

CASS COUNTY COMMISSIONERS
October 17, 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.

MINUTES – Ruth Baker made a motion to approve the Regular Meeting and Executive Session 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.

PUBLIC HEARING – PUBLIC ROADWAY VACATE – UNGER ADDITION – Commissioner Browning opened the public hearing regarding vacate of Cover Street, between Hammon Street and Beal Street, request by Kimberley L. Miller and John Hines.

Public Comment – Commissioner Browning opened the hearing for public comment.

John Hines appeared before Commissioners requesting vacate of Cover Street one block between Hammon Street and Beal Street. Mr. Hines and Ms Miller own all properties on both sides of Cover Street in the one block section. Hines wishes to build a barn and needs the extra footage to meet building code. Vacate will provide a safe play area for neighbor children.

Adjourned – Hearing no other public comment, Commissioner Browning adjourned the public hearing.

Commissioner Browning entertained a motion to approve the vacate request of Cover Street in the Unger Addition between Hammon Street and Beal Street.

Ruth Baker made a motion to approve the vacate of Cover Street as presented, Mike Stajduhar seconded. Motion carried unanimously.

COMMUNITY CORRECTIONS – Dave Wegner presented monthly report for September. Community Corrections received 16 new clients and served a total 179 clients. Thirteen clients completed the program and nine clients were returned to incarceration on a pending violation.

CLIENTS SERVED	179
• HOME DETENTION	143
• WORK RELEASE	36

The department will be trained to use ACCI Corrections eCourse CBT LifeSkills Curriculum and begin using the course by the end of October.

SHERIFF DEPARTMENT – Sheriff Schroder appeared before the Commissioners with the September monthly report.

PRISONER BOOKINGS	164
PRISONERS RELEASED	160
MILES TRANSPORTING PRISONERS	3,465
MEALS SERVED TO PRISONERS	19,010
OFFICER PATROL MILES	44,258
TRAFFIC WARNINGS ISSUED	130
TRAFFIC ARRESTS/CITATIONS	88
DWI/OWI ARRESTS	9
CRIMINAL ARRESTS	51
ACCIDENT INVESTIGATIONS	43
PROPERTY DAMAGE	35
PERSONAL INJURY	8
FATALITIES	0
RESERVE OFFICER HOURS	0
CIVIL PROCESS MILAGE	1,584
CIVIL PROCESS PAPERS SERVED	280
SCHOOL RESOURCE OFFICERS:	
CALLS/CASE	10
PRESENTATIONS	0
TRANSPORTATION	1
ANIMAL CONTROL:	
COUNTY CALLS	24
CITY CALLS	65
CONSULTS	35
WRITTEN WARNINGS	6
SHELTERED ANIMALS	40
BITE CASES	5

Sheriff Schroder reported the jail currenting houses 214 inmates and have housing agreements with Carroll, Wabash, and Howard Counties.

I.T. DEPARTMENT – Cj Gilsinger presented monthly report for September. Public test of election equipment was successful. Pollbook and poll workers have been trained and ready for early election to begin on October 12th.

Cj is receiving quotes to replace the Storage Area Network and quotes for laptops and desktops. HP no longer holds QPA for the state, that is now provided through SHI. Dell now hold the QPA for Microsoft contracts.

Quotes are being pursued for physical servers that run our virtual environment. Quote for a stand-alone firewall to handle the IDAC's connection is expected by the end of the week. Virtual way finding flat screens have been installed on each floor of the Government Building.

Cj attended two – one day conferences with main focus on Cybersecurity. How to prepare for new cybersecurity regulations and possible grant funding.

Cj presented for approval Imaging Office Systems agreement to provide record scanning for Probation Department. Old files will be scanned and digitally saved.

Ruth Baker made a motion to approve agreement with Imaging Office Systems, Mike Stajduhar seconded. Motion carried unanimously.

CCED – Christy Householder presented the Economic Development monthly report for September. Christy made two industry visits and five business retention and expansion visits, thirty-two project meetings with ten business leads.

Christy assisted Century Career Center in hosting Manufacturing Week during the first week of October. All county school corporations attended. Christy is working with the Cass County Early Childhood Coalition to address the need of quality child care for employees.

Christy attended the kickoff meeting for the Ridlen Park Study and continues to attend READI Grant Projects meetings.

BROADBAND – Matt Mavrick appeared before the Commissioners with an update report. Crew hooked up 17 new installs and continue to pull fiber through the Ag Park. France Park is stable and working.

Construction crews are currently working along County Road 250 N to Hoover and all underground installation is complete in Onward.

MAINTENANCE DEPARTMENT – Richard Gundrum was unavailable to attend. The following presented monthly report for September was received and reviewed. Chiller fan motor was

replaced at the Government Building. Evaporator part was replaced on the walk-in cooler and replacement parts were installed on the industrial can opener in the jail kitchen.

LED lights were installed in restrooms and hallway at Dispatch 911 Center. Exterior lights were replaced on the EMS Spear Street Station.

Maintenance is now fully staffed at the jail with the return of employee from military service.

