

11.6.2023

DELAWARE COUNTY COMMISSIONER'S MEETING
MONDAY, OCTOBER 30, 2023 @ 9:02 A.M.
COMMISSIONERS COURTROOM
100 W. MAIN ST. ROOM 309A
CALL TO ORDER
WELCOME
PLEDGE TO FLAG

ORIGINAL

ROLL CALL

Mr. Shannon Henry
Mr. James King
Ms. Sherry Riggan
Mr. John Brooke, County Attorney
Mr. Ed Carroll, Auditor

APPROVAL OF MINUTES

MOTION: Commissioner King made a motion to approve October 2, 2023 Commissioner minutes.

SECOND: Commissioner Riggan

YEAS: Commissioner King, Commissioner Riggan, President Henry

PRESENTATIONS

DELAWARE COUNTY PREVENT CHILD ABUSE BOARD

Mr. Kris Swanson, Vice President of Child Abuse Council, asked the Commissioners for space within the county building. This board is very active in the community and an advocate for child abuse. At this time, they are using a PO Box for their location.

President Henry asked that Mr. Swanson get with Mr. Steve Foster, Building Superintendent, regarding the use of space in the county building. Mr. Foster will meet with Mr. Swanson to discuss further exactly what is needed.

Mr. Foster said there is an office on the third floor of the county building that is available.

Mr. John Brooke, County Attorney, will create a lease for the Prevent Child Abuse requested space within the county building.

MOTION: Commissioner Riggan made a motion to approve the office space at the county building on the third floor.

SECOND: Commissioner King

YEAS: Commissioner King, Commissioner Riggan, President Henry

PROPERTIES NOT SOLD IN THE TAX SALE

Ms. Gretchen Cheesman, Director of Community Development, representing Muncie Redevelopment Commission asked for four (4) parcels that were not sold in tax sale. The goal is to get parcels back on tax rolls.

MOTION: Commissioner King made a motion to approve all four parcels to be given to Muncie Redevelopment Commission and to approve Resolution 2023-022. N Madison should be changed to S Madison.

SECOND: Commissioner Riggan

YEAS: Commissioner King, Commissioner Riggan, President Henry

10/30

RESOLUTION 2023-022

A RESOLUTION OF THE DELAWARE COUNTY, INDIANA BOARD OF COMMISSIONERS ESTABLISHING THE INTENT TO TRANSFER TAX LIEN CERTIFICATES HELD BY THE COUNTY TO A POLITICAL SUBDIVISION

WHEREAS, there are several properties in Delaware County, Indiana that are delinquent in the payment of property taxes, having been offered for tax sale and which received no bids to or in excess of the minimum sale price. The parcel numbers of those properties are being attached to this Resolution as "EXHIBIT A;" and

WHEREAS, there is an assessed value associated with these properties for taxation purposes, but not taxes are being collected, therefore causing a lower expected tax distribution to those taxing units and taxing districts within which the properties are located; and

WHEREAS, Delaware County Board of Commissioners desires to have these properties back on the tax rolls with taxes being collected or used for a government purpose; and

WHEREAS, I.C. 6-1.1-24-6 et seq. allows for the County Commissioners to acquire a lien on those delinquent properties and receive issuance of the tax sale certificate for those properties, without taking title to the properties, therefore limiting the liability and cost normally associated with taking title.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF DELAWARE COUNTY, INDIANA THAT:

SECTION 1. The County Executive shall acquire liens and receive tax sale certificates of the properties listed on EXHIBIT A that are delinquent and give said certificates to the Muncie Redevelopment Commission pursuant to I.C. 6-1.1-24-9 and I.C. 36-1-11-8.

SECTION 2. The President of the Board of Commissioners and the Auditor shall take all necessary action to assign the tax sale certificates to the Muncie Redevelopment Commission.

DULY ADOPTED by the Board of Commissioners of Delaware County, Indiana at a public hearing held on this, the 30 day of October 2023.

