



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 February 17, 2022 at 5:00 p.m. However, any member of the public who wishes to participate in the meeting remotely may do so.

Topic: Board of Commissioners Meeting

Please click the link below to join the webinar:

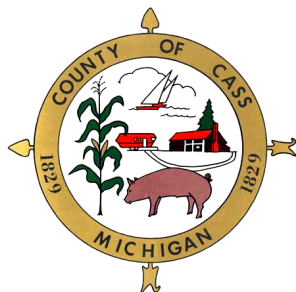
<https://us02web.zoom.us/j/82320761224>

Or Telephone:

US: +1 646 558 8656 or +1 301 715 8592

Webinar ID: 823 2076 1224

Persons with disability needing accommodations for this meeting should contact Sarah Mathews at 269-445-1149 or sarahm@cassco.org prior to the meeting.



Cass County Board of Commissioners

REGULAR MEETING OF THE CASS COUNTY BOARD OF COMMISSIONERS

February 17, 2022
5:00 P.M.

CALL TO ORDER - *Chair Dwight Dyes*

INVOCATION - *Commissioner Jones*

PLEDGE OF ALLEGIANCE - *Commissioner Laylin*

ROLL CALL - *Clerk/Register Monica McMichael*

INTRODUCTION OF VISITORS - *Chair Dwight Dyes*

PUBLIC COMMENTS (limit to 3 minutes/person)

APPROVAL OF THE AGENDA - *Commissioner Marchetti*

RECOGNITIONS

PRESENTATIONS

PROPOSED CONSENT AGENDA - *Vice-Chair Grice*

1. **M-36-22** - Motion to approve Claims dated February 4, 2022

2. **M-37-22** - Motion to approve the February 3, 2022 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

APPOINTMENTS COMMITTEE REPORT

ADMINISTRATOR'S REPORT

FINANCE REPORT

PUBLIC SAFETY REPORT

COUNTY PARTNERS

1. Road Commission

ELECTED OFFICIALS

UNFINISHED BUSINESS

NEW BUSINESS

1. **R-38-22** – Resolution - Endorse February as Black History Month – *Vice-Chair Grice*
2. **R-39-22** – Resolution - Obligating ARPA funding for Cass County Road Commission Revenue Loss
Commissioner Jones
3. **R-40-22** – Resolution - Obligating ARPA funding for Local Infrastructure Investment Matching
Program – *Commissioner Marchetti*
4. **R-41-22** – Resolution – Designating ARPA funding for Sheriff Office Improvement Project -
Commissioner Jones
5. **R-42-22** – Resolution – Designating ARPA funding for Jail Improvement Project – *Commissioner
Jones*
6. **R-43-22** – Resolution – Designating ARPA funding for Historic Courthouse Renovation –
Chair Dyes
7. **M-44-22** – Motion to rescind M-90-88 and dissolve the Solid Waste Planning Committee. –
Commissioner Jones

CLOSED SESSION - M-45-22 - Motion to enter a closed session to provide an update on Labor Negotiations and Disputes and to include Clerk/Register Monica McMichael, Treasurer Hope Anderson, Judge Carol Bealor, Sheriff Rick Behnke, Prosecutor Victor Fitz, Jeff Carmen, Matt Newton, Jennifer Rentfrow, and any other party as may be designated by the Board Chair - *Commissioner Laylin*

BOARD MEMBER COMMENTS/ANNOUNCEMENTS

ADJOURNMENT

**CASS COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING**

February 3, 2022

The Cass County Board of Commissioners met for their Regular Meeting on Thursday, February 3, 2022, in Commissioner Chambers. Due to COVID-19 concerns, public participation was offered via Zoom.

Chair Dyes called the meeting to order at 4:00 p.m. Commissioner File provided the Invocation. Commissioner Marchetti led the Pledge of Allegiance to the Flag of the United States of America.

Clerk/Register Monica McMichael called roll:

COMMISSIONERS PRESENT: Ryan Laylin, Annie File, Skip Dyes, Roseann Marchetti, Robert Benjamin, Mike Grice and Jeremiah Jones.

COMMISSIONERS ABSENT: None.

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

CLOSED SESSION

M-14-22

Commissioner Laylin moved, seconded by Commissioner Marchetti, to enter a closed session to provide an update on Labor Negotiations and Disputes and to include Clerk/Register Monica McMichael, Sheriff Rick Behnke, Prosecutor Victor Fitz, Treasurer Hope Anderson, Administrator Jeff Carmen, Deputy Administrator Matt Newton, Finance Director Jennifer Rentfrow, Deputy Finance Director Becky Moore, and any other party as may be designated by the Board Chair.

The Chair instructed the Clerk to call roll:

Yes (7): Commissioners Laylin, File, Dyes, Marchetti, Benjamin, Grice and Jones.

No (0): None.

Motion to enter Closed Session carried by roll call vote. The meeting entered Closed Session at 4:01 p.m.

The meeting returned to Open Session at 4:48 p.m.

The Chair declared a brief recess before resuming the meeting at 5:00 p.m.

INTRODUCTION OF VISITORS

Visitors present introduced themselves.

PUBLIC COMMENT

CCIEA Union President Fern Smith spoke via Zoom to provide updates from the union. She stated that grievances were filed after union employees failed to receive step increases due to Michigan Public Act 54. She added that the CCIEA Union had several pending grievances regarding Covid because the County did not want to pay sick employees. Ms. Smith also stated that the Unfair Labor Practice Hearing was complete and awaiting results. She stated that both union and public tax dollars were being spent on attorney fees in the matters. Finally, Ms. Smith informed commissioners that mediation could have been avoided. Employee morale was low as the issues have drained employees financially and mentally.

APPROVAL OF THE AGENDA

Commissioner Jones moved, seconded by Commissioner Laylin, to approve the February 3, 2022, Cass County Board of Commissioner's Agenda. Discussion followed. Motion 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-15-22) A motion to approve Claims dated January 21, 2022.

(M-16-22) A motion to approve the January 20, 2022 Board of Commissioners Regular Meeting Minutes.

The Chair instructed the Clerk to call roll:

Yes (7): Commissioners File, Dyes, Marchetti, Benjamin, Grice, Jones and Laylin.

No (0): None.

The Consent Agenda carried by roll call vote.

COMMITTEE REPORTS

Commissioners Marchetti, Benjamin, Grice and Jones offered Committee Reports.

APPOINTMENTS COMMITTEE REPORT

Commissioner Marchetti stated that the Appointments Committee set a new regular meeting time of the second Thursday of each month at 3:00 p.m.

ADMINISTRATOR'S REPORT

Deputy Administrator Matthew Newton presented the Administrator's Report.

PUBLIC SAFETY UPDATE

Sheriff Behnke introduced Manny DeLaRosa as the new Emergency Management Coordinator. Jon Shoup was introduced as the Captain of the Jail. The Sheriff went on to share the Public Safety Update.

COUNTY PARTNERS

Medical Care Facility: Chief Executive Office Christian Lutes introduced Roger Garmendia as the Administrator of the Cass County Medical Care Facility. CEO Lutes went on to update the board on the stress of maintaining staff but also streamlining services with other County entities in order to move capital projects forward.

Cass County Public Transit: Executive Director Bob Durm updated board members on the financial situation as well as the future of Cass County Public Transit. He also welcomed Deputy County Administrator Matt Newton to the board, who filled the vacancy left by Becky Moore.

ELECTED OFFICIALS UPDATE

Treasurer Hope Anderson informed the board that her office streamlined the process to pay delinquent taxes online with a credit card. She also stated that property owners in Cass County were able to use the online system to obtain information for their own property at no charge. Only companies were required to pay. Finally, she shared news that Telamon Corporation

would soon hold office hours in the County Building from 8:00 a.m. until 5:00 p.m. every Thursday. Telamon, who will serve as the MSHDA Housing Agency for Cass County, will also be available by phone every Wednesday. Telamon will assist residents with delinquent mortgages, taxes and/or utilities to apply for assistance through the Michigan Homeowners Assistance Fund. They will also assist with any additional resources available to residents.

Prosecutor Victor Fitz shared that his office planned to assist the Alger County Prosecutor's Office with sentencings held via Zoom on Friday, February 4, 2022. The Alger County Prosecutor contacted Prosecutor Fitz after hearing the success Cass County had with drug sentencings.

UNFINISHED BUSINESS

None.

NEW BUSINESS

M-17-22

Commissioner Laylin moved, seconded by Commissioner Marchetti, to appoint Dwight Dyes to the Policy Committee to a term ending December 31, 2022. Motion carried by voice vote.

M-18-22

Commissioner Grice moved, seconded by Commissioner Jones, to appoint Dwight Dyes to the Capital Projects Committee for a term ending December 31, 2022. Motion carried by voice vote.

M-19-22

Commissioner File moved, seconded by Commissioner Marchetti, to appoint Ryan Laylin to the Capital Projects Committee to a term ending December 31, 2022. Motion carried by voice vote.

M-20-22

Commissioner Marchetti moved, seconded by Commissioner Jones, to appoint Ryan Laylin to the Appointments Committee for a term ending December 31, 2022. Motion carried by voice vote.

M-21-22

Commissioner Jones moved, seconded by Commissioner Grice, to appoint Dwight Dyes to the Economic Corporation Board to a term ending December 31, 2022. Motion carried by voice vote.

M-22-22

Commissioner Laylin moved, seconded by Commissioner Grice, to appoint Dwight Dyes to the Parks Board to a term ending December 31, 2022. Motion carried by voice vote.

M-23-22

Commissioner Grice moved, seconded by Commissioner Marchetti, to appoint Ryan Laylin to the Parks Board to a term ending December 31, 2022. Motion carried by voice vote.

M-24-22

Commissioner Benjamin noted that the expiration date listed on the agenda was incorrect. It should be March 31, 2023 instead of December 31, 2022.

Commissioner File moved, seconded by Commissioner Grice, to appoint Jeremiah Jones to the Woodlands Board to a term ending March 31, 2023. Motion carried by voice vote.

M-25-22

Commissioner Marchetti moved, seconded by Commissioner Laylin, to appoint Hope Anderson to the Economic Development Corporation board to a term ending September 30, 2024. Motion carried by voice vote.

M-26-22

Commissioner Jones moved, seconded by Commissioner Laylin, to dissolve the Administration Building Security Committee. Motion carried by voice vote.

M-27-22

Commissioner Laylin moved, seconded by Commissioner Marchetti, to dissolve the Historical Courthouse Committee and move existing matters to the Capital Projects Committee. Motion carried by voice vote.

M-28-22

Commissioner Grice moved, seconded by Commissioner Jones, to dissolve the Broadband Committee and move existing matters to the Capital Projects Committee. Motion carried by voice vote.

M-29-22

Commissioner File moved, seconded by Commissioner Laylin, to approve a revision to the Access to Personnel Records Policy. Motion carried by voice vote.

M-30-22

Commissioner Marchetti moved, seconded by Commissioner Laylin, to rescind the Deferred Compensation Emergency Withdrawal Policy. Motion carried by voice vote.

M-31-22

Commissioner Jones moved, seconded by Commissioner Marchetti, to approve a revision to the Wage and Salary Administration Policy. Motion carried by voice vote.

M-32-22

Commissioner Grice moved, seconded by Commissioner Laylin, to rescind the Wire Phone Lines Policy. Motion carried by voice vote.

R-33-22

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

**RESOLUTION ENGAGING INTERSECT STUDIO FOR THE COMPLETION OF
PHASE 2 DESIGN AND DEVELOPMENT SERVICES FOR THE HISTORIC
COURTHOUSE BULDING**

WHEREAS, the Cass County Board of Commissioners approved the engagement of Intersect Studio to complete Phase 1 Programming Services for the Historic Courthouse on April 1, 2021; and

WHEREAS, the Phase 1 Programming was successfully completed and presented to the Board of Commissioners on December 16th, 2021; and

WHEREAS, the Historic Courthouse Committee recommends proceeding with Intersect Studio for Phase 2 Design and Development Services; and

WHEREAS, this project was anticipated and provided for in the FY 2022 Budget in the Public Improvement Fund.

NOW, THEREFORE, BE IT RESOLVED by the Cass County Board of Commissioners to authorize the engagement of Intersect Studio to complete Phase 2 Design and Development at a fee not to exceed \$166,400.00 plus reimbursable consultant fees and expenses to complete a scope of service to include Architecture, Interior Design, Furniture, Branding, MEP Engineering,

Structural Engineering, and Survey and Civil Engineering to create an updated, detailed budget and identification of the final deliverables required for the final Phase 3 Construction Documents

The Chair instructed the Clerk to call roll:

Yes (7): Commissioners Dyes, Marchetti, Benjamin, Grice, Jones, Laylin and File.

No (0): None.

Resolution R-33-22 carried by roll call vote.

R-34-22

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

RESOLUTION TO PROVIDE DEVELOPMENT SERVICES FOR THE HISTORIC COURTHOUSE

WHEREAS, the Historic Courthouse Committee evaluated three potential development partners for the Historic Courthouse; and

WHEREAS, the Historic Courthouse Committee initiated formal interviews with the three firms; and

WHEREAS, following the evaluation of the firms, the Historic Courthouse Committee recommends proceeding with PlazaCorp to provide development services for the Historic Courthouse Building; and

WHEREAS, PlazaCorp will offer an opportunity for all members of the Board of Commissioners to visit examples of their work on historic buildings.

NOW, THEREFORE, BE IT RESOLVED by the Cass County Board of Commissioners to authorize the County Administrator and the Capital Projects Committee to begin negotiations with PlazaCorp on a Development Services Agreement. The Development Services Agreement will be presented to the Board of Commissioners for approval.

Discussion followed.

The Chair instructed the Clerk to call roll:

Yes (7): Commissioners Marchetti, Benjamin, Grice, Jones, Laylin, File and Dyes.

No (0): None.

Resolution R-34-22 carried by roll call vote.

R-35-22

Commissioner Grice moved, to approve the following resolution:

**RESOLUTION APPROVING LAND PURCHASE AND SALE OPTION AGREEMENT
FOR SURPLUS COUNTY OWNED PROPERTY LOCATED AT 23770 HOSPITAL ST**

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

WHEREAS, the easterly 65 acres of the County owned property at 23770 Hospital ST has been determined to be surplus to County needs; and

WHEREAS, a land division was completed to divide the existing parcel as follows; and

Parcel # 14-030-002-012-12 (Subject Parcel) - 12A-2, T7S R15W, COM AT S ¼ POST OF SEC 2; TH E ON SD SEC LINE 72 LKS; TH N 26°E ALG RR 32.42 CHS; TH N 11.75 CHS; TH S 89°42'W 15.19 CHS TO CEN OF SD SEC; TH S ON ¼ LINE TO POB. ALSO, THE E 400 FT OF SW ¼ OF SEC 2. ALSO DESCRIBED AS: COM AT S ¼ POST OF SEC 2; TH E ON SD SEC LINE 47.52 FT; TH N 26°E ALG RR 2139.72 FT; TH N 775.5 FT; TH S 89°42'W 1402.54 FT ALG ¼ LINE; TH S 2640 FT TO SD SEC LINE; TH E 400 FT TO POB. 66 A. M/L. SEC 2.

