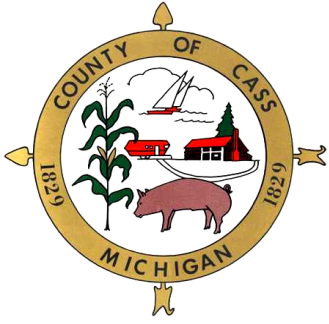




Cass County Board of Commissioners

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 April 21, 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/87212975078>

Or Telephone:

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

Webinar ID: 872 1297 5078

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

April 21, 2022

5:00 PM

CALL TO ORDER - *Chair Dyes*

INVOCATION – *Commissioner Jones*

PLEDGE OF ALLEGIANCE – *Commissioner Marchetti*

ROLL CALL - *Clerk/Register Monica McMichael*

INTRODUCTION OF VISITORS – *Chair Dyes*

PUBLIC COMMENTS (limit 3 minutes/person)

APPROVAL OF THE AGENDA – *Commissioner Grice*

PUBLIC HEARING – ORV ORDINANCE

RECOGNITIONS

PRESENTATIONS (Limit to 10 minutes)

1. Annual Report - Equalization Department - *Equalization Director Tami Stewart*
2. FY2021 Audit Presentation – *Yeo and Yeo - Alan Panter*
3. Maxwell Health/Employee Navigator Transition – *Rose Street – Ben Cohen*

PROPOSED CONSENT AGENDA - *Vice-Chair Grice*

1. **M-78-22** - Motion to approve Claims dated April 8, 2022
2. **M-79-22** - Motion to approve the April 7, 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



CASS COUNTY BOARD OF COMMISSIONERS

FINANCE REPORT

PUBLIC SAFETY REPORT

COUNTY PARTNERS (Limit to 5 minutes)

ELECTED OFFICIALS

UNFINISHED BUSINESS

NEW BUSINESS

1. **R-80-22** – Resolution to adopt 2022 State Equalized Value Report - *Commissioner File*
2. **M-81-22** – Motion to approve FY2021 Audit – *Vice-Chair Grice*
3. **M-82-22** – Motion to approve Quarterly Budget Adjustments – *Commissioner Jones*
4. **Protecting Local Government Retirement and Benefits Act (no action needs to be taken)**
5. **M-83-22** – Motion to introduce Cass County ORV Ordinance - *Commissioner Laylin*
6. **M-84-22** – Motion to approve Sheriff Contract with Silver Creek Township – *Commissioner Laylin*
7. **M-85-22** – Motion to approve revised Commissioner Per Diem & Mileage Policy – *Commissioner Marchetti*
8. **R-86-22** – Resolution to Establish Per Diem & Mileage Workgroup – *Commissioner Jones*
9. **M-87-22** – Motion to appoint Commissioner Laylin to Per Diem & Mileage Workgroup for a term ending 09/30/2022 – *Commissioner Marchetti*
10. **M-88-22** – Motion to appoint Commissioner Marchetti to Per Diem & Mileage Workgroup for a term ending 09/30/2022 – *Commissioner File*
11. **M-89-22** – Motion to approve an expenditure of up to \$8,520.00 for the purchase of Surface 4 laptops for use by all Commissioners - *Commissioner Laylin*
12. **M-90-22** – Motion to appoint Louis Csokasy to the Woodlands Board for a three-year term ending 03/31/2025 – *Commissioner Marchetti*
13. **M-91-22** – Motion to appoint Scott Teter to the Woodlands Board for a three-year term ending 03/31/2025 – *Commissioner File*
14. **M-92-22** – Motion to appoint Ron McAdam to the Library Board for a four-year term ending 03/31/2026- *Commissioner Marchetti*
15. **M-93-22** – Motion to appoint Scott Swanson to the Veteran's Trust Fund Board for a two-year term ending 02/22/2024 – *Commissioner Laylin*

CLOSED SESSION

BOARD MEMBER COMMENTS/ANNOUNCEMENTS

ADJOURNMENT

CASS COUNTY

Maxwell Health Transition



Rose Street Advisors

BENEFITS • HR CONSULTING • INVESTMENTS • LIFE INSURANCE • RETIREMENT

CURRENT STATE OF MAXWELL HEALTH

- Sun Life purchased Maxwell Health in June 2018
- Rose Street has operated on “legacy” Maxwell Health system
- Legacy system has allowed us to operate under the same system and agreement we’ve had in place with Maxwell since 2016
- Late May 2021 – Maxwell notified us that we would no longer be able to use legacy system
- Our contract with Maxwell would terminate effective 6/30/21 with 12 months to transition groups off
- This transition would affect pricing, implementation/renewal process and servicing

ROSE STREET'S RESPONSE

- Rose Street immediately began researching a new system to partner with
- The Sun Life Maxwell offering did not align with how Rose Street advises our clients
- A team at Rose Street researched 3 other recommended systems for usability, fit and cost
- Rose Street also began negotiating with Maxwell for longer transition terms, better pricing and flexibility on products – negotiated to 18 months transition (1/1/23), better PEPm scale and availability to keep current carriers if a client chooses

PROS/CONS TO SUN LIFE MAXWELL OFFERING

PROS

- Maxwell transitions the system for us
- Familiarity with system – no training needed, no setup of logins, employees know the system
- No disruption to EDI feeds

CONS

- Cost - pricing increase and PEPM attached to using Sun Life products
- Rachelle no longer has access to renewing or servicing portal
- Portal has to be re-built by Maxwell (Rachelle cannot do it)
- Longer lead time to submit information for renewal
- Tied to 1 carrier
- Change in support from Maxwell
- Other carrier relationships
- Not all clients are good fits for the Sun Life offering

PROS TO EMPLOYEE NAVIGATOR

- Rose Street is able to offer the system as a value add to our clients at no additional cost
- Rachelle keeps control – builds/renews portals/edits throughout year
- Rachelle has direct access to a dedicated support team if she needs it
- Turnaround time for builds/renewals is much shorter
- Rachelle can make real time updates to portals mid OE if needed without needing to contact support
- EDI feeds included for all products (size requirements may affect some – medical carriers)
- Larger number of integrations with carriers, vendors and other products
 - Especially important – more API Payroll integrations
- Widely known system
- No connection to 1 carrier
- No product requirements to lower cost
- Recognized as one of the better systems to work with (per carriers/vendors)

CONS TO EMPLOYEE NAVIGATOR

- Rose Street would transition your portal from Maxwell to EE Navigator which does require building from scratch
 - Rose Street will do majority of the transition with very little required assistance from the HR team
- EDI feeds rebuilt (Rachelle builds & tests)
 - There could be some disruption (black out periods) depending on carrier
- Learning new system – both HR and employees
 - Rose Street will train you and your team as we did for Maxwell Health
 - EE Navigator offers an extensive support site with handouts, videos and more to assist with training

COST ANALYSIS

- Cost under Maxwell Health =
 - \$948 Annual Fee +
 - Medical/Dental EDI Feed = \$1300 annually

- Cost under EE Navigator
 - No Annual Fee
 - No Per Employee, Per Month Fee
 - No Carrier EDI Cost
 - Flex Administrators for COBRA = \$80 Implementation and \$18 per month

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INVOICE GL DISTRIBUTION REPORT FOR CASS COUNTY
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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 TREASURER					
Dept 000 TREASURER					
101-000-402.000	CURRENT PROPERTY TAX	MARCELLUS TWP. TREASURER	2021 SUMMER TAX COLLECTION OVERPAYMENT	356.62	1192098
101-000-402.000	CURRENT PROPERTY TAX	NEWBERG TWP. TREASURER	2021 SUMMER TAX COLLECTION OVERPAYMENT	33.51	1192100
101-000-445.000	INTEREST ON TAXES	MARCELLUS TWP. TREASURER	2021 SUMMER TAX COLLECTION OVERPAYMENT	18.08	1192098
		Total For Dept 000 TREASURER		408.21	
Dept 101 BOARD OF COMMISSIONERS					
101-101-861.000	CONFERENCE/MEETINGS/TRAINING - B	FIRST BANKCARD	CONFERENCE REGISTRATIONS - BOC & FOC/WE	764.80	1192150
		Total For Dept 101 BOARD OF COMMISSIONERS		764.80	
Dept 136 DISTRICT COURT					
101-136-729.402	ATC/SOBRIETY COURT	KIMBERLY PEET	ATC/SC CBT SERVICES 3/24 THRU 4/6/22	240.00	20682
101-136-801.301	DRUG ATTORNEY FEES	ELIZABETH MCCREE	ATC/SC ATTY 4/7/22 - S/C HRG	200.00	20672
		Total For Dept 136 DISTRICT COURT		440.00	
Dept 141 FOC					
101-141-777.000	MOTOR FUEL/LUBRICANT FRIEND OF T J & H OIL COMPANY		INVOICE CFSI-8473 03/31/2022	145.26	20665
101-141-801.310	LOCATOR SERVICE	WEST GROUP PAYMENT CTR.	ONLINE/SOFTWARE SUBSCRIPTION CHARGES MF	583.50	1192180
101-141-801.811	CONTRACTUAL CUSTODY EVALUATIONS	ALL CITIES OCCUPATIONAL &	DRUG SCREENING CASE 21-399-DC SHELBY YC	62.00	1192136
101-141-861.000	CONFERENCE/MEETINGS/TRAINING - F	FIRST BANKCARD	CONFERENCE REGISTRATIONS - BOC & FOC/WE	3,390.00	1192150
101-141-980.000	NEW EQUIPMENT	GLOBAL OFFICE SOLUTIONS LI	OFFICE SUPPLIES	(319.99)	20642
101-141-980.141	COMPUTER HARDWARE & SOFTWARE	CDW GOVERNMENT, INC.	SCANNER FOR FOC - A WICKER	375.04	20641
101-141-980.141	COMPUTER HARDWARE & SOFTWARE -FO	FIRST BANKCARD	CONFERENCE REGISTRATIONS - BOC & FOC/WE	29.00	1192150
		Total For Dept 141 FOC		4,264.81	
Dept 148 PROBATE COURT					
101-148-807.020	INDIGENT LEGAL COSTS (NON-CON)	JOHN GIANCOTTI	COURT APPOINTED ATTY. FEE IN 2022-77-MI	65.00	1192151
101-148-807.020	INDIGENT LEGAL COSTS (NON-CON)	KRISTAN A. NEWHOUSE	COURT APPOINTED ATTY. FEE FOR 2020-177-	175.00	20678
101-148-807.020	INDIGENT LEGAL COSTS (NON-CON)	KRISTAN A. NEWHOUSE	COURT APPOINTED ATTORNEY FEE FOR 2022-C	65.00	20678
101-148-807.020	INDIGENT LEGAL COSTS (NON-CON)	WN LAW PLLC	COURT APPOINTED ATTY. FEE FOR FILE 2022	65.00	20692
101-148-808.000	INTERPRETER FEES	LANGUAGE LINE SERVICES	CASS COURTS: INTERPRETER FEES FOR MARC	491.55	1192157
		Total For Dept 148 PROBATE COURT		861.55	
Dept 149 FAMILY/JUVENILE COURT					
101-149-807.060	LEGAL COSTS-NEGLECT/ABUSE	ROBERT KARDATZKE	NEGLECT/ABUSE - INDIGENT DEFENSE	90.00	20668
101-149-807.060	LEGAL COSTS-NEGLECT/ABUSE	MAY OBERFELL &LORBER	NEGLECT/ABUSE - INDIGENT DEFENSE	90.00	20671
101-149-807.060	LEGAL COSTS-NEGLECT/ABUSE	ELIZABETH MCCREE	NEGLECT/ABUSE -INDIGENT DEFENSE	3,258.12	20672
101-149-807.060	LEGAL COSTS-NEGLECT/ABUSE	LUKE D NOFSINGER	NEGLECT/ABUSE - INDIGENT DEFENSE	645.00	20679
101-149-807.060	LEGAL COSTS-NEGLECT/ABUSE	SARAH SCOGGIN	NEGLECT/ABUSE - INDIGENT DEFENSE	1,775.00	20689
101-149-807.060	LEGAL COSTS-NEGLECT/ABUSE	STEPHEN K. WOODS. P.C.	NEGLECT/ABUSE - INDIGENT DEFENSE	615.00	20693
101-149-902.000	PUBLIC NOTIFICATION/LEGAL NOTICE	LEADER PUBLICATIONS LLC	ACCT 144446; AD # 1416929 FOR CASS COU	53.10	20670
		Total For Dept 149 FAMILY/JUVENILE COURT		6,526.22	
Dept 172 ADMINISTRATION					
101-172-801.000	PROFESSIONAL/CONTRACTUAL SERVICE	STEPHENSON & ASSOCIATES IN	SURVEYING FEES (COUNTY BLDG/ANNEX/911 F	2,000.00	20651
		Total For Dept 172 ADMINISTRATION		2,000.00	
Dept 191 ELECTIONS					
101-191-900.000	PRINTING & BINDING	ELECTIONSOURCE	MAY 2022 SPECIAL THUMB DRIVE	29.98	1192149
101-191-900.000	PRINTING & BINDING	SPECTRUM PRINTERS INC	NOMINATING PETITITON/ELECTION INSP APPS	113.96	1192172
101-191-900.000	PRINTING & BINDING	SPECTRUM PRINTERS INC	BALLOT PRINTING MAY 2022 SPECIAL ELECTI	2,101.10	1192172
		Total For Dept 191 ELECTIONS		2,245.04	
Dept 219 CLERK-REGISTER					

