

**CASS COUNTY COMMISSIONERS**  
**June 7, 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** – Ruth Baker made a motion to approve the meeting minutes as presented, 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.

**DISPATCH E-911** – Amber Offutt was unavailable to present the monthly report. Commissioners received and reviewed the following report for May.

911 Calls	1539
Admin Calls	5666
CAD Screens	2709
Overtime Shifts	51

**HIGHWAY DEPARTMENT** – Jeff Smith appeared before the Commissioners with the monthly report for May. Paving operations are underway with chip seal work to begin by mid to late June. Bid advertisement has been published for community crossing resurfacing work with bid opening scheduled for June 21.

Jeff requested approval to fill vacant full-time driver position on or after June 15th. Mike Stajduhar made a motion to approve request to fill full time driver position, Ruth Baker seconded. Motion carried unanimously.

- **Ordinance 21-03 Temporary Truck Restriction** - Jeff requested approval of truck restriction for CR 600 E & CR 500 S near US 35 while INDOT closes highway for culvert replacement. Ruth Baker made a motion to approve Ordinance 21-03 Temporary Truck Restriction as presented, Mike Stajduhar seconded. Motion carried unanimously.
- **Road Conversion Petition** - Jeff presented petition for conversion of one-mile segment of gravel road to chip seal located on CR 1050 W between US 24 and CR 100 N. Jeff recommended road conversion due to sandy soil and low grade causing difficult travel in the wet winter and spring months. Estimated cost for conversion is \$50,000. Ruth Baker made a motion to approve road conversion as presented, Mike Stajduhar seconded. Motion carried unanimously.

- **Road Closure Request** - Jeff requested permission to approve annual road closure for Twelve Mile fireworks display on Saturday, July 3<sup>rd</sup> for approximately two hours. Closure would extend from the north edge of town to approximately ½ mile north on CR 800 E. Ruth Baker made a motion to approve road closure for Twelve Mile Fireworks display as presented, Mike Stajduhar seconded. Motion carried unanimously.

**CORONER** – George Franklin was not available to present monthly report. Commissioners received and reviewed the following report for May.

CAUSE OF DEATH	
Natural	8
Vehicle	1
Suicide	1
TRANSPORTS	0
OUTSIDE ASSISTS	1
AUTOPSIES	1

**HEALTH DEPARTMENT** – Serenity Alter appeared before the Commissioners with the monthly report for May. The Health Department held 8 routine immunization clinics. During this report period 209 patients were seen and 431 vaccines given.

Vital Records department received \$3,160 in document fees. The department printed 169 birth certificates, and 179 certified death certificates. No request for genealogy searches or paternity affidavits were received.

Mike Collins completed 54 restaurant inspections; 1 pre-operational, 0 follow-ups, and issued 11 food permits. Three environmental inspections with three follow-ups. Two lead follow up inspections and 3 Tattoo Salon inspections were completed. Dan Musselman completed 11 environmental calls, 11 soil reports, 1 residential inspection, 26 residential searches, and 3 OSS permits.

Serenity reported all immunizations will be given at the 1616 Smith Street location beginning in June.

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

**PARK DEPARTMENT** – Dana Hildebrand presented the monthly report for May. Dana reported estimated revenue \$118,053 was received for May. Park had full capacity over the Memorial Day weekend. Two AED units are now available within the park. One unit was donated through Cass County Community Foundation and one purchased with park funds. Logansport Fire Department provided AED training and CPR certification course.

**VETERANS' SERVICE OFFICE** – Tamara Derrick presented Ordinance 21-02 Establishing Cass County Veterans Service Office Non-Reverting Fund for approval. Donations will be placed in the non-reverting fund for financial assistance for the care and welfare of Cass County Veterans. The community can make donations to the Operation Veterans Utility Relief program through the Cass County Veterans Service Office. Tamara added the ordinance received Council approval last month.

Mike Stajduhar made a motion to approve Ordinance 21-02 Establishing Cass County Non-Reverting Veterans Service Office Fund, Ruth Baker seconded. Motion carried unanimously.

**RES 21-03 AUTHORIZING CASS AREA TRANSIT GRANT APPLICATION** – Ruth Baker made a motion to approve Resolution 21-03 Authorizing Cass Area Transit Grant Application, Mike Stajduhar seconded. Motion carried unanimously.

**APPOINTMENTS** – Ruth Baker made a motion to appoint Kimberly Felton as Government Building Security Director, Mike Stajduhar seconded. Motion carried unanimously.

Ruth Baker made a motion to appoint Lisa Parmeter as Administrative Assistant to Commissioners, Mike Stajduhar seconded. Motion carried unanimously.

