



# CASS COUNTY BOARD OF COMMISSIONERS

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## SPECIAL MEETING OF THE CASS COUNTY BOARD OF COMMISSIONERS

October 19, 2023

4:30 PM

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1. **CALL TO ORDER** – *Chair Jones*
2. **ROLL CALL** - *Clerk/Register Monica McMichael*
3. **PUBLIC COMMENT** (limit 3 minutes/person)
4. **APPROVAL OF THE AGENDA** – *Commissioner Laylin*
5. **RECOGNITIONS**
6. **PRESENTATIONS**
7. **UNFINISHED BUSINESS**
8. **NEW BUSINESS**
  - A. **R-165-23** – Resolution Approving 2023 Apportionment Report
  - B. **R-166-23** – Resolution Designating the Southwest Michigan Planning Commission as the Designated Planning Agency for Materials Management Planning and Approve Joining a Multi-County Plan with Berrien & Van Buren County
9. **ADJOURNMENT**



## CASS COUNTY BOARD OF COMMISSIONERS

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**TO: Board of Commissioners**

**FROM: Matthew Newton, County Administrator**

**DATE: October 19, 2023**

**RE: Approval of 2023 Apportionment Report**

**REQUEST:**

Adopt R-165-23 Approving 2023 Apportionment Report

**BACKGROUND:**

MCL 211.37 requires that the County Board of Commissioners approve an Apportionment Report in October of each year. Pursuant to that requirement, R-165-23 approves the 2023 Apportionment Report showing the millage levies apportioned to various taxing authorities in Cass County and directs that the millage rates specified in the report for Township, school, highway, and all other purposes be spread against the taxable value of properties on the proper assessment rolls of local jurisdictions in the County.

**REVIEWS:**

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

**Equalization  
Administration**

**FINANCIAL ANALYSIS:**

The adoption of R-165-23 authorizes the millage rates as specified in the 2023 Apportionment Report be spread against the taxable value of properties on the proper assessment rolls of local jurisdictions in the County.

**RECOMMENDATION:**

Approve R-165-23 as presented.

# CASS COUNTY BOARD OF COMMISSIONERS

**R-165-23**

## **A RESOLUTION APPROVING THE 2023 APPORTIONMENT REPORT PURSUANT TO MCL 211.37**

**WHEREAS**, MCL 211.36 requires each Township Clerk to submit to the County Clerk on, or before, September 30 each year a statement which sets forth the amount of money to be raised in the Township by taxation;

**WHEREAS**, MCL 211.37 requires the County Board of Commissioners to hold an apportionment session and approve an Apportionment Report in October of each year;

**WHEREAS**, at the annual apportionment session, the County Board of Commissioners must examine documents and records submitted to the Board that show the amount of money to be raised by ad valorem levies in each Township for school, highway, Township, and all other purposes as authorized by law and authorize and require the correction of any defects or omissions with regard to those levies;

**WHEREAS**, the action of the County Board of Commissioners concerning the spread of these levies is final, except in situations where a change is made to the equalization of the County through an equalization appeal to the Michigan Tax Tribunal;

**WHEREAS**, the Apportionment Report approved by the County Board of Commissioners for 2023 will be the official authorization for its 59 taxing authorities within the County to levy property taxes in 2023;

**WHEREAS**, the Cass County Equalization Department has prepared an Apportionment Report for consideration by the County Board of Commissioners; and

**WHEREAS**, the proposed Apportionment Report, if approved, will provide final authorization for the levy of property taxes upon which taxing authorities depend to provide educational, health, economic development, public safety, and other services which are important to the well-being of the county's economy and Cass County residents.

**NOW, THEREFORE, BE IT RESOLVED** that the attached 2023 Apportionment Report showing the millage levies apportioned to various taxing authorities in Cass County for the year 2023 is hereby approved in accordance with MCL 211.37; and

**BE IT FURTHER RESOLVED** that the Cass County Board of Commissioners, under the authority of MCL 211.37, directs that the millage rates specified in the attached 2023 Apportionment Report for Township, school, highway, and all other purposes as authorized by law shall be spread against the taxable value of properties on the proper assessment rolls of the Townships, Wards, and Cities in the County.

