

CASS COUNTY COMMISSIONERS

March 15, 2021

The Cass County Commissioners met at 9:00 a.m. in the Commissioners Hearing Room. Present for the meeting were Ryan Browning, Mike Stajduhar, Ruth Baker, Attorney Jeff Stanton and Auditor Cheryl Alcorn.

Ryan Browning opened the meeting with the Pledge of Allegiance.

MINUTES – Mike Stajduhar made a motion to approve the minutes as presented, Ruth Baker seconded. The motion carried unanimously.

CLAIMS & PAYROLL- Mike Stajduhar made a motion to approve the claims and payroll as presented, Ruth Baker seconded. The motion carried unanimously.

SHERIFF DEPARTMENT – Sheriff Ed Schroder appeared before the Commissioners with the January and February monthly reports.

| | January | February |
|----------------------------------|---------|----------|
| PRISONER BOOKINGS | 66 | 122 |
| PRISONERS RELEASED | 85 | 99 |
| MILES TRANSPORTING PRISONERS | 2,099 | 3,044 |
| MEALS SERVED TO PRISONERS | 16,187 | 15,452 |
| OFFICER PATROL MILES | 230,226 | 188,751 |
| TRAFFIC WARNINGS ISSUED | 112 | 118 |
| TRAFFIC ARRESTS/CITATIONS | 65 | 62 |
| DWI/OWI ARRESTS | 2 | 3 |
| CRIMINAL ARRESTS | 10 | 23 |
| ACCIDENT INVESTIGATIONS | 38 | 45 |
| PROPERTY DAMAGE | 35 | 38 |
| PERSONAL INJURY | 3 | 7 |
| FATALITIES | 0 | 0 |
| RESERVE OFFICER HOURS | 37 | 18 |
| CIVIL PROCESS MILEAGE | 1,134 | 623 |
| CIVIL PROCESS PAPERS SERVED | 393 | 365 |
| SCHOOL RESOURCE OFFICERS: | | |
| CALLS/CASE | 4 | 6 |
| PRESENTATIONS | 4 | 6 |
| TRANSPORTATION | 1 | 4 |

| | January | February |
|------------------------|---------|----------|
| ANIMAL CONTROL: | | |
| COUNTY CALLS | 13 | 12 |
| CITY CALLS | 32 | 33 |
| CONSULTS | 16 | 16 |
| WRITTEN WARNINGS | 4 | 2 |
| SHELTERED ANIMALS | 14 | 19 |
| BITE CASES | 0 | 0 |

Sheriff Schroder requested permission to fill vacant full-time correctional officer position. Mike Stajduhar made a motion to approve the request to fill full time correctional officer position, Ruth Baker seconded. Motion carried unanimously.

Sheriff Schroder requested approval of the retirement for K-9 Officer Kirby and award K-9 Kirby to Sargent Pat Zeider assuming all care and maintenance cost. K-9 Kirby served seven years as firearm and explosive recovery. Sargent Zeider donated Kirby to the department and also served as her handler. Kirby has developed hip deterioration and can no longer perform duties. Mike Stajduhar made a motion to approve the retirement of K-9 Kirby and remit her to the care of Sargent Zeider, Ruth Baker seconded. Motion carried unanimously.

I.T. DEPARTMENT – Cj Gilsinger appeared before the Commissioners with monthly reports for January and February. New phones were installed at France Park and a plan is in place to install new phones in the county building. New switch system is on order and will be configured and deployed in time for the new phones to be installed. HP computer order was lost in shipping, replacement shipment should arrive later this week. Laptop order has a prolonged backorder as well.

Sheriff Department is preparing for a system upgrade, new wiring was installed and old system was removed. Preparations for new technology installation is being scheduled for the new jail expansion. Health Department COVID Testing Center experienced internet issues, the situation was remedy by the end of the day. Jury trials have reconvened, technology was adjusted to provide safe attendance in Superior Court II for in person jury trial.

State election RLA program was performed on February 25th, assessment took only a couple hours with results better than expected. Cass County is part of the RLA pilot program.

Cj requested permission to fill vacant part time position. Mike Stajduhar made a motion to approve the request to fill part time position, Ruth Baker seconded. Motion carried unanimously.

Cj requested the following items to be deemed surplus:

22 – Panasonic Toughbook Computers (old laptops from Sheriff vehicles)

Mike Stajduhar made a motion to deem items presented as surplus, Ruth Baker seconded. Motion carried unanimously.

MAINTENANCE DEPARTMENT – Richard Gundrum appeared before the Commissioners with monthly reports for January and February. Hallway ceiling replacement started on second floor

of government building. New carpet installed in Commissioners hearing room/office and Circuit Court office. Maintenance crew is back to full staff as of March 8th.

Conduit and cable have been installed for additional card swipes at the jail. Cameras in the day rooms and padded cells have been replaced. Ten sets of faucets were refurbished with new gaskets in the jail kitchen.

New cabinets were installed at Work Release and 911 Center. Entrance door was replaced on the Annex Storage Building.

Richard appreciated the help during the last ice and snow storm. Work Release, Highway Department, and those that picked up a shovel and threw salt were greatly appreciated.

COMMUNITY CORRECTIONS – Dave Wegner presented and distributed the 2020 Community Corrections Annual Report to Commissioners. Report included a three-year strategical plan to improve employment, expand and improve client and staff safety, enhance operational efficiency, expand therapeutic programming opportunities, increase efficiency in case management client supervision, and expand technology initiatives and innovation.

