

CASS COUNTY COMMISSIONERS
January 21, 2020

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.

Ralph Anderson opened the meeting with the Pledge of Allegiance.

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

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

MAINTENANCE DEPARTMENT – Richard Gundrum was unavailable to present monthly report. Commissioners reviewed monthly report submitted prior to meeting.

CASA program is now located one the third floor of the Government Building. Generator was serviced and all upholstered chairs throughout the Government Building were professionally cleaned and fabric coating protected.

New dishwasher and ice machine were installed at the Jail. Book cabinets were repaired at the Health Department. Several loads of scrap metal were recycled from major cleaning of the Annex Storage Building. Interior wall repair and painting was completed at 911 Office.

Blood borne Pathogen and Hazardous Communication training class was held.

SHERIFF DEPARTMENT – Sheriff Ed Schroder appeared before the Commissioners with the December monthly and year end reports.

PRISONER BOOKINGS	131
PRISONERS RELEASED	161
MILES TRANSPORTING PRISONERS	1,772
MEALS SERVED TO PRISONERS	18,446
OFFICER PATROL MILES	58,454
TRAFFIC WARNINGS ISSUED	107
TRAFFIC ARRESTS/CITATIONS	80
DWI/OWI ARRESTS	5
CRIMINAL ARRESTS	52
ACCIDENT INVESTIGATIONS	45
PROPERTY DAMAGE	41
PERSONAL INJURY	4
FATALITES	0
RESERVE OFFICER HOURS	37
CIVIL PROCESS MILAGE	1,502
CIVIL PROCESS PAPERS SERVED	407

YEAR END REPORT 2019

PRISONER BOOKINGS	2,088
PRISONERS RELEASED	2,157
MILES TRANSPORTING PRISONERS	33,651
MEALS SERVED TO PRISONERS	231,659
OFFICER PATROL MILES	516,574
TRAFFIC WARNINGS ISSUED	1,820
TRAFFIC ARRESTS/CITATIONS	1,111
DWI/OWI ARRESTS	56

CRIMINAL ARRESTS	492
ACCIDENT INVESTIGATIONS	534
PROPERTY DAMAGE	459
PERSONAL INJURY	73
FATALITIES	2
RESERVE OFFICER HOURS	796
CIVIL PROCESS MILEAGE	16,614
CIVIL PROCESS PAPERS SERVED	5,601

Sheriff Schroder requested permission to fill two vacant full time correctional officer positions. Ryan Browning made a motion to approve the request to fill two full time correctional officer positions, Jim Sailors seconded. Motion carried unanimously.

Sheriff Schroder reported the body scanner equipment has been delivered and policy will be implemented for operation. Jail kitchen is now providing lunch to Community Corrections and arranging to provide evening meals.

I.T. DEPARTMENT – Cj Gilsinger was not available to present monthly report. Commissioner reviewed monthly report submitted prior to meeting.

Renovated offices for Family Opportunity Center have been fully wired for phone and data, security cameras will be installed after floors are finished. Casa Office phones will be installed when personnel are fully moved in. Several upgrades are underway including; courthouse security cameras, backup system, virtual machines to the newest framework, sheriff department cell phones, deploying a new version of our internet security program, working with the Records office to deploy a new system, and setting up the imaging system in Work release.

IT Department is conducting an audit of phone line usage in an effort to reduce the number of lines not currently being used and creating a door lock database to include inventory of electronic keys and key accessibility.

CASS AREA TRANSIT GRANT – 4TH QUARTER REPORT 2019 - Ralph Anderson presented Transit Grant 4th Qtr Report for review and placed on file.

TREASURER – Kathy Adair requested permission to deem a blackboard as surplus. Ryan Browning made a motion to deem blackboard as surplus, Jim Sailors seconded. Motion carried unanimously.

JAIL ADDITION – CHANGE ORDER – Joe Hoffman presented for approval construction change order for installation of light pole concrete bases in the parking lot. Due to close proximity of underground utilities and unforeseen buried concrete foundation resulted in additional hydro-vac work and limestone removal.


Ryan Browning made a motion to approve Change Order # 0250-003 as presented, Jim Sailors seconded. Motion carried unanimously.

FOUR COUNTY COUNSELING – Dr. Carrie Cadwell was not available to present Annual Report. Commissioners reviewed the report that was submitted prior to the meeting.

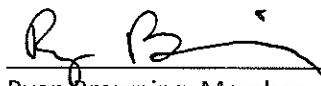
PUBLIC COMMENT – None

ADJOURNMENT

Jim Sailors made a motion to adjourn, Ryan Browning seconded. The motion carried unanimously.


Ralph Anderson, President


Jim Sailors, Vice President


Ryan Browning, Member

ATTEST: 
Cheryl Acorn, Auditor