



Delaware County Commissioners

Meeting Minutes

Monday, March 3rd, 2025 @ 9:00 A.M.

ORDER OF BUSINESS

CALL TO ORDER:

PLEDGE TO FLAG:

ROLL CALL:

Commissioner Riggin
Commissioner Brand
Commissioner Henry
Attorney John Brooke
Auditor Ed Carroll

ANNOUNCEMENTS:

Years of Service – Shannon Henry

The years of service announcement would be held until the end of the meeting.

Employees of the Month – Stephen Brand

Mr. Zach Craig elected Heather Stanley from the Prosecutor's Office, who has worked for the office for 21 years in various roles, including as an investigator on serious criminal cases for employee of the month.

Mr. Jeff Hansard elected Keeta Edsall from the County Auditor's Department was recognized for her competence, helpfulness, and positive attitude.

EMA/911 – Shannon Henry

Commissioner Henry recognized John Coutinho Director of Emergency Management, and Cory Kissick, Deputy Director, for obtaining their certification as Professional Emergency Managers. This required approximately 200 hours of training and participation in an actual declared emergency. Commissioner Henry also recognized Fred Cummings (911) for graduating from Phase One of the Ball State University Certified Public Manager Program. Additionally, Chris King was recognized for his work on the agency training program at 911, which has now met a National Standard through Apple International.

APPOINTMENT(S):

Meridian Health Services

Commissioner Brand nominated himself for the appointment to the Meridian Health Services board for a one-year term.

MOTION: Commissioner Riggin made a motion to table the discussion

SECOND: Commissioner Henry

YEAS; Commissioner Brand, Commissioner Riggin, Commissioner Henry

Delaware County Prevention Council

It was noted that there was a request to appoint someone to the Delaware County Prevention Council. Commissioner Riggin inquired if this was a commissioner appointment or a Council appointment.

MOTION: Commissioner Brand made a motion to table the appointment until more information could be gathered regarding meeting dates, times, and location

SECOND: Commissioner Riggin

YEAS; Commissioner Brand, Commissioner Riggin, Commissioner Henry

Creed Board

Commissioner Brand brought up the appointment of David Williams to the Creed board, noting a potential requirement for a union representation.

MOTION: Commissioner Brand made a motion to put the Creed board appointment of David Williams on the table for discussion

SECOND: Commissioner Riggin

YEAS; Commissioner Brand, Commissioner Riggin, Commissioner Henry

TABLED BUSINESS:

Handbook Revisions – Pam McCammon

MOTION: Commissioner Brand made a motion to take the Handbook Revisions off the table.

SECOND: Commissioner Riggin

YEAS; Commissioner Brand, Commissioner Riggin, Commissioner Henry

HR Director Pam McCammon provided an update on the handbook revisions, stating that progress was being made and a meeting had been held. She requested this to be tabled again as they were close to completion and would like to seriously revisit it at the next meeting.

MOTION: Commissioner Brand made a motion to table the Handbook Revisions off the table.

SECOND: Commissioner Riggin

YEAS; Commissioner Brand, Commissioner Riggin, Commissioner Henry

ORDINANCE NO. 2024-033: AN ORDINANCE APPROVING AMENDMENT TO THE COUNTY PERSONNEL HANDBOOK

Solar Moratorium – Stephen Brand

MOTION: Commissioner Brand made a motion to take the Solar Moratorium off the table.

SECOND: Commissioner Riggin

YEAS; Commissioner Brand, Commissioner Riggin, Commissioner Henry

Commissioner Brand provided an update on solar energy, noting discussions with various stakeholders, attendance at a National Grid Renewables meeting, and the recent sale of National Grid Renewables to Brookfield Asset Management. He also emphasized the importance of Economic Development Agreements with solar companies prior to permitting and mentioned ongoing discussions with Council leadership regarding this. He also touched on Small Modular Reactors and clarified their technology compared to traditional nuclear plants. He referred to Article 31 of the special use's standard regarding potential impacts of special uses.

MOTION: Commissioner Brand made a motion to table the Solar Moratorium.

