



Cass County Board of Commissioners

Cass County Board of Commissioners Zoom Meeting Notice

269-445-4420

Because of concerns over Covid-19, and an Emergency Order declared by the Board of Commissioners, the Cass County Board of Commissioners will hold their Regular meeting on December 2, 2021 in person at 6:30 p.m. However, any member of the public who wishes to participate in the meeting remotely may do so.

Zoom Meeting for Cass County Board of Commissioners

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/81341391117>

Or Telephone: 1 312 626 6799 or 1 646 558 8656

Webinar ID: 813 4139 1117

Persons with disability needing accommodations for this meeting should contact Carol Bealor at 574-292-0331 or carolb@cassco.org prior to the meeting.



Cass County

Board of Commissioners

REGULAR MEETING OF THE CASS COUNTY BOARD OF COMMISSIONERS

Commissioner Chambers
120 N. Broadway, Cassopolis
December 2, 2021
6:30 P.M.

CALL TO ORDER - *Chair Dwight Dyes*

INVOCATION - *Commissioner Marchetti*

PLEDGE OF ALLEGIANCE - *Commissioner File*

ROLL CALL - *Clerk/Register Monica McMichael*

INTRODUCTION OF VISITORS - *Chair Dwight Dyes*

PUBLIC COMMENTS (limit to 3 minutes/person)

APPROVAL OF THE AGENDA - *Commissioner Jones*

RECOGNITIONS

PRESENTATIONS

PROPOSED CONSENT AGENDA - *Vice-Chair Grice*

1. **M-203-21** - Motion to approve Claims dated November 26, 2021

2. **M-204-21** - Motion to approve the November 18, 2021 Board of Commissioners Regular meeting minutes

[MOTION: I move the above listed items be voted on at one time by a roll call vote and be considered as the consent agenda by the Board of Commissioners]

COMMITTEE REPORTS

District 1 - Commissioner Laylin

District 2 - Commissioner File

District 3 - Commissioner Dyes

District 4 - Commissioner Marchetti

District 5 - Commissioner Benjamin

District 6 - Commissioner Grice

District 7 - Commissioner Jones

ADMINISTRATOR’S REPORT

PUBLIC SAFETY REPORT

COUNTY PARTNERS

ELECTED OFFICIALS

UNFINISHED BUSINESS

NEW BUSINESS

1. **M-205-21** - Motion to appoint Jamie Stafne to the Road Commission Board to a six-year term ending December 31, 2027 - *Commissioner Laylin*
2. **R-206-21** - Resolution - FY2021 Emergency Management Performance Grant American Rescue Plan Act Agreement- *Commissioner Grice*
3. **R-207-21** - Resolution - Road Commission Board Compensation - *Commissioner Marchetti*

CLOSED SESSION - M-208-21 A motion to enter a Closed Session to discuss a confidential written legal opinion that is subject to attorney-client privilege and also to review the current status of Negotiations, Grievances and other Contractual disputes with the bargaining units of CCIEA and to include: Monica McMichael, Jeff Carmen, Matt Newton, Judge Susan Dobrich, Courts Administrator Carol Bealor, Karl Butterer and Mike Blum - *Commissioner File*

BOARD MEMBER COMMENTS/ANNOUNCEMENTS

ADJOURNMENT

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INVOICE GL DISTRIBUTION REPORT FOR CASS COUNTY
POST DATES 11/15/2021 - 11/26/2021
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GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 101 TREASURER							
Dept 000 TREASURER							
101-000-615.020	R.O.D. SERVICES-COUNTY TR	ASK SERVICES INC	TRANSFER TAX CHARGED IN ERROR	NOVEMBER 30005	11/17/21	66.55	1190627
Total For Dept 000 TREASURER						66.55	
Dept 101 BOARD OF COMMISSIONERS							
101-101-802.000	DUES/MEMBERSHIP/SUBSCRIPTI	MICHIGAN MUNICIPAL LEA	ASSOCIATE DUES FOR 01/01/22 THROUGH	2082-1121	11/26/21	985.00	20124
Total For Dept 101 BOARD OF COMMISSIONERS						985.00	
Dept 131 CIRCUIT COURT							
101-131-802.000	DUES/MEMBERSHIP/SUBSCRIPTI	STATE BAR OF MICHIGAN	JUDGE HERMAN BAR DUES	11232021	11/26/21	400.00	1190656
101-131-807.030	LEGAL COSTS- MAACS	JOHN ROACH JR	MAACS - LEGAL COSTS - ROACH - CARLT	11012021	11/26/21	1,591.45	20098
Total For Dept 131 CIRCUIT COURT						1,991.45	
Dept 136 DISTRICT COURT							
101-136-729.402	ATC/SOBRIETY COURT	TARA SMITH THERAPY SER	ATC/SC - CBT/MH SERVICES	X2	11/26/21	150.00	1190649
101-136-801.021	BANK CHARGES	4TH DISTRICT COURT	REIMBURSEMENT FOR BANK FEES - RETURN	11/5/21	11/26/21	10.00	1190637
101-136-801.301	DRUG ATTORNEY FEES	HEIDI ANN DUNCAN	ATC/SC ATTY FEES	110521	11/26/21	400.00	20138
Total For Dept 136 DISTRICT COURT						560.00	
Dept 141 FOC							
101-141-777.000	MOTOR FUEL/LUBRICANT	J & H OIL COMPANY	FOC SQUAD FUEL 11/15/21	CFSI-7155	11/26/21	78.78	20120
101-141-801.020	BANK CHARGES	FIFTH-THIRD BANK ACCT	FOC BANK FEES OCTOBER 2021	10-21 008194	11/26/21	66.00	1190673
Total For Dept 141 FOC						144.78	
Dept 148 PROBATE COURT							
101-148-807.020	INDIGENT LEGAL COSTS (NON-	BRIAN T RICHARDS	COURT APPOINTED ATTY. FEE FOR 2021-	11.16.2021	11/26/21	65.00	1190650
101-148-807.020	INDIGENT LEGAL COSTS (NON-	HUMBARGER & HUMBARGER	COURT APPOINTED ATTY. FEE FOR 2021-	11.18.2021	11/26/21	65.00	1190651
101-148-807.020	INDIGENT LEGAL COSTS (NON-	DAVID S. RODLUND	COURT APPOINTED ATTY. FEE FOR 2003-	11.8.2021	11/26/21	175.00	1190669
101-148-807.020	INDIGENT LEGAL COSTS (NON-	MARIKAYE LONG	COURT APPOINTED ATTY FOR 2021-241-M	11.11.2021	11/26/21	65.00	1190682
101-148-807.020	INDIGENT LEGAL COSTS (NON-	STEPHEN K. WOODS. P.C.	COURT APPOINTED ATTY. FEE FOR 2021-	11.15.2021	11/26/21	100.00	20121
101-148-808.000	INTERPRETER FEES	LANGUAGE LINE SERVICES	INTERPRETER FEES FOR THE COURT FOR	10381833	11/26/21	55.78	1190667
Total For Dept 148 PROBATE COURT						525.78	
Dept 149 FAMILY/JUVENILE COURT							
101-149-807.060	LEGAL COSTS-NEGLECT/ABUSE	MAY OBERFELL & LORBER	NEGLECT/ABUSE - INDIGENT DEFENSE	111721	11/26/21	380.00	20099
101-149-807.060	LEGAL COSTS-NEGLECT/ABUSE	STEPHEN K. WOODS. P.C.	NEGLECT/ABUSE - INDIGENT DEFENSE	111721	11/26/21	560.00	20121
101-149-807.060	LEGAL COSTS-NEGLECT/ABUSE	ROBERT KARDATZKE	NEGLECT/ABUSE - INDIGENT DEFENSE	111721	11/26/21	270.00	20125
101-149-807.060	LEGAL COSTS-NEGLECT/ABUSE	SARAH SCOGGIN	NEGLECT/ABUSE - INDIGENT DEFENSE	111721	11/26/21	2,060.00	20133
101-149-807.060	LEGAL COSTS-NEGLECT/ABUSE	LUKE D NOFSINGER	NEGLECT/ABUSE - INDIGENT DEFENSE	111721	11/26/21	380.00	20139
101-149-807.060	LEGAL COSTS-NEGLECT/ABUSE	ELIZABETH MCCREE	NEGLECT/ABUSE - INDIGENT DEFENSE	111721	11/26/21	2,065.00	20140
Total For Dept 149 FAMILY/JUVENILE COURT						5,715.00	
Dept 172 ADMINISTRATION							
101-172-727.001	SUPPLIES - COVID-19	FOSTER, SWIFT, COLLINS	CCIEA GRIEVANCES AND ULPS/MERC PETI	821141	11/26/21	2,284.00	1190648
Total For Dept 172 ADMINISTRATION						2,284.00	
Dept 191 ELECTIONS							
101-191-801.000	PROFESSIONAL/CONTRACTUAL S	ELECTIONSOURCE	ANNUAL MODEM CELLULAR SERVICE FEE	21-3527	11/17/21	100.00	1190614
101-191-801.000	PROFESSIONAL/CONTRACTUAL S	COHL, STOKER & TOSKEY	APPORTIONMENT COMMISSION REC/REV CO	52861	11/17/21	494.50	1190626
101-191-900.000	PRINTING & BINDING	GOVERNMENTAL PRODUCTS	MARRIAGE LICENSE ENVELOPES	4710	11/17/21	430.30	1190615
101-191-900.000	PRINTING & BINDING	SPECTRUM PRINTERS INC	NOVEMBER 2021 ELECTION BALLOTS	68148	11/17/21	1,197.38	1190621
Total For Dept 191 ELECTIONS						2,222.18	
Dept 210 CIVIL COUNSEL							
101-210-807.000	LEGAL FEES	FOSTER, SWIFT, COLLINS	CCIEA GRIEVANCES AND ULPS/MERC PETI	821141	11/26/21	2,683.00	1190648

