

CASS COUNTY COMMISSIONERS
November 6, 2017

The Cass County Commissioners met at 1:00 p.m. in the Commissioners Hearing Room. Present for the meeting were Jim Sailors, Ralph Anderson, Jeff LeDonne, Attorney Jeff Stanton and Auditor Cheryl Alcorn. Jim Sailors opened the meeting with the Pledge of Allegiance.

MINUTES - Ralph Anderson made a motion to approve the minutes, Jeff LeDonne seconded. The motion carried unanimously.

CLAIMS & PAYROLL- Jeff LeDonne made a motion to approve the claims and payroll as presented, Ralph Anderson seconded. The motion carried unanimously.

PARK DEPARTMENT – Dana Hildebrand appeared before the Commissioners with the October report for the Park Department. Estimated revenue of \$20,142 was received for the month of October.

Dana reported approximately 60 people attended Disc Golf Tournament on October 8th. Crews have begun winterizing buildings and water lines. Metro-Net is currently installing fiber optic cable for high speed computer upgrade.

HIGHWAY DEPARTMENT – Jeff Smith appeared before the Commissioners with the October report for the Highway Department. Road maintenance program completed 112 miles of roadway for the year. Crews continue grading and gravel road maintenance, patching, brush work and mowing. Pipe crews worked on culvert projects and assisted county surveyor in section corner work. Stone lot was completed on the county parking lot at 3rd and High Street. Highway department is preparing for the winter season with full salt barns and stocked brine tanks.

Jeff reminded the commissioners of bid opening for Phase II of the CR 400S project is scheduled for November 15th. The project will begin around the first of next year and completion scheduled by late summer.

Jeff requested approval of INDOT-LPA supplemental agreement contract for countywide bridge inspection phase two. Ralph Anderson made a motion to approval INDOT-LPA Bridge Inspection Phase II Supplemental Contract, Jeff LeDonne seconded. Motion carried unanimously.

CASS COUNTY ECONOMIC DEVELOPMENT – Christy Householder appeared before the Commissioners with the CCED monthly report. Christy reported the Project Pipe announced \$170,000 capital investment and 300 new jobs by 2020. Christy will continue to look into local grants for additional funding to support their efforts.

Christy visited with Lt. Governor at Grissom regarding projects with surrounding counties. Project Breeze is nearing final phase of agreement and announcement is projected for the end of the year. IEDC Project Manager, Alex Miller visited with businesses in the community.

Christy reported the Cass County Industry Alliance met for the first time, twelve industries attended discussing workforce issues. Industry Alliance will meet on a quarterly basis.

Christy will be touring a Poly-Tech Center in Colorado, to gain information to share with local school corporations interested in creating a similar program.

HEALTH DEPARTMENT – Serenity Alter appeared before the Commissioners with the Health Department report for the month of October. The Health Department held six routine

vaccination clinics and one flu clinic for children. There were 228 patients seen for routine immunizations and 480 vaccines were given.

For the month of October the Vital Records department received \$3,050 in document fees. Department printed 125 certified birth certificates and 32 free certified birth certificates, 164 certified death certificates, and 8 paternity affidavits.

Mike Collins and Chelsea Cates completed 27 restaurant inspections for the month of October and issued 4 restaurant permits. Six environmental inspections were completed with two follow up inspection. One meth and two lead inspections were conducted. One tattoo shop inspection was completed. Dan Musselman completed 1 new construction residential and 1 new construction commercial inspections, 8 soil profiles, and 2 OSS permits with 8 OSS final inspections.

Serenity reported the renovations of the Health Department are finished and expressed her gratitude to the commissioners for their support of the project. For the month of October, 13 child passenger safety inspections were completed with 8 new seats distributed. Serenity and Nichole Brown recently attended a three day conference in Syracuse on Vital Record Keeping.

Serenity announced the hiring of Laci Hensel as the Health Educator beginning in November. The Board of Health Meeting will be held on November 15th at 7:00 p.m. at the Health Department.

CLERK – Beth Liming announced a new voting poll location at Logansport School Corporation Administration Building, 2829 George Street. The previous location, at the Logansport Mall is no longer an option. State statute requires public notification of change of location; Beth will work with Auditor to prepare public notice.

Beth requested approval to fill a vacant full time position. Ralph Anderson made a motion to approve request to fill vacant full time position in the Clerk's Office, Josh LeDonne seconded. Motion carried unanimously.

SHERIFF RANDY PRYOR – Sheriff Pryor requested approval to fill three vacant full time correctional officer positions. Ralph Anderson made a motion to approve the request to fill three vacant full time correctional officer positions, Jeff LeDonne seconded. Motion carried unanimously.

Sheriff Pryor requested recommendation to Council for permission to create a Non-Reverting Fund for the Sheriff's Department. Ralph Anderson made a positive recommendation to the County Council to establish a Non-Reverting Sheriff Fund for the purpose of donations and bequests received by the department, Jeff LeDonne seconded. Motion carried unanimously.

CERTIFICATE SALE DATE – Commissioner President Jim Sailors announced the next Certificate Sale will be held February 12, 2018 at 10:00 a.m.

COUNTY EMPLOYEE CHRISTMAS LUNCHEON – Commissioner President Jim Sailors announced the Government Building will be closed on December 11th for the annual County Employee Christmas Luncheon, from 11:00 a.m. and 1:00 p.m. The luncheon will be held in the Community Building at the 4-H Fair Grounds and catered by 4-H Food Committee. Ralph Anderson made a motion to approve the closure of the Government Building between 11:00 a.m. and 1:00 p.m. on December 11st for County Employee Christmas Luncheon, Jeff LeDonne seconded. The motion carried unanimously.

457 DEFERRED PLAN – Dave Workman explained the need to create an investment policy statement. Dave presented a sample policy statement for commissioners to review and

requested permission to create such a policy for county approval. The policy statement provides a procedure to follow when tracking funds to ensure funds are being properly monitored with the best possible returns. Ralph Anderson made a motion to approve the request to create an investment policy statement, Josh LeDonne seconded. Motion carried unanimously.

PUBLIC COMMENT – None

ADJOURNMENT

Jeff LeDonne made a motion to adjourn, Ralph Anderson seconded. The motion carried unanimously.



Jim Sailors, President



Ralph Anderson, Vice President



Jeff LeDonne, Member

ATTEST: 

Cheryl Alcorn, Auditor