

## CASS COUNTY COMMISSIONERS

March 18, 2019

The Cass County Commissioners met at 9:00 a.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.

**HEALTH DEPARTMENT** – Serenity Alter appeared before the Commissioners with the Health Department report for the month of February. The Health Department held seven routine vaccination clinics and one flu clinic for children. Nurses administered required vaccines to 5<sup>th</sup> grade students entering 6<sup>th</sup> grade next year. There were 321 patients seen for routine immunizations and 758 vaccines were given.

For the month of February the Vital Records department received \$3,260.00 in document fees. Department printed 204 certified birth certificates and 18 free certified birth certificates, 120 certified death certificates, and 4 genealogy searches.

Mike Collins and Chelsea Cates completed 43 restaurant inspections for the month of February and issued 16 food permits. Seven environmental inspections were completed. Three follow up lead inspections and one Tattoo permit. Dan completed for the month of February one residential final inspection, four soil profiles, one OSS permit.

Debbie Grimes presented two Dental Hygiene classes for Kindergartens at Fairview Elementary. Safe Sleep program provided one Pac'n Play and reported one carry over that had not been counted. Debbie attended Cass County Resource Network meeting regarding the forms of communication between businesses inside and outside of the county.

Serenity and Debbie attended the rally 'Raise it for Health Day' held at the State Capital in support of the proposed cigarette tax bill. The bill would raise cigarette tax \$2.00 per pack as a deterrent to smoking.

Serenity reported the Board of Health has a vacancy. Health Department is currently reviewing/updating policies and ordinances for Commissioners approval.

**MAINTENANCE DEPARTMENT** – Richard Gundrum appeared before the Commissioners and presented his monthly report. Main elevator upgrade has been completed. Phase one of the Jail Renovation is scheduled for DOC inspection on March 20<sup>th</sup>. A plumbing leak located in a wall at the Jail was repaired.

Gutters have been replaced on north side of Work Release and east side of Annex Building. Lobby entrance at Staffing Resources Building is scheduled for new door and carpet to be installed contingent on weather. 911 Center experienced a power outage on Saturday, March 9<sup>th</sup>; power was restored by resetting the HVAC unit.

Richard reported the Building Bond Projects are soon to be completed. Soil borings for the Jail Expansion Plan have been completed.

**SHERIFF DEPARTMENT** – Sheriff Ed Schroder appeared before the Commissioners with the February monthly report.

PRISONER BOOKINGS	153
PRISONERS RELEASED	179
MILES TRANSPORTING PRISONERS	2,936
MEALS SERVED TO PRISONERS	17,683
OFFICER PATROL MILES	29,856
TRAFFIC WARNINGS ISSUED	120
TRAFFIC ARRESTS/CITATIONS	52
DWI/OWI ARRESTS	5
CRIMINAL ARRESTS	27
ACCIDENT INVESTIGATIONS	44
PROPERTY DAMAGE	40
PERSONAL INJURY	4
FATALITES	0
RESERVE OFFICER HOURS	67
RESERVE MILAGE	1,154
CIVIL PROCESS MILAGE	1,233
CIVIL PROCESS PAPERS SERVED	437

Sheriff Schroder publicly thanked Richard Gundrum and Cj Gilsinger for their efforts in the completion of the recent jail renovation that provides 16 additional beds.

**I.T. Department** – Cj Gilsinger appeared before the Commissioners with monthly report. I. T. Department received forty new computers. Four of the new computers have been installed in the courts and clerk’s office to prepare for the new Odyssey program. A roll out schedule is in place for the remaining departments receiving new computers.

Cj reported the new virtual servers are up and running, ready for new storage device. Security Automation Systems installed new cameras and door controls in I-Block and new recreation area at the Jail. Electronic door locks have been installed on 14 doors in the County Building and Annex Building.

Laptop test systems have been installed in deputy sheriff cars, to aid in the decision of what laptop setup will work best for the department.

Municipal Primary Election Ballot has been proofed, certified, and tested. The machine that prints out the paper ballots will need to be replaced.

**HIGHWAY DEPARTMENT – BID OPENING**

Attorney Jeff Stanton opened the following bids received:

<b>ROLLER BIDS</b>	<b>MODEL</b>	<b>UNIT PRICE</b>
<b>Brandeis Machinery &amp; Supply Company</b> 7310 Venture Lane, Fort Wayne, Indiana	Hamm HD+90iVV w/trade	\$115,500.00
<b>MacAllister Machinery</b> 6300 Southeastern Ave., Indianapolis, Indiana	Vibratory 10-Ton	\$112,658.00

	MODEL	UNIT PRICE
RPM Machinery, LLC 2691 Schuyler Ave, Lafayette, Indiana	2019 Case Roller w/trade	\$105,850.00
West Side Tractor Sales 3201 South 460 East, Lafayette, Indiana	2019 Dynapac Roller w/trade	\$114,500.00

Ralph Anderson made a motion to take all bids under advisement, Ryan Browning seconded. Motion carried unanimously.

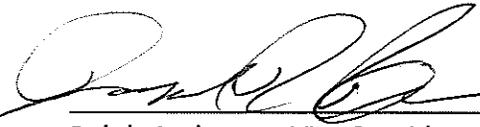
**COMMUNITY CORRECTIONS** – Dave Wegner requested permission to submit applications for the 2019 IDOC Grant, 2019 Probation Pre-Trial Grant, and a new grant for Jail Treatment Program. Ralph Anderson made a motion to approve the submission of applications for grants as presented, Ryan Browning seconded. Motion carried unanimously.

**PUBLIC COMMENT** – None

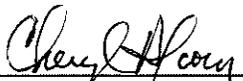
**ADJOURNMENT**

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

  
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Jim Sailors, President

  
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Ralph Anderson, Vice President

  
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Ryan Browning, Member

ATTEST:   
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Cheryl Alcorn, Auditor