

## **CASS COUNTY COMMISSIONERS**

### **October 18, 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.

**AGENDA AMENDMENT** – Commissioner Browning requested approval to add ambulance donation to the agenda. 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 meeting minutes with correction of type-o of Sheriff on page 3 and executive session 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.

**I.T. DEPARTMENT** – Cj Gilsinger appeared before the Commissioners with the monthly report for September. Odyssey R17 has been upgraded in the statewide court system. Deployment of laptops can continue the upgrade to the R17. Data wiring was installed for the HVAC system at the Annex Building and wiring ran for installation of security cameras in the Veteran’s Service Office and Pretrial Office.

Cj reported the reprecincting/redistricting project is finished after obtaining census data and the development of the State GIS tool. The control room layout plan for data connection has been created for the jail addition. Technology improvements were made at the Soil & Water office and computer equipment was re-arranged in the Clerks office.

Metronet had a couple of outages, at France Park and the County Covid Clinic. France Park service was out for short period of time. Backup plan was implemented at the Clinic for phones and internet until Metronet fix the problem the next day.

Cj will be attending a technology conference in November to explore grant opportunities.

**MAINTENANCE DEPARTMENT** – Richard Gundrum appeared before the Commissioners with monthly report for September. Exterior clocks on the east and west sides of the Government Building have been repaired. Two baby changing tables have been ordered for the men’s room on the fourth floor of the Government Building.

Sanitary sewer manhole alarms have been installed at the jail, system connection will be finished later this month. Ambulance garage overhead door replaced broken spring. Small roof leak was

repaired at the Family Opportunity Center and replaced fuse in the rooftop unit at the Cass Employer Clinic.

Richard coordinated with construction crews to solve issues for the new laundry room located in Jail expansion project.

**Pest Control Contract** - Commissioner Browning presented Reliable Exterminators pest control contract. Contract was reviewed by county attorney and commissioners. Commissioner Browning entertain a motion to approve the contract for county buildings.

Ruth Baker made a motion to approve Reliable Exterminators pest control contract as presented, Mike Stajduhar seconded. Motion carried unanimously.

**COMMUNITY CORRECTIONS** – Dave Wegner appeared before the Commissioners with the monthly report for September. Department averaged 156 clients per day with 3 violators for the month. Department received 26 new clients, 23 clients completed the program and provided services to three juveniles.

CLIENTS SERVED	168
• HOME DETENTION	148
• WORK RELEASE	20

Dave reported work crew completed over 151 hours of community service for the month of September. Work crew continues to serve in areas such as mowing, sidewalk maintenance, storm cleanup, and removing flower baskets by the end of the season.

Dave announced the department will receive funding for a Virtual Therapy Computer Lab in collaboration with Court & Pretrial Services through a Justice Partner’s Addiction Response Grant.

**CCED** – Christy Householder appeared before the Commissioners with the Economic Development monthly report for September. Christy visited five industrial and seven business retention expansion sites. Attended the following number of project meetings; twenty local, eight regional, one state, and received six business leads.

Christy attended steering committee meetings for the READI Grant and IEDC meetings. READI Grant has scheduled interviews the last week of November for seventeen regions applicants. EDA has announced another grant opportunity.

**BROADBAND PROJECT** - Mike Barron appeared before the Commissioners with report for the month of September. Sixty miles have been completed, all permits have been submitted and approved. Project timeline is still on track. Approvals for make ready pole heights will be made

this week. Five miles of underground fiber was installed and splicing of the main ring offering residents service in the New Waverly area.

**SHERIFF DEPARTMENT** – Sgt Major Pruiett appeared before the Commissioners with the September monthly report.

PRISONER BOOKINGS	120
PRISONERS RELEASED	138
MILES TRANSPORTING PRISONERS	2,450
MEALS SERVED TO PRISONERS	19,573
OFFICER PATROL MILES	82,577
TRAFFIC WARNINGS ISSUED	53
TRAFFIC ARRESTS/CITATIONS	53
DWI/OWI ARRESTS	7
CRIMINAL ARRESTS	41
ACCIDENT INVESTIGATIONS	50
PROPERTY DAMAGE	45
PERSONAL INJURY	5
FATALITES	0
RESERVE OFFICER HOURS	0
CIVIL PROCESS MILAGE	1,608
CIVIL PROCESS PAPERS SERVED	323

***SCHOOL RESOURCE OFFICERS***

CALLS/CASE	22
PRESENTATIONS	3
TRANSPORTATION	4

***ANIMAL CONTROL:***

COUNTY CALLS	19
CITY CALLS	32
CONSULTS	21

WRITTEN WARNINGS	6
SHELTERED ANIMALS	9
BITE CASES	1

Sgt. Major Pruiett requested approval to fill part time office position for finger printing service.

