



CASS COUNTY BOARD OF COMMISSIONERS

REGULAR MEETING OF THE CASS COUNTY BOARD OF COMMISSIONERS

January 19, 2023

5:00 PM

CALL TO ORDER – *Chair Jones*

INVOCATION – *Commissioner Marchetti*

PLEDGE OF ALLEGIANCE – *Commissioner Lee*

ROLL CALL - *Clerk/Register Monica McMichael*

INTRODUCTION OF VISITORS – *Chair Jones*

PUBLIC COMMENTS (limit 3 minutes/person)

APPROVAL OF THE AGENDA – *Commissioner Barrera*

RECOGNITIONS

PRESENTATIONS (Limit to 10 minutes)

PROPOSED CONSENT AGENDA - *Vice-Chair Laylin*

1. **M-05-23** - Motion to approve Claims dated January 6, 2023
2. **M-06-23** - Motion to approve the January 5, 2023 Board of Commissioners Regular Meeting Minutes
3. **M-07-23** – Motion to approve the 2023 Cass County Board of Commissioner Committees, Boards, and Commissions Assignments

[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 Lawrence
District 3 - Commissioner Locke
District 4 - Commissioner Jones
District 5 - Commissioner Howie
District 6 - Commissioner Barrera
District 7 - Commissioner Marchetti
District 8 – Commissioner Lee

ADMINISTRATOR'S REPORT

FINANCIAL REPORT

COUNTY PARTNERS (Limit to 5 minutes)

ELECTED OFFICIALS

UNFINISHED BUSINESS



CASS COUNTY BOARD OF COMMISSIONERS

NEW BUSINESS

1. **M-08-23** – Motion to appoint Mary Howie to the Stone Lake Governmental Lake Board to a term ending 12/31/2024 – *Commissioner Locke*
2. **M-09-23** – Motion to appoint RJ Lee to the Shavehead Lake Governmental Lake Board to a term ending 12/31/2024 – *Commissioner Lawrence*
3. **M-10-23** – Motion to appoint Ryan Laylin to the Indian Lake Governmental Lake board to a term ending 12/31/2024 – *Commissioner Barrera*
4. **M-11-23** – Motion to approve FYE 2022 Budget Amendments as presented - *Commissioner Howie*
5. **M-12-23** – Motion to approve Letters of Understanding for the following Collective Bargaining Units:
 - a. Patrol Sergeants
 - b. Corrections Sergeants
 - c. Patrol and Detectives
 - d. Corrections & Clerks
6. **DISCUSSION** – Committee of the Whole

BOARD MEMBER COMMENTS/ANNOUNCEMENTS

ADJOURNMENT

01/09/2023 04:44 PM
User: JackieT
DB: Cass County

INVOICE GL DISTRIBUTION REPORT FOR CASS COUNTY
POST DATES 12/26/2022 - 01/06/2023
JOURNALIZED
PAID

Page: 1/12

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund							
Dept							
701-000-271.000		DHS	RESTITUITON IVA ANDERSEN 99-010063-	659	01/05/23	10.00	1195349
			Total For Dept			10.00	
			Total For Fund			10.00	
Fund 101 GENERAL FUND							
Dept 101 BOARD OF COMMISSIONERS							
101-101-728.000	DEPARTMENTAL SUPPLIES	DOUBLEDAY OFFICE PRODU	TONER CARTRIDGES/PAPER/OFFICE SUPPL	DECEMBER	01/06/23	75.50	1195287
			Total For Dept 101 BOARD OF COMMISSIONERS			75.50	
Dept 228 INFORMATION TECHNOLOGY							
101-228-856.000	HARDWARE SUPPORT	SHI INTERNATIONAL CORP	SCANNERS FOR TIFFANY AND ROIANNE	B16259430	01/06/23	853.07	1195318
101-228-901.000	COPIER CHARGES	MACQUARIE EQUIPMENT CA	COPIER LEASE PAYMENT	62973	01/06/23	1,614.76	1195304
101-228-901.000	COPIER CHARGES	MACQUARIE EQUIPMENT CA	COPIER LEASE PAYMENT	62974	01/06/23	36.00	1195304
101-228-955.000	DUES / MEMBERSHIP / SUBSC	HUNTINGTON COMMERCIAL	CREDIT CARD CHARGES	DECEMBER	01/06/23	224.00	1195296
			Total For Dept 228 INFORMATION TECHNOLOGY			2,727.83	
Dept 233 PURCHASING							
101-233-727.901	OFFICE SUPPLIES - CIRCUIT	DOUBLEDAY OFFICE PRODU	TONER CARTRIDGES/PAPER/OFFICE SUPPL	DECEMBER	01/06/23	106.94	1195287
101-233-727.902	OFFICE SUPPLIES - DISTRICT	DOUBLEDAY OFFICE PRODU	TONER CARTRIDGES/PAPER/OFFICE SUPPL	DECEMBER	01/06/23	79.00	1195287
101-233-727.902	OFFICE SUPPLIES - DISTRICT	ENTERPRISE ENVELOPES I	ENV - DIST CT 60543N/60544N/60545N	60543N/544N/545N	01/06/23	517.75	21894
101-233-727.902	OFFICE SUPPLIES - DISTRICT	SMART BUSINESS SOURCE	OFFICE SUPPLIES	PPS-3792	01/06/23	55.06	21932
101-233-727.902	OFFICE SUPPLIES - DISTRICT	SMART BUSINESS SOURCE	OFFICE SUPPLIES	PPS-3792	01/06/23	(47.98)	21932
101-233-727.904	OFFICE SUPPLIES - FAMILY (	DOUBLEDAY OFFICE PRODU	TONER CARTRIDGES/PAPER/OFFICE SUPPL	DECEMBER	01/06/23	70.36	1195287
101-233-727.904	OFFICE SUPPLIES - FAMILY (	ROBERT BUDLONG	INVOICE #02217 (FILE FOLDERS)	1623	01/06/23	235.00	1195323
101-233-727.904	OFFICE SUPPLIES - FAMILY (	SMART BUSINESS SOURCE	OFFICE SUPPLIES	PPS-3792	01/06/23	37.48	21932
101-233-727.905	OFFICE SUPPLIES - CLERK /	SMART BUSINESS SOURCE	OFFICE SUPPLIES	PPS-3792	01/06/23	56.66	21932
101-233-727.911	OFFICE SUPPLIES - SHERIFF	SMART BUSINESS SOURCE	OFFICE SUPPLIES	PPS-3792	01/06/23	29.02	21932
101-233-729.000	POSTAGE	UPS	UPS CHARGES	565522	01/06/23	170.23	1195326
101-233-729.000	POSTAGE	UPS	UPS CHARGES	565512	01/06/23	123.28	1195326
101-233-733.000	COMPUTER / COPIER SUPPLIES	DOUBLEDAY OFFICE PRODU	TONER CARTRIDGES/PAPER/OFFICE SUPPL	DECEMBER	01/06/23	134.41	1195287
101-233-733.000	COMPUTER / COPIER SUPPLIES	DOUBLEDAY OFFICE PRODU	TONER CARTRIDGES/PAPER/OFFICE SUPPL	DECEMBER	01/06/23	165.73	1195287
101-233-733.000	COMPUTER / COPIER SUPPLIES	DOUBLEDAY OFFICE PRODU	TONER CARTRIDGES/PAPER/OFFICE SUPPL	DECEMBER	01/06/23	833.00	1195287
101-233-801.000	PROFESSIONAL SERVICES	RAPID SHRED	SHREDDING FEES FOR DECEMBER	92025	01/06/23	789.00	21935
101-233-850.000	TELEPHONE / INTERNET	FRONTIER	TELEPHONE (11)	DECEMBER	01/03/23	106.74	1195278
101-233-850.000	TELEPHONE / INTERNET	FRONTIER	TELEPHONE (11)	DECEMBER	01/03/23	50.49	1195278
101-233-850.000	TELEPHONE / INTERNET	FRONTIER	TELEPHONE (11)	DECEMBER	01/03/23	49.99	1195278
101-233-850.000	TELEPHONE / INTERNET	FRONTIER	TELEPHONE (11)	DECEMBER	01/03/23	54.62	1195278
101-233-850.000	TELEPHONE / INTERNET	FRONTIER	TELEPHONE (11)	DECEMBER	01/03/23	360.94	1195278
101-233-850.000	TELEPHONE / INTERNET	FRONTIER	TELEPHONE (11)	DECEMBER	01/03/23	26.08	1195278
101-233-850.973	TELEPHONE / INTERNET - MDC	FRONTIER	TELEPHONE (11)	DECEMBER	01/03/23	45.50	1195278
101-233-900.000	PRINTING & BINDING	PRINTLINK SHORT RUN BU	PAY ENVELOPES	311470	01/05/23	695.50	1195383
101-233-900.000	PRINTING & BINDING	KCI	PERSONAL PROPERTY STATEMENTS	317889	01/06/23	516.90	1195300
			Total For Dept 233 PURCHASING			5,261.70	
Dept 245 COUNTY SURVEY & REMONUMENTATION							
101-245-801.000	PROFESSIONAL SERVICES	THOMAS STEPHENSON	CONTRACTUAL REMONUMENTATION FEES	22000-1	12/30/22	1,763.50	21879
101-245-801.000	PROFESSIONAL SERVICES	ABONMARCHE CONSULTANTS	REMON CONTRACT SERVICES	143997	01/06/23	9,840.00	21883
101-245-801.000	PROFESSIONAL SERVICES	MIKEL CURRIER	REMONUMENTATION PEER GROUP	MC2022	01/06/23	130.00	21890
101-245-801.000	PROFESSIONAL SERVICES	JONES PETRIE RAFINSKI	REMONUMENTATION CONTRACTUAL SERVICE	44961	01/06/23	9,840.00	21900
101-245-801.000	PROFESSIONAL SERVICES	DALE L. KESLER	PEER GROUP	12272022	01/06/23	130.00	21902
101-245-801.000	PROFESSIONAL SERVICES	KESLER LAND SURVEYING	REMON CONTRACT SERVICES	INV686	01/06/23	9,840.00	21903
101-245-801.000	PROFESSIONAL SERVICES	MATTHEW REINKING	PEER GROUP	12262022	01/06/23	130.00	21926

