CASS COUNTY BOARD OF COMMISSIONERS
COMMITTEE OF THE WHOLE

June 20, 2024

Vice-Chair Barrera called the meeting to order at 5:00 p.m. in the Commission Chambers on Thursday, June 20, 2024. Commissioner Howie offered the Invocation. Chair Jones led the Pledge of Allegiance to the Flag of the United States of America.

Clerk and Register of Deeds Monica McMichael called roll:

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

PUBLIC COMMENT (Agenda Items Only)

Public comment occurred.

ADDITIONS/DELETIONS TO THE AGENDA

None.

APPROVAL OF THE AGENDA

Commissioner Lawrence moved, seconded by Commissioner Marchetti, to approve the June 20, 2024, Cass County Committee of the Whole Agenda. Motion to approve the agenda carried by voice vote.

APPROVAL OF MINUTES

Commissioner Locke moved, seconded by Commissioner Lee, to approve the May 16, 2024, Committee of the Whole Meeting Minutes. Motion carried by voice vote.

FINANCE REPORT

Finance Director Jennifer Rentfrow offered the Finance Report.

UNFINISHED BUSINESS

None.

NEW BUSINESS

1. Employee Insurance/Benefit Renewal Plan Year 2024-2025

Ben Cohen of Rose Street Advisors provided the board with an update on employee insurance/benefit renewal rates for 2024-2025. With an increase in insurance rates, Mr. Cohen recommended the board select the hard cap option to satisfy the requirements of P.A. 152. The hard cap would provide the following in terms of annual contributions required by the county toward employee health insurance premiums:

Individual: $7,702.85
Joint: $16,109.06
Family: $21,007.83

After discussion, board members instructed Administrator Newton to draft a resolution approving the hard cap to fulfill the requirements of P.A. 152.

Chair Jones moved, seconded by Commissioner Marchetti, to move item 1 to the next regular board meeting agenda. Motion carried by voice vote.

2. Annual Foreclosure Report

Treasurer Hope Anderson provided the annual report on tax-reverted properties. Under the Right of First Refusal, the county had the option to purchase properties; however, Treasurer Anderson recommended the county did not exercise that right. Board members were urged to speak up if any properties were of interest. Commissioners agreed the motion should be to not purchase properties.

Chair Jones moved, seconded by Commissioner Lee, to place item 2 on the next regular board meeting agenda. Motion carried by voice vote.

3. FY 2025 Community Corrections Application & Plan

Sheriff Behnke presented the FY 25 Community Corrections Application and Plan. He informed commissioners the $81,000 request was an annual application.

Commissioner Marchetti moved, seconded by Commissioner Lawrence, to place item 3 on the next regular board meeting agenda. Motion carried by voice vote.

4. **ESRI GIS Software**

GIS Director Erika Espeland requested that the board renew the ESRI GIS Software Agreement. The three-year agreement would cost $58,500 annually and be budgeted from line item 101-243-855.000.

Commissioner Marchetti moved, seconded by Chair Jones, to place item 4 on the next regular board meeting agenda.

5. **National Opioid Crisis Management Congress**

On behalf of the Opioid Settlement Advisory Committee, Committee Chair Carol Bealor requested the board approve a dollar amount not to exceed $5,000 for two people to attend the 8th Annual National Opioid Crisis Management Congress on 9/30/2024 and 10/1/2024 in Nashville, Tennessee. The funds would be provided by the Opioid Settlement Funds. So, there would be no impact to the general fund.

Commissioner Lawrence moved, seconded by Commissioner Howie, to move item 5 to the next regular board meeting agenda. Motion carried by voice vote.

6. **Cleaning Extension/Interim Agreement**

Administrator Newton requested the board approve an interim agreement/extension with the current contractor (The Cleanest Company) for cleaning and custodial services. The agreement would extend the existing cleaning services through September 30th for a fee of $17,780 per month.

Discussion followed regarding timing and extending the contract with the current vendor instead of requesting new bids. Administrator Newton informed commissioners that he would draft a request for proposals (RFP) that would include servicing the newly renovated Historic Courthouse. He would involve elected officials in the preparation of the new RFP. Board members should expect to review bids before the September Regular Board Meeting.

Commissioner Marchetti, seconded by Commissioner Locke, to place item 6 on the next regular board meeting agenda. Motion carried by voice vote.

7. **Service Weapon Replacement Program**

Sheriff Behnke requested the board approve funding to replace the current Glock 40 caliber weapons (that are ten years old) with new Glock 9mm weapons that include a light and laser sighting system. The total cost of the Service Weapon Replacement Program would be approximately $43,919.00. The Sheriff's Office planned to sell the current service weapons.

Chair Jones moved, seconded by Commissioner Lee, to move item 7 to the next regular board meeting agenda. Motion carried by voice vote.

8. Squad Car Replacements

Sheriff Behnke requested that the board approve the replacement of two squad cars at a total cost of $145,274, to be leased from the Motor Pool Fund for a period of four years. Two Chevrolet Tahoes would be purchased from Berger Chevrolet through the State of Michigan Purchasing Contract.

Chair Jones moved, seconded by Commissioner Howie, to place item 8 on the next regular board meeting agenda. Motion carried by voice vote.

9. Classification and Compensation Study

Administrator Newton informed commissioners that the Classification and Compensation Committee reviewed nine proposals. Of those proposals, the submission from Municipal Consulting Services was the unanimous choice by all committee members. With a cost of $55,000 that was in the middle of the price-range of all cost proposals, the extensive experience in Michigan would be a huge asset to performing a study for Cass County.

Commissioner Lee moved, seconded by Commissioner Marchetti, to place item 9 on the next regular board meeting agenda.

10. Clerk/Register, Treasurer, Chief Judge Request for Pay Grade Changes

Judge Bealor discussed the request to reclassify employees in the Clerk/Register, Treasurer and Courts Offices. She informed commissioners that the elected officials had been waiting on a new classification and compensation study; however, they decided to submit their request after the board entertained a request to reclassify employees from another office. Discussion followed regarding the timing of the requests as the board planned to move forward with a third-party class/comp study. Commissioners chose not to act on any request to reclassify an employee. Instead, each elected official should await the classification and compensation study.

No action would be taken on item 10.

PUBLIC COMMENT

Public comment occurred.

CLOSED SESSION

None.

BOARD MEMBER COMMENTS/ANNOUNCEMENTS

None.

ADJOURNMENT

Chair Jones moved, seconded by Commissioner Lee, to adjourn. The meeting adjourned at 6:34 p.m.

Approved: _____________
Date

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Vice-Chair Samuel Barrera

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Monica McMichael, Clerk/Register