DELAWARE COUNTY
BOARD OF COMMISSIONERS


Shannon Henry, President


James King, Commissioner


Sherry Riggan, Commissioner

ATTEST:


Edward Carroll, Auditor
Delaware County, Indiana

EXHIBIT A

Property Address and Parcel Numbers

1. Common Address: 208 E. Columbus; Parcel Number: 11-10-302-003.000-003
2. Common Address: 701 N. Jefferson; Parcel Number: 11-10-302-005.000-003
3. Common Address: 705 N. Mulberry; Parcel Number: 18-11-10-154-021.000-003
4. Common Address :1401 S. Madison; Parcel Number: 11-15-315-006.000-003

Ms. Cheesman asked for an update regarding Health First Indiana initiative grant meetings.

Commissioner Riggin said nothing at this time has been set, however meetings will take place at the Justice Center. Commissioner Riggin will let Ms. Cheesman know, once meetings are scheduled.

CONTRACTS FOR AGREEMENTS FOR APPROVAL

Ms. Kathy Vannice, Ashton Land Surveyors, presented Licht and Fadely plats (see below). The Plat committee has approved; however, Mr. Vannice needs to dedicate the road.

MOTION: Commissioner Riggin made a motion to approve the plat for Licht and Fadely.

SECOND: Commissioner King

YEAS: Commissioner King, Commissioner Riggin, President Henry

October 30, 2023 Commissioners meeting

10.20.2023



ORIGINAL

AGREEMENT BETWEEN DELAWARE COUNTY, INDIANA AND MICROVOTE GENERAL CORPORATION

THIS EQUIPMENT SALES, TRAINING, SUPPORT SERVICES AND SPECIAL ELECTION DAY SERVICES AGREEMENT (this "Agreement") is entered into this 5th day of October 2023, by and between Delaware County, IN (the "County") and MICROVOTE GENERAL CORP. (the "Company"). As used herein, the "Parties" shall mean the County and the Company, collectively; and a "Party" shall mean either the County or the Company, individually. In consideration of the covenants contained herein and other good and valuable consideration, the sufficiency of which is acknowledged, the Parties agree as follows:

SALE OF EQUIPMENT

Company agrees to sell, and County agrees to purchase 239 Infinity Version 4.4 Rev. E Voting Panels as specified in Estimate# 644 dated 4/27/23(the "Equipment"). Company shall prepare and furnish to the County, at no additional cost, manuals written to be understandable to a layman describing the design, operation and required maintenance of the Equipment. The number of manuals needed will be determined by the County but shall not exceed twice the number of Infinity Voting Panels sold to the County.

SERVICES

- (a) Software Installation. The Company will deliver and install the certified version of EMS Software Version and Infinity Firmware Version 4.4 as certified by the State of Indiana Election Commission.
- (b) Training of County Personnel. The Company shall train those persons selected by the County in the following areas: instruction in operation of the Equipment, on-site training of County employees in election day operations, equipping County employees to train County precinct officials in the operation of the Equipment. Such training shall not include any legal or policy advice relating to the conduct of elections. The Company shall provide the training on-site in the County and/or, at the County's option, at a location designated by the Company.
- (c) Special Election Day Emergency Repair Services. For each election to be held during the warranty period (and during which the Equipment is to be utilized in the County), the Company will provide on Election Day, sufficient staff to perform necessary emergency repair services.
- (d) Maintenance Agreement. The Infinity Voting System Annual Maintenance Agreement will cover both Election Management Software (EMS) and Infinity® Firmware upgrades and enhancements during the period of the Maintenance Agreement.

MENTAL HEALTH ALLIANCE CONTRACT

Mr. Brooke presented the Mental Health Alliance contract with IRAC program. This should have been done a few months ago.

No contract provided.

MOTION: Commissioner King made a motion to approve the Mental Health Alliance contract with IRAC.

