

CASS COUNTY COMMISSIONERS

March 1, 2021

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.

MINUTES – Mike Stajduhar made a motion to approve the regular meeting minutes and minutes of executive and joint executive sessions, Ruth Baker seconded. The motion carried unanimously.

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

COURT & PRETRIAL SERVICES – Judge Kitts and Hillary Hartion presented and distributed the 2020 Pretrial Services Report. Report included mission statement, vision, and goals of the program. Judge Kitts explained three-year strategic plan that includes a cost savings by using pretrial alternatives instead of incarceration for lesser felony violators.

Judge Kitts further explained the financial benefits and the assistance provided to the Sheriff's Department. Judge Kitts recommended establishing an independent department, Court & Pretrial Services, with full-time director and full-time case manager. Creating such a program will allow opportunities for grant funding.

Judge Kitts requested approval to create a county funded Court & Pretrial Services Department to include the creation of a full-time case manager position. Mike Stajduhar made a motion to approve the creation of Court & Pretrial Services and full-time case manager, Ruth Baker seconded. Motion carried unanimously.

DISPATCH E-911 – Amber Offutt appeared before the Commissioners with the monthly reports for January and February.

	<u>January</u>	<u>February</u>
911 Calls	1320	986
Admin Calls	3003	2536
911 Text	88	53
CAD Screens	1961	909

Amber reported eight employees received time off related to COVID, of which 3 employees received positive test results. One employee is currently receiving online course for Certified Training Officer. Amber recognized the retirement of Sandy Ford after 21 years of service.

Amber requested approval to fill one full time vacant position. Mike Stajduhar made a motion to approve request to fill full time position, Ruth Baker seconded. Motion carried unanimously.

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

CAUSE OF DEATH	
NATURAL	5
SUSPICIOUS	1
JOB SITE	1
TRANSPORTS	3
OUTSIDE ASSISTS	2
AUTOPIES	2

HIGHWAY DEPARTMENT – Jeff Smith appeared before the Commissioners with the Highway Department report for February. Department had nineteen days of snow operations, resulting in 352 overtime hours.

Clean up of the old Cass Station Bridge is near completion, portion of south end retaining wall will be removed when weather permits. Change of scope for the project, caused from the collapsing of the bridge during removal, resulted in a contract reduction of \$99,233.

Jeff requested approval of change order reflecting reduction of contracted amount for the demolition of old Cass Station Bridge. Mike Stajduhar made a motion to approve the change order as presented, Ruth Baker seconded. Motion carried unanimously.

County Road 325E bridge re-opened on February 5th with approaches to be paved when weather permits.

Application for federal aid funds were not awarded for the 300S and 400W project. Plans to scale-down improvements west of the railroad tracks on 300S are being discussed and reviewed.

Jeff recognized the retirement of Jeff Weaver after 41 years of service to the department.

Jeff requested approval to deem the following for surplus:

Culvert pipe 18 feet long x 4 feet diameter

Mike Stajduhar made a motion to declare used culvert pipe as surplus, Ruth Baker seconded. Motion carried unanimously.

Jeff requested approval to fill part time vacant driver position. Mike Stajduhar made a motion to approve request to fill part time driver position, Ruth Baker seconded. Motion carried unanimously.

Jeff requested permission to advertise bids for two new tandem dump trucks. Mike Stajduhar made a motion to approve request to advertise bids for two tandem dump trucks, Ruth Baker seconded. Motion carried unanimously.

PARK DEPARTMENT – Dana Hildebrand appeared before the Commissioners and presented the monthly report for February. Dana reported estimated revenue \$8,432 was received largely in

part for prepaid reservations. Park staff completed installation of identification markers for modern electric camp sites.

HEALTH DEPARTMENT – Serenity Alter appeared before the Commissioners with the monthly report for February. The Health Department held 8 routine immunization clinics. During this report period 145 patients were seen for immunizations with 408 vaccines given. One flu immunization day was held for children.

Vital Records department received \$4,375 in document fees. The department printed 135 birth certificates, 296 certified death certificates, 1 genealogy search, and 3 paternity affidavits.

Mike Collins completed 67 restaurant inspections; 2 pre-operational, 2 follow-ups, and issued 10 food permits. One environmental inspection. Dan Musselman completed 5 environmental calls, 6 soil reports, 1 residential inspection, 6 residential searches, and 3 OSS permits.

COVID testing and positive COVID cases have greatly decreased. Cass County remains in “Orange” status. COVID clinic has administered a total of 5,190 vaccines. The age eligibility to receive the vaccine was updated on February 24th for those 60 years and older. Johnson & Johnson vaccine will be arriving soon, those vaccines will be used for home bound residents.