DB: Cass County

PAID

Page: 2/12

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 245 COUNTY SURVEY & REMONUMENTATION							
Total For Dept 245 COUNTY SURVEY & REMONUMENTATION						31,673.50	
Dept 253 TREASURER							
101-253-831.000	TAX BONDS	GREENSTONE INSURANCE	C WINTER TAX BOND	GICSTB0302	01/06/23	5,076.00	1195294
Total For Dept 253 TREASURER						5,076.00	
Dept 257 ASSESSOR / EQUALIZATION DEPT							
101-257-801.000	PROFESSIONAL SERVICES	ASSESSING SOLUTIONS IN CONTRACTUAL	EQUALIZATION SERVICES -	CASS024	01/06/23	5,509.33	21884
Total For Dept 257 ASSESSOR / EQUALIZATION DEPT						5,509.33	
Dept 265 BUILDINGS & GROUNDS							
101-265-730.000	MOTOR FUEL / LUBRICANTS	MARATHON OIL COMPANY	FUEL - MAINTENANCE	DECEMBER	01/06/23	987.34	21906
101-265-735.000	MAINTENANCE SUPPLIES	ETNA SUPPLY COMPANY	REPAIRS AT JAIL - MAINTENANCE STOCK	S104867615	01/06/23	278.00	1195288
101-265-735.000	MAINTENANCE SUPPLIES	YOUNG SUPPLY CO.	TOOL BACKPACK FOR MAINTENANCE EMPLOYEES	80275298	01/06/23	299.00	1195330
101-265-735.000	MAINTENANCE SUPPLIES	YOUNG SUPPLY CO.	MAINTENANCE REPAIRS	80275299	01/06/23	369.50	1195330
101-265-735.970	MAINTENANCE SUPPLIES - L&C	GEN-X LIGHTING LLC	LIGHT BULBS	2857	01/06/23	670.60	1195292
101-265-741.000	UNIFORMS	UNIFIRST CORPORATION	UNIFORMS - MAINTENANCE	1500021781	01/06/23	99.76	1195325
101-265-741.000	UNIFORMS	UNIFIRST CORPORATION	UNIFORMS - MAINTENANCE	1500020970	01/06/23	182.00	1195325
101-265-801.000	PROFESSIONAL SERVICES	TENURGY LLC	CONTRACTUAL ENERGY AUDIT SAVINGS	CASSCO-123	01/06/23	1,184.66	21934
101-265-825.970	CLEANING SERVICES - L&C BUILDING	THE CLEANEST CO LLC	CONTRACTUAL CLEANING - COUNTY BUILD	25	01/06/23	8,616.31	1195395
101-265-825.971	CLEANING SERVICES - COUNTY BUILDING	THE CLEANEST CO LLC	CONTRACTUAL CLEANING - COUNTY BUILD	25	01/06/23	6,359.66	1195395
101-265-825.972	CLEANING SERVICES - ANIMAL CONTROL	THE CLEANEST CO LLC	CONTRACTUAL CLEANING - COUNTY BUILD	25	01/06/23	205.15	1195395
101-265-825.974	CLEANING SERVICES - SHERIFF JAIL	THE CLEANEST CO LLC	CONTRACTUAL CLEANING - COUNTY BUILD	25	01/06/23	512.88	1195395
101-265-827.000	MAINTENANCE	FERGUSON ENTERPRISES LLC	MAINTENANCE GARAGE - BATHROOM TOILETS	6710715	01/06/23	225.85	1195289
101-265-827.000	MAINTENANCE	ANTHONY FIELDS	TWO NEW FIRE EXTINGUISHERS	4609	01/06/23	240.00	21908
101-265-827.000	MAINTENANCE	R. W. LAPINE INC.	REPAIRS TO MAINTENANCE GARAGE	50080231	01/06/23	483.75	21925
101-265-920.980	ELECTRICITY - PARKS	MIDWEST ENERGY COOPERATIVE	ELECTRIC - PARKS (9)	NOVEMBER	01/06/23	98.94	21914
101-265-920.980	ELECTRICITY - PARKS	MIDWEST ENERGY COOPERATIVE	ELECTRIC - PARKS (9)	NOVEMBER	01/06/23	45.90	21914
101-265-920.980	ELECTRICITY - PARKS	MIDWEST ENERGY COOPERATIVE	ELECTRIC - PARKS (9)	NOVEMBER	01/06/23	59.47	21914
101-265-920.980	ELECTRICITY - PARKS	MIDWEST ENERGY COOPERATIVE	ELECTRIC - PARKS (9)	NOVEMBER	01/06/23	127.39	21914
101-265-920.980	ELECTRICITY - PARKS	MIDWEST ENERGY COOPERATIVE	ELECTRIC - PARKS (9)	NOVEMBER	01/06/23	79.51	21914
101-265-920.980	ELECTRICITY - PARKS	MIDWEST ENERGY COOPERATIVE	ELECTRIC - PARKS (9)	NOVEMBER	01/06/23	15.57	21914
101-265-920.980	ELECTRICITY - PARKS	MIDWEST ENERGY COOPERATIVE	ELECTRIC - PARKS (9)	NOVEMBER	01/06/23	12.42	21914
101-265-920.980	ELECTRICITY - PARKS	MIDWEST ENERGY COOPERATIVE	ELECTRIC - PARKS (9)	NOVEMBER	01/06/23	100.64	21914
101-265-920.980	ELECTRICITY - PARKS	MIDWEST ENERGY COOPERATIVE	ELECTRIC - PARKS (9)	NOVEMBER	01/06/23	45.90	21914
101-265-922.970	WATER / SEWER - L&C BUILDING	VILLAGE OF CASSOPOLIS	WATER/SEWER (6)	DECEMBER	01/06/23	189.81	1195327
101-265-922.971	WATER / SEWER - COUNTY BUILDING	VILLAGE OF CASSOPOLIS	WATER/SEWER (6)	DECEMBER	01/06/23	231.38	1195327
101-265-922.972	WATER / SEWER - ANIMAL CONTROL	VILLAGE OF CASSOPOLIS	WATER/SEWER (6)	DECEMBER	01/06/23	455.81	1195327
101-265-922.974	WATER / SEWER - SHERIFF JAIL	VILLAGE OF CASSOPOLIS	WATER/SEWER (6)	DECEMBER	01/06/23	12.74	1195327
101-265-922.974	WATER / SEWER - SHERIFF JAIL	VILLAGE OF CASSOPOLIS	WATER/SEWER (6)	DECEMBER	01/06/23	285.56	1195327
101-265-922.975	WATER / SEWER - MAINTENANCE GARAGE	VILLAGE OF CASSOPOLIS	WATER/SEWER (6)	DECEMBER	01/06/23	13.89	1195327
101-265-924.974	PEST CONTROL - SHERIFF JAIL	ROSE PEST SOLUTIONS	PEST CONTROL -CCDET	150575447	01/06/23	50.00	21929
101-265-936.000	BUILDING & GROUNDS REPAIRS	GRAINGER, INC.	SHOP VAC FILTERS FOR MAINTENANCE	833226046	01/06/23	47.96	1195293
101-265-936.000	BUILDING & GROUNDS REPAIRS	GRAINGER, INC.	MAINTENANCE REPAIRS	833226046	01/06/23	82.76	1195293
101-265-936.000	BUILDING & GROUNDS REPAIRS	DAVE REIFF	REIMBURSEMENT FOR PARTS FOR WATER HEATER	3368139	01/06/23	80.29	1195315
101-265-936.000	BUILDING & GROUNDS REPAIRS	R. W. LAPINE INC.	ROAD COMMISSION REPAIRS #1028	50080232	01/06/23	142.50	21925
101-265-936.000	BUILDING & GROUNDS REPAIRS	R. W. LAPINE INC.	ASSISTANCE WITH AIR HANDLER REPAIRS	45698	01/06/23	1,172.10	21925
101-265-936.974	BLDG & GROUNDS REP - SHERIFF JAIL	ADVANTAGE PLUMBING, INC.	PLUMBING REPAIRS AT JAIL	387188	01/06/23	588.00	1195279
101-265-936.974	BLDG & GROUNDS REP - SHERIFF JAIL	ETNA SUPPLY COMPANY	REPAIRS AT JAIL - MAINTENANCE STOCK	S104867615	01/06/23	333.63	1195288
101-265-936.974	BLDG & GROUNDS REP - SHERIFF JAIL	ROTO-ROOTER	WATER DRAIN ISSUES AT JAIL	139323	01/06/23	293.00	1195317
101-265-936.974	BLDG & GROUNDS REP - SHERIFF JAIL	KENDALL ELECTRIC, INC.	CELL BLOCK LIGHT FIXTURE LENSES	CUSTOMER #10984	01/06/23	445.05	21901
101-265-939.000	UNSCHEDULED REPAIRS	R. W. LAPINE INC.	TANKLESS WATER HEATER INSTALL. AT JAIL	45638	01/06/23	264.00	21925
Total For Dept 265 BUILDINGS & GROUNDS						25,988.68	

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 276 COURT GRANTS							
101-276-801.205	PROFESSIONAL SERVICES	TARA SMITH THERAPY SER	ATC/SC SERVICES 12/14 THRU 12/27/22	26	01/06/23	75.00	1195322
101-276-801.205	PROFESSIONAL SERVICES	HEATHER BANGSTON	ATC/SC SERVICES 12/14 THRU 12/27/22	122922	01/06/23	90.00	21885
101-276-801.205	PROFESSIONAL SERVICES	CARLA LOWE	ATC/SC SERVICES 12/14 THRU 12/27/22	122822	01/06/23	75.00	21915
101-276-801.205	PROFESSIONAL SERVICES	THOMAS MONDSCHIEIN	ATC/SC SERVICES 12/14 THRU 12/27/22	122722	01/06/23	229.25	21916
101-276-801.205	PROFESSIONAL SERVICES	TIFFANY MONDSCHIEIN	ATC/SC SERVICES 12/14 THRU 12/27/22	122722	01/06/23	474.13	21917
101-276-801.205	PROFESSIONAL SERVICES	MAYA MAXINE POPE NIX	ATC/SC SERVICES 12/14 THRU 12/27/22	122822	01/06/23	360.00	21919
101-276-801.205	PROFESSIONAL SERVICES	JOHN PILLOW	ATC/SC SERVICES 12/14 THRU 12/27/22	122822	01/06/23	721.25	21923
101-276-801.205	PROFESSIONAL SERVICES	TASIA ROBERTS	ATC/SC SERVICES 12/14 THRU 12/27/22	122822	01/06/23	840.00	21928
101-276-801.205	PROFESSIONAL SERVICES	MANDY SALMEN	ATC/SC SERVICES 12/14 THRU 12/27/22	122722	01/06/23	390.88	21930
101-276-801.205	PROFESSIONAL SERVICES	REDDEN TODD	ATC/SC SERVICES 12/14 THRU 12/27/22	122822	01/06/23	171.63	21936
101-276-801.205	PROFESSIONAL SERVICES	BRADLEY WEST	ATC/SC SERVICES 12/14 THRU 12/27/22	122822	01/06/23	316.38	21937
101-276-801.214	PROFESSIONAL SERVICES	PRESTON COLLETT	ATC/SC SERVICES 12/14 THRU 12/27/22	122822	01/06/23	374.00	21888
101-276-801.214	PROFESSIONAL SERVICES	MONIQUE DORTCH	ATC/SC SERVICES 12/14 THRU 12/27/22	122822	01/06/23	430.00	21891
101-276-801.214	PROFESSIONAL SERVICES	CLARENCE JAMES	ATC/SC SERVICES 12/14 THRU 12/27/22	122822	01/06/23	592.00	21898
101-276-801.214	PROFESSIONAL SERVICES	TAYLOR MCMEEEKEN	ATC/SC SERVICES 12/14 THRU 12/27/22	122822	01/06/23	150.00	21911
101-276-801.214	PROFESSIONAL SERVICES	KIMBERLY PEET	ATC/SC SERVICES 12/14 THRU 12/27/22	122822	01/06/23	60.00	21921
101-276-801.309	PROFESSIONAL SERVICES - ME	GRACE MULLER	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	1,050.00	1195396
101-276-801.309	PROFESSIONAL SERVICES - ME	HEATHER BANGSTON	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	9.00	21885
101-276-801.309	PROFESSIONAL SERVICES - ME	PRESTON COLLETT	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	255.00	21888
101-276-801.309	PROFESSIONAL SERVICES - ME	MONIQUE DORTCH	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	60.00	21891
101-276-801.309	PROFESSIONAL SERVICES - ME	BARBARA M. HOWES	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	500.00	21896
101-276-801.309	PROFESSIONAL SERVICES - ME	BRANDY JONES	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	90.25	21899
101-276-801.309	PROFESSIONAL SERVICES - ME	CHRISTY LAPORTE	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	187.25	21904
101-276-801.309	PROFESSIONAL SERVICES - ME	TAYLOR MCMEEEKEN	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	50.00	21911
101-276-801.309	PROFESSIONAL SERVICES - ME	MICHIANA DRUG TESTING	INVOICE #1177, 1178, 1179	1623	01/06/23	514.00	21912
101-276-801.309	PROFESSIONAL SERVICES - ME	CARLA LOWE	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	225.00	21915
101-276-801.309	PROFESSIONAL SERVICES - ME	THOMAS MONDSCHIEIN	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	119.00	21916
101-276-801.309	PROFESSIONAL SERVICES - ME	TIFFANY MONDSCHIEIN	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	18.00	21917
101-276-801.309	PROFESSIONAL SERVICES - ME	MAYA MAXINE POPE NIX	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	260.00	21919
101-276-801.309	PROFESSIONAL SERVICES - ME	HEATHER PAULEY	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	180.00	21920
101-276-801.309	PROFESSIONAL SERVICES - ME	KIMBERLY PEET	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	60.00	21921
101-276-801.309	PROFESSIONAL SERVICES - ME	JOHN PILLOW	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	113.88	21923
101-276-801.309	PROFESSIONAL SERVICES - ME	MANDY SALMEN	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	89.00	21930
101-276-801.309	PROFESSIONAL SERVICES - ME	REDDEN TODD	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	45.00	21936
101-276-801.309	PROFESSIONAL SERVICES - ME	BRADLEY WEST	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	130.13	21937
101-276-801.310	PROFESSIONAL SERVICES - SV	HEATHER BANGSTON	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	18.00	21885
101-276-801.310	PROFESSIONAL SERVICES - SV	PRESTON COLLETT	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	359.00	21888
101-276-801.310	PROFESSIONAL SERVICES - SV	MONIQUE DORTCH	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	60.00	21891
101-276-801.310	PROFESSIONAL SERVICES - SV	BARBARA M. HOWES	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	325.00	21896
101-276-801.310	PROFESSIONAL SERVICES - SV	CLARENCE JAMES	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	592.00	21898
101-276-801.310	PROFESSIONAL SERVICES - SV	MICHIANA DRUG TESTING	INVOICE #1177, 1178, 1179	1623	01/06/23	1,426.00	21912
101-276-801.310	PROFESSIONAL SERVICES - SV	THOMAS MONDSCHIEIN	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	380.00	21916
101-276-801.310	PROFESSIONAL SERVICES - SV	TIFFANY MONDSCHIEIN	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	304.38	21917
101-276-801.310	PROFESSIONAL SERVICES - SV	MAYA MAXINE POPE NIX	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	220.00	21919
101-276-801.310	PROFESSIONAL SERVICES - SV	KIMBERLY PEET	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	285.00	21921
101-276-801.310	PROFESSIONAL SERVICES - SV	JOHN PILLOW	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	1,151.00	21923
101-276-801.310	PROFESSIONAL SERVICES - SV	TASIA ROBERTS	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	840.00	21928
101-276-801.310	PROFESSIONAL SERVICES - SV	MANDY SALMEN	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	149.38	21930
101-276-801.310	PROFESSIONAL SERVICES - SV	JESSEE SCHOETZOW	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	521.88	21931
101-276-801.310	PROFESSIONAL SERVICES - SV	REDDEN TODD	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	35.13	21936
101-276-801.310	PROFESSIONAL SERVICES - SV	BRADLEY WEST	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	736.25	21937
101-276-801.311	PROFESSIONAL SERVICES - CC	PRESTON COLLETT	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	276.00	21888
101-276-801.311	PROFESSIONAL SERVICES - CC	MONIQUE DORTCH	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	300.00	21891

