

**CASS COUNTY COMMISSIONERS
FEBRUARY 16, 2016**

The Cass County Commissioners met at 9:00 a.m. in the Commissioner Hearing Room. Present were President Jim Sailors, Vice President Ralph Anderson, Member Jeff LeDonne, Attorney Jeff Stanton 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

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

SHERIFF DEPARTMENT

Sheriff Randy Pryor appeared before the Commissioners with his monthly report.

PRISONER BOOKINGS	167
PRISONERS RELEASED	170
MILES TRANSPORTING PRISONERS	1,097
MEALS SERVED TO PRISONERS	15,420
OFFICER PATROL MILES	39,854
TRAFFIC WARNINGS ISSUED	236
TRAFFIC ARRESTS/CITATIONS	129
DWI/OWI ARRESTS	6
CRIMINAL ARRESTS	46
ACCIDENT INVESTIGATIONS	53
PROPERTY DAMAGE	45
PERSONAL INJURY	8
FATALITIES	0
RESERVE OFFICER HOURS	24
CIVIL PROCESS MILEAGE	1,318
CIVIL PROCESS PAPERS SERVED	491

MAINTENANCE DEPARTMENT

Richard Gundrum appeared before the Commissioners and presented his monthly report. The State elevator inspector found some issues with the elevators at his inspection. The issues have been corrected. Samples for the new carpet were received and a choice was made. The carpet will be installed on two elevators on February 16th. There was an issue with the employee's ice maker. Currently Richard is checking pricing to replace the ice maker.

The engineer is looking at the masonry brick which is separating from the masonry block at the north east corner of the Work Release building. Engineers are providing a detail for the repair and it will go to bid in the spring. Approval was given to Fissel Electric to install a transformer to supply the correct voltage to the range and the three electric clothes dryers. This work will be completed soon. Richard is also looking to replace the water tempering valves in the dorms, he is checking pricing.

New lighting has been purchased for the Annex Storage Building, Carmicheal Electric will install along with motion sensors to control electricity.

There have been numerous issues at the Family Opportunity Center. The interior doors needed new hinges and closer on the double doors, Hinkle Contractors did this work. The toilets backed up so there was cleaning involved and the sewer line was then cleaned. Water was running into the basement and onto the computer equipment, a cover was built over the equipment.

The front doors at the Consolidated Union building were leaking during high winds and rain. The awning above Consolidated Union has pulled away. The contractor is set up to re-attach and seal the top of the awning when weather permits. The front doors were adjusted and weather stripping was added.

Richard continues to work with the contractor on the County Building renovation. He has met with the accountant to provide an update of the monies that have been spent. Richard coordinated the moving of conduits for the electric and fire alarm on the exterior of the Government Building.

I.T. DEPARTMENT

Cj Gilsinger appeared before the Commissioners with the monthly I.T. report. Cj missed several days of work due to a back injury, but Eli and Elias did a great job of keeping up with the things while he was gone. Work continues on getting the email system configured to be ready for our final changeover. We hope to get this final process started next month and be completed by May or June.

Last year I.T. purchased 30 new machines to roll out this year. While Cj was gone Eli and Elias spent some time exploring new deployment techniques. He has since been experimenting with some of these and are hopeful to find a quicker more productive way to roll out the machines.

On Monday February 15th, while the building is closed, we will be installing a new network device that connects all of our courthouse switches via fiber. Eli has put a lot of time into programming the new switch and we have done a lot of planning to be ready for this installation.

RECORDER

Recorder, Cindy Howard appeared before the Commissioners and requested permission to hire a part-time employee to work on the archive project and back indexing project the first of March. Ralph Anderson made a motion to allow the hiring of a part-time employee for the archiving project, Jeff LeDonne seconded. The motion carried unanimously.

INDOT LPA CONTRACT

The contract for the Indiana Department of Transportation –County Bridge Inspection Contract was presented to the Commissioners for their approval. Jeff LeDonne made a motion to approve the INDOT County Bridge Inspection Contract, Ralph Anderson seconded. The motion carried unanimously.

MAXIMUS CONTRACT

The Maximus contract was presented to the Commissioners for their review. The scope of services includes development of a central services cost allocation plan in accordance with applicable federal cost principles that identifies and quantifies the allowable costs incurred by the County to support and administer federal programs. The cost allocation plan will document allowable costs of providing each supporting central service, such as accounting, purchasing, human resources, information systems, facilities management and more. Ralph Anderson made a motion to approve the contract with MAXIMUS, Jeff LeDonne seconded. The motion carried unanimously.

ROAD CLOSURE – BRAIN CANCER AWARENESS

Gail Byrum appeared before the Commissioners and requested permission to temporarily close the road for the Brain Cancer Awareness 5k Run/Walk to be held May 14th in the town of Twelve Mile beginning at 9:00 a.m. The road to be closed during the walk/run is 625N. Ralph Anderson made a motion to approve the closure of road 625N. for the walk/run to be held on May 14th in the town of Twelve Mile, Jeff LeDonne seconded. The motion carried unanimously.

APPOINTMENTS

The following appointment to the Memorial Hospital Board was presented. The name of Dr. Gregory Bell was presented for consideration. Ralph Anderson made a motion to approve the

appointment of Dr. Gregory Bell to the Memorial Hospital Board, Jeff LeDonne seconded. The motion carried unanimously.

BIDS FOR CASS COUNTY JAIL PROJECT

The following bids were received for work on the Cass County Jail:

C.L. Schust Co., Inc. 901 Hayden Street Fort Wayne, IN 46803	\$1, 488,400.00
Horning Investments, LLC d/b/a Horning Roofing & Sheet Metal Co., LLC 2340 Enterprise Park Place, Suite A Indianapolis, IN 46218	\$1,475,000.00
Michael Kinder & Sons, Inc. 5206 Decatur Road Fort Wayne, IN 46806	\$1,275,000.00

Ralph Anderson made a motion to take the bids under advisement until the March 7th meeting at 1:00 p.m., Jeff LeDonne seconded. The motion carried unanimously.

PUBLIC COMMENTS

Lisa Swaim, Cass County Prosecutor, appeared before the Commissioners. Lisa informed the Commissioners that one of her part-time investigators was leaving and she requested permission to replace that position. Ralph Anderson made a motion to grant the request to fill the vacated part-time position. Lisa also informed the Commissioners that there is a good chance that the Adult Protective Services will be receiving additional funding.

Jeff Smith, Cass County Highway Department, appeared and gave the Commissioners a brief outline of the INDOT LPA contact that was passed earlier in the meeting.

There were no further 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