

CASS COUNTY COMMISSIONERS

December 20, 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 regular 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.

COMMUNITY CORRECTIONS – Dave Wegner appeared before the Commissioners with the monthly report for November. Department averaged 155 clients per day and 3 clients were returned to jail on a violation for the month. Department received 29 new clients and 19 clients completed the program.

CLIENTS SERVED	178
• HOME DETENTION	156
• WORK RELEASE	22

Dave reported the agency received the results of the FY2020 IDOC Financial Audit without major issues. Work crew completed 179 hours of community service, part of those hours were spent clearing brush and river bank at the 4th Dimension Recovery Home. Dave extended appreciation to Jeff Smith for the use of the wood chipper from the highway department. Work crew will continue to provide assistance to prepare the home for opening early next year.

CCED – Christy Householder appeared before the Commissioners with the Economic Development monthly report for November. Christy visited two industrial and eight business retention expansion sites. Attended the following number of project meetings; twelve local, nine regional, three state, two national, and received five business leads.

Christy announced Cass County has been awarded the READI Grant in the amount of \$30,000,000. Grant funding guidelines will determine which projects will be funded.

Christy reported the filling of the new water tower has begun and fire suppression project is underway at the Ag Industrial Park.

BROADBAND PROJECT - Mike Barron was unavailable to present monthly report for November.

SHERIFF DEPARTMENT – Sheriff Schroder appeared before the Commissioners with the November monthly report. Present inmate count is 199 with 13 inmates housed to other facilities due to construction.

PRISONER BOOKINGS	101
PRISONERS RELEASED	125
MILES TRANSPORTING PRISONERS	3,223
MEALS SERVED TO PRISONERS	17,744
OFFICER PATROL MILES	27,874
TRAFFIC WARNINGS ISSUED	67
TRAFFIC ARRESTS/CITATIONS	49
DWI/OWI ARRESTS	5
CRIMINAL ARRESTS	22
ACCIDENT INVESTIGATIONS	52
PROPERTY DAMAGE	46
PERSONAL INJURY	5
FATALITES	1
RESERVE OFFICER HOURS	48
CIVIL PROCESS MILAGE	989
CIVIL PROCESS PAPERS SERVED	243

SCHOOL RESOURCE OFFICERS – Lewis Cass High School report

CALLS/CASE	3
PRESENTATIONS	0
TRANSPORTATION	0

Note: Pioneer High School no report due to officer off work with COVID

ANIMAL CONTROL:

COUNTY CALLS	22
CITY CALLS	49
CONSULTS	32
WRITTEN WARNINGS	23
SHELTERED ANIMALS	19
BITE CASES	1

Sheriff Schroder requested permission to begin the bid process for police cars.

Commissioner Browning added manufacturers are having difficulty with supply and availability of vehicles. Browning entertained a motion to approve permission to begin the bid process to get on the list early.

Ruth Baker made a motion to approve request to begin the bid process for police vehicles, Mike Stajduhar seconded. Motion carried unanimously.

I.T. DEPARTMENT – Cj Gilsinger was not available to present the monthly report for November. The following monthly report was received and reviewed by Commissioners.

Physical equipment inventory is near completion. A request of information was sent to software vendors in search of a new public safety software system. Firewall vendor is preparing changes needed for new ISets connection.

Data network service was down on Saturday, December 11th due to power outage. Majority of services were running on the backup internet until power was restored.

Computer equipment was installed and operational on opening day, December 13th, for the new county emergency medical services.

Cj attended 2022 Election Administrator’s Conference, new procedures will need to be put into place before the next election.

MAINTENANCE DEPARTMENT – Richard Gundrum appeared before the Commissioners with monthly report for November. Inventory tagging and recording for Maintenance, Sheriff, and IT Departments are finished and inventory report will be submitted to the Auditor’s office. Cleaning supplies for next year have been ordered.

Jail suffered a power outage on Saturday, December 11th, fire department reported to the jail and IT Department was able to restore computers within the same day. Generators at the Jail and Work Release have been refueled.