01/09/2023 04:44 PM
User: JackieT
DB: Cass County

INVOICE GL DISTRIBUTION REPORT FOR CASS COUNTY
POST DATES 12/26/2022 - 01/06/2023
JOURNALIZED
PAID

Page: 4/12

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 276 COURT GRANTS							
101-276-801.311	PROFESSIONAL SERVICES - CC	BARBARA M. HOWES	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	1,375.00	21896
101-276-801.311	PROFESSIONAL SERVICES - CC	CLARENCE JAMES	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	925.00	21898
101-276-801.311	PROFESSIONAL SERVICES - CC	KIMBERLY PEET	PROBLEM SOLVING COURT (12/15/2022-	1623	01/06/23	1,080.00	21921
Total For Dept 276 COURT GRANTS						20,664.05	
Dept 279 FAMILY / JUVENILE COURT							
101-279-703.316	PART-TIME WAGES	STEPHEN MCKEE	HOME DETENTION 12/17/2022-12/30/202	1623	01/06/23	24.00	21910
101-279-805.000	LEGAL SERVICES	HEIDI ANN DUNCAN	NEGLECT/ABUSE INDIGENT DEFENSE	1623	01/06/23	575.00	21893
101-279-805.000	LEGAL SERVICES	ELIZABETH MCCREE	NEGLECT/ABUSE INDIGENT DEFENSE	1623	01/06/23	5,726.19	21909
101-279-805.000	LEGAL SERVICES	STEPHEN K. WOODS. P.C.	NEGLECT/ABUSE INDIGENT DEFENSE	1623	01/06/23	800.00	21938
101-279-860.316	TRAVEL / TRANSPORTATION /	STEPHEN MCKEE	HOME DETENTION 12/17/2022-12/30/202	1623	01/06/23	32.50	21910
101-279-967.000	EQUIPMENT < \$20,000	SHI INTERNATIONAL CORP		B16272016	01/06/23	657.61	1195318
Total For Dept 279 FAMILY / JUVENILE COURT						7,815.30	
Dept 286 DISTRICT COURT							
101-286-801.902	PROFESSIONAL SERVICES	BARBARA M. HOWES	ATC/SC SERVICES 12/14 THRU 12/27/22	122822	01/06/23	200.00	21896
Total For Dept 286 DISTRICT COURT						200.00	
Dept 289 FRIEND OF THE COURT							
101-289-727.000	OFFICE SUPPLIES	SMART BUSINESS SOURCE	OFFICE SUPPLIES	PPS-3792	01/06/23	22.81	21932
101-289-730.000	MOTOR FUEL / LUBRICANTS	J & H OIL COMPANY	FOC SQUAD FUEL 12/31/2022	CFSI-10783	01/06/23	58.71	21897
101-289-955.000	DUES / MEMBERSHIP / SUBSC	FOCA	FOCA DUES FOR FOC S. MATHEWS AND AS	2023	01/06/23	500.00	1195290
101-289-955.000	DUES / MEMBERSHIP / SUBSC	HUNTINGTON COMMERCIAL	CREDIT CARD CHARGES	DECEMBER	01/06/23	60.00	1195296
Total For Dept 289 FRIEND OF THE COURT						641.52	
Dept 294 PROBATE COURT							
101-294-817.000	TRIAL COURT APPOINTED ATT	HEIDI DUNCAN	COURT APPOINTED GAL FEE FOR 2022-26	12.20.2022	01/06/23	150.00	21892
Total For Dept 294 PROBATE COURT						150.00	
Dept 301 SHERIFF							
101-301-730.000	MOTOR FUEL / LUBRICANTS	J & H OIL COMPANY	FUEL	CFSI-10777	01/06/23	51.17	21897
101-301-730.000	MOTOR FUEL / LUBRICANTS	WRIGHT EXPRESS	FUEL 12/2022	86059946	01/06/23	4,844.39	21939
101-301-730.000	MOTOR FUEL / LUBRICANTS	WRIGHT EXPRESS	FUEL 12/2022	86059946	01/06/23	(109.06)	21939
101-301-741.000	UNIFORMS	JBM TECHNOLOGY	UNIFORMS: POLICE ACADEMY	110196	01/06/23	372.00	1195298
101-301-741.000	UNIFORMS	NYE UNIFORM CO.	UNIFORMS	834070	01/06/23	147.77	1195312
101-301-741.000	UNIFORMS	NYE UNIFORM CO.	UNIFORMS	836952	01/06/23	137.82	1195312
101-301-741.000	UNIFORMS	NYE UNIFORM CO.	UNIFORMS	836950	01/06/23	62.50	1195312
101-301-812.000	MEDICAL / DRUG / PHYSICALS	MARILYN CHRISTENSEN	PRE-EMPLOYMENT TESTING	12072022	01/06/23	1,000.00	1195286
101-301-812.000	MEDICAL / DRUG / PHYSICALS	LAKELAND HOSP AT NILES	PRE-EMPLOYMENT TESTING: HARRIS, GON	939719/615282	01/06/23	213.00	1195303
101-301-819.000	LAUNDRY / DRY CLEANING	ZIKER CLEANERS INC	DRY CLEANING 12/2022	ZA2905	01/06/23	364.44	21940
101-301-850.000	TELEPHONE / INTERNET	FRONTIER	TELEPHONE (11)	DECEMBER	01/03/23	313.74	1195278
101-301-850.000	TELEPHONE / INTERNET	FRONTIER	TELEPHONE (11)	DECEMBER	01/03/23	102.74	1195278
101-301-865.000	CONFERENCES / MEETINGS /	HUNTINGTON COMMERCIAL	C CARD 12/2022	123122	01/06/23	676.60	1195296
101-301-900.000	PRINTING & BINDING	PREFERRED PRINTING, IN	O.T. BOOKS	34403	01/06/23	64.94	21924
101-301-935.000	VEHICLE & EQUIPMENT REPAIR	C. WIMBERLEY	VEHICLE MAINT	50141	01/06/23	90.15	1195282
101-301-935.000	VEHICLE & EQUIPMENT REPAIR	KEENE'S AUTO BODY & SA	VEHICLE REPAIRS - CCSO	CLAIM# 2203222	01/06/23	10,407.10	1195301
101-301-935.000	VEHICLE & EQUIPMENT REPAIR	GRAMES TIRE & BATT	VEHICLE REPAIR/MAINT	20091	01/06/23	101.00	21895
101-301-967.000	EQUIPMENT < \$20,000	NYE UNIFORM CO.	EQUIPMENT	838193	01/06/23	168.59	1195312
Total For Dept 301 SHERIFF						19,008.89	
Dept 304 LAW & COURTS SECURITY							
101-304-741.000	UNIFORMS	NYE UNIFORM CO.	UNIFORMS	833909	01/06/23	(421.20)	1195312
101-304-741.000	UNIFORMS	ZIKER CLEANERS INC	DRY CLEANING 12/2022	ZA2905	01/06/23	85.90	21940

01/09/2023 04:44 PM

User: JackieT

DB: Cass County

INVOICE GL DISTRIBUTION REPORT FOR CASS COUNTY

POST DATES 12/26/2022 - 01/06/2023

JOURNALIZED

PAID

Page: 5/12

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 304 LAW & COURTS SECURITY							
Total For Dept 304 LAW & COURTS SECURITY						(335.30)	
Dept 316 SECONDARY ROAD PATROL							
101-316-730.000	MOTOR FUEL / LUBRICANTS	WRIGHT EXPRESS	FUEL 12/2022	86059946	01/06/23	343.76	21939
101-316-741.000	UNIFORMS	NYE UNIFORM CO.	UNIFORMS	835987	01/06/23	62.50	1195312
101-316-741.000	UNIFORMS	ZIKER CLEANERS INC	DRY CLEANING 12/2022	ZA2905	01/06/23	85.41	21940
Total For Dept 316 SECONDARY ROAD PATROL						491.67	
Dept 345 PUBLIC SAFETY DEPT							
101-345-730.403	MOTOR FUEL / LUBRICANTS	WRIGHT EXPRESS	FUEL 12/2022	86059946	01/06/23	370.38	21939
101-345-730.405	MOTOR FUEL / LUBRICANTS	WRIGHT EXPRESS	FUEL 12/2022	86059946	01/06/23	79.88	21939
101-345-730.407	MOTOR FUEL / LUBRICANTS	WRIGHT EXPRESS	FUEL 12/2022	86059946	01/06/23	198.24	21939
101-345-819.407	LAUNDRY / DRY CLEANING	ZIKER CLEANERS INC	DRY CLEANING 12/2022	ZA2905	01/06/23	56.94	21940
Total For Dept 345 PUBLIC SAFETY DEPT						705.44	
Dept 351 JAIL OPERATION							
101-351-728.000	DEPARTMENTAL SUPPLIES	SMART BUSINESS SOURCE	OFFICE SUPPLIES	PPS-3792	01/06/23	23.47	21932
101-351-730.000	MOTOR FUEL / LUBRICANTS	WRIGHT EXPRESS	FUEL 12/2022	86059946	01/06/23	600.11	21939
101-351-734.000	CLEANING SUPPLIES	UNIFIRST CORPORATION	RUGS	1500020971	01/06/23	59.78	1195325
101-351-734.000	CLEANING SUPPLIES	W. B. HAYDEN & SONS CO	CLEANING SUPPLIES	232302	01/06/23	31.98	1195328
101-351-738.000	CLOTHING / BEDDING / TOILE	BOB BARKER CO., INC.	INMATE SUPPLIES	INV1855280	01/06/23	152.66	1195281
101-351-738.000	CLOTHING / BEDDING / TOILE	BOB BARKER CO., INC.	INMATE SUPPLIES	INV1855302	01/06/23	699.15	1195281
101-351-738.000	CLOTHING / BEDDING / TOILE	BOB BARKER CO., INC.	INMATE SUPPLIES	INV1855545	01/06/23	256.20	1195281
101-351-738.000	CLOTHING / BEDDING / TOILE	PERFECTION COMMERCIAL	BATH TISSUE	70240	01/06/23	423.78	21922
101-351-742.000	PRISONER MEALS	CANTEEN SERVICES, INC.	INMATE MEALS WEEK OF 12/11/2022 - 12/17/2022	122015	01/06/23	4,775.42	21886
101-351-742.000	PRISONER MEALS	CANTEEN SERVICES, INC.	INMATE MEALS WEEK OF 12/18/2022-12/24/2022	122203	01/06/23	4,435.41	21886
101-351-812.000	MEDICAL / DRUG / PHYSICALS	LAKELAND HOSP AT NILES	PRE-EMPLOYMENT TESTING: HARRIS, GON	939719/615282	01/06/23	213.00	1195303
101-351-812.000	MEDICAL / DRUG / PHYSICALS	CORRECTIONAL RECOVERY	INMATE MEDICAL	Q1-100034558	01/06/23	1,363.20	21889
101-351-819.000	LAUNDRY / DRY CLEANING	ZIKER CLEANERS INC	DRY CLEANING 12/2022	ZA2905	01/06/23	210.87	21940
101-351-900.000	PRINTING & BINDING	PREFERRED PRINTING, INC	O.T. BOOKS	34403	01/06/23	64.93	21924
Total For Dept 351 JAIL OPERATION						13,309.96	
Dept 426 EMERGENCY MGMT / HOMELAND SECURITY							
101-426-730.000	MOTOR FUEL / LUBRICANTS	WRIGHT EXPRESS	FUEL 12/2022	86059946	01/06/23	153.02	21939
Total For Dept 426 EMERGENCY MGMT / HOMELAND SECURITY						153.02	
Dept 430 ANIMAL CONTROL							
101-430-728.000	DEPARTMENTAL SUPPLIES	SHI INTERNATIONAL CORP	ANIMAL CONTROL TV SETUP	B16207944	01/06/23	407.55	1195318
101-430-728.000	DEPARTMENTAL SUPPLIES	SHI INTERNATIONAL CORP	ANIMAL CONTROL TV SETUP	B16286559	01/06/23	314.00	1195318
101-430-728.000	DEPARTMENTAL SUPPLIES	SHI INTERNATIONAL CORP	ANIMAL CONTROL TV SETUP	B16227865	01/06/23	1,004.00	1195318
101-430-730.000	MOTOR FUEL / LUBRICANTS	J & H OIL COMPANY	FUEL	CFSI-10781	01/06/23	109.60	21897
Total For Dept 430 ANIMAL CONTROL						1,835.15	
Dept 568 SOIL CONSERVATION							
101-568-802.000	MISCELLANEOUS SERVICES	CASS COUNTY CONSERVATION	FY 20223 PAYMENT	010623	01/06/23	5,000.00	1195394
Total For Dept 568 SOIL CONSERVATION						5,000.00	
Dept 681 VETERANS' BURIALS							
101-681-833.000	VETERANS BURIAL	MISSION HILLS MEMORIAL	INSTALL MARKER - HARLAN CABANA	12/20/2022	01/06/23	395.00	1195309
Total For Dept 681 VETERANS' BURIALS						395.00	
Dept 682 VETERANS' COUNSELOR							
101-682-728.301	DEPARTMENTAL SUPPLIES	DOUBLEDAY OFFICE PRODUCTS	TONER CARTRIDGES/PAPER/OFFICE SUPPLIES	DECEMBER	01/06/23	392.00	1195287
101-682-835.301	HEALTH SERVICES	CASSOPOLIS DENTAL	CRIPS, C SCHAEGER, L RUSSELL, A	12/29/2022	01/06/23	1,868.00	21887

