

CASS COUNTY COMMISSIONERS

October 7, 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.

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.

HIGHWAY DEPARTMENT – Jeff Smith appeared before the Commissioners with the monthly highway report. Crews have finished pug mix paving and the final mowing of the season is underway. Two large culvert projects have been completed on Delaware Road and on CR 50 S west of France Park.

Jeff reported the 400 South Project phase III opened to traffic on September 13th. The project received a pre-final inspection with a few punch list items including the asphalt transition at the west end.

Jeff requested approval of small structure inspection contract with USI Consultants, Inc. The contract includes up to 300 structures and load ratings on up to 25 structures, not to exceed fee of \$80,000. Ralph Anderson made a motion to approve contract with USI Consultant Inc., Ryan Browning seconded. Motion carried unanimously.

Jim Sailors requested a motion to approve the appointment of Christen Hardy for the Highway Department full time office position. Ralph Anderson made a motion to appoint Christen Hardy to the office position, Ryan Browning seconded. Motion carried unanimously.

CASS COUNTY ECONOMIC DEVELOPMENT – Christy Householder appeared before the Commissioners with the economic development report for the month of September. Christy attended the Grissom Air Show, event was well attended and non-for-profit organizations received a fair amount of proceeds through booth participation.

Christy reported Hanson Logistics added a new line and additional jobs. The business expansion project received incentive funds from the County Council,. The incentive will fund employee training needed to operate new equipment.

Christy attended Royal Center Town Board Meeting regarding plans to build a Community Center. Christy is working with the Regional Planning Council to apply for OCRA Grant Funding.

Christy attended the Pack Expo and Healthcare Packaging with seven preset meetings and thirty-five cold calls, including a meeting with Whallon Machinery.

HEALTH DEPARTMENT – Serenity Alter appeared before the Commissioners with the Health Department report for the month of September. The Health Department held seven routine immunization clinics and one flu clinic for children. There were 290 patients seen for routine immunizations and 517 vaccines were given.

For the month of September the Vital Records department received \$2,645 in document fees. Department printed 168 certified birth certificates and 27 free certified birth certificates, 96 certified death certificates, and 1 genealogy searches.

Mike Collins and Chelsea Cates completed 59 restaurant inspections; 2 pre-operational, 1 complaint, 10 environmental with 2 follow-up, and issued 6 food permits. One lead inspection and seven follow up lead inspections were completed. Dan Musselman completed for the

month of September; three residential final inspections, five residential replacement final inspections, two residential repairs final inspections, six soil profiles, and fifteen OSS permits.

Debbie Grimes presented 'The Science of Health' to 8th grade students and provided 'Safe Sleep Education' to new employees at Kidsz Connection Preschool. Safe Sleep program provided two Pac'n Plays.

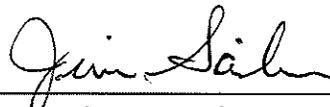
SHERIFF DEPARTMENT – Sheriff Ed Schroder requested approval to fill part time vacant correctional officer position. Ryan Browning made a motion to approve request to fill vacant part time correctional officer position, Ralph Anderson seconded. Motion carried unanimously.

Sheriff Schroder requested approval to start the hiring process of two additional Deputies that are budgeted for next year. The current budget will support salaries and training cost. Ralph Anderson made a motion of positive recommendation to the Council to begin the hiring process of two additional Deputies budgeted for next year, Ryan Browning seconded. Motion carried unanimously.

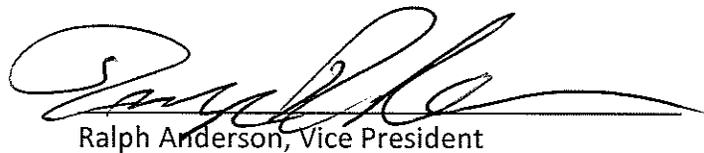
EMPLOYEE HANDBOOK – Jeremy Hall presented for approval a Bereavement Policy Amendment clarifying the length of time for paid leave per death of a family member. Ralph Anderson made a motion to approve the Bereavement Policy Amendment as presented, Ryan Browning seconded. Motion carried unanimously.

PUBLIC COMMENT – None

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



Jim Sailors, President

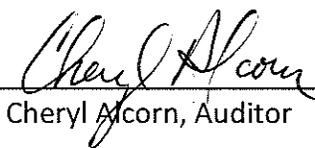


Ralph Anderson, Vice President



Ryan Browning, Member

ATTEST:


Cheryl Acorn, Auditor