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Fund 101 TREASURER							
Dept 210 CIVIL COUNSEL							
101-210-807.000	LEGAL FEES	FOSTER, SWIFT, COLLINS	CCIEA GRIEVANCES AND ULPS/MERC PETI	821141	11/26/21	1,886.00	1190648
101-210-807.000	LEGAL FEES	FOSTER, SWIFT, COLLINS	CCIEA GRIEVANCES AND ULPS/MERC PETI	821141	11/26/21	2,898.00	1190648
101-210-807.000	LEGAL FEES	FOSTER, SWIFT, COLLINS	CCIEA GRIEVANCES AND ULPS/MERC PETI	821141	11/26/21	1,935.00	1190648
101-210-807.000	LEGAL FEES	FOSTER, SWIFT, COLLINS	CCIEA GRIEVANCES AND ULPS/MERC PETI	821141	11/26/21	5,359.00	1190648
Total For Dept 210 CIVIL COUNSEL						14,761.00	
Dept 219 CLERK-REGISTER							
101-219-802.000	DUES/MEMBERSHIP/SUBSCRIPTI	MICHIGAN ASSN. OF COUN	2022 ASSOCIATION DUES MCMICHAEL/HAR	NOVEMBER 30002	11/17/21	450.00	1190610
101-219-804.000	JURY FEES	SAYLOR'S PIZZARIA	JURY TRIAL JUROR LUNCH 11/9/2021	NOVEMBER 30004	11/17/21	23.96	1190613
Total For Dept 219 CLERK-REGISTER						473.96	
Dept 223 CONTROLLER							
101-223-801.000	PROFESSIONAL/CONTRACTUAL S	MICHIANA DRUG TESTING	PRE-EMPLOYMENT DRUG TESTING	2051	11/26/21	111.00	20100
101-223-801.000	PROFESSIONAL/CONTRACTUAL S	REBECCA MOORE	CONTRACTUAL ACCOUNTING SERVICES - N	11302021	11/26/21	6,000.00	20106
Total For Dept 223 CONTROLLER						6,111.00	
Dept 229 PROSECUTING ATTORNEY							
101-229-802.000	DUES/MEMBERSHIP/SUBSCRIPTI	STATE BAR OF MICHIGAN	2022 BAR DUES FOR VICTOR A. FITZ	461171	11/26/21	340.00	1190670
101-229-805.000	WITNESS FEES/EXPENSES	JEFF SMITH	SERVICE ON DAHMS, BURGETT, JR., AND	11092021	11/26/21	168.40	20126
101-229-805.010	EXPERT WITNESS FEES	GLORIA GILLESPIE	SERVICE WITNESS FEES FOR COREY RODDY	18-10102-FC	11/26/21	618.28	20094
101-229-822.000	PATERNITY EXP. (CHILD SUPI	KENTUCKY PROCESS SERVI	SERVICE FEE FOR NCP AT 60 CHEYENNE	21-558-DS	11/15/21	95.00	1190599
Total For Dept 229 PROSECUTING ATTORNEY						1,221.68	
Dept 230 GIS							
101-230-861.000	CONFERENCE/MEETINGS/TRAINI	ESRI	TRAINING FOR GIS	94138564	11/26/21	18,620.00	1190665
Total For Dept 230 GIS						18,620.00	
Dept 233 PURCHASING							
101-233-729.136	OFFICE SUPPLY-DISTRICT CO	SYNCBAMAZON	OFFICE SUPPLIES/MAINTENANCE SUPPLIE	60457XXXXXX	11/15/21	11.99	1190598
101-233-729.136	OFFICE SUPPLY-DISTRICT CO	PRINTLINK SHORT RUN BU	PRINTING - PRE-TRIAL REPORTS	306753	11/26/21	165.67	20136
101-233-729.149	OFFICE SUPPLY-FAMILY COUR	SYNCBAMAZON	OFFICE SUPPLIES/MAINTENANCE SUPPLIE	60457XXXXXX	11/15/21	18.59	1190598
101-233-729.219	OFFICE SUPPLY-CLERK/FILE F	R DONNELLEY	MICHIGAN CERTIFY PAPER LEGAL SIZE	470345812	11/17/21	157.00	1190620
101-233-729.229	OFFICE SUPPLY-PROSECUTOR	SYNCBAMAZON	OFFICE SUPPLIES/MAINTENANCE SUPPLIE	60457XXXXXX	11/15/21	278.77	1190598
101-233-730.000	POSTAGE	UPS	UPS CHARGES	565451	11/26/21	15.23	1190678
101-233-732.000	COMPUTER SUPPLIES	SYNCBAMAZON	OFFICE SUPPLIES/MAINTENANCE SUPPLIE	60457XXXXXX	11/15/21	98.74	1190598
101-233-732.000	COMPUTER SUPPLIES	SYNCBAMAZON	OFFICE SUPPLIES/MAINTENANCE SUPPLIE	60457XXXXXX	11/15/21	226.60	1190598
101-233-850.000	TELEPHONE	VERIZON WIRELESS	CELL PHONE CHARGES (2 MAINT/1 AC)	9892081523	11/15/21	157.20	1190597
Total For Dept 233 PURCHASING						1,129.79	
Dept 245 SURVEY & REMONUMENTATION GRANT							
101-245-729.006	SUPPLIES & MATERIALS	BERNTSEN INTERNATIONAL	DOMED ALUMINUM CAPS FOR SURVEYING	228923	11/26/21	199.69	1190660
101-245-729.006	SUPPLIES & MATERIALS	ASTRO WOOD STAKE, INC.	DOMED ALUMINUM CAPS FOR SURVEYING	60854	11/26/21	462.00	1190661
Total For Dept 245 SURVEY & REMONUMENTATION GRANT						661.69	
Dept 253 TREASURER							
101-253-861.000	CONFERENCE/MEETINGS/TRAINI	MANOR MINI-MART	LUNCH FOR ALL TREASURER'S MEETING	22-542	11/22/21	145.14	1190635
101-253-861.000	CONFERENCE/MEETINGS/TRAINI	HOPE ANDERSON	REIMBURSE ALL TREASURER'S MEETING	22-543	11/22/21	43.90	1190636
Total For Dept 253 TREASURER						189.04	
Dept 258 INFORMATION SYSTEMS							
101-258-987.130	HIGH SPEED INTERNET ACCESS	COMCAST	HIGH SPEED INTERNET ACCESS	112221	11/22/21	420.29	20092
Total For Dept 258 INFORMATION SYSTEMS						420.29	
Dept 265 MAINTENANCE							

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 101 TREASURER							
Dept 265 MAINTENANCE							
101-265-804.102	CONTRACTUAL CLEANING - L&C	THE CLEANEST CO LLC	CONTRACTUAL CLEANING - COUNTY BUILD	11	11/26/21	2,256.55	20113
101-265-804.125	CONTRACTUAL CLEANING - CO	THE CLEANEST CO LLC	CONTRACTUAL CLEANING - COUNTY BUILD	11	11/26/21	1,665.54	20113
101-265-804.133	CONTRACTUAL CLEANING - DC	THE CLEANEST CO LLC	CONTRACTUAL CLEANING - COUNTY BUILD	11	11/26/21	290.00	20113
101-265-804.140	CONTRACTUAL CLEANING - SHE	THE CLEANEST CO LLC	CONTRACTUAL CLEANING - COUNTY BUILD	11	11/26/21	134.32	20113
101-265-804.150	CONTRACTUAL CLEANING - AN	THE CLEANEST CO LLC	CONTRACTUAL CLEANING - COUNTY BUILD	11	11/26/21	53.73	20113
101-265-883.009	TRASH REMOVAL	MICHIANA RECYCLING & D	FY2021-20222 TRASH REMOVAL	111221	11/15/21	8,820.36	20083
101-265-883.080	TRASH REMOVAL - L & C	MICHIANA RECYCLING & D	FY2021-20222 TRASH REMOVAL	111221	11/15/21	1,344.86	20083
101-265-920.060	ELECTRICITY - PARKS	INDIANA MICHIGAN POWER	ELECTRIC (2)	111521	11/15/21	68.34	20086
101-265-920.060	ELECTRICITY - PARKS	INDIANA MICHIGAN POWER	ELECTRIC (2)	111521	11/15/21	13.05	20086
101-265-922.009	WATER/SEWER - COURTHOUSE	VILLAGE OF CASSOPOLIS	WATER/SEWER (7)	111821	11/26/21	217.38	1190657
101-265-922.010	WATER/SEWER - MAINT. GARAG	VILLAGE OF CASSOPOLIS	WATER/SEWER (7)	111821	11/26/21	96.88	1190657
101-265-922.020	WATER/SEWER - L&C	VILLAGE OF CASSOPOLIS	WATER/SEWER (7)	111821	11/26/21	175.81	1190657
101-265-922.030	WATER/SEWER - MDOC	VILLAGE OF CASSOPOLIS	WATER/SEWER (7)	111821	11/26/21	70.51	1190657
101-265-922.040	WATER/SEWER - JAIL	VILLAGE OF CASSOPOLIS	WATER/SEWER (7)	111821	11/26/21	12.74	1190657
101-265-922.040	WATER/SEWER - JAIL	VILLAGE OF CASSOPOLIS	WATER/SEWER (7)	111821	11/26/21	4,122.40	1190657
101-265-922.050	WATER/SEWER - ANIMAL CONT	VILLAGE OF CASSOPOLIS	WATER/SEWER (7)	111821	11/26/21	329.81	1190657
101-265-930.075	GENERAL REPAIRS	SYNCBAMAZON	OFFICE SUPPLIES/MAINTENANCE SUPPLIE	60457XXXXXX	11/15/21	56.97	1190598
101-265-930.075	GENERAL REPAIRS	SYNCBAMAZON	OFFICE SUPPLIES/MAINTENANCE SUPPLIE	60457XXXXXX	11/15/21	135.62	1190598
101-265-930.075	GENERAL REPAIRS	MENARDS - ELKHART	FIRE DOOR FOR DEPARTMENT OF CORRECT	97479	11/26/21	279.00	1190674
Total For Dept 265 MAINTENANCE						20,143.87	
Dept 282 COURT GRANT PROGRAMS							
101-282-801.010	CONTRACTUAL	GRACE MULLER	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	800.00	20103
101-282-801.010	CONTRACTUAL	MEGHAN DAWSON	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	756.00	20104
101-282-801.010	CONTRACTUAL	CHELSEA SCHOETZOW	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	96.00	20105
101-282-801.010	CONTRACTUAL	HEATHER PAULEY	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	6.50	20108
101-282-801.010	CONTRACTUAL	RAYMOND FLEMING	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	213.09	20109
101-282-801.010	CONTRACTUAL	JESSEE SCHOETZOW	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	239.54	20110
101-282-801.010	CONTRACTUAL	BRADLEY WEST	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	244.62	20112
101-282-801.010	CONTRACTUAL	BRANDY JONES	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	69.19	20114
101-282-801.010	CONTRACTUAL	KIMBERLY PEET	PROBLEM SOLVING COURTS 11/4 - 11/17	111721	11/26/21	800.00	20132
101-282-801.010	CONTRACTUAL	PRESTON COLLETT	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	234.00	20137
101-282-801.020	CONTRACTUAL SWIFT & SURE	MEGHAN DAWSON	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	684.00	20104
101-282-801.020	CONTRACTUAL SWIFT & SURE	TASIA ROBERTS	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	1,000.00	20107
101-282-801.020	CONTRACTUAL SWIFT & SURE	RAYMOND FLEMING	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	665.39	20109
101-282-801.020	CONTRACTUAL SWIFT & SURE	JESSEE SCHOETZOW	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	94.92	20110
101-282-801.020	CONTRACTUAL SWIFT & SURE	BRADLEY WEST	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	426.82	20112
101-282-801.020	CONTRACTUAL SWIFT & SURE	BARBARA M. HOWES	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	1,000.00	20122
101-282-801.020	CONTRACTUAL SWIFT & SURE	JONI PATZER	SWIFT AND SURE FINANCIAL 11/8 - 11/	111721	11/26/21	390.00	20123
101-282-801.020	CONTRACTUAL SWIFT & SURE	TIFFINY MONTENEGRO	SWIFT AND SURE HEARING ON 11/12/21	111721	11/26/21	28.12	20127
101-282-801.020	CONTRACTUAL SWIFT & SURE	KIMBERLY PEET	PROBLEM SOLVING COURTS 11/4 - 11/17	111721	11/26/21	100.00	20132
101-282-801.020	CONTRACTUAL SWIFT & SURE	CLARENCE JAMES	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	460.00	20134
101-282-801.020	CONTRACTUAL SWIFT & SURE	PRESTON COLLETT	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	126.00	20137
101-282-801.090	CONTRACTUAL BYRNE JAG GRAN	CHELSEA SCHOETZOW	ATC/SC 11/4 THRU 11/17/21	111721	11/26/21	781.04	20105
101-282-801.090	CONTRACTUAL BYRNE JAG GRAN	HEATHER PAULEY	ATC/SC 11/4 THRU 11/17/21	111721	11/26/21	121.66	20108
101-282-801.090	CONTRACTUAL BYRNE JAG GRAN	RAYMOND FLEMING	ATC/SC 11/4 THRU 11/17/21	111721	11/26/21	895.04	20109
101-282-801.090	CONTRACTUAL BYRNE JAG GRAN	JESSEE SCHOETZOW	ATC/SC 11/4 THRU 11/17/21	111721	11/26/21	595.42	20110
101-282-801.090	CONTRACTUAL BYRNE JAG GRAN	BRADLEY WEST	ATC/SC 11/4 THRU 11/17/21	111721	11/26/21	335.04	20112
101-282-801.090	CONTRACTUAL BYRNE JAG GRAN	BRANDY JONES	ATC/SC 11/4 THRU 11/17/21	111721	11/26/21	52.10	20114
101-282-801.090	CONTRACTUAL BYRNE JAG GRAN	STEPHANIE ALLEN	ATC/SC 11/4 THRU 11/17/21	111721	11/26/21	36.00	20116
101-282-801.090	CONTRACTUAL BYRNE JAG GRAN	REDDEN TODD	ATC/SC 11/4 THRU 11/17/21	111721	11/26/21	138.72	20117
101-282-801.090	CONTRACTUAL BYRNE JAG GRAN	KIMBERLY PEET	ATC/SC 11/4 THRU 11/17/21	111721	11/26/21	100.00	20132
101-282-801.090	CONTRACTUAL BYRNE JAG GRAN	PRESTON COLLETT	ATC/SC 11/4 THRU 11/17/21	111721	11/26/21	360.00	20137

