

**CASS COUNTY COMMISSIONERS  
JANUARY 17, 2017**

The Cass County Commissioners met at 9:00 a.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 asked for an amendment; Jim Sailors requested made a motion to reappoint Andrew Achey to the Four County Counseling Board. Ralph Anderson made a motion to approve the amended 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.

**I.T. Department** – Cj Gilsinger appeared before the Commissioners with the monthly report. The process to upgrade the computer backup system is currently underway, allowing the system to nearly triple in storage capacity. Configuration of the email synchronization system has been completed.

New software called SNOW is currently being installed to better track software license and hardware inventory.

The I.T. Department has gained a student intern from the Career Center, Keaton Ferverda, he will be spending a couple of hours in the afternoon experiencing technology in the workplace.

**SHERIFF DEPARTMENT** – Sheriff Randy Pryor appeared before the Commissioners with the December monthly and year-end reports.

PRISONER BOOKINGS	133
PRISONERS RELEASED	130
MILES TRANSPORTING PRISONERS	3,203
MEALS SERVED TO PRISONERS	12,707
OFFICER PATROL MILES	22,431
TRAFFIC WARNINGS ISSUED	97
TRAFFIC ARRESTS/CITATIONS	63
DWI/OWI ARRESTS	2
CRIMINAL ARRESTS	38
ACCIDENT INVESTIGATIONS	66
PROPERTY DAMAGE	63
PERSONAL INJURY	3
FATALITES	0
RESERVE OFFICER HOURS	N/A
CIVIL PROCESS MILAGE	1,104
CIVIL PROCESS PAPERS SERVED	359
<b>YEAR END REPORT 2016</b>	
PRISONER BOOKINGS	1,807
PRISONERS RELEASED	1,923
MILES TRANSPORTING PRISONERS	22,947
MEALS SERVED TO PRISONERS	174,703
OFFICER PATROL MILES	389,435
TRAFFIC WARNINGS ISSUED	1,925
TRAFFIC ARRESTS/CITATIONS	1,577
DWI/OWI ARRESTS	52

CRIMINAL ARRESTS	455
ACCIDENT INVESTIGATIONS	509
PROPERTY DAMAGE	419
PERSONAL INJURY	83
FATALITIES	8
RESERVE OFFICER HOURS	487.5 A/O August 2016
CIVIL PROCESS MILAGE	15,759
CIVIL PROCESS PAPERS SERVED	5,193

Sheriff Pryor requested permission to fill four vacant full time positions. Ralph Anderson made a motion to approve the hiring of four full time positions, Jeff LeDonne seconded. The motion carried unanimously.

**MAINTENANCE DEPARTMENT** – Richard Gundrum appeared before the Commissioners and presented his monthly report. Government Building rehab project is 95% complete, currently working on punch list items. The security hardware and badge readers for exterior doors have been installed. Cabinets, counter top, and sink have been installed in the new Bi-Centennial Room.

Jail roof and HVAC repair is near completion, currently working on punch list items.

Work Release improvements have been completed to the men’s dorm and ladies’ showers.

Annex parking lot is complete. The new Memorial Wall, located at 4<sup>th</sup> and Broadway, is complete. A flag pole will be added to the location, at a later date.

Richard gave a special thank you to the Highway Department for applying sand and salt to the parking lots during the last ice storm.

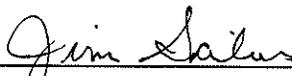
**WORK RELEASE** – Dave Wegner requested permission to submit an application for the 2018 IDOC Grant. Ralph Anderson made a motion to approve the submission of the 2018 IDOC Grant, Jeff LeDonne seconded. Motion carried unanimously.

**CLERK** – Beth Liming requested permission to contract Dossett Consulting to assist in the ISETS reports. Jeff Dossett of Dossett Consulting explained how his role would be beneficial to the county and the department. Dossett is currently providing such services to 24 counties within the state. Ralph Anderson made a motion to approve Dossett Consulting contract with end of the year review, Jeff LeDonne seconded. The motion carried unanimously.

**PUBLIC COMMENT** - None

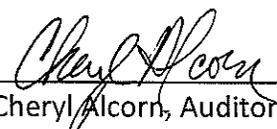
**ADJOURNMENT**

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

  
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 Jim Sailors, President

  
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 Ralph Anderson, Vice President

  
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 Jeff LeDonne, Member

ATTEST:   
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 Cheryl Alcorn, Auditor