

## **CASS COUNTY COMMISSIONERS**

**MAY 4, 2015**

The Cass County Commissioners met at 1:00 p.m. in the Commissioner Hearing Room. Present were Jim Sailors, Ralph Anderson, Jeff LeDonne, Attorney John Hillis and Auditor Vaneen Ide. President Jim Sailors opened the meeting with the Pledge of Allegiance.

### **MINUTES**

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

### **CLAIMS & PAYROLL**

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

### **HEALTH DEPARTMENT**

Bob Vernon appeared before the Commissioners with the monthly Health Department report. From April 1<sup>st</sup> through April 29<sup>th</sup>, 227 patients were seen with a total of 544 vaccines given. The Health Department also issued 108 birth certificates, assisted in 2 paternity affidavits, issued 28 free birth certificates, 199 certified death certificates and 1 genealogy research.

Since the first of this month Mike Collins handled 31 routine retail food inspections, 2 follow ups, and investigated 1 food establishment complaint. Mike also looked into 2 insect complaints, 4 trash complaints and followed up on 2 environmental complaints. There were also 2 mold complaints and 10 meth complaints. Mike also issued Order to Comply for each property owner.

Dan Musselman joined the Health Department in April and has completed FEMA ICS 100,200,700, and 800. Dan has been working with Dave Ortel of the Indiana State Department of Health. Dan has been assigned to working on our OSS procedures with in the IToss System, a state OSS registry system for all counties. Dan worked a soil sample with Soil Scientist, Gary Hudson alongside Dave Ortel gaining hands on experience.

Bob Vernon submitted a letter of resignation to the Cass County Commissioners, Bobs last day will be May 15<sup>th</sup>. Bob thanked the Commissioners for their guidance, professionalism and support during his time at the Health Department.

Bob requested permission to hire a new Health Educator. Alesia Brown, has left the position of Health Educator. Jeff LeDonne made a motion to approve the hiring of a new Health Educator, Ralph Anderson, seconded. The motion carried unanimously.

### **HIGHWAY DEPARTMENT**

Jeff Smith appeared before the Commissioners and presented the monthly Highway report. Road repairs continue throughout the county. The bid letting for phase I of the CR 400S project has been delayed to November of this year due to issues with a couple of outstanding right of way parcels.

Bids for the following equipment have been selected from the bids presented at the last Commissioner meeting April 20<sup>th</sup>.

Dump Truck Chassis – Rush Truck Center of Indianapolis - \$74,275.00 each

Dump Truck Beds/plow Equipment – W.A. Jones of Columbia City - \$41,197.00 each

Pickup Truck – Hare Chevrolet of Noblesville - \$26,687.00

Ralph Anderson made a motion to accept the selected venders with the lowest bids as presented, Jeff LeDonne seconded. The motion carried unanimously.

Jeff presented the State required annual report to the Commissioners for their consideration and signatures. Ralph Anderson made a motion to accept the report for the State, Jeff LeDonne seconded. The motion carried unanimously.

Jeff presented to the Commissioners some equipment that the CCHD would like to declare surplus:

- 2 Dump trucks – 1996 Ford LS 8000 with 223,000 miles 1995 International 2654 with 239,000 miles
- 1 Bush chipper – 1998 Gravelly, 1464 hours (obsolete for parts)

Jeff LeDonne made a motion to declare the equipment surplus, Ralph Anderson seconded. The motion carried unanimously.

Jeff Smith requested that the following budgeted items be set out for bids:  
Wheel loader and a tractor and mower which will also be used for gravel road maintenance.

Ralph Anderson made a motion to allow the items to be advertised for bids, Jim Sailors seconded. The motion carried unanimously.

Jeff’s last request was to move a part-time employee to full time status, due to the loss of Ray Eber, and hire another part-time employee to cover that vacancy. Jeff LeDonne made a motion to approve the move of a part-time employee to full-time and the hiring of another part-time employee, Ralph Anderson seconded. The motion carried unanimously.

**PARK DEPARTMENT**

Dana Hildebrand appeared before the Commissioners with the monthly report of the Park. May 1<sup>st</sup> was the opening date for long term camping at the Park. Septic system, lift stations and grinder pumps are all in working order. Water samples have been taken and sent to the lab. Results of the water tests were good on all four wells.

The Zip Line brake has been sent in for certification and returned to the Park. The Zip Line itself and all equipment has also been inspected and certified. May 9, 2015 they will be at the Park to certify 10 employees to operate and maintain the Zip Line.

The Kenneth Depot Store has been completely evacuated and remodeled. Water lines, drains, electrical, replacement of counter tops, shelving and rearranging has taken place in the store. The store will be utilized and staffed by the Park. Kim Strong “seasonal employee” is going to work and manage the store.

Dana requested permission to advertise to have the Prairie Ground cash rented at the Park, since it is now out of CRP. Jeff LeDonne made a motion to allow the Prairie Ground to be advertised for cash rental, Ralph Anderson seconded. The motion carried unanimously.

**CCED**

Christy Householder appeared before the Commissioners and presented her monthly report. Christy continues to visit county businesses. Christy has three possible industry expansions;

|                  |             |
|------------------|-------------|
| Project Delivery | Spring 2015 |
| Project Melt     | Spring 2015 |
| Project Grape    | Summer 2015 |

Christy will be sending reminders to industries that Tax Abatement paperwork is due May 15<sup>th</sup>. Shovel Ready preparation for Cass Co Agribusiness Park is underway.

Dan McDonald appeared before the Commissioners with a request to fill a vacated full – time position and one part-time position. Ralph Anderson made a motion to approve the request for one full- time position and one part- time position, Jeff LeDonne seconded. The motion carried unanimously.

**PUBLIC COMMENTS & ADJOURN**

Sheriff Randy Pryor appeared before the Commissioners with a request to hire two full-time Corrections Officers and one part-time Corrections Officer. Ralph Anderson made a motion to approve the request to hire two full-time Corrections Officers and one part-time Correction Officer, Jeff LeDonne seconded. The motion carried unanimously.

Kenneth Reese, who resides at 3022 W. Delaware Road, appeared before the Commissioners. Mr. Reese addressed the Commissioners in regards to an ongoing problem with a culvert being blocked.

There were no additional public comments. Ralph Anderson made a motion to adjourn, Jeff LeDonne seconded. The motion carried unanimously.



Jim Sailors, President



Ralph Anderson, Vice President



Jeff LeDonne, Member

ATTEST:



Vaneen M. Ide, Auditor