

CASS COUNTY COMMISSIONERS

May 17, 2021

The Cass County Commissioners met at 1:00 p.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 and a moment of silence in honor of Dr. Ralph Anderson.

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.

MAINTENANCE DEPARTMENT – Richard Gundrum appeared before the Commissioners with monthly report for April. Dumpster enclosure gates damaged by trash truck have been repaired and paid by trash company insurance provider. Work release cleaned and pressure washed the dumpster enclosure.

Jail cell block A duct work cleaning and lighting upgrade has been completed. Duct work cleaning and lighting upgrade has started in cell block B. Elevator doors were upgraded.

Work Release changed out three roof top units and exterior sign changed to LED. COVID testing center installed electrical generator backup. Annex storage building issued contract for new dock leveler with construction to begin in two weeks.

Richard attended Jail Expansion progress meetings and continues to work with architect and project manager on scheduling issues.

COMMUNITY CORRECTIONS – Dave Wegner appeared before the Commissioners with the monthly report for April. Department received 25 new clients. Work Release Program remains limited to 25 beds for male residents only. Plans are underway to begin construction this summer to create isolation cells and reopen the women’s dorm.

CLIENTS SERVED	155
• HOME DETENTION	144
• WORK RELEASE	11

Dave reported staff and crew clients have prepared over 180 barrels and 177 baskets of flowers to be distributed throughout county towns and city as part of annual

beautification project. In collaboration with Court & Pretrial Services, all staff completed naloxone and overdose response training.

CCED – Christy Householder was not available to present Economic Development monthly report for April. The following information was submitted to Commissioners for review.

Christy made two industry visits and four business retention and expansion visits. Attended the following number of project meetings; seventeen local, fourteen regional, three state, and one international. Christy received six business leads.

BROADBAND PROJECT - Matt Mavrick appeared before the Commissioners with monthly update report. Basic permits have been precured for the project. Underground installation involving a total of three miles has begun with a finish date of June 1st. Ninety-two percent of the project is aerial. Pole attachments have been submitted to LMU, Duke, and Carrol/White utilities. All materials have been received and project is on schedule to be completed by June 2022.

SHERIFF DEPARTMENT – Sheriff Ed Schroder appeared before the Commissioners with the April monthly report. Sheriff Schroder thanked Richard Gundrum for his assistance preparing a maintenance plan for proper lighting and air flow required by DOC inspection. Appreciation to Serenity Alter for providing approximately 65 COVID vaccines, originally were to be administrated by contracted health care company that did not follow through.

Sheriff Schroder reported 201 inmate count with 11 housed in other counties.

PRISONER BOOKINGS	139
PRISONERS RELEASED	131
MILES TRANSPORTING PRISONERS	2,173
MEALS SERVED TO PRISONERS	18,021
OFFICER PATROL MILES	57,687
TRAFFIC WARNINGS ISSUED	144
TRAFFIC ARRESTS/CITATIONS	69
DWI/OWI ARRESTS	5
CRIMINAL ARRESTS	58
ACCIDENT INVESTIGATIONS	42
PROPERTY DAMAGE	37

Cj attended meeting regarding data cabling installation in the jail expansion project. Laptops on backorder through the Pretrial Services Grant, have been filled with a comparable machine from Dell. France Park store is ready for the season with new phone system, credit card system upgrade, and replaced computer.

Cj requested the following items to be deemed surplus:

- Old Sheriff Audio/video Recording equipment
- 1 All in one Dell Computer (Monitor is destroyed)
- Old non-usable laptops
 - 13 Panasonic CF-52 Toughbook 9 Panasonic CF-53 Toughbooks
 - 1 Hp ZBook Workstation 2 Compaq 610
 - 2 Hp Probook 6550b 2 Microsoft Surface 1631

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

PROSECUTOR – Noah Schafer requested approval to fill vacant part time office and vacant part time Adult Protective Services positions.

