

**CASS COUNTY COMMISSIONERS**  
**February 21, 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 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.

**AMEND AGENDA** – Jim Sailors requested the Holiday Schedule be added to the agenda for discussion. Ralph Anderson made a motion to add the Holiday Schedule as item number 4 to the agenda, Jeff LeDonne seconded. The motion carried unanimously.

**HOLIDAY SCHEDULE AMENDMENT** – The deadline for Fall Property Taxes fell on the same day as the scheduled observed Veteran’s Day holiday, November 13th. To better serve the tax payers and all county offices involved, it was recommended the Veteran’s Day holiday be observed on November 10<sup>th</sup>. Ralph Anderson made a motion to amend the Holiday Schedule as presented, Jeff LeDonne seconded. The motion carried unanimously.

**SHERIFF DEPARTMENT** – Sheriff Randy Pryor appeared before the Commissioners with the January monthly report.

PRISONER BOOKINGS	186
PRISONERS RELEASED	167
MILES TRANSPORTING PRISONERS	2,498
MEALS SERVED TO PRISONERS	13,844
OFFICER PATROL MILES	34,496
TRAFFIC WARNINGS ISSUED	151
TRAFFIC ARRESTS/CITATIONS	121
DWI/OWI ARRESTS	6
CRIMINAL ARRESTS	51
ACCIDENT INVESTIGATIONS	50
PROPERTY DAMAGE	43
PERSONAL INJURY	7
FATALITIES	0
RESERVE OFFICER HOURS	N/A
CIVIL PROCESS MILEAGE	1,334
CIVIL PROCESS PAPERS SERVED	480

Sheriff Pryor requested permission to advertise for bids to purchase a new vehicle for replacement of a damaged squad car claimed as a total loss. Ralph Anderson made a motion to approve the request for bid advertisement to purchase a new vehicle, Jeff LeDonne seconded. The motion carried unanimously.

**MAINTENANCE DEPARTMENT** – Richard Gundrum appeared before the Commissioners and presented his monthly report. Elevator inspections were completed in the Government Building and Jail. Boilers in all buildings were checked by insurance inspector.

Jail security controls software update is scheduled to begin in early 2017. Fire proofing on ceiling in jail has been completed.

Work Release men's dorm stainless walls are completed and floor grouted. Ladies showers have been completed. Work Release clean and installed racks in the laundry room.

All Phase Building roof coating was installed and wall pack lights installed to replace parking lot lights. Plumbing repairs have been completed for the Family Opportunity Center. The island in front of the Consolidated Union has been removed. Hot water heater was replaced at the 911 Center. The building located at 26 South Third Street was raised and debris removed.

Richard attended a meeting regarding the Memorial Home and was part of a conference call with engineers regarding the building.

**I.T. Department** – Cj Gilsinger appeared before the Commissioners with the February monthly report. The new computer backup system has been installed and the old system will be removed and returned. The upgrade of the county routers, fiber switches, and firewall are projected to be completed in April.

Installation process of outdoor security cameras on the building covering the employee parking lot, the building entrances on Court Street, and the new Court Street drop box are being scheduled.

A time line has been established for the Jail security upgrade with an estimated completion date of September.

Cj requested the following items to be listed as surplus materials. Ralph Anderson made a motion to approve the items listed as surplus materials, Jeff LeDonne seconded. Motion carried unanimously.

- Netgear AP wireless controller
- Netgear Wireless range extender
- Netgear wireless\_N Access Points (Qty 18)
- Several old keyboard and Mice
- Several old computer power cables
- Several old monitor cables
- 1- Black Security Camera DVR
- 1- Honeywell Security Camera DVR
- 5- HP Compaq 6000 Pro PCs

**CASS COUNTY VISITOR BUREAU** – Toni Savini appeared before the Commissioners and presented the Visitor's Bureau annual report. Numerous marketing grants were given out for the year. A list of print and radio advertising was presented, along with print marketing. The mobile app has extended to Existential Media, Cass County Online, and Cass County Calendar. The bureau participated in several promotional community events.

**APPOINTMENT** – Ralph Anderson made a motion to appoint Bill Cuppy to the Industrial Park Board, Jeff LeDonne seconded. The motion carried unanimously.

**PUBLIC COMMENT** - None

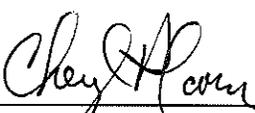
#### **ADJOURNMENT**

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 Acorn, Auditor