Parcel # 14-030-002-012-13 (To be Retained) - 12A, T7S R15W, SW ¼ OF SEC 2. EXC THE E 400 FT OF SW ¼ OF SEC 2. ALSO, EXC COM AT SW COR OF SEC 2; TH N 89°40'47"E 200 FT; TH N 600 FT; TH W 200 FT; TH S TO POB. 121.24 A. M/L. SEC 2.

WHEREAS, Gemstone Solar LLC is interested in acquiring Parcel # 14-030-002-012-12.

NOW, THEREFORE, BE IT RESOLVED by the Cass County Board of Commissioners to authorize the Chair of the Cass County Board of Commissioners to execute the Land Purchase and Sale Option Agreement for Parcel # 14-030-002-012-12 at a rate of \$9,000.00 per acre, contingent upon successful rezoning of the parcel from R-R to A-1.

Resolution R-35-22 failed due to lack of support.

BOARD MEMBER COMMENTS/ANNOUNCEMENTS

Commissioner Marchetti urged board members to consider attending the MACC Conference in person or virtually.

ADJOURNMENT

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

The meeting adjourned at 5:57 p.m.

Approved: _____
Date

Chair Skip Dyes

Monica McMichael, Clerk/Register

Page: 1/10

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INVOICE GL DISTRIBUTION REPORT FOR CASS COUNTY
POST DATES 01/24/2022 - 02/04/2022
JOURNALIZED
PAID

Page: 2/10

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 101 TREASURER							
Dept 223 CONTROLLER							
101-223-801.000	PROFESSIONAL/CONTRACTUAL S	REBECCA MOORE	CONTRACTUAL ACCOUNTING SERVICES FOR	1312022	02/04/22	2,950.00	20390
Total For Dept 223 CONTROLLER						2,950.00	
Dept 225 EQUALIZATION							
101-225-801.000	PROFESSIONAL/CONTRACTUAL S	ANTHONY MEYAARD	JANUARY CONTRACTUAL EQUALIZATION SE	CASS013	02/04/22	5,509.33	20360
Total For Dept 225 EQUALIZATION						5,509.33	
Dept 229 PROSECUTING ATTORNEY							
101-229-805.000	WITNESS FEES/EXPENSES	ANDERSON CODY	PRELIM FOR ARTIMUS RUIZ	19-1600-FY	02/04/22	7.49	1191290
101-229-805.000	WITNESS FEES/EXPENSES	POTTHAST TENNAH	FINAL PRETRIAL FOR THOMAS MOORE	21-0492-SM	02/04/22	11.04	1191329
101-229-805.000	WITNESS FEES/EXPENSES	RICHARDSON TRACY	PRELIM FOR DANIEL WHITE	21-1253-FY	02/04/22	8.64	1191333
101-229-805.000	WITNESS FEES/EXPENSES	STEZOWSKI PROCESS SERV	SERVICE ON DONAVAN HEATH AND ATTEMP	6, 7, 8-2022	02/04/22	355.25	1191337
101-229-805.000	WITNESS FEES/EXPENSES	UPSON MAGGIE	FINAL PRETRIAL FOR JOSE RAMOS	21-0585-SD	02/04/22	9.84	1191348
101-229-805.000	WITNESS FEES/EXPENSES	JEFF SMITH	SERVICE ON M. HOSTETLER, ANTHONY BA	01272022	02/04/22	182.00	20403
101-229-822.000	PATERNITY EXP. (CHILD SUP	JEFF SMITH	SERVICE ON M. HOSTETLER, ANTHONY BA	01272022	02/04/22	46.00	20403
Total For Dept 229 PROSECUTING ATTORNEY						620.26	
Dept 230 GIS							
101-230-802.000	DUES/MEMBERSHIP/SUBSCRIPTI	CDW GOVERNMENT, INC.	WINDOWS SERVER LICENSES FOR ARC GIS	R091110	02/04/22	3,168.00	20365
Total For Dept 230 GIS						3,168.00	
Dept 233 PURCHASING							
101-233-729.000	OFFICE SUPPLIES	SYNCBAMAZON	COMPUTER SUPPLIES/OFFICE SUPPLIES/M	JANUARY	02/04/22	27.23	1191338
101-233-729.000	OFFICE SUPPLIES	SYNCBAMAZON	COMPUTER SUPPLIES/OFFICE SUPPLIES/M	JANUARY	02/04/22	25.25	1191338
101-233-729.000	OFFICE SUPPLIES	GLOBAL OFFICE SOLUTION	OFFICE SUPPLIES/COMPUTER SUPPLIES/T	CSUM-103139	02/04/22	29.50	20376
101-233-729.136	OFFICE SUPPLY-DISTRICT COU	GLOBAL OFFICE SOLUTION	OFFICE SUPPLIES/COMPUTER SUPPLIES/T	CSUM-103139	02/04/22	182.48	20376
101-233-729.149	OFFICE SUPPLY-FAMILY COUR	SYNCBAMAZON	COMPUTER SUPPLIES/OFFICE SUPPLIES/M	JANUARY	02/04/22	13.99	1191338
101-233-729.149	OFFICE SUPPLY-FAMILY COUR	GLOBAL OFFICE SOLUTION	OFFICE SUPPLIES/COMPUTER SUPPLIES/T	CSUM-103139	02/04/22	308.01	20376
101-233-729.219	OFFICE SUPPLY-CLERK/FILE F	GLOBAL OFFICE SOLUTION	OFFICE SUPPLIES/COMPUTER SUPPLIES/T	CSUM-103139	02/04/22	142.93	20376
101-233-729.301	OFFICE SUPPLY-SHERIFF/JAIL	SYNCBAMAZON	COMPUTER SUPPLIES/OFFICE SUPPLIES/M	JANUARY	02/04/22	53.19	1191338
101-233-730.000	POSTAGE	PURCHASE POWER	POSTAGE FEES	JANUARY	02/04/22	37.11	1191331
101-233-730.000	POSTAGE	UPS	UPS CHARGES	565042	02/04/22	10.75	1191347
101-233-731.000	PAPER SUPPLIES	GLOBAL OFFICE SOLUTION	OFFICE SUPPLIES/COMPUTER SUPPLIES/T	CSUM-103139	02/04/22	1,439.60	20376
101-233-732.000	COMPUTER SUPPLIES	GLOBAL OFFICE SOLUTION	OFFICE SUPPLIES/COMPUTER SUPPLIES/T	CSUM-103139	02/04/22	113.46	20376
101-233-732.000	COMPUTER SUPPLIES	GLOBAL OFFICE SOLUTION	OFFICE SUPPLIES/COMPUTER SUPPLIES/T	CSUM-103139	02/04/22	212.63	20376
101-233-732.000	COMPUTER SUPPLIES	GLOBAL OFFICE SOLUTION	OFFICE SUPPLIES/COMPUTER SUPPLIES/T	CSUM-103139	02/04/22	97.64	20376
101-233-732.000	COMPUTER SUPPLIES	GLOBAL OFFICE SOLUTION	OFFICE SUPPLIES/COMPUTER SUPPLIES/T	CSUM-103139	02/04/22	282.70	20376
101-233-732.000	COMPUTER SUPPLIES	GLOBAL OFFICE SOLUTION	OFFICE SUPPLIES/COMPUTER SUPPLIES/T	CSUM-103139	02/04/22	290.50	20376
101-233-803.315	SUPPORT SERVICES	RAPID SHRED	SHREDDING SERVICES FOR JANUARY	87800	02/04/22	230.00	20406
101-233-850.000	TELEPHONE	FRONTIER	TELEPHONES (9)	JANUARY	02/03/22	107.49	1191353
101-233-850.000	TELEPHONE	FRONTIER	TELEPHONES (9)	JANUARY	02/03/22	50.88	1191353
101-233-850.000	TELEPHONE	FRONTIER	TELEPHONES (9)	JANUARY	02/03/22	50.38	1191353
101-233-850.000	TELEPHONE	FRONTIER	TELEPHONES (9)	JANUARY	02/03/22	55.01	1191353
101-233-850.000	TELEPHONE	FRONTIER	TELEPHONES (9)	JANUARY	02/03/22	26.45	1191353
101-233-850.000	TELEPHONE	FRONTIER	TELEPHONES (9)	JANUARY	02/03/22	45.83	1191353
101-233-900.000	PRINTING & BINDING	CREATIVE VINYL	SIGNS FOR OVER OFFICE DOORS - VETER	45657/45834	02/04/22	37.50	1191301
101-233-900.000	PRINTING & BINDING	CREATIVE VINYL	SIGNS FOR OVER OFFICE DOORS - VETER	45657/45834	02/04/22	61.00	1191301
101-233-900.000	PRINTING & BINDING	PRINTING SYSTEMS INC	W-2 FORMS	221387	02/04/22	121.64	1191330
101-233-934.000	MAINTENANCE AGREEMENT	D.L. GALLIVAN OFFICE S	FINAL INVOICE FOR REPLACEMENT COPIE	108609	02/04/22	199.77	1191302
Total For Dept 233 PURCHASING						4,252.92	
Dept 258 INFORMATION SYSTEMS							
101-258-975.088	PC REPLACEMENTS	SHI INTERNATIONAL CORP	NEW DESKTOP PC'S - JAIL CAPTAIN/C R	B14643224	02/04/22	2,685.97	1191335

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 101 TREASURER							
Dept 258 INFORMATION SYSTEMS							
101-258-980.000	NEW EQUIPMENT	SHI INTERNATIONAL CORP	USB HUBS AND MICRO USB CABLES FOR C	B14664506	02/04/22	146.28	1191335
101-258-980.000	NEW EQUIPMENT	SYNCBAMAZON	COMPUTER SUPPLIES/OFFICE SUPPLIES/M	JANUARY	02/04/22	16.90	1191338
101-258-980.000	NEW EQUIPMENT	CDW GOVERNMENT, INC.	WINDOWS SERVER LICENSE FOR WEBSense	R091112	02/04/22	792.00	20365
101-258-983.000	SOFTWARE MAINT	ILOOKABOUT (US) INC	MAINTENANCE RENEWA;L	314714	02/04/22	940.00	1191291
101-258-983.000	SOFTWARE MAINT	CDW GOVERNMENT, INC.	DUO TWO FACTOR SOFTWARE YEARLY RENE	R224658	02/04/22	1,950.00	20365
101-258-987.130	HIGH SPEED INTERNET ACCESS	COMCAST	HIGH SPEED INTERNET ACCESS	01242022	01/24/22	312.12	20357
101-258-988.000	HARDWARE EQUIPMENT & MAIN	SHI INTERNATIONAL CORP	8 PORT SWITCHES	B14669523	02/04/22	76.12	1191335
Total For Dept 258 INFORMATION SYSTEMS						6,919.39	
Dept 265 MAINTENANCE							
101-265-746.010	UNIFORMS	UNIFIRST CORPORATION	UNIFORMS - MAINTENANCE	1433128	02/04/22	166.72	1191346
101-265-777.000	MOTOR FUEL/LUBRICANT	J & H OIL COMPANY	FUEL - MAINTENANCE	50126	02/04/22	225.85	20380
101-265-803.005	CONTRAC - ENERGY AUD SAV	TENURGY LLC	CONTRACTUAL ENERGY AUDIT SAVINGS SP	CASSCO - 112	02/04/22	496.11	20404
101-265-804.020	CONTRACTUAL TRANE SERVICE	TRANE	CONTRACTUAL BILLING - L&C/CCSO	312361502	02/04/22	4,344.00	20407
101-265-804.102	CONTRACTUAL CLEANING - L&C	THE CLEANEST CO LLC	CONTRACTUAL CLEANING COUNTY BUILDIN	14	02/04/22	5,146.51	20405
101-265-804.125	CONTRACTUAL CLEANING - CO	THE CLEANEST CO LLC	CONTRACTUAL CLEANING COUNTY BUILDIN	14	02/04/22	3,798.61	20405
101-265-804.140	CONTRACTUAL CLEANING - SH	THE CLEANEST CO LLC	CONTRACTUAL CLEANING COUNTY BUILDIN	14	02/04/22	306.34	20405
101-265-804.150	CONTRACTUAL CLEANING - AN	THE CLEANEST CO LLC	CONTRACTUAL CLEANING COUNTY BUILDIN	14	02/04/22	122.54	20405
101-265-920.060	ELECTRICITY - PARKS	MIDWEST ENERGY COOPERA	ELECTRIC (8)	012822	02/04/22	85.65	20388
101-265-920.060	ELECTRICITY - PARKS	MIDWEST ENERGY COOPERA	ELECTRIC (8)	012822	02/04/22	39.87	20388
101-265-920.060	ELECTRICITY - PARKS	MIDWEST ENERGY COOPERA	ELECTRIC (8)	012822	02/04/22	52.64	20388
101-265-920.060	ELECTRICITY - PARKS	MIDWEST ENERGY COOPERA	ELECTRIC (8)	012822	02/04/22	274.99	20388
101-265-920.060	ELECTRICITY - PARKS	MIDWEST ENERGY COOPERA	ELECTRIC (8)	012822	02/04/22	70.17	20388
101-265-920.060	ELECTRICITY - PARKS	MIDWEST ENERGY COOPERA	ELECTRIC (8)	012822	02/04/22	15.49	20388
101-265-920.060	ELECTRICITY - PARKS	MIDWEST ENERGY COOPERA	ELECTRIC (8)	012822	02/04/22	11.49	20388
101-265-920.060	ELECTRICITY - PARKS	MIDWEST ENERGY COOPERA	ELECTRIC (8)	012822	02/04/22	107.54	20388
101-265-922.009	WATER/SEWER - COURTHOUSE	VILLAGE OF CASSOPOLIS	WATER/SEWER (7)	01312022	02/04/22	217.38	1191350
101-265-922.010	WATER/SEWER - MAINT. GARAC	VILLAGE OF CASSOPOLIS	WATER/SEWER (7)	01312022	02/04/22	61.25	1191350
101-265-922.020	WATER/SEWER - L&C	VILLAGE OF CASSOPOLIS	WATER/SEWER (7)	01312022	02/04/22	175.81	1191350
101-265-922.030	WATER/SEWER - MDOC	VILLAGE OF CASSOPOLIS	WATER/SEWER (7)	01312022	02/04/22	63.30	1191350
101-265-922.040	WATER/SEWER - JAIL	VILLAGE OF CASSOPOLIS	WATER/SEWER (7)	01312022	02/04/22	4,668.40	1191350
101-265-922.040	WATER/SEWER - JAIL	VILLAGE OF CASSOPOLIS	WATER/SEWER (7)	01312022	02/04/22	12.74	1191350
101-265-922.050	WATER/SEWER - ANIMAL CONT	VILLAGE OF CASSOPOLIS	WATER/SEWER (7)	01312022	02/04/22	119.39	1191350
101-265-930.075	GENERAL REPAIRS	ADVANTAGE PLUMBING, IN	PLUMBING REPAIRS AT JAIL	380042	02/04/22	516.70	1191289
101-265-930.075	GENERAL REPAIRS	GEN-X LIGHTING LLC	BULBS	2648	02/04/22	238.50	1191307
101-265-930.075	GENERAL REPAIRS	JOHN DEERE FINANCIAL	PLOW REPAIRS	S32986	02/04/22	817.28	1191314
101-265-930.075	GENERAL REPAIRS	SYNCBAMAZON	COMPUTER SUPPLIES/OFFICE SUPPLIES/M	JANUARY	02/04/22	39.99	1191338
101-265-930.075	GENERAL REPAIRS	R. W. LAPINE INC.	JAIL REBUILD HEAT PUMPS/REPAIR HEAT	012522	02/04/22	3,549.92	20397
101-265-930.075	GENERAL REPAIRS	R. W. LAPINE INC.	JAIL REBUILD HEAT PUMPS/REPAIR HEAT	012522	02/04/22	376.00	20397
101-265-930.075	GENERAL REPAIRS	R. W. LAPINE INC.	JAIL REBUILD HEAT PUMPS/REPAIR HEAT	012522	02/04/22	672.00	20397
Total For Dept 265 MAINTENANCE						26,793.18	
Dept 275 DRAIN COMMISSIONER							
101-275-801.000	PROFESSIONAL/CONTRACTUAL	MISS DIG SYSTEM INC	ANNUAL MAINTENANCE FEES/MEMBERSHIP	20221207	02/04/22	5,685.54	1191325
Total For Dept 275 DRAIN COMMISSIONER						5,685.54	
Dept 282 COURT GRANT PROGRAMS							
101-282-801.010	CONTRACTUAL	PRESTON COLLETT	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	306.00	20366
101-282-801.010	CONTRACTUAL	RAYMOND FLEMING	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	210.47	20374
101-282-801.010	CONTRACTUAL	BRANDY JONES	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	107.59	20382
101-282-801.010	CONTRACTUAL	GRACE MULLER	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	500.00	20391
101-282-801.010	CONTRACTUAL	HEATHER PAULEY	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	90.16	20394
101-282-801.010	CONTRACTUAL	KIMBERLY PEET	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	800.00	20395