Richard coordinated the installation of new heating and cooling unit for the Solid Waste Office. New entrance door was installed on the north side of the Staffing Resources Building. Overhead door spring was replaced at the Ambulance Garage.

PUBLIC INFORMATION OFFICER – Jeff Stanton presented the first annual report of public record requests received and processed. The county produced 144 record responses as of January 19, 2021. Of those responses, 64 were produced by the Public Information Officer, 65 were produced by legal counsel ICE Miller, related to the WSP litigation, 10 were handled by other county departments, and 5 requests were unrelated to the county. Over 3,000 pages of records and several audio tapes were produced to fulfill requests. Response time average of 27 days, with the goal to reduce response time to 20 days next year. Public Access Counselor suggested response time no more than 30 days. An average of 3 hours per request and approximately 180 hours overall were spent for record findings, not including requests handled by legal counsel.

COUNCIL ON AGING – Transportation Director Cathy Martinez appeared before the Commissioners with an update of administration status and program operations. Cathy is temporary serving as Interim Director and assured Commissioners the program will continue as usual until a new director is hired. Cathy explained the many services provided by the agency and COVID precautions are being followed.

PROSECUTOR – Noah Schafer requested approval to fill vacant full-time deputy prosecutor position. Ruth Baker made a motion to approve request to fill deputy prosecutor position, Mike Stajduhar seconded. Motion carried unanimously.

BID AWARDS – HIGHWAY MATERIALS – Jeff Smith recommended accepting all bids for 2022 materials that were opened and presented at the December 6th meeting. Ruth Baker made a motion to accept all bids presented, Mike Stajduhar seconded. Motion carried unanimously.

Jeff noted an overall increase of 5% to 6% for materials and 50% increase for metal culvert materials were received this bidding cycle.

IOCS COURT REFORM GRANT APPLICATION – Hillary Hartoin presented IOCS Grant proposal providing court house security improvements and wayfinding system with the use of technology. Hillary requested approval to apply for IOCS Court Reform Grant funding of \$61,800.

Ruth Baker made a motion to approve the IOCS Grant Application as presented, Mike Stajduhar seconded. Motion carried unanimously.

RFP SCOPING AGREEMENT – Commissioner Browning presented RFP Scoping Agreement for building renovation converting the COVID Testing Center located on Smith Street to house the current Health Department, renovate the existing Health Department to accommodate Adult Probation allowing for the construction of additional dorms for the Community Corrections program. Renovations will be funded with ARP Grant funds.

Ruth Baker made a motion to approve the RFP Scoping Agreement as presented, Mike Stajduhar seconded. Motion carried unanimously.

APPOINTMENTS – The following individuals were appointed:

Airport Authority Board	Bob Barr	4 yrs	7-1-2022 to 6-30-2025
Alcoholic Beverage Board	Tim Young	1 yr	1-1-2022 to 12-31-2022
Cass County Animal Control Board	Kathy Patty	1 yr	1-1-2022 to 12-31-2022
	Roger Kunkle	1 yr	1-1-2022 to 12-31-2022
	Shari Deardorff	1 yr	1-1-2022 to 12-31-2022
Cass County Combined E-911 Dispatch Governing Board			
	John O’Connor	2 yrs	1-1-2022 to 12-31-2023
Cass County Building Corporation	James Donato	1 yr	1-1-2022 to 12-31-2022
	Claud Bailey	1 yr	1-1-2022 to 12-31-2022
	Gary Berkshire	1 yr	1-1-2022 to 12-31-2022
Cass County Fire District Board	Steven Crispen (partial term)	4 yr	1-1-2021 to 12-31-2024
Cass County Public Defender Board	Nicole Overway	3 yrs	1-1-2022 to 12-31-2024
Convention, Visitor, and Tourism Commission			
	Kendal McGuire	1 yr	1-1-2022 to 12-31-2022
	Minti Desai	1 yr	1-1-2022 to 12-31-2022
Cass County Redevelopment Commission			
	Dave Arnold	1 yr	1-1-2022 to 12-31-2022
	Ryan Zeck	1 yr	1-1-2022 to 12-31-2022