SECURITY – Phil Loos presented the 2020 End of the Year Security Report. Government Building Security Office staff includes one full time Director and five part time officers. Phil reported 437 weapons were intercepted, including knives, pepper spray, multi-purpose tools, guns, mini-taser, aerosol spray bottle, and one electric guitar. Security Officers generated 28 incident reports and conducted 46 employment background checks. Recertification training was cancelled due to COVID Pandemic; however, officers remain certified in first aid, firearms, and taser training.

Phil reported the metal detector received damage from a power surge and has been repaired. Screening equipment is 15 years old, estimate of new equipment \$20,000. Alvin Beckman is searching for grant funding to purchase new security screening equipment.

SHERIFF DEPT. – Sheriff Schroder requested approval to fill four vacant full-time correctional officer positions. Mike Stajduhar made a motion to approve request to fill four full time correctional officer positions, Ruth Baker seconded. Motion carried unanimously.

PROSECUTOR – Noah Schafer requested approval to fill vacant part time adult protective services position. Mike Stajduhar made a motion to approve request to fill part time position, Ruth Baker seconded. Motion carried unanimously.

VETERAN’S OFFICE – Tamara Derrick requested approval to fill vacant part time office position. Mike Stajduhar made a motion to approve request to fill part time position, Ruth Baker seconded. Motion carried unanimously.

JAIL EXPANSION – CHANGE ORDERS – Mark Ryan presented for approval construction change orders for additional Square D Breaker, relocate electrical panel, and installation of temporary guarding for the roof.

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

EMINENT DOMAIN UPDATE – Jeff Stanton gave a project update of the Clymers Ag Industrial Park area expanding and improving the right-a-ways and the construction of a fire suppression system. A tentative agreement is in place to purchase property for eminent domain. Redevelopment Commission has approved the use of TIF Funds for purchase.

Jeff requested approval of eminent domain resolution of Perry Trust and Clifford Properties. Mike Stajduhar made a motion to approve the request of eminent domain resolutions as presented, Ruth Baker seconded. Motion carried unanimously.

RES. 2021-01 LOCAL CONTROL OF LAND USE – Ryan Browning introduced the resolution for approval. House Bill 1381 is pending in the Indiana General Assembly, if enacted, would remove citizens' ability to determine the conditions of wind and solar energy projects in their county. This resolution will be sent to Senator Donato with our opposition that local control of land use decisions are best made by the citizens living in the community.

Mike Stajduhar made a motion to approve Resolution 2021-01 Local Control of Land Use, Ruth Baker seconded. Motion carried unanimously.

RES. 2021-02 PUBLIC INFORMATION OFFICER – Jeff Stanton introduced the resolution as part of the recently approved Public Records Policy requirement to appoint a public information officer. Indiana Public Access Council confirmed the County Attorney can serve in that capacity. County Attorney currently reviews requests prior to the release of records, adding the duties of Public Information Officer streamlines the process and therefore no need to hire additional personnel.

Mike Stajduhar made a motion to approve Resolution 2021-02 as presented, Ruth Baker seconded. Motion carried unanimously.

ENVIRONMENTAL MONITORING STATION AGREEMENT – Ryan Browning introduced access agreement with Waelz Sustainable Products to install air monitoring station on top of a county owned building located within the city limits.

Mike Stajduhar made a motion to approve the agreement as presented, Ruth Baker seconded. Motion carried unanimously.

APPOINTMENTS – Mike Stajduhar made a motion to re-appoint Judy Burkhart for a four-year term to the Logansport Plan Commission, Ruth Baker seconded. Motion carried unanimously.

PUBLIC COMMENT – Ryan Browning stated public comments limited to three minutes with six minutes limit overall.

Ryan Browning recognized the following county employees for their many years of service and congratulations on their retirements:

Jim Weaver	Highway Department	41 years
Sandy Ford	Dispatch - 911	21 years
Larry Lowery	Veterans Office	11 years

Lora Redweik, 5524 N CR 600 E, Twelve Mile – What are the Eminent Domain Resolution numbers? Jeff Stanton explained the motion approved the resolutions of the case, they are not actual resolutions.


Where will the public information request form be available? Jeff Stanton replied form will be available on-line and in the Auditor’s Office.

How can plan commission appointment serve on county plan commission and city plan commission. Ryan Browning replied the position is for the city plan commission and is appointed by the county to a resident living in the county fringe around the city.

Has the location been determined for the air monitoring station? Ryan Browning replied it will be placed within the city limits, county has agreed to allow it to be placed on a county building if they choose.

Bridget Davis, 909 S Cicott Street, Logansport – Will there be two environmental monitoring stations within the city, one placed by WSP and one placed by the city? Ryan Browning replied he is unaware of the city purchasing a monitoring station. WSP agreed to purchase a monitoring system and they decide where, within the city it will be placed.

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



Ryan Browning, President



Mike Stajduhar, Vice President



Ruth Baker, Member

ATTEST: 

Cheryl Alcorn, Auditor