

CASS COUNTY COMMISSIONERS
September 3, 2019

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

Jim Sailors opened the meeting with the Pledge of Allegiance.

AGENDA AMENDMENT– Ralph Anderson informed the Commission the resolution for the jail project has not been prepared for approval.

Ralph Anderson made a motion to remove agenda item XII. Res. 19-03 Jail Addition Bond, Ryan Browning seconded. Motion carried unanimously.

MINUTES – Ralph Anderson made a motion to approve the minutes, Ryan Browning seconded. The motion carried unanimously.

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

HEALTH DEPARTMENT – Serenity Alter appeared before the Commissioners with the Health Department report for the month of August. The Health Department held nine routine immunization clinics. There were 228 patients seen for routine immunizations and 564 vaccines were given.

For the month of August the Vital Records department received \$2,520 in document fees. Department printed 137 certified birth certificates and 16 free certified birth certificates, 113 certified death certificates, and 4 genealogy searches.

Mike Collins and Chelsea Cates completed 61 restaurant inspections; 2 pre-operational, 1 complaint, 2 environmental, and issued 6 food permits. Two lead inspections and seven follow up inspections were completed. Dan Musselman completed for the month of August; two residential final inspections, five residential replacement final inspections, two residential repairs final inspections, five soil profiles, and four OSS permits.

Debbie Grimes and Serenity assisted with vaccine clinics and with all departments as needed. Safe Sleep program provided three Pac'n Plays.

Serenity requested approval to administer Flu Vaccines to county employees and their spouses on September 19th at the Health Department. Ralph Anderson made a motion to approve Flu Vaccines for employee and spouses, Ryan Browning seconded. Motion carried unanimously.

HIGHWAY DEPARTMENT – Jeff Smith appeared before the Commissioners with the monthly highway report. Crews continue paving with pug mix, approximately 10,500 tons. Community Crossing resurfacing project on Logansport Road is substantially complete. Asphalt surface was finished on phase III of County Road 400 S Project. State salt bid has been finalized at \$77.72 per ton, 1400 tons have been contracted for Cass County.

Jeff requested approval to fill full time vacant office position. Ralph Anderson made a motion to approve request to fill full time vacant office position, Ryan Browning seconded. Motion carried unanimously.

Jeff reported three upcoming culvert replacement projects; two on Delaware Road and one located at CR 50 S just west of France Park. Quotes for the culvert replacement on CR 50 S have been received for approval.

The following quotes were received and read by County Attorney Jeff Stanton for the CR 50 S culvert replacement project:

Deichman Excavating Co., Inc
2245 S 150 E, Logansport, IN \$150,900.00

LaPorte Construction Co., Inc
LaPorte, IN \$317,880.00

Ryan Browning made a motion to review the lowest quote received from Deichman Excavating and move forward if all requirements are met, Ralph Anderson seconded. Motion carried unanimously.

PARK DEPARTMENT – Dana Hildebrand appeared before the Commissioners with the August report for the Park Department. Dana reported estimated revenue of \$61,390 was received for the month. Crews cleared trails of dead trees and Honey Suckle in preparing for the upcoming Labor Day weekend.

CASS COUNTY ECONOMIC DEVELOPMENT – Christy Householder appeared before the Commissioners with the Economic Development monthly report for August. Christy received interest from a contact made during the Ag Tech Summit.

Christy is creating a list of tall building structures within the county for the WHIN Broadband Grant.

SHERIFF DEPARTMENT – Sheriff Ed Schroder requested approval to fill full time vacant deputy position and two school resource officers. Ryan Browning made a motion to approve request to fill vacant deputy position and two school resource officers, Ralph Anderson seconded. Motion carried unanimously.

Sheriff Schroder requested approval for to hire a part time civil process server. Ralph Anderson made a motion to approve request to hire part time civil process server, Ryan Browning seconded. Motion carried unanimously.

Sheriff Schroder requested approval to fill two vacant full time correctional officer positions. Ralph Anderson made a motion to approve request to fill two full time CO positions, Ryan Browning seconded. Motion carried unanimously.

911 DISPATCH CONSULTANT CONTRACT – Ed Schroder requested approval of Ritter Strategic Services LLC contract to conduct an efficiency assessment of operations, administrative and management, and technology. Services will be paid with Statewide 911 PSAP Distribution.

Ryan Browning made a motion to approve contract with Ritter Strategic Services LLC, Ralph Anderson seconded. Motion carried unanimously.

BID AWARD – SHERIFF PARKING LOT – Joe Hoffman, Project Manager distributed the follow summary of recommended project bids for approval:

Solid Finish Construction, Inc. 4666 E 1175 S, Galveston, IN	Sitework Asphalt/Concrete	\$251,360
Fissel Electric Service, Inc. 128 Tacoma Ave, Logansport, IN	Electrical	\$54,650
Springcreek Landscaping & Nursery 1862 N SR 25, Logansport, IN	Landscaping	\$11,700

Ryan Browning made a motion to approve bids as presented, Ralph Anderson seconded. Motion carried unanimously.

PROSECUTOR – Lisa Swaim requested approval to create an additional full time paralegal position due to the increase of filings and reviews of major felony cases.

Ryan Browning made a motion to table the request upon further review of the office daily workload, Ralph Anderson seconded. Motion carried unanimously.

Jeremy Hall commented the current position in the Prosecutor's office receives annual stipend and that will need to be considered when creating a new position.

ORD. 19-11 ADDITIONAL SOLAR ENERGY CONVERSION SYSTEM REGULATIONS – Arin Shaver presented ordinance containing additional regulations for solar energy conversion system. Cass County Planning Board prepared and approved the additional regulations.

Ralph Anderson made a motion to approve Ordinance 19-11 Additional Solar Energy Conversion System Regulations, Ryan Browning seconded. Motion carried unanimously.

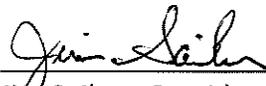
CASS COUNTY VISITORS BUREAU – Toni Savini appeared before the Commissioners with an update report of Visitor's Bureau activities. As of July 31st the bureau has spent \$38,396 in marketing with an additional \$10,000 for Panhandle/Nickel Plate Trail Connector Signage and \$8,800 to the Aim Soft Ball Field.

The Visitor's Bureau promoted upcoming events in the following publications; Indiana Travel Guide, Indiana Fishing Regulation Guide, White County Welcome Magazine, Logansport Park's Summer Recreation Guide, and Lakeview Magazine through Indiana Media Group.

Toni reported operating expenses to date are \$15,393. Visitor's Bureau has received from the Innkeeper's tax \$37,924. The current checkbook balance is \$201,699.

PUBLIC COMMENT – None

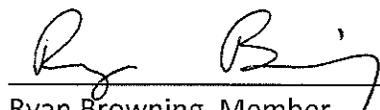
ADJOURNMENT – Ryan Browning made a motion to adjourn, Ralph Anderson seconded. The motion carried unanimously.



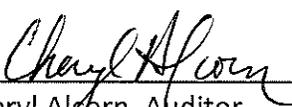
Jim Sailors, President



Ralph Anderson, Vice President



Ryan Browning, Member

ATTEST: 

Cheryl Alcorn, Auditor