

**CASS COUNTY BOARD OF COMMISSIONERS  
REGULAR MEETING**

**August 5, 2021**

The Cass County Board of Commissioners met for their Regular Meeting on Thursday, August 5, 2021, in Commissioner Chambers.

Chair Dyes called the meeting to order at 6:30 p.m. Commissioner File 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 and Mike Grice.

COMMISSIONERS ABSENT: Jeremiah Jones.

STAFF PRESENT: County Administrator Jeff Carmen, Finance Director Becky Moore, Finance Director Jennifer Rentfrow and Clerk/Register Monica McMichael.

**PUBLIC COMMENT (Agenda Items Only)**

None.

**APPROVAL OF THE AGENDA**

Commissioner Grice moved, seconded by Commissioner Laylin, to approve the August 5, 2021, Cass County Board of Commissioner's Agenda. Motion carried by voice vote.

**RECOGNITIONS**

None.

**PRESENTATIONS**

Chief Judge Susan Dobrich and DHHS Director Chuck Rose discussed the State Child Care Fund.

## **CONSENT AGENDA**

Vice Chair Grice moved, seconded by Commissioner Benjamin, 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-135-21)** A motion to approve Claims dated July 23, 2021.

**(M-136-21)** A motion to approve the July 15, 2021 and the July 21, 2021 Board of Commissioners Regular Meeting Minutes.

The Chair instructed the Clerk to call roll:

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

No (0): None.

Absent (1): Commissioner Jones.

The Consent Agenda carried by roll call vote.

## **COMMITTEE REPORTS**

Commissioners Dyes, Marchetti and Benjamin offered Committee Reports.

## **ADMINISTRATOR'S REPORT**

Administrator Carmen presented the Administrator's Report.

## **PUBLIC SAFETY UPDATE**

Sheriff Behnke provided a Public Safety Update.

## **COUNTY PARTNERS**

None.

## **ELECTED OFFICIALS UPDATE**

None.

## **UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

**M-137-21**

Commissioner Grice moved, seconded by Commissioner Marchetti, to approve the CDBG Funding and Emergency Repairs Program. Discussion followed. Motion carried by voice vote.

**M-138-21**

Commissioner Marchetti moved, seconded by Commissioner Grice, to approve the amended Van Buren/Cass District Health Department By-Laws. Discussion followed. Motion carried by voice vote.

**M-139-21**

Commissioner Marchetti moved, seconded by Commissioner Laylin, to approve the FY2021-2022 Child Care Budget. Motion carried by voice vote.

**R-140-21**

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

**TIMBER SALE**

WHEREAS, The County Board of Commissioners established a Real Estate Committee to review the County's Buildings and properties to determine what may be excess to County needs; and

WHEREAS, The Committee determined there was an opportunity to harvest lumber from County owned property at the Medical Care Facility; and

WHEREAS, Five vendors were contacted and two surveyed the property and offered formal purchase proposals.

NOW THEREFORE BE IT RESOLVED that the Cass County Board of Commissioners approves the sale of 287 trees at the Cass County Medical Care facility to Forest & Land Management, LLC at a price of \$95,000.00 and authorizes the County Administrator to enter into an agreement with Forest & Land Management

The Chair instructed the Clerk to call roll:

Yes (6): Commissioner File, Dyes, Marchetti, Benjamin, Grice and Laylin.

No (0): None.

Absent (1): Commissioner Jones.

Resolution R-140-21 carried by roll call vote.

**R-141-21**

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

**SALE OF DEPARTMENT OF CORRECTIONS BUILDING**

WHEREAS, The County Board of Commissioners established a Real Estate Committee to review the County's Buildings and properties to determine the what may be excess to County needs; and

WHEREAS, The County Owned Property at 201 N. M-62 Currently housing the Cass County Parole/Probation Office has been determined to be surplus to County Needs; and

WHEREAS, The Cass Family Clinic is interested in acquiring the building to expand its mission to serve the Community Health needs of Cass County,

NOW THEREFORE BE IT RESOLVED that the Cass County Board of Commissioners approves sale of the building located at 201 N. M-62 to the Cass Family Clinic for the price of \$300,000.00 and authorizes the County Administrator to take all necessary steps to establish a timetable for, and transfer of, the Property and relocation of the Department of Corrections.

The Chair instructed the Clerk to call roll:

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

No (0): None.

Absent (1): Commissioner Jones.

Resolution R-141-21 carried by roll call vote.

**R-142-21**

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

**FACILITIES ASSESSMENT**

WHEREAS, Cass County owns and operates more than 200,000 square feet of structured Buildings and Facilities; and

WHEREAS, An evaluation of the condition of the structures and systems in these facilities will help guide Capital Budgeting needs, timing of necessary repairs, upgrades and replacements; and

WHEREAS, The County conducted a formal Request for Proposals to which two firms responded; and

WHEREAS, The County Administrator and Facilities Director evaluated both proposals and determined that the proposal provided by Tower Pinkster Associates from Kalamazoo is in the County's best interest and is also the low bidder; and

WHEREAS, The County Administrator and Finance Director Certify Purchasing Policy Compliance and funding availability,

NOW THEREFORE BE IT RESOLVED that the Cass County Board of Commissioners approves Hiring Tower Pinkster at a project cost of \$29,840.00 using funding from the County Improvement fund 245-244-980.00 and authorizes the County Administrator to enter into an agreement with Tower Pinkster.

The Chair instructed the Clerk to call roll:

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

No (0): None.

Absent (1): Commissioner Jones.

Resolution R-142-21 carried by roll call vote.

**PUBLIC COMMENT**

CCIEA Union President Fern Smith thanked commissioners that attended the MERS presentation at the County Road Commission. She went on to inform them that the union wished to keep an open line of communication with the board and there was nothing preventing commissioners from speaking with employees.

Mary Parmley asked if proceeds from the sale of timber and the DOC building were earmarked. If not, could the proceeds be applied to the MERS unfunded liability?

**CLOSED SESSION**

None.

**BOARD MEMBER COMMENTS OR ANNOUNCEMENTS**

Commissioner Marchetti reminded commissioners of the art exhibits to take place over the weekend, one at the county and another in Edwardsburg. The Edwardsburg Art Show will be held at the American Legion on Saturday, August 7, 2021, from 3:00 p.m. until 5:00 p.m.

Commissioner Benjamin requested an updated list of commissioner agency and committee assignments.

Commissioner File and Marchetti thanked Sheriff Behnke for attending township meetings.

**ADJOURNMENT**

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

The meeting adjourned at 7:05 p.m.

Approved: \_\_\_\_\_  
Date

\_\_\_\_\_  
Dwight Dyes, Chair

\_\_\_\_\_  
Monica McMichael, Clerk/Register