

MARCH 16, 2020 @ 9:02a.m.
COMMISSIONER'S COURTROOM
COMMISSIONER MEETING
100 W. MAIN STREET
MUNCIE, IN 47305
MOMENT OF SILENCE REGARDING COVID-19
PLEDGE TO FLAG

Mr. Shannon Henry
Mr. James King
Ms. Sherry Riggin
Mr. John Brooke, County Attorney
Mr. Steven G Craycraft, Auditor

APPOINTMENT FOR WORKONE BOARD

MOTION: Commissioner King made a motion to appoint Ms. Sherry Riggin to the Workone Board.

SECOND: Commissioner Henry

YEAS: Commissioner King, Commissioner Riggin, President Henry

TABLED BUSINESS-REMAINED TABLED

AN ORDINANCE TO REESTABLISH A CUMULATIVE BRIDGE FUND FOR DELAWARE COUNTY, IN AND INCREASING THE TAX
RATE FOR THE FUND PURSUANT TO IN CODE 6-1.1-41 AND 8-16-3
ORDINANCE 2020-002

Remained
Tabled

ORIGINAL

ORDINANCE 2020-002

AN ORDINANCE TO RE-ESTABLISH A CUMULATIVE BRIDGE FUND FOR DELAWARE COUNTY, INDIANA AND INCREASING THE TAX RATE FOR THE FUND PURSUANT TO IND. CODE §§ 6-1.1-41 & 8-16-3

WHEREAS, the Delaware County Board of Commissioners previously established a Cumulative Bridge Fund for Delaware County, Indiana (the "Fund"), and set the tax rate for the Fund pursuant to Ind. Code §§ 6-1.1-41 and 8-16-3; and

WHEREAS, the Board of Commissioners has now determined that it is in the best interest of the County to re-establish the Fund and increase the Tax Rate for the Fund to provide additional resources for the adequate maintenance of the County's aging bridge infrastructure.

NOW THEREFORE, BE IT ORDAINED by the Board of Commissioners of Delaware County, Indiana:

SECTION 1. The Board of Commissioners hereby re-establishes the Delaware County Cumulative Bridge Fund pursuant to Ind. Code § 6-1.1-41, to be used for the purposes allowed and set forth in Ind. Code § 8-16-3.

SECTION 2. An ad valorem property tax levy is hereby imposed at a rate not to exceed seven cents (\$0.07) on each one hundred dollars (\$100) of assessed valuation. Said tax rate will be levied beginning with taxes for the 2020 payable in 2021 tax year and the revenues from said levy shall be retained in the special fund to be known as the Bridge Fund. The Board of Commissioners shall adhere to the provisions of Ind. Code § 8-16-3-1 *et seq.*

SECTION 3. The Delaware County Auditor is hereby directed to submit proofs of publication of the public hearing held on the 2nd day of March, 2020, a certified copy of this Ordinance, and all other relevant and required documentation to the Department of Local Government Finance of the State of Indiana requesting approval of the Delaware County Cumulative Bridge Fund as provided by law. This Cumulative Fund is subject to the approval of the Department of Local Government Finance

SECTION 4. The provisions of this Ordinance shall become effective upon adoption, publication as required by law, and all necessary approvals have been received and shall remain in full force and effect until repealed.

APPROVAL OF MINUTES

MOTION: Commissioner Riggins made a motion to approve March 2, 2020 Commissioner Minutes.

SECOND: Commissioner King

YEAS: Commissioner King, Commissioner Riggins, President Henry

CONTRACTS OR AGREEMENTS FOR APPROVAL

GRANT FOR APPROVAL

Mr. Tony Skinner, Sheriff, presented Ball Foundation grant for approval for Kids Camp 2020 (\$5,000).

MOTION: Commissioner King made a motion to approve the grant request from Sheriff Skinner (see below).

SECOND: Commissioner Riffin

YEAS: Commissioner King, Commissioner Riffin, President Henry

Exhibit B

**DELAWARE COUNTY
REQUEST FOR GRANT APPLICATION**

(This form must be completed and approved by the County
Commissioners prior to applying for any grant.)

RECEIVED
MAR 10 2020

BY: JS

COUNTY DEPARTMENT: Delaware Co. Sheriff's Office
COUNTY DEPARTMENT HEAD: Sheriff Tony Skinner
GRANT TITLE: Rapid Grant
GRANT AGENCY: Ball Brothers Foundation
AGENCY CONTACT PHONE #: 765-741-5500
AGENCY CONTACT NAME: Donna Munchel

Check all that apply:

FEDERAL GRANT: CFDA #: _____
☐ Pass-Through
☐ Direct

STATE GRANT:
☐ Pass-Through
☐ Direct

LOCAL GRANT:
☒ Pass-Through
☐ Direct

GRANT TYPE:

☐ REIMBURSABLE (County spends and is reimbursed—requires a budget)
☐ PASS THROUGH (County receives funds which are passed on to another entity)
☒ ADVANCE (County receives funds in advance—requires a budget)

GRANT PERIOD DATES:

STARTING: 6/15/20
ENDING: 6/18/20
GRANT YEAR (e.g., 2019, FY2020, etc.): 2020

AMOUNT REQUESTED: \$ 5,000

COUNTY MATCH?

