

CASS COUNTY COMMISSIONERS
November 2, 2020

The Cass County Commissioners met at 1:00 p.m. in the Commissioners Hearing Room. Present for the meeting were Ralph Anderson, Jim Sailors, Ryan Browning, Attorney Jeff Stanton, and Auditor Cheryl Alcorn.

Ralph Anderson opened the meeting with the Pledge of Allegiance.

MINUTES – Jim Sailors made a motion to approve the meeting minutes of October 19, 2020, Ryan Browning seconded. The motion carried unanimously.

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

HIGHWAY DEPARTMENT – Jeff Smith appeared before the Commissioners with the Highway Department report for the month of October. Department had first positive COVID case last month. Jeff is preparing application for Economic Development Administration grant with assistance from Christy Householder. Grant is funded through CARES ACT will be used for improvements to CR 300 S and CR 400 W located in Clymers.

County assisted the City with two trucks for street milling of Broadway Boulevard. County will make use of the millings for pug mix next year.

Cass Station Bridge demolition timeline is on schedule to accept and award a bid before the end of year.

Annual bid process for material supplies has begun with bid opening scheduled for December 7th.

Phase 4 of the CR 400 South project needs \$67,300 in additional funds. A request to INDOT for 80% of the project cost has been submitted.

Jeff requested approval to deem used 16 ft long 15" culvert pipe as surplus. Jim Sailors made a motion to deem culvert pipe as surplus, Ryan Browning seconded. Motion carried unanimously.

ORD. 20-12 AMEND TRAFFIC SIGN CR 250 W – CR 800 N

ORD. 20-13 AMEND TRAFFIC SIGN CR 275 W – CR 800 N

Jeff Smith requested approval to create regular T stop intersections at CR 800 N on CR 250 W and CR 275 W. Ryan Browning made a motion to approve traffic signage as presented, Jim Sailors seconded. Motion carried unanimously.

CASS COUNTY ECONOMIC DEVELOPMENT – Christy Householder appeared before the Commissioners with the economic development report for the month of October. Christy has

begun working on a new project "Under Served". Christy attended Rail Summit in Chicago and Indiana Power Partnership Site Selectors Forum in New York.

Christy requested approval on two easements for the fire suppression project. Easements include Greyrock & Logansport Stone Company and Clifford Properties. Redevelopment Commission will submit payments and record all necessary paperwork.

Jim Sailors made a motion to approve easement requests upon recommendation of county attorney, Ryan Browning seconded.

EDA GRANT – Christy Householder presented for approval application for Economic Development Administration Grant. Grant will be a joint effort between Highway Department and Economic Development to provide funding for Clymer's county road project. Grant proposal will be submitted through the North Central Regional Planning Council, with CARES ACT funds. Jim Sailors made a motion to approve the grant request as presented, Ryan Browning seconded. Motion carried unanimously.

RES. 20-12 ECONOMIC DEVELOPMENT GRANT – Christy Householder presented for approval EDA Grant Resolution authorizing the local match commitment of 20 percent. Jim Sailors made a motion to approve EDA Grant resolution as presented, Ryan Browning seconded. Motion carried unanimously.

HEALTH DEPARTMENT – Serenity Alter was unavailable to attend meeting. The following Health Department monthly report for October was review by Commissioners.

The Health Department held 7 routine immunization clinics. During this report period 207 patients were seen for immunizations with 422 vaccines given. Four flu immunization days were held during the month of October; two days for children and two days for adults.

For the month of October, the Vital Records department received \$2,365 in document fees. The department printed 125 birth certificates, 132 certified death certificates, 1 paternity affidavit, and 1 genealogy searches.

Mike Collins completed 62 restaurant inspections; 0 pre-operational, 3 complaints, and issued 1 food permits. One environmental inspection and three follow-up inspections and seven lead follow-up inspections was completed. Dan Musselman completed 7 environmental calls, 7 soil reports, 2 residential inspections, 5 residential searches, and 3 OSS permits.