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INVOICE GL DISTRIBUTION REPORT FOR CASS COUNTY
POST DATES 11/15/2021 - 11/26/2021
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GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 101 TREASURER							
Dept 282 COURT GRANT PROGRAMS							
101-282-801.160	CONTRACTUAL SWIFT & SURE (BARBARA M. HOWES		PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	600.00	20122
101-282-801.160	CONTRACTUAL SWIFT & SURE (CLARENCE JAMES		PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	1,120.00	20134
101-282-801.315	CONTRACTUAL ADULT DRUG CO (MONIQUE DORTCH		ATC/SC 11/4 THRU 11/17/21	111721	11/26/21	971.75	20102
101-282-801.315	CONTRACTUAL ADULT DRUG CO (TASIA ROBERTS		ATC/SC 11/4 THRU 11/17/21	111721	11/26/21	800.00	20107
101-282-801.315	CONTRACTUAL ADULT DRUG CO (BARBARA M. HOWES		ATC/SC 11/4 THRU 11/17/21	111721	11/26/21	1,100.00	20122
101-282-801.315	CONTRACTUAL ADULT DRUG CO (PRESTON COLLETT		ATC/SC 11/4 THRU 11/17/21	111721	11/26/21	360.00	20137
Total For Dept 282 COURT GRANT PROGRAMS						16,800.96	
Dept 301 OFFICE OF SHERIFF							
101-301-727.000	TECHNICAL SUPPLIES	SYNCBAMAZON	OFFICE SUPPLIES/MAINTENANCE SUPPLIE	60457XXXXXX	11/15/21	16.70	1190598
101-301-746.010	UNIFORMS	NYE UNIFORM CO.	UNIFORMS	796603	11/26/21	10.50	1190653
101-301-746.010	UNIFORMS	NYE UNIFORM CO.	UNIFORMS	796607	11/26/21	114.50	1190653
101-301-746.010	UNIFORMS	NYE UNIFORM CO.	UNIFORMS	796609	11/26/21	114.50	1190653
101-301-777.000	MOTOR FUEL/LUBRICANT	J & H OIL COMPANY	FUEL	CFSI-7149	11/26/21	116.23	20120
101-301-777.001	VEHICLE REPAIRS/MAINTENANC	HEATH ALLAN SEELYE	VEHICLE MAINTENANCE	2932	11/15/21	1,275.00	20081
101-301-777.001	VEHICLE REPAIRS/MAINTENANC	C. WIMBERLEY FORD-MERC	VEH MAINT	62474	11/26/21	19.95	1190644
101-301-777.001	VEHICLE REPAIRS/MAINTENANC	FIRST CHOICE AUTO	VEH MAINT	0019535	11/26/21	458.35	1190675
101-301-850.000	TELEPHONE	VERIZON WIRELESS	MOBILE BROADBAND 10/2021	9892138562	11/26/21	760.34	1190668
Total For Dept 301 OFFICE OF SHERIFF						2,886.07	
Dept 304 SECONDARY ROAD PATROL GRANT							
101-304-850.000	TELEPHONE	VERIZON WIRELESS	MOBILE BROADBAND 10/2021	9892138562	11/26/21	40.01	1190668
Total For Dept 304 SECONDARY ROAD PATROL GRANT						40.01	
Dept 306 HOWARD TOWNSHIP POLICE							
101-306-850.000	TELEPHONE	VERIZON WIRELESS	MOBILE BROADBAND 10/2021	9892138562	11/26/21	40.01	1190668
Total For Dept 306 HOWARD TOWNSHIP POLICE						40.01	
Dept 351 JAIL OPERATION							
101-351-727.000	TECHNICAL SUPPLIES	SYNCBAMAZON	OFFICE SUPPLIES/MAINTENANCE SUPPLIE	60457XXXXXX	11/15/21	16.70	1190598
101-351-727.000	TECHNICAL SUPPLIES	DASH	JAIL GLOVES	INV1249512	11/26/21	168.90	1190672
101-351-735.060	IN COUNTY INMATE MEDICAL (	CORRECTIONAL RECOVERY	INMATE MEDICAL	Q1-100034164	11/26/21	2,211.84	20135
101-351-742.000	KITCHEN SUPPLIES	DESIGN SPECIALTIES, IN	TRAYS FOR MEALS AT JAIL	51609	11/26/21	2,470.00	1190664
101-351-745.000	CLOTHING/BEDDING/TOILETRIE	BOB BARKER CO., INC.	INMATE SUPPLIES	INV1693928	11/26/21	344.27	1190638
101-351-775.000	CLEANING SUPPLIES	UNIFIRST CORPORATION	RUGS	099 0311459	11/26/21	45.05	1190647
101-351-775.000	CLEANING SUPPLIES	PERFECTION COMMERCIAL	TP, PAPER TOWELS	L56420	11/26/21	604.80	20130
101-351-814.000	PRISONER BOARD (MEALS)	CANTEEN SERVICES, INC.	INMATE MEALS WEEK OF 11/07/21-11/13	111703	11/26/21	2,171.66	20093
101-351-814.000	PRISONER BOARD (MEALS)	CANTEEN SERVICES, INC.	INMATE MEALS WEEK OF 10/31/21-11/06	111525	11/26/21	2,381.44	20093
101-351-835.010	CONTRACTUAL DOCTOR	ADVANCED CORREC HEALTH	ONSITE JAIL MEDICAL	112610	11/26/21	30.00	20095
Total For Dept 351 JAIL OPERATION						10,444.66	
Dept 430 ANIMAL CONTROL							
101-430-727.000	TECHNICAL SUPPLIES	SYNCBAMAZON	OFFICE SUPPLIES/MAINTENANCE SUPPLIE	60457XXXXXX	11/15/21	24.98	1190598
101-430-775.000	CLEANING SUPPLIES	COMMUNITY MILLS, INC.	DISPOSABLE BOOT COVERS	00478906	11/26/21	36.72	1190639
101-430-775.000	CLEANING SUPPLIES	W. B. HAYDEN & SONS CO	KENNEL HOSE WYE	227771	11/26/21	9.99	1190643
101-430-777.000	MOTOR FUEL/LUBRICANT	J & H OIL COMPANY	FUEL	CFSI-7153	11/26/21	151.57	20120
101-430-801.000	PROFESSIONAL/CONTRACTUAL S	DAVID A VISSER, DVM PC	SPAY/NEUTER DEPOSIT REIMBURSEMENT 0	222455	11/26/21	14.00	1190642
101-430-850.000	TELEPHONE	VERIZON WIRELESS	MOBILE BROADBAND 10/2021	9892138562	11/26/21	120.03	1190668
Total For Dept 430 ANIMAL CONTROL						357.29	
Dept 648 MEDICAL EXAMINER							
101-648-818.000	EXAMINER FEES	WMU HOMER STRYKER MD S	MEDICAL EXAMINER/AUTOPSY 10/2021	INV02973	11/26/21	4,887.00	1190677
101-648-818.020	HOSPITAL AUTOPSIES FEES	WMU HOMER STRYKER MD S	MEDICAL EXAMINER/AUTOPSY 10/2021	INV02973	11/26/21	9,103.00	1190677

