

**CASS COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING**

November 18, 2021

The Cass County Board of Commissioners met for their Regular Meeting on Thursday, November 18, 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: Annie File, Skip Dyes, Roseann Marchetti, Mike Grice and Jeremiah Jones.

COMMISSIONERS ABSENT: Ryan Laylin and Robert Benjamin.

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

INTRODUCTION OF VISITORS

Visitors present introduced themselves.

PUBLIC COMMENT

City of Dowagiac resident Mary Parmley spoke regarding her exit interview with Administrator Carmen and an email that was shared with all board members as well as Clerk/Register McMichael. She asked the county to create a policy for exit interviews.

APPROVAL OF THE AGENDA

Commissioner Marchetti moved, seconded by Commissioner Jones, to approve the November 18, 2021 Cass County Board of Commissioner's Agenda with the removal of motion M-202-21. Motion to approve the agenda carried by voice vote.

RECOGNITIONS

None.

PRESENTATIONS

None.

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-193-21) A motion to approve Claims dated November 12, 2021.

(M-194-21) A motion to approve the November 4, 2021 Board of Commissioners Regular Meeting Minutes.

The Chair instructed the Clerk to call roll:

Yes (5): Commissioners File, Dyes, Marchetti, Grice and Jones.

No (0): None.

Absent (2): Commissioners Laylin and Benjamin.

The Consent Agenda carried by roll call vote.

COMMITTEE REPORTS

Commissioners File, Marchetti and Jones offered Committee Reports.

ADMINISTRATOR'S REPORT

Deputy Administrator Matthew Newton presented the Administrator's Report.

PUBLIC SAFETY UPDATE

Sheriff Behnke provided a Public Safety Update.

COUNTY PARTNERS

Parks Director Scott Wyman shared a video produced by Josh Long of Notre Dame's Grotto Network. The video highlighted Robert Parrish and the Dark Sky Park at Dr. Lawless Park and would be available online at www.grottnetwork.com.

ELECTED OFFICIALS UPDATE

Judge Dobrich informed Commissioner Jones that she and others received training involving veterans and trauma. They could contact the Judge if they needed assistance.

Prosecutor Fitz discussed Truth in Sentencing and the possibility of changes to the program.

UNFINISHED BUSINESS

M-184-21

Commissioner Laylin moved, seconded by Commissioner Marchetti, to adopt the 2022 Holiday Schedule as follows:

The Cass County Buildings will be closed on the following dates in observance of the recognized holidays as follows:

Holiday:	Observed on:
New Year's Day	Friday, December 31, 2021
Martin Luther King Day	Monday, January 17
Presidents' Day	Monday, February 21
Good Friday	Friday, April 15
Memorial Day	Monday, May 30
Independence Day	Monday, July 4
Labor Day	Monday, September 5
Veterans' Day	Friday, November 11
Thanksgiving	Thursday, November 24
Day after Thanksgiving	Friday, November 25
Christmas Eve	Friday, December 23
Christmas Day	Monday, December 26
New Year's Eve	Friday, December 30

Motion carried by voice vote.

NEW BUSINESS

M-195-21

Commissioner Jones moved, seconded by Commissioner Grice, to approve the below-listed budgets for the Raise the Age Grant and the Child and Parent Legal Representation Grant for the 2021-2022 Fiscal Year.

Appropriations for the 2021-2022 fiscal year shall be adjusted to agree with the grant awards as follows:

1) Raise the Age Grant for Circuit/Family Court (New Grant)

To approve new grant line items for audit purposes and fund grant.

	<u>Expense</u>	<u>Revenue</u>
216-299-569-318		\$50,000.00
292-662-842.007 Counseling	\$30,000.00	
292-662.842.115 In Care – Other County	\$ 5,000.00	
292-662-801.150 Wraparound	\$15,000.00	
	\$50,000.00	\$50,000.00

2) Child and Parent Legal Representation Grant - 2022

To approve new grant line items for audit purposes and fund grant.

	<u>Expense</u>	<u>Revenue</u>
101-000-501.003		\$66,328.00
101-149-807.060	\$66,328.000	
	\$66,328.00	\$66,328.00

Commissioner Marchetti thanked the courts for their work in securing grants.

Motion carried by voice vote.

M-196-21

Commissioner File moved, seconded by Commissioner Marchetti, to approve the below-listed Problem-Solving Court Budgets for the 2021-2022 Fiscal Year.

Appropriations for the 2021-2022 fiscal year shall be adjusted to agree with the grant awards as follows:

1) Bureau of Justice Adult Treatment Court for District Court
to approve new grant line items for audit purposes and fund grant.

	<u>Expense</u>	<u>Revenue</u>
101-000-522.315		\$125,578.00
101-282-801.315 Contractual	\$95,920.00	
101-282-727.315 Supplies	\$14,785.00	
101-282-860.315 Travel	\$ 6,873.00	
101-282-803.315 Civil & Housing Asst.	\$ 6,000.00	
	\$125,578.00	\$125,578.00

2) SCAO Adult Treatment Court/Sobriety Court Byrne/JAG
Grant for the District Court to approve new grant line items for audit purposes and fund grant.

