

# CASS COUNTY COMMISSIONERS

## October 3, 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 change the wording in Ordinance 22-12 from Temporary to Permanent and to add Ordinance 22-15 Amend Temporary Truck Traffic Ordinance 22 -10, both items to be listed under Highway Department.

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 meeting 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.

**PARK DEPARTMENT** – Dana Hildebrand was unavailable to attend. The following monthly report for September was submitted and reviewed.

An estimated revenue of \$61,056 was received for the month. Crews are preparing the park for several upcoming events for the month of October. Indy Dive Center annual Treasurer Hunt was held on October 2<sup>nd</sup> with guest from Germany, France, Italy, and Greece. Disc Golf Fall Tournament will be held October 9<sup>th</sup> with Sleepy Hollow Hay rides from October 7<sup>th</sup> thru October 31<sup>st</sup>. Camper Appreciation Dinner will be held on October 15<sup>th</sup> and Camp Site decoration contest with Trick or Treat on October 22<sup>nd</sup> and October 29<sup>th</sup>.

**CORONER** – George Franklin was unavailable to present monthly report.

**DISPATCH E-911** – Tara Grigsby presented the monthly report for September.

911 Calls	1299
Admin Calls	5265
CAD Screens	2684
Overtime	32 shifts

The department has one new trainee and one full time employee resigned to part time. Currently there are five full time vacate positions.

**HEALTH DEPARTMENT** – Serenity Alter presented the monthly report for September. Health Department held 11 routine immunization clinics and 215 patients were seen with 396 vaccines given. Flu shot clinic was held for County Employees.

Vital Records department received \$1,880 in document fees. The department printed 114 birth certificates, 100 certified death certificates, and 1 paternity affidavits.

Mike Collins completed 68 restaurant inspections, 2 pre-operational, 2 complaints, and issued 8 food permits. Mike conducted two unsanitary living inspection, three environmental follow ups, and two lead follow-up inspections. Dan Musselman completed 11 environmental calls, 7 soil reports, 2 repair permits, 3 new construction permits, 5 septic system permits, 11 residential septic location searches, and 5 requests to connect to existing OSS systems.

The department continues to offer COVID 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. COVID-19 rapid antigen test kits are available to the public at no cost.

Serenity announced the department received a semi load of Clorox Wipes to be given to the community for free. Public can stop by the Solid Waste Management located on High Street to pick up free wipes.

**HIGHWAY DEPARTMENT** – Jeff Smith presented the monthly report for September. Crews continue patching, mowing and brush work, gravel road maintenance, and replacing small culvert structures.

Community crossing grant projects are underway with asphalt resurfacing of Chase Road. Other roadways included in the grant projects; Royal Center Pike, Northern Avenue, CR 300 N and CR 50 E.

CR 400 S Project pavement is underway and should be open to traffic by the end of October.

Two of the four dump trucks ordered last spring have been completed and delivered. Snow plows for the trucks are expected to be delivered next month. Two remaining trucks ordered are expected next year. New wheel loader, ordered last January, has arrived. Bucket for the loader is expected to be delivered this month.

**ORD. 22-12 Permanent Truck Traffic Restriction – CR 200 S & CR 275 W** – Jeff Smith requested approval for no heavy truck traffic restriction on county roads 200 S & 275 W from Old State Road 25 to CR 225 S. Designated routes are available in the area for heavy truck traffic.

Ruth Baker made a motion to approve Ordinance 22-12 as presented, Mike Stajduhar seconded. Motion carried unanimously.

Jeff presented for approval two ordinances amending location of stop signs to accommodate standard "T" intersections.

**ORD. 22-13 Amend Stop Sign Location – CR 300 E & CR 150 N**

Ruth Baker made a motion to approve Ordinance 22-13 as read, Mike Stajduhar seconded. Motion carried unanimously.

**ORD. 22-14 Amend Stop Sign Location – CR 325 S & CR 800 E**

Ruth Baker made a motion to approve Ordinance 22-14 as read, Mike Stajduhar seconded. Motion carried unanimously.

**ORD. 22-15 Amend Temporary Truck Traffic Ordinance 22-10 - Jeff requested approval to amend current Ordinance 22-10 to include CR 100 N.**

Ruth Baker made a motion to approve Ordinance 22-15 as read, Mike Stajduhar seconded. Motion carried unanimously.

**EMS** – Brady Wiles presented the monthly report for September. EMS responded to 318 calls and provided 214 transports. Average response time was 1:14 with average scene time of 17:03.

Brady reported just under 1500 billable miles consisting of 130 ALS calls and 70 BLS calls. Currently the department is fully staffed.

Brady requested approval to purchase a 2009 Ambulance as is, with 64,000 miles from Culver EMS North Central Ambulance for \$24,200.

Ruth Baker made a motion to approve the purchase of ambulance, Mike Stajduhar seconded. Motion carried unanimously.

**COUNTY FIRST RESPONDER RADIO UPGRADE** – Sheriff Schroder and Rocky Buffum presented three proposals received from radio equipment providers. Proposals included pricing of pagers, portable and mobile radios, programming and installation fees. Sheriff Schroder requested approval of proposal to upgrade first responder communication system for rural fire departments, emergency management services, emergency medical, and dispatch center.

Commissioner Browning specified this is for the initial purchase to upgrade integrated system the upkeep and future purchase of new radios will be the responsibility of the individual departments.

Rocky Buffum presented for approval the county wide transition to 800 mhz radio communication and paging for public safety operations.

Ruth Baker made a motion to approve recommended proposal of emergency radio system upgrade as presented, Mike Stajduhar seconded. Motion carried unanimously.

**ORD. 22-11 AMEND EMERGENCY MANAGEMENT ADVISORY COUNCIL** – Sheriff Schroder introduced the need to amend the number of board members and explained the requirements by state statute.

Rocky Buffum requested approval to reduce the Emergency Management Advisory Council positions from 17 to 14 as presented in Ordinance 22-11.

Ruth Baker made a motion to approve Ordinance 22-11 amending Emergency Management Advisory Council as presented, Mike Stajduhar seconded. Motion carried unanimously.

**IT DEPARTMENT – BACK UP SERVER MANAGEMENT SERVICE** - CJ Gilsinger presented three vendor quotes received to purchase a three-year support license of appliance and system software for back up storage. Cj recommended quote received from Unitrends for approval.

Ruth Baker made a motion to approve quote for back up storage service as recommended, Mike Stajduhar seconded. Motion carried unanimously.

**READI GRANT RFP** – Christy Householder presented Broadband Request for Proposals (RFP) for approval. Proposals are to include routes to provide fiber broadband services to connect the existing Cass County Fiber Ring and to extend fiber to the unserved and underserved in Cass County. Cut off date for submission is November 7<sup>th</sup> by noon.

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

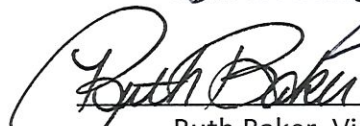
**PUBLIC ANNOUNCEMENT & RECOGNITION** – None

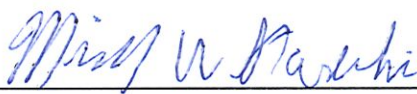
**PUBLIC COMMENT** – Laura Redweik, 5524 N 600 E, Twelve Mile – Will the radio upgrade be paid from the ARP money.

Commissioner Browning responded, yes, it is a countywide project.

**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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Ruth Baker, Vice President

  
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Michael W. Stajduhar

ATTEST:   
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Cheryl Alcorn, Auditor