

**CASS COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING**

September 7, 2023

The Cass County Board of Commissioners met in regular session on Thursday, September 7, 2023, in Commission Chambers.

Chair Jeremiah Jones called the meeting to order at 5:00 p.m. Commissioner Marchetti provided the Invocation. Commissioner Lawrence led the Pledge of Allegiance to the Flag of the United States of America.

Chief Deputy Clerk/Register Heather Harding called roll:

COMMISSIONERS PRESENT: Ryan Laylin, James Lawrence, Joyce Locke, Jeremiah Jones, Mary Howie, Samuel Barrera, Roseann Marchetti and RJ Lee.

COMMISSIONERS ABSENT: None.

PUBLIC COMMENT

Public comment occurred.

Clerk/Register Monica McMichael entered the meeting at 5:10 p.m.

ADDITIONS/DELETIONS TO THE AGENDA

Commissioner Barrera addressed items appearing under New Business on the Regular Meeting Agenda that had not first been discussed at the Committee of the Whole. Discussion followed.

Vice-Chair Laylin moved, seconded by Commissioner Lee, to amend the agenda to include item H under New Business. Motion to amend carried by voice vote.

APPROVAL OF THE AGENDA

Commissioner Lee moved, seconded by Vice-Chair Laylin, to approve the September 7, 2023, Cass County Board of Commissioner's Agenda as amended. Motion carried by voice vote.

PUBLIC HEARING – FY 24/25 BUDGET

Chair Jones opened the public hearing for the FY 24/25 Budget. There was no public comment. Vice-Chair Laylin moved, seconded by Commissioner Marchetti, to close the public hearing. 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-129-23) A motion to approve Claims dated August 5, 20223 through September 1, 2023

(M-130-23) A motion to approve the August 10, 2023 Board of Commissioners Regular Meeting Minutes

(M-131-23) A motion to approve the August 24, 2023 Board of Commissioners Special Meeting Minutes

(M-132-23) A motion to appoint Samuel Barrera to the Planning Commission for a term expiring 7/31/2026

(M-133-23) A motion to appoint Tyler Augst to the Planning Commission for a term expiring 7/31/2026

(M-134-23) A motion to appoint Dan Stutsman to the Planning Commission for a term expiring 7/31/2026

(M-135-23) A motion to appoint Christy Olson to the Historical Commission for an unexpired term ending 7/1/2025

(M-136-23) A motion to appoint Mike Danielson to the Solid Waste Planning Committee as Solid Waste Industry Representative for a term expiring 6/1/2025

(M-137-23) A motion to approve the quote for Yeo & Yeo for Audit Services for FY 2023 through FY 2025

(R-138-23) A Resolution Designating September as National Preparedness Month in Cass County

WHEREAS, the 2023 Theme for National Preparedness Month is: “Preparing Older Adults for Disaster”:

WHEREAS, “National Preparedness Month” creates an important opportunity for every resident of Cass County to prepare their homes, businesses, and communities for any type of emergency including natural disasters and potential terrorist attacks;

WHEREAS, investing in the preparedness of ourselves, our families, businesses, and communities can reduce fatalities and economic devastation in our communities and in our nation;

WHEREAS, the Federal Emergency Management Agency’s Ready Campaign Citizen Corps, and other federal, state, local, private, and volunteer agencies are working to increase public activities in preparing for emergencies and to educate individuals on how to take action;

WHEREAS, emergency preparedness is the responsibility of every citizen of Cass County and all citizens are urged to make preparedness a priority and work together, as a team, to ensure that individuals, families, and communities are prepared for disasters and are prepared for disasters and emergencies of any type;

WHEREAS, by participating in National Preparedness Month in September 2023, the County of Cass can join and support the Nation and State of Michigan in strengthening community and regional resiliency; and

WHEREAS, all citizens of Cass County are encouraged to participate in citizen preparedness activities and asked to visit the websites of the Ready campaign at www.ready.gov, which includes links to thirteen languages, and become more prepared.

NOW, THEREFORE, BE IT RESOLVED that the Cass County Board of Commissioners hereby proclaims September 2023 as National Preparedness Month and encourages all citizens and businesses to develop their own emergency preparedness plan, and work together toward creating a resilient community.

(M-139-23) A motion to rescind R-229-22

(M-140-23) A motion to approve the SWMPH Intergovernmental Contract

The Chair instructed the Clerk to call roll:

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

No (0): None.

The Consent Agenda carried by roll call vote.

COUNTY PARTNERS

None.

Vice-Chair Laylin left the meeting at 5:40 p.m.

ELECTED OFFICIALS

Sheriff Behnke, Treasurer Hope Anderson, Judge Bealor, Clerk/Register McMichael and Prosecutor Fitz shared updates.

UNFINISHED BUSINESS

None.

NEW BUSINESS

M-141-23

Commissioner Marchetti moved, seconded by Commissioner Lee, to approve the MOU for a Tire Recycling Grant. Discussion followed. Motion carried by voice vote.