EMA Advisory Council	Jeff Smith	1 yr	1-1-2022 to 12-31-2022
	Phil Rains	1 yr	1-1-2022 to 12-31-2022
	Rocky Buffum	2 yrs	1-1-2022 to 12-31-2023
Cass County Economic Development Commission			
	Scott Peattie	1 yr	1-1-2022 to 12-31-2022
Four County Counseling Board	Andrew Achey	3 yrs	1-1-2020 to 12-31-2022
Board of Health	Gary Davis	4 yrs	1-1-2022 to 12-31-2025
	Dr. Alexa Labrija	4 yrs	1-1-2022 to 12-31-2025
	Dr. Vivek Shagal	4 yrs	1-1-2022 to 12-31-2025
Hospital Board	Kyle Rans	4 yrs	1-1-2022 to 12-31-2025
	Scott Stebbins	4 yrs	1-1-2022 to 12-31-2025
	Lora Redweik	4 yrs	1-1-2019 to 12-31-2022
	(Partial Term)		
PTABOA Board	Dave Schiever	1 yr	1-1-2022 to 12-31-2022
	Dave Patty	1 yr	1-1-2022 to 12-31-2022
Northcentral Indiana Economic Development Regional Planning			
	Christy Householder	2 yrs	1-1-22 to 12-31-23
Region 4 Workforce Development Board			
	Michael Stajduhar	1 yr	1-1-2022 to 12-31-2022
Wabash River Heritage			
	Arin Shaver	2 yrs	1-1-2022 to 12-31-2023
	Dana Hildebrand	2 yrs	1-1-2022 to 12-31-2023
Walton/Tipton Twp Library Board	Jeff Leffert	4 yrs	1-1-2022 to 12-31-2025

Ruth Baker made a motion to approve the appointments as read, Mike Stajduhar seconded. Motion carried unanimously.

Ruth Baker made a motion to re-appoint current Commissioner's appointments held by virtue of office, Mike Stajduhar seconded. Motion carried unanimously.

RES. 21-08 PARTICIPATION WABASH RIVER HERITAGE CORRIDOR COMMISSION – Ruth Baker made a motion to approve Resolution 2021-08 Participation Wabash River Heritage Corridor Commission, Mike Stajduhar seconded. Motion carried unanimously.

ORD. 21-11 COUNTY COMMISSIONERS AND COUNCIL DISTRICTS AMENDED – Ruth Baker made a motion to approve Ordinance 2021-11 amending voting districts for County Commissioners and County Council, Mike Stajduhar seconded. Motion carried unanimously.

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

- Thermal smoke detector in the elevator equipment room. \$0.00 (no charge)

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

- Reimbursement of filters and smoke detector at RTU-8 (- \$1,112.55)

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

- Audio Security Cameras in each cell of dayrooms \$142,385

John Painter informed Commissioners audio security cameras will be a requirement of Indiana building standards within the next five years.

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

- Modify the ducts above hall C112 \$4,068

Commissioner Browning entertain a motion to approve change order under duress, this item should have been provided in the original building plans.

Ruth Baker made a motion to approve under duress the change order presented, Mike Stajduhar seconded. Motion carried unanimously.

Commissioner Browning asked if the occupancy date of March 21, 2022 for unit “C” is still on schedule. John Painter replied, yes for the housing area in the new addition.

PUBLIC ANNOUNCEMENTS & RECOGNITION –

Commissioner Browning stated a Public Hearing Notice published in the Pharos Tribune last Thursday was not submitted by Cass County. The hearing was advertised to take place on

January 18th for the closings of streets and allies in Georgetown. Public Notice was a false publication, not approved by Commissioners.

Ruth Baker wished everyone a Merry Christmas and Happy New Year.

James Wolfe announced the Pharos Tribune has a new report, Kirsten Adair.

PUBLIC COMMENT –

Lora Redweik, 5524 N CR 600 E, Twelve Mile – How do residents apply for and connect to the new broadband internet service? Commissioner Browning answered, contact REMC. How long are the RDC appointment terms? Commissioner Browning answered, one year.

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