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Fund 101 TREASURER							
Dept 648 MEDICAL EXAMINER							
101-648-860.610	FUNERAL HOME TRANSPORTS	CONNELLY CHAPEL WAGNER	TRANSFER/REMOVAL OF REMAINS	11092021	11/26/21	1,250.00	20129
Total For Dept 648 MEDICAL EXAMINER						15,240.00	
Dept 681 VETERANS BURIALS							
101-681-831.010	SETTING OF STONES	CRAIG YEAGER	HEADSTONE PLACEMENT FEES - D TANZIL	6735	11/26/21	157.00	20118
Total For Dept 681 VETERANS BURIALS						157.00	
Dept 682 VETERANS AFFAIRS							
101-682-803.200	CONTRACT SVCS - DENTAL	VAN BUREN/CASS DISTRIC	DENTAL SERVICES FOR VETERANS - OCTO	110421	11/26/21	1,224.00	1190676
Total For Dept 682 VETERANS AFFAIRS						1,224.00	
Total For Fund 101 TREASURER						125,417.06	
Fund 208 PARKS SPECIAL REVENUE							
Dept 751 PARKS & RECREATION							
208-751-727.000	SUPPLIES	CASS AUTO SUPPLY CO, I	MAINTENANCE REPAIRS	121326	11/26/21	94.85	1190640
208-751-727.000	SUPPLIES	MENARDS - ELKHART	CHIMNEY SUPPLIES	3490	11/26/21	25.78	1190674
208-751-727.000	SUPPLIES	ONE WAY PRODUCTS	SUPPLIES	751142	11/26/21	156.20	20128
208-751-777.000	MOTOR FUEL/LUBRICANT	PORKY'S PARTY PLACE	FUEL	111221	11/26/21	80.00	1190654
208-751-777.000	MOTOR FUEL/LUBRICANT	J & H OIL COMPANY	FUEL	3459	11/26/21	212.68	20120
208-751-802.000	DUES/MEMBERSHIP/SUBSCRIPTI	SW MICHIGAN TOURIST CO	MEMBERSHIP DUES	3162	11/26/21	110.00	1190655
208-751-930.002	EQUIPMENT REPAIRS	JOHN DEERE FINANCIAL	PARTS FOR MOWER	8696	11/26/21	74.76	1190662
Total For Dept 751 PARKS & RECREATION						754.27	
Total For Fund 208 PARKS SPECIAL REVENUE						754.27	
Fund 216 FAMILY DRUG COURT GRANTS							
Dept 166 FAMILY DRUG COURT							
216-166-801.053	CONTRACTUAL	MONIQUE DORTCH	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	925.75	20102
216-166-801.053	CONTRACTUAL	CHELSEA SCHOETZOW	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	994.96	20105
216-166-801.053	CONTRACTUAL	HEATHER PAULEY	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	69.90	20108
216-166-801.053	CONTRACTUAL	RAYMOND FLEMING	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	153.48	20109
216-166-801.053	CONTRACTUAL	JESSEE SCHOETZOW	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	379.26	20110
216-166-801.053	CONTRACTUAL	BRADLEY WEST	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	271.00	20112
216-166-801.053	CONTRACTUAL	BRANDY JONES	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	98.81	20114
216-166-801.053	CONTRACTUAL	SARAH WEBB	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	300.00	20115
216-166-801.053	CONTRACTUAL	REDDEN TODD	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	358.36	20117
216-166-801.053	CONTRACTUAL	BARBARA M. HOWES	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	1,000.00	20122
216-166-801.220	(SCAO) (MHSDCP) CONTRACTU	GRACE MULLER	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	800.00	20103
216-166-801.220	(SCAO) (MHSDCP) CONTRACTU	RAYMOND FLEMING	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	6.50	20109
216-166-801.220	(SCAO) (MHSDCP) CONTRACTU	JESSEE SCHOETZOW	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	361.76	20110
216-166-801.220	(SCAO) (MHSDCP) CONTRACTU	REDDEN TODD	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	142.12	20117
216-166-801.220	(SCAO) (MHSDCP) CONTRACTU	CLARENCE JAMES	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	1,200.00	20134
216-166-801.220	(SCAO) (MHSDCP) CONTRACTU	PRESTON COLLETT	PROBLEM SOLVING COURTS 11/4/21 - 11	111721	11/26/21	720.00	20137
Total For Dept 166 FAMILY DRUG COURT						7,781.90	
Total For Fund 216 FAMILY DRUG COURT GRANTS						7,781.90	
Fund 233 MARCELLUS TWP POLICE CONTRACT							
Dept 310 COPS FAST GRANT							
233-310-850.000	TELEPHONE	VERIZON WIRELESS	MOBILE BROADBAND 10/2021	9892138562	11/26/21	40.01	1190668
Total For Dept 310 COPS FAST GRANT						40.01	

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Fund 233 MARCELLUS TWP POLICE CONTRACT							
			Total For Fund 233 MARCELLUS TWP POLICE CONTRACT			40.01	
Fund 243 ECONOMIC DEVELOPMENT CORP.							
Dept 728 ECONOMIC DEVELOPMENT							
243-728-701.012	PROFESSIONAL SVCS - REGION MARKET VAN BUREN		ECONOMIC DEVELOPMENT SERVICES FOR C.	MVB-CC-01	11/15/21	7,916.67	20082
			Total For Dept 728 ECONOMIC DEVELOPMENT			7,916.67	
			Total For Fund 243 ECONOMIC DEVELOPMENT CORP.			7,916.67	
Fund 245 PUBLIC IMPROVEMENT FUND							
Dept 244 PUBLIC IMPROVEMENT							
245-244-980.000	NEW EQUIPMENT	MIDWEST ENERGY COOPERA	PILOT FIBER BUILD PROJECT - JEFFERS	25877	11/17/21	62,500.00	1190628
245-244-980.000	NEW EQUIPMENT	TOWER PINKSTER TITUS A	FACILITIES ASSESSMENT PROJECT	64214	11/26/21	6,210.00	1190652
			Total For Dept 244 PUBLIC IMPROVEMENT			68,710.00	
			Total For Fund 245 PUBLIC IMPROVEMENT FUND			68,710.00	
Fund 250 REGISTER OF DEEDS AUTOMATION							
Dept 219 CLERK-REGISTER							
250-219-983.000	SOFTWARE MAINT	TYLER TECHNOLOGIES	SOFTWARE SUPPORT EAGLE WEB, ECOMMER	025-357443	11/17/21	10,790.10	1190616
			Total For Dept 219 CLERK-REGISTER			10,790.10	
			Total For Fund 250 REGISTER OF DEEDS AUTOMATION			10,790.10	
Fund 260 ANIMAL CONTROL DONATION FUND							
Dept 430 ANIMAL CONTROL							
260-430-802.049	VETERINARY SERVICES	NORTH CENTRAL VETERINA	EMERGENCY TREATMENT SHELTER IMOPOUN	282831	11/26/21	987.22	1190683
			Total For Dept 430 ANIMAL CONTROL			987.22	
			Total For Fund 260 ANIMAL CONTROL DONATION FUND			987.22	
Fund 261 CENTRAL DISPATCH FUND							
Dept 301 OFFICE OF SHERIFF							
261-301-727.000	TECHNICAL SUPPLIES	SYNCBAMAZON	OFFICE SUPPLIES/MAINTENANCE SUPPLIE	60457XXXXXX	11/15/21	16.55	1190598
261-301-775.000	CLEANING SUPPLIES	UNIFIRST CORPORATION	RUGS	099 0310550	11/26/21	32.78	1190647
261-301-803.075	CONTRACTUAL CLEANING	THE CLEANEST CO LLC	CONTRACTUAL CLEANING - COUNTY BUILD	11	11/26/21	125.18	20113
261-301-850.000	TELEPHONE	LANGUAGE LINE SERVICES	INTERPRETOR 10/2021	10385083	11/26/21	65.73	1190667
261-301-852.006	COMPUTER CAD	RAMUNDSEN SUPERIOR HOL	CAD ANNUAL MAINTENANCE 1/1/22-12/31	335716	11/26/21	23,870.72	20096
261-301-920.000	UTILITIES	INDIANA MICHIGAN POWER	ELECTRIC (1)	112221	11/22/21	14.34	20091
			Total For Dept 301 OFFICE OF SHERIFF			24,125.30	
			Total For Fund 261 CENTRAL DISPATCH FUND			24,125.30	
Fund 263 CONCEALED PISTOL LICENSING							
Dept 219 CLERK-REGISTER							
263-219-479.000	CCW PERMITS	MICHIGAN STATE POLICE-	CONCEALED WEAPONS PERMITS	551-589820	11/17/21	36.00	1190618
263-219-729.000	OFFICE SUPPLIES	IDENTISYS	COLOR RIBBON/PRE-PRINTED CARDS	545297	11/17/21	646.05	1190619
			Total For Dept 219 CLERK-REGISTER			682.05	
			Total For Fund 263 CONCEALED PISTOL LICENSING			682.05	
Fund 267 SHERIFF NON-DRUG FORFEIT. FUND							
Dept 301 OFFICE OF SHERIFF							
267-301-701.000	EXPENDITURES	BOLT LIMITED INC	ESAREY RETIREMENT PLAQUE	2701	11/26/21	127.00	1190659
			Total For Dept 301 OFFICE OF SHERIFF			127.00	

