

CASS COUNTY COMMISSIONERS
September 6, 2022

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

Ryan Browning opened the meeting with the Pledge of Allegiance.

AMEND AGENDA – Commissioner Browning requested approval to add Area Five Guardianship Program as item # IV and Ordinance 22-10 Temporary Truck Traffic Restriction to the Highway Department agenda items.

Ruth Baker made a motion to amend the agenda as requested, Mike Stajduhar seconded. Motion carried unanimously.

MINUTES – Ruth Baker made a motion to approve Regular and Executive Session meeting minutes, Mike Stajduhar seconded. The motion carried unanimously. Mike Stajduhar abstained due to absence.

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

AREA FIVE – GUARDIAN ADVOCATES PROGRAM - Program Director Linda Johnson distributed information regarding purpose of the program and what services are provided. Guardian Advocates Program serves five counties with Cass County receiving the highest percentage of services provide last year. Linda extended appreciation for the financial support received in the past by Cass County and asked for continued support in the amount of \$5,000.

Ruth Baker made a positive recommendation to Council supporting Guardian Advocates Program in the amount of \$5,000, Mike Stajduhar seconded. Motion carried unanimously.

CORONER – George Franklin presented the monthly report for August.

CAUSE OF DEATH

NATURAL	8
COVID	0
VEHICLE	1
SUICIDES	1
HOMICIDES	0
DRUG OVERDOSE	3

SUSPICIOUS	0
JOB SITE	0
OTHER ACCIDENT	1
INFANT	1
TRANSPORTS	6
OUTSIDE ASSISTS	1
AUTOPIES	5

DISPATCH E-911 – Tara Grigsby was unavailable to attend. The following monthly report for August was submitted and reviewed.

911 Calls	1327
Admin Calls	5549
CAD Screens	2808
Overtime	32 shifts

The department has two new hires in training and added three part time with experience. Currently there are two vacate positions.

HEALTH DEPARTMENT – Serenity Alter was unavailable to attend. The following monthly report for August was submitted and reviewed. Health Department held 12 routine immunization clinics and 375 patients were seen with 498 vaccines given. The department reported an increase in communicable diseases over the past several months. Lead and Latent TB cases continue to increase.

Vital Records department received \$3,860 in document fees. The department printed 241 birth certificates, 197 certified death certificates, and 12 paternity affidavits.

Mike Collins completed 53 restaurant inspections, 3 pre-operational, and issued 7 food permits. Mike conducted one insect inspection, one unsanitary living inspection, two environmental follow ups, one tattoo salon inspection, and three lead inspections. Dan Musselman completed 7 environmental calls, 8 soil reports, 5 repair permits, 3 new construction permit, 8 septic system permit, 17 residential septic location searches, and 11 requests to connect to existing OSS systems.

The department continues to offer COVID testing and vaccines at the Health Department on High Street. COVID vaccine is by appointment on Tuesday and Thursday from 7 a.m. to 7 p.m. Six specimens of potential Monkeypox have been sent to the State Department of Health for testing. Cass County has no current cases of Monkeypox.

EMS – Brady Wiles presented the monthly report for August. EMS responded to 380 calls and provided 249 transports. Average response time was 1:11 with average scene time of 15:55.

Brady reported 1.667 billable miles with total amount billed for the month \$302,000.

HIGHWAY DEPARTMENT – Jeff Smith presented the monthly report for August. Crews laid four miles of pug mix paving and graded the berm of roads in preparation of upcoming community crossing paving projects. Crews worked 25.5 overtime hours cleaning down trees from storm damage on Monday, August 29th.

Jeff reported the four-day work week continues to save both in fuel cost and overtime hours. Overall savings for the month of August is over \$8,000 as a result of the four-day work week.

Jeff requested approval to fill vacate full time positions for Truck Driver and Certified Garage Mechanic. Jeff recognized the retirements of Chuck Sterrett and Dave Jones.

Ruth Baker make a motion to approve request to fill vacate positions as presented, Mike Stajduhar seconded. Motion carried unanimously.

