

CASS COUNTY COMMISSIONERS

MAY 16, 2016

The Cass County Commissioners met at 9:00 a.m. in the Commissioner Hearing Room. Present were Jim Sailors, Ralph Anderson, Jeff LeDonne, Attorney Jeff Stanton and Auditor Vaneen Ide. Jim Sailors opened the meeting with the Pledge of Allegiance. The recording system failed to work and the Pledge of Allegiance was not recorded. The remainder of the meeting was recorded.

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.

MAINTENANCE DEPARTMENT

Richard Gundrum appeared before the Commissioners and presented his monthly report. Maintenance has been busy cleaning and moving files in the Commissioners room. The Jail UPS unit is moved into the Jail I.T. room. The changeover is complete and the unit has been commissioned by the factory representative. Richard met with the clothes dryer supplier about replacing a dryer in the jail. A new dryer was ordered and installed on May 12th. A steamer was also replaced in the kitchen of the Jail on May 12th. Clean up has begun on the parking lot at 6th and High street. The parking lot barricades may be reset.

Work at the Family Opportunity Center continues. Ivy Tech is working on an energy audit for the F.O.C. There were issues with the well pump at the F.O.C. A new pressure tank was installed to correct the problem.

Richard presented the Commissioners with the lowest bid for new cameras and installation for the Government Center. The lowest bid was from Dilling Group, Inc., in the amount of \$30,150.00. Richard informed the Commissioners that there may be additional costs involved with this project. Ralph Anderson made a motion to approve the lowest bid in the amount of \$30,150.00, Jeff LeDonne seconded. The motion carried unanimously.

Richard also presented the Commissioners with a list of items that need to be declared surplus:

- Ford tailgate (1)
- 20 inch bike (1)
- 26 inch bike (1)
- 4 – Tires and rims
- 5 – Sets of emergency lights
- 10 – Radio antennas
- 5- Radio brackets
- Flashlight charger (1)
- 3 – Plastic chairs
- 6 – Radar units
- 2- Console radio mounts
- Empty plastic case (1)

2- Cameras and cases
2 – Boxes of scanners
Box of speakers (1)
5 – Light bar brackets
Plastic tote of personal items (1)
Plastic milk crate (1)
6 – Grey metal brackets
5 – Vat tubes
White blanket (1)
Winter coat (1)
Window washing brush with extension (1)
Prisoner divider for car (1)
3 – Broken chairs
Faulty battery charger for floor scrubber (1)
Cracked tote – no lid (1)
8- Foam mats
2 – Small tables
2 – Orange bags of blankets
2 – Orange bags of orange pants and shirts
Set of LED squad car lights (1)
Scuba diving equipment

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

I.T. DEPARTMENT

Cj Gilsinger appeared before the Commissioners and presented the monthly I.T. report. Eli and Elias have been busy rolling out new machines. The Assessor's office, Superior 1 and Circuit courts have all had their computers replaced and Superior 2 in in the process of being prepared for deployment now.

A large majority of Cj's time was spent on the election. The election went on without any major technology problems. The election board meets on May 13th to review provisional ballots and finalize the election results and label them as official.

Scared Rabbit contacted Cj this past week to let I.T. know that the new county website is almost complete and that we can now start making the updates and changes that we have made to our site since Scared Rabbit took our data in December.

Richard Gundrum and Cj are meeting with the door system company to make sure we will be ready for them to get the new exterior doors added to the system.

The Clerk's and Courts received training for e-filing this past month and as a result Eli and Elias have done several updates and have worked closely with Odyssey to get problems resolved. I.T. also added second monitors to the desks of the Clerks and Court staff to help with the e-filing.

This month I.T. started a new project to update the Wi-Fi system in the building to a more reliable setup. I.T. has received several complaints mainly in the courtrooms. We have been testing some units and found a very nice setup that is within the budget. I.T. just got delivery of the units and is waiting to hear back from the company engineers as to the best placement through the building for the most reliable coverage.

