

EMERGENCY SPECIAL COMMISSIONERS MEETING
FRIDAY, MARCH 20, 2020
DISASTER EMERGENCY DECLARATION 2020-002
COMMISSIONER MEETING

Not all meetings were published, email from Mr. John Brooke, County Attorney "I did not publish in the paper as the notice was posted on the website and also at the EOC Center."

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

Motion, second and roll call not available for Disaster Emergency Declaration.

Motion, second and roll call not available for recess.

MARCH 20, 2020 at 4:30 p.m.

**NOTICE OF SPECIAL EMERGENCY
MEETING**

Notice is hereby given that the Delaware County Board of Commissioners will meet in an emergency special Meeting on:

Friday, March 20, 2020

at 6:00 P.M.

The Special Meeting will be held in the Emergency Operations Center, located at:

211 South Jefferson St., Muncie, Indiana 47305

The emergency Special Meeting is being conducted for the purpose of approving an emergency declaration and making plans to deal with the emergency situation involving the COVID-19 virus.


Shannon Henry, President
Delaware County Board of Commissioners

COVID 19 Special Commissioners meetings took place March 20, March 27, April 3, April 10, April 17, April 24, May 1 and May 8. Staff was off due to COVID 19

**Disaster Emergency Declaration
2020-02
Delaware County, Indiana**

*3-20-2020
not a
public
meeting*

- WHEREAS, the President of the United States, on March 13, 2020, has declared a nationwide emergency concerning the spread of COVID-19 viral infections, and
- WHEREAS, the Governor of the State of Indiana, on March 16, 2020, has made an emergency declaration in response to the Coronavirus (COVID-19) disease epidemic; and
- WHEREAS, the County Health Officer has determined that certain measures should be put into place to lessen the potential spread of the COVID-19 virus including the closing of some local businesses; and
- WHEREAS, pursuant to I. C. 10-14-3-29(a) the Board of Commissioners of Delaware County, IN hereby makes a local disaster emergency declaration; and
- WHEREAS, Delaware County has enacted Ordinance 1998-009 with regard to the powers, duties and responsibilities during the course of a declared emergency as well as the responsibilities of the members of the general public during an emergency; and
- WHEREAS, Delaware County, Indiana has been impacted by and will be immediately be threatened by a natural disaster with regard to the outbreak and spread of COVID-19 virus.

**NOW THEREFORE WE, THE BOARD OF COMMISSIONERS OF DELAWARE COUNTY, INDIANA
HEREBY DECLARE THAT:**

1. A local disaster emergency exists in the County and that we hereby invoke and declare those portions of the Indiana Code which are applicable to the conditions and have caused the issuance of this proclamation, to be in full force and effect in the entire County, including incorporated areas for the exercise of all necessary emergency authority for protection of the lives and property of the people of this County and the restoration of local government with a minimum of interruption. This Emergency Order is effective at the end of business March 20, 2020.
2. In conjunction with the Delaware County Health Officer and the Delaware County Emergency Management Authority Executive Director all businesses, gatherings, services, memorials or functions of any kind except those specifically permitted under this Emergency Declaration shall immediately close and cease activities.
3. Only those services and business which are included in the following list shall be permitted to be open and operate in the County:

- A. Local government operations deemed necessary by their respective branch of government and minimal court services as determined by the Judges of the Delaware County Circuit courts;
- B. Emergency Services such as law enforcement, fire departments, and emergency medical services;
- C. Business who have established contracts with government for infrastructure;
- D. Business who supply local governments with goods and services to maintain critical infrastructure and key resources;
- E. Pharmacies;
- F. Grocery stores;
- G. Daycare centers for child care that are serving any of the businesses and functions that are allowed to remain open;
- H. Funeral Services only limited to no more than 10 people with proper social distancing as required by the Center for Disease Control;
- I. Gas stations;
- J. Home health care;
- K. Restaurants and foodservice operating with a drive through or curbside service;
- L. Other business necessary for continuation of healthcare;
- M. Cleaning, maintenance and janitorial services;
- N. Shipping and delivery services;
- O. Banks provided that they operate only drive through services;
- P. Any business that maintains drive-through service may remain open;
- Q. All Veterinary Services may remain open;
- R. Rail Road;
- S. Telecommunications and Cellular Services may remain open, but with the public in the offices;
- T. Water Delivery services and its contractors;
- U. Medico;
- V. Propane, regular and Diesel gas delivery-rural and urban;
- W. Energy Delivery and its contractors;
- X. Only those organizations providing essential human and medical services such as the Muncie Mission, YWCA, Christian Ministries and the like may remain open subject to further order;
- Y. Utility and infrastructure maintenance and repair such as Indiana American Water, Vectren, Indiana Michigan Power, Internet service providers, and others working in a direct supporting role ensuring critical infrastructure is maintained;
- Z. Other specific businesses as requested by DCHD, DCEMA, Delaware County Commissioners, and/or the Mayor of Muncie as being necessary to support critical operations as addressed in a letter of authorization by one of the authorities.

- 4. All county offices and buildings or facilities shall be closed except those related to emergency matters and to assist the Commissioners, Health Department, Delaware County Emergency Management Authority in their functions to maintain the continuity of government.
- 5. This emergency declaration shall be enacted and made effective as to all appropriate laws, statutes, ordinances, and resolutions and particularly to Indiana Code 10-14-3-29 until further order of the Executive of the City and/or the County.

6. All public officers and employees of Delaware County, Indiana and the City of Muncie, IN are hereby directed to exercise the utmost diligence in the discharge of duties required of them for the duration of the emergency and in execution of emergency laws, regulations, and directives—state and local.
7. All citizens are called upon and directed to comply with necessary emergency measures, to cooperate with public officials and disaster services forces in executing emergency operations plans, and to obey and comply with the lawful directions of properly identified officers.
8. All operating forces will direct their communications and requests for assistance and operations directly to the Delaware County Emergency Operations Center.
9. Any person, firm or entity found to be operating in violation of this order may be fined up to the sum of \$2,500 for each violation. Each and every day constitutes a separate violation.
10. The Board of Commissioners of Delaware County may implement stricter requirements in the future such as reducing work schedules, work at home rules, closing county facilities and non-emergency operations and other actions necessary to protect the employees and the general public from the spread of COVID-19.

In witness, whereof, we have hereunto set our hand this 20th day of March, 2020 at 6:10 o'clock P.m.

Delaware County Board of Commissioners

[Signature]
Shannon Henry, President

[Signature]
James King, Vice President

[Signature]
Sherry Rigglin, Member

Attest: [Signature]
DELAWARE County Auditor

COVID 19 Special Commissioners meetings took place March 20, March 27, April 3, April 10, April 17, April 24, May 1 and May 8. Staff was off due to COVID 19

**EMERGENCY SPECIAL COMMISSIONERS MEETING
MONDAY, MARCH 23, 2020
COMMISSIONER MEETING TO APPROVE RESOLUTION 2020-008
A RESOLUTION REQUIRING CERTAIN COUNTY CONTINUITY OF SERVICES AND EMPLOYEES TO WORK
REMOTELY DURING DECLARED EMERGENCY**

President Shannon Henry
Via telephone is Mr. John Brooke, County Attorney
Mr. James King, Vice President
Ms. Sherry Riggin, Member

No publication notice available.

President Shannon Henry, read aloud Resolution 2020-008, A Resolution Requiring Certain County Continuity of Services and Employees to Work Remotely during Declared Emergency.

MOTION: Commissioner King made a motion to approve Resolution 2020-008, A Resolution Requiring Certain County Continuity of Services and Employees to Work Remotely during Declared Emergency.

SECOND: Commissioner Riggin

YEAS: Commissioner King, Commissioner Riggin, President Henry

RECESS

MOTION: Commissioner King made a motion to recess (no date given).

SECOND: Commissioner Riggin

YEAS: Commissioner King, Commissioner Riggin, President Henry

COVID 19 Special Commissioners meetings took place March 20, March 27, April 3, April 10, April 17, April 24, May 1 and May 8. Staff was off due to COVID 19

RESOLUTION 2020—008

A RESOLUTION REQUIRING CERTAIN COUNTY CONTINUITY OF SERVICES AND EMPLOYEES TO WORK REMOTELY DURING DECLARED EMERGENCY.

- WHEREAS, the President of the United States has declared a national emergency for the same; and
- WHEREAS, the Governor of Indiana has declared a public health emergency for Coronavirus Disease 2019 Outbreak ("COVID-19") pursuant to I.C. 10-14-3-12; and
- WHEREAS, it is imperative to allow certain county employees to work remotely in an effort to curtail the community spread of COVID-19; and
- WHEREAS, it is important for the continuity of services to the County, its vendors and employees; and
- WHEREAS, allowing certain employees to work remotely will further help promote the safety and well-being of both county employees and general public during the declared emergency; and
- WHEREAS, allowances need to be made for those employees whose position can not be performed remotely as to payment of salaries,
- WHEREAS, the Board of Commissioners that the following procedures shall be implemented effective March 23, 2020 until such time as the emergency from the COVID-19 virus has been lifted.