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POST DATES 01/24/2022 - 02/04/2022
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Page: 4/10

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 101 TREASURER							
Dept 282 COURT GRANT PROGRAMS							
101-282-801.010	CONTRACTUAL	BRADLEY WEST	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	142.35	20408
101-282-801.020	CONTRACTUAL SWIFT & SURE	TARA SMITH THERAPY SER	SWIFT AND SURE GRANT THERAPY, INV.	2422	02/04/22	300.00	1191339
101-282-801.020	CONTRACTUAL SWIFT & SURE	RAYMOND FLEMING	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	231.53	20374
101-282-801.020	CONTRACTUAL SWIFT & SURE	BARBARA M. HOWES	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	700.00	20378
101-282-801.020	CONTRACTUAL SWIFT & SURE	CLARENCE JAMES	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	700.00	20381
101-282-801.020	CONTRACTUAL SWIFT & SURE	JONI PATZER	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	390.00	20393
101-282-801.020	CONTRACTUAL SWIFT & SURE	KIMBERLY PEET	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	200.00	20395
101-282-801.020	CONTRACTUAL SWIFT & SURE	TASIA ROBERTS	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	1,200.00	20399
101-282-801.020	CONTRACTUAL SWIFT & SURE	JESSEE SCHOETZOW	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	142.43	20401
101-282-801.020	CONTRACTUAL SWIFT & SURE	BRADLEY WEST	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	271.31	20408
101-282-801.090	CONTRACTUAL BYRNE JAG GRAN	STEPHANIE ALLEN	ATC/SC 1/13 THRU 1/26/22	1/26/22	02/04/22	36.00	20359
101-282-801.090	CONTRACTUAL BYRNE JAG GRAN	PRESTON COLLETT	ATC/SC 1/13 THRU 1/26/22	01/26/22	02/04/22	216.00	20366
101-282-801.090	CONTRACTUAL BYRNE JAG GRAN	RAYMOND FLEMING	ATC/SC 1/13 THRU 1/26/22	01/26/22	02/04/22	610.09	20374
101-282-801.090	CONTRACTUAL BYRNE JAG GRAN	HEATHER PAULEY	ATC/SC 1/13 THRU 1/26/22	01/26/22	02/04/22	149.50	20394
101-282-801.090	CONTRACTUAL BYRNE JAG GRAN	KIMBERLY PEET	ATC/SC 1/13 THRU 1/26/22	01/26/22	02/04/22	200.00	20395
101-282-801.090	CONTRACTUAL BYRNE JAG GRAN	CHELSEA SCHOETZOW	ATC/SC 1/13 THRU 1/26/22	01/26/22	02/04/22	745.74	20400
101-282-801.090	CONTRACTUAL BYRNE JAG GRAN	JESSEE SCHOETZOW	ATC/SC 1/13 THRU 1/26/22	01/26/22	02/04/22	657.69	20401
101-282-801.090	CONTRACTUAL BYRNE JAG GRAN	HEATHER PAULEY	ATC/SC 1/13 THRU 1/26/22	01/26/22	02/04/22	426.01	20408
101-282-801.160	CONTRACTUAL SWIFT & SURE (	BARBARA M. HOWES	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	1,000.00	20378
101-282-801.160	CONTRACTUAL SWIFT & SURE (	CLARENCE JAMES	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	1,120.00	20381
101-282-801.315	CONTRACTUAL ADULT DRUG COI	PRESTON COLLETT	ATC/SC 1/13 THRU 1/26/22	01/26/22	02/04/22	504.00	20366
101-282-801.315	CONTRACTUAL ADULT DRUG COI	MONIQUE DORTCH	ATC/SC 1/13 THRU 1/26/22	01/26/22	02/04/22	690.00	20370
101-282-801.315	CONTRACTUAL ADULT DRUG COI	BARBARA M. HOWES	ATC/SC 1/13 THRU 1/26/22	01/26/22	02/04/22	1,000.00	20378
101-282-801.315	CONTRACTUAL ADULT DRUG COI	TASIA ROBERTS	ATC/SC 1/13 THRU 1/26/22	01/26/22	02/04/22	600.00	20399
Total For Dept 282 COURT GRANT PROGRAMS						14,246.87	
Dept 301 OFFICE OF SHERIFF							
101-301-715.040	RETIREMENT	MERS OF MICHIGAN	REQUEST FOR PROJECTION STUDY - DIVI	012622	01/27/22	700.00	1191282
101-301-727.000	TECHNICAL SUPPLIES	TRI-TECH, INC.	EVIDENCE ROOM SUPPLIES	603535	02/04/22	109.45	1191344
101-301-746.010	UNIFORMS	JBM TECHNOLOGY	POLICE ACADEMY UNIFORMS - T CARSON	109842	02/04/22	186.00	1191311
101-301-746.010	UNIFORMS	NYE UNIFORM CO.	UNIFORMS	804346	02/04/22	114.50	1191327
101-301-746.010	UNIFORMS	NYE UNIFORM CO.	UNIFORMS	802057	02/04/22	17.57	1191327
101-301-746.010	UNIFORMS	NYE UNIFORM CO.	UNIFORMS	803411	02/04/22	25.95	1191327
101-301-777.001	VEHICLE REPAIRS/MAINTENANC	C. WIMBERLEY FORD-MERC	VEH MAINT	64096	02/04/22	19.95	1191296
101-301-777.001	VEHICLE REPAIRS/MAINTENANC	C. WIMBERLEY FORD-MERC	VEH MAINT	64103	02/04/22	40.50	1191296
101-301-777.001	VEHICLE REPAIRS/MAINTENANC	C. WIMBERLEY FORD-MERC	VEH MAINT	64531	02/04/22	40.20	1191296
101-301-777.001	VEHICLE REPAIRS/MAINTENANC	CASS AUTO SUPPLY CO, I	VEH MAINT	1-122804	02/04/22	29.94	1191298
101-301-777.001	VEHICLE REPAIRS/MAINTENANC	CASS AUTO SUPPLY CO, I	VEH MAINT	1-122894	02/04/22	8.47	1191298
101-301-777.001	VEHICLE REPAIRS/MAINTENANC	CASS AUTO SUPPLY CO, I	VEH MAINT	1-122932	02/04/22	8.47	1191298
101-301-777.001	VEHICLE REPAIRS/MAINTENANC	JIM D'S BODY SHOP, INC	VEHICLE REPAIRS - CCSO	18144	02/04/22	1,006.95	1191312
101-301-777.001	VEHICLE REPAIRS/MAINTENANC	TRUE'S TOWING	TOWING	21-08679	02/04/22	145.50	1191345
101-301-777.001	VEHICLE REPAIRS/MAINTENANC	TRUE'S TOWING	TOWING	22-09578	02/04/22	100.00	1191345
101-301-777.001	VEHICLE REPAIRS/MAINTENANC	GRAMES TIRE & BATTTERY	TIRE REPAIR	18162	02/04/22	20.95	20377
101-301-777.001	VEHICLE REPAIRS/MAINTENANC	HEATH ALLAN SEELYE	VEHICLE REPAIRS - CCSO	2994	02/04/22	4,297.10	20379
101-301-850.000	TELEPHONE	FRONTIER	TELEPHONES (9)	JANUARY	02/03/22	103.43	1191353
101-301-850.000	TELEPHONE	FRONTIER	TELEPHONES (9)	JANUARY	02/03/22	308.58	1191353
Total For Dept 301 OFFICE OF SHERIFF						7,283.51	
Dept 351 JAIL OPERATION							
101-351-735.060	IN COUNTY INMATE MEDICAL (	VAN BUREN/CASS DISTRIC	INMATE DENTAL	JASON R BAKER	02/04/22	150.00	1191349
101-351-735.060	IN COUNTY INMATE MEDICAL (	CORRECTIONAL RECOVERY	INMATE MEDICAL	Q2-100034256	02/04/22	1,911.46	20367
101-351-745.000	CLOTHING/BEDDING/TOILETRI	BOB BARKER CO., INC.	INMATE SUPPLIES	INV1718721	02/04/22	139.87	1191294
101-351-745.000	CLOTHING/BEDDING/TOILETRI	BOB BARKER CO., INC.	INMATE SUPPLIES	INV1721029	02/04/22	39.09	1191294

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 101 TREASURER							
Dept 351 JAIL OPERATION							
101-351-745.000	CLOTHING/BEDDING/TOILET	SYNCBAMAZON	COMPUTER SUPPLIES/OFFICE SUPPLIES/M	JANUARY	02/04/22	31.96	1191338
101-351-775.000	CLEANING SUPPLIES	GREAT LAKES TISSUE	TOILET PAPER	0051978-IN	02/04/22	775.00	1191308
101-351-775.000	CLEANING SUPPLIES	KSS ENTERPRISES	JAIL CLEANING SUPPLIES	1343414-1	02/04/22	25.08	1191317
101-351-775.000	CLEANING SUPPLIES	KSS ENTERPRISES	JAIL CLEANING SUPPLIES	1354747	02/04/22	635.75	1191317
101-351-775.000	CLEANING SUPPLIES	UNIFIRST CORPORATION	RUGS	099 0319557	02/04/22	45.05	1191346
101-351-775.000	CLEANING SUPPLIES	UNIFIRST CORPORATION	RUGS	099 0308116	02/04/22	45.05	1191346
101-351-775.000	CLEANING SUPPLIES	W. B. HAYDEN & SONS CO	TRASH BAGS	228337	02/04/22	15.99	1191351
101-351-814.000	PRISONER BOARD (MEALS)	CANTEEN SERVICES, INC.	INMATE MEALS WEEK OF 01/09/22-01/15	113314	02/04/22	2,334.32	20363
101-351-814.000	PRISONER BOARD (MEALS)	CANTEEN SERVICES, INC.	INMATE MEALS WEEK OF 01/16/22-01/22	113491	02/04/22	2,351.16	20363
101-351-980.000	NEW EQUIPMENT	SHI INTERNATIONAL CORP	JAIL LAPTOP	B14648301	02/04/22	746.71	1191335
Total For Dept 351 JAIL OPERATION						9,246.49	
Dept 430 ANIMAL CONTROL							
101-430-727.000	TECHNICAL SUPPLIES	SYNCBAMAZON	COMPUTER SUPPLIES/OFFICE SUPPLIES/M	JANUARY	02/04/22	16.48	1191338
101-430-727.000	TECHNICAL SUPPLIES	GLOBAL OFFICE SOLUTION	OFFICE SUPPLIES/COMPUTER SUPPLIES/T	CSUM-103139	02/04/22	62.46	20376
101-430-775.000	CLEANING SUPPLIES	W. B. HAYDEN & SONS CO	MOP HEAD	228404	02/04/22	8.49	1191351
101-430-777.000	MOTOR FUEL/LUBRICANT	J & H OIL COMPANY	FUEL	CFSI-7931	02/04/22	328.82	20380
Total For Dept 430 ANIMAL CONTROL						416.25	
Dept 682 VETERANS AFFAIRS							
101-682-729.200	SUPPLIES	PRINTLINK SHORT RUN BU	ENVELOPES - VETERANS OFFICE	307573	02/04/22	90.57	20396
101-682-803.200	CONTRACT SVCS - DENTAL	CASSOPOLIS DENTAL	VETERANS DENTAL SERVICES - T MCCOY	ID 9473	02/04/22	316.20	20364
101-682-861.000	CONFERENCE/MEETINGS/TRAINI	M.A.C.V.C.	CONFERENCE REGISTRATION - K KRAUSE	2022 CONFERENCE	02/04/22	65.00	1191320
Total For Dept 682 VETERANS AFFAIRS						471.77	
Total For Fund 101 TREASURER						117,243.25	
Fund 208 PARKS SPECIAL REVENUE							
Dept 751 PARKS & RECREATION							
208-751-777.000	MOTOR FUEL/LUBRICANT	J & H OIL COMPANY	FUEL	05012	02/04/22	349.68	20380
208-751-777.001	VEHICLE REPAIRS/MAINTENANC	CURTIS ROHDY	TRUCK REPAIR	2345	02/04/22	886.55	1191313
208-751-802.000	DUES/MEMBERSHIP/SUBSCRIPTI	NRPA	PREMIER PACKAGE SUBSCRIPTION	400877	02/04/22	675.00	1191326
208-751-930.001	SPECIAL EVENTS	DUSSEL'S FARM MARKET I	MUMS FOR EVENT	14654	02/04/22	64.90	1191303
208-751-930.002	EQUIPMENT REPAIRS	CASS OUTDOOR POWER EQU	MAINTENANCE REPAIRS	3456	02/04/22	42.00	1191299
208-751-930.015	PARK REPAIRS	UNITED STATES LUMBER C	REPAIRS	2201	02/04/22	228.37	1191315
208-751-930.015	PARK REPAIRS	MENARDS - ELKHART	REPAIRS	30950	02/04/22	37.74	1191322
Total For Dept 751 PARKS & RECREATION						2,284.24	
Total For Fund 208 PARKS SPECIAL REVENUE						2,284.24	
Fund 216 FAMILY DRUG COURT GRANTS							
Dept 166 FAMILY DRUG COURT							
216-166-801.053	CONTRACTUAL	TARA SMITH THERAPY SER	OJP GRANT THERAPY INV. #14	2422	02/04/22	975.00	1191339
216-166-801.053	CONTRACTUAL	MONIQUE DORTCH	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	506.00	20369
216-166-801.053	CONTRACTUAL	RAYMOND FLEMING	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	50.57	20374
216-166-801.053	CONTRACTUAL	BARBARA M. HOWES	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	1,300.00	20378
216-166-801.053	CONTRACTUAL	BRANDY JONES	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	86.89	20382
216-166-801.053	CONTRACTUAL	GRACE MULLER	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	300.00	20391
216-166-801.053	CONTRACTUAL	HEATHER PAULEY	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	34.06	20394
216-166-801.053	CONTRACTUAL	CHELSEA SCHOETZOW	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	931.77	20400
216-166-801.053	CONTRACTUAL	JESSEE SCHOETZOW	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	441.67	20401
216-166-801.220	(SCAO) (MHSDCP) CONTRACTU	PRESTON COLLETT	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	720.00	20366
216-166-801.220	(SCAO) (MHSDCP) CONTRACTU	MONIQUE DORTCH	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	897.00	20369