SECOND: Commissioner Riggin

YEAS; Commissioner Brand, Commissioner Riggin, Commissioner Henry

ECIRPD Contract – Bill Walters

MOTION: Commissioner Brand made a motion to remove the ECIRPD Contract from the table.

SECOND: Commissioner Riggin

YEAS; Commissioner Brand, Commissioner Riggin, Commissioner Henry

Mr. Bill Walters presented the new agreement for international development, highlighting services provided and ongoing and potential projects. He noted that this was a reduction from the previous proposal. Discussion ensued regarding funding, with a suggestion to review with the Delaware County Redevelopment Commission.

MOTION: Commissioner Riggin made a motion to approve ECIRPD Contract

SECOND: Commissioner Brand

YEAS; Commissioner Brand, Commissioner Riggin, Commissioner Henry

APPROVAL OF MINUTES:

Commissioner Meeting February 18th, 2025

Commissioner Brand noted several corrections: the spelling of Christy Nap's name, clarification regarding the Crown Castle letter, noting Commissioner Henry's motion to table the DCPD contract, correcting the spelling of "Invenergy" in his comments, and adding the approval of the New Norm agreement for Jamie Bane.

MOTION: Commissioner Brand made a motion to approve the February 18th minutes with these corrections.

SECOND: Commissioner Riggin

YEAS; Commissioner Brand, Commissioner Riggin, Commissioner Henry

PRESENTATIONS:

SS4A Grant – ECIRPD AND DMMPC

Mr. Matthew Nichols from the East Central Indiana Regional Planning District (ECIRPD) and Kylene Swackhamer from the Delaware County Metropolitan Plan Commission (DMMPC) presented on the Safe Streets for All (SS4A) Federal Grant. They explained the grant's purpose to improve roadway safety and sought engagement and feedback from the Commissioners to serve on a steering committee. They clarified that they were not asking for funding, as ECIRPD was using its administrative funds for the grant. Commissioner Riggin volunteered to serve on the steering committee. Commissioner Brand supported this and asked that autonomous driving vehicle technology be considered in the study.

Muncie-Delaware Economic Development Alliance – Elizabeth Rowray

Ms. Elizabeth Rowray from the Muncie-Delaware Economic Development Alliance (EDA) presented a proposal for economic development services. She provided background on the EDA, its qualifications as the Local Economic Development Organization (LEO), staff experience, fiscal responsibility, and regional, statewide, and national partnerships. Chris Brazler, a site selection consultant, spoke in support of the EDA's work. Commissioner Brand stated that the proposal would be taken under advisement, and funding would need to be researched.

MOTION: Commissioner Brand made a motion to table the Muncie-Delaware Economic Development Alliance proposal for \$150,000 annually.

SECOND: Commissioner Riggin

YEAS; Commissioner Brand, Commissioner Riggin, Commissioner Henry

Ms. Rowray also discussed an issue regarding the tax-exempt status of a parking garage at the Village Promenade (412 North Martin Avenue) and a potential tax bill.

MOTION: Commissioner Riggin made a motion to table the discussion

SECOND: Commissioner Brand

YEAS; Commissioner Brand, Commissioner Riggin, Commissioner Henry

CONTRACTS OR AGREEMENTS FOR APPROVAL:

2025 Aerial Imagery Funding – Kyle Johnson

Mr. Kyle Johnson GIS, requested \$4,000 to help cover the 20% local share of the 2025 aerial imagery project. The total project cost was \$93,000, with 80% funded through reimbursement.

MOTION: Commissioner Brand made a motion to approve the funding for the Aerial Imagery Funding to be sourced from the EDIT plans

SECOND: Riggin

YEAS; Commissioner Brand, Commissioner Riggin, Commissioner Henry

AT&T Contract – Jim Flook

Jim Flook presented the renewal of the AT&T contract for Switched Ethernet service connecting 11 county sites.

MOTION: Commissioner Riggin made a motion to approve

SECOND: Commissioner Brand

YEAS; Commissioner Brand, Commissioner Riggin, Commissioner Henry

IPW On Call Contract (\$1,100 monthly fee)– Stephen Brand

Commissioner Brand presented an on-call service contract with Indiana Public Works (IPW) for work on the wet well at the Justice Center, with an estimated monthly fee of \$1,100. This was in response to issues with pumps and the "Muffin Monster".

