes (3): Commissioners Grice, Dyes and Ziliak.

No (4): Commissioners File, Marchetti, Cobb and Ausra.

Motion M-183-17 failed by roll call vote.

NEW BUSINESS

R-202-17

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

WHEREAS, the Chair of the Cass County Board of Commissioners appointed Commissioners Cobb, Grice and Ziliak to serve as the Ad Hoc Committee on the Elected Officials' Compensation Committee with Commissioner Cobb being the Chair; and

WHEREAS, the Committee is charged with the responsibility of recommending the 2018 annual salaries for the Elected Officials serving Cass County; and

WHEREAS, the Committee recommends 2.25% increase for the 2018 annual salaries of the Cass County elected officials as set forth below:

	<u>Current Salaries</u>	<u>2018 Salaries</u>
Treasurer	63,312	64,737
Clerk/Register of Deeds	64,862	66,321
Sheriff	81,713	83,552
Drain Commissioner	53,437	54,639
Prosecutor	95,608	97,759

NOW THEREFORE BE IT RESOLVED that the above schedule of proposed 2018 salaries, as recommended by the Committee, is hereby approved.

The Chair instructed the Clerk to call roll:

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

No (0): None.

Resolution R-202-17 carried by roll call vote.

M-203-17

The Chair of the Board of Commissioners appointed Commissioners Cobb, Grice and Ziliak to serve as the Ad Hoc Salary Committee with Commissioner Cobb serving as the Chair. The Committee's responsibility was to review and recommend salary increases for the Elected Officials and Non-Union employees. The committee recommends that non-union employees receive a 2.25% increase applied to the wage scale across the board effective January 1, 2018.

Commissioner Grice moved, seconded by Commissioner Marchetti, to approve the recommendation of the Ad Hoc Salary Committee for salary adjustments of non-union employees. Effective January 1, 2018 non-union employees will have a 2.25% increase applied to their wage scale across the board. Motion carried by voice vote.

The Chair instructed the Clerk to call roll:

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

No (0): None.

Motion M-203-17 carried by roll call vote.

PUBLIC COMMENT

Finance Director Steinman offered finance information.

BOARD MEMBER COMMENTS/ANNOUNCEMENTS

Commissioners Marchetti and Ziliak offered announcements.

CLOSED SESSION

There was no Closed Session.

ADJOURNMENT

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

The meeting adjourned at 8:25 p.m.

Approved: _____
Date

Robert Ziliak, Chairperson

Monica Kennedy, Clerk/Register