

**CASS COUNTY COMMISSIONERS**  
**March 21, 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 meeting 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.

**PUBLIC HEARING – COUNTY BUILDING RENOVATIONS BOT AGREEMENT** – County Attorney Jeff Stanton presented Build/Operate/Transfer (BOT) Agreement with RQAW and affiliated entity BW Development. The agreement includes the renovations of three county buildings, COVID Testing Center, Health Department, and Probation Department. Public Notice of hearing was properly advertised and proposal of project made available to review in the Commissioners Office. No request to review the proposal was received prior to the public hearing. Project renovations have been discussed at six previous meetings. Stanton presented Resolution 22-02 Building Renovations BOT Agreement for approval.

Ryan Browning opened the hearing for public comment.

**PUBLIC COMMENT** – None

**RES. 22-02 BUILDING RENOVATIONS BOT AGREEMENT** – Ruth Baker made a motion to approve Resolution 22-02 as presented, Mike Stajduhar seconded. Motion carried unanimously.

**ADJOURNMENT** – Commissioner Browning adjourned public hearing.

**I.T. DEPARTMENT** – Cj Gilsinger presented the monthly report for Technology Department. Equipment orders are being placed for the jail expansion project. The virtual server environment was upgraded to a new version of Windows Server. New security exceptions for Microsoft Office 365 have been updated. Probation office received new laptops and desktop docking stations.

Cj and Austin received election equipment training from Hart and VRS Systems and online training and classes are prepared for poll workers to attend. Election ballot has been programmed and approved by the clerk, election board, and party chairs. A public test of the election equipment was successfully performed.

Cj requested the following equipment to be declared surplus:

1 Zebra P120i Thermal Card printer	2 Viewsonic 19" monitor
5 Hp Compaq 610	1 LG 20" monitor
2 Dell PP04X	1 Acer 19" monitor

1 Dell PP11L  
1 HP G60  
2 Compaq Presario CQ57  
1 Axis 24 port POE injector  
1 HP Probook 6550b

1 Hp Procurve 48 port switch  
1 Behringer Mixer  
1 Dell PP17L  
1 Netgear GSM712F  
1 Compaq Presario V2000

Ruth Baker made a motion to declare equipment as surplus, Mike Stajduhar seconded. Motion carried unanimously.

**CCED** – Christy Householder appeared before the Commissioners with the Economic Development monthly report for February. Christy made eleven business retention and expansion visits and attended fourteen local project meetings, seven regional meetings, five state meetings, resulting in four business leads. Christy continues to attend planning meetings for the READI Grant.

**BROADBAND** – Matt Mavrck was unavailable to present monthly report.

**MAINTENANCE DEPARTMENT** – Richard Gundrum presented February monthly report. Main concrete stairway cleaned and painted in the Government Building. Alarms were installed on sanitary manholes and two roof top units repaired at the jail. New HVAC control system was installed at Work Release. The addition of bedrooms and storage is finished at the ambulance garage.

Richard thanked Dave Wegner and CJ Krause for cleaning the loading dock at the Annex Storage Building.

**COMMUNITY CORRECTIONS** – Dave Wegner presented monthly report for February. Department averaged 152 clients per day with 1 violator for the month. Department received 17 new clients and 15 clients completed the program.

CLIENTS SERVED	170
• HOME DETENTION	154
• WORK RELEASE	16

Dave announced Live Data Dashboard is now available on website. Dashboard provides real-time data regarding performance metrics.

**SHERIFF DEPARTMENT** – Sgt. Major Kevin Pruiett appeared before the Commissioners with the February monthly report.

PRISONER BOOKINGS	112
PRISONERS RELEASED	114
MILES TRANSPORTING PRISONERS	2,196

MEALS SERVED TO PRISONERS	16,912
OFFICER PATROL MILES	25,913
TRAFFIC WARNINGS ISSUED	104
TRAFFIC ARRESTS/CITATIONS	56
DWI/OWI ARRESTS	6
CRIMINAL ARRESTS	44
ACCIDENT INVESTIGATIONS	55
PROPERTY DAMAGE	47
PERSONAL INJURY	8
FATALITES	0
RESERVE OFFICER HOURS	26
CIVIL PROCESS MILAGE	504
CIVIL PROCESS PAPERS SERVED	283
<b><i>SCHOOL RESOURCE OFFICERS:</i></b>	
CALLS/CASE	7
PRESENTATIONS	0
TRANSPORTATION	0
<b><i>ANIMAL CONTROL:</i></b>	
COUNTY CALLS	12
CITY CALLS	20
CONSULTS	6
WRITTEN WARNINGS	6
SHELTERED ANIMALS	0
BITE CASES	2