NOW, THEREFORE, IT IS RESOLVED BY THE BOARD OF COMMISSIONERS OF DELAWARE COUNTY that:

1. The procedure for the approval of claims pursuant to I. C. 36-4-8-5 shall be waived in the event that a regular public meeting of the Board of Commissioners can not be convened and the President of the Board of Commissioners (if they are able and if they are not then the Vice President) shall review and approve all valid claims that would have otherwise been presented at the meeting.
2. The Commissioners have required some or all of the employees of the County to refrain from coming into the County Offices during the time of this national emergency as per I. C. 10-14-13-12 and for those employees that are directed to refrain from coming to work they shall continue to receive their regular pay and this pay shall be determined to be Said compensation shall be deemed to be "Emergency Stay Home Pay" and shall be limited to the employee's regular salary in the County salary ordinance without any overtime.
3. Department heads and department supervisors shall implement a plan to allow essential county offices and departments to remain operational but to also allow certain county employees to work remotely until further notice.
4. Those employees that work remotely shall receive pay (hourly and/or salaried) for their regularly scheduled non-overtime work hours subject to the conditions set forth as follows:
 - a. If some or all of the employee's job functions can be performed from home, the employee is expected to perform those job functions from home during the employee's regularly scheduled non-overtime work hours;
 - b. During the employee's regularly scheduled non-overtime work hours during the emergency, the employee is considered "on-call" and, therefore, must be available by phone to respond to calls from other County officials and must be available to return to their work station within two (2) hours of notice from their supervisor, Commissioners, or his/her designee;

5. For those employees that cannot work remotely, they shall be considered to be "on call" in the event that during the emergency their services are needed. Said employees including temporary, seasonal or part-time employees shall be paid for hours regularly worked.

6. No employee may work or earn compensation from any other source during the employee's regularly scheduled non-overtime work hours (i.e., for which the employee would earn Emergency Stay Home Pay).

7. For those employees that are required to work remotely or to perform they shall receive their regular compensation as per the County salary ordinance unless they are required to perform services outside of the normal business hours of the county at which time they shall be compensated at the rate of one and half times their normal hourly rate and shall be entitled to be paid as compensatory time off for their efforts after the emergency declarations have been rescinded.


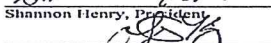

7. Accruals for the benefit of calculations such as vacation pay, sick leave pay, holiday pay and seniority determinations shall continue to accrue during the public emergency closing.

8. Nothing in this Resolution shall amend or modify any collective bargaining agreement or interpretation therein.

9. Employees on vacation, FMLA or sick leave while the county offices are closed to both the public and employees shall be charged with their vacation, FMLA or sick leave and at the conclusion of their paid time off shall be eligible to receive their regular income during the course of the pandemic emergency closing. Employees on sick leave or FMLA leave shall submit a medical release from their medical provider to qualify for Emergency Stay Home Pay during the pandemic emergency closing.

Dated this 23 day of March, 2020.

BOARD OF COMMISSIONERS
DELAWARE COUNTY, INDIANA


Shannon Henry, President

James King, Vice President

Sherry Riggan, Member

ATTEST:


Steven G. Craycraft, Auditor
Delaware County, IN

**EMERGENCY SPECIAL COMMISSIONERS MEETING
DISASTER EMERGENCY DECLARATION 2020-005
FRIDAY, APRIL 3, 2020**

Mr. Shannon Henry

Mr. James King

Ms. Sherry Riggin

Mr. John Brooke, County Attorney

Special guests, Mr. Jason Rogers, EMS/EMA Director, Mr. Scott Alexander, Council President,

Mr. Corey Ohlenkamp, Muncie Star, Mr. Jammie Bane, Health Administrator, Ms. Donna Wilkins, Health Director

An update was provided by Mr. Jason Rogers, EMS/EMA Director regarding COVID 19.

An update was provided by Mr. Jammie Bane, Health Administrator regarding COVID 19.

President Henry commended Mr. Rogers and Mr. Bane's departments for their efforts during COVID 19.

Mr. John Brooke, County Attorney read aloud Disaster Emergency Declaration 2020-005.

Discussion took place regarding social distancing, spacing in businesses, amount of children going into businesses with children, grocery pick-up etc.

MOTION: Commissioner King made a motion to approve Disaster Emergency Declaration 2020-005.

SECOND: Commissioner Riggin

YEAS: Commissioner King, Commissioner Riggin, President Henry

MOTION: Commissioner Riggin made a motion to recess.

SECOND: Commissioner King

YEAS: Commissioner King, Commissioner Riggin, President Henry

April 1, 2020 at 3:58 p.m.

**NOTICE OF SPECIAL EMERGENCY
MEETING**

Notice is hereby given that the Delaware County Board of Commissioners will meet in an emergency special Meeting on:

Friday, April 3, 2020

at 3:00 P.M.

The Special Meeting will be held in the Emergency Operations Center, located at:

211 South Jefferson St., Muncie, Indiana 47305

The emergency Special Meeting is being conducted for the purpose of reauthorizing Emergency Declaration 2020-03. All Commissioners shall appear remotely.

Shannon Henry
Shannon Henry, President
Delaware County Board of Commissioners

Disaster Emergency Declaration
2020-05

4:3

Delaware County, Indiana

- WHEREAS, the President of the United States, on March 13, 2020, has declared a nationwide emergency concerning the spread of COVID-19 viral infections, and
- WHEREAS, the Governor of the State of Indiana, on March 16, 2020, has made an emergency declaration in response to the Coronavirus (COVID-19) disease epidemic; and
- WHEREAS, the County Health Officer has determined that certain measures should be put into place to lessen the potential spread of the COVID-19 virus including the closing of some local businesses; and
- WHEREAS, pursuant to I. C. 10-14-3-29(a) the Board of Commissioners of Delaware County, IN hereby makes a local disaster emergency declaration; and
- WHEREAS, the Governor of the State of Indiana has adopted Executive Order 20-08 with regard to "Stay At Home" for certain individuals and industries, and
- WHEREAS, the Board of Commissioners of Delaware County, Indiana have determined that in response to the emergency believes that the Governor's order should be made a part of the County's Emergency Declaration for consistency and continuity and that the Emergency Declaration of March 23, 2020 should be extended.

NOW THEREFORE WE, THE BOARD OF COMMISSIONERS OF DELAWARE COUNTY,
INDIANA HEREBY DECLARE THAT:

1. A local disaster emergency exists in the County and that we hereby invoke and declare those portions of the Indiana Code which are applicable to the conditions and have caused the issuance of this proclamation, to be in full force and effect in the entire County, including incorporated areas for the exercise of all necessary emergency authority for protection of the lives and property of the people of this County and the restoration of local government with a minimum of interruption. This Emergency Order is effective immediately and shall be in place until the end of business April 10, 2020.
2. The Board of Commissioners adopt in total the language and verbiage from the Governor of the State of Indiana's Executive Order 20-08 as to the conduct and operations of individuals, businesses and entities identifying essential services and functions set forth in the Executive Order.

3. The Governor's Executive Order 20-08 is incorporated by reference and made a part of this Emergency Declaration.
4. This Emergency Declaration shall supersede and replace all prior Emergency Declarations made the by Board of Commissioners prior to this Emergency Order.
5. The Commissioners also shall continue the provisions of Resolution 2020-08 concerning the payment of claims and payment for county employees.
6. This Emergency Order shall remain valid for a period of seven (7) days from the date that this Emergency order was adopted by the Board of Commissioners.

In witness, whereof, we have hereunto set our hand this 3rd day of April, 2020 at 3:17 o'clock p.m.

Delaware County Board of Commissioners

Shannon Henry
Shannon Henry, President

James King
James King, Vice President

Sherry Riggan
Sherry Riggan, Member

Attest: AS Guff
Delaware County Auditor

**EMERGENCY SPECIAL COMMISSIONERS MEETING
DISASTER EMERGENCY DECLARATION 2020-006
FRIDAY, APRIL 10, 2020**

Mr. Shannon Henry

Mr. James King

Ms. Sherry Riggan

Mr. John Brooke, County Attorney

Special guests, Mr. Jammie Bane, Administrator of Health Department, Mr. Scott Alexander, Council President, Dr. Donna Wilkins, Health Director, Mr. Jason Rogers, EMS/EMA, Mr. Brad Bookout and Mr. Ted Baker

Concerns of where the homeless population will go during COVID 19, businesses allowing more than two people in the family into store, church parking lot attendance and proper distance and a reminder that Easter week-end is not a time to have a family dinner.

This is a stay at home order, per Governor of Indiana.

