

CASS COUNTY COMMISSIONERS
July 18, 2022

The Cass County Commissioners met at 1:00 p.m. in the Commissioners Hearing Room. Present for the meeting were Ryan Browning, Ruth Baker, Attorney Jeff Stanton and Auditor Cheryl Alcorn. Mike Stajduhar was absent.

Ryan Browning opened the meeting with the Pledge of Allegiance.

AMEND AGENDA – Commissioner Browning requested approval to add Ordinance 22-05 Establishing Sheriff’s Sale Program and request for County Building Security Position to the Sheriff Department agenda item.

Ruth Baker made a motion to amend the agenda as requested, Ryan Browning seconded. Motion carried unanimously.

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

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

COMMUNITY CORRECTIONS – Dave Wegner presented monthly report for June. Community Corrections received 23 new clients and served a total 190 clients during the month of June. Twenty clients completed the program and five clients were returned to incarceration on a pending violation.

CLIENTS SERVED	190
• HOME DETENTION	162
• WORK RELEASE	28

Dave reported the Advisory Board met to strategize policy procedure revisions to comply with the recent passing of Senate Bill 9 and Appellate Court ruling made in Russell vs State that will affect sentencing.

Dave requested approval to fill full time correctional officer position.

Commissioner Browning entertained a motion approving Community Corrections to remain at full staff.

Ruth Baker made a motion to approve maintaining a fully staff Community Corrections, Ryan Browning seconded. Motion carried unanimously.

SHERIFF DEPARTMENT – Sheriff Schroder appeared before the Commissioners with the June monthly report

PRISONER BOOKINGS	176
PRISONERS RELEASED	170
MILES TRANSPORTING PRISONERS	3,712
MEALS SERVED TO PRISONERS	19,413
OFFICER PATROL MILES	27,015
TRAFFIC WARNINGS ISSUED	144
TRAFFIC ARRESTS/CITATIONS	66
DWI/OWI ARRESTS	4
CRIMINAL ARRESTS	70
ACCIDENT INVESTIGATIONS	24
PROPERTY DAMAGE	20
PERSONAL INJURY	4
FATALITIES	0
RESERVE OFFICER HOURS	0
CIVIL PROCESS MILEAGE	1,193
CIVIL PROCESS PAPERS SERVED	298

SCHOOL RESOURCE OFFICERS: Schools on Summer Break

ANIMAL CONTROL:

COUNTY CALLS	21
CITY CALLS	51
CONSULTS	30
WRITTEN WARNINGS	8
SHELTERED ANIMALS	29
BITE CASES	7

Sheriff Schroder reported the jail currenting houses 214 inmates with five open correction officer positions.

ORD. 22-05 ESTABLISH SHERIFF'S SALE PROGRAM AND SERVICE FEE – Sheriff Schroder presented Ordinance 22-05 establishing contractual procedures for administrative and related services for property foreclosure sales. Cost of service fees shall comply with State Statute.

Ruth Baker made a motion to approve Ordinance 22-05 establishing procedures and service fee for Sheriff's Sale, Ryan Browning seconded. Motion carried unanimously.

COUNTY BUILDING SECURITY – Sheriff Schroder requested approval for additional Deputy position to manage and supervise the County Building Security. Deputy position allows ability to make arrests if necessary.

Ruth Baker made a motion to approve request presented for additional Deputy position, Ryan Browning seconded. Motion carried unanimously.

I.T. DEPARTMENT – Cj Gilsinger presented monthly report for June. Installation of security camera system is nearly completed at France Park. A new computer has been ordered for the wide format printer in the Planning Department and upgrades for Community Corrections have been ordered.

Technology items have been moved out of the COVID clinic into the Health Department during building renovations. One large copier was unable to be moved, it was wrapped in plastic to avoid construction dust.

WiFi access points were replaced at the 4-H Fair Grounds in preparations for the county fair. Computers were set up in the Cloverleaf building for 4-H members to use as needed throughout the week of the fair.

A new internal website-based jail location sheet program was created to use for bed counts and kitchen inventory. Cradlepoint has been replaced successfully in one Deputy vehicle and in the process of repairing the spare cradlepoint. A new IDACS connection has been established through the state department for the dispatch office.

Cj is researching a bill recovery company called Spyglass. They provide a cost analysis of internet and phone costs in comparison to surrounding counties.