SECOND: Commissioner Riffin

YEAS: Commissioner King, Commissioner Riffin, President Henry

HEALTH MASTER SERVICES AGREEMENT

Mr. Brooke said he did not have the chance to review the IU Health Master Services agreement. Mr. Brooke asked that the agreement be tabled until the next commissioners meeting.

MOTION: Commissioner King made a motion to table the IU Health Master Services agreement.

SECOND: Commissioner Riggini

YEAS: Commissioner King, Commissioner Riggini, President Henry

SOFTWARE SOLUTIONS

Mr. Ed Carroll, Auditor, presented the Software Solutions quotes. Mr. Carroll presented two quotes, one in reference to the HR module for \$13,500, including the implementation and one quote for modules that pertain to HR. The employee portal will allow all employees to receive communications from Human Resources. Employees will login to get information such as W2's, 1099's. Time entry will be entered by employee, submitted to the department head, this will import directly to VIP, without any reentry. Software Solutions gave an annual discount of \$5,264. Mr. Carroll said Sage Abra will no longer be needed.

MOTION: Commissioner King made a motion to approve the Software Solutions agreement.

SECOND: Commissioner Riggini

YEAS: Commissioner King, Commissioner Riggini, President Henry

President Henry, Mr. Carroll and Ms. Sara Hodges, Executive Assistant will plan to work on clean up of Sage Abra. Mr. Brooke has been asked to set up a meeting with the Auditor's office, three Commissioners and Sanitary District to get a meeting on schedule.

No agreement provided, only quotes



ORIGINAL

Delaware County, IN - VIP Human Resources

Quote

Prepared For:
Delaware (IN) County Auditor
Edward Carroll Jr.
100 W. Main
Muncie, IN 47305
P: (765) 747-7717
E: ecarroll@co.delaware.in.us

Prepared by:
Software Solutions
Grant Halsey
8534 Yankee Street, Suite 2B
Dayton, OH 45458
P: 513.932.6667
E: ghalsey@mysoftwaresolutions.com

Date Issued:
10.29.2023
Expires:
11.30.2023

Table with 4 columns: Software & Services, Price, Qty, Ext. Price. Rows include VIP Human Resources License Fee (\$12,000.00), VIP Human Resources One-Time Implementation Fee (\$1,500.00), and Subtotal VIP Human Resources (\$13,500.00).

Quote Summary table with 2 columns: Software & Services, Amount. Total: \$13,500.00.

Notes

Terms of Payment: Human Resource License and Implementation fees will be invoiced after initial training session.
Additional Software Assurance maintenance fees for the Human Resources is \$4,500 annually and will be invoiced at go-live of the Human Resource Module.
To proceed with this order, please return signed quote with purchase order number to: ghalsey@mysoftwaresolutions.com.

Acceptance

Printed Name: SHANNON HEDRU
Signature: [Handwritten Signature]
Title: COMMISSIONER
Purchase Date: 10/30/23
Purchase Order Number: [Blank]

[Handwritten Signature]
ATTEST REC'D, SO



ORIGINAL

Delaware County, IN - VIP Employee Portal

Quote

Prepared For:
Delaware (IN) County Auditor
 Edward Carroll Jr.
 100 W. Main
 Muncie, IN 47305
 P: (765) 747-7717
 E: ecarroll@co.delaware.in.us

Prepared by:
Software Solutions
 Grant Halsey
 8534 Yankee Street, Suite 2B
 Dayton, OH 45458
 P: 513.932.6667
 E: ghalsey@mysoftwaresolutions.com

Date Issued:
10.29.2023
 Expires:
11.30.2023

Software & Services	Price	Qty	Ext. Price
VIP EMPLOYEE PORTAL			
VIP Employee Portal One-Time Implementation Fee	\$1,500.00	1	\$1,500.00
VIP Employee Portal - Employee Inquiry - Annual Subscription Fee	\$13,160.00	1	\$13,160.00
VIP Employee Portal - Time Entry - Annual Subscription Fee	\$13,160.00	1	\$13,160.00
VIP Employee Portal - Indiana Early Adopter Discount - (Expires Nov. 30th, 2023)	(\$5,264.00)	1	(\$5,264.00)
Subtotal VIP Employee Portal			\$22,556.00
Subtotal:			\$22,556.00