MOTION: Commissioner King made a motion to approve Disaster Emergency Declaration 2020-006.

SECOND: Commissioner Riggan

YEAS: Commissioner King, Commissioner Riggan, President Henry

Mr. Bookout, Director of Economic Development & Redevelopment, thanked all of those on the frontlines. Bookout said assistance to small businesses is a concern and that there's a lot of help from federal government and State of Indiana. Chamber of Commerce, State of Indiana and local banks are offering assistance to small business.

Mr. Ted Baker, Director of Innovation Connector, provided resources to help businesses grow and survive during COVID-19. SBA programs are available.

bbookout@ecirpd.org

tbaker@bsu.edu

MOTION: Commissioner King made a motion to approved the revised 2020 Holiday schedule.

SECOND: Commissioner Riggan

YEAS: Commissioner King, Commissioner Riggan, President Henry

April 8, 2020 at 2:50 p.m.

AMENDED NOTICE OF SPECIAL MEETING

Notice is hereby given that the Delaware County Board of Commissioners will meet in a special meeting on:

Friday, April 10, 2020

at 3:00 P.M.

The Special Meeting will be held electronically meeting being conducted as follows:

Topic: Delaware County Commissioners Emergency Special Meeting

Time: Apr 10, 2020 3:00 PM

The Meeting will be live streamed via the County's Face Book page at Delaware County, Indiana Government.

The Special Meeting is being conducted for the purpose of reauthorizing Emergency Declaration; revised Holiday Schedule; consideration of contracts for Wheeling Avenue Safety Improvements; INDOIT Amendment for Bridge 161; Mutual Aid Agreement with the City of Muncie for EMS Ambulance Service. All Commissioners shall appear remotely.

Shannon Henry

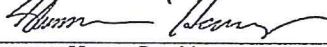
Shannon Henry, President
Delaware County Board of Commissioners

**DELAWARE COUNTY COMMISSIONERS
REVISED HOLIDAY SCHEDULE FOR 2020**

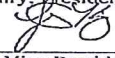
New Year's Day	Wednesday	January 1, 2020
Martin Luther King Day	Monday	January 20, 2020
President's Day	Monday	February 17, 2020
Good Friday	Friday	April 10, 2020
Primary Election	Tuesday	June 2nd, 2020
Memorial Day	Monday	May 25, 2020
Independence Day	Friday	July 3, 2020
Labor Day	Monday	September 7, 2020
General Election	Tuesday	November 3, 2020
Veteran's Day	Wednesday	November 11, 2020
Thanksgiving	Thurs/Friday	November 26 & 27, 2020
Christmas Eve & Day	Thursday/Friday	December 24 & 25, 2020

Adopted this 3rd day of April, 2020

Delaware County Board of Commissioners,



Shannon Henry, President



James King, Vice President

Sherry Riggan, Member

ATTEST: 
Steve Craycraft, County Auditor

Mr. John Brooke, County Attorney, presented agreement for Wheeling Avenue Safety Improvements, Moore Road & Carrington Blvd. This is needed for inspection services, so that the job can start. Not to exceed \$43,000.

MOTION: Commissioner Riggan made a motion to approve the agreement with American Structurepoint for \$43,000.

SECOND: Commissioner King

YEAS: Commissioner King, Commissioner Riggan, President Henry

AMENDMENT 2 TO OWNER-ENGINEER AGREEMENT

1. Background Data:

- a. Effective Date of Owner-Engineer Agreement: January 2, 2018
- b. Owner: Delaware County Commissioners
- c. Engineer: American Structurepoint, Inc.
- d. Project: Wheeling Avenue Safety Improvements, Moore Rd & Carrington Blvd

2. Nature of Amendment

- Additional Services to be performed by Engineer
- Modifications to Payment to Engineer
- Modifications to Time(s) for rendering Services

3. Description of Modifications

Attachment 1, "Modifications"
Exhibit A, Manhour Justification

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect. The Effective Date of this Amendment is the dated of the latest required signature below.

Owner: Delaware County Commissioners

Engineer: American Structurepoint, Inc.

By: [Signature]
Print name: James Kirby
Title: President, Commissioner - District 1

By: [Signature]
Print name: Todd A. Rutledge
Title: Administrative Manager
Date Signed: 3/19/2020

By: [Signature]
Print name: Sherry Ripkin
Title: Commissioner - District 7

By: [Signature]
Print Name: Shannon Henry
Title: Commissioner - District 3

Date Signed: 4-9-2020

Attest: [Signature]
Title: Auditor

Mr. Brooke said this is for INDOT amendment to extend the time to continuing to work on bridge #16 over White River on CR 170 South. This is the Smithfield Bridge.

MOTION: Commissioner King made a motion to approve INDOT amendment for Bridge #161 over White River on CR 170 South.

SECOND: Commissioner Riggan

YEAS: Commissioner King, Commissioner Riggan, President Henry

INDOT
Version 7/18/19
James
Reagan

INDIANA DEPARTMENT OF TRANSPORTATION - LOCAL PUBLIC AGENCY PROJECT
COORDINATION CONTRACT

AMENDMENT NUMBER 2
EDS No.: A249-14-320546
CFDA #: 20.205

This Supplemental Contract, is made and entered into effective as of the date of the Indiana Attorney General signature affixed to this Supplemental Contract, by and between the Indiana Department of Transportation, (hereinafter referred to as "INDOT"), and Delaware County (hereinafter referred to as "LPA").

WITNESSETH

WHEREAS, INDOT and the LPA did, on May 21, 2015, enter into a Contract, and did on April 17, 2017, enter into Amendment Number 1, providing for Services required in connection with INDOT Designation Number 9680560 for bridge #161 over White River on County Road 170 South, 1.8 miles south of State Road 32 and

WHEREAS, it has been determined by INDOT that an amendment of the previously executed INDOT/LPA Contract for Services is necessary due to a change in the Federal aid Project, and

NOW, THEREFORE, in consideration of the mutual covenants and promises herein contained, the LPA and INDOT agree as follows:

The "Recitals" above are hereby made an integral part of and specifically incorporated into this Contract Amendment Number 2.

1. Section V – TERM AND SCHEDULE of the original Contract is amended to read as follows:

SECTION V TERM AND SCHEDULE

- A. If the LPA has the plans, special provisions, and cost estimate (list of pay items, quantities, and unit prices) for the Project ready such that federal funds can be obligated (INDOT obligates the funds about 7 weeks before the date bids are opened for the construction contract), between July 1, 2020 and June 30, 2021, INDOT will make the federal funds shown in section I.A. and/or I.B. of Attachment D available for the Project, provided the Project is eligible, and provided the federal funds shown in section I.B. of Attachment D are available.
- B. In the event that federal funds for the Project are not obligated during the time listed in section V.A., but the LPA has the plans, special provisions, and cost estimate for the Project ready such that federal funds can be obligated between July 1, 2021 and June 30, 2023, INDOT will schedule the contract for letting, provided the Project is eligible, and provided the federal funds shown in section I.B of Attachment D are available.
- C. In the event that federal funds for the Project are not obligated during the period listed in section V.A. or section V.B, the federal funds allocated to the Project may be obligated in the fiscal year chosen by INDOT or the federal funds allocated to the Project will lapse.

MUTUAL AID AGREEMENT WITH CITY OF MUNCIE FOR AMBULANCE SERVICE

Mr. Brooke recommended the Mutual Aid agreement be tabled. This will provide the City of Muncie Attorney and Mayor more time to review/revise the agreement.

MOTION: Commissioner King made a motion to table the Mutual AID agreement.

SECOND: Commissioner Riggan

YEAS: Commissioner King, Commissioner Riggan, President Henry

No mutual aid agreement provided.

Commissioner King said it is up to the State to extend deadlines in which tax payments are due.

Commissioner King along with the other Commissioners gave their condolence to the Family of Officer Breann Leath, IPS Police Officer that was fatally shot on April 9, 2020.

Mr. Mark Slusher, President of Endpoint Creative, said there are ongoing issues with ZOOM streaming to non-personal Facebook pages. This is currently being corrected.

President Henry said comments in social media has been upsetting to those working in the front lines during the Pandemic. Henry encourages those people to focus on the mission of what needs to be done.

Commissioner Riggan said to remember local restaurants and stores during this Pandemic time and to support local.

Mr. Brooke responded to questions that was sent from taxpayers and will provide a copy to the Commissioners.

A copy of questions was not presented for record.

MOTION: Commissioner King made a motion to recess until April 17, 2020.