Cj requested approval to participate in the Century Career Center Student Internship program. This is a one semester high school program.

Ruth Baker made a motion to approve the request for a high school intern, Ryan Browning seconded. Motion carried unanimously.

CCED – Christy Householder presented the Economic Development monthly report for June. Christy made one industry visit and nine business retention and expansion visits, nineteen project meetings with eight business leads.

Christy reported attending IPP Site Selectors Event and Broadband Meetings regarding the Ag Park. Fire Suppression Project has experienced a delay due to location of Duke Energy utilities poles.

BROADBAND – Matt Mavrick was unavailable to attend meeting, no report received.

MAINTENANCE DEPARTMENT – Richard Gundrum presented monthly report for June. Duress buttons have been updated in the Government Building. Boilers at the jail were inspected by the state and scissor lift yearly inspection completed. Richard reported the warranty issues have been settled with the steamer at the jail.

Richard coordinated the moving of office and medical equipment from the COVID clinic into the Health Department in preparation of building renovations.

High Street Buildings exteriors were clean, caulked and painted. A new circuit was installed on the well pump in the work barn located next to the greenhouses at CR 124 North.

EMA – Rocky Buffum presented second quarterly report of 2022. Reorganizing the Emergency Operations Center is near completion with final installation of IT items and LPD is scheduled to remove a few remaining items from the warehouse. Preparing the backup dispatch center continues with additional radio antennas mounted and equipment in place. Rocky is looking for additional monitors to make the backup station more comparable to what dispatchers have on a day to day basis. Backup dispatch center has been done entirely with donated time from volunteers and equipment scavenged from other dispatch centers.

EMA offered Instructor I Course adding seven new instructors to the Cass County pool of fire service instructors. National Fire Academy Incident Safety Officer Course was offered through EMA with thirteen individuals successfully completing the course.

Rocky reported the department updated the 2004 Comprehensive Emergency Management Plan and transitioned to an Emergency Operations Plan format creating an 800-page document for the base plan and supporting annexes.

Grant funding to purchase Anhydrous Ammonia detection equipment was awarded from Koch Companies Community Fund for \$5,871 and \$5,435 annual award was received from Indiana Emergency Response Commission. Four gas monitors and calibration equipment has been purchased and available to any county fire departments.

Rocky informed Commissioners the charges for hazardous materials incident response have been re-instated for the county. To date the department has received \$935 with \$5,549 in accounts receivable from responding to hazardous materials emergencies.

OUTDOOR WARNING SIREN ACTIVATION PROCEDURES – POLICY REVISION Rocky Buffum presented policy revision for approval changing the scheduled testing day of warning sirens from the first Monday of each month to the first Saturday of each month. Changing from a week day to a weekend will be more accommodating for the sirens located at volunteer fire departments and avoid holidays that fall on a Monday. City of Logansport was contacted and had no objections to the change.

Ruth Baker made a motion to approve the policy revision as presented, Ryan Browning seconded. Motion carried unanimously.

FIRE DISTRICT #1 – Chief Jerry Maxson presented second quarterly report of 2022.

Fire Response Calls:

- 24 Fire
- 47 Medical
- 7 Motor Vehicle
- 1 Miscellaneous

Chief Maxson reported the hiring of two full time and one part time firefighters and the promotion of Kyle Vandeputte to Lieutenant. Four firefighters successfully completed state testing for Instructor 1 and LT Vandeputte, LT Birnell, and Chief Maxson attended an all-day leadership class at Brownsburg Fire Department.

Chief Maxson reported Fire Engine 3, Truck 8, and Tanker 9 had several repairs over the past three months. Annual pump maintenance and pump testing completed on all apparatus with the exception of Tanker 9. All oil changes, with filters and hose testing was completed. A roof simulator is being installed on the training center to practice cutting ventilation holes.

Fire Board is in the process of purchasing a Generac generator to power garage doors, computers, and Kussmaul chargers for apparatus. A simple IRA plan has been established for employees and next year's budget is being prepared. Board approved the fee of \$125 per 2,500-gallon load for a swimming pool fill. Pool fill fees will be used for training costs.

PLANNING DEPARTMENT – Arin Shaver presented second quarterly report of 2022. Department received \$4,265 for the 2nd quarter and issued 38 permits.