CCED – Christy Householder appeared before the Commissioners with the Economic Development monthly reports for January and February. Christy made five industry visits and five business retention and expansion visits. Fifty-four projects meetings and two international project meetings with six business leads.

Christy main priorities over the past two months were; fire suppression project, broadband project, and CR 300 South project.

PLANNING DEPARTMENT- Arin Shaver appeared before the Commissioners with 2020 Annual Planning Report consisting of three jurisdictions; Logansport, Walton, and Cass County. Report includes; unsafe building enforcements, BZA hearings, development plan & architectural reviews, textual amendments, rezones & subdivisions, and special projects. Arin presented 2021 1st Quarterly Financial Report including city and county revenues and expenditures.

Improvement Location Permits for 2020:

Logansport 216

Walton 21

Cass County 241

Arin introduced the demolition project located on Hwy 35 North. Bids have been received and plan commission approved proposal bid contract of \$31,000. Due to the size of the project, Arin requested additional approval from Commissioners of bid proposal.

Mike Stajduhar made a motion to approve the \$31, 000 demolition cost of property, Ruth Baker seconded. Motion carried unanimously.

FIRE DISTRICT #1 – Mike Sims appeared before the Commissioners with the 1st Quarterly Report for Fire District #1. Mike reported Fire District Board approved four additional firefighter

positions creating four man shifts. Nineteen applications were received, only four passed the agility testing. New firefighters hired; Braxton Early, Christopher Shamp, Rollie Snowberger, Ben Weber. Daily operations report, fire reports and financial reports for 2020 were distributed to Commissioners.

Construction of a new training center will be built in stages as funding allows. Station spring cleaning and annual hose testing is currently underway.

Fire Chief Cover is currently on a 12-week FMLA leave. Sims extended invitation to Commissioners to attend the next board meeting to be held April 14th at 5:30 p.m. at the fire station.

EXTENSION OFFICE – Lynn Korniak distributed 2020 Impact Report booklets to Commissioners. Lynn highlighted from the report the programs offered by the Purdue Extension Office and the positive impact to Indiana residents.

CLERK – Destry Richey presented for approval new Marriage License Policy. Attorney Stanton read aloud the policy regarding the issuance of marriage licenses for individuals incarcerated in the Cass County Jail. Mike Stajduhar made a motion to approve the Marriage License Policy as presented, Ruth Baker seconded. Motion carried unanimously.

Destry requested permission to fill vacant full time position. Commissioners requested work load evaluation of the department to determine the need to fill vacancy. Ruth Baker made a motion to table the request until next meeting, Mike Stajduhar seconded. Motion carried unanimously.

RECORDER – Beth Liming presented for approval Media Conversion Agreement for approval. Attorney Stanton has reviewed the agreement and is ready for approval. Mike Stajduhar made a motion to approve the Media Conversion Agreement as presented, Ruth Baker seconded. Motion carried unanimously.

INSURANCE RENEWAL – Michael Bowditch, Consolidated Union, thanked the Commissioners for the opportunity to provide property and casualty insurance over the past years. Michael personally thanked the county department heads for their cooperation in providing information when needed. Consolidated Union recommends continuation of Liberty Mutual Insurance Company for the insurance needs of the county.

Mike Stajduhar made a motion to approve the insurance policy renewal for 2021, Ruth Baker seconded. Motion carried unanimously.

JAIL EXPANSION PROJECT – Jack Krause, Construction Control Inc. President, appeared before the Commissioners with an update of the construction project. Krause distributed current financial summary report and contractor payment report. Krause explained after reviewing the General Conditions and Soft Cost budgets along with the final stages of the project, the county could receive approximately \$500,000 in credit.

JAIL CHANGE ORDERS – Jack Krause presented for approval three construction change orders regarding the ships ladder to the roof for a total of \$16,178.39.

Mike Stajduhar made a motion to approve change orders as presented, Ruth Baker seconded. Motion carried unanimously.

CODE OF ORDINANCES – Mike Stajduhar explained the need to update the current code of county ordinances. Mike requested approval of contract for \$9,500 with American Legal Publishing. Optional agreement of annual service of additional cost \$795 plus \$495 yearly fee. Contract amount will be divided into two payments, payable in 2021 and 2022. Contract will provide an online service through county website, offering research capabilities.

Mike Stajduhar made a motion to approve the American Legal Publishing contract as presented, Ruth Baker seconded. Motion carried unanimously.

PUBLIC ANNOUNCEMENTS & RECOGNITION – Ryan Browning recognized Sargent Zeider’s K-9 Kirby and her years of service to Cass County.

PUBLIC COMMENT

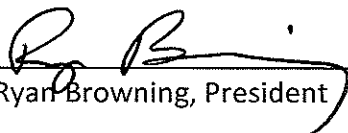
Lora Redweik, 5524 N CR 600 E, Twelve Mile – Is the EDC website separate from the county website?

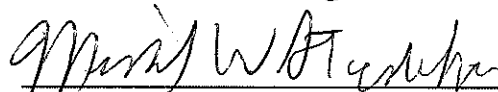
Would it be possible to have a monthly update on the broadband project?


Is the Code of Ordinances for all departments or just the Commissioners’ ordinances?
Mike Stajduhar replied service will provide all ordinances dating back to the establishment of the county. Ordinances establishing county law will be provided through the online service.

ADJOURNMENT

Mike Stajduhar made a motion to adjourn, Ruth Baker seconded. The motion carried unanimously.


Ryan Browning, President


Mike Stajduhar, Vice President


Ruth Baker, Member

ATTEST: 
Cheryl Alcorn, Auditor