SECOND: Commissioner Riggan

YEAS: Commissioner King, Commissioner Riggan, President Henry

Disaster Emergency Declaration
2020-06

Delaware County, Indiana

4.10.2020

- WHEREAS, the President of the United States, on March 13, 2020, has declared a nationwide emergency concerning the spread of COVID-19 viral infections, and
- WHEREAS, the Governor of the State of Indiana, on March 16, 2020, has made an emergency declaration in response to the Coronavirus (COVID-19) disease epidemic; and
- WHEREAS, the County Health Officer has determined that certain measures should be put into place to lessen the potential spread of the COVID-19 virus including the closing of some local businesses; and
- WHEREAS, pursuant to I. C. 10-14-3-29(a) the Board of Commissioners of Delaware County, IN hereby makes a local disaster emergency declaration; and
- WHEREAS, the Governor of the State of Indiana has adopted Executive Order 20-18 which renewed the Executive Order to "Stay At Home" for certain individuals and industries until April 20, 2020, and
- WHEREAS, the Board of Commissioners of Delaware County, Indiana have determined that in response to the emergency believes that the Governor's order should be made a part of the County's Emergency Declaration for consistency and continuity and that the Emergency Declaration of April 3, 2020 should be extended.

NOW THEREFORE WE, THE BOARD OF COMMISSIONERS OF DELAWARE COUNTY, INDIANA HEREBY DECLARE THAT:

1. A local disaster emergency exists in the County and that we hereby invoke and declare those portions of the Indiana Code which are applicable to the conditions and have caused the issuance of this proclamation, to be in full force and effect in the entire County, including incorporated areas for the exercise of all necessary emergency authority for protection of the lives and property of the people of this County and the restoration of local government with a minimum of interruption. This Emergency Order is effective immediately and shall be in place until the end of business April 17, 2020.

2. The Board of Commissioners adopt in total the language and verbiage from the Governor of the State of Indiana's Executive Order 20-18 as to the conduct and operations of individuals, businesses and entities identifying essential services and functions set forth in the Executive Order.
3. The Governor's Executive Order 20-18 is incorporated by reference and made a part of this Emergency Declaration.
4. The County Commissioners declare that all individuals in the County should postpone making in-person purchases of goods and services unless and until such items are needed for sustenance, health, education, or employment;
5. All individuals in the County should use online or call-in ordering of goods and services with either delivery or curbside pickup to the greatest extent practicable;
6. In instances where an individual must visit a retail business, an individual should limit the number and frequency of retail businesses visited to purchase goods and services; and
7. All individuals in the County should limit the number of household members who travel to and enter stores for the purpose of making necessary purchases to the minimum necessary.
8. This Emergency Declaration shall supersede and replace all prior Emergency Declarations made the by Board of Commissioners prior to this Emergency Order.
9. The Commissioners determine that all government operations are essential as the government operations from March 23 2020 to the present and all essential governmental functions are operating and available to the public through remote or electronic access, as needed.

10. The Commissioners also shall continue the provisions of Resolution 2020-08 concerning the payment of claims and payment for county employees.
11. Violations of this order will be turned over to the Governor's Enforcement Response Team as set forth in Executive Order 20-18 for investigation and enforcement.
12. This Emergency Order shall remain valid for a period of seven (7) days from the date that this Emergency order was adopted by the Board of Commissioners.

In witness, whereof, we have hereunto set our hand this 10th day of April, 2020 at ___:___ o'clock p.m.

Delaware County Board of Commissioners

Shannon Henry
Shannon Henry, President

James King
James King, Vice President

Sherry Riggin
Sherry Riggin, Member

Attest: _____

Steven G. Craycraft, County Auditor

**EMERGENCY SPECIAL COMMISSIONERS MEETING
DISASTER EMERGENCY DECLARATION 2020-007
FRIDAY, APRIL 17, 2020**

Mr. Shannon Henry

Mr. James King

Ms. Sherry Riffin

Mr. John Brooke, County Attorney

Special guests, Mr. Jammie Bane, Administrator of Health Department, Mr. Scott Alexander, Council President, Dr. Donna Wilkins, Health Director, Mr. Jason Rogers, EMS/EMA

Questions from the public can be sent to commissioners@co.delaware.in.us

An update was provided by Mr. Jammie Bane, Health Administrator regarding COVID 19.

An update was provided by Dr. Donna Wilkins, Health Director regarding the stats of Delaware County and nursing home stats.

4.17.2020

April 15, 2020 at 2:00 p.m.

AMENDED NOTICE OF SPECIAL EMERGENCY MEETING

Notice is hereby given that the Delaware County Board of Commissioners will meet in an emergency special Meeting on:

Friday, April 17, 2020

at 3:00 P.M.

The Special Meeting will be held electronically meeting being conducted as follows:

Topic: Delaware County Commissioners Emergency Special Meeting

Time: Apr 3, 2020 3:00 PM

The Meeting will be live streamed via the County's Face Book page at Delaware County, Indiana Government.

The emergency Special Meeting is being conducted for the purpose of reauthorizing Emergency Declaration 2020-07. All Commissioners shall appear remotely.

Shannon Henry

Shannon Henry, President
Delaware County Board of Commissioners

MOTION: Commissioner King made a motion to approve Disaster Emergency Declaration 2020-07.

SECOND: Commissioner Riggan

YEAS: Commissioner King, Commissioner Riggan, President Henry

**Disaster Emergency Declaration
2020-07**

4.17.2020

Delaware County, Indiana

- WHEREAS, the President of the United States, on March 13, 2020, has declared a nationwide emergency concerning the spread of COVID-19 viral infections, and
- WHEREAS, the Governor of the State of Indiana, on March 16, 2020, has made an emergency declaration in response to the Coronavirus (COVID-19) disease epidemic; and
- WHEREAS, the County Health Officer has determined that certain measures should be put into place to lessen the potential spread of the COVID-19 virus including the closing of some local businesses; and
- WHEREAS, pursuant to I. C. 10-14-3-29(a) the Board of Commissioners of Delaware County, IN hereby makes a local disaster emergency declaration; and
- WHEREAS, the Governor of the State of Indiana has adopted Executive Order 20-18 which renewed the Executive Order to "Stay At Home" for certain individuals and industries until April 20, 2020, and
- WHEREAS, the Board of Commissioners of Delaware County, Indiana have determined that in response to the emergency believes that the Governor's order should be made a part of the County's Emergency Declaration for consistency and continuity and that the Emergency Declaration of April 3, 2020 should be extended.

NOW THEREFORE WE, THE BOARD OF COMMISSIONERS OF DELAWARE COUNTY, INDIANA HEREBY DECLARE THAT:

1. A local disaster emergency exists in the County and that we hereby invoke and declare those portions of the Indiana Code which are applicable to the conditions and have caused the issuance of this proclamation, to be in full force and effect in the entire County, including incorporated areas for the exercise of all necessary emergency authority for protection of the lives and property of the people of this County and the restoration of local government with a minimum of interruption. This Emergency Order is effective immediately and shall be in place until the end of business April 24, 2020.

2. The Board of Commissioners adopt in total the language and verbiage from the Governor of the State of Indiana's Executive Order 20-18 as to the conduct and operations of individuals, businesses and entities identifying essential services and functions set forth in the Executive Order.
3. The Governor's Executive Order 20-18 is incorporated by reference and made a part of this Emergency Declaration.
4. The County Commissioners declare that all individuals in the County should postpone making in-person purchases of goods and services unless and until such items are needed for sustenance, health, education, or employment;
5. All individuals in the County should use online or call-in ordering of goods and services with either delivery or curbside pickup to the greatest extent practicable;
6. In instances where an individual must visit a retail business, an individual should limit the number and frequency of retail businesses visited to purchase goods and services; and
7. All individuals in the County should limit the number of household members who travel to and enter stores for the purpose of making necessary purchases to the minimum necessary.
8. This Emergency Declaration shall supersede and replace all prior Emergency Declarations made the by Board of Commissioners prior to this Emergency Order.
9. The Commissioners determine that all government operations are essential as the government operations from March 23 2020 to the present and all essential governmental functions are operating and available to the public through remote or electronic access, as needed.

10. The Commissioners also shall continue the provisions of Resolution 2020-08 concerning the payment of claims and payment for county employees.
11. Violations of this order will be turned over to the Governor's Enforcement Response Team as set forth in Executive Order 20-18 for investigation and enforcement.
12. This Emergency Order shall remain valid for a period of seven (7) days from the date that this Emergency order was adopted by the Board of Commissioners.

In witness, whereof, we have hereunto set our hand this 17th day of April, 2020 at __:___ o'clock p.m.

Delaware County Board of Commissioners

Shannon Henry
Shannon Henry, President

James King
James King, Vice President

Sherry Riggin
Sherry Riggin, Member

Attest: _____
Steven G. Craycraft, County Auditor

President Shannon gave an update on providing protection glass within Delaware County Building, hand sanitizers and masks. Business need to insure this new journey and employees and customers should protected during this crisis.

Commissioner Riggin asked that staff be staggered at the Highway Department. Departments within the County Building should be keeping up with their messages, emails and any questions.

MOTION: Commissioner King made a motion to recess until April 24, 2020.