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 TREASURER					
Dept 219 CLERK-REGISTER					
101-219-728.020	SUPPLIES CIRCUIT COURT	CDW GOVERNMENT, INC.	ZEBRA PRINTER RIBBON FOR FILE ROOM	66.58	20641
101-219-801.000	PROFESSIONAL/CONTRACTUAL SERVICE	ID NETWORKS INC	LIVESCAN 1ST ANNUAL MAINTENANCE FEE	1,995.00	1192153
Total For Dept 219 CLERK-REGISTER				2,061.58	
Dept 223 CONTROLLER					
101-223-801.000	PROFESSIONAL/CONTRACTUAL SERVICE	STATE OF MICHIGAN	POST-CLOSING FILING FEE - BOND ISSUE	222.00	1192127
101-223-801.000	PROFESSIONAL/CONTRACTUAL SERVICE	REBECCA MOORE	CONTRACTUAL ACCOUNTING SERVICES - MARCH	3,590.00	20647
101-223-802.000	DUES/MEMBERSHIP/SUBSCRIPTIONS	FLEX ADMINISTRATORS, INC.	COBRA ADMINISTRATION FEES - MARCH	84.10	1192117
Total For Dept 223 CONTROLLER				3,896.10	
Dept 225 EQUALIZATION					
101-225-801.000	PROFESSIONAL/CONTRACTUAL SERVICE	ANTHONY MEYAARD	CONTRACTUAL EQUALIZATION SERVICES - MAF	5,509.33	20638
Total For Dept 225 EQUALIZATION				5,509.33	
Dept 229 PROSECUTING ATTORNEY					
101-229-729.001	OFFICE SUPPLIES-CRP GRANT	GLOBAL OFFICE SOLUTIONS LI	OFFICE SUPPLIES	54.03	20642
101-229-802.000	DUES/MEMBERSHIP/SUBSCRIPTIONS -	FIRST BANKCARD	CONFERENCE REGISTRATIONS - BOC & FOC/WE	77.22	1192150
101-229-803.000	TRANSCRIPTS	Audra Springsteen	TRANSCRIPT FOR SARAH CONDON 22-0231-FY	34.85	1192173
101-229-805.000	WITNESS FEES/EXPENSES	ELKHART COUNTY SHERIFF'S I	SERVICE ON ALEXANDER REISZ	60.00	1192093
101-229-805.000	WITNESS FEES/EXPENSES	LUDLOW DARLENE	WITNESS FEE FOR IAN KUTCHE TRIAL 3/23/	10.80	1192158
101-229-805.000	WITNESS FEES/EXPENSES	MARTIN MEGAN	WITNESS FEE FOR JASON MARTIN TRIAL 3/23/	10.08	1192159
101-229-805.000	WITNESS FEES/EXPENSES	PARSONS MARC	WITNESS FEE FOR MARY BARBER TRIAL 3/15/	12.24	1192165
101-229-805.000	WITNESS FEES/EXPENSES	POTTHAST TENNAH	WITNESS FEE FOR THOMAS MOORE TRIAL 3/23/	11.04	1192167
101-229-805.000	WITNESS FEES/EXPENSES	JEFF SMITH	SERVICE ON HARRINGTON, MCCOY AND HOSTET	138.00	20690
101-229-822.000	PATERNITY EXP. (CHILD SUPPORT)	MEADOR INVESTIGATIONS	SERVICE ON 2641 TWIN OAKS CT, DECATUR,	80.00	1192099
101-229-843.000	APPELLATE & RECORDING FEES	4TH DISTRICT COURT	APPEAL FEE ON SARAH CONDON 22-0231-FY	25.00	1192135
101-229-843.000	APPELLATE & RECORDING FEES	AMANDA SMEGO	PAYMENT FOR APPEAL CASE 22-10075	175.00	1192137
101-229-982.000	BOOKS	WEST GROUP PAYMENT CTR.	LIBRARY PLAN	223.58	1192180
101-229-982.000	BOOKS	WEST GROUP PAYMENT CTR.	ONLINE/SOFTWARE	236.15	1192180
Total For Dept 229 PROSECUTING ATTORNEY				1,147.99	
Dept 231 VICTIM RIGHTS GRANT					
101-231-811.200	VETERINARY SERVICES/K-9 SUPPLIES	VICTOR FITZ	VET BILL FOR BELLE	1,000.00	20662
101-231-836.000	DIRECT VICTIM NEEDS	ANDERSON MARIE	LUNCH PROVIDED FOR VICTIM ON 20-10249-F	7.99	1192139
101-231-836.000	DIRECT VICTIM NEEDS	SIMS KEVIN	TRAVEL FOR ROBERT ZAKREWSKI TRIAL 20-10	127.44	1192171
Total For Dept 231 VICTIM RIGHTS GRANT				1,135.43	
Dept 233 PURCHASING					
101-233-729.000	OFFICE SUPPLIES	HARDINGS FRIENDLY MARKET	SUPPLIES	45.94	1192119
101-233-729.131	OFFICE SUPPLY-CIRCUIT COURT	GLOBAL OFFICE SOLUTIONS LI	OFFICE SUPPLIES	44.90	20642
101-233-729.136	OFFICE SUPPLY-DISTRICT COURT	GLOBAL OFFICE SOLUTIONS LI	OFFICE SUPPLIES	77.57	20642
101-233-729.148	OFFICE SUPPLY-PROBATE ESTATE	GLOBAL OFFICE SOLUTIONS LI	OFFICE SUPPLIES	107.57	20642
101-233-729.149	OFFICE SUPPLY-FAMILY COURT	GLOBAL OFFICE SOLUTIONS LI	OFFICE SUPPLIES	1,046.76	20642
101-233-729.149	OFFICE SUPPLY-FAMILY COURT	CAROL M. BEALOR	SUPPLY REIMBURSEMENT - WATER FOR JURY	31.84	20655
101-233-729.219	OFFICE SUPPLY-CLERK/FILE ROOM	GLOBAL OFFICE SOLUTIONS LI	OFFICE SUPPLIES	69.77	20642
101-233-729.253	OFFICE SUPPLY-TREASURER	AUTOMATED BUSINESS EQUIPM	SERVICE CONTRACT 6/1/22 - 6/1/23	450.00	1192140
101-233-729.301	OFFICE SUPPLY-SHERIFF/JAIL	GLOBAL OFFICE SOLUTIONS LI	OFFICE SUPPLIES	82.91	20642
101-233-730.000	POSTAGE	TMK WORLDWIDER LLC	FUNDS FOR POSTAGE PROCESSING	3,000.00	1192122
101-233-730.000	UPS CHARGES	UPS	UPS CHARGES	24.85	1192130
101-233-730.000	POSTAGE	PITNEY BOWES GLOBAL FINAN	INK CARTRIDGES FOR POSTAGE MACHINES	226.08	20649
101-233-731.000	PAPER SUPPLIES	GLOBAL OFFICE SOLUTIONS LI	OFFICE SUPPLIES	2,879.20	20642
101-233-732.000	COMPUTER SUPPLIES	GLOBAL OFFICE SOLUTIONS LI	OFFICE SUPPLIES	127.99	20642
101-233-803.315	SUPPORT SERVICES	RAPID SHRED	MARCH SHREDDING FEES	230.00	20653

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 TREASURER					
Dept 233 PURCHASING					
101-233-900.000	PRINTING & BINDING	PRINTING SYSTEMS INC	PRINTING	180.75	1192168
101-233-934.000	COPIER MACHINE PAYMENT	MACQUARIE EQUIPMENT CAPIT	COPY MACHINE EQUIPMENT	1,614.76	1192121
Total For Dept 233 PURCHASING				10,240.89	
Dept 253 TREASURER					
101-253-801.000	PROFESSIONAL/CONTRACTUAL SERVICE POINT AND PAY LLC		MONTHLY SERVICE FEE -FEB.	50.00	1192166
Total For Dept 253 TREASURER				50.00	
Dept 258 INFORMATION SYSTEMS					
101-258-980.000	NEW EQUIPMENT	FIRST BANKCARD	CONFERENCE REGISTRATIONS - BOC & FOC/WE	320.00	1192150
101-258-983.000	SOFTWARE MAINT	SOLARWINDS	REMOTE SUPPORT LICENSING	296.00	1192124
101-258-983.000	SOFTWARE MAINT	CDW GOVERNMENT, INC.	YEARLY OFFICE 365 RENEWAL	52,113.60	20641
101-258-987.100	SOFTWARE MAINT-VIDEO COURTROOM	BUSINESS INFORMATION SYSTE	50% BALANCE DUE - PROJECT COMPLETION	9,565.80	1192114
101-258-988.100	EQUIPMENT & UNFORSEEN MAINTENANC	COMMUNICATION COMPANY	L&C SECURITY SYSTEM UPGRADE - 1ST VISIT	417.00	1192116
101-258-988.100	EQUIPMENT & UNFORSEEN MAINTENANC	CDW GOVERNMENT, INC.	STORAGE OF COURT RECORDS	792.00	20641
Total For Dept 258 INFORMATION SYSTEMS				63,504.40	
Dept 265 MAINTENANCE					
101-265-746.010	UNIFORMS	UNIFIRST CORPORATION	UNIFORMS - MAINTENANCE	168.52	1192129
101-265-776.075	MAINTENANCE SUPPLIES	KSS ENTERPRISES	MAINTENANCE SUPPLIES	901.53	1192120
101-265-777.000	MOTOR FUEL/LUBRICANT MAINTENANCE	J & H OIL COMPANY	FUEL - MAINTENANCE	63.05	20644
101-265-777.070	PROPANE FUEL	MARATHON OIL COMPANY	FUEL - MAINTENANCE	350.83	20646
101-265-802.000	DUES/MEMBERSHIP/SUBSCRIPTIONS -	FIRST BANKCARD	CONFERENCE REGISTRATIONS - BOC & FOC/WE	74.67	1192150
101-265-803.005	CONTRAC - ENERGY AUD SAV % SPLIT	TENURGY LLC	CONTRACTUAL ENERGY AUDIT SAVINGS	439.80	20652
101-265-922.040	WATER/SEWER - JAIL	VILLAGE OF CASSOPOLIS	JAIL LIFT STATION	797.85	1192132
101-265-930.075	GENERAL REPAIRS	MICHIGAN DEPARTMENT OF LA	ELEVATOR CERTIICATE RENEWAL (2) - L&C E	370.00	1192123
101-265-930.075	GENERAL REPAIRS	W. B. HAYDEN & SONS CO.	MAINTENANCE REPAIRS	216.05	1192133
101-265-930.075	GENERAL REPAIRS	WATCON, INC.	WATER TREATMENT SUPPLIES	591.75	1192134
101-265-930.075	GENERAL REPAIRS	KENDALL ELECTRIC, INC.	MAINTENANCE REPAIRS	22.52	20645
101-265-930.075	GENERAL REPAIRS	R. W. LAPINE INC.	REPAIRS TO JAIL CELL	352.00	20650
101-265-930.185	EQUIPMENT REPAIRS	R. W. LAPINE INC.	REPAIRS TO JAIL CELL	27,220.00	20650
Total For Dept 265 MAINTENANCE				31,568.57	
Dept 282 COURT GRANT PROGRAMS					
101-282-801.010	CONTRACTUAL	PRESTON COLLETT	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	23.00	20658
101-282-801.010	CONTRACTUAL	PRESTON COLLETT	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	114.00	20658
101-282-801.010	CONTRACTUAL	PRESTON COLLETT	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	95.00	20658
101-282-801.010	CONTRACTUAL	MONIQUE DORTCH	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	225.00	20661
101-282-801.010	CONTRACTUAL	BRANDY JONES	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	184.26	20667
101-282-801.010	CONTRACTUAL	MICHIANA DRUG TESTING CEN	DRUG TESTING, INVOICE 2202; 2203; 2205	649.00	20673
101-282-801.010	CONTRACTUAL	TIFFANY MONDSCHIEIN	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	38.32	20676
101-282-801.010	CONTRACTUAL	GRACE MULLER	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	400.00	20677
101-282-801.010	CONTRACTUAL	HEATHER PAULEY	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	694.98	20681
101-282-801.010	CONTRACTUAL	KIMBERLY PEET	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	600.00	20682
101-282-801.010	CONTRACTUAL	KIMBERLY PEET	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	230.00	20682
101-282-801.010	CONTRACTUAL	KIMBERLY PEET	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	30.00	20682
101-282-801.010	CONTRACTUAL	JOHN PILLOW	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	410.06	20683
101-282-801.010	CONTRACTUAL	JESSEE SCHOETZOW	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	208.44	20688
101-282-801.010	CONTRACTUAL	BRADLEY WEST	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	156.00	20691
101-282-801.020	CONTRACTUAL SWIFT & SURE	TARA SMITH THERAPY SERVICE	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	75.00	1192176
101-282-801.020	CONTRACTUAL SWIFT & SURE	PRESTON COLLETT	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	23.00	20658
101-282-801.020	CONTRACTUAL SWIFT & SURE	PRESTON COLLETT	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	95.00	20658
101-282-801.020	CONTRACTUAL SWIFT & SURE	BARBARA M. HOWES	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	300.00	20664