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POST DATES 01/24/2022 - 02/04/2022

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Page: 6/10

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 216 FAMILY DRUG COURT GRANTS							
Dept 166 FAMILY DRUG COURT							
216-166-801.220	(SCAO) (MHSDCP) CONTRACTU	RAYMOND FLEMING	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	67.73	20374
216-166-801.220	(SCAO) (MHSDCP) CONTRACTU	CLARENCE JAMES	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	1,200.00	20381
216-166-801.220	(SCAO) (MHSDCP) CONTRACTU	BRANDY JONES	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	71.23	20382
216-166-801.220	(SCAO) (MHSDCP) CONTRACTU	GRACE MULLER	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	800.00	20391
216-166-801.220	(SCAO) (MHSDCP) CONTRACTU	HEATHER PAULEY	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	32.50	20394
216-166-801.220	(SCAO) (MHSDCP) CONTRACTU	JESSEE SCHOETZOW	PROBLEM SOLVING COURTS 1/13/22 - 1/	2422	02/04/22	170.48	20401
			Total For Dept 166 FAMILY DRUG COURT			8,584.90	
			Total For Fund 216 FAMILY DRUG COURT GRANTS			8,584.90	
Fund 245 PUBLIC IMPROVEMENT FUND							
Dept 244 PUBLIC IMPROVEMENT							
245-244-980.000	NEW EQUIPMENT	RELIABLE GLASS INSTALL	JAIL WINDOW REPLACEMENTS --95% OF P.	20337	02/04/22	141,227.00	1191332
			Total For Dept 244 PUBLIC IMPROVEMENT			141,227.00	
			Total For Fund 245 PUBLIC IMPROVEMENT FUND			141,227.00	
Fund 258 MIDC (MICHIGAN INDIGENT DEFENSE COMM.)							
Dept 258 INFORMATION SYSTEMS							
258-258-807.071	COUNSEL AT FIRST ARRAIGNME	HEIDI DUNCAN	COUNSEL AT FIRST ARRAIGNMENT FEES -	FEBRUARY	02/04/22	4,290.00	20372
258-258-807.167	INDIGENT DEFENSE RETAINER	ROBERT W DRAKE	INDIGENT DEFENSE RETAINER - MAC FEE.	SUBMITTED 12822	02/04/22	8,580.00	20371
258-258-807.167	INDIGENT DEFENSE RETAINER	ROBERT W DRAKE	INDIGENT DEFENSE RETAINER - MAC FEE.	SUBMITTED 12822	02/04/22	289.00	20371
258-258-807.167	INDIGENT DEFENSE RETAINER	ROBERT W DRAKE	INDIGENT DEFENSE RETAINER - MAC FEE.	SUBMITTED 12822	02/04/22	1,800.00	20371
258-258-807.167	INDIGENT DEFENSE RETAINER	GREGORY FELDMAN	INDIGENT DEFENSE RETAINER - ATTORNE	FEBRUARY	02/04/22	8,580.00	20373
258-258-807.167	INDIGENT DEFENSE RETAINER	GREGORY FELDMAN	INDIGENT DEFENSE RETAINER - ATTORNE	FEBRUARY	02/04/22	289.00	20373
258-258-807.167	INDIGENT DEFENSE RETAINER	ROBERT KARDATZKE	INDIGENT DEFENSE COUNSEL - CLERICAL	FEBRUARY	02/04/22	8,580.00	20383
258-258-807.167	INDIGENT DEFENSE RETAINER	ROBERT KARDATZKE	INDIGENT DEFENSE COUNSEL - CLERICAL	FEBRUARY	02/04/22	289.00	20383
			Total For Dept 258 INFORMATION SYSTEMS			32,697.00	
			Total For Fund 258 MIDC (MICHIGAN INDIGENT DEFENSE)			32,697.00	
Fund 260 ANIMAL CONTROL DONATION FUND							
Dept 430 ANIMAL CONTROL							
260-430-801.131	SPAY/NEUTER SERVICES	HART ANIMAL CLINIC	SPAY / NEUTER ASSISTANCE WINGEART	22-000277P1	02/04/22	40.00	1191309
			Total For Dept 430 ANIMAL CONTROL			40.00	
			Total For Fund 260 ANIMAL CONTROL DONATION FUND			40.00	
Fund 261 CENTRAL DISPATCH FUND							
Dept 301 OFFICE OF SHERIFF							
261-301-727.000	TECHNICAL SUPPLIES	GLOBAL OFFICE SOLUTION	OFFICE SUPPLIES/COMPUTER SUPPLIES/T	CSUM-103139	02/04/22	67.73	20376
261-301-775.000	CLEANING SUPPLIES	UNIFIRST CORPORATION	RUGS	099 0318751	02/04/22	32.78	1191346
261-301-775.000	CLEANING SUPPLIES	UNIFIRST CORPORATION	RUGS	099 0307292	02/04/22	32.78	1191346
261-301-802.000	DUES/MEMBERSHIP/SUBSCRIPTI	MCDA	MCDA 2022 RENEWAL	MEMBER-22	02/04/22	200.00	1191321
261-301-803.075	CONTRACTUAL CLEANING	THE CLEANEST CO LLC	CONTRACTUAL CLEANING COUNTY BUILDIN	14	02/04/22	285.50	20405
261-301-850.000	TELEPHONE	FRONTIER	TELEPHONES (9)	JANUARY	02/03/22	124.68	1191353
261-301-850.000	TELEPHONE	LANGUAGE LINE SERVICES	INTERPRETOR 12/2021	10429190	02/04/22	84.03	1191318
261-301-861.000	CONFERENCE/MEETINGS/TRAINI	MCDA	MCDA 2022 RENEWAL	MEMBER-22	02/04/22	300.00	1191321
261-301-922.000	WATER / SEWER	CASSOPOLIS VILLAGE TRE	DISPATCH WATER/SEWER 12/15/21-01/14	1VC1209	02/04/22	110.66	1191300
			Total For Dept 301 OFFICE OF SHERIFF			1,238.16	
			Total For Fund 261 CENTRAL DISPATCH FUND			1,238.16	

Fund 263 CONCEALED PISTOL LICENSING

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INVOICE GL DISTRIBUTION REPORT FOR CASS COUNTY
POST DATES 01/24/2022 - 02/04/2022
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Page: 7/10

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 263 CONCEALED PISTOL LICENSING							
Dept 219 CLERK-REGISTER							
263-219-729.000	OFFICE SUPPLIES	ROBERT BUDLONG	CARDSLEEVE C.P.L. POCKETS	021230	02/04/22	1,264.00	1191340
Total For Dept 219 CLERK-REGISTER						1,264.00	
Total For Fund 263 CONCEALED PISTOL LICENSING						1,264.00	
Fund 267 SHERIFF NON-DRUG FORFEIT. FUND							
Dept 301 OFFICE OF SHERIFF							
267-301-701.000	EXPENDITURES	PHILLIP JOHNSON	DIVE RENEWAL REIMB	19C348862	02/04/22	175.00	1191328
Total For Dept 301 OFFICE OF SHERIFF						175.00	
Total For Fund 267 SHERIFF NON-DRUG FORFEIT. FUND						175.00	
Fund 268 CORRECTION OFFICERS TRAINING							
Dept 362 JAIL TRAINING							
268-362-861.000	CONFERENCE/MEETINGS/TRAINING	MICHIGAN SHERIFFS' ASS	TRAINING	20220025	02/04/22	100.00	1191323
Total For Dept 362 JAIL TRAINING						100.00	
Total For Fund 268 CORRECTION OFFICERS TRAINING						100.00	
Fund 271 C.C. DRUG ENFORCEMENT TEAM							
Dept 301 OFFICE OF SHERIFF							
271-301-727.012	DRUG TEAM SUPPLIES	TRI-TECH, INC.	CCDET SUPPLIES	572230	02/04/22	130.98	1191344
271-301-746.010	UNIFORMS	NYE UNIFORM CO.	UNIFORMS	803411	02/04/22	100.00	1191327
271-301-811.200	VETERINARY SERVICES/K-9 SERVICES	RIVER VALLEY EQUINE CL	NELLIE/BRITTON VET	414924	02/04/22	467.50	1191334
271-301-850.000	TELEPHONE	FRONTIER	CRIME LINE 01/22/22-02/21/22	2694458149082395	02/04/22	56.08	1191306
271-301-852.000	VEHICLE MAINTENANCE	C. WIMBERLEY	VEH MAINT	43839	02/04/22	51.94	1191295
271-301-852.000	VEHICLE MAINTENANCE	C. WIMBERLEY FORD-MERC	VEH MAINT	64275	02/04/22	19.95	1191296
271-301-920.000	UTILITIES	MIDWEST ENERGY COOPERA	UTILITIES 12/15/21-01/15/22	2850801	02/04/22	168.10	20388
271-301-920.000	UTILITIES	MIDWEST ENERGY COOPERA	CCDET UTILITIES 12/15/21-01/15/22	2851202	02/04/22	121.55	20388
271-301-920.000	UTILITIES	MIDWEST ENERGY COOPERA	CCDET UTILITIES 12/15/21-01/15/22	3813101	02/04/22	49.55	20388
Total For Dept 301 OFFICE OF SHERIFF						1,165.65	
Total For Fund 271 C.C. DRUG ENFORCEMENT TEAM						1,165.65	
Fund 274 COUNCIL ON AGING MILLAGE FUND							
Dept 672 AREA AGENCY ON AGING							
274-672-701.000	EXPENDITURES	CASS COUNTY COUNCIL ON	WINTER TAX PAYOUT - 12/28/21 - 01/2	22-604	01/25/22	532,852.08	1191269
Total For Dept 672 AREA AGENCY ON AGING						532,852.08	
Total For Fund 274 COUNCIL ON AGING MILLAGE FUND						532,852.08	
Fund 284 COMMUNITY CORRECTIONS GRANT							
Dept 362 JAIL TRAINING							
284-362-801.064	CONTRACTUAL COGNITIVE MRT	PRESTON COLLETT	JAIL MRT 12/2021	02052022	02/04/22	600.00	20366
284-362-801.067	PRETRIAL SERVICES & SUPERV	HOUSE ARREST SERVICES,	GPS/SOBERLINK 12/2021	1451882-DEC	02/04/22	668.75	1191310
Total For Dept 362 JAIL TRAINING						1,268.75	
Total For Fund 284 COMMUNITY CORRECTIONS GRANT						1,268.75	
Fund 292 FAMILY COURT CHILD CARE FUND							
Dept 662 CHILD CARE - FAMILY							
292-662-801.150	COURT WRAPAROUND PROGRAM	ROBERT BROOKS	WRAPAROUND SERVICES 1/14/22 - 1/27/22	2422	02/04/22	1,420.00	20362
292-662-801.150	COURT WRAPAROUND PROGRAM	KARA COX	WRAPAROUND SERVICES 1/17/22 - 1/27/22	2422	02/04/22	380.00	20368
292-662-980.745	CASA OPERATING EXPENSES	CASS COUNTY CASA	CHILD CARE FUND/CASA COMPONENT 1ST	2422	02/04/22	25,000.00	1191297

DB: Cass County

PAID

Page: 8/10

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 292 FAMILY COURT CHILD CARE FUND							
Dept 662 CHILD CARE - FAMILY							
Total For Dept 662 CHILD CARE - FAMILY						26,800.00	
Total For Fund 292 FAMILY COURT CHILD CARE FUND						26,800.00	
Fund 296 HISTORICAL COMMISSION FUND							
Dept 803 HISTORICAL COMMISSION							
296-803-701.000	EXPENDITURES	MIDWEST ENERGY COOPERA	ELECTRIC/PROPANE/TELEPHONE - NEWTON	1101301/1101302	02/04/22	61.10	20388
296-803-701.000	EXPENDITURES	MIDWEST ENERGY COOPERA	ELECTRIC/PROPANE/TELEPHONE - NEWTON	1101301/1101302	02/04/22	60.59	20388
296-803-701.000	EXPENDITURES	MIDWEST ENERGY COOPERA	ELECTRIC/PROPANE/TELEPHONE - NEWTON	1101301/1101302	02/04/22	457.15	20388
Total For Dept 803 HISTORICAL COMMISSION						578.84	
Total For Fund 296 HISTORICAL COMMISSION FUND						578.84	
Fund 297 DHS CHILD CARE							
Dept 663 CHILD CARE - DHS							
297-663-842.001	PARENT AIDE	JESSICA BISHOP	DHHS PARENT AIDE 1/10/22 - 1/23/22	2422	02/04/22	393.75	20361
297-663-842.001	PARENT AIDE	ROXANN RICE	DHHS PARENT AIDE 1/10/22 - 1/23/22	2422	02/04/22	462.00	20398
Total For Dept 663 CHILD CARE - DHS						855.75	
Total For Fund 297 DHS CHILD CARE						855.75	
Fund 595 JAIL COMMISSARY FUND							
Dept 351 JAIL OPERATION							
595-351-726.000	SUPPLIES	LEXIPOL LLC	ANNUAL CORRECTIONS POLICY MANUAL 20.	INVLEX8519	02/04/22	6,614.00	1191319
595-351-726.000	SUPPLIES	CANTEEN SERVICES, INC.	INMATE COMMISSARY SALES WEEK OF 01/	113382	02/04/22	792.81	20363
Total For Dept 351 JAIL OPERATION						7,406.81	
Total For Fund 595 JAIL COMMISSARY FUND						7,406.81	
Fund 616 TAX REVOLVING CONTROL FUND							
Dept 254 TAX SALE							
616-254-801.011	11 TAX YR SALE EXPENDITURE	KREIS, ENDERLE, HUDGIN	CLASS ACTION SETTLEMENT	332022	02/04/22	2,588.00	20384
616-254-801.019	19 TAX YR SALE EXPENDITURE	HEARST NEWSPAPERS MICH	TAX FORECLOSURE NEWSPAPER NOTICES	12-06-2021	02/04/22	420.50	1191341
616-254-801.019	19 TAX YR SALE EXPENDITURE	TITLE CHECK, LLC	PARCEL ADMIN FEES - 2019 CYCLE	2201-47	02/04/22	2,730.00	1191343
616-254-801.019	19 TAX YR SALE EXPENDITURE	LEADER PUBLICATIONS LL	TAX INSERTS - DOWAGIAC DAILY NEWS	1371939	02/04/22	43.75	20385
Total For Dept 254 TAX SALE						5,782.25	
Total For Fund 616 TAX REVOLVING CONTROL FUND						5,782.25	
Fund 650 FITNESS CENTER							
Dept 000 TREASURER							
650-000-803.075	CONTRACTUAL CLEANING	THE CLEANEST CO LLC	CONTRACTUAL CLEANING COUNTY BUILDIN	14	02/04/22	285.50	20405
Total For Dept 000 TREASURER						285.50	
Total For Fund 650 FITNESS CENTER						285.50	
Fund 661 MOTOR POOL FUND							
Dept 000 TREASURER							
661-000-148.000	VEHICLE/EQUIP COST	CREATIVE VINYL	DECALS NEW VEH	45844	02/04/22	619.60	1191301
Total For Dept 000 TREASURER						619.60	
Total For Fund 661 MOTOR POOL FUND						619.60	
Fund 701 TRUST & AGENCY							
Dept 000 TREASURER							

