

**CASS COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING**

September 16, 2021

The Cass County Board of Commissioners met in regular session on Thursday, September 19, 2021, in Commissioner Chambers.

Chair Dyes called the meeting to order at 6:30 p.m. Commissioner File provided the Invocation. Commissioner Grice 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, Deputy County Administrator Matthew Newton, Finance Director Jennifer Rentfrow, Deputy Finance Director Becky Moore and Clerk/Register Monica McMichael.

PUBLIC COMMENT (Agenda Items Only)

None.

APPROVAL OF THE AGENDA

Commissioner Laylin moved, seconded by Commissioner File, to approve the September 16, 2021, Cass County Board of Commissioner's Agenda. Motion carried by voice vote.

RECOGNITIONS

None.

PRESENTATIONS

Michigan Association of Counties Executive Steve Currie provided an update to commissioners.

6:45 P.M. PUBLIC HEARING

Commissioner Marchetti moved, seconded by Commissioner Grice, to open the Public Hearing on the FY2022 and FY2023 Budgets. Motion to open the hearing carried by voice vote. There

were no public comments. Commissioner Marchetti moved, seconded by Commissioner Laylin, to close the public hearing. Motion to close the public hearing carried by voice vote.

PRESENTATIONS CONTINUED

County Treasurer Hope Anderson shared the Annual Investment Report.

CONSENT AGENDA

Commissioner Benjamin requested that M-160-21 be removed from the Consent Agenda. Vice Chair Grice moved, seconded by Commissioner Marchetti, to vote on the following listed items with a one-time roll call vote and be considered as a consent agenda by the Board of Commissioners:

(M-159-21) A motion to approve the August 5, 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 Marchetti, Benjamin and Dyes offered Committee Reports.

ADMINISTRATOR'S REPORT

Administrator Carmen presented the Administrator's Report.

FINANCE REPORT

The Finance Report was included in the board packet.

PUBLIC SAFETY UPDATE

Sheriff Behnke provided a Public Safety Update.

COUNTY PARTNERS

Road Commissioner Manager Robert Thompson offered an update from the Road Commission that included the following information:

- Held a successful recycling event
- Paving projects were 85% complete
- Three townships contributed funding to pave primary roads
- County Road Commission plans to fix three MDOT approaches
- All chip and seal was finished
- Sealed new paving projects within one year of project completion
- Dealing with washouts and down trees from storms

ELECTED OFFICIALS UPDATE

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

R-161-21

Commissioner Benjamin moved, seconded by Commissioner Grice, to approve the following resolution, as amended:

BOARD OF COMMISSIONERS COUNTY OF CASS, MICHIGAN FISCAL YEAR 2022 AND FISCAL YEAR 2023 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 FY 2022 and FY 2023 budget on September 16, 2021, 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, 2021 – September 30, 2022 and October 1, 2022 – September 30, 2023 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 \$1,232,967 and \$1,906,664, respectively from General Fund fund balance for a FY 2021-2022 and FY 2022-2023 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 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 2022 and 2023 fiscal years 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 impose a hiring freeze at any time; and

BE IT FURTHER RESOLVED that those positions included in the budget 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 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.

The Chair instructed the Clerk to call roll:

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

No (0):

Absent (1): Commissioner Jones.

Resolution R-161-21 carried by roll call vote.

M-162-21

Commissioner File moved, seconded by Commissioner Marchetti, to approve the Michigan Gateway Community Foundation Grant Agreement in the amount of \$4,050.00 to Support River Restoration for the Dowagiac River. Motion carried by voice vote.

R-163-21

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

CASS COUNTY COPIERS

WHEREAS, A Request for Proposals was sent out by the Information Technology Department specifying the copier and printing needs required by Cass County; and

WHEREAS, six responses were received, three vendors were deemed nonresponsive to the requirements and an overview was prepared of the three remaining vendors; and

WHEREAS, based on the necessities summarized in the Request for Proposals and the overall needs of Cass County DL Gallivan has been determined to be best suited for Cass County's copiers needs moving forward and,

WHEREAS, purchasing policy compliance has been certified by the County Administrator and Funding availability (Fund 101-233-934.000) is certified by the Finance Director,

NOW, THEREFORE, BE IT RESOLVED by the Cass County Board of Commissioners to approve the contract with DL Gallivan for the copiers and printing services at a cost of \$25,604.88 per year, expiring after 63 months.

Discussion followed. Commissioner Benjamin moved, seconded by Commissioner Grice, to call the question. Motion carried by voice vote.

The Chair instructed the Clerk to call roll:

Yes (5): Commissioners Dyes, Marchetti, Benjamin Laylin and File.

No (1): Commissioner Grice.

Absent (1): Commissioner Jones.

Resolution R-163-21 carried by roll call vote.

M-160-21

Commissioner Benjamin moved, seconded by Commissioner Marchetti, to approve the September 2, 2021, Board of Commissioners Workshop Meeting Minutes and the September 2, 2021, Board of Commissioners Regular Meeting Minutes. He asked that, in the future, the board amend the agenda to include motions or resolutions. The September 2, 2021, minutes included two resolutions that were not on the original agenda. The agenda was not amended to include the two items. Motion to approve M-160-21 carried by voice vote.

PUBLIC COMMENT

CCIEA President Fern Smith informed the board that contract negotiations had resumed. The next negotiating session was set to take place on October 5, 2021 and will include MERS Representative Mike Overley. She stated the union hoped to successfully move negotiations forward.

Clerk/Register's Office employee Mary Parmley thanked Deputy County Administrator Matthew Newton for answering her questions posed at the last board meeting. She went on, however, to question COVID-19 expenses. It was discussed at a previous meeting the restricted uses for COVID monies. She requested a list of acceptable uses for the funds.

Scott Wyman, County Parks Director, thanked the board for approving the Gateway Foundation Grant Application to aid in the Dowagiac River cleanup.

District Court employee and County resident Christ Rockafellow discussed the higher tax base in the county and how it would lead to additional infrastructure and, in turn, a demand for more public services. He stated that the County Administration was not honoring the promise of employee retirement. If taken away, the county will lose valuable employees and fail to attract qualified new employees. He urged the board to leave MERS alone.

Makenzie Kreiner, a Sheriff's Office Deputy, spoke regarding the stresses of serving the public as a police officer. She informed commissioners that she came to work at Cass County because of the MERS retirement plan. She asked the county not to take it away.

County resident Beth Pompey shared pressures of law enforcement as well as the stress it places on their family. She reminded board members that law enforcement were true heroes. Cass County could not afford for officers to leave because the MERS retirement benefit was taken away.

CLOSED SESSION

None.

BOARD MEMBER COMMENTS OR ANNOUNCEMENTS

None.

ADJOURNMENT

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

The meeting adjourned at 7:53 p.m.

Approved: _____
Date

Dwight Dyes, Chair

Monica McMichael, Clerk/Register