

**CASS COUNTY BOARD OF COMMISSIONERS  
ANNUAL MEETING**

**October 1, 2020**

The Cass County Board of Commissioners met for their Annual Meeting on Thursday, October 1, 2020 via Zoom.

Chair Marchetti called the meeting to order at 6:30 p.m. Commissioner File provided the Invocation.

Clerk/Register Monica McMichael called roll:

COMMISSIONERS PRESENT: Terry Ausra, Annie File, Skip Dyes, Mike Grice, Roseann Marchetti, Robert Benjamin and E. Clark Cobb.

COMMISSIONERS ABSENT: None.

STAFF PRESENT: Finance Director Becky Moore and Clerk/Register Monica McMichael.

**PUBLIC COMMENT (Agenda Items Only)**

None.

**APPROVAL OF THE AGENDA**

Commissioner Ausra moved, seconded by Commissioner Dyes, to approve the October 1, 2020 Cass County Board of Commissioner's Agenda. Motion carried by voice vote.

**RECOGNITIONS**

None.

**PRESENTATIONS**

None.

## **CONSENT AGENDA**

Vice Chair Dyes moved, seconded by Commissioner Ausra, 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-131-20)** A motion to approve Claims dated September 18, 2020.

**(M-132-20)** A motion to approve the September 17, 2020 Board of Commissioners Meeting Minutes.

The Chair instructed the Clerk to call roll:

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

No (0): None.

The Consent Agenda carried by roll call vote.

## **COMMITTEE REPORTS**

Commissioners Ausra, Marchetti, Benjamin and Cobb offered committee reports.

### **APPOINTMENTS COMMITTEE REPORT**

Chair Marchetti informed the board that current committee openings would be announced via press release and published on the county web site.

### **ADMINISTRATOR'S REPORT**

Finance Director Becky Moore provided the Administrator's Report.

### **SHERIFF BEHNKE'S PUBLIC SAFETY UPDATE**

See attached update from Sheriff Behke.

### **ELECTED OFFICIALS UPDATE**

Chief Judge Dobrich provided an update on the Cass County Courts, Prosecutor Fitz offered information from the Prosecutor's Office, and Treasurer Hope Anderson brought commissioners up-to-date on the Treasurer's Office.

**UNFINISHED BUSINESS**

**R-127-20**

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

WHEREAS, in August of 2020 a vacancy was created with the resignation of the Equalization Appraiser; and

WHEREAS, Equalization Director Tami Stewart recommends contracting out the appraising services with the firm of Assessing Solutions as follows:

Compensation for basic services in the amount of \$64,000.00 from January 1, 2021 to December 31, 2021; base rate of \$64,000.00 plus the consumer price index as set forth by the State Tax Commission from January 1, 2022 to December 31, 2022; base rate of prior year cost plus the consumer price index as set forth by the State Commission from January 1, 2023 to December 31, 2023.

NOW THEREFORE BE IT RESOLVED, that the Cass County Board of Commissioners eliminates the Position of Equalization Appraiser and approves a contract with Assessing Solutions for a period commencing January 1, 2021 and ending December 31, 2023 as set forth above.

The Chair instructed the Clerk to call roll:

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

No (0): None.

Resolution R-127-20 carried by roll call vote.

**R-129-20**

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

WHEREAS, the Cass County Board of Commissioners is responsible for overseeing County finances; and

WHEREAS, it is desirable for the County to constantly evaluate every opportunity to consider the use of technologies and changing workplace practices to produce efficiencies and savings; and

WHEREAS, the largest costs in government are employee compensation and benefits, and every vacancy in County Service is an opportunity to consider alternatives and need; and

WHEREAS, on April 6, 2020 in Resolution R-51-20 as a result of great uncertainties due to the COVID Pandemic, the Board of Commissioners implemented a hiring freeze.

NOW THEREFORE BE IT RESOLVED that effective with the Adoption of the fiscal year 2021-22 Budget, R-51-20, the Hiring Freeze is hereby rescinded and in its place is the creation of a Vacancy Review Team. The Vacancy Review Team shall consist of: the County Administrator, the Finance Director, a member of the Board of Commissioners appointed by the chairperson, and the Elected Official or Department Head overseeing the vacant position. The Team will review vacancies based on the total cost of the position, accuracy of the job description, and if the task could be supplied in a less costly way.

NOW THEREFORE MAY IT BE FURTHER RESOLVED that the Team immediately takes effect until such time as the Board of Commissioners decides to change the vacancy reviews, and that the Vacancy Review Team may meet in advance of a job posting and no vacancy may be filled without a vacancy review.

The Chair instructed the Clerk to call roll:

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

No (0): None.

Resolution R-129-20 carried by roll call vote.

### **NEW BUSINESS**

#### **M-133-20**

Commissioner Dyes moved, seconded by Commissioner File, to approve the 2021 Board of Commissioner meeting dates with a 6:30 p.m. start time as follows:

January 7, January 21, February 4, February 18, March 4, March 18, April 1, April 15, May 6, May 20, June 3, June 17, July 1, July 15, August 5, August 19, September 2, September 16, October 7, October 21, November 4, November 18, December 2 and December 16.