DB: Cass County

PAID

Page: 9/10

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 701 TRUST & AGENCY							
Dept 000 TREASURER							
701-000-221.000	DUE CITY OF DOWAGIAC	DOWAGIAC CITY TREASURE	ORDINANCE FINES & FEES - DECEMBER 2	22-599	01/25/22	64.35	1191273
701-000-222.014	DUE TO MCF	CASS COUNTY MEDICAL CA	WINTER TAX PAYOUT - 12/28/21 - 01/2	22-610	01/25/22	267,239.10	1191270
701-000-226.020	DUE HOWARD	HOWARD TOWNSHIP TREASU	ORDINANCE FINES & FEES - DECEMBER 2	22-601	01/25/22	54.45	1191274
701-000-226.090	DUE ONTWA	ONTWA TWP. TREASURER	ORDINANCE FINES & FEES - DECEMBER 2	22-600	01/25/22	443.01	1191276
701-000-227.010	DUE VILLAGE - CASSOPOLIS	CASSOPOLIS VILLAGE TRE	ORDINANCE FINES & FEES - DECEMBER 2	22-602	01/25/22	409.20	1191272
701-000-227.020	DUE VILLAGE - EDWARDSBURG	VILLAGE OF EDWARDSBURG	ORDINANCE FINES & FEES - DECEMBER 2	22-603	01/25/22	166.65	1191281
701-000-228.010	DUE STATE - S.E.T. TAX	STATE OF MICHIGAN	RETURN FOR MICHIGAN S.E.T	12152021-SOM	01/25/22	347,127.17	1191279
701-000-228.046	TRAILER COACH PARK TAX (T	STATE OF MICHIGAN	RETURN FOR MICHIGAN S.E.T	12152021-SOM	01/25/22	88.00	1191279
701-000-228.058	CIVIL FILING FEE FUND (PR	STATE OF MICHIGAN	FEES DUE TO THE STATE FROM PROBATE	2.1.2022	02/04/22	2,302.00	1191336
701-000-228.060	SHARED FEES (PROBATE)	STATE OF MICHIGAN	FEES DUE TO THE STATE FROM PROBATE	2.1.2022	02/04/22	1,857.92	1191336
701-000-228.424	STATE COURT FUND (SCAO)	STATE OF MICHIGAN	FEES DUE TO THE STATE FROM PROBATE	2.1.2022	02/04/22	225.00	1191336
701-000-228.561	DUE STATE-E RECORDING FIL	STATE OF MICHIGAN	FEES DUE TO THE STATE FROM PROBATE	2.1.2022	02/04/22	400.00	1191336
701-000-274.010	CURRENT PROPERTY TAX UNDI	CASS DISTRICT LIBRARY	WINTER TAX PAYOUT - 12/28/21 - 01/2	22-605	01/25/22	228,144.08	1191271
701-000-274.010	CURRENT PROPERTY TAX UNDI	LEWIS CASS INTERMEDIAT	WINTER TAX PAYOUT - 12/28/21 - 01/2	22-607	01/25/22	844,653.37	1191275
701-000-274.010	CURRENT PROPERTY TAX UNDI	LEWIS CASS INTERMEDIAT	WINTER TAX PAYOUT - 12/28/21 - 01/2	22-607	01/25/22	84,297.35	1191275
701-000-274.010	CURRENT PROPERTY TAX UNDI	SOUTHWESTERN MICHIGAN	WINTER TAX PAYOUT - 12/28/21 - 01/2	22-606	01/25/22	1,293,476.98	1191277
701-000-274.010	CURRENT PROPERTY TAX UNDI	ST.JOSEPH CO. BD. OF E	WINTER TAX PAYOUT - 12/28/21 - 01/2	22-608	01/25/22	31,782.44	1191278
701-000-274.010	CURRENT PROPERTY TAX UNDI	ST.JOSEPH CO. BD. OF E	WINTER TAX PAYOUT - 12/28/21 - 01/2	22-608	01/25/22	2,637.21	1191278
701-000-274.010	CURRENT PROPERTY TAX UNDI	ST.JOSEPH CO. BD. OF E	WINTER TAX PAYOUT - 12/28/21 - 01/2	22-608	01/25/22	11,557.46	1191278
701-000-274.010	CURRENT PROPERTY TAX UNDI	VANBUREN CO. BD. OF ED	WINTER TAX PAYOUT - 12/28/21 - 01/2	22-609	01/25/22	29,465.88	1191280
701-000-274.010	CURRENT PROPERTY TAX UNDI	VANBUREN CO. BD. OF ED	WINTER TAX PAYOUT - 12/28/21 - 01/2	22-609	01/25/22	982.42	1191280
701-000-274.010	CURRENT PROPERTY TAX UNDI	VANBUREN CO. BD. OF ED	WINTER TAX PAYOUT - 12/28/21 - 01/2	22-609	01/25/22	17,384.98	1191280
Total For Dept 000 TREASURER						3,164,759.02	
Total For Fund 701 TRUST & AGENCY						3,164,759.02	
Fund 801 DRAIN FUND							
Dept 275 DRAIN COMMISSIONER							
801-275-701.800	EXPENDITURES-DRAIN/LAKE	THOMAS DIRTWORKS LLC	#61 RED RUN DRAIN - DEBRIS REMOVAL	1005	02/04/22	325.00	1191342
Total For Dept 275 DRAIN COMMISSIONER						325.00	
Total For Fund 801 DRAIN FUND						325.00	
Fund 841 LAKE LEVEL FUND							
Dept 275 DRAIN COMMISSIONER							
841-275-701.800	EXPENDITURES-DRAIN/LAKE	BENDER ELECTRIC INC	#204 TWIN LAKE LEVEL - ELECTRICAL R	19036	02/04/22	135.00	1191293
841-275-701.800	EXPENDITURES-DRAIN/LAKE	MIDWEST ENERGY COOPERA	#204 TWIN LAKES DRAIN	2584400	02/04/22	107.06	20388
Total For Dept 275 DRAIN COMMISSIONER						242.06	
Total For Fund 841 LAKE LEVEL FUND						242.06	

DB: Cass County

PAID

Page: 10/10

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund Totals:							
			Fund 101 TREASURER			117,243.25	
			Fund 208 PARKS SPECIAL REVENUE			2,284.24	
			Fund 216 FAMILY DRUG COURT GRANTS			8,584.90	
			Fund 245 PUBLIC IMPROVEMENT FUND			141,227.00	
			Fund 258 MIDC (MICHIGAN INDIGENT DEFE			32,697.00	
			Fund 260 ANIMAL CONTROL DONATION FUND			40.00	
			Fund 261 CENTRAL DISPATCH FUND			1,238.16	
			Fund 263 CONCEALED PISTOL LICENSING			1,264.00	
			Fund 267 SHERIFF NON-DRUG FORFEIT. FU			175.00	
			Fund 268 CORRECTION OFFICERS TRAINING			100.00	
			Fund 271 C.C. DRUG ENFORCEMENT TEAM			1,165.65	
			Fund 274 COUNCIL ON AGING MILLAGE FUN			532,852.08	
			Fund 284 COMMUNITY CORRECTIONS GRANT			1,268.75	
			Fund 292 FAMILY COURT CHILD CARE FUND			26,800.00	
			Fund 296 HISTORICAL COMMISSION FUND			578.84	
			Fund 297 DHS CHILD CARE			855.75	
			Fund 595 JAIL COMMISSARY FUND			7,406.81	
			Fund 616 TAX REVOLVING CONTROL FUND			5,782.25	
			Fund 650 FITNESS CENTER			285.50	
			Fund 661 MOTOR POOL FUND			619.60	
			Fund 701 TRUST & AGENCY			3,164,759.02	
			Fund 801 DRAIN FUND			325.00	
			Fund 841 LAKE LEVEL FUND			242.06	
Total For All Funds:						4,047,794.86	



CASS COUNTY COUNTY ADMINISTRATOR'S OFFICE

ADMINISTRATOR'S REPORT – February 11th, 2022 - CARMEN AND NEWTON

Meetings – In-Person & Virtual

- Cass Area Artists Association
- Cass County Council on Aging
- Personnel
- Bond Counsel
- Julie Pioch, MSU Extension
- Bond Counsel
- Labor Negotiations
- NaCo High Performance Leadership Academy
- APRA Committee
- CDET
- Vacancy Committee
- Cass Area Artists Reception
- Personnel
- Comcast
- CyberSecurity Training
- Chair Dyes
- Scott Wyman, Parks Director
- GIS
- Appointments Committee
- MAC County Administrator Meeting
- Indiana Michigan Power
- Recruitment

CASS COUNTY

FINANCE DIRECTOR

TO: CASS COUNTY BOARD OF COMMISSIONERS
FROM: JENNIFER RENTFROW / FINANCE
DATE: JANUARY 31, 2022
RE: FINANCE REPORT

GENERAL FUND BUDGET TO ACTUAL SUMMARY REPORT

Attached you will find the General Fund Budget to Actual Summary Report. The report reflects the fiscal year budget & year-to-date activity total from October 1, 2021 through January 31, 2022, (FYE 9/30/22).

**Please note this is a preliminary report and is subject to change as it continues to be reviewed in depth to prepare for closing year-end and audit preparations.*

FINANCIAL ACTIVITY

Department Budgets:

Administration – Legal Counsel bills are causing this budget variance. There are several grievances right now that are COVID related.

Civil Counsel – Legal bills are higher than budgeted.

Elections – Legal counsel due to apportionment challenge.

Emergency Management – Wages are higher than budgeted due to staffing changes.

Health – 100% of annual allocation has been paid.

Insurance – Insurance appears high as we have paid $\frac{3}{4}$ of our policy for the policy year.

Law & Courts Security - Wages/fringe are higher than budgeted.

(I will be submitting a budget adjustment for this in near future. I calculated the PT hour by looking at historical use, and that was during COVID timeframe. Now that courts are back open, we are utilizing more security.)

Public Works – Per Diem & Mileage Reimbursement are maxing out available budget.

Soil Conservation – 100% of expenditures have been paid for the year.

Survey & Remonumentation Grant – Most of the year's expenditures have been paid at this time.

Veterans – This appears low due to staffing changes.

GENERAL FUND REVENUE BUDGET TO ACTUAL SUMMARY
AS OF 01/31/2022 (33% of Fiscal Year 2021-2022) Pending Audit

	ACTUAL @ 01/31/21	2021-2022 ORIGINAL	2021-2022 AMENDED	ACTIVITY FOR JAN 2022	ACTUAL @ 01/31/22	AVAILABLE BALANCE	% BDGT USED
REVENUE SOURCES LESS GRANT/REIMBURSEMENTS:							
FEES/SERVICES/PERMITS	542,584.31	1,932,920.00	1,932,920.00	118,584.64	493,183.87	1,439,736.13	26%
INTEREST & RENTS	22,024.34	149,500.00	149,500.00	227.81	7,044.75	142,455.25	5%
STATE FUNDING	466,249.54	1,705,612.00	1,705,612.00	0.00	476,152.36	1,229,459.64	28%
TRANSFERS IN	219,981.47	320,000.00	320,000.00	0.00	124,750.00	195,250.00	39%
TAXES	377,390.16	11,475,000.00	11,475,000.00	429,191.32	796,696.02	10,678,303.98	7%
SUB TOTAL	1,628,229.82	15,583,032.00	15,583,032.00	548,003.77	1,897,827.00	13,685,205.00	12%
GRANT/REIMBURSEMENTS:							
GRANTS	110,624.39	2,373,920.00	2,350,617.00	217,525.55	285,740.09	2,064,876.91	12%
LOCAL CONTRIBUTIONS	4,311.95	185,088.00	185,088.00	2,950.94	41,327.00	143,761.00	22%
REIMBURSEMENTS/OTHER REVENUE	24,719.04	325,550.00	325,550.00	7,838.65	23,527.56	302,022.44	7%
FUND BALANCE ALLOCATION	0.00	1,232,967.00	1,232,967.00	0.00	0.00	1,232,967.00	0%
SUB TOTAL	139,655.38	4,117,525.00	4,094,222.00	228,315.14	350,594.65	3,743,627.35	9%
TOTAL REVENUES	1,767,885.20	19,700,557.00	19,677,254.00	776,318.91	2,248,421.65	17,428,832.35	11%
TOTAL EXPENSES (See Detail Below)	5,999,860.66	19,700,557.00	19,677,254.00	1,265,717.97	6,110,232.62	13,567,021.38	31%

GENERAL FUND EXPENSE BUDGET TO ACTUAL SUMMARY
AS OF 01/31/2022 (33% of Fiscal Year 2021-2022) Pending Audit