Jeff requested approval to deem the following equipment as surplus:

2 x used culvert pipes removed from project: 9x40
Old fuel monitoring hardware, mostly obsolete.
Petro-Vend Keyboard (1992)
Monitor S/N DM124697 (orange monochrome 1992)
Dot-Matrix Printer S/N 0720003578
Controller Box S/N 0210646
Autostik Jr. Fuel reader

Ruth Baker make a motion to deem items as surplus, Mike Stajduhar seconded. Motion carried unanimously.

Ord. 22-08 Amend Countywide Traffic Yield to Stop Sign – Jeff Smith requested approval of traffic sign conversions from yield to stop for 138 locations as a safety precaution for residents.

Ruth Baker made a motion to approve Ordinance 22-08 as presented, Mike Stajduhar seconded. Motion carried unanimously.

Ord. 22-10 Temporary Truck Traffic Restriction – CR 800 W & CR 600 W – Jeff Smith announced road closure on section of Highway 24 West between County Road 800 W and County Road 600 W for bridge culvert replacement to begin Monday, September 12th for six weeks. Jeff requested approval for heavy truck traffic restriction on local detour route to protect residents and prevent damage to county roads.

Ruth Baker made a motion to approve Ordinance 22-10 as read, Mike Stajduhar seconded. Motion carried unanimously.

PARK DEPARTMENT – Dana Hildebrand was unavailable to attend. The following monthly report for August was submitted and reviewed. An estimated revenue of \$80,830 was received for the

month. The removal of the Splash Fest is scheduled after Labor Day Weekend for the season. Approximately 4,440 people attended the new Splash Fest during June and July, attendance for August will be forthcoming. Camping reservations are full for the rest of the season.

EXTENSION OFFICE – Jane Horner requested approval for additional full-time office position. Office work has increased with the increase of programs offered.

Ruth Baker made a motion to approve request for additional full-time office position, Mike Stajduhar seconded. Motion carried unanimously.

CLERK – Request approval to fill vacate positions for fulltime office and full-time voter registration office.

Ruth Baker made a motion to approve request to fill vacate positions, Mike Stajduhar seconded. Motion carried unanimously.

SHERIFF DEPARTMENT – Sheriff Schroder requested approval to fill vacant part time front office position.

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

Parking Lot Renovations – request to table item for project quotes.

Ruth Baker made a motion to table Parking Lot Renovations for additional project quotes, Mike Stajduhar seconded. Motion carried unanimously.

Sheriff Schroder presented for approval Inmate Housing Agreements for Carroll County and Wabash County. The agreement allows Cass County to house incoming inmates at \$ per day.

Commissioner Browning entertained a motion allowing Sheriff to enter into agreement with other counties at his discretion using the approved Inmate Housing Agreement.

Ruth Baker made a motion to allow the Sheriff to enter into agreement with counties in need of inmate care using the current approved Inmate Housing Agreement, Mike Stajduhar seconded. Motion carried unanimously.

ORD. 22-09 AMEND AMERICAN RESCUE PLAN ORDINANCE 21-02 – Attorney Jeff Stanton presented Ordinance 22-09 amending current American Rescue Plan Ordinance to include the use of federal grant funding for the purpose of building renovations to the Health Department, Probation Department, and Community Corrections.

Ruth Baker made a motion to approve Ordinance 22-09 as presented, Mike Stajduhar seconded. Motion carried unanimously.

APPOINTMENT – Ruth Baker made a motion to appoint Elissa McFadden to the Visitors Bureau Commission, Mike Stajduhar seconded. Motion carried unanimously.

McFadden will serve a partial term ending December 31, 2023, left vacant by resigning member Kendall McGuire.

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

- 0280-04 Install crosswalk striping and parking signs along High and 4th Streets \$9,268

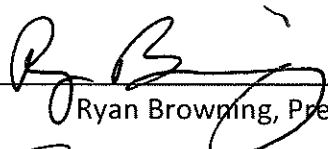
Commissioner Browning entertained a motion to table the change order request until the water drainage issues have been addressed.

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

PUBLIC ANNOUNCEMENT & RECOGNITION – None

PUBLIC COMMENT – None

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



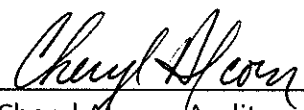
Ryan Browning, President



Ruth Baker, Vice President



Michael W. Stajduhar, Member

ATTEST: 

Cheryl Acorn, Auditor