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Fund 267 SHERIFF NON-DRUG FORFEIT. FUND							
			Total For Fund 267 SHERIFF NON-DRUG FORFEIT. FUND			127.00	
Fund 269 LAW LIBRARY FUND							
Dept 145 LAW LIBRARY							
269-145-729.006	SUPPLIES & MATERIALS	WEST GROUP PAYMENT CTR	WESTLAW LAW LIBRARY CHARGES FOR PRI	845359057	11/26/21	295.07	1190658
269-145-802.000	DUES/MEMBERSHIP/SUBSCRIPTI	WEST GROUP PAYMENT CTR	WESTLAW ONLINE CONTRACT - CHARGES F	8452664560	11/26/21	1,300.69	1190658
			Total For Dept 145 LAW LIBRARY			1,595.76	
			Total For Fund 269 LAW LIBRARY FUND			1,595.76	
Fund 271 C.C. DRUG ENFORCEMENT TEAM							
Dept 301 OFFICE OF SHERIFF							
271-301-850.000	TELEPHONE	VERIZON WIRELESS	MOBILE BROADBAND 10/2021	9892138562	11/26/21	40.01	1190668
271-301-852.000	VEHICLE MAINTENANCE	GRAMES TIRE & BATTTERY	TIRES	17768	11/26/21	654.00	20131
			Total For Dept 301 OFFICE OF SHERIFF			694.01	
			Total For Fund 271 C.C. DRUG ENFORCEMENT TEAM			694.01	
Fund 275 SHERIFF'S JUSTICE TRN GRANT							
Dept 301 OFFICE OF SHERIFF							
275-301-701.000	EXPENDITURES	WMCJTC	FALL 2021 DISTRIBUTION	4591	11/26/21	728.91	1190671
			Total For Dept 301 OFFICE OF SHERIFF			728.91	
			Total For Fund 275 SHERIFF'S JUSTICE TRN GRANT			728.91	
Fund 276 911 DISPATCH TRAINING FUND							
Dept 301 OFFICE OF SHERIFF							
276-301-701.000	EXPENDITURES	MICHELLE RASMUSSEN	TRAINING	4638	11/26/21	499.00	1190679
276-301-701.000	EXPENDITURES	MICHELLE RASMUSSEN	TRAINING	4639	11/26/21	297.00	1190679
276-301-701.000	EXPENDITURES	MICHELLE RASMUSSEN	TRAINING	4636	11/26/21	891.00	1190680
276-301-701.000	EXPENDITURES	MICHELLE RASMUSSEN	TRAINING	4637	11/26/21	891.00	1190681
			Total For Dept 301 OFFICE OF SHERIFF			2,578.00	
			Total For Fund 276 911 DISPATCH TRAINING FUND			2,578.00	
Fund 283 COMMUNITY DEVELOPMENT GRANT							
Dept 707 COMM DEVELOPMENT HOUSING GRANT							
283-707-700.050	PROGRAM INCOME EXPENDITURE	JAMES LEWIS MOSIER WEL	WELL AND HOOKUP - CDBG FUNDS - G WA	110421	11/26/21	6,400.00	1190666
			Total For Dept 707 COMM DEVELOPMENT HOUSING GRANT			6,400.00	
			Total For Fund 283 COMMUNITY DEVELOPMENT GRANT			6,400.00	
Fund 284 COMMUNITY CORRECTIONS GRANT							
Dept 362 JAIL TRAINING							
284-362-801.067	PRETRIAL SERVICES & SUPERV	HOUSE ARREST SERVICES, SCRAM, GPS, SOBERLINK	10/2021	4565033-OCT	11/26/21	856.50	1190645
			Total For Dept 362 JAIL TRAINING			856.50	
			Total For Fund 284 COMMUNITY CORRECTIONS GRANT			856.50	
Fund 292 FAMILY COURT CHILD CARE FUND							
Dept 662 CHILD CARE - FAMILY							
292-662-801.150	COURT WRAPAROUND PROGRAM	KARA COX	WRAPAROUND 11/8 - 11/17/21	111721	11/26/21	320.00	20119
292-662-842.007	BASIC GRANT - COUNSELING	RICK LEWIS	COUNSELING FOR DS	111721	11/26/21	990.00	1190646
292-662-842.007	BASIC GRANT - COUNSELING	BATTLE CREEK COUNSELIN	COUNSELING, INVOICE #20211118 FOR B	111721	11/26/21	500.00	1190663
292-662-842.007	BASIC GRANT - COUNSELING	ROBERT BROOKS	WRAPAROUND/BASIC GRANT 11/8 - 11/18	111721	11/26/21	1,380.00	20101
			Total For Dept 662 CHILD CARE - FAMILY			3,190.00	

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Fund 292 FAMILY COURT CHILD CARE FUND							
Total For Fund 292 FAMILY COURT CHILD CARE FUND						3,190.00	
Fund 296 HISTORICAL COMMISSION FUND							
Dept 803 HISTORICAL COMMISSION							
296-803-701.000	EXPENDITURES	CREATIVE VINYL	TOTES FOR HISTORICAL COMMISSION	45246	11/26/21	422.00	1190641
296-803-701.000	EXPENDITURES	RONALD MCADAM	REIMBURSEMENT FOR DEHUMIDIFIERS FOR	111621	11/26/21	357.96	20111
296-803-701.000	EXPENDITURES	RONALD MCADAM	REIMBURSEMENT FOR ZOOM LICENSE	117923491	11/26/21	149.90	20111
Total For Dept 803 HISTORICAL COMMISSION						929.86	
Total For Fund 296 HISTORICAL COMMISSION FUND						929.86	
Fund 297 DHS CHILD CARE							
Dept 663 CHILD CARE - DHS							
297-663-842.001	PARENT AIDE	ROXANN RICE	DHHS PARENT AIDE FOR 11/1/21 - 11/1	111721	11/26/21	84.00	20097
Total For Dept 663 CHILD CARE - DHS						84.00	
Total For Fund 297 DHS CHILD CARE						84.00	
Fund 595 JAIL COMMISSARY FUND							
Dept 351 JAIL OPERATION							
595-351-726.000	SUPPLIES	CANTEEN SERVICES, INC.	INMATE COMMISSARY SALES WEEK OF 10/	111410	11/26/21	1,055.26	20093
595-351-726.000	SUPPLIES	CANTEEN SERVICES, INC.	INMATE COMMISSARY SALES WEEK OF 11/	111591	11/26/21	1,298.72	20093
Total For Dept 351 JAIL OPERATION						2,353.98	
Total For Fund 595 JAIL COMMISSARY FUND						2,353.98	
Fund 616 TAX REVOLVING CONTROL FUND							
Dept 253 TREASURER							
616-253-202.000	ACCOUNTS PAYABLE	DOWAGIAC CITY TREASURE	SUMMER 2ND ROUND SALE 14-160-300-55	22-544	11/22/21	30.97	1190634
Total For Dept 253 TREASURER						30.97	
Dept 254 TAX SALE							
616-254-801.018	18 TAX YR SALE EXPENDITURE	CASS COUNTY CLERK/REGI	RECORD CERTIFICATE OF REDEMPTIONS	22-541	11/16/21	30.00	1190601
616-254-801.018	18 TAX YR SALE EXPENDITURE	SILVER CREEK TWP. TREA	MOWING ON 8/19	1146	11/16/21	170.00	1190602
616-254-801.019	19 TAX YR SALE EXPENDITURE	CASS COUNTY CLERK/REGI	RECORD CERTIFICATE OF REDEMPTIONS	22-541	11/16/21	450.00	1190601
Total For Dept 254 TAX SALE						650.00	
Total For Fund 616 TAX REVOLVING CONTROL FUND						680.97	
Fund 650 FITNESS CENTER							
Dept 000 TREASURER							
650-000-803.075	CONTRACTUAL CLEANING	THE CLEANEST CO LLC	CONTRACTUAL CLEANING - COUNTY BUILD	11	11/26/21	125.18	20113
Total For Dept 000 TREASURER						125.18	
Total For Fund 650 FITNESS CENTER						125.18	
Fund 701 TRUST & AGENCY							
Dept 000 TREASURER							
701-000-228.005	DUE TO STATE NOTARY FEES	(MICHIGAN DEPARTMENT OF NOTARY FEES	DUE STATE OF MI OCTOBER	NOVEMBER 30016	11/17/21	16.00	1190611
701-000-228.010	DUE STATE - S.E.T. TAX	STATE OF MICHIGAN	SET/MOBILE HOME TAXES - 10/01/21-10	SOM-101521	11/16/21	3,738,862.13	1190603
701-000-228.160	PISTOL PERMITS (CLERK)	MICHIGAN STATE POLICE-	CPL NEW & RENEW OCTOBER 2021	551-592075	11/17/21	2,922.00	1190617
701-000-228.370	CRIME VICTIMS RIGHTS FEES	MICHIGAN DEPARTMENT OF 43RD JUDICIAL	CCFR TRANSMITTAL DUE	NOVEMBER 30017	11/17/21	6,449.02	1190629
701-000-228.420	STATE COURT FUND (SCAO)	(MICHIGAN DEPARTMENT OF 43RD JUDICIAL	CCFR TRANSMITTAL DUE	NOVEMBER 30017	11/17/21	310.00	1190629
701-000-228.441	STATE REAL ESTATE TRANSFER	REAL ESTATE TRANSF.	TAX TRANSFER TAX DUE STATE OF MI OCTOBE	NOVEMBER 30015	11/17/21	165,210.00	1190612
701-000-228.549	DUE TO STATE-BIRTH CERTIF	MI DEPT OF HEALTH & HU	4TH QTR CENTRAL ISSUANCE DUE STATE	NOVEMBER 30001	11/17/21	4.00	1190609

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GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 701 TRUST & AGENCY							
Dept 000 TREASURER							
701-000-228.550	DNA FEES - DUE STATE (CLEF	MICHIGAN DEPARTMENT OF 43RD JUDICIAL CCFR	TRANSMITTAL DUE	NOVEMBER 30017	11/17/21	268.26	1190629
701-000-228.563	DUE STATE-E RECORDING FILM	MICHIGAN DEPARTMENT OF 43RD JUDICIAL CCFR	TRANSMITTAL DUE	NOVEMBER 30017	11/17/21	425.00	1190629
701-000-228.570	CIVIL JURY DEMAND FEES (CI	MICHIGAN DEPARTMENT OF 43RD JUDICIAL CCFR	TRANSMITTAL DUE	NOVEMBER 30017	11/17/21	25.00	1190629
701-000-228.580	CIRCUIT CT FILE ROOM (CLEF	MICHIGAN DEPARTMENT OF 43RD JUDICIAL CCFR	TRANSMITTAL DUE	NOVEMBER 30017	11/17/21	2,023.00	1190629
701-000-228.590	JUSTICE SYSTEM FUND (CLER	MICHIGAN DEPARTMENT OF 43RD JUDICIAL CCFR	TRANSMITTAL DUE	NOVEMBER 30017	11/17/21	7,719.99	1190629
701-000-255.000	DEPOSIT PAYABLE-SPAY/NEUT	DAVID A VISSER, DVM PC SPAY/NEUTER DEPOSIT REIMBURSEMENT 0	222455		11/26/21	26.00	1190642
701-000-265.010	BONDS PAYABLE (CLERK)	CASS COUNTY CLERK/REGI	BOND TO PAY FINES AND COSTS 19-1007	NOVEMBER 30006	11/17/21	500.00	1190605
701-000-265.010	BONDS PAYABLE (CLERK)	CASS COUNTY CLERK/REGI	BOND TO PAY ON FINES AND COSTS 20-1	NOVEMBER 30007	11/17/21	1,000.00	1190606
701-000-265.010	BONDS PAYABLE (CLERK)	CASS COUNTY CLERK/REGI	BOND TO PAY FINES AND COSTS AZIZ DI	NOVEMBER 30010	11/17/21	850.00	1190607
701-000-265.010	BONDS PAYABLE (CLERK)	DOUGLAS ELDER	REFUND OF BOND ON ACQUITTED CASE 21	NOVEMBER 30008	11/17/21	3,000.00	1190622
701-000-265.010	BONDS PAYABLE (CLERK)	AZIZ DIXON	REFUND OF BOND ON CASE AFTER FINES	NOVEMBER 30009	11/17/21	2,150.00	1190623
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	CASS COUNTY CLERK/REGI	OVERPAYMENT ON RESTITUTION TO BE AP	NOVEMBER 30003	11/17/21	177.69	1190604
701-000-285.031	DEPOSITS PAYABLE (CLERK-L	CASS COUNTY CLERK/REGI	PAYMENT OF FINES AND COSTS JULIUS B	NOVEMBER 30013	11/17/21	75.04	1190608
701-000-285.031	DEPOSITS PAYABLE (CLERK-L	RICKI MCNARY	REFUND OVERPAYMENT 11-10139-FH	NOVEMBER 30011	11/17/21	512.40	1190624
701-000-285.031	DEPOSITS PAYABLE (CLERK-L	JOSEPH CHANDLER	REFUND OVERPAYMENT 14-10164-FH	NOVEMBER 30012	11/17/21	111.59	1190625
Total For Dept 000 TREASURER						3,932,637.12	
Total For Fund 701 TRUST & AGENCY						3,932,637.12	
Fund 778 PAYROLL CLEARING FUND							
Dept 000 TREASURER							
778-000-230.002	MERS WITHHOLDING	ALERUS RETIREMENT SOLU	HCSP PLAN EE	111521	11/15/21	6,719.91	1190600
Total For Dept 000 TREASURER						6,719.91	
Total For Fund 778 PAYROLL CLEARING FUND						6,719.91	