**FOUR COUNTY COUNSELING** - Dr. Carrie Cadwell presented Four County 2021 Annual Report. Four County served 2,068 Cass County residents providing 131,690 services. Mobile Crisis teams have successfully completed 620 deployments based on local law enforcement calls with a 68% community stabilization rate. All Cass County School Corporations continue to receive base mental health services that includes therapy and skills coaching.

Last year, Four County raised employee minimum wage to \$15 an hour. Over the last 4 years, approximately 4 million new dollars have been invested in our workforce which is positive for Cass County employees and services.

Several new services were implemented last year including; Crisis Stabilization Unit as an alternative to inpatients, Adolescent Substance Use Education program, Wellness Recovery group and Bilingual Education/Skills Group at Tyson, Marriage Dissolution Group, Assisted Outpatient Treatment Initiative, and Jail Treatment funded through Federal Block Grant.

Four County entered into a new partnership with Area 5 for mental health consultation and other services for Head Start program.

New Group Home will be opening soon in Logansport for elderly clients in need of a one-story home. Four County received a 3.8 million dollar grant to expand primary care services for adults diagnosed with serious and persistent mental illness.

**ALLEY VACATE** – Attorney John Hillis, representing Paula McIntire, presented request to vacate several streets and alleys in Georgetown adjacent to her property. McIntire informed Commissioners her desire to vacate alleys and streets will provide potential buyers the opportunity to build a home.

Attorney Hillis provided documentation confirming notification letters were mailed to adjacent property owners, utilities, and public safety entities. Positive responses have been received, with exception of one utility and local volunteer fire department are still outstanding.

Ruth Baker made a motion to table the request until all notification responses have been received, Mike Stajduhar seconded. Motion carried unanimously.

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

- Install steel plate to modify ceiling in Hall C149      \$1,093.77
- Paint modifications made to ceiling in Hall C149      \$162.57
- Relocate conduit above ceiling in Hall C149      \$1,892.00

Ruth Baker made a motion to approval change orders of ceiling in Hall C149, Mike Stajduhar seconded. Motion carried unanimously.

- Install 2 metal plates to enclose exposed mechanical chases on both elevations of block A in unit B      \$1,577.00

Ruth Baker make a motion to approval change order to enclose mechanical chases as presented, Mike Stajduhar seconded. Motion carried unanimously.

**COMPREHENSIVE PLAN AGREEMENT** – Mike Stajduhar presented Baker Tilly service agreement to prepare a three-year comprehensive financial plan. Agreement is same format as in previous years, with increase of fee not to exceed \$30,000.

Mike Stajduhar made a positive recommendation to the Council for Comprehensive Plan Agreement renewal, Ruth Baker seconded. Motion carried unanimously.

**SCOPE OF SERVICES AGREEMENT** – Attorney Jeff Stanton presented Elevatus Architecture Service Agreement to provide renderings and civil engineering drawings for new parking drive at 4<sup>th</sup> and High Street to Sheriff’s parking lot. Project includes necessary modifications to the adjacent Stonewall Park, requiring the creation of a separate contract.

Ryan Browning entertain a motion to approve service agreement upon completion and acceptance of new contract.

Ruth Baker made a motion to approve Elevatus Architecture, Scope of Services Agreement upon completion and acceptance of new contract, Mike Stajduhar seconded. Motion carried unanimously.

**APPOINTMENT** – Ruth Baker made a motion to appoint Amy Gilbert to the Animal Control Board, Mike Stajduhar seconded. Motion carried unanimously.


Amy Gilbert will replace Roger Kunkle serving partial term ending December 31, 2022.

**PUBLIC ANNOUNCEMENTS AND RECOGNITION** – None

**PUBLIC COMMENT** - None

**ADJOURNMENT**

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

  
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Ryan Browning, President

  
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Ruth Baker, Vice President

  
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Mike Stajduhar, Member

ATTEST:   
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Cheryl Alcorn, Auditor