☐ YES
☒ NO

AMOUNT OF MATCH: _____

PURPOSE AND EXPLANATION OF GRANT (continue on additional pages as necessary):

Attached documents

Department Head Signature: X Tony Skinner

Printed or Typed Name: X Tony Skinner

Date: X 03-10-2020

HAVING BEEN PRESENTED AND CONSIDERED AT A DULY CALLED PUBLIC MEETING OF THE DELAWARE COUNTY, INDIANA BOARD OF COMMISSIONERS, THIS REQUEST FOR GRANT APPLICATION IS HEREBY APPROVED AS OF THIS, THE _____ DAY OF _____, 20____

[Signature]
Commissioner

[Signature]
Commissioner

[Signature]
Commissioner

ATTEST:

[Signature]
Auditor, Delaware County, Indiana



Tony Skinner
SHERIFF
Delaware County Sheriff's Office
JUSTICE CENTER – 100 WEST WASHINGTON STREET
MUNCIE, INDIANA 47305
PHONE (765) 747-7885
FAX (765) 741-3391
Investigative Division
PHONE (765) 747-7881
FAX (765) 747-7837

Email:
tskinner@co.delaware.in.us

What is the purpose of the request

The purpose of the Sheriff's Office request for \$5,000.00 in funding is for the 4th annual Delaware County Sheriff's Office Kids Camp for kids ages 12-15. The Sheriff's Office Kids Camp was originally created for at risk youth in the community to become engaged in a positive atmosphere. It is our belief that positive interaction with Law Enforcement of our community will show participants respect, leadership, integrity, and most of all how to HAVE FUN! The camp has grown so much over the years that it no longer just targets at risk teens. The camp is now designed to target all youth in Delaware County. This four day camp will give youth in the community an opportunity to get an in depth look at all emergency personnel from all branches of emergency services within Delaware County.

List and describe what you intend to accomplish if awarded funding

The Delaware County Sheriff's Office has three goals that we hope to accomplish during the Sheriff's Kids Camp if awarded funding by the Ball Brothers Foundation. The first goal would be to teach youth in the community about leadership, integrity, and the importance of respecting others; The second goal of the camp is to develop a positive relationship with youth and provide an outreach into their lives and to build positive relationships between emergency personnel and the community. The final goal of the camp is to give campers an inside look into what each emergency field entails as a possible career choice for youth to consider as they continue to grow and become positive and productive role models in their community.



Tony Skinner
SHERIFF

Delaware County Sheriff's Office
JUSTICE CENTER - 100 WEST WASHINGTON STREET
MUNCIE, INDIANA 47305
PHONE (765) 747-7885
FAX (765) 741-3391

Email:
tskinner@co.delaware.in.us

Investigative Division
PHONE (765) 747-7881
FAX (765) 747-7837

The Delaware County Sheriff's Office Youth Leadership Camp is designed to give youth in Delaware County a four day immersive look into the fields of Law Enforcement, Emergency Medical Services, Department of Natural Resources and Fire Services.

This year is the 5th annual Kid's Camp. The camp is provided free of charge for any child ages 12-15 that lives in Delaware County.

The Sheriff's Office is requesting \$5,000.00 to facilitate the programs we have scheduled for this year's camp. The money would be used specifically to pay for ammunition for kids to shoot at Monroe Township Conservation Club, T-shirts for all participants registered for the camp, and facility rental fees.

The main purpose of the original Kid's Camp was to give kids the opportunity to learn about respect, honesty, integrity, and service to their community. That purpose has never changed. The camp has been a huge success each year.

Activities in the Sheriff's Kid's Camp include going to The Delaware County Fair Grounds where participants will see all Emergency Services Departments in action. Each area coordinator will discuss with the attendees what their jobs entail. Agencies represented at this event will be from Law Enforcement, Fire Services, and Emergency Medical Services (EMS).

Parents and supporters are invited out to Prairie Creek Reservoir on the last day of the camp to watch as our campers compete against other area Sheriff's Agency's campers in various field day events. There will be a cookout for everyone in attendance that day. Participants will be able to swim and play different games set up throughout the reservoir.

The Sheriff's Office would greatly appreciate your support in helping us to maintain a completely free camp again this year for the youth of Delaware County.

Respectfully,

A handwritten signature in black ink, appearing to read "T. Skinner".

Tony Skinner, Sheriff

Date	Business	Amount
4/14/2019	BulkAmmo.com	\$ 364.90
6/19/2019	Formost Promotions	\$ 2,041.60
6/20/2019	Awards Plus	\$ 75.00
6/18/2019	(food)- Cousin Vinney's	\$ 431.14
6/13/2019	Cool Cayenne	\$ 1,100.00
6/15/2019	Dalton & Co. Cleaning	\$ 108.50
6/26/2019	Walmart	\$ 620.84
6/19/2019	Walmart (Backpacks)	\$ 983.29
6/18/2019	Walmart (food)	\$ 900.85
6/16/2019	Walmart (Misc)	\$ 676.51
6/15/2019	Walmart (Supplies)	\$ 826.22
6/18/2019	Lowes ("O-Course)	\$ 352.71
6/17/2019	Tractor Supply (O-Course)	\$ 126.21
6/19/2019	Concannons Pastry Shop	\$ 33.78
Camp Total		\$ 8,641.55

Camp Total	\$	8,641.55
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INTERLOCAL AGREEMENT WITH TOWN OF EATON FOR BRIDGE REPAIRS

Mr. John Brooke, County Attorney, presented the interlocal agreement to assist Town of Eaton regarding bridge repairs Eaton for Indiana Avenue and crossing over Holdren Ditch.

