

CASS COUNTY COMMISSIONERS

January 3, 2022

The Cass County Commissioners met at 1:00 p.m. in the Commissioners Hearing Room. Present for the meeting were Ryan Browning, Mike Stajduhar, Ruth Baker, Attorney Jeff Stanton, and Auditor Cheryl Alcorn.

Ryan Browning opened the meeting with the Pledge of Allegiance.

RE-ORGANIZATION OF OFFICERS – Mike Stajduhar made a motion of the following for slate of officers:

President Ryan Browning
Vice President Ruth Baker
Member Mike Stajduhar

Ruth Baker seconded the motion. The motion carried unanimously.

MINUTES – Ruth Baker made a motion to approve the minutes, Mike Stajduhar seconded. The motion carried unanimously.

CLAIMS & PAYROLL- Ruth Baker made a motion to approve the claims and payroll as presented, Mike Stajduhar seconded. The motion carried unanimously.

HEALTH DEPARTMENT – Serenity Alter was not available to present monthly report. The following report was submitted and reviewed for the month of December.

The Health Department held 5 routine immunization clinics and 2nd flu shot clinic for county employees. During this report period 186 patients were seen with 448 vaccines given.

Vital Records department received \$2,160 in document fees. The department printed 102 birth certificates and 141 certified death certificates.

Mike Collins completed 51 restaurant inspections; 1 pre-operational, 2 complaint, and issued 88 food permits. One environmental inspection and one unsanitary living inspection. Dan Musselman completed 10 environmental calls, 5 soil reports, 1 residential inspections, 8 residential searches, and 4 OSS permits.

COVID testing and vaccines continue to be administered at the County COVID Clinic on Smith Street. COVID booster vaccines are offered to anyone at least 16 years of age. Children ages 5 to 11 are eligible for the COVID Pfizer vaccine.

HIGHWAY DEPARTMENT – Dave Hicks appeared before the Commissioners with the Highway Department monthly report for December and year-end report. Crews accrued 125 hours of overtime cleaning up down trees at 39 different locations resulting from a wind storm on Saturday, December 11th.

Dave reported 1500 hours of overtime was accrued last year with 3.2 million dollars directly into road preservation, construction, and reconstruction, impacting 65 miles of roadway. Community Crossing grant projects finished under budget for the year, returning \$43,000 in grant money to INDOT and saved \$15,000 in local matching funds.

Davis Road Bridge concrete repairs are scheduled to begin this week, projected bridge closure up to three weeks. Three other culvert and bridge projects are pending. Improvements were made at the Highway Department during December, installation of metal siding on the east-facing façade on the shop, additional wall and entry door with electronic lock at the main entrance, and one new furnace was installed.

Dave requested approval to surplus three sets of old light truck tires. Ruth Baker made a motion to approve request to surplus truck tires, Mike Stajduhar seconded. Motion carried unanimously.

PARK DEPARTMENT – Dana Hildebrand appeared before the Commissioners and presented the 2021 year-end report.

Gate Fees/Season Passes	\$226,724
Electric Camping	\$179,622
Primitive Camping	\$72,090
Long Term Camping	\$93,950
Cabin/Building Rental	\$10,800
Farm Ground	\$10,175
Sleepy Hollow Event	\$4,021
Firewood	\$32,430
Camp Store	\$35,587
Concession	\$24,827
Disc Golf	\$3,732
Divers Den	\$7,458
Non-Reverting	\$6,427
Other	\$4,529

CORONER – George Franklin was not available to present monthly report. The following report was submitted and reviewed for the month of December.

CAUSE OF DEATH

NATURAL	15
SUICIDE	0

TRANSPORTS	6
OUTSIDE ASSISTS	0
AUTOPIES	5

DISPATCH E-911 – Amber Offutt appeared before the Commissioners with the monthly report for December.

911 Calls	1345
Admin Calls	5260
CAD Screens	2246
Overtime	66 shifts

Amber reported currently two trainees are doing very well. Ten interviews were scheduled in December, eight of the ten were no shows. One of the ten was offered employment and will begin training this week. One full time position remains vacant.

SECURITY – Kimberly Felton appeared before the Commissions with Year End Report for 2021.

- Weapons Log (June -December)

Knives	246
Pepper Spray	53
Firearms	2
Misc items	23
- Incident Log (total 72 for the year)

Warrant Arrest	44
Court Order Arrest	9
Threats	3
Disturbance	9
Removal from bldg.	2
Personal Injury	1
Other	4

Kim requested approval for additional part time position. Current part time officer now has other commitment and requested reduction in hours, resulting in the need to hire additional personnel.

Ruth Baker made a motion to approve the request for part time position, Mike Stajduhar seconded. Motion carried unanimously.

APPOINTMENTS – Commissioner Browning presented the following board appointments for approval:

Board of Zoning Appeals	Bob Barrett	re-appointed 4 year term
-------------------------	-------------	--------------------------

Redevelopment Commission Matt Meagher re-appointed 1 year term
(non-voting School Board Member)

Industrial Park Board Chad Higgins 1 year term
Higgins replaces resigning member Arden Cramer.

Ruth Baker made a motion to approval appointments as presented, Mike Stajduhar seconded.
Motion carried unanimously.

JAIL EXPANSION – John Painter presented the following change orders for pe-approval:

- Elevator upgrades per State Elevator Inspection Permit \$5,675

Ruth Baker made a motion to approve change order presented, Mike Stajduhar seconded.
Motion carried unanimously.

- Fire suppression system requirements \$2,675

Commissioner Browning stated this requirement was not included in the original architectural design and entertain a motion to approve change order under protest.

Ruth Baker made a motion to approve the change order as presented under protest, Mike Stajduhar seconded. Motion carried unanimously.

PUBLIC ANNOUNCEMENT & RECOGNITION – Commissioner Browning announced the passing of County EMA Director Alvin Beckman and recognized his many years of service to the county.

PUBLIC COMMENT – None

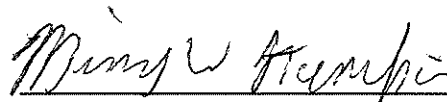
ADJOURNMENT – Ruth Baker made a motion to adjourn, Mike Stajduhar seconded. The motion carried unanimously.



Ryan Browning, President



Ruth Baker, Vice President



Michael W. Stajduhar, Member

ATTEST: 

Cheryl Alcorn, Auditor