01/09/2023 04:44 PM
User: JackieT
DB: Cass County

INVOICE GL DISTRIBUTION REPORT FOR CASS COUNTY
POST DATES 12/26/2022 - 01/06/2023
JOURNALIZED
PAID

Page: 6/12

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 682 VETERANS' COUNSELOR							
101-682-865.000	CONFERENCES / MEETINGS / 1 DOUBLEDAY OFFICE PRODU	TARADAY OFFICE	TONER CARTRIDGES/PAPER/OFFICE SUPPL	DECEMBER	01/06/23	392.00	1195287
Total For Dept 682 VETERANS' COUNSELOR						2,652.00	
Dept 751 PARKS & RECREATION							
101-751-730.000	MOTOR FUEL / LUBRICANTS	J & H OIL COMPANY	FUEL	4566	01/05/23	270.36	1195359
101-751-801.000	PROFESSIONAL SERVICES	GARRETT LABORATORIES I	WATER SAMPLES	83013	01/05/23	165.00	1195355
Total For Dept 751 PARKS & RECREATION						435.36	
Total For Fund 101 GENERAL FUND						149,434.60	
Fund 216 DRUG COURT GRANTS FUND							
Dept 276 COURT GRANTS							
216-276-801.203	PROFESSIONAL SERVICES - O	TARA SMITH THERAPY SER	PROBLEM SOLVING COURT	(12/15/2022- 1623	01/06/23	300.00	1195322
216-276-801.203	PROFESSIONAL SERVICES - O	PRESTON COLLETT	PROBLEM SOLVING COURT	(12/15/2022- 1623	01/06/23	698.00	21888
216-276-801.203	PROFESSIONAL SERVICES - O	MONIQUE DORTCH	PROBLEM SOLVING COURT	(12/15/2022- 1623	01/06/23	925.00	21891
216-276-801.203	PROFESSIONAL SERVICES - O	BARBARA M. HOWES	PROBLEM SOLVING COURT	(12/15/2022- 1623	01/06/23	1,050.00	21896
216-276-801.203	PROFESSIONAL SERVICES - O	BRANDY JONES	PROBLEM SOLVING COURT	(12/15/2022- 1623	01/06/23	168.63	21899
216-276-801.203	PROFESSIONAL SERVICES - O	CHRISTY LAPORTE	PROBLEM SOLVING COURT	(12/15/2022- 1623	01/06/23	153.25	21904
216-276-801.203	PROFESSIONAL SERVICES - O	CARLA LOWE	PROBLEM SOLVING COURT	(12/15/2022- 1623	01/06/23	1,500.00	21915
216-276-801.203	PROFESSIONAL SERVICES - O	THOMAS MONDSCHIEIN	PROBLEM SOLVING COURT	(12/15/2022- 1623	01/06/23	181.00	21916
216-276-801.203	PROFESSIONAL SERVICES - O	TIFFANY MONDSCHIEIN	PROBLEM SOLVING COURT	(12/15/2022- 1623	01/06/23	348.63	21917
216-276-801.203	PROFESSIONAL SERVICES - O	MAYA MAXINE POPE NIX	PROBLEM SOLVING COURT	(12/15/2022- 1623	01/06/23	60.00	21919
216-276-801.203	PROFESSIONAL SERVICES - O	HEATHER PAULEY	PROBLEM SOLVING COURT	(12/15/2022- 1623	01/06/23	612.00	21920
216-276-801.203	PROFESSIONAL SERVICES - O	KIMBERLY PEET	PROBLEM SOLVING COURT	(12/15/2022- 1623	01/06/23	255.00	21921
216-276-801.203	PROFESSIONAL SERVICES - O	JOHN PILLOW	PROBLEM SOLVING COURT	(12/15/2022- 1623	01/06/23	151.31	21923
216-276-801.203	PROFESSIONAL SERVICES - O	MANDY SALMEN	PROBLEM SOLVING COURT	(12/15/2022- 1623	01/06/23	127.00	21930
216-276-801.203	PROFESSIONAL SERVICES - O	JESSEE SCHOETZOW	PROBLEM SOLVING COURT	(12/15/2022- 1623	01/06/23	415.00	21931
216-276-801.203	PROFESSIONAL SERVICES - O	REDDEN TODD	PROBLEM SOLVING COURT	(12/15/2022- 1623	01/06/23	369.51	21936
216-276-801.317	PROFESSIONAL SERVICES-FTC	HEATHER BANGSTON	PROBLEM SOLVING COURT	(12/15/2022- 1623	01/06/23	9.00	21885
216-276-801.317	PROFESSIONAL SERVICES-FTC	CLARENCE JAMES	PROBLEM SOLVING COURT	(12/15/2022- 1623	01/06/23	1,258.00	21898
216-276-801.317	PROFESSIONAL SERVICES-FTC	CHRISTY LAPORTE	PROBLEM SOLVING COURT	(12/15/2022- 1623	01/06/23	215.88	21904
216-276-801.317	PROFESSIONAL SERVICES-FTC	TAYLOR MCMEEKEN	PROBLEM SOLVING COURT	(12/15/2022- 1623	01/06/23	170.00	21911
216-276-801.317	PROFESSIONAL SERVICES-FTC	MICHIANA DRUG TESTING	INVOICE #1177, 1178, 1179	1623	01/06/23	130.00	21912
216-276-801.317	PROFESSIONAL SERVICES-FTC	CARLA LOWE	PROBLEM SOLVING COURT	(12/15/2022- 1623	01/06/23	225.00	21915
216-276-801.317	PROFESSIONAL SERVICES-FTC	THOMAS MONDSCHIEIN	PROBLEM SOLVING COURT	(12/15/2022- 1623	01/06/23	58.75	21916
216-276-801.317	PROFESSIONAL SERVICES-FTC	TIFFANY MONDSCHIEIN	PROBLEM SOLVING COURT	(12/15/2022- 1623	01/06/23	168.63	21917
216-276-801.317	PROFESSIONAL SERVICES-FTC	GRACE MULLER	PROBLEM SOLVING COURT	(12/15/2022- 1623	01/06/23	1,050.00	21918
Total For Dept 276 COURT GRANTS						10,599.59	
Total For Fund 216 DRUG COURT GRANTS FUND						10,599.59	
Fund 244 ECONOMIC DEVELOPMENT FUND							
Dept 728 ECONOMIC DEVELOPMENT							
244-728-880.000	PROMOTION / MARKETING	MARKET VAN BUREN	CONTRACTUAL EDC SERVICES - DECEMBER	MVB-CC-03	01/06/23	7,916.67	21907
Total For Dept 728 ECONOMIC DEVELOPMENT						7,916.67	
Total For Fund 244 ECONOMIC DEVELOPMENT FUND						7,916.67	
Fund 261 911 SERVICE FUND							
Dept 325 COMMUNICATIONS / DISPATCH							
261-325-734.000	CLEANING SUPPLIES	UNIFIRST CORPORATION	RUGS	1500020141	01/06/23	44.18	1195325
261-325-825.000	CLEANING SERVICES	THE CLEANEST CO LLC	CONTRACTUAL CLEANING - COUNTY BUILD	25	01/06/23	478.00	1195395
261-325-850.000	TELEPHONE / INTERNET	FRONTIER	TELEPHONE (11)	DECEMBER	01/03/23	149.75	1195278
261-325-850.000	TELEPHONE / INTERNET	FRONTIER	TELEPHONE (11)	DECEMBER	01/03/23	1,246.05	1195278

01/09/2023 04:44 PM

User: JackieT

DB: Cass County

INVOICE GL DISTRIBUTION REPORT FOR CASS COUNTY

POST DATES 12/26/2022 - 01/06/2023

JOURNALIZED

PAID

Page: 7/12

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 261 911 SERVICE FUND							
Dept 325 COMMUNICATIONS / DISPATCH							
261-325-856.000	HARDWARE SUPPORT	SMR COMMUNICATIONS, IN	QUARTERLY RADIO MAINT	28155	01/06/23	1,580.00	21933
261-325-865.000	CONFERENCES / MEETINGS /	WRIGHT EXPRESS	FUEL 12/2022	86059946	01/06/23	98.19	21939
261-325-900.000	PRINTING & BINDING	PREFERRED PRINTING, IN	O.T. BOOKS	34403	01/06/23	64.93	21924
261-325-922.000	WATER / SEWER	CASSOPOLIS VILLAGE TRE	WATER/SEWER	1VC1209	01/06/23	103.45	1195285
261-325-955.000	DUES / MEMBERSHIP / SUBSC	MCDA	MCDA MEMBERSHIP 2023	MEMBER-23	01/06/23	500.00	1195306
Total For Dept 325 COMMUNICATIONS / DISPATCH						4,264.55	
Total For Fund 261 911 SERVICE FUND						4,264.55	
Fund 265 DRUG LAW ENFORCEMENT FUND							
Dept 301 SHERIFF							
265-301-730.000	MOTOR FUEL / LUBRICANTS	WRIGHT EXPRESS	FUEL 12/2022	86059946	01/06/23	446.53	21939
265-301-816.000	VETERINARY / K-9 COSTS	HUNTINGTON COMMERCIAL	C CARD 12/2022	123122	01/06/23	41.28	1195296
265-301-850.000	TELEPHONE / INTERNET	FRONTIER	CCDET CRIME LINE 12/2022	2694458149	01/06/23	56.13	1195291
265-301-920.000	ELECTRICITY	SEMCO ENERGY	CCDET UTILITES 11/08/2022-12/08/202	0148571.503	01/05/23	20.52	1195388
265-301-920.000	ELECTRICITY	MICHIANA RECYCLING & D	CCDET GARBAGE FEB MAR APR 2023	3477647	01/06/23	91.50	21913
265-301-920.000	ELECTRICITY	MIDWEST ENERGY COOPERA	CCDET UTILITIES 11/15/2022 - 12/15/	2850801	01/06/23	184.28	21914
265-301-920.000	ELECTRICITY	MIDWEST ENERGY COOPERA	CCDET UTILITIES 11/15/2022-12/15/20	2851202	01/06/23	152.98	21914
265-301-920.000	ELECTRICITY	MIDWEST ENERGY COOPERA	CCDET UTILITIES 11/15/2022-12/15/20	3813101	01/06/23	48.23	21914
265-301-920.000	ELECTRICITY	MIDWEST ENERGY COOPERA	CCDET UTILITIES 11/15/2022-12/15/20	4201703	01/06/23	132.82	21914
Total For Dept 301 SHERIFF						1,174.27	
Total For Fund 265 DRUG LAW ENFORCEMENT FUND						1,174.27	
Fund 266 LAW ENFORCEMENT FUND							
Dept 301 SHERIFF							
266-301-730.411	MOTOR FUEL / LUBRICANTS	WRIGHT EXPRESS	FUEL 12/2022	86059946	01/06/23	565.88	21939
266-301-960.410	MISCELLANEOUS EXPENSE	HUNTINGTON COMMERCIAL	C CARD 12/2022	123122	01/06/23	31.26	1195296
Total For Dept 301 SHERIFF						597.14	
Total For Fund 266 LAW ENFORCEMENT FUND						597.14	
Fund 269 LAW LIBRARY FUND							
Dept 292 LAW LIBRARY							
269-292-960.000	MISCELLANEOUS EXPENSE	ICLE	ICLE JUDICIAL PARTNERSHIP FOR 2023	PJUD002	01/06/23	859.00	1195297
269-292-960.000	MISCELLANEOUS EXPENSE	MICHIGAN LAWYERS WEEKL	MICHIGAN LAWYERS WEEKLY SUBSCRIPTION	5802939	01/06/23	389.00	1195307
Total For Dept 292 LAW LIBRARY						1,248.00	
Total For Fund 269 LAW LIBRARY FUND						1,248.00	
Fund 270 HISTORICAL COMMISSION FUND							
Dept 803 HISTORICAL COMMISSION							
270-803-960.000	EXPENDITURES	MIDWEST ENERGY COOPERA	NEWTON HOME ELECTRIC - TELEPHONE	1101301/1101302	01/06/23	58.55	21914
270-803-960.000	EXPENDITURES	MIDWEST ENERGY COOPERA	NEWTON HOME ELECTRIC - TELEPHONE	1101301/1101302	01/06/23	104.93	21914
Total For Dept 803 HISTORICAL COMMISSION						163.48	
Total For Fund 270 HISTORICAL COMMISSION FUND						163.48	
Fund 272 COMMUNITY CORRECTIONS FUND							
Dept 362 JAIL TRAINING							
272-362-801.000	PROFESSIONAL SERVICES	HOUSE ARREST SERVICES, SCRAM, SOBERLINK, ETHERNET	11/2022	1658530-NOV	01/06/23	1,092.25	1195295
272-362-801.000	PROFESSIONAL SERVICES	TARA SMITH THERAPY SER MRT WEEK OF 12/06/2022 - 12/27/2022		12302022	01/06/23	450.00	1195322
272-362-801.000	PROFESSIONAL SERVICES	TARA SMITH THERAPY SER MRT BOOKS		01032023	01/06/23	164.20	1195322

