

## **CASS COUNTY COMMISSIONERS**

### **November 6, 2023**

The Cass County Commissioners met at 1:00 p.m. in the Commissioners Hearing Room. Present for the meeting were Ruth Baker, Michael Stajduhar, Mike Deitrich, Attorney Jeff Stanton, and Deputy Auditor Michelle Crain.

Ruth Baker opened the meeting with the Pledge of Allegiance followed with a moment of silence.

**MINUTES** – Michael Stajduhar made a motion to approve Regular Meeting and Executive Session minutes as presented, Mike Deitrich seconded. Motion carried.

**CLAIMS & PAYROLL**- Michael Stajduhar made a motion to approve the claims and payroll as presented, Mike Deitrich seconded. Motion carried.

**JAIL CAMERA SYSTEM PURCHASE AGREEMENTS** – Cj Gilsinger presented for approval purchase agreements of security camera system for the jail. Camera equipment purchase with Security Automation Systems and cable wiring installation with Dilling Group.

Michael Stajduhar made a motion to approve purchase agreements as presented, Mike Deitrich seconded. Motion carried unanimously.

#### **GRANT APPROVALS –**

**HAVA ELECTION SECURITY LOCAL GRANT** – Destry Richey requested approval to apply for federal aid for poll work pay and office storage supplies. Office of Indiana Secretary of State will provide the 20% match requirement. Grant proposal total is \$33,400.

Michael Stajduhar made a motion to approve grant applicant as presented, Mike Deitrich seconded. Motion carried unanimously.

**HAZARDOUS MATERIALS EMERGENCY PREPAREDNESS GRANT** - Rocky Buffum presented for approval Hazardous Material Emergency Preparedness Grant application. Grant will provide \$16,085 for HAZMAT Technician certification course and Train Derailment safety course. No matching funds are required for this reimbursable grant.

Michael Stajduhar made a motion to approve grant applicant as presented, Mike Deitrich seconded. Motion carried unanimously.

**IU RESEARCH SERVICES AGREEMENT** – Rocky Buffum presented for approval agreement with Indiana University to development hazardous mitigation plan. Cost of services will be paid through grant funding.

Michael Stajduhar made a motion to approve grant applicant as presented, Mike Deitrich seconded. Motion carried unanimously.

**EMA** – Rocky Buffum requested approval to fill full time Assistant Director position. Assistant Director, Felicity Perz-Nuscis will be leaving at the end of the month.

Michael Stajduhar made a motion to approve request to fill full time position as presented, Mike Deitrich seconded. Motion carried unanimously.

**APPOINTMENT** – Ruth Baker introduced Rocky Ellis as the newly appointed Building Maintenance Supervisor.

**MAINTENANCE** – Rocky Ellis reported the vacant position at the Jail is currently being handled by the two full time maintenance employees. Rocky will evaluate the duties and determine if there is still a need to fill vacant position.

**ADULT PROBATION** – Terry Haney requested approval to deem several file cabinets for surplus. Paper record documents have been electronically filed and properly disposed.

Michael Stajduhar made a motion to surplus file cabinets to the extent the Health Department may have first choice, Mike Deitrich seconded. Motion carried unanimously.

**FRANCE PARK**– Dana Hildebrand presented the monthly report for October. Estimated revenue received for the month was \$38,747. Campground has been winterized prior to closing date, November 1<sup>st</sup> due to cold weather forecast. Sleepy Hollow event was well attended with two weekends of trick or treating and a contest for best decorated campsite. Campers appreciation breakfast finished up the season with 125 campers attending.

**CORONER** – George Franklin presented monthly report for October.

**CAUSE OF DEATH**

NATURAL	11
DRUG RELATED	2
ACCIDENT	0
SUICIDE	2
TOTAL DEATHS FOR October:	15
AUTOPSIES PERFORMED:	6
TRANSPORTS:	10

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

911 Calls	1404
Admin Calls	4970
CAD Screens	2856
Overtime	17 shifts

Tara reported department continues to be fully staffed and overtime hours are reduced to half. Dispatchers continue course training for State Mandated Certifications.

**HEALTH DEPARTMENT** – Serenity Alter presented the monthly report for October. Mike Collins completed 34 restaurant inspections with 2 follow up inspections, responded to 2 complaints and issued 4 food permits. One environmental inspection and one follow-up, and two lead inspections. Dan Musselman completed 12 environmental calls, 6 soil reports, 11 residential searches and 3 residential repairs, 3 new construction permits, 40 EPA lead removals, and 4 OSS permits.

Vital Records department received \$2,625 in document fees. The department printed 158 birth certificates, 167 certified death certificates, 1 paternity affidavit, and 1 genealogy search.

The Health Department is offering immunizations during office hours. During this report period 368 patients were seen with 772 vaccines given. Assisted all Logansport Community Schools with immunization clinics and administer vaccines to students at Pioneer Schools. Ten latent TB patients and thirty lead cases received care and medications if needed and six cases being followed. TB medication is provided free of charge through Purdue Pharmacy.

Department is now offering STI/Hep C/HIV testing on Thursdays by appointment only. COVID vaccines are on order will receive them in next couple of weeks.

Serenity announced upcoming Blood Drive hosted by County Health Department on November 9<sup>th</sup> from 1:00 p.m. to 5:45 p.m. Those interested in donating may call ahead to schedule appointment.

Serenity presented for approval service contract for Vital Records online records request. County Attorney Stanton has reviewed and approved contract with small modifications.

Michael Stajduhar made a motion to approve Vital Records service contract upon modifications, Mike Deitrich seconded. Motion carried unanimously.

**HIGHWAY DEPARTMENT** – David Hicks presented the monthly report for October. Crews completed 10 culvert and drainage projects. Grind crews finished 3.3 miles of roadway during October. This roadway will be part of next year’s chip seal program. Three miles of road repair impacted by a state detour in Jefferson Township will be reimbursed by INDOT.

Highway Safety Improvement Program Grant was presented for approval. Federal grant proposal of \$120,000 to provide road condition assessments and mapping of signs. Grant requires 10% matching funds.

Michael Stajduhar made a motion to approve grant application as presented, Mike Deitrich seconded. Motion carried unanimously.

**EMS – GARAGE BAY LEASE AGREEMENT** – Brady Wiles presented for approval lease agreement with Logansport Fire Department garage bay located at 2200 Spear Street for housing a truck, personnel, equipment and supplies of Cass County EMS.

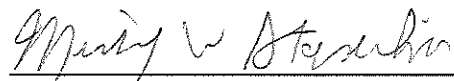
Michael Stajduhar made a motion to approve lease agreement as presented, Mike Deitrich seconded. Motion carried unanimously.


**PUBLIC ANNOUNCEMENT & RECOGNITION** – None.

**PUBLIC COMMENT** – None.

**ADJOURNMENT** – Michael Stajduhar made a motion to adjourn, Mike Deitrich seconded. Motion carried.

  
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Ruth Baker, President

  
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Michael W. Stajduhar, Vice President

  
\_\_\_\_\_  
Mike Deitrich

ATTEST:   
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Cheryl Alcorn, Auditor