Discussion followed.

Commissioner File moved, seconded by Commissioner Benjamin, to postpone M-133-20. Motion to postpone carried by voice vote.

**M-134-20**

Commissioner File moved, seconded by Commissioner Dyes, to approve the 2021 Holiday Schedule:

New Year's Day	Friday, January 1
Martin Luther King Day	Monday, January 18
Presidents' Day	Monday, February 15
Good Friday	Friday, April 2
Memorial Day	Monday, May 31
Independence Day	Monday, July 5
Labor Day	Monday, September 6
Veterans' Day	Thursday, November 11
Thanksgiving	Thursday, November 25
Day after Thanksgiving	Friday, November 26
Christmas Eve	Thursday, December 23
Christmas Day	Friday, December 24
New Year's Eve	Thursday, December 30

Motion carried by voice vote.

**M-135-20**

Commissioner Ausra moved, seconded by Commissioner Benjamin, to appoint Robert Parrish to the Economic Development Corporation Board for a six year term ending September 30, 2026.  
Motion carried by voice vote.

**M-136-20**

Commissioner Grice moved, seconded by Commissioner Dyes, to appoint Dave Toxopeus to the Community Corrections Advisory Board for a four year term ending September 30, 2024.  
Motion carried by voice vote.

**R-137-20**

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

WHEREAS, We have been made aware during the COVID crisis that the use of Ultraviolet Light can be used to quickly and efficiently disinfect large areas;

WHEREAS, Sheriff Behnke conducted site visits and received quotes from 3 companies that specialize in UV disinfection systems; and

WHEREAS, one of the quotes received was from a Michigan based business that has been providing Ultraviolet Light disinfection to over fifty Sheriff's Offices in the Midwest; and

WHEREAS, The Sheriff recommends the Skytron quote, The Finance Director certifies the funds are available and the County Administrator certifies the Purchasing Policy has been adhered to,

NOW THEREFORE BE IT RESOLVED, that the Cass County Board of Commissioners Approves the purchase of 2 Skytron Model 2280 Disinfection Robots with 3 year Service Agreements from Skytron LLC, Grand Rapids at a cost of \$142,720.00, which will be paid specifically with COVID funds provided by the Department of Justice, through the Michigan State Police, BJA FY 20 Coronavirus Emergency Supplemental Funding Program.

Discussion followed.

The Chair instructed the Clerk to call roll:

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

No (0): None.

Resolution R-137-20 carried by roll call vote.

**R-138-20**

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

The Coronavirus Aid, Relief and Economic Security Act (Cares Act), Public Law 116-136, makes available supplemental Community Development Block Grant (CDBG) and Emergency Solutions Grant ESG-CV funding for grants to prevent, prepare for, and respond to Coronavirus (COVID-19). The CDBG grant will provide flexibilities for grantees to expedite the use of grant funds to help address the challenges facing our nation during this historic public health crisis.

WHEREAS, the Michigan Strategic Fund has invited the Counties to accept Community Development Block Grant Program funds to support CDBG Cares Funding; and

WHEREAS, the County of Cass will seek to receive up to \$189,299.49 in CDBG funds to reimburse for unexpected costs associated with COVID-19; and

WHEREAS, the CDBG allocation has a focus of helping HUD defined vulnerable populations and low and moderate income populations.

NOW THEREFORE BE IT RESOLVED, that the Cass County Board of Commissioners designates the County Administrator as the Certifying Officer, the person authorized to certify the Michigan CDBG pre-agreement documents, the person authorized to sign the Grant Agreement and payment requests, and the person authorized to execute any additional documents required to carry out and complete the grant.

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

No (0): None.

Resolution R-138-20 carried by roll call vote.

### **DISCUSSION – COMMISSIONER SUBCOMMITTEES**

Chair Marchetti appointed Commissioners Benjamin and Grice to a committee to study and recommend a new schedule of fees. Next, she appointed Commissioner Dyes to the vacancy control committee consisting of the County Administrator, Finance Director, a BOC Member, and the Elected Official for whom the committee will meet. The Chair then asked commissioners to review the following committees and respond with their interest:

- Committee to evaluate un-used or under-used County property, vacant and occupied.
- Committee to gather information and identify options regarding MSUE, which is not funded in the 2021-2022 budget year.
- Committee to explore a unified plan and portfolio for County Parks and the Economic Development Corporation.

### **PUBLIC COMMENT**

Candidate for 59th District State Representative Steve Carra provided his contact information to commissioners.

### **CLOSED SESSION**

#### **M-139-20**

Commissioner Ausra moved, seconded by Commissioner Dyes, to enter into Closed Session for an Attorney Client Privileged Communication and Pending Litigation and to invite the County Administrator, the County Finance Director, the County Treasurer and its Civil Counsel.

Motion to enter closed session carried by unanimous voice vote. The meeting entered Closed Session at 7:40 p.m.

The meeting returned to Open Session at 8:38 p.m.

### **BOARD MEMBER COMMENTS OR ANNOUNCEMENTS**

None.

**ADJOURNMENT**

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

The meeting adjourned at 8:38 p.m.

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

\_\_\_\_\_  
Roseann Marchetti, Chairperson

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