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Fund 101 TREASURER					
Dept 282 COURT GRANT PROGRAMS					
101-282-801.020	CONTRACTUAL SWIFT & SURE	CLARENCE JAMES	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	296.00	20666
101-282-801.020	CONTRACTUAL SWIFT & SURE	CLARENCE JAMES	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	350.00	20666
101-282-801.020	CONTRACTUAL SWIFT & SURE	MICHIANA DRUG TESTING CEN	DRUG TESTING, INVOICE 2202; 2203; 2205	956.00	20673
101-282-801.020	CONTRACTUAL SWIFT & SURE	THOMAS MONDSCHIEIN	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	42.00	20675
101-282-801.020	CONTRACTUAL SWIFT & SURE	JONI PATZER	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	390.00	20680
101-282-801.020	CONTRACTUAL SWIFT & SURE	HEATHER PAULEY	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	396.63	20681
101-282-801.020	CONTRACTUAL SWIFT & SURE	KIMBERLY PEET	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	120.00	20682
101-282-801.020	CONTRACTUAL SWIFT & SURE	KIMBERLY PEET	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	155.00	20682
101-282-801.020	CONTRACTUAL SWIFT & SURE	TASIA ROBERTS	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	1,400.00	20685
101-282-801.020	CONTRACTUAL SWIFT & SURE	JESSEE SCHOETZOW	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	142.43	20688
101-282-801.020	CONTRACTUAL SWIFT & SURE	BRADLEY WEST	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	390.78	20691
101-282-801.090	CONTRACTUAL BYRNE JAG GRANT	PRESTON COLLETT	ATC/SC 4/1 THRU 4/6/22	190.00	20658
101-282-801.090	CONTRACTUAL BYRNE JAG GRANT	PRESTON COLLETT	ATC/SC SERVICES 4/1 THRU 4/3/22	57.00	20658
101-282-801.090	CONTRACTUAL BYRNE JAG GRANT	MONIQUE DORTCH	ATC/SC 3/24 THRU 4/6/22	184.00	20661
101-282-801.090	CONTRACTUAL BYRNE JAG GRANT	CLARENCE JAMES	ATC/SC 4/1 THRU 4/6/22	50.00	20666
101-282-801.090	CONTRACTUAL BYRNE JAG GRANT	THOMAS MONDSCHIEIN	ATC/SC 3/24 THRU 4/6/22	63.00	20675
101-282-801.090	CONTRACTUAL BYRNE JAG GRANT	TIFFANY MONDSCHIEIN	ATC/SC 3/24 THRU 4/6/22	131.24	20676
101-282-801.090	CONTRACTUAL BYRNE JAG GRANT	HEATHER PAULEY	ATC/SC 3/24 THRU 4/6/22	408.59	20681
101-282-801.090	CONTRACTUAL BYRNE JAG GRANT	KIMBERLY PEET	ATC/SC 3/24 THRU 3/31/22	80.00	20682
101-282-801.090	CONTRACTUAL BYRNE JAG GRANT	JOHN PILLOW	ATC/SC 3/24 THRU 4/6/22	465.78	20683
101-282-801.090	CONTRACTUAL BYRNE JAG GRANT	CHELSEA SCHOETZOW	ATC/SC 3/24 THRU 4/6/22	786.69	20687
101-282-801.090	CONTRACTUAL BYRNE JAG GRANT	JESSEE SCHOETZOW	ATC/SC 3/24 THRU 4/6/22	751.41	20688
101-282-801.090	CONTRACTUAL BYRNE JAG GRANT	BRADLEY WEST	ATC/SC 3/24 THRU 4/6/22	182.00	20691
101-282-801.160	CONTRACTUAL SWIFT & SURE COOSAP	PRESTON COLLETT	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	23.00	20658
101-282-801.160	CONTRACTUAL SWIFT & SURE COOSAP	BARBARA M. HOWES	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	2,400.00	20664
101-282-801.160	CONTRACTUAL SWIFT & SURE COOSAP	CLARENCE JAMES	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	185.00	20666
101-282-801.160	CONTRACTUAL SWIFT & SURE COOSAP	CLARENCE JAMES	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	735.00	20666
101-282-801.160	CONTRACTUAL SWIFT & SURE COOSAP	KIMBERLY PEET	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	60.00	20682
101-282-801.315	CONTRACTUAL ADULT DRUG COURT GRA	PRESTON COLLETT	ATC/SC SERVICES 4/1 THRU 4/3/22	484.00	20658
101-282-801.315	CONTRACTUAL ADULT DRUG COURT GRA	MONIQUE DORTCH	ATC/SC 3/24 THRU 4/6/22	322.00	20661
101-282-801.315	CONTRACTUAL ADULT DRUG COURT GRA	MONIQUE DORTCH	ATC/SC SERVICES 3/24 THRU 4/6/22	210.00	20661
101-282-801.315	CONTRACTUAL ADULT DRUG COURT GRA	BARBARA M. HOWES	ATC/SC 3/24 THRU 4/6/22	300.00	20664
101-282-801.315	CONTRACTUAL ADULT DRUG COURT GRA	CLARENCE JAMES	ATC/SC 4/1 THRU 4/6/22	185.00	20666
101-282-801.315	CONTRACTUAL ADULT DRUG COURT GRA	KIMBERLY PEET	ATC/SC CBT SERVICES 3/24 THRU 4/6/22	30.00	20682
101-282-801.315	CONTRACTUAL ADULT DRUG COURT GRA	TASIA ROBERTS	ATC/SC 3/24 THRU 4/6/22	600.00	20685
Total For Dept 282 COURT GRANT PROGRAMS				18,073.61	
Dept 301 OFFICE OF SHERIFF					
101-301-727.000	TECHNICAL SUPPLIES	FIRST BANKCARD	CREDIT CARD 03/2022	145.97	1192150
101-301-727.000	TECHNICAL SUPPLIES	PRO SAFETY INNOVATIONS LLC	AED ADULT PAD	336.35	1192169
101-301-727.000	TECHNICAL SUPPLIES	TRI-TECH, INC.	EVIDENCE ROOM SUPPLIES	150.94	1192178
101-301-727.000	TECHNICAL SUPPLIES	STATE OF MICHIGAN	DRY GAS	30.00	1192185
101-301-746.010	UNIFORMS	NYE UNIFORM CO.	UNIFORMS	210.99	1192164
101-301-777.000	MOTOR FUEL/LUBRICANT - CCSO	J & H OIL COMPANY	FUEL	306.48	20665
101-301-777.000	MOTOR FUEL/LUBRICANT	WRIGHT EXPRESS	FUEL 03/2022	5,621.56	20694
101-301-777.001	VEHICLE REPAIRS/MAINTENANCE	C. WIMBERLEY FORD-MERCURY	VEH MAINT	40.20	1192143
101-301-777.001	VEHICLE REPAIRS/MAINTENANCE	C. WIMBERLEY FORD-MERCURY	VEH MAINT	40.20	1192143
101-301-777.001	VEHICLE REPAIRS/MAINTENANCE	CASS AUTO SUPPLY CO, INC.	VEH MAINT	60.14	1192144
101-301-777.001	VEHICLE REPAIRS/MAINTENANCE	CURTIS ROHDY	VEH MAINT	240.00	1192156
101-301-861.000	CONFERENCE/MEETINGS/TRAINING	FIRST BANKCARD	CREDIT CARD 03/2022	1,448.40	1192150
101-301-900.000	PRINTING & BINDING	CREATIVE VINYL	BACKDROP BANNER & STAND	149.50	1192147
101-301-936.000	RECORDS MANAGEMENT SYSTEM	INTERACT PUBLIC SAFETY SYS	CRIMECOG 03/2022	2,042.05	1192155

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Fund 101 TREASURER					
Dept 301 OFFICE OF SHERIFF					
		Total For Dept 301 OFFICE OF SHERIFF		10,822.78	
Dept 304 SECONDARY ROAD PATROL GRANT					
101-304-777.000	MOTOR FUEL/LUBRICANT	WRIGHT EXPRESS	FUEL 03/2022	515.12	20694
101-304-777.001	VEHICLE REPAIRS/MAINTENANCE	GRAMES TIRE & BATTTERYINC	TIRES	629.00	20663
		Total For Dept 304 SECONDARY ROAD PATROL GRANT		1,144.12	
Dept 306 HOWARD TOWNSHIP POLICE					
101-306-777.000	MOTOR FUEL/LUBRICANT	WRIGHT EXPRESS	FUEL 03/2022	371.99	20694
		Total For Dept 306 HOWARD TOWNSHIP POLICE		371.99	
Dept 313 SHERIFF SMC SECURITY PROGRAM					
101-313-777.000	MOTOR FUEL/LUBRICANT	WRIGHT EXPRESS	FUEL 03/2022	227.33	20694
		Total For Dept 313 SHERIFF SMC SECURITY PROGRAM		227.33	
Dept 351 JAIL OPERATION					
101-351-735.060	IN COUNTY INMATE MEDICAL CARE	CORRECTIONAL RECOVERY	INMATE MEDICAL	1,427.17	20659
101-351-775.000	CLEANING SUPPLIES	UNIFIRST CORPORATION	RUGS	49.77	1192179
101-351-777.000	MOTOR FUEL/LUBRICANT	WRIGHT EXPRESS	FUEL 03/2022	589.49	20694
101-351-801.054	DRUG TEST/PHYSICAL	MICHIANA DRUG TESTING CEN	PRE EMPLOYMENT TESTING	37.00	20674
101-351-814.000	PRISONER BOARD (MEALS)	CANTEEN SERVICES, INC.	INMATE MEALS WEEK OF 03/20/22-03/26/22	2,382.04	20657
101-351-814.000	PRISONER BOARD (MEALS)	CANTEEN SERVICES, INC.	INMATE MEALS WEEK OF 03/27/22-04/02/22	2,493.02	20657
101-351-835.010	CONTRACTUAL DOCTOR	ADVANCED CORREC HEALTHCARE	ONSITE JAIL MEDICAL 05/2022	25,434.89	20654
101-351-900.000	PRINTING & BINDING	CREATIVE VINYL	BACKDROP BANNER & STAND	149.50	1192147
101-351-936.000	RECORDS MANAGEMENT SYSTEM	INTERACT PUBLIC SAFETY SY	CRIMECOG 03/2022	2,042.05	1192155
		Total For Dept 351 JAIL OPERATION		34,604.93	
Dept 426 EMERGENCY MGT/HOMELAND SECURIT					
101-426-777.000	MOTOR FUEL/LUBRICANT	WRIGHT EXPRESS	FUEL 03/2022	142.93	20694
		Total For Dept 426 EMERGENCY MGT/HOMELAND SECURIT		142.93	
Dept 430 ANIMAL CONTROL					
101-430-727.000	TECHNICAL SUPPLIES	CASS AUTO SUPPLY CO, INC.	WIPER BLADES UNIT 92	30.20	1192144
101-430-727.000	TECHNICAL SUPPLIES	FIRST BANKCARD	CREDIT CARD 03/2022	162.20	1192150
101-430-777.000	MOTOR FUEL/LUBRICANT ANIMAL CONT	J & H OIL COMPANY	FUEL	381.97	20665
101-430-801.000	PROFESSIONAL/CONTRACTUAL SERVICE	BERGMAN SMALL ANIMAL PC	SPAY/ NUETER DEPOSIT REIMBURSEMENT	14.00	1192141
		Total For Dept 430 ANIMAL CONTROL		588.37	
Dept 682 VETERANS AFFAIRS					
101-682-729.200	SUPPLIES	FIRST BANKCARD	CONFERENCE REGISTRATIONS - BOC & FOC/WE	22.24	1192150
101-682-803.200	CONTRACT SVCS - DENTAL	VAN BUREN/CASS DISTRICT	VETERANS DENTAL FEES	3,945.00	1192131
101-682-803.200	CONTRACT SVCS - DENTAL	CASSOPOLIS DENTAL	VETERANS DENTAL FEES	3,828.55	20640
101-682-860.300	TRAVEL	CASS COUNTY PUBLIC TRANSP	VETERANS TRANSPORT FEES	156.00	20639
		Total For Dept 682 VETERANS AFFAIRS		7,951.79	
		Total For Fund 101 TREASURER		210,552.77	
Fund 208 PARKS SPECIAL REVENUE					
Dept 751 PARKS & RECREATION					
208-751-727.000	SUPPLIES	W. B. HAYDEN & SONS CO.	SUPPLIES	73.10	1192133
208-751-727.000	SUPPLIES	ONE WAY PRODUCTS	SUPPLIES	52.00	20648
208-751-777.000	MOTOR FUEL/LUBRICANT PARKS - PAR	J & H OIL COMPANY	FUEL	469.02	20644
208-751-803.003	CONTRACT SVCS - PARK EVENTS	GARRETT LABORATORIES INC	WATER TESTS	45.00	1192118
		Total For Dept 751 PARKS & RECREATION		639.12	

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Fund 208 PARKS SPECIAL REVENUE					
Total For Fund 208 PARKS SPECIAL REVENUE				639.12	
Fund 216 FAMILY DRUG COURT GRANTS					
Dept 166 FAMILY DRUG COURT					
216-166-801.053	CONTRACTUAL	TARA SMITH THERAPY SERVICE	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	150.00	1192176
216-166-801.053	CONTRACTUAL	PRESTON COLLETT	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	190.00	20658
216-166-801.053	CONTRACTUAL	MONIQUE DORTCH	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	675.00	20661
216-166-801.053	CONTRACTUAL	MONIQUE DORTCH	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	5.18	20661
216-166-801.053	CONTRACTUAL	BARBARA M. HOWES	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	1,000.00	20664
216-166-801.053	CONTRACTUAL	BRANDY JONES	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	192.31	20667
216-166-801.053	CONTRACTUAL	CHRISTY LAPORTE	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	42.00	20669
216-166-801.053	CONTRACTUAL	TIFFANY MONDSCHIEIN	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	33.72	20676
216-166-801.053	CONTRACTUAL	GRACE MULLER	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	400.00	20677
216-166-801.053	CONTRACTUAL	HEATHER PAULEY	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	362.44	20681
216-166-801.053	CONTRACTUAL	KIMBERLY PEET	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	100.00	20682
216-166-801.053	CONTRACTUAL	SARAH WEBB	OJJDP THERAPY 3/30/33 - 4/5/22	225.00	20686
216-166-801.053	CONTRACTUAL	CHELSEA SCHOETZOW	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	931.77	20687
216-166-801.053	CONTRACTUAL	JESSEE SCHOETZOW	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	471.92	20688
216-166-801.053	CONTRACTUAL	BRADLEY WEST	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	194.87	20691
216-166-801.220	(SCAO) (MHSDCP) CONTRACTUAL	HOUSE ARREST SERVICES, INC	FTC, INVOICE 581289-MAR	135.00	1192152
216-166-801.220	(SCAO) (MHSDCP) CONTRACTUAL	PRESTON COLLETT	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	161.00	20658
216-166-801.220	(SCAO) (MHSDCP) CONTRACTUAL	PRESTON COLLETT	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	380.00	20658
216-166-801.220	(SCAO) (MHSDCP) CONTRACTUAL	MONIQUE DORTCH	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	900.00	20661
216-166-801.220	(SCAO) (MHSDCP) CONTRACTUAL	MONIQUE DORTCH	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	621.00	20661
216-166-801.220	(SCAO) (MHSDCP) CONTRACTUAL	CLARENCE JAMES	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	494.00	20666
216-166-801.220	(SCAO) (MHSDCP) CONTRACTUAL	CLARENCE JAMES	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	870.00	20666
216-166-801.220	(SCAO) (MHSDCP) CONTRACTUAL	BRANDY JONES	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	7.09	20667
216-166-801.220	(SCAO) (MHSDCP) CONTRACTUAL	MICHIANA DRUG TESTING CENT	DRUG TESTING, INVOICE 2202; 2203; 2205	572.00	20673
216-166-801.220	(SCAO) (MHSDCP) CONTRACTUAL	TIFFANY MONDSCHIEIN	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	3.00	20676
216-166-801.220	(SCAO) (MHSDCP) CONTRACTUAL	GRACE MULLER	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	800.00	20677
216-166-801.220	(SCAO) (MHSDCP) CONTRACTUAL	KIMBERLY PEET	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	30.00	20682
216-166-801.220	(SCAO) (MHSDCP) CONTRACTUAL	JESSEE SCHOETZOW	PROBLEM-SOLVING COURTS 3/24 - 4/6/22	168.26	20688
216-166-860.053	TRAVEL	CASSOPOLIS FAMILY CLINIC	MARY MIDDLETON REIMBURSEMENT FOR RISE T	895.00	1192146
216-166-860.053	TRAVEL	NADCP	REGISTRATION FOR JAMES, BEALOR, LOWE, MC	3,580.00	1192162
Total For Dept 166 FAMILY DRUG COURT				14,590.56	
Total For Fund 216 FAMILY DRUG COURT GRANTS				14,590.56	
Fund 245 PUBLIC IMPROVEMENT FUND					
Dept 244 PUBLIC IMPROVEMENT					
245-244-980.000	NEW EQUIPMENT	TOWER PINKSTER TITUS ASSOC	FACILITIES ASSESSMENT	4,385.37	1192128
245-244-980.000	NEW EQUIPMENT	I3-IMAGESOFT LLC	PROSECUTING ATTORNEY ONBASE IMPLEMENTAT	80,752.50	20643
Total For Dept 244 PUBLIC IMPROVEMENT				85,137.87	
Total For Fund 245 PUBLIC IMPROVEMENT FUND				85,137.87	
Fund 261 CENTRAL DISPATCH FUND					
Dept 301 OFFICE OF SHERIFF					
261-301-775.000	CLEANING SUPPLIES	UNIFIRST CORPORATION	RUGS	36.48	1192179
261-301-850.000	TELEPHONE	LANGUAGE LINE SERVICES	INTERPRETOR 03/2022	30.10	1192157
261-301-861.000	CONFERENCE/MEETINGS/TRAINING	WRIGHT EXPRESS	FUEL 03/2022	93.88	20694
Total For Dept 301 OFFICE OF SHERIFF				160.46	