SECOND: Commissioner Riggin

YEAS: Commissioner King, Commissioner Riggin, President Henry

EMERGENCY SPECIAL COMMISSIONERS MEETING
DISASTER EMERGENCY DECLARATION 2020-008
FRIDAY, APRIL 24, 2020

Mr. Shannon Henry

Mr. James King

Ms. Sherry Riggin

Mr. John Brooke, County Attorney

Special guests, Mr. Jammie Bane, Administrator of Health Department, Mr. Scott Alexander, Council

President, Dr. Donna Wilkins, Health Director, Mr. Jason Rogers, EMS/EMA, Mr. Joe Rhett

Questions from the public can be sent to commissioners@co.delaware.in.us

April 22, 2020 at 3:00 p.m.

AMENDED NOTICE OF SPECIAL EMERGENCY MEETING

Notice is hereby given that the Delaware County Board of Commissioners will meet in an emergency special Meeting on:

Friday, April 24, 2020

at 3:00 P.M.

The Special Meeting will be held electronically meeting being conducted as follows:

Topic: Delaware County Commissioners Emergency Special Meeting

Time: Apr 24, 2020 3:00 PM

The Meeting will be live streamed via the County's Face Book page at Delaware County, Indiana Government.

The emergency Special Meeting is being conducted for the purpose of reauthorizing Emergency Declaration 2020-08. All Commissioners shall appear remotely.

Shannon Henry

Shannon Henry, President
Delaware County Board of Commissioners

An update was provided by Mr. Jammie Bane, Health Administrator regarding COVID 19.

An update was provided by Dr. Donna Wilkins, Health Director regarding COVID 19. An ongoing concern is still the nursing homes.

An update was provided by Mr. Jason Rogers, EMA/EMS Director.

Mr. Rogers commended Mr. Kyle Johnson, GIS for the assistance at EMS/EMS and EOC.

President Henry provided information regarding Short's Glass preparation of protection of plexi-glass that will be provided in offices at Delaware County building. Masks are being obtained as soon as possible. Decals for front door and floors regarding social distancing. Mr. Charlie Walker, Building Superintendent is making sure proper hand sanitizers and Shorts Glass preparation is on schedule.

Commissioner King provided an update on hand sanitizer.

Mr. John Brooke, County Attorney, is also working with Judges of Delaware County to obtain masks too.

President Alexander said he will get Mr. Rogers quotes for masks and hand sanitizer.

Discussion regarding social distancing, opening the building, appointments and efforts to be safe during COVID 19.

MOTION: Commissioner King made a motion to approve Disaster Emergency Declaration 2020-08.

SECOND: Commissioner Riggan

YEAS: Commissioner King, Commissioner Riggan, President Henry

MOTION: Commissioner King made a motion to recess.

SECOND: Commissioner Riggan

YEAS: Commissioner King, Commissioner Riggan, President Henry

4/24/2020

**Disaster Emergency Declaration
2020-08**

Delaware County, Indiana

- WHEREAS,** the President of the United States, on March 13, 2020, has declared a nationwide emergency concerning the spread of COVID-19 viral infections, and
- WHEREAS,** the Governor of the State of Indiana, on March 16, 2020, has made an emergency declaration in response to the Coronavirus (COVID-19) disease epidemic; and
- WHEREAS,** the County Health Officer has determined that certain measures should be put into place to lessen the potential spread of the COVID-19 virus including the closing of some local businesses; and
- WHEREAS,** pursuant to I. C. 10-14-3-29(a) the Board of Commissioners of Delaware County, IN hereby makes a local disaster emergency declaration; and
- WHEREAS,** the Governor of the State of Indiana has adopted Executive Order 20-22 which renewed the Executive Order to "Stay At Home" for certain individuals and industries until May 1, 2020, and
- WHEREAS,** the Board of Commissioners of Delaware County, Indiana have determined that in response to the emergency believes that the Governor's order should be made a part of the County's Emergency Declaration for consistency and continuity and that the Emergency Declaration of April 17, 2020 should be extended.

NOW THEREFORE WE, THE BOARD OF COMMISSIONERS OF DELAWARE COUNTY, INDIANA HEREBY DECLARE THAT:

1. A local disaster emergency exists in the County and that we hereby invoke and declare those portions of the Indiana Code which are applicable to the conditions and have caused the issuance of this proclamation, to be in full force and effect in the entire County, including incorporated areas for the exercise of all necessary emergency authority for protection of the lives and property of the people of this County and the restoration of local government with a minimum of interruption. This Emergency Order is effective immediately and shall be in place until the end of business May 1, 2020.

2. The Board of Commissioners adopt in total the language and verbiage from the Governor of the State of Indiana's Executive Order 20-22 as to the conduct and operations of individuals, businesses and entities identifying essential services and functions set forth in the Executive Order.
3. The Governor's Executive Order 20-22 is incorporated by reference and made a part of this Emergency Declaration.
4. The County Commissioners declare that all individuals in the County should postpone making in-person purchases of goods and services unless and until such items are needed for sustenance, health, education, or employment;
5. All individuals in the County should use online or call-in ordering of goods and services with either delivery or curbside pickup to the greatest extent practicable;
6. In instances where an individual must visit a retail business, an individual should limit the number and frequency of retail businesses visited to purchase goods and services; and
7. All individuals in the County should limit the number of household members who travel to and enter stores for the purpose of making necessary purchases to the minimum necessary.
8. All individuals are encouraged and should wear masks when going out to essential businesses, grocery stores or outside of their residence for any essential purpose.
9. This Emergency Declaration shall supersede and replace all prior Emergency Declarations made the by Board of Commissioners prior to this Emergency Order.
10. The Commissioners determine that all government operations are essential as the government operations from March 23, 2020 to the present and all essential

governmental functions are operating and available to the public through remote or electronic access, as needed.

11. The Commissioners also shall continue the provisions of Resolution 2020-08 concerning the payment of claims and payment for county employees.
12. Violations of this order will be turned over to the Governor's Enforcement Response Team as set forth in Executive Order 20-22 for investigation and enforcement.
13. This Emergency Order shall remain valid for a period of seven (7) days from the date that this Emergency order was adopted by the Board of Commissioners.

In witness, whereof, we have hereunto set our hand this 24th day of April, 2020 at 3:33 p.m. o'clock p.m.

Delaware County Board of Commissioners

Shannon Henry, President

James King, Vice President

Sherry Riggan, Member

Attest: _____

Steven G. Craycraft, County Auditor

**EMERGENCY SPECIAL COMMISSIONERS MEETING
DISASTER EMERGENCY DECLARATION 2020-009
FRIDAY, MAY 1, 2020**

Mr. Shannon Henry

Mr. James King

Ms. Sherry Riggins

Mr. John Brooke, County Attorney

Special guests, Mr. Jammie Bane, Administrator of Health Department, Mr. Scott Alexander, Council President, Dr. Donna Wilkins, Health Director, Mr. Jason Rogers, EMS/EMA, Ms. Angie Moyer, Project Manager, Ms. Pam McCammon, Human Resource Director, Council Vice President, Ms. Jessica Piper, Mr. Corey Ohlenkamp, Mr. Joe Rhett

Questions from the public can be sent to commissioners@co.delaware.in.us

April 29, 2020 at 6:00 p.m.

NOTICE OF SPECIAL EMERGENCY MEETING

Notice is hereby given that the Delaware County Board of Commissioners will meet in an emergency special Meeting on:

Friday, May 1, 2020

at 3:30 P.M.

The Special Meeting will be held electronically meeting being conducted as follows:

Topic: Delaware County Commissioners Emergency Special Meeting

Time: May 1, 2020 at 3:30 PM

The Meeting will be live streamed via the County's Face Book page at Delaware County, Indiana Government.

The emergency Special Meeting is being conducted for the purpose of reauthorizing Emergency Declaration 2020-09 and discussion of contract for services on Bridge #161 (Smithfield). All Commissioners shall appear remotely.

Shannon Henry

Shannon Henry, President
Delaware County Board of Commissioners

An update was provided by Mr. Jammie Bane, Health Administrator regarding COVID 19.

An update was provided by Dr. Donna Wilkins, Health Director regarding COVID 19. An ongoing concern is still the nursing homes.

Commissioner Riggin asked Mr. John Brooke, County Attorney, "How can we go around the Governor?"

Ms. Wilkins and Mr. Bane are insisting that incoming transfers from nursing home facilities not take place.

Indiana State Health Commissioner Dr. Kristina Box issued an order superseding such local orders.

Star Press article dated April 15, 2020 can be found for additional information.

An update was provided by Mr. Jason Rogers, EMA/EMS Director.

President Henry provided information regarding Short's Glass preparation of protection of plexi-glass that will be provided in offices at Delaware County building. Masks are available and will be distributed to Delaware County employees. Decals for front door and floors regarding social distancing are being placed by Mr. Kyle Johnson, Mr. John Coutinho and Mr. Charlie Walker, Building Superintendent has been busy with preparation of safety within the buildings.