	ACTUAL @ 01/31/21	2021-2022 ORIGINAL	2021-2022 AMENDED	ACTIVITY FOR JAN 2022	ACTUAL @ 01/31/22	AVAILABLE BALANCE	% BDGT USED
101 - BOARD OF COMMISSIONERS	40,442.57	171,411.00	171,411.00	7,023.04	38,921.01	132,489.99	23%
131 - CIRCUIT COURT	87,242.36	353,975.00	353,975.00	20,539.91	101,582.58	252,392.42	29%
136 - DISTRICT COURT	283,005.96	936,575.00	936,575.00	69,319.78	295,964.48	640,610.52	32%
141 - FOC	384,897.32	1,305,949.00	1,305,949.00	91,621.74	418,156.72	887,792.28	32%
148 - PROBATE COURT	146,928.56	447,545.00	447,545.00	37,817.76	154,957.19	292,587.81	35%
149 - FAMILY/JUVENILE COURT	249,506.94	811,860.00	811,860.00	53,880.87	229,327.04	582,532.96	28%
172 - ADMINISTRATION	282,657.55	247,175.00	247,175.00	20,539.16	105,383.39	141,791.61	43%
191 - ELECTIONS	17,679.89	37,900.00	37,900.00	0.00	15,294.38	22,605.62	40%
210 - CIVIL COUNSEL	27,421.00	50,000.00	50,000.00	1,575.00	19,982.50	30,017.50	40%
219 - CLERK-REGISTER	184,542.00	653,615.00	653,615.00	34,589.48	168,430.60	485,184.40	26%
223 - CONTROLLER	64,249.56	352,305.00	352,305.00	20,084.78	107,325.54	244,979.46	30%
225 - EQUALIZATION	65,407.88	270,730.00	270,730.00	20,484.73	85,979.90	184,750.10	32%
229 - PROSECUTING ATTORNEY	273,666.47	928,772.00	928,772.00	63,528.03	298,529.27	630,242.73	32%
230 - GIS	46,948.18	424,630.00	424,630.00	18,030.61	115,150.70	309,479.30	27%
231 - VICTIM RIGHTS GRANT	31,420.38	106,618.00	106,618.00	7,097.11	32,452.37	74,165.63	30%
233 - PURCHASING	62,374.50	177,400.00	177,400.00	8,561.59	51,797.32	125,602.68	29%
234 - VICTIM IMPACT PANEL	0.00	450.00	450.00	0.00	0.00	450.00	0%
245 - SURVEY & REMONUMENTATION GRANT	43,836.74	44,600.00	44,600.00	4,132.50	37,956.69	6,643.31	85%
253 - TREASURER	108,989.89	438,000.00	438,000.00	29,328.71	130,015.81	307,984.19	30%
257 - MSU EXTENSION	47,667.97	121,460.00	121,460.00	2,655.26	12,140.00	109,320.00	10%
258 - INFORMATION SYSTEMS	188,128.76	817,570.00	817,570.00	31,534.64	223,731.54	593,838.46	27%
265 - MAINTENANCE	240,717.07	1,080,819.00	1,080,819.00	84,614.74	274,703.51	806,115.49	25%
266 - LAW & COURTS SECURITY	24,383.10	135,842.00	135,842.00	12,374.00	51,457.82	84,384.18	38%
275 - DRAIN COMMISSIONER	89,174.95	123,882.00	123,882.00	16,498.94	41,984.60	81,897.40	34%
280 - SOIL CONSERVATION	5,000.00	5,000.00	5,000.00	0.00	5,000.00	0.00	100%
282 - COURT GRANT PROGRAMS	112,358.89	711,452.00	688,149.00	46,705.26	149,225.79	538,923.21	22%
288 - HOUSEHOLD HAZ WASTE COLLECTION	0.00	9,500.00	9,500.00	0.00	0.00	9,500.00	0%
289 - SW MI SOLID WASTE CONSORTIUM	0.00	500.00	500.00	0.00	(1,973.33)	2,473.33	-395%
301 - OFFICE OF SHERIFF	827,128.75	2,683,485.00	2,683,485.00	215,396.20	795,929.63	1,887,555.37	30%
303 - MILTON TOWNSHIP PATROL	0.00	9,079.00	9,079.00	1,473.40	1,473.40	7,605.60	16%
304 - SECONDARY ROAD PATROL GRANT	34,138.62	100,707.00	100,707.00	8,766.06	34,091.66	66,615.34	34%
306 - HOWARD TOWNSHIP POLICE	32,836.38	100,812.00	100,812.00	11,189.21	38,549.45	62,262.55	38%
313 - SHERIFF SMC SECURITY PROGRAM	4,770.57	23,401.00	23,401.00	832.36	7,601.01	15,799.99	32%

	ACTUAL @ 01/31/21	2021-2022 ORIGINAL	2021-2022 AMENDED	ACTIVITY FOR JAN 2022	ACTUAL @ 01/31/22	AVAILABLE BALANCE	% BDGT USED
324 - SENIOR SAFETY PROGRAM	10,039.13	28,248.00	28,248.00	3,140.93	11,477.25	16,770.75	41%
331 - MARINE SAFETY PROGRAM	2,617.49	32,790.00	32,790.00	-	149.53	32,640.47	0%
334 - MARINE LAKE ASSOC PATROL	-	2,400.00	2,400.00	-	-	2,400.00	0%
335 - BULLET PROOF VEST GRANT	-	5,800.00	5,800.00	-	-	5,800.00	0%
351 - JAIL OPERATION	943,507.04	3,008,625.00	3,008,625.00	229,109.76	976,402.95	2,032,222.05	0%
400 - PLANNING COMMISSION	-	970.00	970.00	-	-	970.00	0%
401 - SW MI PLANNING COMM	-	4,981.00	4,981.00	-	-	4,981.00	0%
426 - EMERGENCY MGT/HOMELAND SECURIT	28,584.15	70,917.00	70,917.00	7,113.77	30,997.06	39,919.94	44%
430 - ANIMAL CONTROL	112,532.96	359,070.00	359,070.00	29,134.06	128,277.04	230,792.96	36%
441 - PUBLIC WORKS	-	450.00	450.00	185.78	403.11	46.89	90%
602 - HEALTH	266,253.00	249,566.00	249,566.00	-	266,253.00	(16,687.00)	107%
631 - SUBSTANCE ABUSE	-	58,721.00	58,721.00	-	6,848.92	51,872.08	12%
648 - MEDICAL EXAMINER	27,927.87	125,500.00	125,500.00	18,991.00	41,719.00	83,781.00	33%
673 - MENTAL HEALTH	-	114,000.00	114,000.00	28,500.00	57,000.00	57,000.00	50%
681 - VETERANS BURIALS	3,790.00	12,000.00	12,000.00	300.00	1,452.00	10,548.00	12%
682 - VETERANS AFFAIRS	25,813.47	165,042.00	165,042.00	6,947.80	23,115.09	141,926.91	14%
851 - INSURANCE/OTHER COSTS	134,226.14	493,000.00	493,000.00	2,100.00	189,831.75	303,168.25	39%
965 - TRANSFERS OUT	437,046.60	1,285,458.00	1,285,458.00	-	335,183.35	950,274.65	26%
TOTAL EXPENDITURES	5,999,861	19,700,557	19,677,254	1,265,718	6,110,233	13,567,021	31%

FUND BALANCE ALLOCATION ANALYSIS

UNASSIGNED FUND BALANCE 9/30/15	5,126,404	PER 9/30/15 Comprehensive Financial Report
UNASSIGNED FUND BALANCE 9/30/16	5,449,774	PER 9/30/16 Comprehensive Financial Report
UNASSIGNED FUND BALANCE 9/30/17	6,011,346	PER 9/30/17 Comprehensive Financial Report
UNASSIGNED FUND BALANCE 9/30/18	5,779,269	PER 9/30/18 Comprehensive Financial Report
UNASSIGNED FUND BALANCE 9/30/19	6,073,472	PER 9/30/19 Comprehensive Financial Report
UNASSIGNED FUND BALANCE 9/30/20	7,950,059	PER 9/30/20 Comprehensive Financial Report
UNASSIGNED FUND BALANCE 9/30/21	7,789,314	Pre-audit - estimated

ADOPTED FUND BALANCE ALLOCATION 1,232,967 *Original 2021-2022 Budget as adopted*

1,232,967

EST. UNASSIGNED FUND BALANCE 9/30/21 6,717,092

CASS COUNTY BOARD OF COMMISSIONERS

R-38-22

RESOLUTION TO ENDORSE FEBRUARY AS BLACK HISTORY MONTH

WHEREAS, February is National Black History month; and

WHEREAS, Cass County is home to more than 51,000 residents and more than 4,000 are African Americans; and

WHEREAS, Cass County was home to several 'stations' on the Underground Railroad from 1830-1860, and over 1,500 freedom seekers passed through this area on their way to Canada, helped by Quaker and Free Black communities; and

WHEREAS, in the 1840's and 1850's many Free Black families arrived here, bought land, and established thriving farms, assisted by Cass County's Quaker Community, and many descendants of those families still reside in Cass County; and

WHEREAS, Underground Railroad Days is an annual festival that celebrates the story and the legacy of the Underground Railroad in Cass County; and

WHEREAS, Our African American brothers and sisters are part of our modern story as leaders and important members of our county community.

NOW THEREFORE BE IT RESOLVED the Cass County Board of Commissioners to uphold and endorse February as Black History Month and encourage all members of the Community to participate in events surrounding Black History Month and to celebrate this important part of our heritage in Cass County.

ADOPTED THIS 17th DAY OF FEBRUARY 2022

ATTEST:

Monica McMichael, Clerk/Register
COUNTY OF CASS

Dwight Dyes, Chair
CASS COUNTY BOARD OF COMMISSIONERS

CASS COUNTY BOARD OF COMMISSIONERS

R-39-22

RESOLUTION APPROVING ARPA FUNDING FOR CASS COUNTY ROAD COMMISSION REVENUE LOSS

WHEREAS, on March 11, 2021, the American Rescue Plan Act (“ARPA”) was signed into law establishing the Coronavirus State and Local Fiscal Recovery Funds (“CSLFRF”) Program; and

WHEREAS, Cass County will receive a total of \$10,059,018.00 in funds under the CSLFRF Program; and

WHEREAS, the Cass County Board of Commissioners created the ad-hoc ARPA Committee to review options and provide recommendations for the use of said funds; and

WHEREAS, the Cass County Road Commission has submitted an ARPA RFP under Category 6 - Revenue Loss; and

WHEREAS, the Cass County Road Commission calculated their COVID-19 related funding losses to be \$4,548,123.00; and

WHEREAS, the Cass County Road Commission has requested \$991,493.00 to complete projects that were delayed due to the lost revenue; and

WHEREAS, approving this request would fund direct investment in county roads and create an opportunity for a partnership to facilitate improvements in the Cass County Park system; and

WHEREAS, the ARPA Committee evaluated the RFP and recommends authorizing the obligation and transfer of \$991,493.00 in ARPA funding to the Cass County Road Commission.

NOW, THEREFORE, BE IT RESOLVED by the Cass County Board of Commissioners to approve the ARPA RFP and authorize \$941,493.00 in expenditure of ARPA funding to the Cass County Road Commission.

ADOPTED THIS 17th DAY OF FEBRUARY 2022

ATTEST:

Monica McMichael, Clerk/Register
COUNTY OF CASS

Dwight Dyes, Chair
CASS COUNTY BOARD OF COMMISSIONERS



AMERICAN RESCUE PLAN ACT REQUEST FOR PROPOSALS

I. INTRODUCTION

On March 11, 2021, the American Rescue Plan Act ("ARPA") was signed into law establishing the Coronavirus State and Local Fiscal Recovery Funds ("CSLFRF") program. The program is intended to provide support to state, territorial, local, and tribal governments in their response to the economic and public health impacts of COVID-19.

Cass County (the "County") will receive a total of \$10,059,018.00 in ARPA funds. \$5,029,509.00 of that total was received in June 2021. The County expects the other half to be received on or after May 2022. All funds received must be obligated for use on or before December 31, 2024 and expended on or before December 31, 2026. The Cass County Board of Commissioners ("BOC") formed an ARPA Committee (the "Committee") to oversee the use of these funds. As part of this process, the ARPA Committee is seeking proposals for projects for which the funds may be used.

II. REVIEW PROCESS

Proposals may be submitted now through **October 31, 2024**. As projects are approved, the available funding will be reduced. All proposals received will be reviewed by the ARPA Committee. Once reviewed, recommendations for all proposals will be submitted to the Board of Commissioners for consideration.

There is no specific timeframe for the committee and/or the BOC to review and decide upon any individual proposal. The committee and the BOC will communicate results to agencies/organizations as circumstances may dictate.

This Request for Proposals is intended to assist the County in effectively determining the best uses of CSLFRF Funds. Only those proposals submitted and received as part of this process will be eligible for the use of said funds.

III. REQUIREMENTS

All proposals must adhere to all guidelines governing the use of ARPA funds. All proposals must identify which expenditure category the project qualifies under and provide any necessary justification as such. The eligible expenditure categories are:

CATEGORY 1: Support Public Health Response: Fund COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff.

CATEGORY 2: Address Negative Economic Impacts: Respond to economic harms to workers, families, small business, impacted industries, and the public sector.

CATEGORY 3: Serving Hardest-Hit Communities and Families: Addressing health disparities and the social determinants of health, investment in housing and neighborhoods, addressing educational disparities, and promoting healthy childhood environments.

CATEGORY 4: (Internal County Departments Only) Premium Pay for Essential Workers: Offer additional support to those who have and will bear the greatest health risks because of their service in critical infrastructure sectors.

CATEGORY 5: Broadband, Water, and Sewer Infrastructure: Make necessary investment to provide unserved or underserved locations with new or expanded broadband access. Make necessary investments to improve access to clean drinking water and invest in wastewater and stormwater infrastructure.

CATEGORY 6: Replace Public Sector Revenue Loss: Use funds to provide government services to the extent of the reduction in revenue experienced due to the pandemic.

For more information, please visit www.treasury.gov/SLFRP.



AMERICAN RESCUE PLAN ACT REQUEST FOR PROPOSALS

Please send completed proposals via email to arpa@cassco.org or via mail to:

Cass County
ATTN: ARPA Committee
120 N Broadway
Cassopolis, MI 49031

GENERAL INFORMATION

Project Name		Project Category	
Agency / Organization		Primary Contact Person	
Address			
City		State	Zip
Telephone No.	Email		
Project Mission / Purpose			
Project Start Date			
Project End Date			

FINANCIAL OVERVIEW – *Must Match Budget Worksheet*

Funds Requested \$	Total Project Cost \$
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NOTE: THIS PROPOSAL MUST BE COMPLETED IN FULL TO BE CONSIDERED



AMERICAN RESCUE PLAN ACT REQUEST FOR PROPOSALS

DETAIL OF PROPOSAL – *(Attach Additional Pages/Documentation as Needed)*

1. **Approach** – Please provide the following details of the proposed project/program
 - a. Describe the project for which funding is being requested.
 - b. Describe the level of need for the project.
 - c. Describe the level of collaboration expected to occur with other agencies or organizations.
 - d. Describe the benefit(s) this project provides.
 - e. Describe which category this qualifies under and provide justification.



AMERICAN RESCUE PLAN ACT REQUEST FOR PROPOSALS

2. Project Outcome

- a. Describe the anticipated and measurable outcome the proposed project will achieve.

3. Agency/Organization Type and Fiscal Controls

- a. Describe the type of the agency or organization requesting funding (governmental agency/department, corporation, partnership, LLC, non-profit, etc.)
- b. How will the agency/organization segregate ARPA funding from other funds for the purposes of identification, tracking, reporting, and auditing?



AMERICAN RESCUE PLAN ACT REQUEST FOR PROPOSALS

4. Contingency

- a. If your proposal cannot be funded as requested, what adjustments can be made to the proposed project if partial funding may be available?

5. Budget

- a. Briefly explain the funding sources and expenditures for this proposal. These should match the Project Budget Worksheet.
- b. Specifically, how would ARPA funds be utilized?

6. Letters of Support *(Optional)*

- a. Please attach any letters of support from stakeholders that may be impacted or interested in the proposed project.