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Fund 261 CENTRAL DISPATCH FUND		Total For Fund 261 CENTRAL DISPATCH FUND			160.46
Fund 268 CORRECTION OFFICERS TRAINING					
Dept 362 JAIL TRAINING					
268-362-861.000	CONFERENCE/MEETINGS/TRAINING	DEWOLF & ASSOCIATES	CTO TRAINING - MOLLBERG	795.00	1192148
268-362-861.000	CONFERENCE/MEETINGS/TRAINING	NATIONAL INSTITUTE FOR JAI	JAILCON22 CENTRAL REGIONAL CONF	365.00	1192163
268-362-861.000	CONFERENCE/MEETINGS/TRAINING	NATIONAL INSTITUTE FOR JAI	JAILCON22 CENTRAL REGIONAL CONF	365.00	1192163
268-362-861.402	TRAINING CONSORTIUM FEES	WMCJTC	1ST QTR 2022 CONSORTIUM FEES	94.64	1192181
Total For Dept 362 JAIL TRAINING				1,619.64	
Total For Fund 268 CORRECTION OFFICERS TRAINING				1,619.64	
Fund 269 LAW LIBRARY FUND					
Dept 145 LAW LIBRARY					
269-145-729.006	SUPPLIES & MATERIALS	WEST GROUP PAYMENT CTR.	WEST LAW LIBRARY PRINT CHARGES FOR APRI	295.07	1192180
269-145-802.000	DUES/MEMBERSHIP/SUBSCRIPTIONS	WEST GROUP PAYMENT CTR.	WEST LAW - LAW LIBRARY, ONLINE CONTRACT	1,300.69	1192180
Total For Dept 145 LAW LIBRARY				1,595.76	
Total For Fund 269 LAW LIBRARY FUND				1,595.76	
Fund 271 C.C. DRUG ENFORCEMENT TEAM					
Dept 301 OFFICE OF SHERIFF					
271-301-777.000	MOTOR FUEL/LUBRICANT	WRIGHT EXPRESS	FUEL 03/2022	1,241.26	20694
271-301-811.200	VETERINARY SERVICES/K-9 SUPPLIES	FIRST BANKCARD	CREDIT CARD 03/2022	138.69	1192150
271-301-850.000	TELEPHONE	TRANSUNION RISK & ALT. DATA	TLOXP 03/2022	197.00	1192177
Total For Dept 301 OFFICE OF SHERIFF				1,576.95	
Total For Fund 271 C.C. DRUG ENFORCEMENT TEAM				1,576.95	
Fund 272 K-9 DRUG FUND					
Dept 301 OFFICE OF SHERIFF					
272-301-777.000	MOTOR FUEL/LUBRICANT	WRIGHT EXPRESS	FUEL 03/2022	545.08	20694
272-301-852.000	VEHICLE MAINTENANCE	C. WIMBERLEY	VEH MAINT	10.26	1192142
272-301-852.000	VEHICLE MAINTENANCE	CURTIS ROHDY	VEH MAINT	45.00	1192156
Total For Dept 301 OFFICE OF SHERIFF				600.34	
Total For Fund 272 K-9 DRUG FUND				600.34	
Fund 274 COUNCIL ON AGING MILLAGE FUND					
Dept 672 AREA AGENCY ON AGING					
274-672-701.000	EXPENDITURES	CASS COUNTY COUNCIL ON AGING	2021 FINAL WINTER TAX COLLECTION PAYOUT	309,538.83	1192090
Total For Dept 672 AREA AGENCY ON AGING				309,538.83	
Total For Fund 274 COUNCIL ON AGING MILLAGE FUND				309,538.83	
Fund 276 911 DISPATCH TRAINING FUND					
Dept 301 OFFICE OF SHERIFF					
276-301-701.000	EXPENDITURES	MICHELLE RASMUSSEN	LEADERSHIP III	420.00	1192175
Total For Dept 301 OFFICE OF SHERIFF				420.00	
Total For Fund 276 911 DISPATCH TRAINING FUND				420.00	
Fund 292 FAMILY COURT CHILD CARE FUND					
Dept 662 CHILD CARE - FAMILY					
292-662-801.150	COURT WRAPAROUND PROGRAM	ROBERT BROOKS	WRAPAROUND SERVICES 3/28/22 - 4/7/22	1,400.00	20656
292-662-801.150	COURT WRAPAROUND PROGRAM	KARA COX	WRAPAROUND SERVICES 3/28/22 - 3/31/22	640.00	20660

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Fund 292 FAMILY COURT CHILD CARE FUND					
Dept 662 CHILD CARE - FAMILY					
		Total For Dept 662 CHILD CARE - FAMILY		2,040.00	
		Total For Fund 292 FAMILY COURT CHILD CARE FUND		2,040.00	
Fund 297 DHS CHILD CARE					
Dept 663 CHILD CARE - DHS					
297-663-842.001	PARENT AIDE	ROXANN RICE	DHHS PARENT AIDE 3/21/22 - 4/3/22	609.00	20684
		Total For Dept 663 CHILD CARE - DHS		609.00	
		Total For Fund 297 DHS CHILD CARE		609.00	
Fund 595 JAIL COMMISSARY FUND					
Dept 351 JAIL OPERATION					
595-351-726.000	SUPPLIES	CANTEEN SERVICES, INC.	INMATE COMMISSARY SALES WEEK OF 03/20/22	1,880.95	20657
595-351-726.000	SUPPLIES	CANTEEN SERVICES, INC.	INMATE COMMISSARY SALES WEEK OF 03/27/22	1,428.41	20657
595-351-726.020	COMMISSARY SUPPLIES - PHONE	CENTRIC GROUP LLC	INMATE PHONES 03/2022	3,612.54	1192154
		Total For Dept 351 JAIL OPERATION		6,921.90	
		Total For Fund 595 JAIL COMMISSARY FUND		6,921.90	
Fund 616 TAX REVOLVING CONTROL FUND					
Dept 253 TREASURER					
616-253-089.999	CHARGEBACKS DUE FROM OTHER UNITS	KAMBOJ INC	MTT ADJUSTMENT 14-160-110-042-65	4,354.37	1192097
616-253-275.000	OVERPAYMENT OF TAXES	AMROCK LLC - CHASE SIX	PARCEL 14-010-009-158-20 -OVERPAYMENT C	124.68	1192138
		Total For Dept 253 TREASURER		4,479.05	
Dept 254 TAX SALE					
616-254-801.018	18 TAX YR SALE EXPENDITURES	CASS COUNTY CLERK/REGISTE	RECORD CERTIF. OF REDEMPTIONS	60.00	1192145
616-254-801.019	19 TAX YR SALE EXPENDITURES	CASS COUNTY CLERK/REGISTE	DEED RECORDING - 2022 TAX SALE	660.00	1192115
616-254-801.019	19 TAX YR SALE EXPENDITURES	CASS COUNTY CLERK/REGISTE	RECORD CERTIF. OF REDEMPTIONS	4,350.00	1192145
616-254-801.020	20 TAX YR SALE EXPENDITURES	CASS COUNTY CLERK/REGISTE	RECORD CERTIF. OF REDEMPTIONS	1,230.00	1192145
		Total For Dept 254 TAX SALE		6,300.00	
		Total For Fund 616 TAX REVOLVING CONTROL FUND		10,779.05	
Fund 701 TRUST & AGENCY					
Dept 000 TREASURER					
701-000-222.014	DUE TO MCF	CASS COUNTY MEDICAL CARE	2021 FINAL WINTER TAX COLLECTION PAYOUT	155,241.87	1192091
701-000-228.005	DUE TO STATE NOTARY FEES (CLERK)	MICHIGAN DEPARTMENT OF ST	NOTARY FEES DUE STATE MARCH 2022	18.00	1192160
701-000-228.010	DUE STATE - S.E.T. TAX	MARCELLUS TWP. TREASURER	2021 SUMMER TAX COLLECTION OVERPAYMENT	384.45	1192098
701-000-228.010	DUE STATE - S.E.T. TAX	NEWBERG TWP. TREASURER	2021 SUMMER TAX COLLECTION OVERPAYMENT	43.80	1192100
701-000-228.010	DUE STATE - S.E.T. TAX	STATE OF MICHIGAN	S.E.T. & MOBIL HOME TAX RETURN	22,638.44	1192125
701-000-228.010	DUE STATE - S.E.T. TAX	STATE OF MICHIGAN	RETURN FOR S.E.T. & MOBILE HOME TAX	98,217.89	1192174
701-000-228.040	PROBATE JUDGES RETIREMENT	STATE OF MICHIGAN	QUARTERLY RETIREMENT - JUDGE BEALOR	1,179.30	1192126
701-000-228.046	TRAILER COACH PARK TAX (TREASURE	STATE OF MICHIGAN	S.E.T. & MOBIL HOME TAX RETURN	1,524.00	1192125
701-000-228.058	CIVIL FILING FEE FUND (PROBATE)	STATE OF MICHIGAN	FEES DUE TO THE STATE FROM PROBATE COUF	3,719.00	1192105
701-000-228.059	STATE MINIMUM COST (FAMILY)	STATE OF MICHIGAN	FEE TRANSMITTAL FROM CASS COUNTY FAMILY	262.50	1192104
701-000-228.060	SHARED FEES (PROBATE)	STATE OF MICHIGAN	FEES DUE TO THE STATE FROM PROBATE COUF	2,083.18	1192105
701-000-228.063	DUE TO STATE - SEX OFFENDERS REG	STATE OF MICHIGAN	SOR 03/2022	840.00	1192186
701-000-228.065	DUE TO STATE-FINGERPRINTS (SHERI	STATE OF MICHIGAN	LIVESCAN 03/2022	776.50	1192187
701-000-228.160	PISTOL PERMITS (CLERK)	MICHIGAN STATE POLICE-CASH	CPL RENEW & NEW MARCH 2022	3,509.00	1192161
701-000-228.300	DRIVERS LIC REIN FEES-DIST CT	MICHIGAN DEPARTMENT OF TRE	4TH DISTRICT COURT TRANSMITTAL - MARCH	429.00	1192184
701-000-228.370	CRIME VICTIMS RIGHTS FEES (CLERK	MICHIGAN DEPARTMENT OF TRE	CCFR STATE TRANSMITTAL FEES	6,878.71	1192182
701-000-228.372	CRIME VICTIMS RIGHTS FEES (DIST	MICHIGAN DEPARTMENT OF TRE	4TH DISTRICT COURT TRANSMITTAL - MARCH	4,476.52	1192184