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

**FIRE DISTRICT #1** – Chief Jerry Maxson presented Fire District - 3<sup>rd</sup> Quarterly Report.

Fire Response Calls:

- 20 Fire
- 41 EMS
- 12 MVC

Chief Maxson reported SCBA flow testing resulted in eight bottles in need of hydrotesting. Annual pump test was successful and all firefighters passed the yearly mask fit test. Four firefighters completed probationary status and two part time positions filled.

Fire Board appointed member Mike Sims as chairman, replacing Jeff Asselin that recently passed away. Members welcomed newly appointed member, Rex Danley to the board.

Golf Outing Fund Raiser was held on October 16<sup>th</sup> to support costs of training center.

**PLANNING DEPARTMENT-** Arin Shaver presented Planning Department - 3<sup>rd</sup> Quarterly Report showing 45 permits were issued this quarter with a total of 131 permits for the year. Department has collected \$19,744 in permit fees to date.

Arin presented for approval right of way provision for Lemons Subdivision. Highway department has been made aware of the right of way.

Ruth Baker made a motion to approve the Lemons Subdivision right of way as presented, Mike Stajduhar seconded. Motion carried unanimously.

**COURT & PRETRIAL SERVICES** – Hillary Hartion distributed and presented 3<sup>rd</sup> Quarterly Report for Court & Pretrial Services. Cass County Court & Pretrial Services is now a State Certified Pretrial Services Agency that has served over 280 clients. Cass County is the 11<sup>th</sup> county in Indiana to received state certification.

Department currently has 69 active clients, serving 166 clients to date. It is estimated that without Pretrial Services the jail would be 64% over capacity. Court Services have received \$369,914 in grant funding with one grant pending for an additional \$65,000 to \$75,000.

Hillary requested approval to apply for IOCS Pretrial Agency Grant to fund the creation of a new Pretrial Day Reporting Program. Grant would support the purchase of a reporting kiosk, automated call-in drug screening software, and part-time public defender to cover initial hearings. Court & Pretrial Services and Community Corrections will share in the matching grant funds requested.

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

**APPOINTMENT** – Commissioner Browning informed Commissioners the EMS Board has recommended Mikel Fort to serve as Cass County EMS Director. Commissioner Browning entertain a motion to appoint Mikel Fort as Cass County EMS Director pending County Council approval of additional appropriations to be held during Special Meeting on October 29<sup>th</sup>.

Ruth Baker made a motion to appoint Mikel Fort as Cass County EMS Director, Mike Stajduhar seconded. Motion carried unanimously.

**EXTENSION OFFICE** – Lynn Korniak requested approval to fill vacant full-time office manager position.

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

**PROSECUTOR OFFICE** – Noah Schafer requested approval to fill vacant full time Title IV position. Ruth Baker made a motion to approve request to fill full time position, Mike Stajduhar seconded. Motion carried unanimously.

**AMERICAN RESCUE PLAN GRANT** – Ruth Baker made a motion to approve the purchase of two ambulances and emergency medical equipment for County EMS, Mike Stajduhar seconded. Motion carried unanimously.

**ORD. 21-08 AMEND AMERICAN RESCUE PLAN GRANT FUND ORDINANCE** – Commissioner Browning explained the ordinance modification to provide funding for the newly established County EMS department for purchase of two ambulances, emergency medical equipment, and Zoll CPR devices for each of the fire departments in the county.

Ruth Baker made a motion to approve Ordinance 21-08 Amending the American Rescue Plan Grant Fund Ordinance, Mike Stajduhar seconded. Motion carried unanimously.

**AMBULANCE DONATION** – Commissioner Browning presented for approval ambulance donation received from Carroll County.

Ruth Baker made a motion to accept the donation of ambulance from Carroll County, Mike Stajduhar seconded. Motion carried unanimously.

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

- Shower Thermostatic Mixing Values \$1,222.00

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

- Voice and Data Infrastructure \$15,080.00

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

- Water Shut off Values \$8,646.71

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

- Roof repair as result of Lint Trap \$939.44

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

Commissioner Browning commented the issue will be address with CCI at a later date regarding change order request for roof repair.

- Corridor Roof Revisions \$1,876.29

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

#### **PUBLIC ANNOUNCEMENTS & RECOGNITION –**

Commissioner Browning recognized Sgt Nick Bowyer for his quick response to a nearby grain bin fire. Nick was off duty at the time of the incident. His quick decision to react, before Fire Department arrived, saved significant potential damaged to the farmer and his equipment and crop.

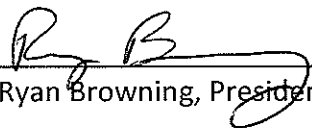
**PUBLIC COMMENT –**

Lora Redweik, 5524 N CR 600 E, Twelve Mile – Does the county have an ordinance regarding the euthanizing of dogs that harm someone that is on the dog owner’s property?

Commissioner Browning replied that is something the county will need to look into.

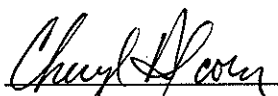
**ADJOURNMENT**

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