AMERICAN RESCUE PLAN ACT REQUEST FOR PROPOSALS

BUDGET WORKSHEET

FUNDING SOURCE(S)	ESTIMATED FUNDING FOR THIS PROJECT
Proposed ARPA Funding	\$
Other Grants – list:	\$
Other Grants – list:	\$
Internal/Local Funds	\$
Other – list:	\$
Other – list:	\$
Donation	\$
Total Revenues:	\$

EXPENSES	PROJECT BUDGET (PROPOSED)
Capital Outlay	\$
Wages & Salaries	\$
Professional Fees	\$
Contracted Services	\$
Marketing Fees	\$
Professional Development	\$
Supplies / Equipment / Materials	\$
COVID Related Expenses (please identify)	\$
Other – list:	\$
Other – list:	\$
Other – list:	\$
Other – list:	\$
Total Expenses:	\$

NOTE: TOTAL REVENUES AND TOTAL EXPENSES MUST BALANCE



AMERICAN RESCUE PLAN ACT REQUEST FOR PROPOSALS

CERTIFICATION & UNDERSTANDING

1. The information provided to the County of Cass in this proposal, and any attached documentation, is accurate.
2. Submitting false or misleading information may result in this proposal being found ineligible for financial assistance under the funding program, and the authorized representative may be subject to civil and/or criminal prosecution.
3. The applicant will comply with all applicable laws, regulations, and ordinances.
4. The applicant affirms they have adequate capital to complete the proposed project if the requested funding is allocated.
5. The applicant is not in default under the terms and conditions of any grant or loan agreements, leases, or financing arrangements with any other creditors that could have an adverse impact on the project.
6. The applicant must disclose any occurrence or event that could have an adverse material impact on the project.
7. This proposal and other materials submitted to Cass County may be subject to disclosure under Michigan's Freedom of Information Act, and the County's review of such materials will be subject to Michigan's Open Meetings Act. The authorized representative may mark documents "confidential" if the documents contain proprietary information; however, the County will make the final determination as to its disclosure and public deliberation obligations under state law.
8. Approved projects will be required to submit appropriate documentation to substantiate reimbursement requests and will be subject to audit accountability standards.
9. This form and associated criteria may be subject to change in response to updated rules and/or requirements promulgated by the U.S. Treasury Department.

Signature of Authorized Representative

Date

Printed Name

Title

Organization Name

CASS COUNTY BOARD OF COMMISSIONERS

R-40-22

RESOLUTION OBLIGATING ARPA FUNDING FOR LOCAL INFRASTRUCTURE INVESTMENT MATCHING PROGRAM

WHEREAS, on March 11, 2021, the American Rescue Plan Act (“ARPA”) was signed into law establishing the Coronavirus State and Local Fiscal Recovery Funds (“CSLFRF”) Program; and

WHEREAS, Cass County will receive a total of \$10,059,018.00 in funds under the CSLFRF Program; and

WHEREAS, the Cass County Board of Commissioners created the ad-hoc ARPA Committee to review options and provide recommendations for the use of said funds; and

WHEREAS, Cass County recognizes the importance of additional investment in improving our local infrastructure; and

WHEREAS, the ARPA Committee has evaluated and recommends the approval of a proposal to establish a Local Infrastructure Investment Matching Program; and

WHEREAS, the program provides \$500,000.00 in ARPA funding for local road infrastructure to all Cass County townships based on a percentage of total lane miles; and

WHEREAS, each township will be required to provide a match of the funding provided to be eligible to participate in the program; and

WHEREAS, the program will create over \$1,000,000.00 in total infrastructure investment across Cass County; and

WHEREAS, the Cass County Road Commission will administer the program, including providing quarterly reports until all eligible funds are committed; and

WHEREAS, any funds not committed under the program by September 30, 2022, will be required to be returned to the county.

NOW, THEREFORE, BE IT RESOLVED by the Cass County Board of Commissioners to obligate \$500,000.00 of the county’s total ARPA funding toward the Local Infrastructure Investment Matching Program to be administered by the Cass County Road Commission.

ADOPTED THIS 17th DAY OF FEBRUARY 2022

ATTEST:

Monica McMichael, Clerk/Register
COUNTY OF CASS

Dwight Dyes, Chair
CASS COUNTY BOARD OF COMMISSIONERS

CASS COUNTY 50/50 MATCH PROGRAM
FOR INFRASTRUCTURE IMPROVEMENTS

TOWNSHIP	LOCAL MI	PCT LOC MI	MATCH \$'S
CALVIN	53.25	7.15	\$35,750
HOWARD	62.89	8.44	\$42,200
JEFFERSON	46.36	6.22	\$31,100
LAGRNAGE	34.63	4.65	\$23,250
MARCELLUS	46.5	6.24	\$31,200
MASON	27.9	3.74	\$18,700
MILTON	21.53	2.89	\$14,450
NEWBERG	54.24	7.28	\$36,400
ONTWA	41.55	5.57	\$27,850
PENN	52.39	7.03	\$35,150
POKAGON	45.78	6.14	\$30,700
PORTER	91.74	12.32	\$61,600
SILVERCREEK	56.4	7.57	\$37,850
VOLINIA	47.96	6.44	\$32,200
WAYNE	61.55	8.26	\$41,300
TOTAL MILES	744.67	100	\$500,000

CASS COUNTY ROAD COMMISSION WILL ADMINISTER MATCH PROGRAM
MATCH IS 50/50 TO BE USED FOR INFRASTRUCTURE IMPROVEMENTS
ALL PROJECTS REQUIRE AN APPROVED CONTRACT WITH CCRC
PAVEMENT MARKINGS AND DUST CONTROL NOT INCLUDED IN COUNTY MATCH PROGRAM
COUNTY MATCH DOLLARS WILL BE USED FIRST BEFORE CCRC MATCH DOLLARS

CASS COUNTY BOARD OF COMMISSIONERS

R-41-22

RESOLUTION DESIGNATING ARPA FUNDING FOR SHERIFF OFFICE IMPROVEMENT PROJECT

WHEREAS, on March 11, 2021, the American Rescue Plan Act (“ARPA”) was signed into law establishing the Coronavirus State and Local Fiscal Recovery Funds (“CSLFRF”) Program; and

WHEREAS, Cass County will receive a total of \$10,059,018.00 in funds under the CSLFRF Program; and

WHEREAS, the Cass County Board of Commissioners created the ad-hoc ARPA Committee to review options and provide recommendations for the use of said funds; and

WHEREAS, Intersect Studio completed a Program Analysis on the Sheriff’s Offices in July 2021; and

WHEREAS, the Multi-Purpose Room, Public Interview Room, and Report Stations were determined to be urgent upgrades necessary to improve the daily function of the Sheriff’s Department; and

WHEREAS, the committee reviewed the Sheriff Office Improvement Project proposal and recommends the designation of ARPA funding for the estimated project cost of \$297,000.00; and

WHEREAS, the designation of ARPA funding does not preclude seeking alternate funding sources or grants; and

WHEREAS, if final project costs attributable to ARPA funding are less than \$297,000.00, any remaining funds will be undesignated and available for an alternative use; and

WHEREAS, an RFP is required with bids to be submitted for final approval by the Board of Commissioners; and

NOW, THEREFORE, BE IT RESOLVED by the Cass County Board of Commissioners to designate \$297,000.00 of the county’s total ARPA funding toward the Sheriff Office Improvement Project.

ADOPTED THIS 17th DAY OF FEBRUARY 2022

ATTEST:

Monica McMichael, Clerk/Register
COUNTY OF CASS

Dwight Dyes, Chair
CASS COUNTY BOARD OF COMMISSIONERS

July 22, 2021
Budget added January 20, 2022

Cass County
120 North Broadway, Suite 200
Cassopolis, MI 49031

Attn: Sheriff Behnke and Administrator Jeff Carmen
Ref: Cass County Sheriff's Offices - Site Visit - Program Analysis

Dear Jeff and Sheriff,

You requested Intersect Studio visit the current Sheriff's Offices to review some ideas about reconfiguring space for current needs. We toured the facility with Sheriff Behnke and Undersheriff Roach. There were three areas specifically identified that urgently require reconfiguration and updating to meet minimum current needs. We also learned of other spaces that do not meet current needs for various reasons and should be addressed now or in the near future. Our discussions were focused on the urgent needs and we did not attempt to identify any and all needs that would be beneficial to the current operations to change/update. This letter provides an overview of the issues and proposes two possible directions as a next step.

Urgent Needs:

- **Squad/ Multi-Purpose/ Storage/ Break Room:** The existing room, which is best identified as a multi-purpose room, is doing a poor job of supporting any of the functions that are performed in it. The following uses occur in the room today. A design solution should be investigated to explore ways in which better support for these tasks and less conflict between them might be achieved:
 - Briefing meetings lack the proper technology and furniture
 - The space serves as a break room but the storage of supplies and food prep area is inadequate.
 - The space provides for storage of items such as body cameras, tasers, car cleaning supplies, PPE, and honor guard. The devices need to be accessed while training, lunch or luncheon presentations are occurring.
 - Generally the finishes and lighting in the room are in poor condition
- **Public Interview Room:** The existing Report Room is proposed to be turned into an Interview Room so that deputies can meet with members of the public to conduct investigations and receive information. The existing room would require new finishes and several issues need to be addressed including the current window, sound control and technology.
- **Report Stations:** If the existing report room is utilized as an Interview Room, new accommodations for the deputies to do their reports is required. There is some space available in the open office area adjacent to the current report room. Two furniture systems could be utilized to create reporting stations that should be adequate for the function. Ideally the report room/ stations would be located closer to the parking lot to facilitate the access of bringing evidence into the report area from the patrol cars.

Other Needs and Issues:

Generally the Sheriff's Department Office appears to be lacking the spaces and flow required for modern operations. The offices were built approximately 33 years ago. The standards and level of services provided have changed since that time. Below is a list of a few of the issues we observed or were made aware of on our walk-thru.

- No dedicated space for the K-9 and supplies.
- The Women's locker room is a converted small storage room. The light switch is located in a different room which is not easily accessible to this space. The Women's locker room is accessed through the Men's locker room! Clearly not appropriate for either gender. Gender neutral accommodations are also not accounted for. There is one shared restroom with a shower today. The finishes in these spaces, including the furniture, are past their expected life span.
- Storage: Generally the facility lacks the proper storage areas for various uses. The department is doing a good job of using what they have.
- PPE: During the Covid Pandemic, the small conference room in the office area was hijacked to serve as a PPE distribution area. This reinforces the lack of space in the facility for special needs/missions.

Next Steps:

While there may be others, we propose two possible approaches to move forward.

- Address the Urgent Needs:** The urgent needs noted above could be addressed in a minimal way to help improve the daily function of the department. A first step would be to develop conceptual solution options for the three areas to be reviewed with the Sheriff and his team. From here a quick refinement for budgeting purposes would be made so the County can understand the cost and schedule implications for implementation. A very rough total project cost budget for A = \$297,000
- Study the Department Holistically = Master Plan:** The second option is to do a deep dive into understanding what all of the department program and space needs are today and into the near future. This would allow a series of planning scenarios to be developed for how the current facility could perform better. Based on my limited knowledge of the facility and needs today, I would suspect the resultant solutions would all include at least a small expansion of the facility. The updates/ renovations could be implemented over time with the expansion being a future phase. The key benefit to study this now is the fact that if only the urgent needs were addressed as a Phase I, at least we would know the future direction and would be able to make smarter investments during Phase I. This way you would not be investing in an area that would be changed again in the next 5 years. The Master Plan would also allow you to better plan financially for what needs to happen to ensure you have a facility that will serve the department well into the future. A very rough total project cost budget for the Other Needs and Issues noted above = \$825,000+

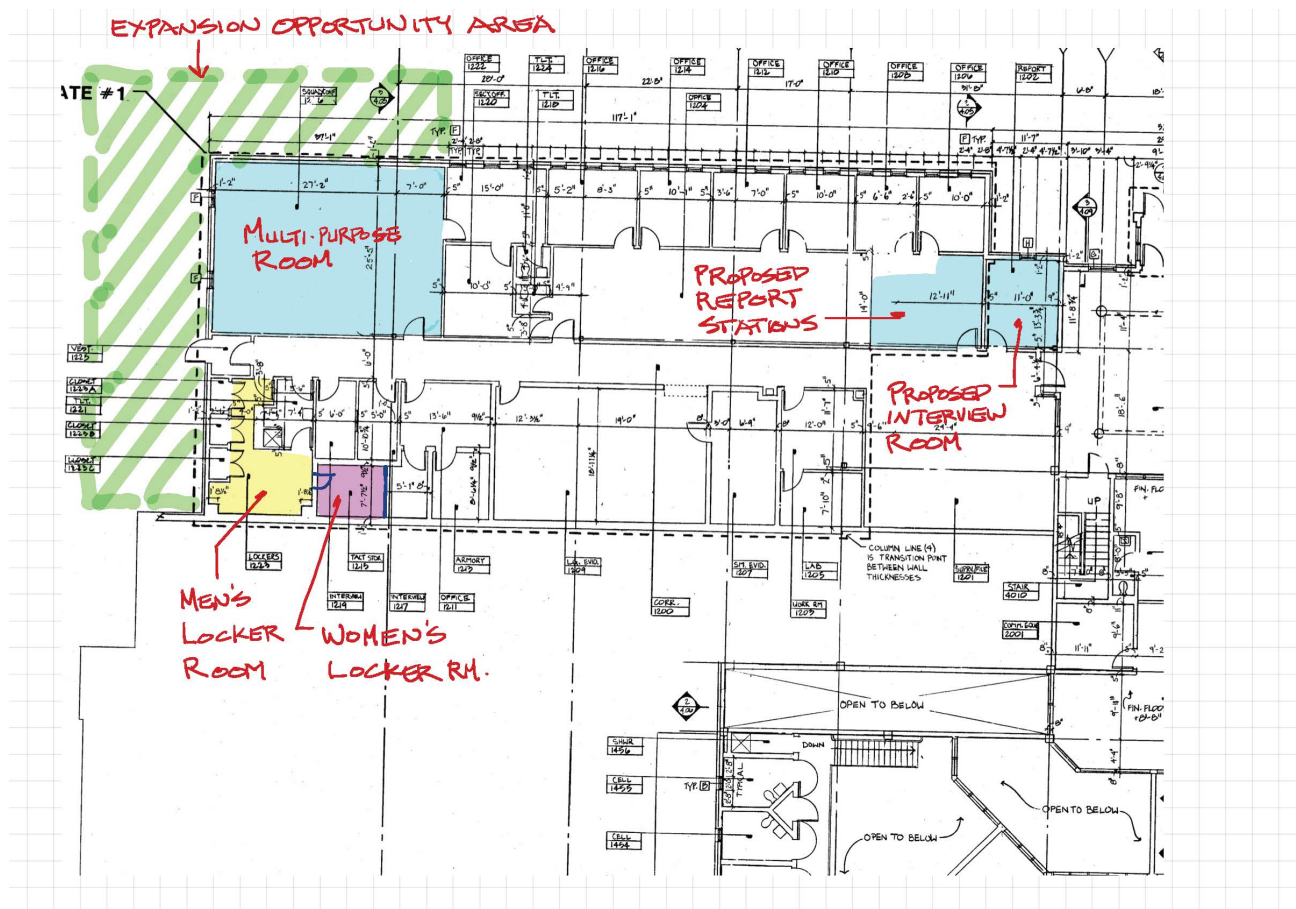
At Intersect, we love to create Places for People to be Great and are driven by helping teams like yours succeed. I would be delighted to discuss this in greater detail and tour the facility with you both if desired. Please let me know how we can help you identify the best path forward.