Employees should return to work May 6, 2020. The public may contact offices to schedule appointments starting May 11, 2020. Delaware County building will reopen to the public after review of what is taking place at that time on May 18, 2020. Masks should be worn and social distancing must take place with the public and employees.

Mr. John Brooke, County Attorney said Delaware County Judges will submit an action plan to Supreme Court for approval. Operations will remain as is for Courts until June 1, 2020. Emergency hearings will only take place remotely.

President Henry and Mr. Rick Spangler, County Clerk are in communication regarding voting and how to keep social distancing and safety the priority.

President Henry read aloud an email question from Mr. Cameron Grubbs, asking the Commissioners to consider following the lead of Marion County, Indianapolis, Indiana.

President Henry and the Commissioners would like to follow the Governors 5 step action plan.

Mr. Brooke said he would create a document regarding regulations and send to all Commissioners.

MOTION: Commissioner Riggin made a motion to approve regulations, as stated.

SECOND: Commissioner King

YEAS: Commissioner King, Commissioner Riggin, President Henry

Mr. Angie Moyer, Project Manager, presented Amendment #2 for Bridge #161 over White River on CR 170 South with CHA Consulting for \$35,900 (added to supplement agreement), reimbursement of 80% from federal highway. Delaware Counties match is \$7,180. The total amount was \$396,735.

MOTION: Commissioner Riggin made a motion to approve supplement agreement #2 with CHA Consulting.

SECOND: Commissioner King

YEAS: Commissioner King, Commissioner Riggin, President Henry

CONTRACT SUPPLEMENT No. 2

THIS SUPPLEMENTAL AGREEMENT ("Supplement Agreement") is made this _____ day of _____, 2020 between Delaware County, Indiana, acting by and through its proper officials ("LOCAL PUBLIC AGENCY" or "LPA"), and CHA Consulting, Inc. ("the CONSULTANT"), a corporation/limited liability company organization under the laws of the State of Indiana.

Des No. 9680560

WHEREAS, on January 7, 2019, the LPA entered into a Contract with the CONSULTANT for services required for the Preliminary Engineering Services of Delaware County Bridge No. 161 Replacement, herein after referred to as the Contract, and

WHEREAS, the LPA has requested changes to the contract, changes which will impact preliminary engineering, and

NOW THEREFORE, the parties agree that the Contract shall be modified by this supplement No. 2 in accordance with the following:

- I. Section IV of the Contract shall be modified as follows:

Section IV shall be MODIFIED to Read:

SECTION IV COMPENSATION The LPA shall pay the CONSULTANT for the Services performed under the Contract as set forth in Appendix "D" which is herein attached to and made integral part of this Contract. The maximum amount payable under this Contract shall not exceed ~~\$260,875.00~~ \$396,735.00.

- II. Appendix A of the Contract shall be modified as follows:

Add Section 4.1: Tree Mitigation (Hourly):

Objective

The Consultant will prepare a Floodplain Mitigation and Monitoring Plan and Environmental Document as described below.

Results/Deliverables

The products of this section are as follows:

- A. Mitigation Plan for Floodplain Impacts
- o Mitigation and Monitoring Plan Document
 - o Conservation Easement
 - o Design Plans for Mitigation Site

- B. National Environmental Policy Act (NEPA) documentation - It is anticipated that this project will require the preparation of an Additional Information Document (AI) to address the purchase of a conservation easement for the purpose of Indiana DNR floodplain mitigation. The AI document will only address changes to Delaware County Bridge 161 project, as a result of the need for additional floodplain mitigation off-site. The AI Document will amend the original Categorical Exclusion approved by INDOT. If it is later determined that an

**Disaster Emergency Declaration
2020-09**

Delaware County, Indiana

- WHEREAS,** the President of the United States, on March 13, 2020, has declared a nationwide emergency concerning the spread of COVID-19 viral infections, and
- WHEREAS,** the Governor of the State of Indiana, on March 16, 2020, has made an emergency declaration in response to the Coronavirus (COVID-19) disease epidemic; and
- WHEREAS,** the County Health Officer has determined that certain measures should be put into place to lessen the potential spread of the COVID-19 virus including the closing of some local businesses; and
- WHEREAS,** pursuant to I. C. 10-14-3-29(a) the Board of Commissioners of Delaware County, IN hereby makes a local disaster emergency declaration; and
- WHEREAS,** the Governor has adopted Executive Orders 20-25 and 20-26 as map for continued protection from the COVID-19 threat as well as a map of reopening the State and County; and
- WHEREAS,** the Board of Commissioners of Delaware County, Indiana have determined that in response to the emergency believes that the Governor's order should be made a part of the County's Emergency Declaration for consistency and continuity and that the Emergency Declaration of April 24, 2020 should be extended.

NOW THEREFORE WE, THE BOARD OF COMMISSIONERS OF DELAWARE COUNTY, INDIANA HEREBY DECLARE THAT:

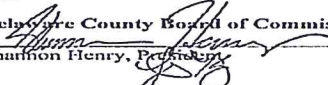
1. A local disaster emergency continues to exist in the County and that we hereby invoke and declare those portions of the Indiana Code which are applicable to the conditions and have caused the issuance of this proclamation, to be in full force and effect in the entire County, including incorporated areas for the exercise of all necessary emergency authority for protection of the lives and property of the people of this County and the restoration of local government with a minimum of interruption. **This Emergency Order is effective immediately and shall be in place until the end of business May 8, 2020.**

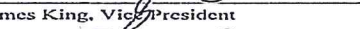
2. The Board of Commissioners adopt the Governor's Executive Order 20-26 in whole as part of their emergency declaration and plan to return to get back on track.
3. The County government shall continue to operate, but commencing on May 6, 2020 the elected officials and department heads shall commence operation pursuant to the office holder's plan for scheduling and operations. Any member of the public that is required to meet with any county employee in person shall be set by appointment, escorted to the office and shall be required to wear a face mask or other covering which covers the person's mouth and nose during their of their business in the County Building.
4. The Governor's Executive Order 20-25 is incorporated by reference and made a part of this Emergency Declaration.
5. In instances where an individual must visit a retail business, the business shall follow the proper social distancing requirements in Executive Order 20-26 and the guidelines from the Center for Disease Control (CDC).
6. The County building and facilities shall be open to the public, by appointment only by May 11, 2020.
7. All individuals are encouraged and should wear masks when going out to essential businesses, grocery stores or outside of their residence for any essential purpose.
8. This Emergency Declaration shall supersede and replace all prior Emergency Declarations made the by Board of Commissioners prior to this Emergency Order.
9. The Commissioners determine that all government operations are essential as the government operations from March 23, 2020 to the present and all essential governmental functions are operating and available to the public through remote or electronic access, as needed.

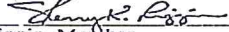
10. The Commissioners also shall continue the provisions of Resolution 2020-08 concerning the payment of claims and payment for county employees.
11. Violations of this order will be turned over to the Governor's Enforcement Response Team as set forth in Executive Order 20-26 for investigation and enforcement.
12. This Emergency Order shall remain valid for a period of seven (7) days from the date that this Emergency order was adopted by the Board of Commissioners.

In witness, whereof, we have hereunto set our hand this 1st day of May 2020 at 3:33 p.m. o'clock p.m.

Delaware County Board of Commissioners


Sharon Henry, President


James King, Vice President


Sherry Riggan, Member

Attest: 
Steven G. Craycraft, County Auditor

MOTION: Commissioner Riggan made a motion to recess.

SECOND: Commissioner King

YEAS: Commissioner King, Commissioner Riggan, President Henry

**EMERGENCY SPECIAL COMMISSIONERS MEETING
DISASTER EMERGENCY DECLARATION 2020-010
FRIDAY, MAY 8, 2020**

Mr. Shannon Henry

Mr. James King

Ms. Sherry Riggin

Mr. John Brooke, County Attorney

Special guests, Mr. Jammie Bane, Administrator of Health Department, Mr. Scott Alexander, Council President, Dr. Donna Wilkins, Health Director, Mr. Jason Rogers, EMS/EMA, Mr. Joe Rhett, Ms. Pam McCammon, Human Resource Director, Ms. Debbie Conder, Human Resource Office

Questions from the public can be sent to commissioners@co.delaware.in.us

May 6, 2020 at 2:00 p.m.

NOTICE OF SPECIAL EMERGENCY MEETING

Notice is hereby given that the Delaware County Board of Commissioners will meet in an emergency special Meeting on:

Friday, May 8, 2020

at 3:00 P.M.

The Special Meeting will be held electronically meeting being conducted as follows:

Topic: Delaware County Commissioners Emergency Special Meeting

Time: May 8, 2020 at 3:00 PM

The Meeting will be live streamed via the County's Face Book page at Delaware County, Indiana Government.