Cj also presented a list of equipment that he would like the Commissioners to declare surplus.

- 20 axis 206 IP cameras
- 2 old Network attached storage units
- 5 48 –port Netgear network switches
- 2 24 – port Netgear network switches
- 1 Netgear firewall
- 1 HP Pro Curve 4000 M network switch

Ralph Anderson made a motion to declare the I.T. departments items as surplus, Jeff LeDonne seconded. The motion carried unanimously.

SHERIFF DEPARTMENT

Sheriff Randy Pryor appeared before the Commissioners and presented the monthly report:

PRISONER BOOKINGS	170
PRISONERS RELEASED	157
MILES TRANSPORTING PRISONERS	2,049
MEALS SERVED TO PRISONERS	14,216
OFFICER PATROL MILES	34,378
TRAFFIC WARNINGS ISSUED	93
TRAFFIC ARRESTS/CITATIONS	102
DWI/OWI ARRESTS	3
CRIMINAL ARRESTS	40
ACCIDENT INVESTIGATIONS	27
PROPERTY DAMAGE	23
PERSONAL INJURY	4
FATALITIES	0
RESERVE OFFICER HOURS	54
CIVIL PROCESS MILEAGE	1,196
CIVIL PROCESS PAPERS SERVED	505

Sheriff Pryor informed the Commissioners that the inmate count is rising and that the Jail currently had 45 female inmates, but only room for 25. Sheriff Pryor reported that one of his deputies struck a wild turkey and the estimate for repairs was around \$1,200.00. It is a high mileage vehicle with 130,000 miles. The dealership offered \$3,000.00 if traded in the current condition. Sheriff Pryor would like to just replace the vehicle, rather than have it repaired. Sheriff Pryor has the funds to replace the vehicle. Ralph Anderson made a motion to approve the trade of the damaged vehicle and replacement with a new vehicle, Jeff LeDonne seconded. The motion carried unanimously.

LUCERNE LIONS CLUB

Dirk Raderstorf appeared before the Commissioners with a request to close roads for the "Running with the Lions" 5K Run/Walk race on Saturday November 5th of 2016, from 8:30 a.m. until 10:30 a.m. The roads being closed will be Hill Street and Hall Street, which are north of State Road 16, as well as county road 150 west between State Road 16 and 900 north.

A request is also being made to use county sign post for posting notification of road closure. Road closure notification is posted 10 to 7 days prior to the race and taken down within two days after the race. Proceeds are for the Lions Park in Lucerne. Last year the Lions Club was assisted by the Sheriff deputies in monitoring the intersection affected during the race.

Ralph Anderson made a motion to approve the road closures for November 5th for the "Running of the Lions" 5K Run/Walk, Jeff LeDonne seconded. The motion carried unanimously.

HIGHWAY DEPARTMENT

Jeff Smith appeared before the Commissioners and presented the lowest bids for equipment for the Highway for their approval.

Hoosier Equipment
Rubber Tire Roller
\$21,120.00

Southeastern Equipment Co.
Broom
\$52,500.00

Koenig
Rhino DB 150 60" cutting width mower
\$9,600.00
Koenig
Case Tractor
\$101,500.00

Ralph Anderson made a motion to approve the lowest bids for the Highway for equipment, Jeff LeDonne seconded. The motion carried unanimously.

Jeff Smith presented the annual operating report to the Commissioners for their approval. Ralph Anderson made a motion to approve the report as presented, Jeff LeDonne seconded. The motion carried unanimously.

Jeff also requested that the Commissioners approve the selection of Debbie Erwin to the part-time position at the Highway Department. This position is actually an appointment made by the Commissioners. Ralph Anderson made a motion to approve the hiring and appointment of Debbie Erwin to the part-time position at the Highway Department, Jeff LeDonne seconded. The motion carried unanimously.