M-142-23

Commissioner Marchetti moved, seconded by Commissioner Lee, to approve the MIDC Grant Agreement. Discussion followed. Motion carried by voice vote.

M-143-23

Commissioner Lawrence moved, seconded by Commissioner Marchetti, to approve the Public Defender Administrator Job Description and Posting. Discussion followed. Motion carried by voice vote.

M-144-23

Commissioner Marchetti moved, seconded by Commissioner Lee, to approve the Administrative Assistant – Public Defender’s Office Job Description and Posting. Discussion followed. Motion carried by voice vote.

M-145-23

Commissioner Lawrence moved, seconded by Commissioner Lee, to approve the Contract for Indigent Defense Representation. Discussion followed. Motion carried by voice vote.

M-146-23

Commissioner Marchetti moved, seconded by Commissioner Lee, to approve FY 23 Budget Amendments. Discussion followed. Motion carried by voice vote.

R-147-23

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

FISCAL YEAR 2024 AND FISCAL YEAR 2025 GENERAL APPROPRIATIONS ACT

WHEREAS, the Uniform Budgeting and Accounting Act (Public Act 2 of 1968) provides a system of unified procedures for the preparation and execution of budgets for units of local government; and

WHEREAS, the County Administrator has prepared a recommended budget as required by Public Act 2; and

WHEREAS, it is the intent of the Board of Commissioners to provide for the solvency of county fiscal operations by adopting an Appropriations Act as required by law; and

WHEREAS, the Board of Commissioners, in accordance with the Uniform Budgeting and Accounting Act, held a public hearing on the FY 2024 and FY 2025 budget on September 7, 2023, after proper notice was published in a newspaper of general circulation.

NOW, THEREFORE, BE IT RESOLVED by the Cass County Board of Commissioners that this General Appropriations Act is adopted for October 1, 2023 – September 30, 2024 and October 1, 2024 – September 30, 2025 and provides by departmental activity, the budgets as approved and amended by the Board this date; and

BE IT FURTHER RESOLVED that this General Appropriations Act reflects the application of \$814,472.00 and \$2,638,618.00 respectively from the General Fund fund balance for a FY 2023-2024 and FY 2024-2025 balanced budget; and

BE IT FURTHER RESOLVED that the Board of Commissioners hereby adopts the budgets of the Other Funds as attached; and

BE IT FURTHER RESOLVED that this budget reflects a reasonable allocation of available resources to the various County departments, boards, and agencies, and allows for all mandated services, programs, and activities to be performed at or above reasonable, necessary, and serviceable levels; and

BE IT FURTHER RESOLVED that every appropriation is subject to all County policies as well as the conditions set forth in this resolution and that any modification, addition, or deletion,

of such amounts hereby adopted shall be done in accordance with the policies and procedures established by the Board of Commissioners; and

BE IT FURTHER RESOLVED that the Board of Commissioners grants authority to appointed Boards and Commissions to manage their assigned budgets as adopted herein; and

BE IT FURTHER RESOLVED that it is understood that revenues and expenses may vary from those which are currently contemplated and may be changed from time to time by the Board of Commissioner during the 2024 and 2025 fiscal years as deemed necessary. Consequently, there may be a need to increase or decrease various portions of the approved budget and/or impose a hiring freeze and/or impose reductions in force due to unforeseen financial changes; therefore, the Board of Commissioners reserves the right to impose a hiring freeze at any time; and

BE IT FURTHER RESOLVED that those positions included in the budget and programs which are support partially or in whole by grant, cost sharing, reimbursement, or other source of outside funding are only approved contingent upon the County receiving the budgeted revenues. Upon notification that budgeted funding of a position or program shall not be received, the Elected Official or Department Head shall immediately notify the County Administrator and that position shall be immediately removed if funding is exhausted; and

BE IT FURTHER RESOLVED that the County Administrator shall oversee the preparation and maintenance account in every office to enforce this Act as adopted and that the Board of Commissioners permits the County Administrator to execute transfers between line items of departments so as to eliminate the necessity for budget amendments between distinct departmental activities.

The Chair instructed the Clerk to call roll:

Yes (7): Commissioners Lawrence, Locke, Jones, Howie, Barrera, Marchetti and Lee.

No (0): None.

Absent (1): Vice-Chair Laylin.

Resolution R-147-23 carried by roll call vote.

M-148-23

Commissioner Lawrence moved, seconded by Commissioner Lee, to approve the FY 24 Child Care Fund Budget. Motion carried by voice vote.

CLOSED SESSION

None.

BOARD MEMBER COMMENTS/ANNOUNCEMENTS

Commissioners Jones, Marchetti and Lee offered comments or announcements.

ADJOURNMENT

Commissioner Lawrence moved, seconded by Commissioner Lee, to adjourn. The meeting adjourned at 6:31 p.m.

Approved: _____
Date

Chair Jeremiah Jones

Monica McMichael, Clerk/Register