

CASS COUNTY COMMISSIONERS

January 18, 2022

The Cass County Commissioners met at 1:00 p.m. in the Commissioners Hearing Room. Present for the meeting were Ryan Browning, Ruth Baker, Mike Stajduhar, 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 the minutes, 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.

AIC – TRECS PRESENTATION – AIC Director of Professional Development Jacque Clements, congratulated Cass County for their efforts in re-cooping delinquent property taxes through Indiana Income Tax Refunds. Jackie serves as the Project Manager for the Tax Refund Exchange & Compliance System (TRECS) Program a process to help counties collect outstanding debt. Cass County recovered \$33,415 and ranked fourth in the state for tax recovery.

MAINTENANCE DEPARTMENT – Richard Gundrum appeared before the Commissioners with monthly report. Clerk rotating file system is scheduled for removal and pickup on January 20th, filing systems is going to Montgomery County, Indiana. Disinfecting and COVID treating has begun again in the Government Building and Jail.

Guard rails were installed around utility meters and generator at the Health Department and Family Opportunity Center. New HVAC unit was installed with a guard rail at the Solid Waste Office. A new toilet was installed for the EMA Office and preparing for water well repair for Community Corrections’ greenhouses. Additional electrical outlets were installed and interior construction has begun for employee quarters in the Ambulance Garage.

Richard attended a presentation of the new security and camera control system for the Jail.

SHERIFF DEPARTMENT – Sheriff Ed Schroder appeared before the Commissioners with the December monthly and year end reports.

PRISONER BOOKINGS	117
PRISONERS RELEASED	127
MILES TRANSPORTING PRISONERS	5,038
MEALS SERVED TO PRISONERS	18,044
OFFICER PATROL MILES	27,413

TRAFFIC WARNINGS ISSUED	136
TRAFFIC ARRESTS/CITATIONS	74
DWI/OWI ARRESTS	7
CRIMINAL ARRESTS	37
ACCIDENT INVESTIGATIONS	49
PROPERTY DAMAGE	39
PERSONAL INJURY	10
FATALITES	0
RESERVE OFFICER HOURS	83
CIVIL PROCESS MILAGE	1,289
CIVIL PROCESS PAPERS SERVED	323
SCHOOL RESOURCE OFFICERS:	
CALLS/CASE	11
PRESENTATIONS	0
TRANSPORTATION	0
ANIMAL CONTROL:	
COUNTY CALLS	13
CITY CALLS	20
CONSULTS	11
WRITTEN WARNINGS	8
SHELTERED ANIMALS	10
BITE CASES	0
YEAR END REPORT 2021	
PRISONER BOOKINGS	1,522
PRISONERS RELEASED	1,557
MILES TRANSPORTING PRISONERS	35,536
MEALS SERVED TO PRISONERS	221,869
OFFICER PATROL MILES	956,320
TRAFFIC WARNINGS ISSUED	1,450
TRAFFIC ARRESTS/CITATIONS	822
DWI/OWI ARRESTS	46

CRIMINAL ARRESTS	455
ACCIDENT INVESTIGATIONS	507
PROPERTY DAMAGE	436
PERSONAL INJURY	68
FATALITES	3
RESERVE OFFICER HOURS	327
CIVIL PROCESS MILAGE	14,094
CIVIL PROCESS PAPERS SERVED	4,129
SCHOOL RESOURCE OFFICERS:	
CALLS/CASE	97
PRESENTATIONS	22
TRANSPORTATION	17
ANIMAL CONTROL:	
COUNTY CALLS	216
CITY CALLS	495
CONSULTS	278
WRITTEN WARNINGS	143
SHELTERED ANIMALS	305
BITE CASES	62

Sheriff Schroder added the Drug Task Force, partnered with LPD, had a total of 220 cases resulting in 215 arrests including; 90 methamphetamine, 33 heroine, 12 cocaine, 45 marijuana, and 40 other criminal activity. The department added a Jail K-9 last year, conducting 181 searches.

Sheriff Schroder requested permission to begin the process to fill impending deputy position.

Ruth Baker made a motion to approve the request to begin the hiring process for pending deputy position, Mike Stajduhar seconded. Motion carried unanimously.

Sheriff Schroder requested permission to begin the research for grant funding through Indiana Homeland Security for body camera equipment.

Ruth Baker made a motion to approve request for grant funding research, Mike Stajduhar seconded. Motion carried unanimously.

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

Computer iPads purchased for EMS are incompatible with the emergency system, iPads will be repurposed for Community Corrections and Pre-Trial Services. Compatible tablets were purchased and are working well with the EMS system.