01/09/2023 04:44 PM
User: JackieT
DB: Cass County

INVOICE GL DISTRIBUTION REPORT FOR CASS COUNTY
POST DATES 12/26/2022 - 01/06/2023
JOURNALIZED
PAID

Page: 8/12

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 272 COMMUNITY CORRECTIONS FUND							
Dept 362 JAIL TRAINING							
Total For Dept 362 JAIL TRAINING						1,706.45	
Total For Fund 272 COMMUNITY CORRECTIONS FUND						1,706.45	
Fund 275 SHERIFF JUSTICE TRAINING FUND							
Dept 301 SHERIFF							
275-301-960.000	MISCELLANEOUS EXPENSE	WEST MI TACTICAL OFFIC	2023 MEMBERSHIP DUES	2023	01/06/23	125.00	1195329
Total For Dept 301 SHERIFF						125.00	
Total For Fund 275 SHERIFF JUSTICE TRAINING FUND						125.00	
Fund 276 911 DISPATCH TRAINING FUND							
Dept 301 SHERIFF							
276-301-960.000	MISCELLANEOUS EXPENSE	HUNTINGTON COMMERCIAL	C CARD 12/2022	123122	01/06/23	655.55	1195296
Total For Dept 301 SHERIFF						655.55	
Total For Fund 276 911 DISPATCH TRAINING FUND						655.55	
Fund 282 CARES ACT FUND							
Dept 191 ACCOUNTING DEPT							
282-191-972.001	CAPITAL OUTLAY - HISTORIC ARCHITECTURE+DESIGN	INITIAL PAYMENT - HISTORIC CONSULTA	SUBMITTED 1/04/2	01/06/23	2,000.00	1195280	
282-191-972.001	CAPITAL OUTLAY - HISTORIC PLAZACORP REALTY ADVIS	DEVELOPMENT FEES FOR HISTORIC COURT	1	01/06/23	68,591.46	1195314	
Total For Dept 191 ACCOUNTING DEPT						70,591.46	
Total For Fund 282 CARES ACT FUND						70,591.46	
Fund 292 CHILD CARE FUND							
Dept 662 CHILD CARE - FAMILY COURT							
292-662-801.706	SCREENS	TRANSPORTATION MANAGEM	TRANSPORTATION - VA APPOINTMENTS	3211	01/06/23	165.00	1195324
Total For Dept 662 CHILD CARE - FAMILY COURT						165.00	
Total For Fund 292 CHILD CARE FUND						165.00	
Fund 297 DHS CHILD CARE FUND							
Dept 663 CHILD CARE - DHS							
297-663-801.707	PARENT AIDE	ROXANN RICE	CASS COUNTY CASE AIDE 12/12/2022-12	1623	01/06/23	483.00	21927
Total For Dept 663 CHILD CARE - DHS						483.00	
Total For Fund 297 DHS CHILD CARE FUND						483.00	
Fund 595 JAIL COMMISSARY FUND							
Dept 351 JAIL OPERATION							
595-351-728.000	DEPARTMENTAL SUPPLIES	CANTEEN SERVICES, INC. INMATE COMMISSARY SALES WEEK OF 12/	121896	01/06/23	1,463.82	21886	
595-351-728.000	DEPARTMENTAL SUPPLIES	CANTEEN SERVICES, INC. INMATE COMMISSARY SALES WEEK OF 12/	122086	01/06/23	1,508.82	21886	
595-351-728.000	DEPARTMENTAL SUPPLIES	CANTEEN SERVICES, INC. INMATE COMMISSARY SALES WEEK OF 12/	122267	01/06/23	1,148.61	21886	
Total For Dept 351 JAIL OPERATION						4,121.25	
Total For Fund 595 JAIL COMMISSARY FUND						4,121.25	
Fund 616 TAX REVOLVING CONTROL FUND							
Dept 000 GENERAL							
616-000-089.999	CHARGEBACKS DUE FROM OTHEF	KEITH KANKEL	DECEMBER 2022 BOR -14-120-216-033-1	23-77	01/06/23	106.42	1195302
616-000-089.999	CHARGEBACKS DUE FROM OTHEF	NORMA SPONSELLER	DECEMBER 2022 BOR - 14-120-216-040-	23-80	01/06/23	4.25	1195311
616-000-089.999	CHARGEBACKS DUE FROM OTHEF	STEVEN & LYNN HERENDEE	DECEMBER 2022 BOR - 14-120-385-007-	23-78	01/06/23	1,122.26	1195321
616-000-089.999	CHARGEBACKS DUE FROM OTHEF	STEVEN & LYNN HERENDEE	DECEMBER 2022 BOR - 14-120-385-007-	23-78	01/06/23	1,109.15	1195321

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 616 TAX REVOLVING CONTROL FUND							
Dept 000 GENERAL							
Total For Dept 000 GENERAL						2,342.08	
Dept 254 DELINQUENT TAX PROPERTY SALES							
616-254-801.018	18 TAX YR SALE EXPENDITURE	CASS COUNTY CLERK/REGI	RECORD CERTIFICATE OF REDEMPTIONS	23-87	01/06/23	30.00	1195284
616-254-801.019	19 TAX YR SALE EXPENDITURE	CASS COUNTY CLERK/REGI	RECORD CERTIFICATE OF REDEMPTIONS	23-87	01/06/23	120.00	1195284
616-254-801.020	20 TAX YR SALE EXPENDITURE	CASS COUNTY CLERK/REGI	RECORD CERTIFICATE OF REDEMPTIONS	23-87	01/06/23	840.00	1195284
616-254-801.020	20 TAX YR SALE EXPENDITURE	LEADER PUBLICATIONS LL	TAX FORECLOSURE INSERTS	148720/1222	01/06/23	256.25	21905
Total For Dept 254 DELINQUENT TAX PROPERTY SALES						1,246.25	
Total For Fund 616 TAX REVOLVING CONTROL FUND						3,588.33	
Fund 631 TAX REVOLVING - 2021							
Dept 000 GENERAL							
631-000-026.100	HOMESTEAD DENIALS RECEI	VAI REX MCKAY	PRE-DENIAL REFUND 14-090-305-001-00	23-79	01/06/23	561.31	1195316
631-000-226.010	DUE TO TOWNSHIPS HOMESTE	A REX MCKAY	PRE-DENIAL REFUND 14-090-305-001-00	23-79	01/06/23	46.31	1195316
631-000-228.001	DUE TO STATE HOMESTEAD DE	N REX MCKAY	PRE-DENIAL REFUND 14-090-305-001-00	23-79	01/06/23	162.08	1195316
631-000-230.500	DUE COUNTY INT HOMESTEAD	REX MCKAY	PRE-DENIAL REFUND 14-090-305-001-00	23-79	01/06/23	23.15	1195316
631-000-447.010	ADMINISTRATION FEES HMSTD	REX MCKAY	PRE-DENIAL REFUND 14-090-305-001-00	23-79	01/06/23	5.61	1195316
Total For Dept 000 GENERAL						798.46	
Total For Fund 631 TAX REVOLVING - 2021						798.46	
Fund 632 TAX REVOLVING - 2022							
Dept 000 GENERAL							
632-000-275.000	OVERPAYMENT OF TAXES	JEFFERSON TWP. TREASUR	2022 SUMMER/WINTER TAXES - 14-030-0	23-81	01/06/23	983.15	1195299
632-000-275.000	OVERPAYMENT OF TAXES	JEFFERSON TWP. TREASUR	2022 SUMMER/WINTER TAXES - 14-030-0	23-81	01/06/23	1,281.10	1195299
632-000-275.000	OVERPAYMENT OF TAXES	MILTON TWP. TREASURER	2022 SUMMER TAX 14-070-200-011-00 P.	23-86	01/06/23	2,024.69	1195308
Total For Dept 000 GENERAL						4,288.94	
Total For Fund 632 TAX REVOLVING - 2022						4,288.94	
Fund 650 FITNESS CENTER							
Dept 000 GENERAL							
650-000-825.000	CLEANING SERVICES	THE CLEANEST CO LLC	CONTRACTUAL CLEANING - COUNTY BUILD	25	01/06/23	478.00	1195395
Total For Dept 000 GENERAL						478.00	
Total For Fund 650 FITNESS CENTER						478.00	
Fund 701 GENERAL CUSTODIAL FUND							
Dept 000 GENERAL							
701-000-228.010	DUE TO STATE - ST EDUCATI	C STATE OF MICHIGAN	RETURN FOR S.E.T AND MOBIL HOME TAX	010123-SOM	01/06/23	38,594.19	1195319
701-000-228.060	SHARED FEES (PROBATE)	STATE OF MICHIGAN	FEES DUE TO THE STATE OF MICHIGAN F	1.3.2023	01/06/23	1,361.81	1195320
701-000-228.424	STATE COURT FUND (PROBATE)	STATE OF MICHIGAN	FEES DUE TO THE STATE OF MICHIGAN F	1.3.2023	01/06/23	170.00	1195320
701-000-228.560	E RECORDING FILING (PROBA	T STATE OF MICHIGAN	FEES DUE TO THE STATE OF MICHIGAN F	1.3.2023	01/06/23	525.00	1195320
701-000-228.580	CIVIL FILING FEE (PROBATE)	STATE OF MICHIGAN	FEES DUE TO THE STATE OF MICHIGAN F	1.3.2023	01/06/23	3,269.00	1195320
701-000-228.673	TRAILER COACH PARK TAX (T	F STATE OF MICHIGAN	RETURN FOR S.E.T AND MOBIL HOME TAX	010123-SOM	01/06/23	864.00	1195319
701-000-265.000	BONDS PAYABLE (CLERK)	CHRISTOPHER ALLEN FRAN	ORDER DISMISSING VIOLATION ENTERED	542	01/05/23	50.00	1195344
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	ADVANTAGE PLUMBING	RESTITUTION BETTY HEPLER 19-10113-F	681	01/05/23	14.48	1195331
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	AMERI-KART CORP	RESTITUTION BRIAN BAILEY 12-010278-F	660	01/05/23	30.00	1195332
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	AMERI-KART CORP	RESTITUTION DAVID LONGANECKER 12-01	692	01/05/23	20.00	1195333
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	ANNA SHADE	RESTITUTION BRENDA BICKEL 10-10232-	665	01/05/23	50.00	1195334
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	AUTO OWNERS	RESTITUTION ALISA WEST 13-10167-FH	713	01/05/23	30.00	1195335
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	AUTO OWNERS	RESTITUTION DAVID SMITH 13-010025-F	708	01/05/23	25.00	1195336
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	BILL & EVELYN HARMAN T	RESTITUTION KATIE JONES 14-010127-F	685	01/05/23	50.00	1195337
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	BONNIE & AL MENTING	RESTITUTION AUSTIN BROUWER 15-10008	666	01/05/23	20.00	1195338