DB: Cass County

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GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund Totals:							
			Fund 101 TREASURER			125,417.06	
			Fund 208 PARKS SPECIAL REVENUE			754.27	
			Fund 216 FAMILY DRUG COURT GRANTS			7,781.90	
			Fund 233 MARCELLUS TWP POLICE CONTRAC			40.01	
			Fund 243 ECONOMIC DEVELOPMENT CORP.			7,916.67	
			Fund 245 PUBLIC IMPROVEMENT FUND			68,710.00	
			Fund 250 REGISTER OF DEEDS AUTOMATION			10,790.10	
			Fund 260 ANIMAL CONTROL DONATION FUND			987.22	
			Fund 261 CENTRAL DISPATCH FUND			24,125.30	
			Fund 263 CONCEALED PISTOL LICENSING			682.05	
			Fund 267 SHERIFF NON-DRUG FORFEIT. FU			127.00	
			Fund 269 LAW LIBRARY FUND			1,595.76	
			Fund 271 C.C. DRUG ENFORCEMENT TEAM			694.01	
			Fund 275 SHERIFF'S JUSTICE TRN GRANT			728.91	
			Fund 276 911 DISPATCH TRAINING FUND			2,578.00	
			Fund 283 COMMUNITY DEVELOPMENT GRANT			6,400.00	
			Fund 284 COMMUNITY CORRECTIONS GRANT			856.50	
			Fund 292 FAMILY COURT CHILD CARE FUND			3,190.00	
			Fund 296 HISTORICAL COMMISSION FUND			929.86	
			Fund 297 DHS CHILD CARE			84.00	
			Fund 595 JAIL COMMISSARY FUND			2,353.98	
			Fund 616 TAX REVOLVING CONTROL FUND			680.97	
			Fund 650 FITNESS CENTER			125.18	
			Fund 701 TRUST & AGENCY			3,932,637.12	
			Fund 778 PAYROLL CLEARING FUND			6,719.91	
Total For All Funds:						4,206,905.78	

**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



CASS COUNTY COUNTY ADMINISTRATOR'S OFFICE

ADMINISTRATOR'S REPORT – November 24th, 2021, CARMEN AND NEWTON

Meetings – IN-Person & Virtual

- Intersect Studio
- DOC
- Cass County Leaders
- ARPA Committee
- Comcast
- MAC County Administrators
- Personnel
- IT
- County Office Moves
- Vacancy Committee
- PA 54 of 2011
- DHS/MCF
- MERS
- Huntington Bank Prep
- Personnel
- GIS
- Bond Refinancing
- Huntington Bank Presentation
- Commissioner Dyes
- Commissioner Marchetti
- Bob Thompson, Road Commission

R-206-21

**County of Cass, Michigan
FY2021 Emergency Management Performance Grant ARPA Agreement**

WHEREAS, the State of Michigan FY2021 Emergency Management Performance Grant American Rescue Plan Agreement between the Michigan Department of State Police Emergency Management Homeland Security Division and County of Cass has been submitted to the Cass County Board of Commissioners for approval.

NOW THEREFORE BE IT RESOLVED, that the Cass County Board of Commissioners on behalf of the County of Cass hereby accepts and binds the County of Cass to the terms and conditions of the Agreement and authorizes Dwight W. Dyes and Jeff Carmen to execute the Agreement.

ADOPTED THIS 2nd DAY OF December, 2021

**Monica McMichael, Clerk/Register
COUNTY OF CASS**

**Dwight W. Dyes, Chair
BOARD OF COMMISSIONERS**



Cass County Office of Emergency Management

130 N Broadway Street
Cassopolis, MI 49031

davids@cassco.org
Office: 269-445-1460

To: Sheriff Richard J. Behnke
From: David L. Smith, EMC
Date: November 22, 2021
RE: FY2021 EMPG ARPA Grant Agreement

Attached please find a copy of the FY2021 Emergency Management Performance Grant American Rescue Plan Act (ARPA) Agreement, October 1, 2020 to September 30, 2021, between the Michigan Department of State Police, Emergency Management / Homeland Security Division (Recipient) and the County of Cass (Sub-recipient) to provide additional federal pass-through funds to the Sub-recipient, County of Cass, for the development and maintenance of an emergency management program capable of protecting life, property, and vital infrastructure in times of disaster or emergency.

This Grant Agreement under the FY2021 EMPG ARPA allocation is 17.13% of the Sub-recipient's local emergency manager's salary and fringe benefits.

This Grant Agreement has a deadline of January 4, 2022, for acceptance and submission to the Michigan State Police, Emergency Management / Homeland Security Division.

Please contact me with any questions or concerns.

Thank you,
David L. Smith
Cass County Emergency Management Coordinator

Michigan State Police
Emergency Management
and
Homeland Security
Division



Grant Agreement

FEDERAL AWARD IDENTIFICATION

SUBRECIPIENT NAME County of Cass	GRANT NAME Emergency Management Performance Grants American Rescue Plan Act	CFDA NUMBER 97.042
SUBRECIPIENT IRS/VENDOR NUMBER 38-6004839	FEDERAL AWARD IDENTIFICATION NUMBER (FAIN) EMC-2021-EP-00006	FEDERAL AWARD DATE 9/02/2021
SUBRECIPIENT DUNS NUMBER 069753853	SUBAWARD PERFORMANCE PERIOD 10/1/2020	FROM 9/30/2021
RESEARCH & DEVELOPMENT N/A	Funding	Total
	Federal Funds Obligated by this Action	\$14,667
INDIRECT COST RATE None on file	Total Federal Funds Obligated to Subrecipient	\$14,667
	Total Amount of Federal Award Committed	\$14,667
FEDERAL AWARD PROJECT DESCRIPTION 2021 Emergency Management Performance Grants American Rescue Plan Act		
DETAILS The 2021 EMPG ARPA allocation is 17.13% of the Subrecipient's emergency program manager's salary and fringe benefits. A cost-match is required under this program. The Federal share used towards the EMPG budget shall not exceed 50% of the total budget.		
FEDERAL AWARDDING AGENCY Federal Emergency Management Agency - GPD 400 C Street, SW, 3rd floor Washington, D.C. 20472-3645		PASS-THROUGH ENTITY (RECIPIENT) NAME Michigan State Police Emergency Management and Homeland Security Division P.O. Box 30634 Lansing, MI 48909

State of Michigan FY 2021 Emergency Management Performance Grants American Rescue Plan Act Grant Agreement

October 1, 2020 to September 30, 2021

CFDA Number: 97.042 Grant Number: EMC-2021-EP-00006
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This Fiscal Year (FY) 2021 Emergency Management Performance Grants American Rescue Plan Act (EMPG ARPA) grant agreement is hereby entered into between the Michigan Department of State Police, Emergency Management and Homeland Security Division (MSP/EMHSD) (hereinafter called the Recipient), and the

COUNTY OF CASS
(hereinafter called the Subrecipient)

I. Purpose

The purpose of this grant agreement is to provide federal pass-through funds to the Subrecipient for the development and maintenance of an emergency management program capable of protecting life, property, and vital infrastructure in times of disaster or emergency.

The FY 2021 EMPG program plays an important role in the implementation of the National Preparedness System (NPS) by supporting the building, sustainment, and delivery of core capabilities essential to achieving the National Preparedness Goal of a secure and resilient Nation. The objective of the NPS is to facilitate an integrated, all-of-nation/whole community, risk driven, capabilities-based approach to preparedness.

In support of the National Preparedness Goal, the FY 2021 EMPG supports a comprehensive, all-hazard emergency preparedness system to build and sustain core capabilities across the Prevention, Protection, Mitigation, Response, and Recovery mission areas.

For more information on the NPS, federally designated priorities, and the FY 2021 EMPG objectives, as well as guidance on allowable costs and program activities, please refer to the FY 2021 EMPG Notice of Funding Opportunity (NOFO) and the FEMA Preparedness Grants Manual located at <https://www.fema.gov/grants>.

II. Statutory Authority

Funding for the FY 2021 EMPG is authorized by Section 662 of the *Post-Katrina Emergency Management Reform Act of 2006* (PKEMRA), as amended, (Pub. L. No. 109-295) (6 U.S.C. § 762); the *Robert T. Stafford Disaster Relief and Emergency Assistance Act*, as amended (Pub. L. No. 93-288) (42 U.S.C. §§ 5121 et seq.); the *Earthquake Hazards Reduction Act of 1977*, as amended (Pub. L. No. 95-124) (42 U.S.C. §§ 7701 et seq.); and the *National Flood Insurance Act of 1968*, as amended (Pub. L. No. 90-448) (42 U.S.C. §§ 4001 et seq.).

Appropriation authority is provided by the *Department of Homeland Security Appropriations Act, 2021*, (Pub. L. No. 116-260).

