

CASS COUNTY COMMISSIONERS

FEBRUARY 4, 2013

The Cass County Commissioners met at 1:00 P.M. in the Commissioner Hearing Room. Present were Dave Arnold, Jim Sailors, Ralph Anderson, Attorney James Knight and Auditor Vaneen Ide. Attorney John Hillis was absent. Dave Arnold opened the meeting with the Pledge of Allegiance, followed by a moment of silence.

MINUTES

Ralph Anderson made a motion to approve the minutes as presented, Jim Sailors seconded. The motion carried unanimously.

CLAIMS & PAYROLL

Jim Sailors made a motion to approve the claims and payroll as presented, Ralph Anderson seconded. The motion carried unanimously.

HEALTH DEPARTMENT

Dr. Bennett and Lynda Kennedy appeared before the Commissioners with their monthly report. The nurses saw 214 patients and gave 552 immunizations. In February the nurses will travel to the county schools to immunize 5th grade students. This will complete the mandated immunization requirements for 6th grade students.

Cory Wolford received his wastewater certification at the IOWPA conference. Rob McLaughlin also attended the IOWPA conference and renewed his Meth lab clean up certification. Jan McKaig will conduct hand washing and tobacco prevention classes in February.

Dr. Bennett gave the Commissioners an update on the Health Department's 2000 vehicle. It will cost \$3,600.00 to replace the motor. This will come with a 100,000 mile warranty. Jim Sailors made a motion to approve the repair, Ralph Anderson seconded. The motion carried unanimously.

HIGHWAY

Jeff Smith appeared before the Commissioner with the Highway's monthly report. Jeff informed the Commissioners that crews were out at 5:00a.m. to deal with the recent snow. Employees have engaged in winter operations a total of 7 days in January. On January the highway took delivery of 200 tons of salt of the 613 ton allotment. The Highway is looking into the brine pretreatment for next year. Plans are moving forward to resurface CR 275W from ADM to the Essroc Plant. The plan is to place an unbounded concrete overlay on the road, which separates a new layer of concrete from the old by a thin layer of asphalt. A cost benefit analysis has shown that over the long term, this option is less costly

than asphalt only options because of its anticipated longer lifespan. The current plan is for construction this summer. This project will be funded by CEDIT and TIF dollars.

Jeff also requested to be allowed to fill a vacancy at the Highway department for a truck driver. Jim Sailors made a motion to allow the hiring, Ralph Anderson seconded. The motion carried unanimously.

Ray Eber appeared before the Commissioners and gave the Commissioners an update of CCHD projects. The CCHD assisted the Park with a drain issue at the fishing pond. By working together the CCHD helped the park save close to \$1,000.00 Pat Brown, Ron Blackman, Rob Spradling, Kevin Cowell and Ray Eber designed, fabricated and installed a new piece at the outlet of the pond. Quotes are now being taken for ADA- related repair of the sidewalk at Davis Road and Windingbrook Trail. This is the first non-compliance issue for ADA. Ray is conducting in house training the past month to certify employees on the forklift as well as the bucket trucks. The staff from Downey Insurance has assisted with this.

I.T. DEPARTMENT

Cj Gilsinger appeared before the Commissioners with his monthly report. Cj informed the Commissioners of the amount of documents that have been scanned to date. The county now owns 7 scanners, serving 6 offices. The Clerk used the system to image court files, the Treasurer uses it to image all checks received for tax payments, Prosecutor images all of their files and Community Corrections has started imaging their inmate files. In the 4 years of using this system we have imaged 70,127 documents (files) totaling 1,457,536 documents as of January 18th, 2013. We were able to purchase 2 scanners that had been used for evaluation only, at a cost substantially lower than normal. We now can possibly expand to other offices.

Cj requested that the Commissioners declare 29 old computers as surplus. Jim Sailors made a motion to declare the 29 computers surplus, Ralph Anderson seconded. The motion carried unanimously. Cj also requested that Dusty Beckman's title be changed to Systems Administrator. Ralph Anderson made a motion to approve of the title change, Jim Sailors seconded. The motion carried unanimously.

PARK DEPARTMENT

Lucas Beach appeared before the Commissioners with his monthly report. They have been very busy at the park working on the trail system. The park held a work day and had well over 25 volunteers from all over the state working on the trail system. The next trail day is February 16th. The builders and designers for the Zipline at the park will start construction in about 2 weeks. The park has established new long term camping rules. On February 9th at noon there will be an open meeting to learn about the new rules.

Lucas requested permission to fill a full time maintenance position. Jim Sailors made a motion to approve the hiring of a full time maintenance position, Ralph Anderson seconded. The motion carried unanimously. Lucas informed the Commissioners that he may have some college interns this summer at the park.

PROSECUTOR

Lisa Swaim and Marilyn Kahl appeared before the Commissioners. The Prosecutor is requesting permission to hire three new employees. One employee will be hired from within. Debbie Stanton will be taking Marilyn Kahl's position as office manager. The position of discovery clerk will be filled by a new person, the pay stays the same. Pre-trial Diversion position will be filled at entry level pay. The Prosecutor's office will hire and pay starting individuals \$8.40 per hour out of pre-trial funds as they train. Jim Sailors made a motion to approve the positions, Ralph Anderson seconded. The motion carried unanimously.

CROSS ROAD ENGINEERING

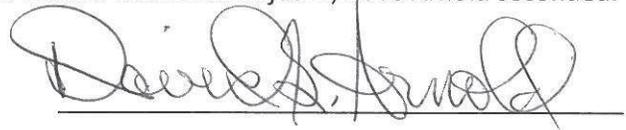
Trent Newport was unable to attend due to illness.

APPOINTMENTS

There were no appointments made.

PUBLIC COMMENTS & ADJOURN

There were no public comments. Jim Sailors made a motion to adjourn, Dave Arnold seconded. The motion carried unanimously.



Dave Arnold, President



Jim Sailors, Vice President



Ralph Anderson, Member

ATTEST:



Vaneen M. Ide, Auditor