Quote Summary	Amount
Software & Services	\$22,556.00
Total:	\$22,556.00

Notes

The VIP Employee Portal will be invoiced as an annual subscription.
 Terms of Payment: First Year subscription due with invoice after the first training session.
 Employee Portal Employee Inquiry for Pay and Accrual information includes implementation, configuration and training for site administrators. Training for administrators consists of up to two (2) remote sessions of an hour each. Implementers will assist in moving email addresses that exist in VIP to be available in the portal.
 Employee Portal Time Entry Implementation consists of up to three (3) remote sessions of an hour each. A maximum of ten (10) users for each session. Training for administrators will cover administration setup for configuring payroll approval groups, VIP configurations and other administrator tasks. Training for time entry will include a train-the-trainer session for time entry, timecard approval and delegation approval.
 Additional training and implementation time will be quoted as needed.
 To proceed with this order, please return signed quote with purchase order number and to: ghalsey@mysoftwaresolutions.com.

DEPARTMENT HEADS AND ELECTED OFFICIALS

Ms. Hodges presented the 2024 holiday schedule.

Mr. Brooke recommended that the holiday schedule be approved as a Resolution.

MOTION: Commissioner King made a motion to approve Resolution 2023-023, 2024 Holiday schedule.

SECOND: Commissioner Riggan

YEAS: Commissioner King, Commissioner Riggan, President Henry

1030.2023

Resolution 2023.023

DELAWARE COUNTY 2024 HOLIDAY SCHEDULE

New Year's Day	Monday	January 1, 2024
Martin Luther King Day	Monday	January 15, 2024
President's Day	Monday	February 19, 2024
Good Friday	Friday	March 29, 2024
Solar Eclipse (close at noon)	Monday	April 8 th , 2024
Primary Election	Tuesday	May 7, 2024
Memorial Day	Monday	May 27, 2024
Juneteenth	Wednesday	June 19, 2024
Independence Day	Thursday	July 4, 2024
Labor Day	Monday	September 2, 2024
General Election	Tuesday	November 5, 2024
Veteran's Day	Monday	November 11, 2024
Thanksgiving	Thurs/Friday	November 28 & 29, 2024
Christmas	Tues/Wednesday	December 24 & 25, 2024

ORIGINAL

Adopted this 30 day of October, 2023
Delaware County Board of Commissioners,


Shannon Henry, President


James King, Vice President


Sherry Riggan, Member

ATTEST: 
Ed Carroll, County Auditor

Resolution 2023.023

WEIGHTS AND MEASURES REPORTS

CLAIMS

MOTION: Commissioner Riggin made a motion to approve claims in the amount of \$4,437,420.64 and ARP claims in the amount of \$372,778.74.

SECOND: Commissioner King

YEAS: Commissioner King, Commissioner Riggin, President Henry

PUBLIC COMMENTS, QUESTIONS, OTHER BUSINESS & DISCUSSION

No comments

RECESS

MOTION: Commissioner King made a motion to recess until November 6, 2023.

SECOND: Commissioner Riggin

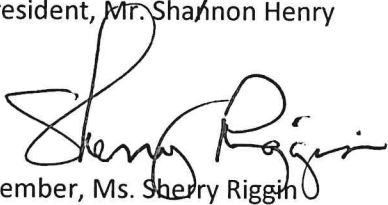
YEAS: Commissioner King, Commissioner Riggin, President Henry



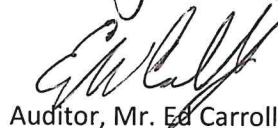
President, Mr. Shannon Henry



Vice President, Mr. James King



Member, Ms. Sherry Riggin



Auditor, Mr. Ed Carroll