INVOICE GL DISTRIBUTION REPORT FOR CASS COUNTY
POST DATES 04/04/2022 - 04/15/2022
BOTH JOURNALIZED AND UNJOURNALIZED
PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 701 TRUST & AGENCY					
Dept 000 TREASURER					
701-000-228.400	R.O.D. REMONUMENTATION FEES (CLE	MICHIGAN DEPARTMENT OF TRE	REMON FEES DUE STATE 1ST QTR	10,647.88	1192183
701-000-228.420	STATE COURT FUND (SCAO) (CLERK)	MICHIGAN DEPARTMENT OF TRE	CCFR STATE TRANSMITTAL FEES	440.00	1192182
701-000-228.421	JUVENILE COURT MOTION FEES	STATE OF MICHIGAN	FEE TRANSMITTAL FROM CASS COUNTY FAMILY	10.00	1192104
701-000-228.422	STATE COURT FUND (SCAO) (DIST CT	MICHIGAN DEPARTMENT OF TRE	4TH DISTRICT COURT TRANSMITTAL - MARCH	330.00	1192184
701-000-228.424	STATE COURT FUND (SCAO) (PROBATE	STATE OF MICHIGAN	FEES DUE TO THE STATE FROM PROBATE COUF	270.00	1192105
701-000-228.440	CRIME VICTIM ASSMT FEE (PROBATE)	STATE OF MICHIGAN	FEE TRANSMITTAL FROM CASS COUNTY FAMILY	78.75	1192104
701-000-228.441	STATE REAL ESTATE TRANSFER TAX (	REAL ESTATE TRANSF.TAX-D#	TRANSFER TAX FEES DUE STATE MARCH 2022	185,703.75	1192170
701-000-228.550	DNA FEES - DUE STATE (CLERK)	MICHIGAN DEPARTMENT OF TRE	CCFR STATE TRANSMITTAL FEES	117.00	1192182
701-000-228.551	DNA FEES - DUE STATE (FAMILY)	STATE OF MICHIGAN	FEE TRANSMITTAL FROM CASS COUNTY FAMILY	1.95	1192104
701-000-228.561	DUE STATE-E RECORDING FILING (PR	STATE OF MICHIGAN	FEES DUE TO THE STATE FROM PROBATE COUF	625.00	1192105
701-000-228.563	DUE STATE-E RECORDING FILING (CL	MICHIGAN DEPARTMENT OF TRE	CCFR STATE TRANSMITTAL FEES	700.00	1192182
701-000-228.564	DUE STATE-E RECORDING FILING (DI	MICHIGAN DEPARTMENT OF TRE	4TH DISTRICT COURT TRANSMITTAL - MARCH	1,200.00	1192184
701-000-228.572	CIVIL JURY DEMAND FEES (DIST CT)	MICHIGAN DEPARTMENT OF TRE	4TH DISTRICT COURT TRANSMITTAL - MARCH	435.00	1192184
701-000-228.580	CIRCUIT CT FILE ROOM (CLERK)	MICHIGAN DEPARTMENT OF TRE	CCFR STATE TRANSMITTAL FEES	3,332.00	1192182
701-000-228.582	CIVIL FILING FEE FUND (DISTRICT	MICHIGAN DEPARTMENT OF TRE	4TH DISTRICT COURT TRANSMITTAL - MARCH	4,914.00	1192184
701-000-228.590	JUSTICE SYSTEM FUND (CLERK)	MICHIGAN DEPARTMENT OF TRE	CCFR STATE TRANSMITTAL FEES	2,021.17	1192182
701-000-228.592	JUSTICE SYSTEM FUND (DIST CT)	MICHIGAN DEPARTMENT OF TRE	4TH DISTRICT COURT TRANSMITTAL - MARCH	9,461.27	1192184
701-000-255.000	DEPOSIT PAYABLE-SPAY/NEUTER	BERGMAN SMALL ANIMAL PC	SPAY/ NUETER DEPOSIT REIMBURSEMENT	19.11	1192141
701-000-274.010	CURRENT PROPERTY TAX UNDIST.	CASS DISTRICT LIBRARY	2021 FINAL WINTER TAX COLLECTION PAYOUT	126,512.44	1192092
701-000-274.010	CURRENT PROPERTY TAX UNDIST.-SPE	HERITAGE SW INTERMEDIATE S	2021 FINAL WINTER TAX COLLECTION PAYOUT	608,296.64	1192095
701-000-274.010	CURRENT PROPERTY TAX UNDIST.	SOUTHWESTERN MICHIGAN COLI	2021 FINAL WINTER TAX COLLECTION PAYOUT	751,395.91	1192102
701-000-274.010	CURRENT PROPERTY TAX UNDIST. - S	ST.JOSEPH CO. BD. OF EDUC	2021 FINAL WINTER TAX COLLECTION PAYOUT	41,054.85	1192103
701-000-274.010	CURRENT PROPERTY TAX UNDIST.- SP	VANBUREN CO. BD. OF EDUC	2021 FINAL WINTER TAX COLLECTION PAYOUT	19,136.92	1192107
701-000-285.060	DEPOSITS PAYABLE (JUVENILE)	AUTO OWNERS INSURANCE	RESTITUTION FROM MICHAEL NEEDHAM 12-103	25.00	1192089
701-000-285.060	DEPOSITS PAYABLE (JUVENILE)	STEVEN GLASS	RESTITUTION FROM DARIOUS HRADEL	12.50	1192094
701-000-285.060	DEPOSITS PAYABLE (JUVENILE)	SARAH JOHNSON	RESTITUTION/JUVENILE FROM NATHAN RAMSEY	50.00	1192096
701-000-285.060	DEPOSITS PAYABLE (JUVENILE)	PARAGON SUBROGATION SERVI	RESTITUTION FROM C. SALGUERO, CLAIM 574	20.00	1192101
701-000-285.060	DEPOSITS PAYABLE (JUVENILE)	TOM BRADEMAS, JR.	RESTITUTION FROM GOINS (\$25) AND ROCKE	37.50	1192106
Total For Dept 000 TREASURER				2,069,070.80	
Total For Fund 701 TRUST & AGENCY				2,069,070.80	

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DB: Cass County

INVOICE GL DISTRIBUTION REPORT FOR CASS COUNTY
POST DATES 04/04/2022 - 04/15/2022
BOTH JOURNALIZED AND UNJOURNALIZED
PAID

Page: 10/10

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 101	TREASURER	210,552.77
Fund 208	PARKS SPECIAL I	639.12
Fund 216	FAMILY DRUG CO	14,590.56
Fund 245	PUBLIC IMPROVE	85,137.87
Fund 261	CENTRAL DISPAT	160.46
Fund 268	CORRECTION OFF	1,619.64
Fund 269	LAW LIBRARY FUI	1,595.76
Fund 271	C.C. DRUG ENFO	1,576.95
Fund 272	K-9 DRUG FUND	600.34
Fund 274	COUNCIL ON AGI	309,538.83
Fund 276	911 DISPATCH T	420.00
Fund 292	FAMILY COURT CH	2,040.00
Fund 297	DHS CHILD CARE	609.00
Fund 595	JAIL COMMISSAR	6,921.90
Fund 616	TAX REVOLVING C	10,779.05
Fund 701	TRUST & AGENCY	2,069,070.80

Total For All Funds:	2,715,853.05
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**CASS COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING**

April 7, 2022

The Cass County Board of Commissioners met for their Regular Meeting on Thursday, April 7, 2022, in Commissioner Chambers. Due to COVID-19 concerns, public participation was offered via Zoom.

Chair Dyes called the meeting to order at 5:00 p.m. Commissioner File provided the Invocation. Commissioner Jones 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, Mike Grice (attended remotely via telephone) and Jeremiah Jones.

COMMISSIONERS ABSENT: Robert Benjamin.

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

INTRODUCTION OF VISITORS

Visitors present introduced themselves.

PUBLIC COMMENT

Mason Township resident Charlie Arnold thanked the board for all that they do. He noted that Chair Dyes and Commissioner Marchetti represent Mason Township and thanked them for regularly assisting the residents.

APPROVAL OF THE AGENDA

Commissioner Laylin moved, seconded by Commissioner File to approve the April 7, 2022, Cass County Board of Commissioner's Agenda. Commissioner Marchetti moved, seconded by Commissioner Laylin, to add R-76-22, R-77-22 and M-78-22 to New Business. Motion to approve the amended agenda carried by voice vote.

RECOGNITIONS

None.

PRESENTATIONS

None.

CONSENT AGENDA

Vice Chair Grice moved, seconded by Commissioner Marchetti, that the following items be voted on at one time by roll call vote and be considered as a consent agenda by the Board of Commissioners:

(M-72-22) A motion to approve Claims dated March 25, 2022.

(M-73-22) A motion to approve the March 17, 2022 Board of Commissioners Regular Meeting Minutes.

The Chair instructed the Clerk to call roll:

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

No (0): None.

Absent (1): Commissioner Benjamin.

The Consent Agenda carried by roll call vote.

COMMITTEE REPORTS

Commissioners Marchetti and Jones offered Committee Reports.

APPOINTMENTS COMMITTEE REPORT

No report.

ADMINISTRATOR'S REPORT

Deputy Administrator Matthew Newton stated that the report was in the board packet.

PUBLIC SAFETY UPDATE

Sheriff Behnke shared the Public Safety Report.

COUNTY PARTNERS

None.

ELECTED OFFICIALS UPDATE

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

M-74-22

Commissioner Marchetti moved, seconded by Commissioner Laylin, to approve the following agreements to implement the 2022 Survey Remonumentation Grant:

Tom Stephenson, Grant Representative Surveyor	\$ 1,763.50
Abonmarche Consultants, Inc.	\$ 9,840.00
Kesler Land Surveying	\$ 9,840.00
Jones, Petrie, Rafinski	\$ 9,840.00
Stephenson Land Surveying	<u>\$11,070.00</u>
	\$42,353.50

The costs will be reimbursed from the Michigan State Survey and Remonumentation Act Grant for 2022.

Motion carried by voice vote.

DISCUSSION

Chair Dyes informed commissioners Michigan State University Extension would hold Good Governance Training Seminars. Commissioners should notify the Administrator's Office before the next board meeting if they wished to attend the seminars.

M-75-22

Commissioner Laylin moved, seconded by Commissioner File, to approve the following dates for Cass County Off-Road Vehicle Ordinance:

- a. April 21 - Public Hearing on Proposed ORV Ordinance
- b. April 21 – First Reading of Proposed ORV Ordinance
- c. May 5 – Second Reading and Vote on Passage of ORV Ordinance

Discussion followed. Motion carried by voice vote.

R-76-22

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

RESOLUTION IN APPRECIATION OF MICHIGAN 911 TELECOMMUNICATORS

WHEREAS, the week of April 10-16, 2022, has been designated NATIONAL PUBLIC SAFETY TELECOMMUNICATIONS WEEK.

WHEREAS, the number 911 is universally recognized as being dedicated to report emergencies; and

WHEREAS, the telecommunicator response to calls for help gives the citizens of Michigan a quick response to emergency calls for police, fire, or emergency medical services; and

WHEREAS, the safety of police officers, firefighters, and paramedics is dependent upon the actions of the telecommunicator, and the quality of the accuracy of the information obtained from citizens who contact 911; and

WHEREAS, the telecommunicator serves as the first, first responder and the voice of help, providing direction and comfort for those in crisis to rely on when they call 911; and

WHEREAS, 2021 was another extraordinary challenging year for which 911 telecommunicators played a critical role with their public safety partners, above and beyond the normal call of duty.

NOW, THEREFORE, BE IT RESOLVED that the Cass County Board of Commissioners salutes all Michigan 911 telecommunicators, especially our exemplary staff here in Cass County, for their exceptional dedication and professionalism put forth in contributing to making Michigan a safer place to live, work, and visit.

The Chair instructed the Clerk to call roll:

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

No (0): None.

Absent (1): Commissioner Benjamin.

Resolution R-76-22 carried by roll call vote.

R-77-22

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

RESOLUTION IN APPRECIATION OF ANIMAL CONTROL

WHEREAS, the National Animal Care and Control Association designated the second full week of April as NATIONAL ANIMAL CARE AND CONTROL APPRECIATION WEEK.

WHEREAS, various federal, state, and local government officials throughout the country take this time to recognize, thank, and commend all Animal Control Officers and Animal Services Staff for the dedicated service they provide to the citizens, public safety, and domestic animals and livestock across the nation; and

WHEREAS, every day, Animal Control Officers and Animal Control Technicians put themselves in potentially dangerous situations to protect the health and welfare of all kinds of animals and the public; and

WHEREAS, Cass County recognizes and commends the Animal Control personnel who answer calls for assistance, capture roaming, and potentially dangerous animals, rescue animals, investigate reports of animal abuse, educate pet owners about responsible care, and mediate disputes between neighbors regarding pets.

NOW, THEREFORE, BE IT RESOLVED that the Cass County Board of Commissioners hereby proclaims:

The Week of April 10-16, 2022, as:

ANIMAL CARE AND CONTROL APPRECIATION WEEK

The Chair instructed the Clerk to call roll:

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

No (0): None.

Absent (1): Commissioner Benjamin.

Resolution R-77-22 carried by roll call vote.

M-78-22

Commissioner Jones moved, seconded by Commissioner Laylin, to approve the Tentative Agreement between Police Officers Labor Council, Sergeants, Sheriff, and the Cass County Board of Commissioners and authorize the Chair to sign the final Collective Bargaining Agreement. Discussion followed. Motion carried by voice vote.

CLOSED SESSION

None.

BOARD MEMBER COMMENTS/ANNOUNCEMENTS

Commissioner Marchetti informed board members of a fish fry to be held Friday, April 8, 2022, from 4:00 p.m. – 6:30 p.m. at Our Lady of the Lake. She also shared that GIS Director Erika Espeland met with Ontwa Township officials earlier that day.

Commissioner Jones asked anyone with questions or concerns regarding the Veterans Office to contact him.

ADJOURNMENT

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

The meeting adjourned at 5:29 p.m.

Approved: _____
Date

Chair Skip Dyes

Monica McMichael, Clerk/Register



CASS COUNTY COUNTY ADMINISTRATOR'S OFFICE

ADMINISTRATOR'S REPORT – April 15, 2022 – CARMEN AND NEWTON

Meetings – In-Person & Virtual

- Attorney Karl Butterer
- Prosecutor Fitz
- Intersect Studios
- FOIA Workshop – MMRMA
- Sheriff Behnke
- Commissioner Laylin
- Robert Thompson, Road Commission
- Salary Committee
- The Cleanest Co., LLC
- NaCo HPL Leadership Academy
- Policy Committee
- NaCo HPL Leadership Academy
- Personnel
- Labor Negotiations
- Rose Street Advisors
- Personnel
- Commissioner Marchetti
- Tri-County Head Start
- Mary Judnich (Regional Manager, Senator Stabenow)
- Commissioner Laylin
- Parks Commission
- Intersect Studios
- NaCo HPL Leadership Academy

CASS COUNTY

FINANCE DIRECTOR

TO: CASS COUNTY BOARD OF COMMISSIONERS
FROM: JENNIFER RENTFROW / FINANCE
DATE: MARCH 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 March 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 and payout of benefits for employee retiring. A grant budget revision was requested for the grant funding.

Health – 100% of annual allocation has been paid. A budget adjustment was submitted for my error in mis-keying the budget.

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

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.

OTHER

The Bond refinancing was a success and closed on March 30, 2022. The Cass County (Village of Edwardsburg) USDA loan refinancing provided \$176,729.11 in total gross savings (present value savings of \$135,939.51 which is 12.75% savings of the refinanced USDA loan amount).

Alan Panter from Yeo & Yeo will be coming in April for a presentation of the Annual Comprehensive Financial Statements.

There are a lot of grant reporting deadlines in April, as it was just the end of another quarter.

Budget preparations will begin soon!

Becky continues to work on the massive Chart of Accounts revisions with BS&A. Becky has spent lots of time testing and working with BS&A to ensure this is a smooth transition.