MOTION: Commissioner King made a motion to approve the interlocal agreement with Town of Eaton regarding bridge repairs.

SECOND: Commissioner Riggin

YEAS: Commissioner King, Commissioner Riggin, President Henry

ORIGINAL

INTERLOCAL AGREEMENT

This Interlocal Agreement (hereinafter, the "Agreement") is entered into by and between Delaware County, Indiana, through its Board of Commissioners (hereinafter, the "County"), and the Town of Eaton, Indiana through its Town Council (hereinafter, the "Town"), on this, the 10th day of March, 2020 (hereinafter, the "Effective Date").

WITNESSETH:

WHEREAS, the parties desire to share in the costs of making necessary repairs to the bridge located on Indiana Avenue and crossing over Holdren Ditch (hereinafter, the "Project"); and

WHEREAS, the parties hereto recognize that it is in the best interests of the citizens within their respective jurisdictions and in the furtherance of the safety and welfare of the citizens to complete the Project; and

WHEREAS, the governing body of each party has resolved, agreed, or ordained that this Interlocal Agreement may be entered into; and

NOW, THEREFORE, in consideration of the foregoing and of the mutual covenants and agreements contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties do hereby agree as follows:

I. DURATION

- (a) This Interlocal Agreement shall be in full force and effect upon execution by the County and Town. The Agreement shall not renew and will terminate after the satisfactory completion of both parties' duties and obligations pursuant to the terms and conditions of this Agreement.

II. PURPOSE AND FUNCTIONS

- (a) The purpose of this Agreement is to allow the parties to procure together and install the Supplies and Materials needed to complete the Project.
- (b) The term "Supplies and Materials" shall include those items listed on the cost estimate attached hereto as Exhibit A and incorporated herein.

III. FINANCING, STAFFING, AND MATERIALS

- (a) The Town shall contribute an amount not to exceed two thousand, five hundred and 00/100 dollars (\$2,500.00) towards the actual cost of the Supplies and Materials, made payable to the County upon completion of the Project receipt by

the Town of copies of original invoices, purchase orders, and the like, for the Supplies and Materials from the County.

- (b) The County shall provide all labor necessary to install the Supplies and Materials and complete the Project at the County's expense.

IV. TERMINATION

- (a) Except as otherwise specifically provided herein, any party to this Agreement may withdraw from this Agreement upon at least one (1) week (7 days) after the execution of this Agreement.
- (b) In the event this Agreement is terminated prior to the completion of the Project:
 - i. The Town shall not be liable for its contribution under Section III(a), above, unless the Supplies and Materials have been delivered and installation of the Supplies and Materials is substantially complete.

V. ADMINISTRATION

- (a) The Project, including providing notices, bidding, and purchasing, shall be administered by the County.

VI. MODIFICATIONS

- (a) This Agreement may only be modified upon the express written approval of the modification by both the County and the Town.

VII. EXECUTION OF AGREEMENT

- (a) Each party to this Agreement may bind itself with all other parties to this Agreement by signing a duplicate original of this Agreement and submitting such signed original duplicate original to county.
- (b) In order to facilitate the signing of this Agreement and to avoid undue delay in its execution, it is understood that such execution shall not require that one original Agreement be signed by each party to this Agreement, but that there will be multiple duplicate originals signed by each party to this Agreement.

VIII. NO PARTNERSHIP

- (a) It is understood and agreed by the parties that nothing within this Agreement shall be construed as creating or constituting a partnership between the parties.

IX. APPROVAL

- (a) This Agreement shall be approved by the Delaware County Board of Commissioners and the Town Council for the Town of Eaton.
- (b) Upon execution, this Agreement shall be recorded with the Delaware County Recorder and filed with both the Delaware County Auditor and Auditor of the State of Indiana as required by law.

THIS AGREEMENT is entered into and executed by the undersigned as of the Effective Date stated herein.

TOWN COUNCIL FOR THE
TOWN OF EATON, INDIANA


DANIEL BLANKENSHIP, PRESIDENT


DUSTIN REESE, MEMBER


TERESA WELSH, MEMBER

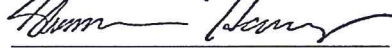

ROGER WELLS, MEMBER


CLAY MCDANIEL, MEMBER

ATTEST:


BRIDGETT DEWEEES
CLERK-TREASURER

DELAWARE COUNTY
BOARD OF COMMISSIONERS


SHANNON HENRY, PRESIDENT


SHERRY RIGGIN, COMMISSIONER


JAMES KING, COMMISSIONER

ATTEST:


STEVEN CRAFT
DELAWARE COUNTY AUDITOR

Exhibit A

Supplies and Materials

The following items shall constitute the Supplies and Materials necessary to carry out the Project:

- 4 to 6 Posts (\$70.00 each)
- Sheet Piling (\$0.00)
- 10 +/- Cubic Yards of Concrete (approx. \$160.00 per cubic yard delivered)

PROPOSAL/AGREEMENT WITH RED ELEPHANT FOR DEED SALE NOTICES

Mr. Brooke said this agreement is to assist the vendor that will sent regarding Deed Sales in June 2020.