Mike Stajduhar made a motion to approve request to fill both part time positions, Ruth Baker seconded. Motion carried unanimously.

PLANNING DEPARTMENT – Arin Shaver requested approval to fill vacant Zoning Administrator position. Zoning Administrator Eric Servin, has resigned his position to attend college this summer in Indianapolis.

Mike Stajduhar made a motion to approve request to fill vacant Zoning Administrator position, Ruth Baker seconded. Motion carried unanimously.

HIGHWAY DEPARTMENT – Jeff Smith requested approval to fill vacant full time driver position. Mike Stajduhar approved request to fill full time driver position, Ruth Baker seconded. Motion carried unanimously.

Jeff Smith presented for approval INDOT Community Crossings Local Roads and Bridge Matching Grant Agreement for \$1,000,000 for resurfacing projects. Agreement is for 75% federally funded and 25% matching county funds. INDOT now provides electronic signature option with county approval. Electronic endorsement requires only one signature. Jeff requested approval of single commissioner endorsement for INDOT agreements.

Mike Stajduhar made a motion to grant a single commissioner the authority to sign INDOT contractual agreements, Ruth Baker seconded. Motion carried unanimously.

Mike Stajduhar made a motion to approve the INDOT Community Crossings Local Roads and Bridge Matching Grant Agreement as presented, Ruth Baker seconded. Motion carried unanimously.

Jeff requested final approval of Lochmueller Contract for road improves on CR 300S and CR 400 W. County Attorney has reviewed the contract and confirmed the contract is in order for approval. Mike Stajduhar made a motion to approve Lochmueller Contract as presented, Ruth Baker seconded. Motion carried unanimously.

Jeff reported his findings of the Commissioners request to research the possibility to add two additional dump trucks to the recent approved truck bid. Due to limited availability of trucks caused by the recent pandemic. Jeff confirmed the vendor can add two trucks to be purchased from next year's budget. Jeff consulted with County Attorney and County Council President, both concurred. Commissioner Browning agreed to pre-plan for next year's truck order, due to the current market conditions trucks may not be available this time next year.

Mike Stajduhar made a motion to approve the two additional dump trucks subject to budget constraints as described, Ruth Baker seconded. Motion carried unanimously.

APPOINTMENT – Mike Stajduhar made a motion to appoint Zach Dodt to the Plan Commission to serve the remainder of a four year term, Ruth Baker seconded. Motion carried unanimously.

Zach Dodt will serve the board position previously held by Jon Guy, expiring January 1, 2024.

JAIL EXPANSION – John Painter presented for approval change order for electrical room C208 wall revisions.

Mike Stajduhar made a motion to approve formal change order as presented in the amount of \$2,065.43. Ruth Baker seconded. Motion carried unanimously.

John informed the Commissioners of a pending change order to enlarge concrete generator pad, estimated cost of \$1,520.

Mike Stajduhar made a motion to approve pending change order not to exceed \$1,520, Ruth Baker seconded. Motion carried unanimously.

CASS AREA TRANSIT GRANT – Bill Calhoun presented for signatures the 2022 Cass Area Transit Grant budgets totaling \$1, 215,780. Budget includes \$782,916 for the hiring and increase wages of drivers. Cass Area Transit has been in operation since 1975 and appreciate the County Commissioners support.

PUBLIC ANNOUNCEMENTS & RECOGNITION – Commissioner Browning introduced and recognized Sheriff Deputy Nick Bowyer for his promotion to Sargent of 3rd shift.

PUBLIC COMMENT - None

ADJOURNMENT

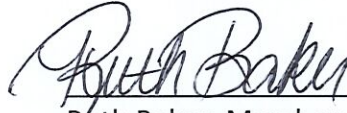
Mike Stajduhar made a motion to adjourn, Ruth Baker seconded. The motion carried unanimously.



Ryan Browning, President



Mike Stajduhar, Vice President



Ruth Baker, Member

ATTEST:  _____
Cheryl Alcorn, Auditor