**GENERAL FUND REVENUE BUDGET TO ACTUAL SUMMARY
AS OF 03/31/2022 (50% of Fiscal Year 2021-2022)**

	ACTUAL @ 03/31/21	2021-2022 ORIGINAL	2021-2022 AMENDED	ACTIVITY FOR MAR 2022	ACTUAL @ 03/31/22	AVAILABLE BALANCE	% BDGT USED
REVENUE SOURCES LESS GRANT/REIMBURSEMENTS:							
FEES/SERVICES/PERMITS	849,292	1,932,920	1,932,920	177,443	802,331	1,130,589	42%
INTEREST & RENTS	54,503	149,500	149,500	6,198	32,136	117,364	21%
STATE FUNDING	725,933	1,705,612	1,705,612	232,666	740,503	965,109	43%
TRANSFERS IN	219,981	320,000	320,000	0	124,750	195,250	39%
TAXES	599,419	11,475,000	11,475,000	304,445	1,149,183	10,325,817	10%
SUB TOTAL	2,449,129	15,583,032	15,583,032	720,752	2,848,902	12,734,130	18%
GRANT/REIMBURSEMENTS:							
GRANTS	659,785	2,373,920	2,350,617	141,497	611,622	1,738,995	26%
LOCAL CONTRIBUTIONS	12,769	185,088	185,088	15,000	59,880	125,208	32%
REIMBURSEMENTS/OTHER REVENUE	64,237	325,550	325,550	15,573	344,276	(18,726)	106%
FUND BALANCE ALLOCATION	0	1,232,967	1,232,967	0	0	1,232,967	0%
SUB TOTAL	736,791	4,117,525	4,094,222	172,070	1,015,778	3,078,444	25%
TOTAL REVENUES	3,185,920	19,700,557	19,677,254	892,823	3,864,680	15,812,574	20%
TOTAL EXPENSES (See Detail Below)	8,191,579	19,700,557	19,677,254	1,280,631	8,641,652	11,035,602	44%

**GENERAL FUND EXPENSE BUDGET TO ACTUAL SUMMARY
AS OF 03/31/2022 (50% of Fiscal Year 2021-2022)**

	ACTUAL @ 03/31/21	2021-2022 ORIGINAL	2021-2022 AMENDED	ACTIVITY FOR MAR 2022	ACTUAL @ 03/31/22	AVAILABLE BALANCE	% BDGT USED
101 - BOARD OF COMMISSIONERS	84,777	171,411	171,411	44,057	90,820	80,591	53%
131 - CIRCUIT COURT	162,299	353,975	353,975	22,679	150,680	203,295	43%
136 - DISTRICT COURT	425,539	936,575	936,575	71,011	430,684	505,891	46%
141 - FOC	545,862	1,305,949	1,305,949	94,322	598,653	707,296	46%
148 - PROBATE COURT	216,136	447,545	447,545	37,606	226,898	220,647	51%
149 - FAMILY/JUVENILE COURT	353,758	811,860	811,860	55,296	336,624	475,236	41%
172 - ADMINISTRATION	311,485	247,175	247,175	19,041	151,843	95,332	61%
191 - ELECTIONS	17,837	37,900	37,900	4,673	40,860	(2,960)	108%
210 - CIVIL COUNSEL	10,337	50,000	50,000	17,329	44,246	5,754	88%
219 - CLERK-REGISTER	264,705	653,615	653,615	43,372	252,079	401,536	39%
223 - CONTROLLER	89,120	352,305	352,305	27,295	157,786	194,519	45%
225 - EQUALIZATION	104,678	270,730	270,730	21,678	128,308	142,422	47%
229 - PROSECUTING ATTORNEY	394,311	928,772	928,772	65,349	431,841	496,931	46%
230 - GIS	67,952	424,630	424,630	19,798	156,878	267,752	37%
231 - VICTIM RIGHTS GRANT	45,298	106,618	106,618	9,465	48,772	57,846	46%
233 - PURCHASING	91,573	177,400	177,400	10,658	78,764	98,636	44%
234 - VICTIM IMPACT PANEL	0	450	450	0	0	450	0%
245 - SURVEY & REMONUMENTATION GRANT	43,837	44,600	44,600	0	37,957	6,643	85%
253 - TREASURER	157,379	438,000	438,000	28,771	189,706	248,294	43%
257 - MSU EXTENSION	47,668	121,460	121,460	39,482	54,277	67,183	45%
258 - INFORMATION SYSTEMS	233,272	817,570	817,570	31,087	290,225	527,345	35%
265 - MAINTENANCE	394,973	1,080,819	1,080,819	89,655	443,628	637,191	41%
266 - LAW & COURTS SECURITY	34,984	135,842	135,842	11,769	74,741	61,101	55%
275 - DRAIN COMMISSIONER	101,284	123,882	123,882	8,440	64,501	59,381	52%
280 - SOIL CONSERVATION	5,000	5,000	5,000	0	5,000	0	100%
282 - COURT GRANT PROGRAMS	182,814	711,452	688,149	22,916	201,203	486,946	29%
288 - HOUSEHOLD HAZ WASTE COLLECTION	0	9,500	9,500	0	8,911	589	94%
289 - SW MI SOLID WASTE CONSORTIUM	500	500	500	0	(1,973)	2,473	-395%
301 - OFFICE OF SHERIFF	1,173,438	2,683,485	2,683,485	182,557	1,160,685	1,522,800	43%
303 - MILTON TOWNSHIP PATROL	0	9,079	9,079	1,655	5,595	3,484	62%
304 - SECONDARY ROAD PATROL GRANT	46,709	100,707	100,707	6,646	50,269	50,438	50%
306 - HOWARD TOWNSHIP POLICE	46,927	100,812	100,812	7,540	54,561	46,251	54%
313 - SHERIFF SMC SECURITY PROGRAM	9,708	23,401	23,401	1,927	11,813	11,588	50%

	ACTUAL @ 03/31/21	2021-2022 ORIGINAL	2021-2022 AMENDED	ACTIVITY FOR MAR 2022	ACTUAL @ 03/31/22	AVAILABLE BALANCE	% BDGT USED
324 - SENIOR SAFETY PROGRAM	14,408	28,248	28,248	2,387	16,242	12,006	57%
331 - MARINE SAFETY PROGRAM	2,617	32,790	32,790	0	150	32,640	0%
334 - MARINE LAKE ASSOC PATROL	0	2,400	2,400	0	0	2,400	0%
335 - BULLET PROOF VEST GRANT	8,517	5,800	5,800	0	2,175	3,625	38%
351 - JAIL OPERATION	1,359,882	3,008,625	3,008,625	225,708	1,434,696	1,573,929	0%
400 - PLANNING COMMISSION	0	970	970	108	108	862	11%
401 - SW MI PLANNING COMM	16,981	4,981	4,981	0	0	4,981	0%
426 - EMERGENCY MGT/HOMELAND SECURIT	41,645	70,917	70,917	5,597	55,905	15,012	79%
430 - ANIMAL CONTROL	159,561	359,070	359,070	28,323	186,493	172,577	52%
441 - PUBLIC WORKS	0	450	450	186	589	(139)	131%
602 - HEALTH	266,253	249,566	249,566	0	266,253	(16,687)	107%
631 - SUBSTANCE ABUSE	0	58,721	58,721	0	6,849	51,872	12%
648 - MEDICAL EXAMINER	33,270	125,500	125,500	12,542	66,650	58,850	53%
673 - MENTAL HEALTH	0	114,000	114,000	0	57,000	57,000	50%
681 - VETERANS BURIALS	5,769	12,000	12,000	995	2,747	9,253	23%
682 - VETERANS AFFAIRS	43,745	165,042	165,042	8,711	43,947	121,095	27%
851 - INSURANCE/OTHER COSTS	137,726	493,000	493,000	0	189,832	303,168	39%
965 - TRANSFERS OUT	437,047	1,285,458	1,285,458	0	335,183	950,275	26%
TOTAL EXPENDITURES	8,191,579	19,700,557	19,677,254	1,280,631	8,641,652	11,035,602	44%

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	8,704,098	PER 9/30/21 Comprehensive Financial Report

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

1,232,967

EST. UNASSIGNED FUND BALANCE 9/30/21 7,471,131

April 4, 2022



Sewer System Refunding Bond (Village of Edwardsburg),
Series 2022
Financial Summary

Financial Summary

	Series 2022	Bond Year	Prior Debt Service	Refunding Debt Service	Cash Flow Savings	Present Value of Savings*
Dated Date	3/30/2022	2022	50,690	47,105	3,585	3,547
Par Amount	\$1,110,000	2023	72,697	62,950	9,747	9,489
Refunded Par	\$1,066,200	2024	72,664	67,040	5,624	5,371
Arbitrage Yield	2.60%	2025	72,681	66,000	6,681	6,201
All-In TIC	2.94%	2026	72,644	64,960	7,684	6,936
Final Maturity	9/1/2044	2027	72,654	63,920	8,734	7,670
Average Life	12.6	2028	72,606	62,880	9,726	8,313
Net PV Savings of Refunded Bonds	\$135,940	2029	72,601	66,840	5,761	4,824
As a % of Refunded Bonds	12.75%	2030	72,633	65,670	6,963	5,667
Gross Savings	\$176,729	2031	72,700	64,500	8,200	6,489
		2032	72,696	63,330	9,366	7,212
Series	Refunded Par	2033	72,622	62,160	10,462	7,841
Village of Edwardsburg Section Sewer		2034	72,678	65,990	6,688	4,900
Bonds (388.441.898.000 92-08)	\$1,066,200	2035	72,656	64,690	7,966	5,676
		2036	72,655	63,390	9,265	6,423
		2037	72,672	67,090	5,582	3,783
		2038	72,603	65,660	6,943	4,573
		2039	72,646	64,230	8,416	5,393
		2040	72,695	62,800	9,895	6,171
		2041	72,645	66,370	6,275	3,817
		2042	72,595	64,810	7,785	4,607
		2043	72,643	63,250	9,393	5,410
		2044	72,679	66,690	5,989	3,360
		Total	\$1,649,054	\$1,472,325	\$176,729	\$133,674

*Inclusion of Additional Proceeds (\$2,265.70) brings Net PV Savings to \$135,939.51



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CASS COUNTY BOARD OF COMMISSIONERS

R-80-22

RESOLUTION TO ADOPT THE 2022 COUNTY EQUALIZATION REPORT AS SUBMITTED

WHEREAS, the Equalization Department has examined the assessment rolls of the 15 Townships and 2 Cities within Cass County to determine whether the real and personal property in the respective Townships and Cities has been equally and uniformly assessed; and

WHEREAS, based on this examination and studies it conducted, the Equalization Department has prepared and presented to the County Board of Commissioners the attached 2022 Equalization Report; and

WHEREAS, said Equalization Report presents recommended County equalized valuation for each of the 15 Townships and 2 Cities within the County; and

WHEREAS, the recommended County equalized valuations were determined by adding to, or deducting from, the assessed valuations of taxable property in the 15 Townships and 2 Cities within the County, the amount necessary to arrive at the appropriate proportion of true cash value.

NOW, THEREFORE, BE IT RESOLVED, that the Cass County Board of Commissioners accepts and adopts the recommended County equalized valuations presented in the 2022 Equalization Report prepared by the Cass County Equalization Department for a total 2022 Equalized valuation of real and personal property of \$3,635,182,397 with the breakdown of equalization valuation by property classification as follows:

Agricultural Real Property	\$ 552,494,138
Commercial Real Property	\$ 112,563,300
Industrial Real Property	\$ 59,208,600
Residential Real Property	\$ 2,609,214,528
Developmental Real Property	\$ <u>0</u>
Total Real Property	\$ 3,333,480,566
Total Personal Property	\$ <u>301,701,831</u>
Total Real and Personal Property	\$ 3,635,182,397

BE IT FURTHER RESOLVED that the Cass County Board Chair and the County Clerk of the Board of Commissioners are authorized to sign the report; further, that the County Administrator and the Equalization Director are authorized to represent Cass County at both Preliminary and Final State Equalization sessions, if deemed necessary.

ADOPTED THIS 21st DAY OF APRIL 2022

ATTEST:

Monica McMichael, Clerk/Register
COUNTY OF CASS

Dwight Dyes, Chair
CASS COUNTY BOARD OF COMMISSIONERS

Quarterly Adjustments Requiring BOC Approval - Quarter End:

Mar-22

	Account #	Fund / Dept	Account Name	Cause	R = Revenue E = Expense	Inc	Dec
1	101-430-777.001	Animal Control	Vehicle Repairs/Maintenance	Unexpected repairs to on of trucks, and projected maintenance through EOY	E	1,500.00	
2	101-602-800.040	Health	Van Buren/Cass District Health Dept	Jennifer mis-keyed budget. Entered 249,566 instead of 279,566	E	30,000.00	
3	101-000-676.301	Sheriff's Dept	Reim- MMRMA Grant	Body Cam Grant Approved	R	2,500.00	
4	101-172-727.001	Administration	COVID-19 Supplies	Legal counsel for grievances related to Covid-19	E	25,000.00	
5	101-266-704.000	Law & Court Security	Part Time Wages	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	E	10,000.00	
6	101-191-801.000	Elections	Professional/Contractual Services	Legal counsel for apportionment challenge	E	25,000.00	
7	101-441-860.000	Public Works	Travel/Transportation	Mileage reimbursements expenses higher than expected	E	200.00	
8	101-441-708.010	Public Works	Per Diems	Per diem expenses higher than expected	E	300.00	
9	101-000-673.011	Treasurer	Sale of Supplies/Equipment/Land	Sale of DOC Building	R	285,000.00	

Enter Local Government Name	Cass County	Instructions: For a list of detailed instructions on how to complete and submit this form, visit michigan.gov/LocalRetirementReporting .
Enter Six-Digit Municode	140000	
Unit Type	County	
Fiscal Year End Month	September	
Fiscal Year (four-digit year only, e.g. 2019)	2021	
Contact Name (Chief Administrative Officer)	Jennifer L. Rentfrow	Questions: For questions, please email LocalRetirementReporting@michigan.gov . Return this original Excel file. Do not submit a scanned image or PDF.
Title if not CAO	Finance Director	
CAO (or designee) Email Address	jenniferR@cassco.org	
Contact Telephone Number	269-445-4437	
Pension System Name (not division) 1	MERS of Michigan	If your pension system is separated by divisions, you would only enter one system. For example, one could have different divisions of the same system for union and non-union employees. However, these would be only one system and should be reported as such on this form.
Pension System Name (not division) 2		
Pension System Name (not division) 3		
Pension System Name (not division) 4		
Pension System Name (not division) 5		