The Subrecipient agrees to comply with all FY 2021 EMPG program requirements in accordance with the FY 2021 EMPG NOFO, and the FEMA Preparedness Grants Manual; both are located at <https://www.fema.gov/grants/preparedness/emergency-management-performance>; the *Michigan Emergency Management Act* of 1976, as amended (Public Act 390) at <http://www.legislature.mi.gov/doc.aspx?mcl-Act-390-of-1976>; the *Robert T. Stafford Disaster Relief and Emergency Assistance Act*, as amended (Pub. L. No. 93-288) (42 U.S.C. §§ 5121 et seq.) located at <https://www.fema.gov/disaster/stafford-act>; and the *FY 2021 EMPG Agreement Articles Applicable to Subrecipients*. The *FY 2021 EMPG Agreement Articles Applicable to Subrecipients* document is included for reference in the grant agreement packet.

The Subrecipient shall also comply with the most recent version of:

- A. 2 CFR, Part 200 of the Code of Federal Regulations (CFR), *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* located at <http://www.ecfr.gov>.
- B. FEMA Policy #108-023-1 *Grant Programs Directorate Environmental Planning and Historic Preservation Policy Guidance*.

III. Award Amount and Restrictions

- A. The **County of Cass** is awarded **\$14,667** or 17.13% of the Subrecipients local emergency manager's salary and fringe benefits under the **FY 2021 EMPG**. The Subrecipient may receive less than the allocated amount if the Subrecipient's cost share (match) of wages and fringe benefits paid to the local emergency manager are less than the total allocation. The Subrecipient's EMPG program budget must be documented on the Local Budget for Emergency Management Performance Grant form (EMD-17).
- B. The FY 2021 EMPG covers eligible costs from October 1, 2020 to September 30, 2021. The funds awarded in the grant agreement shall only be used to cover allowable costs that are incurred during the agreement period. Grant funds shall not be used for other purposes. For guidance on allowable costs, please refer to the EMPG Appendix in the FEMA Preparedness Grants Manual.
- C. This grant agreement designates EMPG funds for the administration and oversight of an approved emergency management program. **The Subrecipient may utilize grant funds for the reimbursement of salary, overtime, compensatory time off, and associated fringe benefits for the local emergency manager, and up to 5% of the total allocation may be utilized for other allowable organization costs.** No other expenditures are allowed. If other organization costs are requested, a narrative must be submitted detailing the expenses that are included in these costs.
- D. The FY 2021 EMPG program has a 50% cost share (cash or in-kind) requirement, as authorized by the *Robert T. Stafford Disaster Relief and Emergency Assistance Act*, as amended, (Pub. L. No. 93-288) (42 U.S.C. §§ 5121 et seq.), specifically, Title VI, sections 611(j) and 613. Federal funds cannot exceed 50% of eligible costs. Unless otherwise authorized by law, federal funds cannot be matched with other federal funds.

The Federal Emergency Management Agency (FEMA) administers cost sharing requirements in accordance with 2 CFR § 200.306. To meet matching requirements, the Subrecipient contributions must be reasonable, allowable, allocable, and necessary under the grant program and must comply with all federal requirements and regulations.

See the FY 2021 EMPG NOFO and FEMA Preparedness Grants Manual for additional cost share guidance, definitions, basic guidelines, and governing provisions.

- E. All EMPG funded personnel must complete either the Independent Study courses identified in the Professional Development Series or the National Emergency Management Basic Academy delivered either by the Emergency Management Institute or a sponsored state, local, tribal, territorial, regional, or other designated location and record proof of completion. All EMPG funded personnel must also participate in exercises consistent with the requirements outlined in the EMPG Guidebook and work agreement.

The EMPG programs are required to complete a quarterly training and exercise report identifying training and exercises completed during the quarter. Guidance for accomplishing these requirements is provided by the Recipient.

- F. Upon request, the Subrecipient must provide to the Recipient information necessary to meet any state or federal subaward reporting requirements.
- G. In the event that the U.S. Department of Homeland Security (DHS) determines that changes are necessary to the award document after an award has been made, including but not limited to, changes to period of performance or terms and conditions, Subrecipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate Subrecipient acceptance of the changes to the award.

IV. Responsibilities of the Subrecipient

- A. **Grant funds must supplement, not supplant, state or local funds.** Federal funds must be used to supplement existing funds, not replace (supplant) funds that have been appropriated for the same purpose. Potential supplanting will be carefully reviewed in subsequent monitoring reviews and audits. Subrecipients may be required to supply documentation certifying that a reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds.
- B. The Subrecipient agrees to comply with all applicable federal and state regulations; the FY 2021 EMPG NOFO; the FEMA Preparedness Grants Manual Version 2; the *Agreement Articles Applicable to Subrecipients: Fiscal Year 2021 Emergency Management Performance Grants*, included with the grant agreement package for reference; and the EMPG Guidebook (EMD-PUB 208),
- C. The subrecipient shall not use FY 2021 EMPG funds to generate program income.
- D. In addition to this grant agreement, the Subrecipient shall complete, sign, and submit to the Recipient the following documents, which are incorporated by reference into this grant agreement:
 - 1. Subrecipient Risk Assessment Certification
 - 2. Standard Assurances
 - 3. Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements
 - 4. Audit Certification (EMD-053)
 - 5. Request for Taxpayer Identification Number and Certification (W-9)
 - 6. Other documents that may be required by federal or state officials
- E. Complete and submit quarterly work reports, the Quarterly Training and Exercise Worksheet, and the Annual Training and Exercise Plan Worksheet in accordance with the schedule outlined in the FY 2021 EMPG Work Agreement/Quarterly Report (EMHSD-31).

- F. Enact enabling legislation establishing the local emergency management program and ensure a copy of the local resolution or ordinance is on file with the Recipient.
- G. Appoint an emergency management program manager who is able to assume responsibility for the functions outlined in section 4 of the EMPG Guidebook.
- H. Provide the Recipient with a complete job description for the federally funded EMPG local emergency manager, including non-EMPG duties if applicable.
- I. Notify the Recipient immediately of any changes in the EMPG funded local emergency manager's position.
- J. The Subrecipient will contribute to the development and maintenance of the state's multi-year Training and Exercise Plan (TEP). This will include conducting exercises that comply with local, state, and federal requirements, including the Homeland Security Exercise and Evaluation Program (HSEEP) and the EMPG Guidebook, to accomplish this goal.
- K. Ensure the EMPG funded local emergency manager completes training as required by the annual EMPG Work Agreement.
- L. Have an approved and current emergency operations plan on file with the MSP/EMHSD District Coordinator.
- M. The Subrecipient agrees to prepare the form EMHSD-007 - EMPG Quarterly Billing Cover Sheet. The Subrecipient agrees to submit this form with supporting documentation, including all required authorized signatures and required reimbursement documentation to the appropriate MSP/EMHSD District Coordinator by the due date following the end of **each** quarter, as identified in FY 2021 Emergency Management Report Schedule. The most current EMHSD-007 form must be used and can be obtained from the MSP/EMHSD District Coordinator, or by visiting https://www.michigan.gov/msp/0,4643,7-123-72297_60152_95164_95317---,00.html under Finance Forms.
- N. Comply with applicable financial and administrative requirements set forth in the current edition of 2 CFR, Part 200, including, but not limited to, the following provisions:
 - 1. Account for receipts and expenditures, maintain adequate financial records, and refund expenditures disallowed by federal or state audit.
 - 2. Retain all financial records, statistical records, supporting documents, and other pertinent materials for at least three years after the grant is closed by the awarding federal agency for purposes of federal and/or state examination and audit.
 - 3. Non-federal organizations which expend \$750,000 or more in all federal funds during their current fiscal year are required to have an audit performed in accordance with the Single Audit Act of 1984, as amended, and 2 CFR, Part 200.
- O. Comply with all reporting requirements, including special reporting, data collection, and evaluation requirements, as prescribed by law or program guidance.
- P. Maintain a valid Data Universal Numbering System (DUNS) number at all times during the performance period of this grant.
- Q. The Subrecipient must acknowledge and agree to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff. The Subrecipient also agrees to require any subrecipients, contractors, successors, transferees, and assignees to acknowledge and agree to comply with these same provisions. Detailed information on record access provisions can be found in the *DHS Standard Administrative Terms and Conditions*

located at <https://www.dhs.gov/publication/fy15-dhs-standard-terms-and-conditions>, specifically in the DHS Specific Acknowledgements and Assurances on page 1.

- R. Subrecipients must carry out their programs and activities in a manner that respects and ensures the protection of civil rights for protected populations. These populations include but are not limited to individuals with disabilities and others with access and functional needs, individuals with limited English proficiency, and other diverse racial and ethnic populations, in accordance with Section 504 of the *Rehabilitation Act of 1973*, Title VI of the *Civil Rights Act of 1964*, and Executive Order 13347.

V. Responsibilities of the Recipient

The Recipient, in accordance with the general purposes and objectives of this grant agreement, will:

- A. Administer the grant in accordance with all applicable federal and state regulations and guidelines and submit required reports to the awarding federal agency.
- B. Provide direction and technical assistance to the Subrecipient.
- C. Provide to the Subrecipient any special report forms and reporting formats (templates) required for administration of the program.
- D. Reimburse the Subrecipient, in accordance with this grant agreement, based on appropriate documentation submitted by the Subrecipient.
- E. At its discretion, independently, or in conjunction with the federal awarding agency, conduct random on-site reviews of the Subrecipient(s).

VI. Reporting Procedures

- A. The Subrecipient agrees to prepare quarterly work reports using the FY 2021 EMPG Work Agreement/Quarterly Report (EMHSD-31) and submit them through EMHSD's online reporting tool by the due date following the end of **each** quarter. Reimbursement of expenditures by the Recipient is contingent upon the Subrecipient's completion of scheduled work activities. Reporting periods and due dates are listed in the FY 2021 EMPG Work Agreement/Quarterly Report (EMHSD-31). A copy of the FY 2021 EMPG Work Agreement can be obtained via email at EMD_HSGP@michigan.gov.
- B. If the Subrecipient fails to complete the scheduled work activities during a quarter, the Recipient will withhold reimbursement until either the work is completed, or the Deputy State Director of Emergency Management and Homeland Security approves a delay in the completion of the activity. Forfeiture of funds may result if scheduled work activities are not completed according to established deadlines.
- C. A Subrecipient that fails to complete the annual exercise requirements, as scheduled within the FY 2021 EMPG Work Agreement/Quarterly Report, may be ineligible for EMPG funding for that quarter and all subsequent quarters.
- D. The Subrecipient's failure to fulfill the quarterly reporting requirements, as required by the grant, may result in the suspension or loss of grant funding.

