

CASS COUNTY COMMISSIONERS
November 16, 2020

The Cass County Commissioners met at 9:00 a.m. in the Commissioners Hearing Room. Present for the meeting were Jim Sailors, Ralph Anderson, Ryan Browning, Auditor Cheryl Alcorn, and Attorney Jeff Stanton participated by conference call.

Ralph Anderson opened the meeting with the Pledge of Allegiance.

MINUTES – Ryan Browning made a motion to approve the minutes of November 2, 2020, Jim Sailors seconded. The motion carried unanimously.

CLAIMS & PAYROLL- Jim Sailors made a motion to approve the claims and payroll as presented, Ryan Browning seconded. The motion carried unanimously.

I.T. DEPARTMENT – Cj Gilsinger appeared before the Commissioners with monthly report for October. IT Department assisted with new equipment during the general election. Overall the new equipment worked well with the exception of a few printer problems.

Cj completed the 2021 jury draw and prepared merge for questionnaires to be printed for mailing. New data storage array is installed and old unit is being phased out. Purchase orders have been placed for next year's computer roll out. Virtual Private Network (VPN) tests have gone well and plans to purchase this week to move forward with switch over to the new system.

Cj negotiated Lifesize contract extended into 2022 at a lower rate including a small unit for the Jail. Courts received grant funding to pay a large portion of the contract cost.

MAINTENANCE DEPARTMENT – Richard Gundrum appeared before the Commissioners with monthly report for October. Disinfectant treatments have been performed in the Government Building, Jail, Health Department, and Cass Employee Clinic. Construction of the Finger Print Office has been completed at the Jail. The new concrete has been sealed at the entrance of the Jail. Rooftop unit heat exchanger at Work Release was replaced.

Richard requested permission to declare deep fryer from the jail as surplus.

Jim Sailors made a motion to deem deep fryer as surplus, Ryan Browning seconded. Motion carried unanimously.

Richard informed the Commissioners of jail maintenance worker, Rocky Ellis, has been called for National Guard duty serving at nursing homes for COVID relief. Richard requested permission to add a temporary part time maintenance position to help cover the vacancy.

Jim Sailors made a motion to approve request with positive recommendation to the Council for a temporary part time maintenance position, Ryan Browning seconded. Motion carried unanimously.

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

PRISONER BOOKINGS	149
PRISONERS RELEASED	156
MILES TRANSPORTING PRISONERS	2622
MEALS SERVED TO PRISONERS	19,392
OFFICER PATROL MILES	236,982
TRAFFIC WARNINGS ISSUED	123
TRAFFIC ARRESTS/CITATIONS	52
DWI/OWI ARRESTS	3
CRIMINAL ARRESTS	59
ACCIDENT INVESTIGATIONS	56
PROPERTY DAMAGE	46
PERSONAL INJURY	7
FATALITES	3
RESERVE OFFICER HOURS	23
CIVIL PROCESS MILAGE	1405
CIVIL PROCESS PAPERS SERVED	334
SCHOOL RESOURCE OFFICERS	
CALLS/CASES	7
PRESENTATIONS	0
TRANSPORTATION	0

Sheriff Schroder reported COVID numbers have increased at the jail. The quarantine procedures in place for those inmates are going well. During the construction phase of the jail expansion the kitchen could possibly be closed down for two months and laundry for one month. Sheriff Schroder is searching for contractual services to provide meals and laundry during construction period.

Sheriff Schroder extended appreciation to Richard Gundrum, Cj Gilsinger, and Serenity Alter for their help during the construction phase and COVID pandemic.

Sheriff Schroder requested approval to fill three vacant correctional officer positions at the jail. Ryan Browning made a motion to approve request to fill vacant positions, Jim Sailors seconded. Motion carried unanimously.

TREASURER OFFICE – Jeremy Hall requested approval to fill vacant full time position in the Treasurer’s Office. Ryan Browning made a motion to approve request to fill full time position, Jim Sailors seconded. Motion carried unanimously.

JAIL EXPANSION PROJECT – Mark Ryan presented change orders for approval; revisions to the steel shower modules for ADA showers and change size of roof hatch.

Jim Sailors made a motion to approve job change orders as presented, Ryan Browning seconded. Motion carried unanimously.

ORD. 20-14 AMEND ZONING ORDINANCE; SECTION 522 TELECOMMUNICATIONS FACILITIES –

ORD. 20-15 AMEND BUILDING & ZONING FEES –

Arin Shaver presented for approval Ordinance 20-14 amending the term Telecommunications to Wireless and the addition of Broadband requirements and guidelines to all related sections and Ordinance 20-15 amending building and zoning fee schedule to include Wireless Facilities at no charge.

Jim Sailors made a motion to approve Ord. 20-14 and Ord. 20-15 as presented, Ryan Browning seconded. Motion carried unanimously.

CCED CONTRACT EVALUATION – Jim Sailors made a motion of position recommendation to the Council for the year 2021 contracted pay increase of the Cass County Economic Development Director, Ryan Browning seconded. Motion carried unanimously.

VACATE ALLEY REQUEST – Patricia Beckman was not in attendance. No action was taken by Commissioners.

PUBLIC COMMENT –

Lora Redweik, 5524 N CR 600 E, Twelve Mile – Why do businesses need special exception of pole locations for broadband project? Arin Shaver replied existing pole locations are excepted, new towers need special exception.

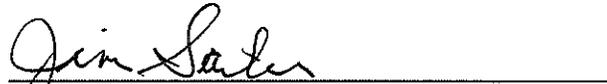
Why have the County’s health safety mask requirements changed since last April? Jim Sailors replied CDC guidelines now include masks prevent, but do not stop the spread of the virus.

Will 2021 board appointments be filled before the end of this year? Ralph Anderson replied all items will be considered.

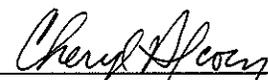
ADJOURNMENT

Jim Sailors made a motion to adjourn, Ryan Browning seconded. The motion carried unanimously.


Ralph Anderson, President


Jim Sailors, Vice President


Ryan Browning, Member

ATTEST: 
Cheryl Alcorn, Auditor

**EXECUTIVE SESSION
CASS COUNTY COMMISSIONERS**

The Cass County Commissioners met in executive session November 20, 2020 at 11:00 a.m. in the Commissioner Hearing Room. Present were Commissioner President Ralph Anderson, Vice President Jim Sailors, Auditor Cheryl Alcorn. Commissioner Ryan Browning and County Attorney Jeff Stanton participated by conference call.

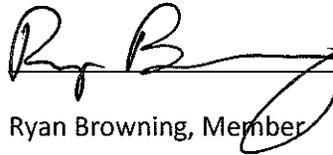
Pending litigation was discussed.



Ralph Anderson, President



Jim Sailors, Vice President



Ryan Browning, Member

ATTEST: 

Cheryl Alcorn, Auditor