

**CASS COUNTY COMMISSIONERS
AUGUST 4, 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 John Hillis and Auditor Vaneen Ide. Jim Sailors opened the meeting with the Pledge of Allegiance.

MINUTES

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

CLAIMS & PAYROLL

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

HEALTH DEPARTMENT

Bob Vernon appeared before the Commissioners with his monthly report. There were ten routine vaccination clinics held. A total of 249 patients were seen for immunizations and 652 vaccinations were given.

There were 144 birth certificates issued, 33 free birth certificates. There were 184 death certificates issued. Searches for 7 ancestry death and birth records were conducted. There have been 16 retail establishments inspected in July and 2 follow up inspections. There have been 13 environmental complaints. Inspections and permits were conducted for 7 septic systems.

Interviews are being held for a new Health Educator for the coming school year. The former educator will assist in training the new educator. The summer mosquito intern has been busy visiting Boone, Harrison, Bethlehem, Tipton, Jackson and Adams. Mosquito breeding grounds have been sprayed.

I.T.

Cj Gilsinger appeared before the Commissioners with his monthly report. Cj informed the Commissioners that Eli Frame who has worked for the county in a part-time capacity and recently graduated from IUK with a Bachelors degree in Informatics, has accepted the full time position vacated by Dusty Beckman.

I.T. has been busy working with the Assessor's office with preparing the Form 11's that will be mailed out soon. While working with the Assessor, several hundred address errors were corrected, this will ensure that duplicates will not be sent, saving the County postage now and in the future.

France Park now has iPads for in-car credit card processing. The iPads have no additional apps and can only be used for card processing. Cj is currently working with Broadway Broadband about a wireless connection from the government building to France Park. Cj will present more information to the Commissioners when it is available.

Cj is requesting permission to declare the following equipment surplus:

Company	Make	Model
Toshiba	Satellite 2060CDS	PAS206U-A
Dell	Latitude D600	5
Dell	Inspiron 1100	5151H41
		PSAL6U-
Toshiba	Satellite A355-S6943	03T01E
Dell	Inspiron 1300	4SVJ191
Gateway	Solo 9550	BDF11440005
Gateway	Ma6	M465-E

Dell	Inspiron 8600	2jd3l51	3
Dell	Optiplex GX270		1
Dell	Latitude D531		32
Dell	Optiplex 745		3
Dell	Optiplex 170I		4
Dell	Optiplex 755		8
Dell	Poweredges		1
APC	Rackmount UPS		3
Dell	Optiplex 720		1
ADIC	Scalar		13
Dell	Monitors		

Ralph Anderson made a motion to declare the items surplus, Dave Arnold seconded. The motion carried unanimously.

HIGHWAY DEPARTMENT

Ray Eber appeared before the Commissioners with the Highway Department report. The current plan to start chip-seal work is August 11th. This work will continue for at least 3 to 4 weeks. An effort to communicate chip-seal areas with the local news media will be made, but drivers should watch for signs and be alert for loose stone on chip-seal roads. The road program also includes some pug mix and hot mix application and covers approximately 73 center line miles of roadway. August 12th and 13th resurfacing is planned on CR 325W between 400S and the south end of the bridge over SR25. This process is known as full depth reclamation and will involve the use of concrete slurry to stabilize and harden the existing subgrade. This project will result in a two day closure of that road segment. A layer of asphalt will be applied to the surface at a later time. This project is being done with the assistance of the ready mix concrete association and other agencies have been invited to observe day two of the operation.

USI has been retained as the county's bridge inspection firm for the next four year cycle. Five firms submitted proposals and USI received the top score in the INDOT scoring procedure. Bridge inspection is paid at 80 percent federal/20 percent local money. This cycle will include inspections in 2015 and in 2017.

The Highway Department is requesting permission to advertise for bids for construction of a small salt shed. The cost is estimated to be roughly at \$20,000.00. Ralph Anderson made a motion to approve the advertisement for bids for a new salt shed, Dave Arnold seconded. The motion carried unanimously.

The culvert project on 375 E. has begun. The old concrete structure is being replaced with a n aluminum box culvert. The next major project is another aluminum box culvert install at 325E. This project should take about 10 to 12 days to complete.

The 5 year plan for ADA is in its 2nd year of the plan. We had three contractors come and evaluate the sidewalk replacement project. We received only one quote. Due to that quote being just over the 10 thousand dollars local guideline, we are requesting permission to advertise the project for bids. The project consists of removing approximately 170 feet of sidewalk and re-installing new ADA compliant sidewalk. Dave Arnold made a motion to approve the request to advertise for bids, Ralph Anderson seconded. The motion carried unanimously.