The emergency Special Meeting is being conducted for the purpose of reauthorizing Emergency Declaration 2020-10; Amending Resolution 2020-08; EMS Agreement with St. Vincent Hospital; discussion and consideration of Resolution 2020-09 about a County Furlough program and an update on COVID-19 activities in the County. All Commissioners shall appear remotely.

Shannon Henry
Shannon Henry, President
Delaware County Board of Commissioners

An update was provided by Dr. Donna Wilkins, Health Director regarding COVID 19. Testing is taking place at the National Guard Armory in Muncie, Indiana. Nursing homes still are a great concern.

An update was provided by Mr. Jason Rogers, EMA/EMS Director. FEMA equipment was received. It was however a disappointment due to the amount received.

Mr. John Brooke, County Attorney, said a website for small businesses regarding Economic Development Corporation will be located on IDEC (Indiana Development Economic Corporation). www.dcema.com

Mr. Brooke read aloud Emergency Declaration 2020-010.

Mr. Tony Skinner, Sheriff will work with front door security in Justice Center and County Building to monitor the amount of public coming into the building.

President Henry said employees should wear masks as stated in the declaration. Department heads are responsible to keep employees 6 feet apart.

An update was provided by Mr. Jammie Bane, Health Administrator regarding COVID 19.

MOTION: Commissioner King made a motion to approve Disaster Emergency Declaration 2020-010.

SECOND: Commissioner Riggan

YEAS: Commissioner King, Commissioner Riggan, President Henry

**Disaster Emergency Declaration
2020-10**

Delaware County, Indiana

- WHEREAS, the President of the United States, on March 13, 2020, has declared a nationwide emergency concerning the spread of COVID-19 viral infections, and
- WHEREAS, the Governor of the State of Indiana, on March 16, 2020, has made an emergency declaration in response to the Coronavirus (COVID-19) disease epidemic; and
- WHEREAS, the County Health Officer has determined that certain measures should be put into place to lessen the potential spread of the COVID-19 virus including the closing of some local businesses; and
- WHEREAS, pursuant to I. C. 10-14-3-29(a) the Board of Commissioners of Delaware County, IN hereby makes a local disaster emergency declaration; and
- WHEREAS, the Governor has adopted Executive Orders 20-25 and 20-26 as map for continued protection from the COVID-19 threat as well as a map of reopening the State and County; and
- WHEREAS, the Board of Commissioners of Delaware County, Indiana have determined that in response to the emergency believes that the Governor's order should be made a part of the County's Emergency Declaration for consistency and continuity and that the Emergency Declaration of April 17, 2020 should be extended.

NOW THEREFORE WE, THE BOARD OF COMMISSIONERS OF DELAWARE COUNTY, INDIANA HEREBY DECLARE THAT:

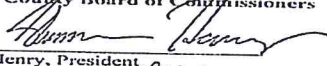
1. A local disaster emergency continues to exist in the County and that we hereby invoke and declare those portions of the Indiana Code which are applicable to the conditions and have caused the issuance of this proclamation, to be in full force and effect in the entire County, including incorporated areas for the exercise of all necessary emergency authority for protection of the lives and property of the people of this County and the restoration of local government with a minimum of interruption. **This Emergency Order is effective immediately and shall be in place until the end of business May 18, 2020.**


2. The Board of Commissioners adopt the Governor's Executive Order 20-26 in whole as part of their emergency declaration and plan to return to get back on track.
3. The County government shall continue to operate, but commencing on May 11, 2020 the elected officials and department heads shall commence operation pursuant to the office holder's plan for scheduling and operations. Members of the public shall contact the office and make an appointment with the office before entering the County Building and Justice Center. All employees and members of the public that will meet in person shall maintain a social distance of at least 6 feet between individuals at all times and shall be required to wear a face mask or other covering which covers the person's mouth and nose during their of their business in the County Building. All county employees shall be required to wear a mask or face covering their nose and mouth when interacting with the public and when not at their desk.
4. Commencing on May 11, 2020 there shall be a limit of the number of members of the public that shall be permitted to access the County Building or Justice Center. No more than 25 members of the public per floor may be allowed to enter the County Building and occupy the building at any time. There shall be a limit of 25 people allowed in the Justice Center to conduct business, excluding staff, lawyers and litigants. Those members of the public that exceed the limit in either the Justice Center or County Building will be required to wait outside of the building following proper social distancing requirements of at least 6 feet intervals.
5. The Governor's Executive Order 20-25 is incorporated by reference and made a part of this Emergency Declaration.

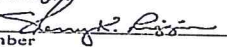
6. In instances where an individual must visit a retail business, the business shall follow the proper social distancing requirements in Executive Order 20-26 and the guidelines from the Center for Disease Control (CDC).
7. All individuals are encouraged and should wear masks when going out to essential businesses, grocery stores or outside of their residence for any essential purpose.
8. This Emergency Declaration shall supersede and replace all prior Emergency Declarations made the by Board of Commissioners prior to this Emergency Order.
9. The Commissioners determine that all government operations are essential as the government operations from March 23, 2020 to the present and all essential governmental functions are operating and available to the public through remote or electronic access, as needed.
10. Violations of this order will be turned over to the Governor's Enforcement Response Team as setforth in Executive Order 20-26 for investigation and enforcement.
11. This Emergency Order shall remain valid for a period of eleven (11) days from the date that this Emergency order was adopted by the Board of Commissioners.


In witness, whereof, we have hereunto set our hand this 8th day of May 2020 at 3:___ p.m. o'clock p.m.

Delaware County Board of Commissioners


Shannon Henry, President


James King, Vice President


Sherry Riggan, Member

Attest: 

President Henry commended Mr. Kyle Johnson, Mr. John Coutinho. Mr. Charlie Walker, Building Superintendent for continuing their efforts with preparation toward safety in the county buildings.

SPONSORING HOSPITAL AGREEMENT BETWEEN ST. VINCENT ANDERSON
AND DELAWARE COUNTY EMERGENCY MEDICAL SERVICE

Mr. Rogers presented an agreement between St. Vincent Anderson and Delaware County Emergency Medical Service. This is a service that St. Vincents, Anderson, Indiana provides to EMS in many counties. St. Vincents give direction and oversight at no charge.

MOTION: Commissioner King made a motion to approve the agreement between St. Vincent Anderson and Delaware County EMS.

SECOND: Commissioner Riggan

YEAS: Commissioner King, Commissioner Riggan, President Henry

Signed agreement is available in the Auditor's office

Mr

**SPONSORING HOSPITAL AGREEMENT
BETWEEN
ST. VINCENT ANDERSON
AND**

Delaware County Emergency Medical Service

THIS AGREEMENT is made this ____ Day of __ March, 2020, by and between **ST. VINCENT ANDERSON HOSPITAL** (hereinafter referred to as **SPONSOR**) and Delaware County Emergency Medical Service (hereinafter referred to as **PROVIDER**).

INTRODUCTION

In order to meet State requirements for the provision of advanced life support emergency medical services, the **PROVIDER** desires to contract with the Sponsor as a duly certified Sponsoring Hospital for the sponsorship of the **PROVIDER** as a Paramedic organization. It shall be the intent of this Agreement to coordinate the functions of the **SPONSOR** and the **PROVIDER** in the development and implementation of operational and continuing education and evaluation programs for paramedic activities carried out by paramedics employed by the **PROVIDER**. The responsibilities of the **SPONSOR** and the **PROVIDER** in providing advanced life support emergency medical services shall be delineated in the following.

Mr. Scott Alexander, Council President said he and Mr. Ed Carroll, Treasurer worked with New Castle, Indiana representatives regarding the Furlough Program that was offered to their employees.

President Henry said if 30 employees would take Furlough, it would save Delaware County approximately \$200,000.

Mr. Brooke will send Resolution to elected officials. Elected officials and department heads will determine who would/could be furloughed. The Commissioners will work with Human Resource Director, Ms. Pam McCammon, Director to determine seniority rights. Delaware County Furlough would start Mary 14 through August 5, 2020. Unemployment is available for Fulough.

MOTION: Commissioner King made a motion to approve Resolution 2020-010, Volunteer Employee Furlough Program.

SECOND: Commissioner Rigglin

YEAS: Commissioner King, Commissioner Rigglin, President Henry

RESOLUTION 2020—010

A RESOLUTION CREATING A VOLUNTARY COUNTY FURLOUGH PROGRAM

WHEREAS, the President of the United States has declared a national emergency for the Covid-19 novel virus; and

WHEREAS, the Governor of Indiana has declared a public health emergency for Coronavirus Disease 2019 Outbreak ("COVID-19") pursuant to I.C. 10-14-3-12; and

WHEREAS, during this national emergency the local economy has stopped and the State has extended deadlines on the payment of real and personal property taxes to the County; and

WHEREAS, allowances need to be made for the benefit of the County and the costs of services; and

WHEREAS, the Governor of the State of Indiana has implemented a process for getting Indiana back to work and government operating to serve the citizens; and

WHEREAS, the Commissioners have worked with the County Council to create a furlough program for employees that volunteer to be furloughed for 12 weeks as a start to conserve the financial resources of the County.