Line	Descriptive Information	Source of Data	System 1	System 2	System 3	System 4	System 5
1	Is this unit a primary government (County, Township, City, Village)?	Calculated	YES	YES	YES	YES	YES
2	Provide the name of your retirement pension system	Calculated from above	MERS of Michigan				
3	Financial Information						
4	Enter retirement pension system's assets (system fiduciary net position ending)	Most Recent Audit Report	28,979,762				
5	Enter retirement pension system's liabilities (total pension liability ending)	Most Recent Audit Report	39,701,629				
6	Funded ratio	Calculated	73.0%				
7	Actuarially Determined Contribution (ADC)	Most Recent Audit Report	1,209,566				
8	Governmental Fund Revenues	Most Recent Audit Report	23,503,441				
9	All systems combined ADC/Governmental fund revenues	Calculated	5.1%				
10	Membership						
11	Indicate number of active members	Actuarial Funding Valuation used in Most Recent Audit Report	148				
12	Indicate number of inactive members	Actuarial Funding Valuation used in Most Recent Audit Report	25				
13	Indicate number of retirees and beneficiaries	Actuarial Funding Valuation used in Most Recent Audit Report	116				
14	Investment Performance						
15	Enter actual rate of return - prior 1-year period	Actuarial Funding Valuation used in Most Recent Audit Report or System Investment Provider	13.59%				
16	Enter actual rate of return - prior 5-year period	Actuarial Funding Valuation used in Most Recent Audit Report or System Investment Provider	9.35%				
17	Enter actual rate of return - prior 10-year period	Actuarial Funding Valuation used in Most Recent Audit Report or System Investment Provider	7.91%				
18	Actuarial Assumptions						
19	Actuarial assumed rate of investment return	Actuarial Funding Valuation used in Most Recent Audit Report	7.35%				
20	Amortization method utilized for funding the system's unfunded actuarial accrued liability, if any	Actuarial Funding Valuation used in Most Recent Audit Report	Level Percent				
21	Amortization period utilized for funding the system's unfunded actuarial accrued liability, if any	Actuarial Funding Valuation used in Most Recent Audit Report	18				
22	Is each division within the system closed to new employees?	Actuarial Funding Valuation used in Most Recent Audit Report	No				
23	Uniform Assumptions						
24	Enter retirement pension system's actuarial value of assets using uniform assumptions	Actuarial Funding Valuation used in Most Recent Audit Report	27,981,641				
25	Enter retirement pension system's actuarial accrued liabilities using uniform assumptions	Actuarial Funding Valuation used in Most Recent Audit Report	42,416,243				
26	Funded ratio using uniform assumptions	Calculated	66.0%				
27	Actuarially Determined Contribution (ADC) using uniform assumptions	Actuarial Funding Valuation used in Most Recent Audit Report	1,703,736				
28	All systems combined ADC/Governmental fund revenues	Calculated	7.2%				
29	Pension Trigger Summary						
30	Does this system trigger "underfunded status" as defined by PA 202 of 2017?	Primary government triggers: Less than 60% funded <u>AND</u> greater than 10% ADC/Governmental fund revenues. Non-Primary government triggers: Less than 60% funded	NO	NO	NO	NO	NO

Requirements (For your information, the following are requirements of P.A. 202 of 2017)
Local governments must post the current year report on their website or in a public place.
The local government must electronically submit the form to its governing body.
Local governments must have had an actuarial experience study conducted by the plan actuary for each retirement system at least every 5 years.
Local governments must have had a peer actuarial audit conducted by an actuary that is not the plan actuary OR replace the plan actuary at least every 8 years.

**COUNTY OF CASS
STATE OF MICHIGAN
ORV ORDINANCE
ORDINANCE # 01-22**

AN ORDINANCE adopted for the purpose of authorizing and regulating the operation of Off-Road Vehicles (ORV's) on roads in Cass County, for the purpose of providing penalties for the violation thereof, and for the distribution of public funds resulting from those penalties pursuant to 2008 PA 240, MCL 324.81131.

THE COUNTY OF CASS ORDAINS:

SECTION 1 - DEFINITIONS

As used in this Ordinance, the following definitions shall apply:

County: The County of Cass.

Driver License: An operator's or chauffeur's license or permit issued to an individual by the Secretary of State under Chapter III of the Michigan Vehicle Code, 1949 PA 300, MCL 257.301 to 257.329, for that individual to operate a vehicle, whether or not conditions are attached to the license or permit.

Operate: To ride in or on and be in actual physical control of the operation of an ORV.

Operator: A person who operates or is in actual physical control of the operation of an ORV.

ORV: A motor driven off road recreation vehicle capable of cross-county travel without benefit of a road or trail, on or immediately over land, snow, ice, marsh, swampland, or other natural terrain. ORV or vehicle includes, but is not limited to, a multi-track or multi-wheel drive vehicle, an ATV, a motorcycle or related 2-wheel, 3-wheel, or 4-wheel vehicle, an amphibious machine, a ground effect air cushion vehicle, or other means of transportation deriving motive power from a source other than muscle or wind. **A golf cart shall not be considered an ORV under this ordinance.**

Road: A County local road as described in Section 5 of 1951 PA 51, MCL 247.655.

Road Commission: The Board of County Road Commissioners for the County of Cass.

Township: An individual township within the County of Cass.

Township Board: A Board of Trustees of any township within the County of Cass.

SECTION 2

An ORV may be operated on the far right of the County-maintained portion of a road. Exceptions are:

- A. Roads which the townships and/or cities have designated closed;
- B. Roads designated closed by the Cass County Road Commission; and
- C. All identified U.S. Forest Service roads and State lands.

SECTION 3

A Township Board of a Township in the County may adopt an ordinance to close any roads within the boundaries of the Township to the operation of ORV's permitted by the County. Beginning January 1st, 2022, a Township Board of a Township in the County may adopt an ordinance authorizing the operation of ORV's on the maintained portion of one (1) or more roads located within the Township, pursuant to MCL 324.81131(3).

SECTION 4

The County Road Commission may close no more than thirty (30%) percent of the total linear miles of roads in the County to protect the environment or if the operation of ORV's pose a particular and demonstrable threat to public safety. The Road Commission may not close a municipal street to ORV's opened under Section 3 of this Ordinance.

SECTION 5

An ORV may not be operated on the road surface, roadway, shoulder, or right-of-way of any State or Federal highway in the County or on any County primary road.

SECTION 6

ORV owners operating within the County shall obtain an ORV Trail Permit from the Michigan DNR and register each ORV on an annual basis by making application to the office of the County Clerk Register.

- A. The charge to obtain a county registration sticker will be \$75.00. The ORV owner shall affix the registration sticker to the driver's rear fender of the ORV. The registration sticker will be valid for a period of one (1) year commencing April 1 through March 31 of the following year.
- B. Failure to register an ORV or renew an existing registration shall constitute a violation of this ordinance.
- C. In order to obtain a county registration sticker, proof of liability insurance of each ORV shall be required.

SECTION 7

Except as set forth herein or otherwise provided by law, an ORV meeting all the following conditions may be operated on a road or street in the County:

- A. At a speed or no more than 25 miles per hour or a lower posted ORV speed limit;
- B. With the flow of traffic;
- C. In a manner which does not interfere with traffic on the road or street;
- D. With a 12" x 12" safety flag affixed to the ATV that extends 10' from the surface of the ground;
- E. Traveling single file except when overtaking and passing another ORV;
- F. When visibility is not substantially reduced due to weather conditions unless displaying a lighted headlight and a lighted taillight;
- G. One half (1/2) after sunrise until one half (1/2) hour before sunset unless displaying a lighted headlight and a lighted taillight;
- H. While the operator and each passenger are wearing a crash helmet and protective eyewear approved by the United States Department of Transportation, unless the vehicle is equipped with a roof that meets or exceeds standards for a crash helmet and the operator and each passenger is wearing a properly adjusted and fastened seat belt;
- I. With a throttle so designed that when the pressure used to advance the throttle is removed, the engine speed will immediately and automatically return to idle;
- J. While the ORV is equipped with a spark arrester type United States Forest Service approved muffler in good working order and in constant operation;
- K. Pursuant to noise emission standards defined by law; and
- L. Complying with all requirements in PA 240 of 2008.

SECTION 8

A person less than 16 years of age shall not operate an ORV on a road in the County.

SECTION 9

Unless a person possesses a valid driver's license, a person shall not operate an ORV on a road or street in the County if the ORV is registered as a motor vehicle and is either more than sixty (60) inches wide or has three (3) wheels.

SECTION 10

Any person who violates this Ordinance is guilty of a municipal civil infraction and may be ordered to pay a civil fine of not more than \$500.00 and be subject to revocation of their ORV Registration.

SECTION 11

A court may order a person who causes damage to the environment, a road or other property as a result of the operation of an ORV to pay full restitution for that damage above and beyond the penalties paid for civil fines.

SECTION 12

The County Treasurer shall deposit all fees, fines, and damages collected under this Ordinance into a fund to be designated as the ORV Fund. The County Board of Commissioners shall appropriate revenue in the ORV Fund as follows:

A. Forty-Five (45%) percent to the County Road Commission for repairing damage to roads and the environment that may have been caused by ORV's, and for posting signs indicating ORV speed limits, or indicating whether roads are open or closed to the operation of ORV's.

B. Forty-Five (45%) percent to the County Sheriff for ORV enforcement and training.

C. Ten (10%) percent to the Clerk/Register Office to provide for the processing of applications and issuance of registration stickers and supplies.

SECTION 13

If any part of this ordinance shall be determined to be unenforceable by a court of competent jurisdiction, that part shall be deemed to be severed and removed from the body of this ordinance, and the rest shall remain in full force and effect.

SECTION 14

This Ordinance becomes effective upon publication of the Notice of Adoption.

COUNTY OF CASS

By: _____
Dwight Dyes, Chairperson
CASS COUNTY BOARD OF COMMISSIONERS

By: _____
Monica McMichael, Clerk/Register
COUNTY OF CASS

CERTIFICATION

I, Monica McMichael, Clerk/Register of the County of Cass, do hereby certify that this is a true and correct copy of the Ordinance duly adopted by the Cass County Board of Commissioners on the _____ day of _____ 2022.

Monica McMichael, Clerk/Register
COUNTY OF CASS



CASS COUNTY OFFICE OF SHERIFF

321 M-62 North, Cassopolis, MI 49031 ♦ www.ccsso.info ♦ Administration: (269) 445-8644 ♦ Dispatch (269) 445-1560

RICHARD J. BEHNKE, Sheriff

CLINTON D. ROACH, Undersheriff

April 14, 2022

To: Administrator Jeff Carmen

From: Sheriff Richard J. Behnke *RB*

Re: Silver Creek Township Contract for Police Services

Attached is a copy of proposed contract for police services for the Township of Silver Creek. Silver Creek Township approached the Sheriff's Office for the possibility for police services. We have forwarded them a budget and contract that is in line with the contracts we already have with Marcellus and Howard Townships.

The main difference in this contract is the provision for us to provide coverage by deputies upon request until we can hire full time person for the position. The township would like to start the implementation of this contract after May 1, 2022.

The Silver Creek Township Board has already approved this contract.

If you or any board members have any questions, please contact me.



CASS COUNTY OFFICE OF SHERIFF

321 M-62 North, Cassopolis, MI 49031 ♦ www.ccsso.info ♦ Administration: (269) 445-8644 ♦ Dispatch (269) 445-1560

RICHARD J. BEHNKE, Sheriff

CLINTON D. ROACH, Undersheriff

CONTRACT BETWEEN Silver Creek Twp., the OFFICE OF SHERIFF, CASS COUNTY, and the COUNTY OF CASS

This Agreement is made this 1st day of April 2022, between the Township of Silver Creek, the County of Cass and the Office of Sheriff, Cass County, with reference to the following facts and circumstances:

- A. Pursuant to the authority granted in Act 8 of the Public Acts of 1967 (Ex Sess), as amended, MCLA 41.181 et seq; MSA 5.45(1) et seq., townships may enter into a contract with the Office of Sheriff Cass County, State of Michigan, to provide police protection within the township and enforce local ordinances.
- B. Silver Creek Township desires to enter into a contract with the Office of Sheriff, Cass County, to provide police protection services in Silver Creek Township.
- C. The Office of Sheriff, Cass County, will provide a deputy/officer for police protection services.

DUTIES OF THE COUNTY:

The County of Cass, through the Office of Sheriff, Cass County, agrees to provide police services in Silver Creek Township. It is understood that the deputy will continue to enforce the laws of the State of Michigan and all Silver Creek Township Ordinances.

DUTIES OF THE TOWNSHIP OF SILVER CREEK:

Silver Creek Township will provide funding for the contract for services at the budgeted amount not to exceed \$102,951.00. Payment will be made in the following manner: the Cass County Sheriff's Office will bill for services on a monthly billing for actual costs incurred. Please note however, with the ever increasing costs of fuel, this account will be monitored and any costs incurred over estimated budget, will be the responsibility of the Township.

The Cass County Sheriff's Office, recognizing its commitment of service to all citizens, will provide professional law enforcement and crime prevention in accordance with the highest possible standards of integrity and fairness.

To enable the enforcement of local ordinances, the Township will be required to swear in the deputy. All violations will be written under local ordinances that have been adopted by the Township.

The Township will provide office space or phone for use by the deputy assigned to Silver Creek Township.

SUPERVISION/PROMOTIONS/DISCIPLINE/TERMINATION :

Special township deputies appointed by the Sheriff shall be under the jurisdiction of and solely responsible to the Sheriff.

HOURS:

The Cass County Sheriff and Silver Creek Township Board will determine the schedule based on eighty (80) hours bi-weekly.

PAY:

Officers will be paid the negotiated wages with benefits.

ALTERNATE COVERAGE:

If the Cass County Sheriff's Office is unable to provide a full-time deputy for eighty hours every two weeks, service will be offered to the township at overtime rate. The township will determine what coverage is requested. In addition to the cost of gas and vehicle maintenance, the Sheriff's Office will invoice for actual costs of the pay and benefits of the deputy who works. Although the hourly cost could be less, the rate of \$58.00 per hour may be used for budgetary purposes.

LIABILITY INSURANCE:

The County of Cass has a \$5,000,000 liability insurance policy. The Township shall be included as (additional) insured's on/under said policy during the term of this contract and any renewal thereof.

The County of Cass will not assume any liability that occurred prior to start of this contract. Any prior acts will be the responsibility of Silver Creek Township.