	<u>Expense</u>	<u>Revenue</u>
101-000-545.090		\$110,000.00
101-282-801.090 Contractual	\$108,780.00	
101-282-860.090 Travel	\$ 1,220.00	
	\$110,000.00	\$110,000.00

3) SCAO Mental Health Court for Circuit Court to approve new grant line items for audit purposes and fund grant.

	<u>Expense</u>	<u>Revenue</u>
101-000-545.010		\$85,461.00
101-282-801.010 Contractual	\$84,241.00	
101-282-860.010 Travel	\$ 1,220.00	
	\$ 85,461.00	\$ 85,461.00

4) Swift and Sure Grant for Circuit Court to approve new grant line items for audit purposes and fund grant.

	<u>Expense</u>	<u>Revenue</u>
101-000-545.020		\$165,000.00
101-282-801.020 Contractual	\$165,000.00	
	\$165,000.00	\$165,000.00

5) COOSAP Gap-Filling Grant for Circuit Court to approve new grant line items for audit purposes and fund grant.

	<u>Expense</u>	<u>Revenue</u>
101-000-545.060		\$200,000.00
101-282-801.160 Contractual	\$192,064.00	
101.282.860.160 Travel	\$ 4,400.00	
101-282-727.060 Supplies	\$ 3,536.00	
	\$200,000.00	\$200,000.00

Out of \$200,000 only \$19,799 was spent, leaving \$180,201 to be rolled over into year 2 and 3. This money is not included in this FY and will be requested if needed.

6) OJJDP 2019-2022 Grant for Family Court (Year 3 of 3)
to approve new grant line items for audit purposes and fund grant.

	<u>Expense</u>	<u>Revenue</u>
216-166-519.053		\$241,125.00
216-166-801.053 Contractual	\$124,612.00	
216-166-800.053 Woodlands	\$100,000.00	
216-166-727.053 Supplies	\$ 1,170.00	
216-166-860.053 Travel	\$ 15,343.00	
	\$241,125.00	\$241,125.00

- Of the \$505,357 from Years 1 and 2, \$226,214.57 was spent, leaving \$279,142.43 that can be rolled over into a Year 4 Extension. That amount is not included in this FY request. It will be requested at a later date if needed.

7) SCAO Family Treatment Court Grant for Family Court
to approve funding grant.

	<u>Expense</u>	<u>Revenue</u>
216-166-519.020		\$73,000.00
216-166-801.220 Contractual	\$71,752.00	
216-166-860.220 Travel	\$ 1,220.00	
In-Kind	\$28.00	
	\$ 73,000.00	\$ 73,000.00

Motion carried by voice vote.

M-197-21

Commissioner Grice moved, seconded by Commissioner Marchetti, to appoint Vicki Vaughn to the Department of Human Services Board for a three-year term ending October 31, 2024. Motion carried by voice vote.

M-198-21

Commissioner Marchetti moved, seconded by Commissioner Grice, to appoint Vicki Vaughn to the Van Buren/Cass Board of Health for a three-year term ending December 31, 2024. Motion carried by voice vote.

M-199-21

Commissioner Marchetti moved, seconded by Commissioner File, to approve a motion to change the time of the December 16, 2021 Board of Commissioners Meeting to 4:00 p.m. Discussion followed. Motion carried by voice vote.

R-200-21

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

**A RESOLUTION TO APPROVE ANNUAL WAGE ADJUSTMENTS FOR CY 2022 FOR
NON-UNION EMPLOYEES OF CASS COUNTY**

WHEREAS, the Ad-Hoc Salary Committee (“the Committee”) is made up of Chair Dyes, Vice-Chair Grice, and Commissioner Laylin; and

WHEREAS, the Committee is charged with the responsibility of recommending the 2022 annual salaries for non-union employees serving Cass County; and

WHEREAS, the Committee recommended a 3% increase for the 2022 annual salaries for Cass County non-union employees; and

NOW, THEREFORE, BE IT RESOLVED by the Cass County Board of Commissioners as follows:

1. Effective January 1st, 2022, the County hereby adopts and approves a 3% increase applied to the Wage Scale for non-union Cass County employees.
2. The Wage Scale effective January 1st, 2022, is revised from 4 decimal places to 2 decimal places.

The Chair instructed the Clerk to call roll:

Yes (5): Commissioners Dyes, Marchetti, Grice, Jones and File.

No (0): None.

Absent (2): Commissioners Laylin and Benjamin.

Resolution R-200-21 carried by roll call vote.

M-201-21

Commissioner File moved, seconded by Commissioner Grice, to appoint Jeremiah Jones to the Solid Waste Planning Committee to an unexpired term ending June 1, 2022. Motion carried by voice vote.

BOARD MEMBER COMMENTS OR ANNOUNCEMENTS

Commissioner Grice informed everyone he was accepting donations for Feed the Hungry.

Commissioner File shared that the Cass County Sheriff's Office was raising money for local charities, including Feed the Hungry, through No Shave November. Anyone wishing to donate should contact the Sheriff's Office.

CLOSED SESSION

None.

ADJOURNMENT

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

The meeting adjourned at 7:08 p.m.

Approved: _____
Date

Dwight Dyes, Chair

Monica McMichael, Clerk/Register