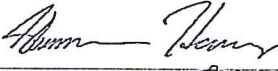

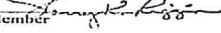
NOW, THEREFORE, IT IS RESOLVED BY THE BOARD OF COMMISSIONERS OF DELAWARE COUNTY that:

1. The Board of Commissioners creates a "Voluntary County COVID-19 Furlough Program".
2. Each of the Department Heads and Elected Officials will contact their staff and seek volunteers to be furloughed. The Department heads and Elected Officials shall review all requests for furlough and shall send the approved employees to the Commissioners.
3. An employee on FAMILIES FIRST leave under the CARES Act (either at 100% or 80% pay) shall be ineligible for furlough.
4. An employee on FMLA leave, sick or short-term disability, workmen's compensation leave or unpaid leave shall be ineligible for furlough.
5. The furlough program shall be limited to a number as determined by the Board of Commissioners.
6. In the event that more employees volunteer and are approved for furlough than set by the Board of Commissioners, the Commissioners shall select the employees who have the most time of service to the County as being furloughed first.
7. County employees (volunteers) will be furloughed for a period of 12 weeks starting May 14, 2020 until August 5, 2020.
8. Furloughed employees will be eligible for unemployment benefits.
9. The county will pay the county's share of their health insurance monthly costs. The Employee is required to pay the amount of the health insurance that is deducted from their regular pay to the County on a monthly basis. If an employee fails to pay their health insurance costs for more than 30 days their health insurance could be terminated.
10. While on furlough, the employee will still continue to earn personal days and sick time while on furlough.
11. Furloughed employees shall not perform any work for the County while on furlough except if an employee wishes to maintain their service time with PERF, then they shall be required to work one day per month in different pay periods to maintain their service time with PERF. An employee that chooses not to work will lose 1/8th of their annual service time. Once the furlough has ended all employees that were furloughed will still be eligible and participate in PERF. Any employee that works to maintain their PERF shall have the Department Head and/or Elected official notify the County HR Department for proper notification to PERF.
12. The furlough time shall NOT constitute a "break in service" by the employee for longevity, long term benefits and retirement benefits.
13. All compensatory time off shall be frozen until the employee returns to work.
14. No employee on an extended leave, work compensation leave or other type of leave shall be eligible for furlough.
15. All vacation time earned and not used as well as compensatory time off, personal days and sick days not used shall be frozen and eligible to be used by the employee once the employee returns to work.

16. At the end of the furlough period the County Commissioners will notify the employees when to return to work.
17. Any employee that does not report back to work on the date indicated by the County Commissioners shall be terminated pursuant to the County policy.
18. This Resolution shall expire on August 6, 2020.

Dated this 6 day of May, 2020.

BOARD OF COMMISSIONERS
DELAWARE COUNTY, INDIANA


Shannon Henry, President

James King, Vice President

Sherry Riggin, Member

ATTEST:


Steven G. Craycraft, Auditor
Delaware County, IN

Mr. Brooke presented Resolution 2020-009 and said this Resolution works in conjunction with Furlough Program and staggered work time at Delaware County.

MOTION: Commissioner King made a motion to approve Resolution 2020-009, A Resolution Requiring Certain County Continuity of Services and Employee to Work

SECOND: Commissioner Riggin

YEAS: Commissioner King, Commissioner Riggin, President Henry

RESOLUTION 2020—009

A RESOLUTION REQUIRING CERTAIN COUNTY CONTINUITY OF SERVICES AND EMPLOYEES TO WORK

- WHEREAS, the President of the United States has declared a national emergency for the same; and
- WHEREAS, the Governor of Indiana has declared a public health emergency for Coronavirus Disease 2019 Outbreak ("COVID-19") pursuant to I.C. 10-14-3-12; and
- WHEREAS, allowing certain employees to work in shifts and to work remotely to help continue to promote the safety and well-being of both county employees and general public during the declared emergency; and
- WHEREAS, allowances need to be made for those employees whose position can not be performed remotely as to payment of salaries; and
- WHEREAS, the Governor of the State of Indiana has implemented a process for getting Indiana back to work and government operating to serve the citizens; and
- WHEREAS, the Commissioners have adopted Executive Orders 20-25 and 20-26 as part of their plan to return County Government and businesses back to pre-emergency basis.

NOW, THEREFORE, IT IS RESOLVED BY THE BOARD OF COMMISSIONERS OF DELAWARE COUNTY that:


1. The Commissioners have required some or all of the employees of the County to work on staggered work days and shifts as per directions from the Elected Officials and Department Heads during the time of this national emergency as per I. C. 10-14-13-12 to allow limited number of employees to work at the County offices and maintain social distancing requirements and allow to for those employees that have the ability and work to work from home.
2. The County also will adopt a voluntary furlough program for employees to be furloughed from work and qualify for unemployment.
3. Those employees that not furloughed and at time not working in the County offices shall also work from home or are directed to refrain from coming to work shall continue to receive their regular pay and this pay shall be determined to be said compensation shall be deemed to be "Emergency Stay Home Pay" and shall be limited to the employee's regular salary in the County salary ordinance without any overtime.
4. Those employees that work at the County offices and/or remotely shall receive pay (hourly and/or salaried) for their regularly scheduled non-overtime work hours subject to the conditions set forth as follows:
 - a. If some or all of the employee's job functions can be performed from home, the employee is expected to perform those job functions from home during the employee's regularly scheduled non-overtime work hours;
 - b. During the employee's regularly scheduled non-overtime work hours during the emergency and they are not working in the County offices, the employee is considered "on-call" and, therefore, must be available by phone to respond to calls from other County officials and must be available to return to their work station within two (2) hours of notice from their supervisor, Commissioners, or his/her designee;


Commissioners Record

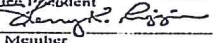
- 5. For those employees that cannot work remotely, they shall be considered to be "on call" in the event that during the emergency their services are needed. Said employees including temporary, seasonal or part-time employees shall be paid for hours regularly worked.
- 6. No employee may work or earn compensation from any other source during the employee's regularly scheduled non-overtime work hours (i.e., for which the employee would earn Emergency Stay Home Pay).
- 7. For those employees that are required to work remotely or to perform they shall receive their regular compensation as per the County salary ordinance unless they are required to perform services outside of the normal business hours of the county at which time they shall be compensated at the rate of one and half times their normal hourly rate and shall be entitled to be paid as compensatory time off for their efforts after the emergency declarations have been rescinded.
- 7. Accruals for the benefit of calculations such as vacation pay, sick leave pay, holiday pay and seniority determinations shall continue to accrue during the public emergency.
- 8. Nothing in this Resolution shall amend or modify any collective bargaining agreement or interpretation therein.
- 9. Employees on vacation, FMLA or sick leave while the county offices are on a staggered shift basis shall be charged with their vacation, FMLA or sick leave and at the conclusion of their paid time off shall be eligible to receive their regular income during the course of the pandemic emergency closing. Employees on sick leave or FMLA leave shall submit a medical release from their medical provider to qualify for Emergency Stay Home Pay during the pandemic emergency closing.
- 10. Employees on CARES Act Families First leave shall continue said leave for their 80 hours of work and may extend this leave pursuant to FMLA leave, if applicable, utilizing the County's policy as to vacation, sick, personal and comp time usage for payment.

Dated this 8 day of May, 2020.

BOARD OF COMMISSIONERS
DELAWARE COUNTY, INDIANA


Shannon Henry, President


James King, Vice President


Sherry Riggan, Member

ATTEST:


Steven G. Craycraft, Auditor
Delaware County, IN

President Henry said a mailbox has been placed on the Plaza, located at Delaware County Building for tax payments. No penalties will be added for late payment until after July 10, 2020.

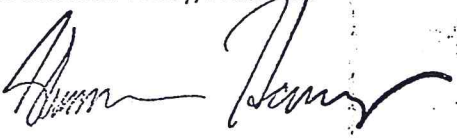
MOTION: Commissioner King made a motion to recess.

SECOND: Commissioner Riggan


Mr. Brooke said May 18, 2020 at 9:00 will be the next Virtual Commissioners meeting.

YEAS: Commissioner King, Commissioner Riggan, President Henry

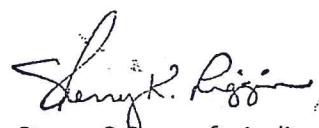
Mr. Shannon Henry, President



Mr. James King, Vice President



Ms. Sherry Riggan, Member



Mr. Steven G Craycraft, Auditor

