

CASS COUNTY COMMISSIONERS

September 7, 2021

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 and a moment of silence in honor of fallen US Marine Corps Corporal Humberto Sanchez.

MINUTES – Ruth Baker made a motion to approve the regular meeting minutes and executive session minutes as presented, 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.

HEALTH DEPARTMENT – Serenity Alter appeared before the Commissioners and presented the monthly report for August.

The Health Department held 9 routine immunization clinics and one bonus clinic. During this report period 169 patients were seen and 369 vaccines given.

Vital Records department received \$3,510 in document fees. The department printed 237 birth certificates, 148 certified death certificates, and 6 paternity affidavits. No request for genealogy searches were received.

Mike Collins completed 59 restaurant inspections, 1 pre-operational, 3 follow-up, and issued 12 food permits. One unsanitary living, 3 lead follow ups, 1 tattoo saloon inspection and 1 follow up pool inspection completed. Dan Musselman completed 12 environmental calls, 6 soil reports, 4 residential repairs, 17 residential searches, and 4 OSS permits.

COVID vaccinations continue to be offered Monday through Thursday from 8:00 a.m. to 4:00 p.m. and COVID testing on Tuesday and Thursday at the testing center located at 1616 Smith Street. Increase of testing and immunizations due to the Delta variant resulted in 973 patients seen during the month of August. Cass County was designated as orange status for the month of August due to the increase of positive COVID-19 cases. Serenity is working with area schools to ensure the safety of students in schools.

PARK DEPARTMENT – Dana Hildebrand appeared before the Commissioners and presented the monthly report for August. Park Department received an estimated revenue of \$95,760 for the month of August.

Dana 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.

DISPATCH E-911 – Amber Offutt was unavailable to present monthly report. The following August monthly report was received and reviewed by Commissioners.

911 Calls	1488
Admin Calls	5501
CAD Screens	2577
Overtime Shifts	60

Department has three full time vacancies and one new hire receiving training.

HIGHWAY DEPARTMENT – Jeff Smith appeared before the Commissioners with the monthly report for August. Road grinding and level work is currently underway in Adams and Bethlehem Townships, with new chip and seal planned for next spring. Community Crossing paving projects are near completion, estimated another two weeks. Crews had additional work from storm cleanup of trees and assisted in removal of our underground fuel tanks.

Jeff announced the department still has an open full-time driver/laborer position and encouraged those in attendance to spread the word to any potential applicants.

Jeff requested permission to declare the following for surplus:

- 40 ft x 6 ft arched pipe
- 20 pcs of 3 x 12 ft metal siding

Ruth Baker made a motion to approve the items presented for surplus, Mike Stajduhar seconded. Motion carried unanimously.

CORONER – George Franklin appeared before the Commissioners with the following monthly report for August.

CAUSE OF DEATH	
Natural	6
Vehicle	0
Suicide	0
Homicides	0
Job Site	1
Infant	2
TRANSPORTS	5
OUTSIDE ASSISTS	0
AUTOPSIES	3

George informed the Commissioners he will be on medical leave beginning next week for at least six weeks. George encouraged everyone to have a heart scan and has the contact information to schedule an appointment.

BAKER TILLY BUDGET SERVICE AGREEMENT – Auditor Cheryl Alcorn presented Baker Tilly agreement for approval. Agreement provides calculations, preparing, and submitting the budget into the Gateway System beginning next year. Attorney Stanton has reviewed and confirmed the contract is in order.

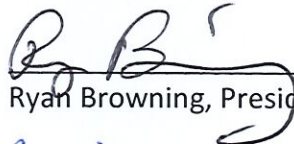
Ruth Baker made a motion to approve Baker Tilly Budget Service Agreement as presented, Mike Stajduhar seconded. Motion carried unanimously.

PUBLIC ANNOUNCEMENTS & RECOGNITION - None

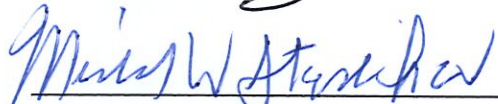
PUBLIC COMMENT – Lora Redweik, 5524 N CR 600 E, Twelve Mile – Will there be an executive session to approve a visitation to the Apex Headquarters?

Commissioner Browning replied, Apex has not contacted the county.

ADJOURNMENT – Ruth Baker made a motion to adjourn, Mike Stajduhar seconded. The motion carried unanimously.



Ryan Browning, President



Mike Stajduhar, Vice President



Ruth Baker, Member

ATTEST: 

Cheryl Alcorn, Auditor