UNEMPLOYMENT COMPENSATION:

If any current employee becomes eligible for benefits under the Michigan Employment Security Act during the term of this Agreement, all such benefits or compensation will be in accordance with the MESA of the State of Michigan.

TERMINATION OF THIS AGREEMENT:

This Agreement shall run from the date of signing until March 31, 2023 provided, however, any party shall have the right to terminate this Agreement at any time upon thirty (30) days written notice to the other party.

LIAISON:

A written monthly report will be provided no later than the Wednesday before the regular Township meeting for statistics from the previous month (i.e., November report will be presented for the December meeting, etc.).

The Sheriff will meet with the Silver Creek Township Supervisor or Safety Committee, if called on to do so.

HIRING:

The Office of Sheriff, Cass County, will handle any employment opportunities that occur within this contract.

SERVICES OUTSIDE JURISDICTIONAL LIMIT OF THE TOWNSHIP:

Personnel assigned to Silver Creek Township may be utilized on occasion outside of the jurisdictional limits of the Township of Silver Creek for priority calls for service, officer backup, and/or request for assistance to respond to calls for assistance under the terms of the Cass County Mutual Aid Agreement.

The deputy assigned to this unit/township will patrol Silver Creek Township exclusively and may only be dispatched out of the township for 9-1-1 emergency priority calls.

CONCURRENT AND RESOLUTION DATE:

This Agreement shall be effective upon approval by the Township of Silver Creek, the Cass County Board of Commissioners, and the Cass County Sheriff.

In witness whereof the County of Cass has caused this Agreement to be executed by its Chairperson and Clerk of the Board of Commissioners, the Cass County Sheriff, and Silver Creek Township has caused this Agreement to be executed by the Supervisor and Clerk of Silver Creek Township.

In witness whereof, the parties hereto have executed this contract as of the day and year first above written.

SILVER CREEK TOWNSHIP:

Michael Braman, Supervisor

Date: _____

Lorri E. Behnke, Clerk

Date: _____

COUNTY OF CASS:

Dwight Dyes, BOC Chairperson

Date: _____

Richard J. Behnke, Sheriff

Date: _____

ATTESTED TO:

Monica McMichael, Clerk/Register

Date: _____

Silver Creek Township
April 1, 2022 - March 31, 2023

40 hours
w/benefits

Wages	\$	62,590.00
Administration Fees	\$	1,000.00
Overtime	\$	1,000.00
ETO	\$	1,300.00
Holiday	\$	2,000.00
FICA	\$	4,850.00
Health Insurance	\$	19,200.00
Life Insurance	\$	54.00
Retirement	\$	7,573.00
Workers Comp.	\$	1,420.00
Disability	\$	405.00
Dental	\$	500.00
Technical Supplies	\$	500.00
Uniforms	\$	500.00
Fuel	\$	4,000.00
Drug Testing	\$	600.00
Uniform Cleaning	\$	200.00
Telephone	\$	600.00
Vehicle Maintenance	\$	1,500.00
Equipment	\$	2,000.00
Vehicle Lease	\$	9,000.00
Total	\$	120,792.00

Commissioner Per Diem and Mileage

I. POLICY

- A. STATEMENT OF POLICY:** The Cass County Board of Commissioners sets forth the following Per Diem and Mileage Policy for the purpose of providing specific parameters and uniformity as to the availability of obtaining mileage and set per diem fee for a commissioner's attendance at various meetings, events, and other relevant activities, as well as providing a collective understanding as to the authority and proper process for submitting mileage and charging a per diem fee to the County.

II. AUTHORITY

A. LEGAL AUTHORITY:

1. Public Act 156 of 1851 [MCL 46.11 et seq.] provides that the Cass County Board of Commissioners may prescribe and fix the salaries and compensations of employees of the County.

B. BUDGET

1. The Cass County annual budget shall recognize costs for per diems and mileage for currently elected Commissioners in allowable circumstances consistent with the policy.

III. PER DIEM DEFINED

- A.** A per diem is the amount of money set forth for attendance at a single meeting at a rate adopted by the Board of Commissioners that is allowed to a current elected Cass County Commissioner for attendance at certain meetings and is consistent with this policy to recognize, in part, the value of a Commissioner's time, use of personal resources and participation in the community and Southwest region of Michigan in various ways that provides additional information, supporting and assisting an elected Commissioner and the whole of the Cass County Board of Commissioners in their policy making and budget oversight functions.

IV. MILEAGE DEFINED

- A.** The current Internal Revenue Service standard mileage rates shall be applied and paid to the current elected Commissioners for all business miles driven and allowable pursuant to this policy to recognize, in part, the wear and tear on a Commissioner's vehicle, personal insurance maintained, gasoline and other relevant costs.

V. PER DIEM AND MILEAGE APPLICATION

A. COMMITTEE OF THE WHOLE, REGULAR BOARD MEETINGS

1. An elected Cass County Commissioner shall receive mileage but not receive a per diem for attendance at the twice monthly regular Board of Commissioners meetings.
- ~~2. An elected Cass County Commissioner shall receive mileage but not a per diem for attendance at the Board's monthly Committee of the Whole meeting(s).~~

B. WORK STUDIES, SPECIAL MEETINGS AND WORKSHOPS

- ~~1. An elected Cass County Commissioner shall receive mileage but not receive a per diem for attendance at up to and including two Work Studies [a focused, issue driven meeting; for example, health care or MERS matters] in a single calendar year.~~
1. An elected Cass County Commissioner shall receive mileage but not a per diem for attendance at up to and including two Special Meetings in a single calendar year.
2. An elected Cass County Commissioner shall receive mileage but not a per diem for attendance at up to and including two Workshops [generally a half or whole day devoted to one or more topics] in a single calendar year.

3. In the event that more than two of any of the above specific meeting types are called during a single calendar year, a Commissioner attending three or more of a specific type listed in 1 and 2 above will be paid ~~A Commissioner who attends more than two Work Studies, and/or two Special Meetings, and/or two Workshops in a single year shall receive mileage and a per diem for each such meeting, over two, attended—over the minimum exclusionary amount of meetings set forth above.~~

C. APPOINTED BOARDS, COMMISSIONS, AND COMMITTEES

1. For attendance at any meeting of a Board, Committee, Commission, Council, or other agency meeting to which an elected Commissioner is currently appointed by the Cass County Board of Commissioners, the Commissioner shall receive a per diem and mileage for attendance.
2. A Commissioner who otherwise attends an agency meeting or meetings that the Chair of the Board of Commissioners has specifically recognized and approved as a “Special Project” worthy of a per diem, may receive a per diem and mileage for attendance at each such meeting.
3. **EXCEPTION TO APPOINTMENTS WHERE MILEAGE IS ALLOWED:** Anytime a current Cass County Commissioner chooses to attend a meeting in Cass County as a representative of a Township, Village, City, or a constituent of Cass County they shall receive mileage reimbursement for attendance at same.
4. No Double Dipping. An elected Commissioner cannot accept two per diem payments for attendance at a single meeting. Generally, where an agency pays a per diem to an elected Commissioner for attendance at that agency’s meeting, the Commissioner may not also charge Cass County for a per diem for such attendance at such meeting.
 - a. Where the per diem provided by the agency to an elected Commissioner is under the County approved amount, the elected Commissioner may charge the County the difference between the amount received from the agency and the amount allowable from the County.
 - b. Where the mileage provided by the agency to an elected Commissioner is under the County approved amount, the elected Commissioner may charge the County the difference between the amount received from the agency and the amount allowable from the County.
5. Commissioner appointments to boards, commissions, and committees will be reviewed by the Per Diem & Mileage Workgroup and forwarded to the Chair for final verification and approval.

D. COMMISSIONER INVITATIONS

1. GOVERNMENTAL AND POLITICAL MEETINGS

- a. A currently elected Cass County Commissioner shall not receive a per diem but shall receive mileage for attendance at any Township, Village or City meeting(s) of that governmental entity’s elected officials’ governance body, unless specifically provided otherwise in this policy.
- b. A currently elected Cass County Commissioner shall not receive a per diem or mileage for attendance at any political party meetings.

2. LUNCHEONS, DEDICATIONS, CELEBRATIONS, AND DINNERS

- a. A currently elected Commissioner who attends by choice a dinner, breakfast, luncheon, dedication, celebration, “opening”, ribbon cutting, and/or other such function, having received an invitation, shall not receive a per diem but shall receive mileage for their attendance.

3. ATTENDANCE AT TRAININGS, CONFERENCES, AND SEMINARS

- a. A currently elected Commissioner who is properly registered and attends a training, conference, or seminar for which the county of Cass pays a registration fee for his / her attendance shall not receive a per diem but shall receive mileage.
- b. A currently elected Commissioner who is properly registered and attends a training, conference, or seminar for which there is no registration fee that must be paid by Cass County for his / her attendance shall receive a per diem. For example: A currently elected Commissioner who attends

a free MAC conference or meeting shall receive a per diem and mileage if he / she is registered and attends.

- ~~c. The Board of Commissioners shall be mindful of budget limitations and, whenever necessary, shall restrict the number of Commissioners that shall attend a single conference, seminar, and /or training.~~

4. OTHER

- a. An elected Cass County Commissioner shall receive mileage but not a per diem for a meeting to which a request to attend had been made by the County Administrator, Chair, or Vice-Chair.**
- b. A commissioner acting in their official capacity as a committee member shall receive mileage but not a per diem for any meetings related to carrying out the business of said committee.**
- c. Any meeting, event or other activity not recognized within this policy otherwise attended by the choice of a currently elected Commissioner, such Commissioner shall not receive a per diem or mileage except as otherwise allowed under this policy.

VI. PROCESS FOR SUBMITTING PER DIEM AND MILEAGE REQUESTS

A. REQUESTS FOR PAYMENT SUBMITTED QUARTERLY

1. All requests for payment of per diems and mileage shall be submitted on a quarterly basis on forms provided through the **Per Diem & Mileage Workgroup**: October 1st, January 1st, April 1st, and July 1st.
2. At a minimum, the information to be submitted for each per diem and mileage shall include:
 - a. The date of the meeting
 - b. Name of agency / event and board / group
 - c. Location
 - d. Mileage incurred
3. All requests for quarterly payments of per diems and/or mileage will be submitted to the **Per Diem & Mileage Workgroup** on or before the fifteenth day of the month in which it is due.
- 4. Requests for quarterly payments of per diems and/or mileage approved by the Per Diem & Mileage Workgroup shall be forwarded to the Chair or Vice-Chair for final approval and submission for payment.**
5. All requests for quarterly payment of per diems and/or mileage shall be paid timely.

VII. POLICY

A. EFFECTIVE DATE

1. This Per Diem and Mileage Policy shall be effective on the date approved by the Cass County Board of Commissioners.

~~B. POLICY REVIEW~~

- ~~1. This Per Diem and Mileage Policy shall be reviewed every two years or more often as needed to determine if an update is necessary.~~

ADOPTED: 06/15/2017

AMENDED: 09/06/2018

AMENDED: _____

CASS COUNTY BOARD OF COMMISSIONERS

R-86-22

RESOLUTION ESTABLISHING PER DIEM & MILEAGE WORKGROUP

WHEREAS, the Cass County Board of Commissioners is responsible for the oversight and approval of commissioner per diem and mileage reimbursements; and

WHEREAS, the Commissioner Per Diem & Mileage Policy requires the establishment of a Per Diem & Mileage Workgroup for the purpose of authorizing and approving commissioner per diem and mileage reimbursements; and

WHEREAS, the Per Diem & Mileage Workgroup will be responsible for reviewing quarterly Per Diem & Mileage Reimbursement Request Forms and the submission of said forms to the Chair for final approval of payment.

NOW, THEREFORE, BE IT RESOLVED by the Cass County Board of Commissioners to establish the Per Diem & Mileage Workgroup. The Per Diem Workgroup shall consist of 2 members of the Board of Commissioners appointed by the Chair.

BE IT FURTHER RESOLVED those appointed to the Per Diem & Mileage Workgroup shall be on a rotating basis and shall serve two (2) consecutive quarters before new members shall be appointed.

ADOPTED THIS 21ST DAY OF APRIL 2022

ATTEST:

Monica McMichael, Clerk/Register
COUNTY OF CASS

Dwight Dyes, Chair
CASS COUNTY BOARD OF COMMISSIONERS



April Meeting Dates

Townships	Date	Time	How
Calvin	04/12/22	6:00 PM	In Person
Howard	04/19/22	7:00 PM	In Person
Jefferson	04/14/22	6:30 PM	In Person
LaGrange	04/18/22	7:00 PM	In Person
Marcellus	04/19/22	6:00 PM	In Person
Mason	04/12/22	7:00 PM	In Person
Milton	04/12/22	7:00 PM	In Person
Newberg	04/11/22	7:00 PM	In Person
Ontwa	04/11/22	7:00 PM	In Person
Penn	04/11/22	6:30 PM	In Person
Pokagon	04/13/22	7:00 PM	In Person
Porter	04/12/22	7:00 PM	In Person
Silver Creek	04/13/22	7:00 PM	In Person
Volinia	04/11/22	6:30 PM	In Person
Wayne	04/04/22	7:00 PM	In Person
City of Dowagiac			
	04/11/22	7:00 PM	In Person
	04/25/22	7:00 PM	In Person
Villages			
Cassopolis	04/11/22	6:30 PM	In Person
Edwardsburg	04/18/22	7:00 PM	In Person
Marcellus	04/12/22	7:00 PM	In Person
	04/25/22	7:00 PM	In Person
Vandalia	04/11/22	7:00 PM	In Person
Boards & Commissions			
Cass District Library	04/18/22	6:00 PM	In Person
Cass County Cons Dist	04/11/22	3:00 PM	In Person at Council on Aging, Decatur Rd.
Economic Dev Corp	04/27/22	8:30 AM	In Person
Historical Commission	04/14/22	5:00 PM	In Person
Medical Care Facility	04/25/22	10:00 AM	Zoom
Parks Board	04/14/22	4:00 PM	In Person
Planning Commission	04/27/22	4:00 PM	In Person
Road Commission	04/21/22	9:00 AM	In Person
Transportation	04/11/22	8:00 AM	In Person
VanBuren/Cass Dist			
Health Dept	04/13/22	3:00 PM	490 S. Paw Paw St., Lawrence
Woodlands	04/26/22	5:00 PM	In Person