H.R. DEPARTMENT

Jeremy Hall appeared before the Commissioners and presented a report on the Title VI Implementation Plan. The plan covers all areas of discrimination. This document may be found on line at the Cass County Website. Ralph Anderson made a motion to accept the Non-Discrimination Policies Public Access to Facilities, Programs, Activities & Services Policy, Jeff LeDonne seconded. The motion carried unanimously.

Jeremy also requested that the summer intern position for the County Extension office be approved. Ralph Anderson made a motion to approve the summer intern position for the County Extension office, Jeff LeDonne seconded. The motion carried unanimously.

HEALTH DEPARTMENT

Serenity Alter appeared before the Commissioners with a request to travel out of state for a grant workshop. Jim Sailors questioned why the Health Department needs to travel out of state for grant writing workshop and informed Serenity that more notice must be given to travel out of state than what was received for this meeting. Ralph Anderson made a motion to approve the out of state travel, Jeff LeDonne seconded. The motion carried with a vote of 2 yeas and one nay from Jim Sailors.

Jim Sailors questioned Serenity about the article in the newspaper concerning an increase in fees for the Health Department. Serenity responded that the raising of fees was just being discussed and no action was taken at this time.

COMMUNITY CORRECTIONS

Dave Wegner appeared before the Commissioners with a request to fill a part-time Corrections Officer position and 2 part-time Field Officer positions. Jeff LeDonne made a motion to approve the request to fill the part-time Corrections Officer and the 2 part-time Field Officer positions, Ralph Anderson seconded. The motion carried unanimously.

PLANNING DEPARTMENT

Arin Shaver appeared before the Commissioners and presented an ordinance amending the Cass County Zoning Ordinance for the Addition of the Grissom Air Force Base Overlay District. Ralph Anderson made a motion to approve the amended ordinance as presented, Jeff LeDonne seconded.

Arin presented an ordinance amending the Cass County Zoning Ordinance Wind Energy Conversion System Regulations. Ralph Anderson made a motion to approve the amended ordinance as presented, Jeff LeDonne seconded. The motion carried unanimously.

Arin also presented a resolution to amend the fee schedule for building and zoning permits. The change would be the addition of an administration fee for unsafe property inspections to be \$250.00 and remodeling fee for structural changes and finish to unfinished changes to be \$50.00. Ralph Anderson made a motion to approve the resolution as presented for the change in the fee schedule, Jeff LeDonne seconded. The motion carried unanimously.

PROBATION DEPARTMENT

Terry Haney appeared before the Commissioners with a request to hire a part-time secretary. There was discussion. The Commissioners will take no action at this time.

PUBLIC COMMENTS & ADJOURN

Ralph Anderson announced that today was his granddaughter's birthday.


Lisa Swaim, Prosecutor, appeared before the Commissioners and presented information in regards to the Adult Protective Services (APS) grant. The county will receive grant money to fund a full time position to manage the APS services, in July. Lisa requested permission to hire a full time director. The grant will cover all expenses for the position, insurance, social security and PERF. Lisa also acknowledged that when the grant money ends so will the position. Ralph Anderson made a motion to approve the position, Jeff LeDonne seconded. The motion carried unanimously.

Lisa also had a request to purchase a newer vehicle for A.P.S. The current vehicle that is being used is a 1999 and has quite a few miles on it. There are funds available for this purchase. Lisa believes that she can find a vehicle at a reasonable price. Ralph Anderson made a motion to allow the Prosecutor to purchase a vehicle for the A.P.S., Jeff LeDonne seconded. The motion carried unanimously.

Dale Seward from Bob's Collections appeared before the Commissioners. Jim Sailors informed Dale that he believed the Courts were near a decision and that his services would probably be used to collect uncollected court costs and fines.

Greg Lipscomb, Base Community Planner, appeared before the Commissioners and thanked them for their proactive approach with the ordinance to protect the air space at Grissom.

There were no other 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