

CASS COUNTY COMMISSIONERS

February 18, 2020

The Cass County Commissioners met at 9:00 a.m. in the Commissioners Hearing Room. Present for the meeting were Jim Sailors, Ralph Anderson, Ryan Browning, and Auditor Cheryl Alcorn. Attorney Jeff Stanton was absent.

Ralph Anderson opened the meeting with the Pledge of Allegiance.

AMENDED AGENDA – Ralph Anderson requested approval for the following items to be added to the agenda;

- IT Department – request to create part time position
- Resolution 20-02 Economic Development Commission Appointments

Jim Sailors made a motion to approve the additional agenda items as requested, Ryan Browning seconded. Motion carried unanimously.

MINUTES – Ryan Browning made a motion to approve the minutes, Jim Sailors seconded. The motion carried unanimously.

CLAIMS & PAYROLL- Jim Sailors made a motion to approve the claims and payroll as presented, Ryan Browning seconded. The motion carried unanimously.

I.T. DEPARTMENT – Cj Gilsinger appeared before the Commissioners with the January report for the IT Department. Computers and office equipment were moved and installed at the new Family Opportunity Center. Family Opportunity Center's computer server is not needed at the new location, that unit was transferred to France Park. Website for France Park will be completely rebuilt to provide park staff the ability to maintain site. Election ballot has been prepared and submitted for proofing. Dispatch is receiving new machines as required by IDACS for database update. Work Release facility received a new recording system for security cameras; system is currently being installed and will soon be ready for deployment. A new recording system and equipment were installed in the Recorder's office.

Cj requested the following out dated cell phones to be deemed surplus;

- 14 iphones
- 3 samsung phones

Jim Sailors made a motion to deem cell phones as surplus, Ryan Browning seconded. Motion carried unanimously.

Cj requested approval for additional part time position to assist with support calls and installing new computers.

Jim Sailors made a positive recommendation to County Council for part time position, Ryan Browning seconded. Motion carried unanimously.

MAINTENANCE DEPARTMENT – Richard Gundrum appeared before the Commissioners with his monthly report. Two airflow ventilation units were installed on the second floor of the Government Building and a new camera will soon be installed in the main elevator. All upholstered chairs were professional cleaned in the Government Building.

Richard assisted with the installation of the new security scanner at the jail. Maintenance were called in on a Saturday to assist with sewer backup at the jail. Several loads of scrap metal were hauled away for recycling in a major cleaning of the Annex Building. Maintenance assisted in the moving of the Family Opportunity Center and the CASA Office. New humidifier was installed in the dispatch area at 911 Center.

SHERIFF DEPARTMENT – Sheriff Ed Schroder appeared before the Commissioners with the January report.

PRISONER BOOKINGS

189

PRISONERS RELEASED	186
MILES TRANSPORTING PRISONERS	3,184
MEALS SERVED TO PRISONERS	18,869
OFFICER PATROL MILES	103,504
TRAFFIC WARNINGS ISSUED	110
TRAFFIC ARRESTS/CITATIONS	60
DWI/OWI ARRESTS	6
CRIMINAL ARRESTS	80
ACCIDENT INVESTIGATIONS	50
PROPERTY DAMAGE	43
PERSONAL INJURY	7
FATALITIES	0
RESERVE OFFICER HOURS	33
CIVIL PROCESS MILEAGE	1,585
CIVIL PROCESS PAPERS SERVED	438

Sheriff Schroder included School Resource Officers report consisting of 3 DCS cases, recovery of stolen items, parking lot accident report, under age substance abuse, stop arm violations, school search, 2 theft cases, and assisted with electrical fire before fire department arrived.

Lunch meal program for the Community Corrections is now preparing dinners. Partnership with jail kitchen will save cost of pre-packaged foods and provide healthier meals.

Sheriff Schroder requested permission to fill vacant full time correctional officer position. Ryan Browning made a motion to approve the request to fill correctional officer position, Jim Sailors seconded. Motion carried unanimously.

Sheriff Department is entertaining a service contract with Lexipol to update department policy and procedures. County attorney is in possession of the contract for review.

Currently there is no fingerprint location within the county for criminal history checks and handgun permits. Sheriff Schroder prepared a contract proposal to establish a location within the county. Contract proposal will be reviewed by county attorney before submitting.

911 DISPATCH - Ed Schroder requested approval to combine the 911 Dispatch Governing Board and Advisory Board. Schroder explained the history of the two boards and the request of the Governing Board to absorb the Advisory Board with Commissioner's approval.

Ryan Browning made a motion to approve the request by 911 Governing Board to absorb the Advisory Board, Jim Sailors seconded on basis the County Attorney can provide state statute does not require counties to have an Advisory Board in place. Motion carried unanimously.

EXTENSION OFFICE – Lynn Korniak request approval for summer intern position. Current budget supports position.

Jim Sailors made a motion to approve summer intern position, Ryan Browning seconded. Motion carried unanimously.

HIGHWAY DEPARTMENT – BID OPENING

The following bids for trucks & equipment were opened:

TRUCK BIDS	MODEL	UNIT PRICE	TOTAL
Terry Truck Equipment Inc.			
2960 W 200 North, Winamac, Indiana			
Quantity 2	Dump Truck w/bed	\$59,325.00	118,650.00
	Complete package		
	Underbody scraper additional	\$12,475.00	

Rush Truck Centers of Indiana

1325 W Thompson Road, Indianapolis, Indiana

Quantity 1	2021 International	\$94,312.00	
	Chassis only – HV607		
Quantity 1	2021 International	\$94,365.00	
	Chassis only –belly plow specs		

Truck Centers, Inc

1011 West Sample St, South Bend, Indiana

Quantity 1	2021 Freightliner	\$91,119.00	
	Chassis Set Back Axle		
Quantity 1	2021 Freightliner	\$93,464.00	
	Chassis Set Forward Axle		

Wiers International Trucks

2111 Jim New Drive, Plymouth, Indiana

Quantity 2	2021 International	\$93,380.00	\$186,760.00
	HV507 & HV607		

W.A. Jones

1171 South Williams Drive, Columbia City, Indiana

Quantity 2	Patriot Dump Truck w/bed	\$59,268.00	\$118,536.00
	Complete package		
	underbody scraper additional	\$12,475.00	

Jim Sailors
~~Ralph Anderson~~ made a motion to take all bids under advisement, *Ryan Browning*
~~Jeff LeDonne~~ seconded.
 Motion carried unanimously.

APPOINTMENTS – The following individuals were appointed:

Cass County Economic Development Commission

Jim Sailors	3 yrs	2-1-2020 to 2-1-2023
George Stebbins	2 yrs	2-1-2020 to 2-1-2022
Dave Morris	1 yr	2-1-2020 to 2-1-2021

Convention, Visitor, and Tourism Commission

Allen James	3 yrs	1-1-2020 to 1-1-2023
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RES. 20-02 ECONOMIC DEVELOPMENT COMMISSION APPOINTMENTS – Jim Sailors made a motion to approve Resolution 20-02 approving appointment nominations to the Cass County Economic Development Commission, Ryan Browning seconded. Motion carried unanimously.

PUBLIC COMMENT – None

ADJOURNMENT


Jim Sailors made a motion to adjourn, Ryan Browning seconded. The motion carried unanimously.



 Ralph Anderson, President



 Jim Sailors, Vice President



 Ryan Browning, Member

ATTEST: 

 Cheryl Azorn, Auditor