Commissioner Riggin asked that this agreement is tabled, due to questions regarding advanced payment.

MOTION: Commissioner Riggin made a motion to table the agreement.

SECOND: Commissioner King

YEAS: Commissioner King, Commissioner Riggin, President Henry



RED ELEPHANT
DIGITAL MEDIA

4000 W. Jackson St.
Muncie, IN 47304
765.881.0206
info@redelephantdigital.com

Project Proposal

Proposal For: Delaware County Board of
Commissioners
100 W. Main St.
Muncie, IN 47305
Contact: Heather Ruddick
hruddick@co.delaware.in.us
(765) 747-7717 Ext. 112

Date: February 10, 2020

Job: Print & Mail Quiet Title
Summons

Prepared By: Victor Whitehead
victor@redelephantdigital.com

We are excited to submit this proposal to design and construct a website for Delaware County Board of Commissioners. On behalf of our entire Red Elephant team, I want to personally thank you for this opportunity.

When we provide a project estimate, we do our best to accurately calculate the time we believe it will take to successfully complete your project; however, it is only an estimate. Our intent is to accurately estimate the scope of the project based on our understanding of your goals for this project and the time it will take to produce.

Project Objectives

- Print Court Summons with variable data
- Print Envelope with Red Elephant return address
- Prepare Letter for Mailing
 - Must be mailed Certified First Class
 - Must be signed for with Return Receipt (Digital or Green Card)
- Track return receipts & letters that return unclaimed

GRANT REQUEST FOR STATE OPIOID RESPONSE GRANT DCCC

Ms. Jane Meranda, Director of Delaware County Community Corrections, presented online submission for 2021 Opioid Response Grant.

MOTION: Commissioner Riffin made a motion to approve the 2021 Opioid grant.

SECOND: Commissioner King

YEAS: Commissioner King, Commissioner Riffin, President Henry

Exhibit B

DELAWARE COUNTY
REQUEST FOR GRANT APPLICATION

(This form must be completed and approved by the County Commissioners prior to applying for any grant.)

COUNTY DEPARTMENT: Community Corrections
COUNTY DEPARTMENT HEAD: Jayne Meranda
GRANT TITLE: Indiana State Opioid Response
GRANT AGENCY: Community Corrections
AGENCY CONTACT PHONE #: 765-747-7825 ext. 104
AGENCY CONTACT NAME: Jayne Meranda

Check all that apply:

FEDERAL GRANT: CFDA #: 93.785
☐ Pass-Through
☒ Direct

STATE GRANT:
☐ Pass-Through
☐ Direct

LOCAL GRANT:
☐ Pass-Through
☐ Direct

GRANT TYPE:

☐ REIMBURSABLE (County spends and is reimbursed—requires a budget)
☐ PASS THROUGH (County receives funds which are passed on to another entity)
☒ ADVANCE (County receives funds in advance—requires a budget)

GRANT PERIOD DATES:

STARTING: _____
ENDING: _____
GRANT YEAR (e.g., 2019, FY2020, etc.): FY 2021

AMOUNT REQUESTED: \$60,000⁰⁰

COUNTY MATCH?
☐ YES
☒ NO AMOUNT OF MATCH: _____

Exhibit C

DELAWARE COUNTY GRANT MONIES REQUESTED FORM

(This form must be completed by the requesting department)

REQUEST DATE: 2/28/2020
REQUESTING DEPARTMENT: Community Corrections
HEAD OF REQUESTING DEPARTMENT: Jayne Meranda
REQUESTING EMPLOYEE: Jayne Meranda
AMOUNT REQUESTED: \$16,000.00
FUND NUMBER: _____
FUND NAME: _____
CFDA NUMBER: 93.788
GRANTING AGENCY: Indiana Supreme Court
GRANT PROGRAM/PROJECT TITLE: Indiana State Opioid Response
PASS-THROUGH AGENCY: _____
STATE AWARD NUMBER: _____
STATE AWARD NAME: _____
EDS NUMBER: _____

Requesting Employee Signature: _____

Requesting Department Head Signature: _____

AUDITOR'S OFFICE USE ONLY

Approved By: _____ (Signature)
Approved By: _____ (Printed Name)
Approval Date: _____

Exhibit B

DELAWARE COUNTY REQUEST FOR GRANT APPLICATION

(This form must be completed and approved by the County Commissioners prior to applying for any grant.)

COUNTY DEPARTMENT: Community Corrections
COUNTY DEPARTMENT HEAD: Jayne Meranda
GRANT TITLE: Indiana State Opioid Response
GRANT AGENCY: Community Corrections
AGENCY CONTACT PHONE # 765-747-7825 ext. 104
AGENCY CONTACT NAME: Jayne Meranda

Check all that apply:

FEDERAL GRANT: CFDA #: 93.788
☐ Pass-Through
☒ Direct

STATE GRANT:
☐ Pass-Through
☐ Direct

LOCAL GRANT:
☐ Pass-Through
☐ Direct

GRANT TYPE:

☐ REIMBURSABLE (County spends and is reimbursed—requires a budget)
☐ PASS THROUGH (County receives funds which are passed on to another entity)
☒ ADVANCE (County receives funds in advance—requires a budget)

GRANT PERIOD DATES:

STARTING: _____
ENDING: _____
GRANT YEAR (e.g., 2019, FY2020, etc.): FY 2021

AMOUNT REQUESTED: \$60,000⁰⁰

COUNTY MATCH?
☐ YES AMOUNT OF MATCH: _____
☒ NO

Delaware County is requesting \$60,000 to enhance services for Intercept 2 (pre-trial services), Intercept 3 (Problem-Solving Courts) and Intercept 5 (community supervision).