MOTION: Commissioner Brand made a motion to adopt or award the service contract, with a request for a report in three months and potential quarterly reports thereafter

SECOND: Commissioner Riggin

YEAS; Commissioner Brand, Commissioner Riggin, Commissioner Henry

Koorsen Contract- Stephen Brand

Commissioner Brand provided an update on the Koorsen Fire and Security auto-renewal contract. He had requested and reviewed service reports and was awaiting an updated 2025 service agreement after scheduling a meeting with Koorsen

MOTION: Commissioner Brand made a motion to table the Koorsen service agreement until the meeting and the updated agreement could be presented

SECOND: Commissioner Riggin

YEAS; Commissioner Brand, Commissioner Riggin, Commissioner Henry

IU Health Master Agreement – Pam McCammon

HR Director Pam McCammon presented the annual IU Health Master Agreement for the employee clinic. She noted a 4% price increase and discussed previous meetings regarding employee complaints. Commissioner Riggin expressed concerns about the increase and the need for deliverables from IU Health regarding clinic usage.

MOTION: Commissioner Brand made a motion to table the IU Health Master Agreement

SECOND: Commissioner Riggin

YEAS; Commissioner Brand, Commissioner Riggin, Commissioner Henry

Crown Castle Agreement – Stephen Brand

Commissioner Brand discussed the cell tower agreement. Last month we did an agreement with Crown Castle and Mr. Brooke watched the meeting and came back with some comments specifically about the length of the term asking about whether we approved 30 years or 20 years and asking the Commissioners if we would agree to continue to negotiate for 20 years. Commissioner Brand stated that we need to make a motion to clarify and have a clean record that we're specifically approving AT&T as the sub on the cell tower at the highway department and we would need a second for that. The technical name of the lease will be CCA LLC which is who we're adding to the cell tower

MOTION: Commissioner Brand made a motion to approve AT&T subtenant on the cell tower the highway department doing business as CCATT LLC and we give permission for Mr. Brooke to continue to negotiate towards a 20-year contract.

SECOND: Commissioner Riggin

YEAS; Commissioner Brand, Commissioner Riggin, Commissioner Henry

RESOLUTIONS FOR APPROVAL:

Resolution No. 2025-05: AMENDED RESOLUTION OF THE DELAWARE COUNTY BOARD OF COMMISSIONERS ESTABLISHING POLICIES AND PROCEDURES TO PROTECT DECORUM AND FOSTER THE EFFECTIVE ADMINISTRATION OF PUBLIC MEETINGS

Discussion was held on the proposed amended Resolution 2025-05. Concerns were raised regarding the language in Section B 1B and Section C, with suggestions for amendments. There was significant

discussion about Section I, specifically the clause stating that time may not be reserved or yielded to other speakers. The Commissioners agreed to leave this clause in. Section R regarding the Sheriff's authority to remove attendees was discussed, with confirmation that up to three warnings may be issued

MOTION: Commissioner Brand made a motion to approve the resolution pending changes to Sections B and C and leaving Section I as written

SECOND: Commissioner Riggin

YEAS; Commissioner Brand, Commissioner Henry

NAYS; Commissioner Riggin

OLD BUSINESS:

DEPARTMENT HEADS AND ELECTED OFFICIALS:

Ms. Carrie Dye from the Delaware County Highway Department informed the Commissioners of an upcoming open position for a payroll clerk and requested permission to rehire. Commissioners approved request.

Judge Andrew Ramirez provided an update on the Juvenile Justice System, including the withdrawal from the Juvenile Detention Alternative Initiative (JDAI) program, immediate detention criteria for certain offenses, and plans to redesign the detention screening tool with community stakeholders.