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 701 GENERAL CUSTODIAL FUND							
Dept 000 GENERAL							
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	BRADLEY HILL	RESTITUTION DAVID PROCTOR 19-010085-	703	01/05/23	100.00	1195339
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	BRENT MOORE	RESTITUTION BRIAN SINKLER 10-010226-	707	01/05/23	50.00	1195340
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	C WIMBERLEY FORD	RESTITUTION KEVIN LILLIE 97-9293-FH	690	01/05/23	50.00	1195341
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	CASS COUNTY FIA 3250	RESTITUTION CINDY RYAN-KELLEY 98-00	705	01/05/23	25.00	1195342
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	CHET RUMINER	RESTITUTION BENJAMIN PHILLIPS 07-01	702	01/05/23	98.31	1195343
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	CYNTHIA SCANLON	RESTITUTION TIMOTHY HILL 08-010121-	682	01/05/23	55.00	1195345
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	DAVID FOCHS	RESTITUTION DUSTIN MERKLE 17-10090-	696	01/05/23	23.25	1195346
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	DAVID REITS	RESTITUTION BRYAN HAMMAN 11-010210-	679	01/05/23	85.00	1195347
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	DAVID STEWART	RESTITUTION RALENE LAUSCH 19-010059	688	01/05/23	100.00	1195348
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	DIANNE MERICA	RESTITUTION ALLEN FISK 07-010160-FH	676	01/05/23	450.00	1195350
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	DOUGLAS MASON	RESTITUTION JAMES MARSH JR 05-01031	694	01/05/23	100.00	1195351
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	DOWAGIAC HOUSING COMM	RESTITUTION ANTUONNE BELK 18-010134	662	01/05/23	125.00	1195352
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	DUANE AND SHIRLEY BUTR	RESTITUTION PAUL LESNIAK 00-010414-	689	01/05/23	80.00	1195353
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	FARM BUREAU INSURANCE	RESTITUTION JON HARWOOD 08-10314-FH	680	01/05/23	50.00	1195354
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	GAVIN FRANCIS	RESTITUTION RYAN MCCALL 18-10359-FH	695	01/05/23	240.00	1195356
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	GUARDIANSHIP & ALTERNA	RESTITUTION DENICE JEWELL 16-10078-	684	01/05/23	30.00	1195357
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	HARRY REIGLE	RESTITUTION KENNETH MOORE 97-009149	697	01/05/23	20.00	1195358
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	JAMES MCCASLIN	RESTITUTION JAMES CALHOUN JR 18-100	667	01/05/23	62.50	1195360
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	JIM SCHULTZ	RESTITUTION JEREMY BARALONE 09-0102	661	01/05/23	12.50	1195361
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	JIM VAIL	RESTITUTION KURT DEYOUNG 15-10096-F	672	01/05/23	50.00	1195362
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	JODI YODER	RESTITUTION KENNETH YODER 22-010067	714	01/05/23	250.00	1195363
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	JOSEPH RYDER	RESTITUTION JAMES CARTER 11-010061-	668	01/05/23	600.00	1195364
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	KATHRYN LACOSSE	RESTITUTION BRETT GILPIN 16-10094-F	677	01/05/23	50.00	1195365
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	KELLY GROVES	RESTITUTION ERIC MAKI 14-10007-FH	693	01/05/23	25.00	1195366
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	KENNETH STRICKLAND	RESTITUTION DALTIN BICE 12-010247-F	664	01/05/23	20.00	1195367
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	KIRK DORFER FARMS	RESTITUTION RODNEY STUART 17-010272	710	01/05/23	90.00	1195368
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	LATITUDE SUBROGATION S	RESTITUTION RICKY OLIVER 16-010325-	700	01/05/23	25.00	1195369
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	LEO HAUN	RESTITUTION ROY CLOUSE 05-010427-FH	669	01/05/23	12.50	1195370
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	LESLIE YEAGER	RESTITUTION RODNEY DONCILOVIC 04-01	673	01/05/23	50.00	1195371
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	MARK BOWMAN SR	RESTITUTION RYAN DOUGLAS 15-010266-	674	01/05/23	400.00	1195372
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	MEADOWBROOK INC	RESTITUTION CINDY HACKENBERG 03-101	678	01/05/23	50.00	1195373
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	MEGAN MATTHEWS	RESTITUTION WILLIAM THOMPSON 09-103	711	01/05/23	60.00	1195374
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	MEMER SELECT INSURANCE	RESTITUTION ROBERT ZAKRZEWSKI 20-01	715	01/05/23	110.00	1195375
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	MICHAEL & YOLANDA BRAD	RESTITUTION JENNIFER HOLLIDAY 08-01	683	01/05/23	100.00	1195376
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	MICHIGAN MILLERS MUT.	RESTITUTION ROBERT COLLINS II 91-00	670	01/05/23	20.00	1195377
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	NATHANIEL JONES	RESTITUTION CATHY SPICER 20-010020-	709	01/05/23	120.00	1195378
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	PATRICK FITZPATRIC	RESTITUTION KEVIN KILCHER 95-008437	687	01/05/23	25.00	1195380
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	PATRICK or MARY CARTER	RESTITUTION ANDREW NOVOTNY 09-01027	699	01/05/23	50.00	1195381
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	PATRICK OR MARY CARTER	REPLACEMENT CHECK FOR CHECK #119477	607R	01/05/23	150.00	1195382
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	RICKY ARMSTRONG	RESTITUTION JEREMY JOSEPH 05-010470	686	01/05/23	100.00	1195384
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	RIVERWOOD CENTER	RESTITUTION LANDON VANWINKLE 13-103	712	01/05/23	150.00	1195385
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	ROBERT MOTTER	RESTITUTION TIFFANY OPDYCKE 20-1024	701	01/05/23	50.00	1195386
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	RONALD NATE	RESTITUTION DANNY COLLINS 11-010013	671	01/05/23	80.00	1195387
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	SHARON MCKNIGHT	RESTITUTION KEITH LINTZ II 13-010100	691	01/05/23	1,038.05	1195389
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	TRINITY BIBLE CHURCH	RESTITUTION ALLEN FISK 05-010187-FH	675	01/05/23	450.00	1195390
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	TROY BOWERS	RESTITUTION DALTIN BICE 11-010096-F	663	01/05/23	10.00	1195391
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	WILLIAM OR SHERI WOZNI	RESITUTION RICHARD MOORE 09-010139-	698	01/05/23	10.00	1195392
701-000-271.000	RESTITUTIONS PAYABLE (CLEF	WILLIAM WESTRATE	RESTITUTION CHARLES ROSS 13-10128-F	704	01/05/23	100.00	1195393
701-000-274.004	IN LIEU OF TAXES	CALVIN TWP. TREASURER	SWAMPLAND PILT PAYMENT TY 2022	23-84	01/06/23	5.01	1195283
701-000-274.004	IN LIEU OF TAXES	MASON TWP. TREASURER	SWAMPLAND PILT PAYMENT TY 2022	23-85	01/06/23	1.29	1195305
701-000-274.004	IN LIEU OF TAXES	NEWBERG TOWNSHIP CLERK	SWAMPLAND PILT PAYMENT TY 2022	23-82	01/06/23	21.07	1195310
701-000-274.004	IN LIEU OF TAXES	PENN TOWNSHIP	SWAMPLAND PILT PAYMENT TY 2022	23-83	01/06/23	15.75	1195313

01/09/2023 04:44 PM
User: JackieT
DB: Cass County

INVOICE GL DISTRIBUTION REPORT FOR CASS COUNTY
POST DATES 12/26/2022 - 01/06/2023
JOURNALIZED
PAID

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund 701	GENERAL CUSTODIAL FUND						
Dept 000	GENERAL						
			Total For Dept 000 GENERAL			51,118.71	
			Total For Fund 701 GENERAL CUSTODIAL FUND			51,118.71	
Fund 841	LAKE LEVEL FUND						
Dept 442	DRAIN COMMISSIONER						
841-442-965.000	DRAIN & LAKE LEVEL COSTS	MIDWEST ENERGY COOPERA	ELECTRIC - TWIN LAKES PUMP	2584400	01/06/23	135.77	21914
			Total For Dept 442 DRAIN COMMISSIONER			135.77	
			Total For Fund 841 LAKE LEVEL FUND			135.77	

DB: Cass County

PAID

Page: 12/12

GL Number	GL Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	check #
Fund Totals:							
			Fund 101 GENERAL FUND			149,434.60	
			Fund 216 DRUG COURT GRANTS FUND			10,599.59	
			Fund 244 ECONOMIC DEVELOPMENT FUND			7,916.67	
			Fund 261 911 SERVICE FUND			4,264.55	
			Fund 265 DRUG LAW ENFORCEMENT FUND			1,174.27	
			Fund 266 LAW ENFORCEMENT FUND			597.14	
			Fund 269 LAW LIBRARY FUND			1,248.00	
			Fund 270 HISTORICAL COMMISSION FUND			163.48	
			Fund 272 COMMUNITY CORRECTIONS FUND			1,706.45	
			Fund 275 SHERIFF JUSTICE TRAINING FUN			125.00	
			Fund 276 911 DISPATCH TRAINING FUND			655.55	
			Fund 282 CARES ACT FUND			70,591.46	
			Fund 292 CHILD CARE FUND			165.00	
			Fund 297 DHS CHILD CARE FUND			483.00	
			Fund 595 JAIL COMMISSARY FUND			4,121.25	
			Fund 616 TAX REVOLVING CONTROL FUND			3,588.33	
			Fund 631 TAX REVOLVING - 2021			798.46	
			Fund 632 TAX REVOLVING - 2022			4,288.94	
			Fund 650 FITNESS CENTER			478.00	
			Fund 701 GENERAL CUSTODIAL FUND			51,118.71	
			Fund 841 LAKE LEVEL FUND			135.77	
Total For All Funds:						313,664.22	

**CASS COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING**

January 5, 2023

The Cass County Board of Commissioners met in regular session on Thursday, January 5, 2023, in Commission Chambers.

Clerk/Register Monica McMichael called the meeting to order at 5:00 p.m. Commissioner Marchetti 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, James Lawrence, Joyce Locke, Jeremiah Jones, Mary Howie, Samuel Barrera, Roseann Marchetti and RJ Lee.

COMMISSIONERS ABSENT: None.

STAFF PRESENT: Administrator Matthew Newton and Finance Director Jennifer Rentfrow.

ORGANIZATIONAL BUSINESS

Clerk/Register McMichael opened the floor for nominations for Chair of the Board of the Commissioners for a one-year term:

Commissioner Marchetti nominated Commissioner Laylin.
Commissioner Lee nominated Commissioner Jones.

Commissioner Marchetti moved, seconded by Commissioner Jones, to close nominations. Motion carried by voice vote. Clerk/Register McMichael read the votes that were cast by secret ballots as follows:

Commissioner Laylin received three votes.
Commissioner Jones received five votes.

Commissioner Jones was elected Chair of the Cass County Board of Commissioners. Clerk/Register McMichael turned the meeting over to Chair Jones.

Chair Jones opened the floor for nominations for Vice-Chair of the Cass County Board of Commissioners, a one-year term.

Commissioner Marchetti nominated Commissioner Laylin.
Commissioner Howie nominated Commissioner Lawrence.

Commissioner Laylin nominated Commissioner Marchetti.
Commissioner Barrera nominated Commissioner Lee.

Commissioners Marchetti and Lee withdrew their names from consideration.

The Chair instructed the Clerk to call roll:

Commissioner Laylin:	Commissioner Laylin
Commissioner Lawrence:	Commissioner Lawrence
Commissioner Locke:	Commissioner Laylin
Chair Jones:	Commissioner Lawrence
Commissioner Howie:	Commissioner Lawrence
Commissioner Barrera:	Commissioner Laylin
Commissioner Marchetti:	Commissioner Laylin
Commissioner Lee:	Commissioner Lawrence

Clerk/Register McMichael stated Commissioner Lawrence received four votes and Commissioner Laylin received four votes. Commissioners could vote again or they could caucus before a second vote. Commissioners chose to vote with no caucus.

The Chair instructed the Clerk to call roll:

Commissioner Lawrence:	Commissioner Lawrence
Commissioner Locke:	Commissioner Laylin
Chair Jones:	Commissioner Laylin
Commissioner Howie:	Commissioner Lawrence
Commissioner Barrera:	Commissioner Laylin
Commissioner Marchetti:	Commissioner Laylin
Commissioner Lee:	Commissioner Lawrence
Commissioner Laylin:	Commissioner Laylin

Commissioner Laylin was elected Vice-Chair of the Cass County Board of Commissioners for a one-year term.

INTRODUCTION OF VISITORS

Visitors present introduced themselves.

PUBLIC COMMENT

Howard Township resident and Cass District Library Board President Eileen Toney addressed the board regarding recent library board appointment. Ms. Toney thanked the board for re-appointing Joseph Gross. She went on to discuss procedure irregularities, violations of the Open Meetings Act as well as other conflicts of interest. She stated that she would email all board members supporting documentation.

APPROVAL OF THE AGENDA

Vice-Chair Laylin moved, seconded by Commissioner Lee, to approve the January 5, 2023, Cass County Board of Commissioner's Agenda. Motion carried by voice vote.

RECOGNITIONS

None.

PRESENTATIONS

None.

CONSENT AGENDA

Vice-Chair Laylin 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-1-23) A motion to approve the Claims dated December 23, 2022

(M-2-23) A motion to approve the December 15, 2022 Board of Commissioner Regular Meeting Minutes.

The Chair instructed the Clerk to call roll:

Yes (8): Commissioners Locke, Jones, Howie, Barrera,
Marchetti, Lee, Laylin and Lawrence.

No (0): None.

The Consent Agenda carried by roll call vote.

COMMITTEE REPORTS

Commissioners Laylin, Jones and Marchetti shared Committee Reports.

APPOINTMENTS COMMITTEE REPORT

No report.

ADMINISTRATOR'S REPORT

Administrator Newton shared the Administrator's Report.

COUNTY PARTNERS

None.

ELECTED OFFICIALS UPDATE

Prosecutor Fitz congratulated all commissioners.

UNFINISHED BUSINESS

None.

NEW BUSINESS

M-3-23

Vice-Chair Laylin moved, seconded by Commissioner Lee, to approve the 2023 Board of Commissioners Meeting Schedule. Discussion followed. Commissioner Marchetti moved, seconded by Commissioner Laylin, to amend the motion to remove the April 6, 2023, meeting and to add a meeting on April 13, 2023. Motion to amend carried by voice vote.

BOC Meetings begin at 5:00 p.m.

January 5	July 6
January 19	July 20
February 2	FAIR WEEK
February 16	August 17
March 2	September 7
March 16	September 21
April 13	October 5
April 20	October 19
May 4	November 2
May 18	November 16
June 1	December 7
June 15	December 21

Motion to approve amended motion carried by voice vote.

M-4-23

Commissioner Marchetti moved, seconded by Commissioner Lee, to approve the Contract between Marcellus Township, the County of Cass, and the Office of Sheriff, Cass County, from January 1, 2023 to December 31, 2023. Motion carried by voice vote.

BOARD MEMBER COMMENTS/ANNOUNCEMENTS

Commissioner Marchetti announced the Edwardsburg Food Pantry distributed 238 bags of food that included ham, pie and blankets. Those with kids and grandkids also received toys.

Commissioner Marchetti congratulated Commissioner Lee on the birth of a baby girl earlier that day.

Chair Jones promised he would not do anything unethical or immoral and that he would be completely transparent.

ADJOURNMENT

Commissioner Lawrence moved, seconded by Vice-Chair Laylin, to adjourn. Motion carried by voice vote.

The meeting adjourned at 5:28 p.m.

