

**CASS COUNTY COMMISSIONERS**  
**April 4, 2022**

The Cass County Commissioners met at 1:00 p.m. in the Commissioners Hearing Room. Present for the meeting were Ryan Browning, Mike Stajduhar, Ruth Baker, 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 Regular Meeting and Executive Session 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.

**PARK DEPARTMENT** – Dana Hildebrand appeared before the Commissioners and presented the monthly report for March. Dana reported estimated revenue \$33,856 was received for March. Reservations made up of more than half of revenue received and all holiday weekend reservations have been filled. Park staff are sandblasting shower stalls to prepare for painting and completing the final clean up in preparation for May 1<sup>st</sup> opening date.

**CORONER** – George Franklin presented a monthly report for March.

CAUSE OF DEATH

|                 |   |
|-----------------|---|
| NATURAL         | 9 |
| COVID           | 0 |
| VEHICLE         | 0 |
| SUICIDES        | 0 |
| HOMICIDES       | 0 |
| DRUG OVERDOSE   | 1 |
| SUSPICIOUS      | 0 |
| JOB SITE        | 1 |
| HOUSE FIRE      | 2 |
| TRANSPORTS      | 4 |
| OUTSIDE ASSISTS | 1 |
| AUTOPIES        | 3 |

George noted the one death on job site was a heart attack, not work related.

**DISPATCH E-911** – Tara Grigsby presented the monthly report for March.

|             |           |
|-------------|-----------|
| 911 Calls   | 1155      |
| Admin Calls | 5257      |
| CAD Screens | 2602      |
| Overtime    | 30 shifts |

Tara reported staff are currently continuing education and completing required certifications. One new employee has finished preliminary training is now on functioning on your own.

**HEALTH DEPARTMENT** – Serenity Alter presented the monthly report for March.

The Health Department held 8 routine immunization clinics and 224 patients were seen with 392 vaccines given.

Vital Records department received \$2,570 in document fees. The department printed 147 birth certificates and 152 certified death certificates.

Mike Collins completed 59 restaurant inspections; 2 pre-operational, 1 complaint, 1 follow-up, and issued 8 food permits. Mike conducted one insect and one mold inspections, one environmental follow-up inspection and one lead follow up inspections. Dan Musselman completed 8 environmental calls, 7 soil reports, 2 residential repairs, 7 residential searches, and 3 OSS permits.

COVID testing and vaccines continue to be administered at the County COVID Clinic on Smith Street. COVID booster vaccines are offered to anyone at least 16 years of age. Children ages 5 to 11 are eligible for the COVID Pfizer vaccine. The fourth COVID Booster is being offered and a flu clinic was held for the community.

**EMS** – Alexis Bailey presented the monthly report for March. EMS responded to 321 calls and provided 189 transports. Average response time was 1:29 with average scene time of 16:59.

Alexis reported billable services provided; 99 ALS and 92 BLS calls with 1,163 miles.

**HIGHWAY DEPARTMENT** – Dave Hicks presented the monthly report for March. Crews did pothole patching and gravel road maintenance. Culvert and bridge crews cleaned ditches and completed box culvert in Deer Creek Township on county road 125 East. Crews will install a second box culvert on county road 800 South in Deer Creek Township after planting season.

Dave reported bridge project on 500 E at 650 N is estimated to be finished with road re-opened within the next week and a half. The final phase of the Davis Road Bridge curbing and sidewalk is underway. Phase 4 of the 400 S project begun mid-month of March, department will keep the public informed when project impacts the roadway.

**PLANNING DEPARTMENT** – Arin Shaver presented demolition contract for approval. Williams Excavating will provide demolition service and property cleanup located at 1586 South Market Street, Georgetown for the sum of \$8,900. County Attorney has reviewed and upon revisions made the contract is ready for approval. Demolition project has been approved by the Planning Commission and cost will be paid from the Planning Dept. Non-Reverting Fund.

Ruth Baker made a motion to approve the demolition contract with Williams Excavating as presented, Mike Stajduhar seconded. Motion carried unanimously.

**CLERK** – Destry Richey requested approval to fill vacant full-time position.

Ruth Baker made a motion to approve request to fill full time position, Mike Stajduhar seconded. Motion carried unanimously.

**PUBLIC ANNOUNCEMENT & 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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Michael W. Stajduhar, Member

ATTEST:   
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Cheryl Alcorn, Auditor