For Problem-Solving Courts and Community Supervision, participants are identified post-conviction as to their involvement with the Problem-Solving Courts (Drug Court/Family Recovery Court), Direct Commitment to Home Detention, or Probation. For pre-trial services, participants are identified upon arrest as to their participation in programming offered through pre-trial Probation or pre-trial programming at Delaware County Community Corrections which may include electronic monitoring, medically assisted treatment referrals, or other substance abuse and/or mental health services offered in-house or through community agencies.

Various Community Supervision agencies, the Problem-Solving Courts, and a local treatment facility will collaborate in providing services to the pre-trial population and the post-conviction population.

Treatment services will be made available to participants from counseling and out-patient services through local providers, medically assisted treatment program referrals, and in-patient programming through state wide providers. Substance abuse education and behavioral modification courses will be provided through Community Corrections.

Compliance and non-compliance responses to the participants are dependent on the various program requirements. Responses include verbal and written warnings, community service, curfew, administrative hearings with the Director of Community Corrections, more frequent Court Hearings, and jail time depending on the issue.

Medications are to be reported to the Case Manager when prescribed and are to be valid prescriptions. A medical release may need to be signed to verify medications. If necessary, the participant may be required to submit medications for pill counts.

Delaware County will use the \$60,000.00 to fund a Recovery Specialist for the Fresh Start Recovery Center with Volunteers of America and a Peer Recovery Coach at Delaware County Community Corrections. For the Recovery Specialist at Volunteers of America, \$38,376.00 will be utilized to hire staff for 3-5 beds reserved for Delaware County women, with children, to receive in-patient treatment. The Fresh Start Recovery Center utilizes a 2 Phase program focusing on addiction services in Phase 1, and sobriety maintenance and community reintegration in Phase 2. This program lasts approximately 90 days but can vary dependent on the specific participant's needs. It is the hope that maintaining these 3-5 beds over a 2-year period, Volunteers of America will open a similar program in Delaware County. To date, 5 females have been served by the Fresh Start Recovery Center.

The remaining \$21,624.00 will be utilized to help fund a full time Peer Recovery Coach to aid participants as they are involved in services from pre-trial to adjudication. The Peer Recovery Coach will provide peer support to participants involved in pre-trial services such as a Home Detention and the Vivitrol Program and participants in the Problem-Solving Courts and the Court Alcohol and Drug Program. The Peer Recovery Coach will help engage clients in their recovery providing support and knowledge of supportive services, help identify and address barriers to recovery, and bridge the gaps between the participant and on-going recovery as they navigate through the criminal justice system and beyond. To date, the Peer Recovery Coach has provided supplemental services to 17 clients from Community Corrections, Probation, and the Courts.

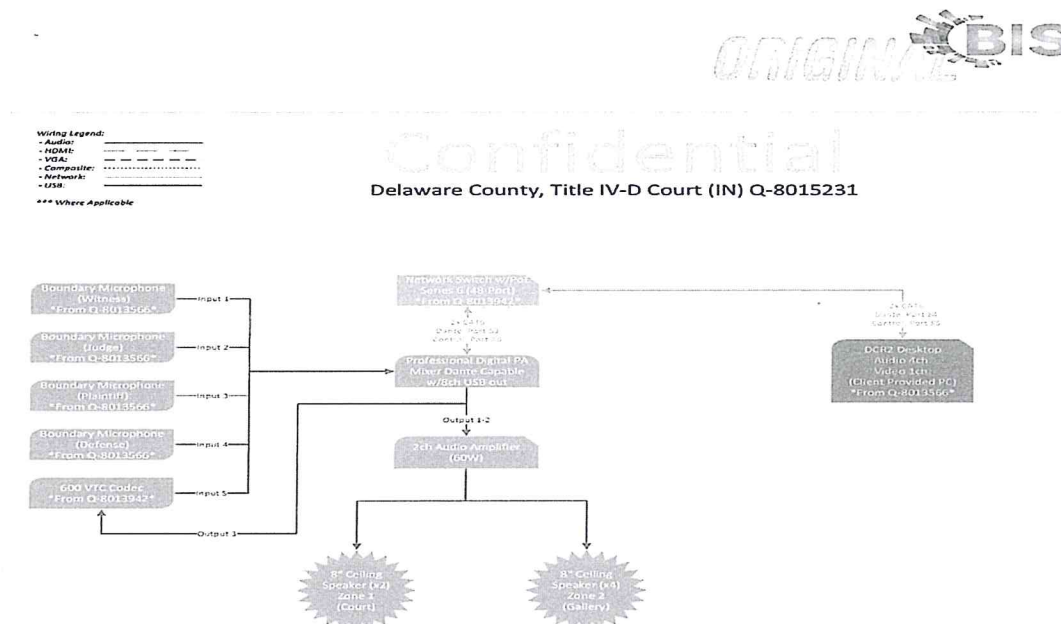
BIS AGREEMENT

Ms. Emily Anderson, Office Administrator, presented the BIS agreement. A contract previously was approved/signed for IV Court, when the team visited the courts, they realized IV Court needed the full upgrade from four (4) channels to six (6) channels, due to video court. This is coming out of IV Court incentive.

