

CASS COUNTY COMMISSIONERS
October 4, 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.

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

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

PARK DEPARTMENT – Dana Hildebrand presented the monthly report for September. Park Department received an estimated revenue of \$67,410 for the month of September.

Crews are preparing for October festivities including five weekends of Sleepy Hollow, Indy Dive Center Treasure Hunt, Camper Appreciation Dinner, Disc Golf Tournament, and Campsite Decorating Contest Trick or Treating.

DISPATCH E-911 – Amber Offutt presented the monthly report for September.

911 Calls	1419
Admin Calls	4901
CAD Screens	2345
Overtime Shifts	65

Amber reported one employee is participating in Active Shooter class and four employees participated in CPR class. Department has three full time vacancies and one new hire will finish training at the end of October.

HIGHWAY DEPARTMENT – Jeff Smith appeared before the Commissioners with the monthly report for September. Crews applied dust control to grind roads, berm cutting and brush removal, culvert and drainage, and surface patching. Community Crossing projects have been completed and awaiting punch list.

Jeff reported the fuel tank removal project is awaiting IDEM clearance to backfill the hole. Items declared surplus last month brought \$721 in scrap value.

CORONER – George Franklin appeared before the Commissioners with the following monthly report for September.

CAUSE OF DEATH	
Natural	6
Vehicle	0
Suicide	0
Homicides	0
Job Site	1
Infant	2
TRANSPORTS	1
OUTSIDE ASSISTS	0
AUTOPSIES	2

HEALTH DEPARTMENT – Serenity Alter was unavailable to present monthly report. The following September monthly report was received and reviewed by Commissioners.

The Health Department held 9 routine immunization clinics, 198 patients were seen and 476 vaccines given.

Vital Records department received \$1,810 in document fees. The department printed 128 birth certificates, and 78 certified death certificates. No request for paternity affidavits or genealogy searches were received.

Mike Collins completed 65 restaurant inspections, 2 pre-operational, 1 follow-up, and issued 8 food permits. One unsanitary living, 31 insect inspections, and 7 lead follow ups were completed. Dan Musselman completed 13 environmental calls, 5 soil reports, 3 residential repairs, 9 residential searches, and 6 OSS permits.

COVID testing and vaccinations continue to be offered Monday through Thursday from 8:00 a.m. to 4:00 p.m. located at 1616 Smith Street. Cass County remains in orange status for the month of September. Number of positive COVID cases have declined.

RESOLUTION 21-05 PROPERTY TAX CERTIFICATE SALE – Establishing the intent to conduct a Commissioner’s Sale to sell tax sale certificates for properties that are severely delinquent in payment of property taxes. Sale will be conducted on February 3, 2022 with a minimum bid of \$40.00.

Ruth Baker made a motion to approve Resolution 21-05 Property Tax Certificate Sale and establish the minimum bid of \$40, Mike Stajduhar seconded. Motion passed unanimously.

ORD. 21-07 ESTABLISHING COUNTY EMERGENCY MEDICAL SERVICES – Ryan Browning introduced Ordinance 21-07 to establish a county EMS service with full time Director and

administrative board. A mutual understanding has been reached between current EMS service and the county to terminate the current agreement. Services have not met the quality of standards needed by the county. Past history of EMS providers has led to the decision to establish a County EMS Service.

Mike Stajduhar made a motion to approve Ordinance 21-07 Establishing County Emergency Medical Services, Ruth Baker seconded. Motion carried unanimously.

APPOINTMENTS – Ruth Baker made a motion to appoint the following members to the County EMS Board to serve one-year term ending December 31, 2022, Mike Stajduhar seconded. Motion carried unanimously.

Brent Ahrens	Dave Morris
Rick Bair	Brian Reed
Ryan Browning	Ed Schroder
Mike Dietrich	

COUNTY EMERGENCY MEDICAL SERVICES – Ruth Baker made a motion to begin the hiring process for a full time EMS Director position, Mike Stajduhar seconded. Motion carried unanimously.

SHERIFF DEPARTMENT – Sheriff Schroder rescinded his request to hire a part time office position at this time. Sheriff Schroder informed Commissioners of a recently received Deputy retirement notice and requested approval to fill the full time position.

Ruth Baker made a motion to approve request to fill full time Deputy position, Mike Stajduhar seconded. Motion carried unanimously.

SURVEYOR – Josh LeDonne requested approval to fill vacant full time office position shared with County Extension Office.

Ruth Baker made a motion to approve to fill full time office position as requested, Mike Stajduhar seconded. Motion carried unanimously.

MAINTENANCE DEPARTMENT – Jeremy Hall requested approval to hire temporary part time position to conduct inventory of the maintenance department and clean up surplus warehouse.

Ruth Baker made a motion to approve request to hire temporary part time position, Mike Stajduhar seconded. Motion carried unanimously.

CLERK – Destry Richey request approval to deem revolving file system as surplus. Destry received approval from the State Board of Accounts to use Clerk Perpetuation Fund for the cost of removal.

Ruth Baker made a motion to deem revolving file system located in the Clerk's office as surplus, Mike Stajduhar seconded. Motion carried unanimously.

JAIL EXPANSION – John Painter presented for approval construction change orders to upgrade C165 restroom to a security ceiling \$5,928 and installation of data and communication cabling that was excluded from the base bid \$52,354.

Mike Stajduhar made a motion to approve change order for the restroom security ceiling, Ruth Baker seconded. Motion carried unanimously.

Ruth Baker made a motion to approve the change order for data and communication cabling, Mike Stajduhar seconded. Motion approved unanimously, under protest.


Ryan Browning explained the motion carried under protest is a result of the negligence of CCI during the bidding process. Purpose of approving the change order is to provide no further delay of the project. County will pursue CCI for the cost of cabling in the amount of \$52,354

PUBLIC ANNOUNCEMENTS & RECOGNITION - None

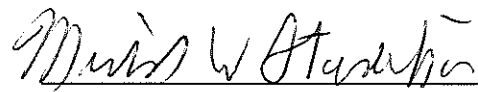
PUBLIC COMMENT – Lora Redweik, 5524 N CR 600 E, Twelve Mile – How many EMS Appointments are appointed and how many by virtue of office? What is the term length?

Commissioner Browning replied, all are appointed by Commissioners, none by virtue of office. Initial term is one year, until the board can determine a term schedule.

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



Ryan Browning, President



Mike Stajduhar, Vice President



Ruth Baker, Member

ATTEST: 

Cheryl Alcorn, Auditor