Approved: _____
Date

Chair

Monica McMichael, Clerk/Register

2023 CASS COUNTY BOARD OF COMMISSIONERS COMMITTEE, BOARD, AND COMMISSION ASSIGNMENTS

M-07-23

ANNUAL APPOINTMENTS TO TERM ENDING 12/31/2023

COMMITTEE & ASSIGNMENTS	COMMISSIONER(S)
<i>BOARD OPERATIONS</i>	
Parliamentarian	Lee
<i>BOC COMMITTEES</i>	
Appointments Committee	Lock, Lawrence, Jones
ARPA -Ad hoc (3 Commissioners, County Administrator or Designee, and Finance Director)	Jones, Marchetti
Capital Project Committee (Chair, 1 Commissioner, County Administrator or designee, Finance Director, County Treasurer, County Clerk/Register, Facilities Director, and Department Heads or County Partner Professionals as may be applicable.	Jones, Laylin
Policy Committee (4 Commissioners, County Administrator or designee, Finance Director, Executive Assistant Human Resources)	Howie, Lee, Locke, Marchetti
Salary Committee (4 Commissioners)	Jones, Barrera, Howie, Lee
Surplus Property Committee	Laylin, Lawrence, Marchetti
<i>BOARDS AND COMMISSIONS</i>	
Area Agency on Aging Board Member (1 County Commissioner)	Howie
Central Dispatch Authority Member (911)	Jones
Community Corrections Advisory Board Member	Lawrence
Economic Development Corporation (also serves as Brownfield Redevelopment) Board Appointment	Barrera
Human Services Coordinating Council Member (HSCC)	Marchetti
Land Bank Authority (2)	Jones, McMichael
Local Emergency Planning Committee Member	Lawrence
MSUE Council	Barerra
Niles Area Transportation Study Member (2) (NATS)	Marchetti, Lawrence
Parks and Recreation Commission	Laylin, Locke
Planning Commission Member (up to 3 County Commissioners)	Marchetti
Pokagon-Dowagiac Local Revenue Sharing Board	Jones
SMART Committee	All Commissioners
Solid Waste Planning Committee	Jones
Southwest Michigan Behavioral Health Substance Use Disorder Oversight Policy Board (SUD OPB)	Jones
Southwest Michigan Community Action Agency Member	OPEN

2023 CASS COUNTY BOARD OF COMMISSIONERS COMMITTEE, BOARD, AND COMMISSION ASSIGNMENTS

M-07-23

ANNUAL APPOINTMENTS TO TERM ENDING 12/31/2023

COMMITTEE & ASSIGNMENTS

COMMISSIONER(S)

Southwest Michigan Planning Commission Member (5 appointees, 1 from BOC)	Marchetti
Southwest Michigan Substance Abuse Advisory Council Member	Jones
Van Buren/Cass District Board of Health Member (2)	Howie, Jones
Woodlands Board Member (3)	Jones, Locke
Workforce Dev. Kinexus – Chief Elected Officials Board member (2)	Marchetti, Laylin

LIAISONS TO DEPARTMENTS AND AGENCIES

Liaison to Council On Aging	Howie
Liaison to Negotiations – BOC Chair	Jones
Liaison to Prison Re-Entry Board	Lawrence
Liaison to Veterans Advisory	Jones

DECLARED ADOPTED THIS 19TH DAY OF JANUARY 2023

ATTEST:

Monica McMichael, Clerk/Register
County of Cass

Jeremiah Jones, Chair
Cass County Board of Commissioners



CASS COUNTY COUNTY ADMINISTRATOR'S OFFICE

ADMINISTRATOR'S REPORT – January 13, 2023

Meetings – In-Person & Virtual

- Mike Hoffmann, Intersect Studios
- Vice-Chair Laylin
- Richard Behnke, Sheriff
- Clint Roach, Undersheriff
- Steve Grinnwald, Dowagiac Chief of Police
- Chandler Gabbey, Spyglass
- Ambrosia Neldon, Communications and Marketing Manager
- Animal Control/Emergency Management/911 Commissioner Training
- Personnel
- Jodi Nestich, IT Director
- Chair Jones
- Vice-Chair Laylin
- Richard Behnke, Sheriff
- Clint Roach, Undersheriff
- Steve Grinnwald, Dowagiac Chief of Police
- Commissioner Laptop, Email, and Cybersecurity Training
- Historic Courthouse – Historical Review
 - Vice-Chair Laylin
 - Commissioner Marchetti
 - Randy Case, Architecture & Design, Inc.
 - Andy Wenzel, PlazaCorp
 - Matt Basots, PlazaCorp
 - Lindsay Reed, Intersect Studios
- Hope Anderson, Treasurer
- Chair Jones
- Vice-Chair Laylin
- Commissioner Marchetti
- Central Dispatch Authority Board
- David Reiff, Interagency Facilities Director
- Beth Daly, HR & Payroll Director
- BS&A Support
- Chair Jones

CASS COUNTY

FINANCE DIRECTOR

TO: CASS COUNTY BOARD OF COMMISSIONERS
FROM: JENNIFER RENTFROW / FINANCE DIRECTOR
DATE: DECEMBER 31, 2022
RE: FINANCIAL 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, 2022 through December 31, 2022, (FYE 9/30/23).

**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.*

DEPARTMENT BUDGETS:

Retirement cost higher than anticipated due to legacy debt of the defined benefit plan. This information was not available when setting the budget last year, and wasn't available until after converting from the DB to the DC. I will be submitting a budget adjustment in Feb for retirement costs.

Survey & Remonumentation – Most expenses occur in December & January to satisfy grant requirements.

Treasurer – Retirement cost higher than anticipated.

Probate – Retirement cost higher than anticipated.

Law & Courts Security – Part time wages are trending a little higher than anticipated. Retirement cost higher than anticipated.

Emergency Management - Retirement cost higher than anticipated.. Expenditures for motor fuel/lubricants is also higher than expected.

Animal Control - Retirement cost higher than anticipated.

Drain Commissioner - Retirement cost higher than anticipated.

Veterans Counselor – Some of the big items in the budget this year for the grant, have already been taken care of and expensed. Retirement cost higher than anticipated.

NOTES:

Yeo & Yeo, the County auditors have already completed the internal audit portion of the audit and are scheduled to be here/complete the audit the week of January 16, 2023.

I am very excited to announce we have hired a Deputy Finance Director, Mr. James Tito. Mr. Tito has an Undergrad from Notre Dame, and is a licensed CPA. He is quickly getting up to speed and assisting me in the audit as well as the everyday financial reporting/duties.

Budget adjustments have been provided to you for your approval for FYE22. These adjustments come late as there are many entries that are needed after the end of the year to make sure our revenues and expenditures are reported on an accrual basis. I anticipate this will be the final adjustments for the year, but we could see one more batch if the auditors have an adjusting entries they require us to make.

**GENERAL FUND REVENUE BUDGET TO ACTUAL SUMMARY
AS OF 12/31/2022 (25% of Fiscal Year 2022-2023)**

	ACTUAL @ 12/31/2021	2022-2023 ORIGINAL	2022-2023 AMENDED	ACTIVITY FOR DEC 2022	ACTUAL @ 12/31/2021	AVAILABLE BALANCE	% BDGT USED
REVENUE SOURCES LESS GRANT/REIMBURSEMENTS:							
FEES/SERVICES/PERMITS	393,642.13	2,100,572.00	2,100,572.00	161,141.89	368,176.49	1,732,395.51	17.53%
INTEREST & RENTS	21,386.94	143,500.00	143,500.00	14,658.07	60,617.45	82,882.55	42.24%
STATE FUNDING	537,784.81	2,690,504.00	2,752,995.00	281,700.87	511,700.87	2,241,294.13	18.59%
TRANSFERS IN	162,250.00	498,775.00	498,775.00	0.00	0.00	498,775.00	0.00%
TAXES	367,504.70	12,179,118.00	12,179,118.00	(3,896,107.62)	127,229.75	12,051,888.25	1.04%
SUB TOTAL	1,482,569	17,612,469	17,674,960	(3,438,607)	1,067,725	16,607,235	6.04%
GRANT/REIMBURSEMENTS:							
GRANTS	6,582	1,674,901	1,680,001	23,621	26,039	1,653,962	1.55%
LOCAL CONTRIBUTIONS	35,983	423,475	498,475	2,098	35,776	462,699	7.18%
REIMBURSEMENTS/OTHER REVENUE	3,653	230,300	230,300	16,058	18,062	212,238	7.84%
FUND BALANCE ALLOCATION	0	1,849,469	1,853,469	0	0	1,853,469	0.00%
SUB TOTAL	46,217	4,178,145	4,262,245	41,777	79,878	4,182,367	1.87%
TOTAL REVENUES	1,528,786	21,790,614	21,937,205	(3,396,830)	1,147,603	20,789,602	5.23%
TOTAL EXPENSES (See Detail Below)	4,925,837	21,790,614	21,937,205	1,900,481	4,721,492	17,215,713	21.52%

**GENERAL FUND EXPENSE BUDGET TO ACTUAL SUMMARY
AS OF 12/31/2022 (25% of Fiscal Year 2022-2023)**

	ACTUAL @ 12/31/2021	2022-2023 ORIGINAL	2022-2023 AMENDED	ACTIVITY FOR DEC 2022	ACTUAL @ 12/31/2021	AVAILABLE BALANCE	% BDGT USED
101 - BOARD OF COMMISSIONERS	31,897.97	202,033.00	202,033.00	20,772.20	48,593.99	153,439.01	24.05%
172 - ADMINISTRATOR	84,844.23	327,515.00	411,678.44	35,737.81	73,772.90	337,905.54	17.92%
191 - ACCOUNTING DEPT	87,240.76	466,112.00	466,112.00	45,152.98	102,659.59	363,452.41	22.02%
215 - CLERK	133,841.12	664,525.00	664,525.00	72,443.24	159,034.96	505,490.04	23.93%
228 - INFORMATION TECHNOLOGY	188,681.56	1,035,902.00	956,838.56	95,695.80	235,904.35	720,934.21	24.65%
233 - PURCHASING	37,211.07	155,000.00	155,000.00	3,765.36	37,804.45	117,195.55	24.39%
243 - PROPERTY DESCRIPTION DEPT	97,120.09	438,341.00	438,341.00	37,426.39	88,520.18	349,820.82	20.19%
245 - COUNTY SURVEY & REMONUMENTATION	33,824.19	46,917.00	54,079.00	16,480.50	17,467.64	36,611.36	32.30%
253 - TREASURER	111,718.36	433,265.00	433,265.00	50,157.42	116,696.56	316,568.44	26.93%
257 - ASSESSOR / EQUALIZATION DEPT	65,495.17	281,518.00	281,518.00	29,712.94	69,248.45	212,269.55	24.60%
262 - ELECTIONS	15,294.38	114,300.00	114,300.00	400.00	22,226.85	92,073.15	19.45%
265 - BUILDINGS & GROUNDS	190,088.77	1,118,886.00	1,118,886.00	61,641.28	247,207.46	871,678.54	22.09%
266 - ATTORNEY / CORP COUNSEL	18,407.50	100,000.00	100,000.00	2,144.50	18,222.00	81,778.00	18.22%
271 - INSURANCE / TAXES	187,731.75	531,147.00	531,147.00	69,661.75	139,323.50	391,823.50	26.23%
276 - COURT GRANTS	102,520.53	699,143.00	699,143.00	57,375.76	134,306.78	564,836.22	19.21%
279 - FAMILY / JUVENILE COURT	175,446.17	904,870.00	904,870.00	83,001.25	210,892.19	693,977.81	23.31%
283 - CIRCUIT COURT	81,042.67	340,800.00	340,800.00	32,304.66	76,816.79	263,983.21	22.54%
286 - DISTRICT COURT	226,644.70	997,021.00	997,021.00	96,394.97	239,787.28	757,233.72	24.05%
289 - FRIEND OF THE COURT	326,534.98	1,314,428.00	1,314,428.00	138,359.81	324,247.22	990,180.78	24.67%
294 - PROBATE COURT	117,139.43	502,959.00	502,959.00	54,157.16	134,818.08	368,140.92	26.80%
296 - PROSECUTING ATTORNEY	260,356.50	1,214,950.00	1,220,279.00	115,721.75	276,267.19	944,011.81	22.64%
301 - SHERIFF	580,065.25	2,907,363.00	2,907,363.00	278,918.08	655,948.55	2,251,414.45	22.56%
304 - LAW & COURTS SECURITY	39,083.82	157,905.00	157,905.00	17,744.82	42,635.61	115,269.39	27.00%
316 - SECONDARY ROAD PATROL	25,325.60	104,241.00	104,241.00	10,604.45	23,910.19	80,330.81	22.94%
331 - MARINE LAW ENFORCEMENT	149.53	55,070.00	55,070.00	0.00	1,269.10	53,800.90	2.30%
345 - PUBLIC SAFETY DEPT	68,849.10	369,573.00	369,573.00	31,718.73	71,053.43	298,519.57	19.23%
351 - JAIL OPERATION	746,979.11	3,292,748.00	3,292,748.00	313,521.75	783,384.68	2,509,363.32	23.79%
426 - EMERGENCY MGMT / HOMELAND SECUR	23,883.29	91,175.00	91,175.00	11,078.85	26,756.56	64,418.44	29.35%
430 - ANIMAL CONTROL	99,142.98	414,605.00	414,605.00	49,077.16	115,540.04	299,064.96	27.87%
441 - PUBLIC WORKS	217.33	1,150.00	1,150.00	207.90	207.90	942.10	18.08%
442 - DRAIN COMMISSIONER	25,485.66	129,394.00	129,394.00	17,813.85	35,370.99	94,023.01	27.34%
528 - WASTE COLLECTION/DISPOSAL	(1,973.33)	26,356.00	26,356.00	0.00	0.00	26,356.00	0.00%
568 - SOIL CONSERVATION	5,000.00	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00%
601 - HEALTH DEPARTMENT	266,253.00	293,544.00	293,544.00	0.00	0.00	293,544.00	0.00%

	ACTUAL @ 12/31/2021	2022-2023 ORIGINAL	2022-2023 AMENDED	ACTIVITY FOR DEC 2022	ACTUAL @ 12/31/2021	AVAILABLE BALANCE	% BDGT USED
631 - SUBSTANCE ABUSE	6,848.92	75,305.00	75,305.00	0.00	271.07	75,033.93	0.36%
648 - MEDICAL EXAMINER	22,728.00	162,000.00	162,000.00	7,812.92	36,695.84	125,304.16	22.65%
649 - MENTAL HEALTH	28,500.00	114,000.00	114,000.00	0.00	28,500.00	85,500.00	25.00%
681 - VETERANS' BURIALS	1,152.00	10,000.00	10,000.00	300.00	1,371.00	8,629.00	13.71%
682 - VETERANS' COUNSELOR	16,167.29	115,842.00	121,342.00	17,658.85	33,600.59	87,741.41	27.69%
701 - PLANNING COMMISSION	0.00	25,956.00	25,956.00	0.00	376.61	25,579.39	1.45%
710 - COOPERATIVE EXTENSION	9,484.74	130,316.00	130,316.00	4,105.78	33,215.05	97,100.95	25.49%
751 - PARKS & RECREATION	54,229.33	234,665.00	234,665.00	21,410.26	57,565.89	177,099.11	24.53%
966 - TRANSFERS OUT	335,183.35	1,184,774.00	1,308,274.00	0.00	0.00	1,308,274.00	0.00%

TOTAL EXPENDITURES	4,925,837	21,790,614	21,937,205	1,900,481	4,721,492	17,215,713	21.52%

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
	7,600,378	Pre-audit - estimated as budgeted
ADOPTED FUND BALANCE ALLOCATION	1,849,469	Original 2022-2023 Budget as adopted

1,849,469

EST. UNASSIGNED FUND BALANCE 9/30/22 5,750,909



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

January 12, 2023

Matt Newton, County Administrator

Richard J. Behnke, Sheriff

RJS

RE: LOU for Vacation Time Payout

I would like to propose for consideration a Letter of Understanding (LOU) for Sheriff's Office Employees to turn vacation time in for pay. Currently the union contracts for the Sheriff's Office do not allow for employees to be paid in lieu of using the vacation time that they are entitled.

