

**CASS COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING**

July 21, 2022

The Cass County Board of Commissioners met in regular session on Thursday, July 21, 2022, in Commissioner Chambers. Due to COVID-19 concerns, public participation was offered via Zoom.

Chair Dyes called the meeting to order at 5:00 p.m. Commissioner Marchetti provided the Invocation. Commissioner Laylin led the Pledge of Allegiance to the Flag of the United States of America.

Clerk/Register Monica McMichael called roll:

COMMISSIONERS PRESENT: Ryan Laylin, Annie File, Skip Dyes, Roseann Marchetti Robert Benjamin, Mike Grice and Jeremiah Jones.

COMMISSIONERS ABSENT: None.

STAFF PRESENT: Administrator Matthew Newton and Clerk/Register Monica McMichael.

INTRODUCTION OF VISITORS

Visitors present introduced themselves.

PUBLIC COMMENT

None.

APPROVAL OF THE AGENDA

Vice-Chair Grice moved, seconded by Commissioner Jones, to approve the July 21, 2022, Cass County Board of Commissioner's Agenda. Motion to approve the agenda carried by voice vote.

RECOGNITIONS

None.

PRESENTATIONS

Michigan State University Extension District 13 Director Julie Pioch presented the Michigan State University Extension Annual Report. MSU Extension employees that serve Cass County residents introduced themselves and shared details about their areas of expertise.

CONSENT AGENDA

Commissioner Benjamin asked that M-147-22 be removed from the Consent Agenda.

Vice-Chair Grice 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-148-22) A motion to approve the July 7, 2022 Board of Commissioners Regular Meeting Minutes.

The Chair instructed the Clerk to call roll:

Yes (7): Commissioners File, Dyes, Marchetti, Benjamin, Grice, Jones and Laylin.

No (0): None.

The Consent Agenda carried by roll call vote.

COMMITTEE REPORTS

Commissioners Marchetti, Benjamin, Grice and Jones shared Committee Reports.

APPOINTMENTS COMMITTEE REPORT

No report.

ADMINISTRATOR'S REPORT

Administrator Matthew Newton offered the Administrator's Report.

Commissioner Benjamin asked Administrator Newton to report on topics that commissioners should be made aware of.

FINANCE REPORT

The Finance Report was included in the board packet. Commissioner Benjamin commented on the format of the Finance Report. Discussion followed regarding work being conducted for other agencies without agreements in place. Also, the lack of payment or reimbursement from other agencies that are receiving services from county employees. Commissioner Benjamin asked that the Finance Director be allowed to speak with and answer questions posed by County Commissioners. He went on to request a list of the positions approved in the budget and which

positions were added after the approved budget. He requested all board members be supplied with a list of positions added after the approved budget as well as a list of positions reclassified after the most recent Classification/Compensation Study was approved and implemented. Discussion continued regarding the difference between a County Administrator and a County Controller.

PUBLIC SAFETY UPDATE

Sheriff Behnke shared the Public Safety Update.

COUNTY PARTNERS

None.

ELECTED OFFICIALS UPDATE

Treasurer Hope Anderson informed Commissioners that bidding opened on the tax sale. She had instructional brochures as well as booklets with information on parcels for sale.

Clerk/Register Monica McMichael informed board members that her offices had been extremely busy. She went on to remind everyone that the August Primary would be held on Tuesday, August 2, 2022, from 7:00 a.m. until 8:00 p.m. Results would be available online at www.electionreporting.com. Because the State of Michigan decertified modems to transmit unofficial results on, Clerk McMichael expected the first results to arrive in person no earlier than 10:00 p.m. on election night.

UNFINISHED BUSINESS

None.

NEW BUSINESS

M-147-22

Vice-Chair Grice moved, seconded by Commissioner File, to approve Claims dated July 8, 2022. Discussion followed. Commissioner Benjamin moved to remove check number 21070 from the Claims. Motion to amend died due to lack of support.

Commissioner Benjamin stated that the County should not pay invoices for other entities. His reasoning for removing check number 21070 from claims in the amount of \$1,535.71 was due to the fact that it was a part purchased for equipment situated at the Medical Care Facility. He went on to state that he was recently made aware of \$700,000 to \$800,000 paid by Cass County for outside entities.

Commissioner Benjamin stated that the County must have signed agreements in place that were approved by the Board of Commissioners before approving new employees, vehicle purchases, salary adjustments, paying invoices for other entities, etc. He asked Administrator Newton to bring agreements to the full board at the next Regular Board of Commissioners Meeting.

Commissioner Benjamin questioned seven county positions that were reclassified by two to three commissioners without the knowledge of the full Board of Commissioners. He asked Administrator Newton to supply the full board with information on the reclassifications that occurred after the Classification/Compensation Study was approved at the next Regular Board of Commissioners Meeting.

The Chair instructed the Clerk to call roll on the original motion:

Yes (6): Commissioners Dyes, File, Jones, Grice, Laylin and Marchetti.

No (1): Commissioner Benjamin.

Motion to approve M-147-22 carried by roll call vote.

M-149-22

Commissioner Jones moved, seconded by Commissioner Laylin, to approve the Solid Waste Committee Bylaws. Discussion followed. Commissioner Jones rescinded his motion in order to send the Solid Waste Committee Bylaws to the Policy Committee.

M-150-22

Commissioner File moved, seconded by Commissioner Laylin, to approve budget amendments as presented. Motion carried by voice vote.

M-151-22

Commissioner Laylin moved, seconded by Commissioner Jones, to approve recommendations from the Salary Committee as follows:

- a. Reclassify Executive Assistant Human Resources at Grade 11 to Human Resources & Payroll Director at Grade 13.
- b. Classify Human Resources Assistant at Grade 6.
- c. Classify Helpdesk Technician II at Grade 8.
- d. Reclassify Office Manager – IT from Grade 8 to Grade 10.
- e. Approve Step Increase for IT Director from Step 4 to Step 9.

Discussion followed.

Motion carried by voice vote.

CLOSED SESSION

None.

BOARD MEMBER COMMENTS/ANNOUNCEMENTS

Commissioner Marchetti announced that Cass County was presented with the Market Van Buren Investor Torchbearer Award.

ADJOURNMENT

Commissioner Benjamin moved, seconded by Commissioner Laylin, to adjourn. Motion carried by voice vote.

The meeting adjourned at 6:35 p.m.

Approved: _____
Date

Chair Skip Dyes

Monica McMichael, Clerk/Register