**MAINTENANCE** – Richard Gundrum requested approval to hire additional part time housekeeping position for evening shift 2<sup>nd</sup> floor. Position will fill open hours during summer vacations.

Ruth Baker made a motion to approve additional part time housekeeping position, Mike Stajduhar seconded. Motion carried unanimously.

**EXTENSION OFFICE** – Jane Horner requested approval to participate in City of Logansport Student Internship Reimbursement Program. City will reimburse up to \$1,000 per summer intern and \$500 per semester for spring and fall semesters.

Ruth Baker made a motion to approve request to participate in the Logansport Student Internship Reimbursement Program, Mike Stajduhar seconded. Motion carried unanimously.

**SCHNEIDER GEOSPATIAL CONTRACT** – Arin Shaver presented for approval Schneider Geospatial Contract providing online portal services integrating with existing Elevate portal for permit processing, search and report capabilities. Contract will be funded through the Planning Department Non-Reverting Fund.

Ryan Browning tabled the request until next meeting upon review of contract by county attorney.

**COVID GRANT ADMINISTRATION CONTRACT AMENDMENT** – Steven Ray present for approval the OCRA COVID-19 Grant amendment to reflect the agreed upon grant budgeted amount of \$1,500.

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

**INMATE COMMUNICATION/COMMISSARY CONTRACTS** – Sheriff Schroder presented for approval HomeWAV Service Agreement to provide communication software program and KELLWELL Service Agreement to provide commissary service to inmates. Services are at no cost to the county, inmates will pay services fee.

Ruth Baker made a motion to approve contracts pending amendments suggested by County Attorney and Sheriff, Mike Stajduhar seconded. Motion carried unanimously.

**JAIL EXPANSION – CHANGE ORDERS** – John Painter presented for approval construction change order for temporary guardrail posts at the control rooms and mezzanines on the first and second floors.

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

**LOGAN’S LANDING** – Becki Harris appeared before the Commissioner with summary update report. Logan’s Landing is Logansport’s Main Street Organization with 501C3 Non-Profit status focused on downtown revitalization. Last year’s several events were canceled due to the COVID-19 pandemic. Becki announced events will be held this year.

Annual Taste of Cass County will be held on August 14<sup>th</sup>, due to the Melbourne Ave. construction project the event has been moved to the Heritage Park /Farmer’s Market Lot area extending to the Depot on Fourth and Market Streets. Cass County Roosters will hold annual car show across from the event at 4<sup>th</sup> and Market Streets.

Becki reported 40 volunteers participated in the recent Downtown Green and Clean Day. Volunteers spent three hour trimming shrubbery, picking up litter, and pulling weeds. Downtown businesses donated door prizes in appreciation.

Celebrate Logansport, Strawberry Shortcake Day, will be held on June 24<sup>th</sup> in the Heritage Park/Farmer’s Market Lot located at the corner of Fourth Street and Market Street. This year we are experiencing a strawberry crop shortage. Every effort will be made to purchase berries from an outside source, if the cost is too high an alternative food choice will be offered.

Promotion of the event will be released upon confirmation of availability and cost of strawberries.

Becki encouraged everyone to make donations during the charitable roadblock located on Market Street at Third Street from 11:00 to 3:00 Friday, June 18th and Saturday, June 19th 9:00 to 1:00.

Becki reported six new businesses in the downtown area over the past four weeks. Interviews have been conducted for the vacant Visitor's Bureau director position and the position will be filled in the next few days.

Becki expressed her gratitude to the Commissioners for the County's continued support of Logan's Landings programs and projects to improve and preserve the downtown district.

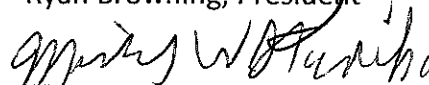
**MEETING & HOLIDAY SCHEDULES 2022** – Ruth Baker made a motion to approve the 2022 meeting and holiday schedules as presented, Mike Stajduhar seconded. Motion carried unanimously.

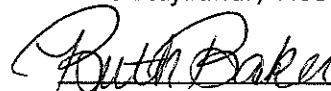
**PUBLIC ANNOUNCEMENTS & RECOGNITION** - None

**PUBLIC COMMENT** – Lora Redweik, 5524 N CR 600 E, Twelve Mile - Requested future consideration for meeting times to be offered at various times during the day and evening time to accommodate working business hours as several other counties do.

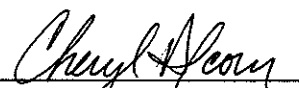
**ADJOURNMENT** – Ruth Baker made a motion to adjourn, Mike Stajduhar seconded. The motion carried unanimously.

  
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Ryan Browning, President

  
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Mike Stajduhar, Vice President

  
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Ruth Baker, Member

ATTEST:

  
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Cheryl Alcorn, Auditor