Last year the Board of Commissioners approved a temporary LOU for this purpose. The reasoning was due to low staffing levels at the Sheriff's Office, which made it difficult to schedule vacations without causing overtime. Allowing an employee to put in for vacation payout at straight time saves the county money vs paying an employee overtime to cover the vacation. This also makes it so that we do not have to order an employee in on their day off to work overtime, which creates a better work environment for all. The LOU only allows for employees to make this request within the last month prior to their anniversary date. We would prefer that all employees use their time off and encourage them to use it prior to requesting payment.

While we are starting to fill some positions, the need is still there for this LOU. We are suggesting a temporary use for this year only, but to be considered long term if the Board approves it in the future.

Should you or the board have any questions, please do not hesitate in contacting me. Thank you.

**PATROL SERGEANTS
LETTER OF UNDERSTANDING
BETWEEN
THE COUNTY OF CASS
AND
FRATERNAL ORDER OF POLICE LABOR COUNCIL**

The events of over the past year regarding the COVID-19 pandemic are unprecedented and have resulted in the limited ability for employees to use vacation time and possible suffer additional financial burdens due to the economic impact of pandemic.

1. The County agrees to provide a vacation pay out option for employees:
 - a. Employee may elect to request up to Eighty (80) hours from their vacation bank in pay out and any time requested will be deducted from the bank.
 - b. Requests will be allowed January 20, 2023, through December 30, 2023. Requests for payout may be made one month prior to employee's anniversary date,
 - c. The county will process the request in a timely manner after the request is made in writing.
 - d. Employees do not have to have a minimum balance in their vacation bank.
2. Nothing in this Letter of Understanding is precedent setting and would not apply to any other fact or circumstances that are not COVID 19 related.
3. This Letter of Understanding is effective January 20, 2023 and expires on December 30, 2023.

Andy Payne, Business Agent, FOPLC

Jerimiah Jones, BOC Chair

Zach Nixon, Steward

Sheriff Richard Behnke

**CORRECTIONS SERGEANTS
LETTER OF UNDERSTANDING
BETWEEN
THE COUNTY OF CASS
AND**

FRATERNAL ORDER OF POLICE LABOR COUNCIL

The events of over the past year regarding the COVID-19 pandemic are unprecedented and have resulted in the limited ability for employees to use vacation time and possible suffer additional financial burdens due to the economic impact of pandemic.

1. The County agrees to provide a vacation pay out option for employees:
 - a. Employee may elect to request up to Eighty (80) hours from their vacation bank in pay out and any time requested will be deducted from the bank.
 - b. Requests will be allowed January 20, 2023, through December 30, 2023. Requests for payout may be made one month prior to employee's anniversary date,
 - c. The county will process the request in a timely manner after the request is made in writing.
 - d. Employees do not have to have a minimum balance in their vacation bank.
2. Nothing in this Letter of Understanding is precedent setting and would not apply to any other fact or circumstances that are not COVID 19 related.
3. This Letter of Understanding is effective January 20, 2023 and expires on December 30, 2023.

Andy Payne, Business Agent, FOPLC

Jerimiah Jones, BOC Chair

Tim Smith, Steward

Sheriff Richard Behnke

**PATROL AND DETECTIVES
LETTER OF UNDERSTANDING
BETWEEN
THE COUNTY OF CASS
AND**

FRATERNAL ORDER OF POLICE LABOR COUNCIL

The events of over the past year regarding the COVID-19 pandemic are unprecedented and have resulted in the limited ability for employees to use vacation time and possible suffer additional financial burdens due to the economic impact of pandemic.

1. The County agrees to provide a vacation pay out option for employees:
 - a. Employee may elect to request up to Eighty (80) hours from their vacation bank in pay out and any time requested will be deducted from the bank.
 - b. Requests will be allowed January 20, 2023, through December 30, 2023. Requests for payout may be made one month prior to employee's anniversary date,
 - c. The county will process the request in a timely manner after the request is made in writing.
 - d. Employees do not have to have a minimum balance in their vacation bank.
2. Nothing in this Letter of Understanding is precedent setting and would not apply to any other fact or circumstances that are not COVID 19 related.
3. This Letter of Understanding is effective January 20, 2023 and expires on December 30, 2023.

Andy Payne, Business Agent, FOPLC

Jerimiah Jones, BOC Chair

Joseph Sheteron, Steward

Sheriff Richard Behnke

CORRECTIONS & CLERKS
LETTER OF UNDERSTANDING
BETWEEN
THE COUNTY OF CASS
AND
FRATERNAL ORDER OF POLICE LABOR COUNCIL

The events of over the past year regarding the COVID-19 pandemic are unprecedented and have resulted in the limited ability for employees to use vacation time and possible suffer additional financial burdens due to the economic impact of pandemic.

1. The County agrees to provide a vacation pay out option for employees:
 - a. Employee may elect to request up to Eighty (80) hours from their vacation bank in pay out and any time requested will be deducted from the bank.
 - b. Requests will be allowed January 20, 2023, through December 30, 2023. Requests for payout may be made one month prior to employee's anniversary date,
 - c. The county will process the request in a timely manner after the request is made in writing.
 - d. Employees do not have to have a minimum balance in their vacation bank.
2. Nothing in this Letter of Understanding is precedent setting and would not apply to any other fact or circumstances that are not COVID 19 related.
3. This Letter of Understanding is effective January 20, 2023 and expires on December 30, 2023.

Andy Payne, Business Agent, FOPLC

Jerimiah Jones, BOC Chair

Brady Mollberg, Steward

Sheriff Richard Behnke



CASS COUNTY BOARD OF COMMISSIONERS

TO: Board of Commissioners

FROM: Matthew Newton, County Administrator

DATE: January 19, 2023

RE: FYE 2022 Budget Amendments

REQUEST:

Approve M-11-23 FYE 2022 Budget Amendments

BACKGROUND:

The proposed budget amendments are for the fiscal year ended September 30, 2022. This is normal part of the final process for year end closeout. This is, primarily, due to the manner in which expenditures are attributed. The County is required to utilize an accrual basis for revenues and expenditures. Broadly, this means the revenues and/or expenditures are required to be recorded in the period in which they are incurred. At the end of the year, there are still both revenues and expenditures that are for the previous fiscal year that continue to come into the County. As they do, those items are then posted to the correct period.

With this in mind, the attached amendments are all to effectuate those revisions necessary for year end. The cause of each amendment is listed in the attachment. The primary takeaway here, however, is that all proposed increases in expenditure are offset through a corresponding decrease in a different account or department. As a result, the proposed amendments are budget neutral.

REVIEWS:

Prior to submitting this request, this agenda item was reviewed by all impacted departments noted below: (Ex: Administration, Maintenance, HR, and IT)

Administration

FINANCIAL ANALYSIS:

Proposed budget amendments are neutral and do not increase the overall budget for FY 22.

RECOMMENDATION:

Adopt M-11-23 as presented.

Adjustments Requiring BOC Approval - Jan 19, 2023:

Adjustments needed for FYE 2022

Account #	Fund / Dept	Account Name	Cause	R = Revenue E = Expense	Increase	Decrease
101-257-701.000	Assessor/Equalization Dept	Salaried Wages	Retirement transition bonuses	E	4,700	
101-265-920.970	Maintenance Dept	Electricity - L&C Building	Electricity cost higher than anticipated	E	22,000	
101-265-920.974	Maintenance Dept	Electricity - Jail	Electricity cost higher than anticipated	E	17,000	
101-265-920.971	Maintenance Dept	Electricity - County Building	Electricity cost higher than anticipated	E	7,000	
101-265-922.975	Maintenance Dept	Water/Sewer Maintenance	Lift Station emergency repair	E	22,000	
101-279-701.000	Family/Juvenile Court	Salaried Wages	Retirement transition bonuses	E	8,000	
101-286-960.902	District Court	Restitution	This is due to an entry the auditors make us make.	E	30,000	
101-316-730.000	Secondary Road Patrol	Motor Fuels/Lubricants	Fuel cost higher than expected	E	2,500	
101-331-730.000	Marine Law Enforcement	Motor Fuels/Lubricants	Fuel cost higher than expected	E	500	
101-426-701.000	Emergency Management	Salaried Wages	Retirement transition bonuses	E	500	
101-430-701.000	Animal Control	Salaried Wages	Retirement transition bonuses	E	3,000	
101-648-822.000	Medical Examiner	Autopsies	Medical Examiner/Autopsies expenses higher than anticipated	E	3,500	
101-701-712.000	Planning Commission	Per Diems	Per Diems/Mileage expense higher than anticipated	E	300	
101-751-701.000	Parks & Recreation	Salaried Wages	Retirement transition bonuses	E	4,500	
101-228-855.000	Information Technology	Software Subscriptions	Expenses lower than anticipated	E		20,000
101-228-856.000	Information Technology	Hardware Support	Expenses lower than anticipated	E		25,000
101-228-855.973	Information Technology	Software Subscriptions - DOC	Expenses lower than anticipated	E		12,000
101-228-967.000	Information Technology	Equipment	Expenses lower than anticipated	E		23,000
101-243-701.000	Property Description	Salaried Wages	This savings is due to the delay in hiring a Deputy GIS Director	E		25,000
101-243-718.000	Property Description	Retirement	This savings is due to the delay in hiring a Deputy GIS Director	E		13,000
101-243-719.000	Property Description	Health/Dental/Vision	This savings is due to the delay in hiring a Deputy GIS Director	E		7,500
261-325-967.000	Communications/911 Dispatch	Retirement	Retirement expense higher than budgeted	E	6,000	
261-000-6400.000	Communications/911 Dispatch	Charges for service	Revenue higher than expected	R	6,000	
276-301-960.000	911 Training Fund	Expense	More training expense than budgeted	E	500	
276-000-569.000	911 Training Fund	Grant	Revenue to cover the additional training	R	500	



January Meetings

Townships	Date	Time	How
Calvin	01/10/23	6:00 PM	In Person
Howard	01/17/23	7:00 PM	In Person
Jefferson	01/12/23	6:30 PM	In Person
LaGrange	01/16/23	7:00 PM	In Person
Marcellus	01/17/23	6:00 PM	In Person
Mason	01/10/23	7:00 PM	In Person
Milton	01/17/23	7:00 PM	In Person
Newberg	01/16/23	7:00 PM	In Person
Ontwa	01/09/23	7:00 PM	In Person
Penn	01/09/23	6:30 PM	In Person
Pokagon	01/11/23	7:00 PM	In Person
Porter	01/12/23	6:00 PM	In Person
Silver Creek	01/11/23	7:00 PM	In Person
Volinia	01/09/23	6:30 PM	In Person
Wayne	01/02/23	7:30 PM	In Person
City of Dowagiac			
	01/09/23	7:00 PM	In Person
	01/23/23	7:00 PM	In Person
Villages			
Cassopolis	01/09/23	6:30 PM	In Person
Edwardsburg	01/16/23	7:00 PM	In Person
Marcellus	01/09/23	7:00 PM	In Person
	01/23/23	7:00 PM	In Person
Vandalia	01/09/23	7:00 PM	In Person
Boards & Commissions			
Cass District Library	01/16/23	6:00 PM	In Person
Cass County Cons Dist	01/09/23	3:00 PM	In Person at Council on Aging, Decatur Rd.
Economic Dev Corp	01/25/23	8:30 AM	In Person
Historical Commission	01/12/23	5:30 PM	In Person
Medical Care Facility	01/23/23	10:00 AM	Zoom
Parks Board	01/12/23	4:00 PM	In Person
Planning Commission	01/25/23	4:00 PM	In Person
Road Commission	01/19/23	9:00 AM	In Person
Transportation	01/09/23	8:00 AM	In Person
VanBuren/Cass Dist			
Health Dept	01/11/23	3:00 PM	302 S. Front St. Dowagiac
Woodlands	01/23/23	5:00 PM	In Person