CASS COUNTY BOARD OF COMMISSIONERS
COMMITTEE OF THE WHOLE

December 21, 2023

Vice Chair Ryan Laylin called the meeting to order at 5:00 p.m. in the Commission Chambers on Thursday, December 21, 2023. Commissioner Lawrence offered the invocation. Vice-Chair Ryan Laylin's daughter Kenley Laylin led the Pledge of Allegiance to the Flag of the United States of America.

Chief Deputy Clerk/Register Heather Harding called roll:

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

COMMISSIONERS ABSENT: Roseann Marchetti and Samuel Barrera.

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

PUBLIC COMMENT

There was none.

ADDITIONS/DELETIONS TO THE AGENDA

Commissioner Howie asked to add item F. Discussion to amend the by-laws of the Historical Commission to add the ability to assign a proxy for meetings.

APPROVAL OF THE AGENDA

Commissioner Lee moved, seconded by Chair Jones, to approve the December 21, 2023, Committee of the Whole Meeting Agenda with the addition of item F. Motion carried by voice vote.

APPROVAL OF MINUTES

Commissioner Locke moved, seconded by Commissioner Lee, to approve the November 16, 2023, Committee of the Whole minutes. Motion carried by voice vote.

FINANCE REPORT

The Finance Report was in the packet.

UNFINISHED BUSINESS

None.

NEW BUSINESS

A. Appointments
   i. Reappointment of Doug Tyler to the Southwest Michigan Planning Commission to a term ending 12/31/2025.
   ii. Reappointment of James Dodd to the Southwest Planning Commission to a term expiring 12/31/2025.
   iii. Reappointment of Dan Wyant to the Kinexus Board to a term expiring 12/31/2026.

There was no discussion. Commissioners agreed to move item A to the January 4, 2024, Regular Board Meeting agenda.

B. LOU-FOPLC Seniority Retention (Special Circumstance)

   There was no discussion. Commissioners agreed to move item B to the January 4, 2024, Regular Board Meeting agenda.

C. CCLBA Part-Time Position

   There was no discussion. Commissioners agreed to move item C to the January 4, 2024, Regular Board Meeting agenda.

D. Equalization Contract Renewal

   Administrator Matt Newton spoke briefly about how satisfied they are with the services provided with this contract. Commissioners agreed to move item D to the January 4, 2024, Regular Board Meeting agenda.

E. MEC Robin Grant Funding Agreement

   Commissioner Locke questioned whether Van Buren would be contributing to this match. Administrator Newton explained that the grant was a regional application, and each municipality will be responsible for their own match. He went on to inform the board that he was going to see if there was a possibility of the County's portion being able to be paid out in the next FY budget. He would report back at the BOC meeting.

Commissioners agreed to move item E to the January 4, 2024, Regular Board Meeting agenda.

F. Amendment to By-Laws of the Historical Commission

Commissioner Howie explained that there have been instances that the Historical Commission has had difficulty with a quorum due to unforeseen circumstances and planned circumstances. For example, illness or a member going to Florida for the winter. She asked that the by-laws be amended to allow for a proxy.

Vice-Chair Laylin said that he disagrees with this as the members applied to be a part of the board and if they are going to make the commitment then they should follow through with it. There was no more discussion. Commissioners agreed to move item F to the January 4, 2024, Regular Board Meeting agenda.

CLOSED SESSION

None.

BOARD MEMBER COMMENTS/ANNOUNCEMENTS

Commissioners Laylin, Lawrence and Lee made announcements.

ADJOURNMENT

The meeting adjourned at 5:15 p.m.

Approved: ____________________
Date

Ryan Laylin, Vice-Chair

Heather Harding, Chief Deputy Clerk/Register