**ADOPTED THIS 19th DAY OF OCTOBER 2023**

**ATTEST:**

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Monica McMichael, Clerk/Register  
COUNTY OF CASS

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Jeremiah Jones, Chair  
CASS COUNTY BOARD OF COMMISSIONERS



## CASS COUNTY BOARD OF COMMISSIONERS

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**TO: Board of Commissioners**

**FROM: Matthew Newton, County Administrator**

**DATE: October 19, 2023**

**RE: Material Management Planning Resolution**

**REQUEST:**

Adopt R-166-23: A Resolution Selecting the Southwest Michigan Planning Commission as the Designated Planning Agency for Materials Management Planning and to Approve Joining a Multicounty Plan with Berrien & Van Buren Counties

**BACKGROUND:**

Pursuant to the presentation given by the Southwest Michigan Planning Commission at the September 21<sup>st</sup> Committee of the Whole Meeting, the County must begin steps for initiating the Material Management Planning Process. As part of this process, the County is required to select a Designated Planning Authority and explore whether a multicounty agreement would be applicable. As Marcy noted during the presentation, there are several advantages to working in a multicounty agreement. EGLE will provide additional funding to each County that is part of a multicounty agreement. Additionally, working together allows any implementation costs to be shared, allows for streamlined access to regional facilities, and assists in standardizing any associated educational campaigns. MMPC representative seats are easier to fill across a multicounty partnership. And, there are increased service options including capacity requirements as well as material collection/access advantages. When reviewing Part 115 guidance, there is a distinct advantage to approaching MMP as a regional collective and R-166-23 specifies Cass County's intent to proceed with that approach.

**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:**

EGLE will provide \$60,000.00 per County to complete the MMP and by joining a multicounty agreement, each participating County will receive an additional \$10,000.00 plus \$0.50 per capita.

**RECOMMENDATION:**

Approve R-166-23 as presented.

# CASS COUNTY BOARD OF COMMISSIONERS

## R-166-23

### A RESOLUTION SELECTING THE SOUTHWEST MICHIGAN PLANNING COMMISSION AS THE DESIGNATED PLANNING AGENCY FOR MATERIALS MANAGEMENT PLANNING AND TO APPROVE JOINING A MULTICOUNTY PLAN WITH BERRIEN & VAN BUREN COUNTIES

**WHEREAS**, the State of Michigan's Solid Waste Program was updated with the passage of significant amendments to Part 115, Solid Waste Management, of the Natural Resources and Environmental Protection Act (1994 PA 451) in December 2022 and became effective on March 29, 2023;

**WHEREAS**, the amendments include a new Materials Management Planning process that requires each county to develop a Materials Management Plan (MMP);

**WHEREAS**, a County must select a Designated Planning Agency (DPA) to develop the MMP;

**WHEREAS**, a County is required to consult with each adjacent county regarding the option of preparing a multicounty MMP;

**WHEREAS**, the County has 180 days from the date the EGLE Director initiates the MMP Process to develop an Interlocal Agreement for a Multicounty MMP (if applicable) and submit a Notice of Intent (NOI) to EGLE; and

**WHEREAS**, the Southwest Michigan Planning Commission has agreed to serve as Cass County's DPA and recommends the County consider joining a multicounty plan with Berrien and Van Buren Counties.

**NOW, THEREFORE, BE IT RESOLVED** that the Cass County Board of Commissioners hereby selects the Southwest Michigan Planning Commission to serve as the County's Designated Planning Agency; and

**BE IT FURTHER RESOLVED**, that the Cass County Board of Commissioners approves joining a multicounty plan with Berrien and Van Buren Counties.

**ADOPTED THIS 19TH DAY OF OCTOBER 2023**

**ATTEST:**

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Monica McMichael, Clerk/Register  
COUNTY OF CASS

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Jeremiah Jones, Chair  
CASS COUNTY BOARD OF COMMISSIONERS