

CASS COUNTY BOARD OF COMMISSIONERS
AGENDA FOR DECEMBER 6, 2021



- 3:30 PM Meeting called to order
Roll call of the members
Pledge of Allegiance
Approve minutes of previous meeting
Approve order of agenda

CONSENT AGENDA

- a. Elect Chair and Vice Chair, establish meeting dates and rotational meetings for 2022, and adopt parliamentary procedures
- b. Approve portfolio assignments and commission service on other boards
- c. Approve county beer and liquor license renewals
- d. Approve omitted assessments
- e. Adopt 2022-2026 Cass County Comprehensive Highway Plan
- f. Approve raffle permit for Cass County 4H; Northern Cass Parent Teacher Organization
- g. Approve purchases for Sheriff's Department
- h. Approve flood sales tax reimbursement amount for Auka Ring Levee
- i. Authorize County Finance Director to offer unsold properties from the annual tax sale to respective cities
- j. Authorize Chair to sign county deeds for tax-forfeited properties purchased at the tax sale
- k. Amend Employee Handbook Policy 303 Annual Leave

PUBLIC COMMENT

REGULAR AGENDA

1. Sheriff's Department (Jahner)
 - a. Special event pay Information/action
 - b. Vacation payout Information/action
 - c. Roster pay Information/action
2. Sale of Davenport Shop (Benson) Information/action
3. Roadway improvements for proposed soybean crushing facility (Benson) Information/action
4. Enterprise ERP System Upgrade (Wilson) Information/action
5. Renewal of Microsoft Enterprise agreement (Schmaltz) Information/action
6. Facemask Policy (Wilson) Information/action
7. Cass Human Service Zone Board pay (Wilson) Information/action
8. District Court Judgeship vacancy (Wilson) Information/action
9. Court Facilities Improvement grant application (Wilson) Information/action
10. Ratify Building Committee recommendations (Wilson)
 - a. Human Service Zone layout reorganization Information/action
 - b. Highway Department office remodel Information/action
11. State Water Commission reimbursement request (Madrigga) Information/action
12. Approve vouchers (Breitling) Action requested
13. Committee reports
14. Correspondence
15. Adjournment

REMINDERS:

- December 6, 2:00 PM Cass Human Service Zone Board meeting
December 13, 10 AM Cass County Weed Control Board meeting
December 14, 8:30 AM Southeast Cass Water Resource District, Virtual meeting
December 16, 8:00 AM Cass County Joint Water Resource District, Virtual meeting

**NEXT REGULAR MEETING TO BE HELD DECEMBER 20, 2021
AGENDA DEADLINE IS 5:00 PM ON MONDAY, DECEMBER 13, 2021**

All public meetings will be streamed live on Cass County Government [Facebook](#), [Twitter](#) and [YouTube](#) pages

1) **MEETING CALLED TO ORDER BY THE CHAIRMAN**

2) **ROLL CALL OF THE MEMBERS BY THE SECRETARY**

3) **PLEDGE OF ALLEGIANCE**

4) **ELECT CHAIR AND VICE CHAIR**

Move to elect Commissioner Rick Steen as Cass County Commission Chairman and elect Commissioner Chad Peterson as Vice Chairman for the period of December 6, 2021 to December 5, 2022.

5) **MINUTES OF PREVIOUS MEETING** (voice vote)

Move that the minutes of the last regular meeting held November 15, 2021, and the minutes of the planning session held November 15, 2021 be approved as written.

6) **ORDER OF THE AGENDA--CHAIRMAN READS THE REVISIONS, IF ANY** (voice vote)

Move to approve the order of the agenda as printed OR as amended

(For revisions, see handout provided on meeting day)

7) **APPROVE CONSENT AGENDA** (roll call vote)

Move to approve the consent agenda as printed OR as amended above.