MOTION: Commissioner King made a motion to approve the BIS agreement to add the requested channels. .

SECOND: Commissioner Riggins

YEAS: Commissioner King, Commissioner Riggins, President Henry



Scope of Work

IV-D Court, Delaware County Court, (IN)

Q-8015231 - PA / Q-8013566, Change Order IV-D Court, Delaware County (IN)
PA with Homerun 6 Speaker in 2 Zoned

- **Upgrade DCR 4 channel of Audio, records up to 8 Separate Channels of Video:** Integrate Odyssey CMS in the IV-D courtroom with DCR Recording Software in the Predefined Bookmark (DCR Court Docket). Odyssey CMS will Populate same format in DCR Predefined Bookmarks. This happens each morning from sent Odyssey XML File. To help court reporters DCR offers a Built in Color Highlighter to color code docket information, like Blue for Medical, Pink for Juvenile and Red for Criminal. Helps Court Reporters Save Time Identifying at a glance what's coming up next and not having to do redundancy work with their court docket.



- **Professional Digital PA Mixer DANTE Capable w/8ch USB out and POTS/VoIP Interface:** System configuration and control via Ethernet. Signal processing via intuitive software allows configuration and control for signal routing, mixing, equalization, filtering and delay. Replaces the IV-D Courtroom Telephone; speakers and microphones will be used as the phone handset. SIP VoIP interface via RJ-45 connector. Standard FXO telephone interface via RJ-11 connector. Built-in Echo Cancellation, Automatic Sound Adjustment. Future Ready and Expandable.
- **2ch Audio Amplifier (60W):** Set-up Homerun in the 6 speakers in 2 Zones. Controls audio sound from microphone with the sound coming out of each speaker.
- **8" Drop Tile Ceiling Speakers w/Enclosure - White:** 6 – 4 over the audience and 2 over the court gallery.
- **Existing on Quote - Q-8013942 Order / Video Arraignment 600, w/Wall Mount for PTZ Camera:** 1 for IV-D Court; Set up the VA 600 with the Audio coming over the 6 Ceiling Speaker. Install the PTZ IP Camera at the top middle of the 65" Commercial Grade Monitor, so it will appear the Judge is eye to eye with the inmate on the other side of the connection. This point to point solution is able to connect with Jail's, DOC's, Hospitals, Mental Facility Centers in any locations, using same like codak video arraignment solutions.
- **Existing on Quote - Q-8013942 Order / 48U Rack Enclosure Cabinet (Series 2):** Most all hardware will be located in the IT closet, downstairs in a centrally Location between all courtroom.

Date Friday, February 21, 2020

Quote Number Q-8015231-2.21.2020
PA / Q-8013566, Change Order IV-D Court, Delaware County (IN)

Sales Consultant Michael Morin, Account Manager
(800) 834-7674 ex. 4509 / michael.morin@bisdigital.com

Primary Contact Emily Anderson, Court Administrator
100 West Main Street
Muncie, IN 47305
(765) 747-7734
eanderson@co.delaware.in.us

Billing Address IV-D Court, Delaware County (IN) / A-1001935
100 West Main Street
Muncie, IN 47305

Shipping Address Delaware County Board of Commissioners Justice Facility
3100 Tillotson Ave
Muncie, IN 47302
Attn: Emily Anderson



Email: banderson@co.delaware.in.us
Phone: 765-747-7734

Users To Train 2 or 3 as needed
Wiring Required Yes
Installation Notes Please see Scope of work and Workflow attached

Item	Product Code	Qty	Unit Price	Total Price
Professional Digital PA Mixer DANTE Capable w/8ch USB out and POTS/VoIP Interface	BIS-MX-DAN-USB8PV	1	\$4,100.00	\$4,100.00
2ch Audio Amplifier (60W)	BIS-AMP-2C60	1	\$475.00	\$475.00
8" Drop Tile Ceiling Speakers w/Enclosure-White (Pair)	BIS-SP-DTCE	3	\$250.00	\$750.00
MX248 USB Audio Mixer (4 Channel)	BIS-MX-USB	-1	\$1,500.00	(\$1,500.00)
CAT6 Patch Cable (5ft.)	BIS-CAT6-PCS	4	\$10.50	\$42.00
CAT6 Cable Shielded Black 1000'	BIS-W-CAT6-SHB-1000	0.5	\$990.00	\$495.00
Speaker Wire 16AWG (Plenum) - 1,000ft Roll	BIS-W-SPKR-16AWG	1	\$385.00	\$385.00
Microphone Wire 22AWG (Plenum) - 1,000ft Roll	BIS-W-MP-22AWG	1	\$200.00	\$200.00
Annual DCR On-Site Service & Support (Contract to be issued upon installation)	NMNT-DCR	1	\$967.05	\$967.05
On-site Setup, Installation and Training	SIT	1	\$5,954.59	\$5,954.59
Discount	DISC-CUST	1	(\$1,000.00)	(\$1,000.00)
			Sales Tax Rate	0%
			Total (Excluding Sales Tax)	\$10,868.64



Equipment Supply

BIS Digital will furnish the equipment as specified herein. Revisions to this contract are made by approved written "Change Order(s.)" BIS Digital reserves the right to bill for equipment as stored materials when delivery or installation is not possible. There are no additional implied or expressed operations of the system other than stated within.