COURT & PRETRIAL SERVICES – Hillary Hartoin presented third quarterly report of 2022. Department has served 189 clients to date, a 16% increase to last year at this time. An estimated \$700,000 diverted incarceration expenses this year. Court & Pretrial Services has partnered with ACCI Corrections to offer in-house CBT eCourses including DUI, Domestic Violence and Anger Management. 58% of pretrial clients are participating in some form of voluntary mental health or CBT therapy and programming.

Hillary reported the SIM Grant has been renewed with a \$10,000 carry over with additional \$45,000 to fund mental health evaluations, curriculum, training and virtual therapy computer lab.

EMA – Rocky Buffum presented third quarterly report of 2022. Department has responded to 100 service calls as of October 10th and facilitated 2,543 training hours. EMS received \$54,413 in funding from grants and community partners.

EMS Response Calls:

- 54 Assist Agency
- 15 HazMat
- 31 Weather

Rocky reported Emergency Operations Center and warehouse projects are near completion and 911 backup center still in progress. Emergency Operations Plan remains under review with anticipated board approval at November meeting.

Emergency Radio Upgrade System project estimates portable radio/pagers will be available for use next February and mobile radios will take up to six hours each to install per vehicle for 85 vehicles.

Rocky requested approval of Hazardous Materials Preparedness Grant to purchase equipment and textbooks to enhance response capability and further facilitate technician level training. Federal reimbursable grant in the amount of \$5,620.

Ruth Baker made a motion to approve request to accept Federal Grant as presented, Mike Stajduhar seconded. Motion carried unanimously.

FIRE DISTRICT #1 – Chief Jerry Maxson presented third quarterly report of 2022.

Fire Response Calls:

- 15 Fire
- 54 Medical
- 5 Motor Vehicle
- 0 Miscellaneous

Chief Maxson reported the resignation of Firefighter Fleury, position was fill by part time Firefighter Young. Two potential resignations are pending, an application process will be scheduled to prepare for openings. Probationary Firefighter Leslie is currently taking EMR class.

Chief Mason reported Tanker #2 is back in service after two weeks of actuator repair. Engine #3 has been delivered to Whitestown for a broken pump shaft. Tanker #9 is back in service with installation of a new clutch. All SCBA bottles have been hydrotested and good for another five years.

Ladder Truck #8 was involved in a minor motor vehicle accident while responding to a medical call. No injuries were involved and vehicles received minor damage. Chief Maxon is planning a quality control in-service to further educate preventative measures for this type of situation.

Chief Maxson continues to reach out to NF Frictions, vacate building located across the street, regarding the issue of fire alarm activating when the department draws water from the hydrant when returning from a fire or after a training. Company that owns the building is located out of state.

PLANNING DEPARTMENT – Jamey Harper presented third quarterly report of 2022.

Department received \$3,897 for the 3rd quarter and issued 19 permits.

ORD. 22-16 Amend American Rescue Plan Ordinance – Commissioner Browning presented Ordinance 22-16 amending the use of American Rescue Plan fund to purchase County Emergency Radio Upgrade System and matching funds for the READI Grant.

Ruth Baker made a motion to approve Ordinance 22-16 as presented, Mike Stajduhar seconded. Motion carried unanimously.

RES. 22-06 Certificate Tax Sale – Establishing the intent to conduct a Commissioner’s Sale to sell tax sale certificates for properties that are severely delinquent in payment of property taxes.

Ruth Baker made a motion to approve Resolution 22-06 Property Tax Certificate Sale, Mike Stajduhar seconded. Motion passed unanimously.

Ruth Baker made a motion to approve minimum bid of \$50 for tax sale, Mike Stajduhar seconded. Upon further discussion the motion was amended.

Ruth Baker amended previous motion increasing minimum bid to \$75 for tax sale, Mike Stajduhar seconded. Motion carried unanimously.

Ruth Baker made a motion to approve date of tax sale January 26, 2023, Mike Stajduhar seconded. Motion carried unanimously.

RES. 22-07 PTABOA Reorganization – Cathy Isaacs requested approval to reduce the number of PTABOA appointments from four to three. Longtime current board member has resigned and the provisions of the board set by state statute does not require a four-member board.

Cathy presented for approval Resolution 22-07 PTABOA Reorganization.

Ruth Baker made a motion to approve Resolution 22-07 as presented, Mike Stajduhar seconded. Motion carried unanimously.

PUBLIC ANNOUNCEMENTS & RECOGNITION – None

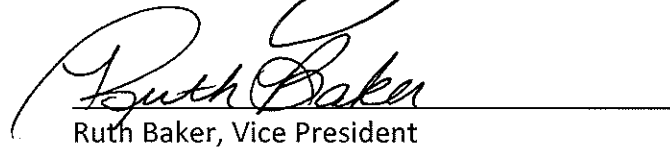
PUBLIC COMMENT –

Commissioner Baker reminded everyone to vote.

ADJOURNMENT

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


Ryan Browning, President


Ruth Baker, Vice President


Mike Stajduhar, Member

ATTEST: 
Cheryl Alcorn, Auditor