Preparations for the 2022 rollout of new equipment is on schedule. Clerk's office had a computer relocated within the department and laptops for Superior II are ready for use.

The jail server room expansion project will begin soon, plans to protect equipment during the project are being determined. The security automation system for the new jail will be up and running in the near future.

CCED – Christy Householder appeared before the Commissioners with the Economic Development monthly report for December. Christy made two industry visits and nine business retention and expansion visits, eight projects meetings with two business leads.

Christy reported projects for the READI Grant will be determined by February 2nd. Rural Ag Strategy meetings will begin next week.

BROADBAND – Matt Mavrick was not available to attend, no report was received.

COMMUNITY CORRECTIONS – Dave Wegner appeared before the Commissioners with the monthly report for December. Department averaged 155 clients per day with 9 violators for the month. Department received 21 new clients and 18 clients completed the program.

CLIENTS SERVED	177
• HOME DETENTION	153
• WORK RELEASE	24

Dave reported analysis shows 31% of offenses are drug and alcohol related. Out of 114 drug screens for the month of December, 13% were positive.

FIRE DISTRICT #1 – Chief Jerry Maxson presented Fire District – 4th Quarterly Report for 2021.

Fire Response Calls:

- 32 Fire
- 57 EMS

Chief Maxson reported insulation above the new bay addition is completed. Part time firefighter, Tristan Humbarger received EMT certification after first attempt of final exam and full time firefighters, Matt O'Connor and Lt. Reichart passed EMT class and are currently studying to pass the final exam.

Golf Outing Fund Raiser held on October 16th generated \$2,603 for the training center. Firefighters handed out candy during Halloween to children in township neighborhoods.

PLANNING DEPARTMENT – Arin Shaver presented Planning Department – 4th Quarterly Report and Annual Report for 2021. Arin distributed a comparison report of City and County, 4th quarterly financials.

Arin presented annual report including unsafe building enforcement issues with location descriptions and the following petitions reviewed.

2021 Petition Reviews:

BZA	42
Development Plan Review	24
Architectural Review	5

Three rezoning requests were approved; two within the city and one outside city limits. Four subdivisions were created; two within the city and two outside city limits. Planning Department has been involved with many special projects over the past year, including grant funding applications and development of grant projects.

Arin presented for approval a Letter of Intent supporting the City of Logansport on the use of 18th Street Bridge for Next Level Trails connection purposes.

Ruth Baker made a motion to approve the Letter of Intent for Next Level Trails as presented, Mike Stajduhar seconded. Motion carried unanimously.

CLERK – Destry Richey requested approval of the following vote centers:

Election Poll Locations 2022

- Logansport High School – Athletic Barn 1 Berry Lane, Logansport
- Senior Center 115 S 6th St, Logansport
- Galveston Community Center 101 S Park Rd, Galveston
- Royal Center Masonic Lodge 101 Kramer St, Royal Center
- Twelve Mile Community Center 7913 E St 16, Twelve Mile
- Cass County Fairgrounds 2281 E 125 N, Logansport
- Walton Community Center 102 N. Depot St, Walton

Ruth Baker made a motion to approve the 2022 Election Poll Locations as presented, Mike Stajduhar seconded. Motion carried unanimously.

HIGHWAY DEPT – WHEEL LOADER QUOTES – Jeff Smith presented four quotes received for the purchase of a Wheel Loader. Jeff requested approval to accept lowest quote received from MacAllister Equipment in the amount of \$267,566.

Ruth Baker made a motion to approve the MacAllister Equipment quote for Wheel Loader purchase, Mike Stajduhar seconded. Motion carried unanimously.

PANHANDLE PATHWAY – Jeff Stanton presented Letter of Intent supporting the Panhandle Pathway trail connection to France Park. County supports securing real estate to extend the Panhandle Pathway by eminent domain/condemnation, but only as a last resort when all other reasonable methods have been exhausted by the applicant.

Brian Morrill, spoke on behalf of the Park to Park Friends of the Panhandle Pathway. Morrill explained the details of the project and grant funding pending. Letter of Intent is part of the grant application process and appreciates the County support to connect the trail to France Park.

Ruth Baker made a motion to approve Letter of Intent supporting Panhandle Pathway connection as presented, Mike Stajduhar seconded. Motion carried unanimously.

INDOT TEMPORARY LAND EASEMENT – Ryan Browning presented for approval INDOT temporary land easement of two corner locations along High Street on Third and Fourth Streets. Street paving has caused an unlevel pitch of the ADA compliance corners. INDOT will schedule work order to correct the problem upon approval of temporary right-away.