Electrical Installation

The customer provided electrical contractor will install all AC power, relay switches & conduit as required for the proposed systems. If required, the customer provided electrician will be responsible for providing and hanging all rigid electrical junction boxes, conduit and installing same. BIS Digital has recommended and asked for Dedicated Electrical Power to be installed at the head-end, controlled end-user equipment or at the same location of final control(s). Dedicated Power shall be the responsibility of the end-user and any external noise or factors creating noise within the systems not exposed by installed electronic equipment shall not be BIS Digital, Inc. responsibility and shall not be reason for any hold-backs whatsoever by any party.

Equipment Installation and Head End Connections

BIS technicians will install all specified equipment and make all final circuit terminations in the head-end equipment racks. The customer will provide all custom carpentry or custom room preparations as required prior to the installation. The customer will provide scaffold or high reach for all installation work in ceilings over fourteen feet. All network connection(s) are to be provided by the customer. Any changes, alterations or deviations from the Equipment and installation obligations specified herein involving extra cost for labor or material will be executed only on written orders for the same. The cost of any added labor or material will become an extra charge over and above the total specified on the Agreement.

**Order Summary**

Date	Friday, February 21, 2020
Quote Number	Q-8015231-2.21.2020
Account Name	IV-D Court, Delaware County (IN)
Total (Excluding Sales Tax)	\$10,868.64

Terms and Conditions

Effective Period	This proposal is a firm offer for 30 days from quote date Friday, February 21, 2020.
Tax Status	Sales tax will be added to invoice unless Tax Exempt Form is on file with BIS Digital.
Payment Terms	Deposit: All orders above \$5,000 require a 50% deposit. Once the order and deposit is confirmed (received) by BIS Digital, scheduling of the installation / and shipment of goods will occur. Balance: The remaining balance is to be paid on the completion of the installation (delivery of goods at customer site.)
Restocking Fee	20% restocking fee will be charged for all cancelled orders.
Site Preparation	Customer is required to supply all conduit and cable pulls not listed on this quote. Customer will be responsible for any additional wiring or installation supplies needed during installation.
Training	BIS Digital will provide full training of all system users per agreed training schedule.
Limited Warranty	All BIS supplied new systems (hardware & software) are covered for 90 days following date of installation/delivery. Warranty does not cover On-Site Technical Support, shipping costs, or software upgrades (See Software Assurance below).
Software Assurance	Annual Software Assurance (SAS) entitles user to unlimited software upgrades throughout the one year term, at the cost of \$350 per license/year.

This signature and Purchase Order number states acceptance to the above price, terms and conditions, authorizing BIS Digital, Inc. to order, install and bill for the above equipment:

* Accepted by: Shannon Henry Commissioner
Name Title
[Signature] 3.16.20
Signature Date

*** Accounts Payable Information * Required for order to be processed***

A/P Contact: Name _____ Phone _____
Email Address _____ Fax _____

Is a Purchase Order required for processing? _____ PO # _____

ORDINANCES FOR FIRST READING
AN ORDINANCE CONCERNING PUBLIC RECORDS REQUESTS
AND A FORM TO SUBMIT PUBLIC RECORDS REQUESTS
ORDINANCE NO. 2020-003

Mr. Brooke said this to standardize public requests.

MOTION: Commissioner King made a motion to introduce Ordinance 2020-003, Concerning Public Records Request and a Form to submit Public Records requests.

SECOND: Commissioner Riggin

YEAS: Commissioner King, Commissioner Riggin, President Henry

RESOLUTIONS FOR APPROVAL
RESOLUTION CONCERNING MITIGATION EFFORTS OF THE COUNTY WITH RESPECT TO COVID-19 VIRUS
RESOLUTION 2020-007

President Henry said the Commissioners are trying to make the right decisions, protecting the public and yet keeping the government running. Thanks to those that have assisted in the safety including Mr. Jason Rogers, EMA/EMS Director and Mr. Jammie Bane, Health Administrator and 911.

Mr. Brooke read aloud the Resolution 2020-007.

MOTION: Commissioner King made a motion to approve Resolution 2020-007, Resolution Concerning Mitigation Efforts Regarding Covid-19 Virus.

SECOND: Commissioner Riggin

YEAS: Commissioner King, Commissioner Riggin, President Henry

ORIGINAL

RESOLUTION NO. 2020-007

**RESOLUTION CONCERNING MITIGATION EFFORTS OF THE COUNTY WITH
RESPECT TO COVID-19 VIRUS**

WHEREAS, COVID-19 is a novel virus with pandemic potential for citizens of Delaware County, IN; and

WHEREAS, it is incumbent upon the entire community to create and actively participate in many different types of mitigation strategies to slow the spread of respiratory virus infections; and

WHEREAS the Delaware County Board of Commissioners ("Commissioners") believe that as the Executive of the County and it is their responsibility along with its employees and members of the general public to implement procedures and requirements now to mitigate the effects of the COVID-19 virus and its spread among the public; and

WHEREAS, the Board of Commissioners will constantly monitor and strengthen mitigation policies to address the effects of COVID-19 among the Delaware County community; and

WHEREAS, the Board of Commissioners believe that it is in the best interest of the entire county to implement mitigation strategies now with respect to County offices, buildings and operations.

