

CASS COUNTY COMMISSIONERS

January 3, 2023

The Cass County Commissioners met at 1:00 p.m. in the Commissioners Hearing Room. Present for the meeting were Ruth Baker, Michael Stajduhar, Mike Deitrich, Attorney Jeff Stanton, and Auditor Cheryl Alcorn.

Ruth Baker opened the meeting with the Pledge of Allegiance followed with a moment of silence.

RE-ORGANIZATION OF OFFICERS – Mike Deitrich made a motion of the following for slate of officers:

President Ruth Baker
Vice President Michael Stajduhar
Member Mike Deitrich

Michael Stajduhar seconded the motion. The motion carried unanimously.

MINUTES – Michael Stajduhar made a motion to approve meeting minutes as presented, Mike Deitrich seconded. The motion carried 2 in favor and 1 abstain. Mike Deitrich abstained.

CLAIMS & PAYROLL- Michael Stajduhar made a motion to approve the claims and payroll as presented, Mike Deitrich seconded. The motion carried unanimously.

HEALTH DEPARTMENT – Serenity Alter presented monthly report for December.

The Health Department held six routine immunization clinics and one flu shot clinic for county employees. During this report period 225 patients were seen with 345 vaccines given.

Vital Records department received \$2,950 in document fees. The department printed 160 birth certificates, 177 certified death certificates and one paternity affidavit.

Mike Collins completed 40 restaurant inspections; 2 pre-operational, 1 follow-up, 2 complaint, and issued 62 food permits. One environmental follow-up, one unsanitary living, two lead follow-up inspections and one tattoo salon inspection. Dan Musselman completed 13 environmental calls, 3 soil reports, 2 residential inspections, 11 residential searches, and 2 OSS permits.

Serenity reported the department is working with the community regarding the concern of overdoses. Narcan, purchased through grant funding, is available per request.

HIGHWAY DEPARTMENT – Jeff Smith appeared before the Commissioners with the Highway Department monthly report for December and year-end report. Crews accrued 396 hours of overtime during the month of December, majority of those hours resulted from the winter storm over the Christmas holiday weekend.

Jeff reported 1900 hours of overtime was accrued last year, with 527 miles of hard surface road in good or excellent condition and 101 miles of chip seal in fair condition. Three-month culvert replacement project has begun in Adams Township on CR 500 N.

This year’s Community Crossing Grant proposal will be submitted for the CR 300 S project in the Agri-business Park. Required matching funds will be allocated from Economic Development funds.

PARK DEPARTMENT – Dana Hildebrand appeared before the Commissioners and presented the 2022 year-end fiscal report.

Gate Fees/Season Passes	\$246,670
Electric Camping	\$198,866
Primitive Camping	\$73,100
Long Term Camping	\$98,200
Cabin/Building Rental	\$9,540
Farm Ground	\$10,175
Sleepy Hollow Event	\$3,334
Firewood	\$28,564
Camp Store	\$32,347
Concession	\$5,014
Disc Golf	\$2,285
Divers Den	\$7,056
Splash Fest 5%	\$6,497
Non-Reverting	\$16,903
Other	\$1,039

Dana presented for approval the following camping fee schedule rate increases for 2023:

	(2022)	(2023)
Electric Camping per day	\$25.00	\$30.00
Electric Camping per Holiday’s	\$30.00	\$35.00
Primitive Camping per day	\$18.00	\$20.00
Weekly Camping Electric/Water	\$140.00	\$170.00
2) Weeks Camping Electric/Water	\$210.00	250.00
Cabin	\$45.00	\$50.00
Winter Storage	\$150.00	\$200.00

Dana provided camping fees of local campgrounds and noted the increases are still below other area campground fees.

Mike Deitrich made a motion to approve 2023 camping fees as presented, Michael Stajduhar seconded. Motion carried unanimously.

CORONER – George Franklin presented the monthly report for December and year-end report.

	December 2022	Year Total 2022
CAUSE OF DEATH		
NATURAL	12	92
COVID	0	5
VEHICLE	1	4
SUICIDES	0	6
HOMICIDES	0	0
DRUG OVERDOSE	1	17
SUSPICIOUS	0	0
JOB SITE	0	0
OTHER ACCIDENT	0	2
INFANT	0	4
UNDETERMINED	0	1
TOTAL:	14	131
TRANSPORTS	8	49
AUTOPIES	4	26

DISPATCH E-911 – Tara Grigsby appeared before the Commissioners with the monthly report for December.

911 Calls	1267
Admin Calls	4589
CAD Screens	2562
Overtime	24 shifts

Amber reported the department is currently operating at half-staff with one trainee. Interviews will be scheduled the first of January.

CIRCUIT COURT – Request to fill full time court reporter left vacant upon the retirement of Leda Ulery.

Michael Stajduhar made a motion to approve request to fill full time court reporter, Mike Deitrich seconded. Motion carried unanimously.

ASSESSOR'S OFFICE – Cathy Isaacs requested approval to fill vacant full time position and temporary part time position. First Deputy Sharon Campbell retired leaving full time vacant position. Sharon will continue as part time to train new employee.

Michael Stajduhar made a motion to approve request to fill full time position and a temporary part time position for training, Mike Deitrich seconded. Motion carried unanimously.

AUDITOR'S OFFICE – Cheryl Alcorn requested approval to fill full time claims deputy position left vacant upon the retirement of Jody Vincent.

Michael Stajduhar made a motion to approve request to fill full time claims deputy position, Mike Deitrich seconded. Motion carried unanimously.

PUBLIC ANNOUNCEMENT & RECOGNITION – None

PUBLIC COMMENT – None


ADJOURNMENT – Michael Stajduhar made a motion to adjourn, Mike Deitrich seconded. The motion carried unanimously.



Ruth Baker, President



Michael W. Stajduhar, Vice President



Mike Deitrich

ATTEST: 

Cheryl Alcorn, Auditor