Yours truly,
Intersect Studio, LLC

Bill

Bill LaDitka, AIA, LEED AP
Principal - Architect - Placemaker
bill@intersect-studio.com
(269) 944-9279

Existing Floor Plan with Notes:



CASS COUNTY BOARD OF COMMISSIONERS

R-42-22

RESOLUTION OBLIGATING ARPA FUNDING FOR JAIL IMPROVEMENT PROJECT

WHEREAS, on March 11, 2021, the American Rescue Plan Act (“ARPA”) was signed into law establishing the Coronavirus State and Local Fiscal Recovery Funds (“CSLFRF”) Program; and

WHEREAS, Cass County will receive a total of \$10,059,018.00 under the CSLFRF Program; and

WHEREAS, the Cass County Board of Commissioners created the ad-hoc ARPA Committee to review options and provide recommendations for the use of said funds; and

WHEREAS, the County Jail was not originally designed to accommodate the necessary isolation of people with a potentially highly contagious virus; and

WHEREAS, Intersect Studio completed a Mechanical Separation Analysis on the County Jail in July 2020 to evaluate improvements that would address this deficiency; and

WHEREAS, the proposed Jail Improvement Project would provide mechanical separation of the heating, cooling, and fresh air system allowing the facility to effectively meet CDC guidelines governing the separation of incoming detainees and provide for medical isolation in cases of positive COVID-19 cases; and

WHEREAS, the project would also enhance the ability of the jail facility to address any future infectious virus outbreaks that may arise and help ensure the health and safety of incoming detained or incarcerated people and facility staff; and

WHEREAS, the committee reviewed the Jail Improvement Project proposal and recommends the designation of ARPA funding in the amount of the estimated project cost of \$1.5 million; and

WHEREAS, the designation of ARPA funding does not preclude seeking alternate funding sources or grants; and

WHEREAS, if final project costs attributable to ARPA funding are less than \$1.5 million, any remaining funds will be undesignated and available for an alternative use; and

WHEREAS, an RFP is required with bids to be submitted for final approval by the Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED by the Cass County Board of Commissioners to designate \$1.5 million of the county’s total ARPA funding toward the Jail Improvement Project.

ADOPTED THIS 17th DAY OF FEBRUARY 2022

ATTEST:

Monica McMichael, Clerk/Register
COUNTY OF CASS

Dwight Dyes, Chair
CASS COUNTY BOARD OF COMMISSIONERS

July 24, 2020

Mr. Jeff Carmen
Cass County Administrator
120 N Broadway
Cassopolis, MI 49031

Ref: Mechanical Separation Analysis and Opinion of Magnitude of Cost

Dear Jeff,

Per your recent request, Intersect Studio Architects and Shive Hattery Mechanical Engineers have performed an initial investigation of the Jail mechanical systems. With the outbreak of Covid-19, the jail is facing a new situation that it was not originally designed to accommodate; the isolation of people with a potentially highly contagious virus. The current CDC and other governmental agency guidelines require the jail to separate incoming detained and incarcerated people for a period of 14 days from the rest of the jail population. If one of these people tests positive or if an incoming person is already positive, then they must be medically isolated from the rest of the population. The jail is not set up to handle either of these scenarios.

You requested that we analyze the current mechanical systems to see what changes could be made. The options below provide a range of opportunities to help achieve the above goals. We have not yet spent enough time with the Sheriff and other staff to learn about which of these items might be best and what other needs they might have. But this initial analysis should provide a relative ballpark of costs for you to pursue grant funding. If funding is identified, we can fully analyze the situation and provide a comprehensive plan with design and engineering details. The costs identified below include design and engineering costs. We have attempted to include costs of changes to the building (structure, roofing, ceilings, etc) Please see the attached plan diagram for area designations referred to below.

Mechanical Separation: We offer the attached with some areas that could be modified so they would be isolated from adjacent parts of the building for heating/cooling/fresh air. Notes about what would be proposed:

- We imagine the most cost effective solution for significant mechanical isolation of existing ductwork systems is to provide new roof top units above the areas indicated on the plan. The existing ductwork would be modified to connect to the new units.
- This requires ceiling removal to access ductwork. The roof condition is unknown and needs to be reviewed to consider issues of modification.
- The Current air handlers in the penthouse would be adjusted to provide less airflow based on the reduced areas they serve.
- This proposal would isolate the areas in terms of the mechanical systems. An advanced separation to ensure that no air movement between areas is possible would require architectural changes to ensure that these areas are sealed off from adjacent areas (door seals, additional interior vestibules, plenum spaces above ceilings blocked, etc)
- Other areas to consider mechanical separation: Public areas of Lobby and Visitation area.

Potential Cost: Area 1, 2, 4, 5: \$140,000 - \$180,000 each
Area 3: \$300,000 - \$420,000

Alternate Approaches: The CDC has guidelines for Environmental Infection Control which provides direction for ventilation rates of air changes per hour. There are a series of mechanical items which could be studied for application to improve the air quality and remove airborne contaminants which would be less invasive than the option discussed above:

- **Increased supply air and ventilation:** The existing units could be evaluated to see if they could provide more fresh outdoor air while maintaining heating/cooling capacity on extreme weather days.
Potenital Cost: \$8,000-\$15,000
- **Increased Exhaust:** The Jail currently has an exhaust system linked to all cells with various roof mounted fans which pull air directly to the exterior. The fans could be studied to see if an alternate fan might be provided which would increase exhaust rates. (3 fans assumed for areas 1 & 2)
Potenital Cost: \$45,000 - \$65,000
- **Energy Recovery Units:** New roof mounted units could be provided which increase ventilation with fans and exchange heat/cool to moderate the incoming fresh air. These would be mounted directly over spaces which require increased ventilation to help remove airborne contaminants.
Potential Cost: \$55,000 - \$63,000 per unit/area
- **UVC:** Ultra Violate light has been proven to kill bacteria, fungi and viruses. It has not yet been officially certified to be effective against Corona virus, but there is good reason to believe it would be effective. These devices could be added to each of the 3 existing air handlers. This would help eliminate air being circulated throughout each area of the building, but would potentially not help localized spread to people in proximity to each other.
Potential Cost \$4,000 - \$5,500 per unit

Medical Isolation: The CDC Guidelines recommend cells that will be used for medical isolation (when a person is diagnosed with Covid) to have solid walls and doors so that air is not mixing to adjacent spaces. This would allow for a single person to be separated from all other incarcerated/detained persons. A couple of cells for medical isolation should be considered which would be mechanically isolated as well as having the physical barrier separation to contain airborne contaminants. Mechanical units dedicated specifically to these spaces is recommended. We have not performed an analysis within the holding cell areas to determine what measures may be needed to physically isolate air movement between these and adjacent space. Please let us know if you would like us to pursue this analysis.

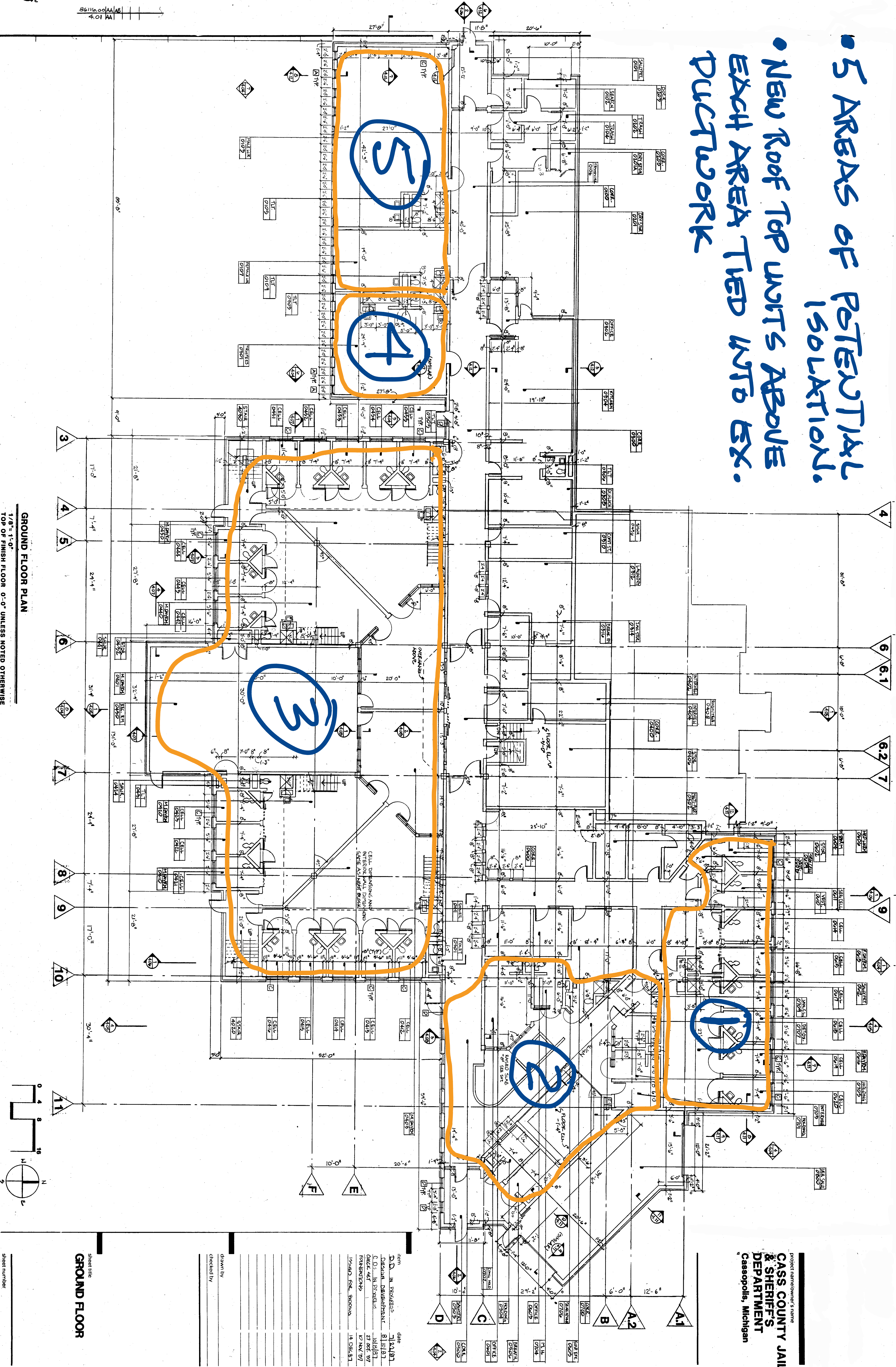
Please contact me with any questions or for additional information.

Sincerely yours,



Bill LaDitka, NCARB, LEED AP
bill@intersect-studio.com
269-944-9279

5 AREAS OF POTENTIAL
NEW ROOF TOP UNITS ABOVE
EXIST AREA TIED INTO EX.
DUCTWORK



PROJECT NAME/OWNER'S NAME
**CASS COUNTY JAIL
& SHERIFF'S
DEPARTMENT**
Cassopolis, Michigan

DATE
11/10/87
DESIGN DEVELOPMENT
11/10/87
C.D. IN PROGRESS
11/10/87
CHECKED BY
12/01/87
FORWARDED
14 DEC 87

drawn by
checked by

Sheet title
GROUND FLOOR

Sheet number
4.01

CASS COUNTY BOARD OF COMMISSIONERS

R-43-22

RESOLUTION DESIGNATING ARPA FUNDING FOR HISTORIC COURTHOUSE RENOVATION

WHEREAS, on March 11, 2021, the American Rescue Plan Act (“ARPA”) was signed into law establishing the Coronavirus State and Local Fiscal Recovery Funds (“CSLFRF”) Program; and

WHEREAS, Cass County will receive a total of \$10,059,018.00 in funds under the CSLFRF Program; and

WHEREAS, the Cass County Board of Commissioners created the ad-hoc ARPA Committee to evaluate proposals and provide recommendations for the use of said funds; and

WHEREAS, Cass County endeavors to complete the renovation of the Historical Courthouse to enhance and improve operations and provide an increased level of service to the County; and

WHEREAS, on February 3, 2022, the Board of Commissioners approved the completion of Phase 2 Design and Development services and authorized the County Administrator and Capital Projects Committee to begin negotiations on a Development Services Agreement; and

WHEREAS, determining the source(s) of funding are critical to finalizing a Development Services Agreement; and

WHEREAS, the use of ARPA funding for the Historical Courthouse Renovation would result in significant long-term cost savings of financing fees and interest; and

WHEREAS, the ARPA Committee has evaluated and recommends the approval of the designation of \$5 million in ARPA funding to support the Historical Courthouse Renovation; and

WHEREAS, the designation of ARPA funding does not preclude the County from seeking alternative funding sources or grants as may be applicable to further reduce overall costs; and

WHEREAS, if final project costs attributable to ARPA funding are less than \$5 million, any remaining funds will be undesignated and available for an alternative use.

NOW, THEREFORE, BE IT RESOLVED by the Cass County Board of Commissioners to designate \$5 million of the county’s total ARPA funding toward the Historic Courthouse Renovation Project.

ADOPTED THIS 17th DAY OF FEBRUARY 2022

ATTEST:

Monica McMichael, Clerk/Register
COUNTY OF CASS

Dwight Dyes, Chair
CASS COUNTY BOARD OF COMMISSIONERS



February Meeting Dates

Townships	Date	Time	How
Calvin	02/08/22	6:00 PM	In Person
Howard	02/15/22	7:00 PM	In Person
Jefferson	02/10/22	6:30 PM	In Person
LaGrange	02/21/22	7:00 PM	In Person
Marcellus	02/15/22	6:00 PM	In Person
Mason	02/08/22	7:00 PM	In Person
Milton	02/08/22	7:00 PM	In Person
Newberg	02/14/22	7:00 PM	In Person
Ontwa	02/14/22	7:00 PM	In Person
Penn	02/14/22	6:30 PM	In Person
Pokagon	02/09/22	7:00 PM	In Person
Porter	02/08/22	7:00 PM	In Person
Silver Creek	02/09/22	7:00 PM	In Person
Volinia	02/14/22	6:30 PM	In Person
Wayne	02/07/22	7:00 PM	In Person
City of Dowagiac			
	02/14/22	7:00 PM	In Person
	02/28/22	7:00 PM	In Person
Villages			
Cassopolis	02/14/22	6:30 PM	In Person
Edwardsburg	02/21/22	7:00 PM	In Person
Marcellus	02/08/22	7:00 PM	In Person
	02/22/22	7:00 PM	In Person
Vandalia	02/14/22	7:00 PM	In Person
Boards & Commissions			
Cass District Library	02/21/22	6:00 PM	In Person
Cass County Cons Dist	02/14/22	3:00 PM	In Person at Council on Aging, Decatur Rd.
Economic Dev Corp	NONE		
Historical Commission	02/10/22	5:00 PM	In Person
Medical Care Facility	02/28/22	10:00 AM	Zoom
Parks Board	02/10/22	9:00 AM	In Person
Planning Commission	02/23/22	4:00 PM	In Person
Road Commission	02/17/22	9:00 AM	In Person
Transportation	02/14/22	8:00 AM	In Person
VanBuren/Cass Dist			
Health Dept	02/09/22	3:00 PM	490 South Paw Paw St., Lawrence, MI
Woodlands	02/22/22	5:00 PM	In Person