Arin requested approval to fill a potential vacate full time office position. Commissioner Browning entertained a motion to approve request upon vacancy of position.

Ruth Baker made a motion to approve request to fill full time office position upon vacancy of the position, Ryan Browning seconded. Motion carried unanimously.

COURT & PRETRIAL SERVICES – Hillary Hartoin was unavailable to attend. On her behalf, Judge Kitts presented second quarterly report of 2022.

SUPERIOR COURT II – Judge Swaim was unavailable to attend, on her behalf Judge Kitts requested approval to fill two temporary part time office positions until qualified candidates are hired to fill the two vacant full-time court reporter positions.

Ruth Baker made a motion to approve the request for two temporary part time office positions, Ryan Browning seconded. Motion carried unanimously.

BID AWARD – Jeff Smith requested approval of bid received for Hoover Bridge Joint Repair Project:

Milestone Contractors LP **\$62,613.72**
5250 Lower Huntington Road
Ft. Wayne, IN 46809

Ruth Baker made a motion to approve the bid as presented, Ryan Browning seconded. Motion carried unanimously.

MEDICAL EMS AGREEMENT – Brady Wiles presented for approval Sponsoring Hospital EMS Agreement with IU Health Arnett Hospital. Current agreement with Franciscan Health Crown Point is scheduled for termination as of August 10th. County attorney has reviewed and confirmed document is ready for approval.

Ruth Baker made a motion to approve IU Health Arnett Agreement as presented, Ryan Browning seconded. Motion carried unanimously.

CLERK – Destry Richey presented for approval the following Election Vote Center locations recommended by Cass County Election Board:

Logansport School Administration Bldg	2829 George St., Logansport, IN 46947
McHale Riverside Park Complex	1212 Riverside Dr., Logansport, IN 46947
Galveston Community Center	101 S Park Rd, Galveston, IN 46932
Royal Center Masonic Lodge	101 Kramer St, Royal Center, IN 46978
Twelve Mile Community Center	7913 E St 16, Twelve Mile, IN 46988
Cass County Fairgrounds	2281 E 125 N, Logansport, IN 46947
Walton Community Center	102 N. Depot St, Walton, IN 46994

Destry informed the Commissioners two locations have been moved due to various difficulties during the Primary Election. The two change locations for the upcoming General Election are Logansport School Administration Building and McHale Riverside Park Complex.

Ruth Baker made a motion to approve the Election Vote Center locations as recommended, Ryan Browning seconded. Motion carried unanimously.

ALLEY VACATE – Attorney John Hillis representing Georgetown resident Paula McIntire presented remaining two consent notification response letters received from Georgetown Fire Department and TDS Telecom.

Commissioner Browning entertained a motion to schedule the public hearing to be held during the next scheduled Commissioners’ meeting on August 1st.

Ruth Baker made a motion requesting public hearing of alley vacate to be scheduled during the next Commissioners’ meeting on August 1st, Ryan Browning seconded. Motion carried unanimously.

Mr. Hillis was instructed to publish notice of public hearing.

PARKING LOT LEASE AGREEMENT – Commissioner Browning presented agreement for the use of the All Saints Church parking lot located at Third and Broadway. Attorney Stanton suggested approval pending description revision to include use of entire parking lot.

Ruth Baker made a motion to approve Parking Lot Lease Agreement pending description revision, Ryan Browning seconded. Motion carried unanimously.

JAIL EXPANSION – John Painter presented the following change order for approval:

- Install gypsum board ceiling in Dayroom A150 \$5,544.35
- Revise fire protection piping and heads in ceiling Dayroom A150 \$1,621.00

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

- 1600-42 Lighting circuitry programming for the dormitory toilet rooms \$3,667.00

Ruth Baker made a motion to approve the change order and send the cost of change order back to the architects for payment, Ryan Browning seconded. Motion carried unanimously.

PUBLIC ANNOUNCEMENTS & RECOGNITION – None

PUBLIC COMMENT - None

ADJOURNMENT

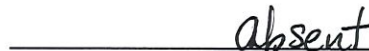
Ruth Baker made a motion to adjourn, Ryan Browning seconded. The motion carried unanimously.



Ryan Browning, President



Ruth Baker, Vice President



Mike Stajduhar, Member

ATTEST: 

Cheryl Acorn, Auditor