WEEKLY, MONTHLY AND QUARTERLY REPORTS:

February Weights & Measures

PAYMENT OF CLAIMS: \$ 1,927,847.62

MOTION: Commissioner Riggin made a motion to approve payment of claims in the amount of \$1,927,847.62

SECOND: Commissioner Brand

YEAS; Commissioner Riggin, Commissioner Henry

NAYS; Commissioner Brand

PAYMENT OF ARP CLAIMS: \$ 35,312.51

MOTION: Commissioner Riggin made a motion to approve the payment of ARP claims in the amount of \$35,312.51

SECOND: Commissioner Brand

YEAS; Commissioner Brand, Commissioner Riggin, Commissioner Henry

PAYMENT OF PAYROLL FOR 2/26/2025: \$ 1,054,390.41

MOTION: Commissioner Riggin made a motion to approve payment of payroll for 2/26/25 in the amount of \$1,054,390.41

SECOND: Commissioner Brand

YEAS; Commissioner Brand, Commissioner Riggin, Commissioner Henry

PUBLIC COMMENTS, QUESTIONS, OTHER BUSINESS & DISCUSSION (ALL PUBLIC COMMENTS ARE LIMITED TO THREE MINUTES AND SPEAKER MUST SIGN-IN BEFORE 9AM, PROVIDING NAME AND ADDRESS):

Ms. Linda Hansen from the League of Women Voters thanked Commissioner Brand for the solar ordinance update and confirmed the target date for a special meeting with the Metroplan Planning Commission in April and the timeline for public release of the ordinance. She also inquired about who was working on the ordinance. Commissioner Brand noted the timeline might be tight and could potentially be pushed back.

Ms. Cheryl Dawson, a resident on State Road 28, expressed concerns about the solar project along SR 28, including the possibility of seeing a map with setbacks, the large out-of-state landowner

involved, and the potential for eminent domain, referencing a bill in Kansas. Commissioner Brand indicated he believed the map was displayed at a public meeting at Cornerstone Center for the Arts and would try to obtain a copy.

Mr. Tim Nicam was signed up for public comment but was not present

[COMMENTS MAY BE MADE TO THE COMMISSIONERS VIA THEIR EMAIL AT commissioners@co.delaware.in.us

COMMISSIONERS COMMENTS:

Shannon Henry

Commissioner Henry also announced the departure of Angie Moyer after 29 years of service and acknowledged her significant contributions to the county. A small gathering was planned for her on Monday from 1 to 3 at the highway department.

Stephen Brand – Take Home Vehicle Eligibility

Commissioner Brand proposed adding language to the take-home vehicle eligibility policy, requiring residency in Delaware County, regular travel after hours (at least twice a week for county business), and being called out for job duties at least eight times a month, with documentation. He clarified this would exclude emergency vehicles (Sheriff, 911, EMS, and EMA). Commissioner Riggin supported the exclusion of emergency vehicles.

MOTION: Commissioner Brand made a motion to adopt this language into the handbook for review at the handbook meeting.

SECOND: Commissioner Riggin

YEAS; Commissioner Brand, Commissioner Riggin, Commissioner Henry

Commissioner Brand also provided several updates: the State of the City address, progress with artificial intelligence initiatives, a new building superintendent (Don Chambers) starting soon, a review of county electric bills and tariff rates, paving at the Justice Center planned for late April, filling potholes at the Justice Center, a meeting planned with E&B Paving to review the paving scope of work, the dependent benefits audit, an amended budget from the DLGF, the start of a continuous improvement initiative, an audio update for the meeting room, the establishment of a strategic finance committee and a strategic IT committee, the status of performance evaluations, and the signage and GPS on county vehicle.

Sherry Riggin – 2025 I.D.E.A Conference - <http://www.muncieneighborhoods.org/news-events-2/events/idea/>

Commissioner Riggin announced the IDEA conference on March 8th and a meeting on March 18th regarding the county's bicentennial in 2027.

RECESS:

MOTION: Commissioner Riggin made a motion recess

SECOND: Commissioner Brand

YEAS; Commissioner Brand, Commissioner Riggin, Commissioner Henry

The next Commissioner's meeting will be Monday March 17th 2025, starting at 9:00 am.

To be placed on the next Commissioner's Agenda, contact the Commissioner's Office (765-747-7730) no later than 12:00 NOON on the Thursday prior to the scheduled meeting.