

## **CASS COUNTY COMMISSIONERS**

**FEBRUARY 3, 2014**

The Cass County Commissioners met at 1:00 p.m. in the Commissioner Hearing Room. Present were Jim Sailors, Ralph Anderson, Dave Arnold, Attorney James Knight and Auditor Vaneen Ide. Attorney John Hillis was absent. Jim Sailors 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, Dave Arnold seconded. The motion carried unanimously.

### **CLAIMS & PAYROLL**

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

### **I.T. DEPARTMENT**

Cj Gilsinger appeared before the Commissioners and presented the monthly I.T. report. The I.T. department spent time with the Clerk in regards to the State certification of a poll book for the upcoming elections. The selected poll book has been certified. The I.T. department now is working on having the hardware used in conjunction with the poll book certified by the State. A camera has been installed on the south side of the Government building. An electronic access control system was purchased in December and should be ready to install in February. Department heads will be contacted regarding scheduling of key fob sign outs before they need to be used.

### **HIGHWAY DEPARTMENT**

Jeff Smith and Ray Eber were present for the Commissioner meeting. Jeff presented a brief report as to the continuing snow battle in Cass County. To date most employees worked 6 of the 8 week end days in January, accumulating 1664 man hours of overtime. This overtime cost is approximately \$36,356.00. The cost of material, fuel and overtime figured for December and January the this winter is \$55,257.00. This is about 80,000.00 more than the same period last year. Ray did not present a report this month, due to the snow taking precedence over any other projects at this time.

Ralph Anderson read a letter sent to the Commissioners praising the Cass County Highway Department for their hard work keeping the roads clear and passable as the inclement weather allowed.

### **HEALTH DEPARTMENT**

Bob Vernon appeared before the Commissioners and presented the monthly report of the Health Department. Due to weather the nurses cancelled one clinic, but administered 367 vaccinations and saw 147 patients. The vital records department was busy issuing 91 birth certificates, 19 of them were free. Requests for 176 death certificates were filled, one genealogy search and two paternity affidavits were done. The Health Department is extending their hours on Wednesdays to 6 p.m. to better serve the community. The Environmentalists have been busy with food inspections. To date 39 retail establishments have been inspected, and five follow up inspections have been completed. Four environmental complaints have been investigated, along with one septic permit.

Dr. David Martin is Cass County's new Health Officer and is taking a very active role in the Health Department's daily functions. Tom Clear is working on the preparedness grant. Jan McKaig is working with the schools conducting Proper Hand Washing classes.

### **PARK DEPARTMENT**

Lucas Beach appeared before the Commissioners. This past month has been a constant battle to keep roads cleaned for the campers and cross country skiers. With the limestone and waterlines

being buried so shallow we have had numerous water lines break during the extremely cold days. The current project is creating a road that goes into the lower prairie that will be large enough for semi-trucks and trailers. A new tile system will be installed that crosses the Wabash canal. This will allow the weight of larger vehicles. In the next two months a three year plan will be created to replace the current electrical system with a new one that will serve the Park and patrons better. The Diving Den will no longer be serving the Park. A new vendor is being sought, Dave Arnold reminded Lucas to have John Hillis review all contracts before presenting them to the Commissioners for consideration.

#### **E-911**

Dan McDonald appeared before the Commissioners with a request to replace two full time positions. Ralph Anderson made a motion to approve the request to replace two full time positions, Dave Arnold seconded. The motion carried unanimously. Dan extended his thanks to the I.T. Department for their hard work correcting a problem at E-911 and also a big thank you to the Cass County Highway Department for their efforts during the winter storm.

#### **SHERIFF**

Sheriff Randy Pryor appeared before the Commissioners with a request to hire one full time Corrections Officer. Ralph Anderson made a motion to approve the hiring of one full time Corrections Officer, Dave Arnold seconded. The motion carried unanimously. Sheriff Pryor also informed the Commissioners that a Belgain Malinois will be donated to the Cass County Sheriff's Department by Patrick Zeider. This Belgain Malinois is to be used as a police service dog, specifically explosive/patrol canine. The canine is named Kurby and is a female born July of 2010. All shot records are current to date. The Sheriff's department will also acquire another canine at the department's expense, including the training. The canine will be trained and purchased from Edelheim kennels and training facility. The current canine that is attached to the Sheriff's department is eleven and near retirement. The current canines will be three and under in age. Dave Arnold made a motion to approve the donation and purchase of another canine, Ralph Anderson seconded. The motion carried unanimously.

#### **CASS COUNTY ECONOMIC DEVELOPMENT**

Christy Householder appeared before the Commissioners with an update of projects. Christy has made 35 visits to Cass County area businesses. Christy presented photos of the new building at Maple Grove and a photo of Scott's Square building. Christy informed the Commissioners that four different entities were in search of buildings already constructed for use, Cass County could not fill the needs required for those businesses.

#### **ANIMAL CONTROL**

Brian Hyder appeared before the Commissioners and presented his report for 2013. Brian reported that Cass County purchased for Animal Control a new truck, tranquilizer darts, tranquilizer solution, sterile solution for darts, a four foot stainless snare, a three foot snare and a new dog box. The Humane Society donated dog food, cat food, treats, blankets and towels. Total miles traveled were 24,415. The total calls answered in 2013 were 1,241. 742 were for the City and 499 were for the County. For the year there were 111 bite cases.

#### **MAINTENANCE**

Richard Gundrum appeared before the Commissioners with a list of County property he would like declared as surplus. Richard had contacted all office heads and directors with the list, if there were items that fit their needs they were welcome to them. Dave Arnold made a motion to accept the list and declare the items surplus, Ralph Anderson seconded. The motion carried unanimously.

#### **DEPARTMENT OF AIR FORCE**

Joe Hankee appeared before the Commissioners to request the electronic data fee be waived. The Air Force Reserve Command recognizes that Cass County has expended significant resources to establish, maintain, upgrade, and enhance our mapping system. However, AFRC believes in the spirit of intergovernmental cooperation, that the value added to your mapping system through the sharing of

our data, far outweighs the service fee. This information is associated with air traffic of the Grissom Air Reserve Base. Dave Arnold made a motion to allow the waiving of the electronic data fee, Ralph Anderson seconded. The motion carried unanimously.

#### **PLANNING DEPARTMENT**

Chris Gaumer appeared before the Commissioners to outline the corrections to the wording of the Overlay Districts. Dave Arnold made a motion to approve the corrections of the wording of the Overlay Districts, Ralph Anderson seconded. The motion carried unanimously. Chris also presented the Ordinance for the Overlay District to the Commissioners for their approval. Dave Arnold made a motion to approve the Addition of a Gateway Overlay District to the Cass County Zoning Ordinance, Ralph Anderson seconded. The motion carried unanimously. This will be Ordinance 2014-01.

#### **PUBLIC COMMENTS & ADJOURN**

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

---

Jim Sailors, President

A handwritten signature in black ink, appearing to read "Jim Sailors", written over a horizontal line.

Ralph Anderson, Vice President

A handwritten signature in black ink, appearing to read "Ralph Anderson", written over a horizontal line.

Dave Arnold, Member

ATTEST:

A handwritten signature in blue ink, appearing to read "Vaneen M. Ide", written over a horizontal line.

Vaneen M. Ide, Auditor