Ray requested that bids for property be approved for the 400S project. Dave Arnold made a motion to approve the bid for property for the 400S project, Ralph Anderson seconded. The motion carried unanimously.

CASS COUNTY ECONOMIC DEVELOPMENT

Christy Householder appeared before the Commissioners with her report. Christy visited 58 companies or industries in the month of July. Two businesses are expanding. The Anderson's Walton Plant is adding \$1.4 M in a new 24/7 Load Out building and new equipment. This expansion will make their business available to accommodate customers 24/7, 365 days a year. The company did not

request any incentives for this project. They did inquire if CR 900S was adequate for semi-truck traffic. The Cass County Highway checked the road and determined the road under the chip-seal was hot mix asphalt and would not need any further road build up.

Engineering Aggregates Corporation is creating a new sand & gravel pit with approximately \$2M in additional investment. They have asked for no incentives. The Cass County Highway is assisting in widening CR 175E and CR 600E.

Christy informed the Commissioners that the Miami Commissioners voted 3 to 0 to vacate 1100E in front of the Orion factory.

FAMILY OPPORTUNITY CENTER

Bids were received for paving the parking lot at the Family Opportunity Center. Attorney John Hillis opened the one bid received.

Central Paving
P.O. Box 357
Logansport, IN 46947

\$16,360.00

Ralph Anderson made a motion to accept the bid from Central Paving in the amount of \$16,360.00, Dave Arnold seconded. The motion carried unanimously.

TREASURER

Kathy Adair appeared before the Commissioners with a request to remove the carryover on the Treasurer records. The amount has been on the balance sheet since 2009. This was the recommendation from SBOA at the exit meeting. The amount is \$1,974.76. This amount will be receipted back into county general. Ralph Anderson made a motion to approve the removal of the carryover from the Treasurers records in the amount of \$1,974.76, Jim Sailors seconded. The motion carried with two aye votes and one nay from Dave Arnold.

AMENDMENT TO THE COUNTY EMPLOYEE HANDBOOK

John Hillis presented an amendment to the employee handbook. It is numbered 4.1.1E and states:

Employees who voluntarily resign or retire from Cass County Government are paid 50% of any unused yearly current personal days and 100% of their accrued personal days, except where an Employee is immediately reemployed with an Employer covered by PERF, then the Employee will be paid 100% of any unused yearly current personal days and of their accrued personal days. **Employees who are terminated for disciplinary reasons shall not be entitled to pay for any unused or accrued personal time.**

Ralph Anderson made a motion to approve the amendment to the employee handbook, Dave Arnold seconded. The motion carried unanimously.

EMPLOYEE RAISE

Dave Arnold made a motion to recommend that the County employees receive a 5% raise for the 2015 calendar year, Ralph Anderson seconded. The motion carried unanimously.

EMPLOYEE CHRISTMAS PARTY

Cindy Howard addressed the Commissioners and requested that the Government Building be closed from 11:00 a.m. till 1:00 p.m. on December 22 for the employee Christmas party. Dave Arnold

made a motion to approve the closure of the Government Building between the hours of 11:00 a.m. and 1:00 p.m. on December 22, Ralph Anderson seconded. The motion carried unanimously.

FIRE DISTRICT #1

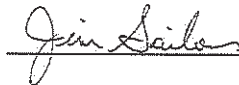
Bridget Enyeart addressed the Commissioners and presented a detailed financial report of Fire District #1. Karl Myer, Fire District #1 board member was also present for the presentation. Karl thanked Bridget for all of her hard work.

Tom Knepper came forward with a recommendation for the vacancy on the Fire District #1 board. Mike Sims name was presented to the Commissioners. Dave Arnold made a motion to appoint Mike Sims to the Fire District #1 board, Ralph Anderson seconded. The motion carried unanimously.

PUBLIC COMMENT & ADJOURN

Dave Arnold made a motion to transfer the 1989 JCB Backhoe, formally in the Highway inventory, to France Park, Ralph Anderson seconded. The motion carried unanimously.


Ralph Anderson made a motion to adjourn, Dave Arnold seconded. The motion carried unanimously.



Jim Sailors, President



Ralph Anderson, Vice President



Dave Arnold, Member

ATTEST: 

Vaneen M. Ide, Auditor