Serenity and Dr. Ditty continue to assist administrators at area schools, long term care facilities, daycares, assisted living facilities, and local businesses for COVID testing and procedures.

PARK DEPARTMENT – Dana Hildebrand appeared before the Commissioners with the park department report for the month of October. Dana reported estimated revenue of \$35,000 for the month. Dana reported 100 divers attended the annual Indy Dive Center "Treasurer Hunt" on October 4th. Disc Golf Fall Tournament on October 18th had 96 participants.

Winterizing the park will begin November 1st. Upon requests of campers the park will remain open for one more week, due to the unseasonably nice weather and warm temperatures.

TREASURER OFFICE – Jeremy Hall requested permission to fill part time temporary position in Treasurer’s Office. Ryan Browning made a motion to approve request to fill part time position, Jim Sailors seconded. Motion carried unanimously.

CLERK OFFICE – Beth Liming requested permission to fill full time position in Election Registration Office. Ryan Browning made a motion to approve request to fill full time position, Jim Sailors seconded. Motion carried unanimously.

SHERIFF DEPARTMENT – Sheriff Schroder requested permission to fill part time vacant position. Ryan Browning made a motion to approve request to fill part time position, Jim Sailors seconded. Motion carried unanimously.

PROSECTOR OFFICE – Noah Schafer requested permission to fill additional part time position. Jim Sailors made a motion to approve request to fill part time position, Ryan Browning seconded. Motion carried unanimously.

ICJI COVID GRANT – Dave Wegner requested permission to fill part time grant position. This is a temporary grant position funded through 2022. Ryan Browning made a motion to approve request to fill grant part time position, Jim Sailors seconded. Motion carried unanimously.

JAIL EXPANSION PROJECT – Mark Ryan presented change order for approval; revisions to the HVAC for negative air environment in dayroom and indoor recreation area in the amount of \$22,867.

Ryan Browning made a motion to approve job change order as presented, Jim Sailors seconded. Motion carried unanimously.

ELECTION VOTING EQUIPMENT AGREEMENT – Jeff Stanton presented for approval Hart InterCivic service agreement for new election voting equipment.

Jim Sailors made a motion to approve Hart InterCivic agreement as presented, Ryan Browning seconded. Motion carried unanimously.

COUNTY EMPLOYEE CHRISTMAS LUNCHEON – Commissioner Ralph Anderson announced the Government Building will be closed on December 11th for the annual County Employee Christmas Luncheon, from 11:00 a.m. and 1:00 p.m. The luncheon will be held in the Community Building at the 4-H Fair Grounds and catered by 4-H Food Committee.

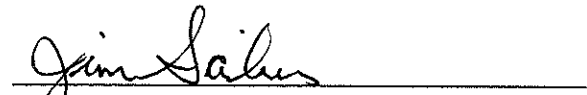
Jim Sailors made a motion to approve the closure of the Government Building between 11:00 a.m. and 1:00 p.m. on December 11th for County Employee Christmas Luncheon, Ryan Browning seconded. The motion carried unanimously.

PUBLIC COMMENT – Lora Redweik, 5524 N CR 600 E, Twelve Mile – What is the status of the draft air permit from IDEM? Jeff Stanton asked Ms. Redweik to submit a request to his office and he will explore the status of the permit.

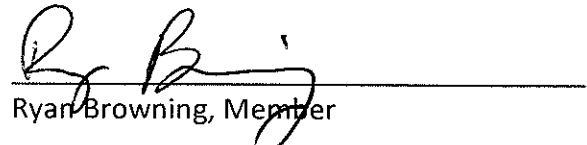
ADJOURNMENT – Jim Sailors made a motion to adjourn, Ryan Browning seconded. The motion carried unanimously.



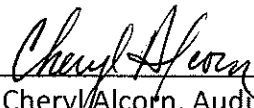
Ralph Anderson, President



Jim Sailors, Vice President



Ryan Browning, Member

ATTEST: 

Cheryl Alcorn, Auditor