Commissioner Browning entertained a motion to approve upon recommendation from Richard Gundrum the project will not interfere with current jail projects.

Ruth Baker made a motion to approve INDOT request for temporary easements on High Street at Third and Fourth Streets, Mike Stajduhar seconded. Motion carried unanimously.

OUTDOOR WARNING SIREN MAINTENANCE AGREEMENT – Ryan Browning presented Preventative Maintenance Inspection Agreement of Outdoor Warning Sirens for approval. Federal Field Services will provide complete annual inspection and testing of 27 remote sirens throughout the county.

Ruth Baker made a motion to approve the Outdoor Warning Siren Maintenance Agreement as presented, Mike Stajduhar seconded. Motion carried unanimously.

MEDICAL EMS AGREEMENT – Ryan Browning presented for approval Emergency Medical Provider (EMP) Agreement with Franciscan Health Crown Point, a sponsoring hospital certified by the State of Indiana Emergency Medical Services Commission to provide sponsorship of Advanced Life Support Systems and personnel. The two-year agreement becomes effect February 1, 2022.

Jeff Stanton reviewed the agreement and made minor adjustments that were submitted to Franciscan Health. Agreement is ready for approval.

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

AMERICAN RESCUE PLAN GRANT – Mikel Fort requested approval to purchase Ambulance with American Rescue Plan Grant funding. 2019 Ambulance Ford F350 4 X4 with 25,000 miles includes factory and model warranty.

Ryan Browning added the currently ambulance order for two units has been backordered for the second time and likely be extended with possibility of cancellation. Purchasing this ambulance ensure the vehicle coverage for the county.

Ruth Baker made a motion to approve the use of ARP Grant funds to purchase ambulance, Mike Stajduhar seconded. Motion carried unanimously.

VISITOR'S BUREAU – Angie Lalla appeared before the Commissioners with the Cass County Visitors Bureau 2021 financial report. Operating expenses totaling \$60,944 and revenue of \$150,000 from Innkeeper's Tax was received for the year. Marketing expenses totaling \$47,770 included printed advertising and billboards. Financial report included a list of marketing project grants totaling \$101,100 and list of community contributions totaling \$3,500. Report shows cash balance of \$264,020.79 as of December 31, 2021.

Angie reported, as of January 1, 2022, the Visitor's Bureau Board approved the executive director position as full-time status. Angie has attended various state level meetings and plans to participate more this year.

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

- Deleting wall rail at visitation and employee entrance. (-\$995)
- Reimbursement to replace exterior camera damaged during construction (- \$2,325)

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

- Roof support framing for laundry lint filter exhaust fan, fresh air intake and RTU over unit A. \$5,970

Commissioner Stajduhar questioned if this was a design fault in the original building plans. Commissioner Browning entertained a motion to approve change order under duress until further discussion.

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

- Labor cost to relocate dryer disconnect to comply with electrical code. \$1,909

Commissioner Browning entertained a motion to approve change order under duress, as a result of fault in the original design.

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

- Mezzanine door removal masonry cost \$5,914

- Mezzanine door removal carpentry cost \$2,180
- Mezzanine door removal electrical cost \$675

Commissioner Browning entertained a motion to approve change orders under duress, these items should have been provided in the original building plans.

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

John reported final inspection for housing is scheduled for February 22nd with "C" occupancy scheduled for March 25th and 28th. Total project completion sometime in May.

PUBLIC ANNOUNCEMENTS & RECOGNITION – Commissioner Browning acknowledged Firefighter Tristan Homberg on receiving EMT National Registry Certification on the first attempt and Firefighters Matt O'Connor and Lt. Reichart on completion of EMT course.

PUBLIC COMMENT

Attorney John Hillis requested permission to be placed on the March 21st agenda for an Alley Vacate petition in Georgetown.

Commissioner Browning entertained a motion to approve. Typically, action is not made during public comment. However, due to the confusion of Attorney Hillis' public hearing notice without properly notifying the Commissioners prior to publication, the motion will be allowed.

Mike Stajduhar made a motion to the place the item on the March 21st agenda, Ruth Baker seconded. Motion carried unanimously.

ADJOURNMENT

Ruth Baker made a motion to adjourn, Mike Stajduhar seconded. The motion carried unanimously.



Ryan Browning, President



Ruth Baker, Vice President



Mike Stajduhar, Member

ATTEST: 

Cheryl Alcorn, Auditor