VII. Payment Procedures

- A. The Subrecipient agrees to prepare the form EMHSD-007 - EMPG Quarterly Billing Cover Sheet. The Subrecipient agrees to submit this form with supporting documentation, including all required authorized signatures and required reimbursement documentation, to the MSP/EMHSD District Coordinator by the due date following the end of **each** quarter, as identified in FY 2021 Emergency Management Report Schedule. The most current EMHSD-007 form must be used and can be obtained from the MSP/EMHSD District Coordinator, or by visiting www.michigan.gov/emhsd under Grant Programs, EMPG, Grant Forms, Finance Forms.
- B. If the Subrecipient submits required quarterly reports that are late or incomplete, the reimbursement may not be processed until the following quarter. Forfeiture of funds may result if quarterly reports are not completed according to established deadlines.
- C. The Subrecipient agrees to return to the Recipient any unobligated balance of funds held by the Subrecipient at the end of the agreement period or handle them in accordance with the instructions provided by the Recipient.

VIII. Employment Matters

The Subrecipient shall comply with Title VI of the *Civil Rights Act of 1964*, as amended; Title VIII of the *Civil Rights Act of 1968*; Title IX of the *Education Amendments of 1972 (Equal Opportunity in Education Act)*; the *Age Discrimination Act of 1975*; Titles I, II and III of the *Americans with Disabilities Act of 1990*; the *Elliott-Larsen Civil Rights Act*, 1976 PA 453, as amended, MCL 37.2101 *et seq.*; the *Persons with Disabilities Civil Rights Act*, 1976 PA 220, as amended, MCL 37.1101 *et seq.*, and all other federal, state and local fair employment practices and equal opportunity laws and covenants. The Subrecipient shall not discriminate against any employee or applicant for employment, to be employed in the performance of this grant agreement, with respect to his or her hire, tenure, terms, conditions, or privileges of employment; or any matter directly or indirectly related to employment because of his or her race, religion, color, national origin, age, sex, height, weight, marital status, limited English proficiency, or handicap that is unrelated to the individual's ability to perform the duties of a particular job or position. The Subrecipient agrees to include in every contract or subcontract entered into for the performance of this grant agreement this covenant not to discriminate in employment. A breach of this covenant is a material breach of the grant agreement.

The Subrecipient shall ensure that no subcontractor, manufacturer, or supplier of the Subrecipient for projects related to this grant agreement appears on the Federal Excluded Parties List System located at <https://www.sam.gov>.

IX. Limitation of Liability

The Recipient and the Subrecipient to this grant agreement agree that each must seek its own legal representative and bear its own costs, including judgments, in any litigation that may arise from performance of this contract. It is specifically understood and agreed that neither party will indemnify the other party in such litigation.

This is not to be construed as a waiver of governmental immunity for either party.

X. Third Parties

This grant agreement is not intended to make any person or entity, not a party to this grant agreement, a third party beneficiary hereof or to confer on a third party any rights or obligations enforceable in their favor.

XI. Grant Agreement Period

This grant agreement is in full force and effect from October 1, 2020 to September 30, 2021. No costs eligible under this grant agreement shall be incurred before the starting date of this grant agreement, except with prior written approval. This grant agreement may be terminated by either party by giving thirty (30) days written notice to the other party stating reasons for termination and the effective date, or upon the failure of either party to carry out the terms of the grant agreement. Upon any such termination, the Subrecipient agrees to return to the Recipient any funds not authorized for use, and the Recipient shall have no further obligation to reimburse the Subrecipient.

XII. Entire Grant Agreement

This grant agreement is governed by the laws of the State of Michigan and supersedes all prior agreements, documents, and representations between the Recipient and the Subrecipient, whether expressed, implied, or oral. This grant agreement constitutes the entire agreement between the parties and may not be amended except by written instrument executed by both parties prior to the grant end date. No party to this grant agreement may assign this grant agreement or any of his/her/its rights, interest, or obligations hereunder without the prior consent of the other party. The Subrecipient agrees to inform the Recipient in writing immediately of any proposed changes of dates, budget, or services indicated in this grant agreement, as well as changes of address or personnel affecting this grant agreement. Changes in dates, budget, or services are subject to prior written approval of the Recipient. If any provision of this grant agreement shall be deemed void or unenforceable, the remainder of the grant agreement shall remain valid.

The Recipient may suspend or terminate grant funding to the Subrecipient, in whole or in part, or other measures may be imposed for any of the following reasons:

- A. Failure to expend funds in a timely manner consistent with the grant milestones, guidance, and assurances.
- B. Failure to comply with the requirements or statutory objectives of federal or state law.
- C. Failure to make satisfactory progress toward the goals or objectives set forth in the annual EMPG Work Agreement.
- D. Failure to follow grant agreement requirements or special conditions.
- E. Failure to submit required reports.
- F. Filing of a false certification in the application or other reports or documents.

Before taking action, the Recipient will provide the Subrecipient reasonable notice of intent to impose corrective measures and will make every effort to resolve the problem informally.

XIII. Business Integrity Clause

The Recipient may immediately cancel the grant without further liability to the Recipient or its employees if the Subrecipient, an officer of the Subrecipient, or an owner of a 25% or greater share of the Subrecipient is convicted of a criminal offense incident to the application for or performance of a state, public, or private grant or subcontract; or convicted of a criminal offense, including, but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees; convicted under state or federal antitrust statutes; or convicted of any other criminal offense which, in the sole discretion of the Recipient, reflects on the Subrecipient's business integrity.

XIV. Freedom of Information Act (FOIA)

Much of the information submitted in the course of applying for funding under this program, or provided in the course of grant management activities, may be considered law enforcement-sensitive or otherwise critical to national security interests. This may include threat, risk, and needs assessment information; and discussions of demographics, transportation, public works, and industrial and public health infrastructures. Therefore, each Subrecipient agency Freedom of Information Officer will need to determine what information is to be withheld on a case-by-case basis. The Subrecipient should be familiar with the regulations governing Protected Critical Infrastructure Information (6 CFR, Part 29) and Sensitive Security Information (49 CFR, Part 1520), as these designations may provide additional protection to certain classes of homeland security information.

XV. Official Certification

For the Subrecipient

The individual or officer signing this grant agreement certifies by his or her signature that he or she is authorized to sign this grant agreement on behalf of the organization he or she represents. The Subrecipient agrees to complete all requirements specified in this grant agreement.

County of Cass
Subrecipient Name

069753853
Subrecipient's DUNS Number

For the Chief Elected Official

Dwight W. Dyes
Printed Name

Cass County Board of Commissioners Chair
Title

Signature

Date

For the Local Emergency Manager

Richard J. Behnke
Printed Name

Cass County Sheriff
Title

Signature

Date

For the Recipient (Michigan State Police, Emergency Management and Homeland Security Division)

Capt. Kevin Sweeney
Printed Name

Commander, Emergency Management
and Homeland Security Division
Title



November 5, 2021

Signature

Date

CASS COUNTY BOARD OF COMMISSIONERS

R-207-21

**RESOLUTION TO APPROVE INCREASE IN ANNUAL COMPENSATION
FOR CASS COUNTY ROAD COMMISSION**

WHEREAS, Managing Director Robert Thompson recommended an increase in the annual compensation for the Chair and Commissioners of the Cass County Road Commission; and

WHEREAS, the annual salary was last adjusted in 1973; and

WHEREAS, the increased compensation is paid by the Cass County Road Commission; and

WHEREAS, the Cass County Board of Commissioners must approve a change in the proposed annual compensation for the Cass County Road Commission.

NOW, THEREFORE, BE IT RESOLVED by the Cass County Board of Commissioners to approve an increase to the annual compensation of the Cass County Road Commission to \$6,500.00 for the Chair and \$6,000.00 for the other Commissioners.

RESOLUTION DECLARED ADOPTED THIS 2nd DAY OF DECEMBER, 2021

ATTEST:

Monica McMichael, Clerk/Register
COUNTY OF CASS

Dwight Dyes, Chair
CASS COUNTY BOARD OF COMMISSIONERS

Cass County Road Commission

Board of Commissioners
Sandra Seanor, Chair
Les McClelland, Vice Chair

Jamie Stafne, Member
Kent Clark, Member
Marty Kleva, Member

November 16, 2021

120 North Broadway
Cassopolis, MI 49130

Cass County Board of Commissioners,

I was curious about the history of compensation for the Cass County Road Commissioners. Our records on this matter go back to 1973, at which time the annual compensation was the same as it is today. The Chair receives \$4805 and the other Commissioners \$4410 annually. I find it reasonable to ask for consideration to raise the compensation after a minimum of 48 years, without an adjustment. I would recommend an increase to \$6500 for the Chair and \$6000 for the other Commissioners.

This increase is paid by the Road Commission but needs the approval of the County Board to make the change. I sincerely hope that the County Commissioners will agree that this is a reasonable increase after almost five decades. I look forward to answering any questions that might be generated by this request.

In service for Cass County,



Robert Thompson, Manager



December Meeting Dates

Townships	Date	Time	How
Calvin	12/14/21	6:00 PM	In Person
Howard	12/21/21	7:00 PM	In Person
Jefferson	12/09/21	6:30 PM	In Person
LaGrange	12/20/21	7:00 PM	In Person
Marcellus	12/21/21	6:00 PM	In Person
Mason	12/14/21	7:00 PM	In Person
Milton	12/14/21	7:00 PM	In Person
Newberg	12/13/21	7:00 PM	In Person
Ontwa	12/13/21	7:00 PM	In Person
Penn	12/13/21	6:30 PM	In Person
Pokagon	12/08/21	7:00 PM	In Person
Porter	12/14/21	7:00 PM	In Person
Silver Creek	12/08/21	7:00 PM	In Person
Volinia	12/13/21	6:30 PM	In Person
Wayne	12/06/21	7:00 PM	In Person
City of Dowagiac			
	12/13/21	7:00 PM	In Person
	12/27/21	7:00 PM	In Person
Villages			
Cassopolis	12/13/21	6:30 PM	In Person
Edwardsburg	12/20/21	7:00 PM	In Person
Marcellus	12/14/21	7:00 PM	In Person
	12/28/21	7:00 PM	In Person
Vandalia	12/13/21	7:00 PM	In Person
Boards & Commissions			
Cass District Library	12/20/21	6:00 PM	In Person
Cass County Cons Dist	12/13/21	3:00 PM	In Person at Council on Aging, Decatur Rd.
Economic Dev Corp	12/15/21	8:30 AM	In Person
Historical Commission	12/09/21	5:00 PM	In Person
Medical Care Facility	12/27/21	10:00 AM	Zoom
Parks Board	12/09/21		In Person
Planning Commission	12/15/21	4:00 PM	In Person
Road Commission	12/16/21	9:00 AM	In Person
Transportation	12/13/21	8:00 AM	In Person
VanBuren/Cass Dist			
Health Dept	12/08/21	3:00 PM	490 South Paw Paw St. Lawrence MI
Woodlands	12/28/21	4:00 PM	In Person