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF
DELAWARE COUNTY, INDIANA** that the following mitigation policies shall be in place immediately:

COUNTY EMPLOYEES AND MATTERS:

1. All work-related travel to any conference, meeting, workshop or other work-related activity to any location out of state shall be prohibited unless deemed to be an emergency or law enforcement activity.
2. Any county employee that has traveled outside the United States or been in contact with any person that has traveled outside the United States shall not be allowed to return to work until they have in quarantine for no less than fourteen (14) days from the date of return to their home unless they were placed in quarantine by the US Government.
3. Any county employee that develops symptoms or tests positive for COVID-19 shall be quarantined at home for no less than fourteen (14) days and shall not be permitted to return to work until such time as are symptom free.
4. Any county employee that display symptoms of illness, the flu or any other sickness or tests positive for COVID-19 shall utilize their personal time off, sick days and then vacation days in order to be compensated for their time off. In the event that an employee that exhausts all of their paid time off and shall be required to remain away from work, shall take said time as "unpaid leave".
5. All county employees shall practice personal protective measures such as stay at home when sick, frequent and substantive hand washing throughout the day, respiratory etiquette, maintain proper distances when interacting with each other and members of the general public, limit gatherings in the workplace, decreasing social activity in the workplace and any other suggested mitigation practice suggested by the Center for Disease Control, State Department of Health or Delaware County Health Department.

6. All county employees shall utilize hand hygiene supplies in the building frequently.
7. Any county employee that is currently displaying or will display symptoms of illness, the flu or any other sickness shall notify their supervisor and NOT report to work until such time as their symptoms are gone and they have been without a fever for more than 24 hours.
8. Each county officer, elected official or supervisor shall monitor the symptoms of all of their employees on a daily basis and any county employee that is currently displaying or will display symptoms of illness, the flu or any other sickness shall be sent home and told NOT report to work until such time as their symptoms are gone and they have been without a fever for more than 24 hours.
9. All public meetings in the County shall be suspended until at least April 27, 2020. All public gatherings of more than 50 people shall be cancelled. Any public meeting that may be conducted telephonically or electronically, if possible and, if possible be streamed via live video. Any meeting that is deemed to be an emergency by the Board of Commissioners may be conducted only for the purpose of dealing with the emergency matters only.
10. The Board of Commissioners 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.

GENERAL PUBLIC

1. Any member of the general public that has traveled outside of the United States or been in contact with any person that has traveled outside the United States shall not be allowed to enter into any county owned or operated building until they have been in quarantine for no less than fourteen (14) days from the date of return to their home unless they were placed in quarantine by the US Government.
2. There shall be a distance of no less than 6' between each other any employee of the County while transacting business in the County owned and leased facilities at all times.
3. All members of the general public shall enter the County Building or Justice Center via the main door only and subject themselves to a screening by the security officers.
4. Any member of the general public that is currently displaying or will display symptoms of illness, the flu or any other sickness during their use of any county owned, rented or operated building shall not be permitted to enter or remain in any county owned or operated building or structure.
5. The County Health Department shall provide training and information to the Delaware County Sheriff's Department as to mitigation techniques and screening of people that display symptoms of illness, the flu or any other sickness.

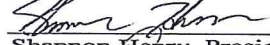
ENFORCEMENT

1. The County Sheriff shall have the authority to police and enforce these requirements and may remove any member of the general public, county employee or elected official that display symptoms of illness, the flu or any other sickness.

2. The County may also enforce this resolution by injunction if necessary.

DULY ADOPTED by the Board of Commissioners of Delaware County at a regularly scheduled public meeting held on this, the 16 day of March, 2020.

DELAWARE COUNTY
BOARD OF COMMISSIONERS


Shannon Henry, President


Sherry Riffin, Commissioner


James King, Commissioner

ATTEST:


Steven Craycraft, Auditor
Delaware County, Indiana

DEPARTMENT HEADS AND ELECTED OFFICIALS

Mr. Ed Carroll, Treasurer, encouraged the public to pay online, local banks or pay by mail, due to the COVID-19 Virus.

Mr. Rick Spangler, Clerk, asked that voters over the age of 65 to vote absentee. The state and political parties are working to expand the absentee ballot. Mr. Spangler is working to keep the process safe.

Commissioner King would like a paving plan to be placed on the website. A five-year plan from 2016 was presented in 2016.

Ms. Marta Moody, Plan Commissioner Director, said updates have been revised from the 2016 paving plan and Pacer. The inventory that was used give lots of variation/details in terms of pavement.

Ms. Moody said screening employees/visitors at the door of the county building is a concern to her staff regarding sanitary solutions. How is this being done in a safe way?

Ms. Anderson is concerned regarding sanitary solutions within the county building and asked how this will be addressed. Trials are being suspended but at this time the public still has access to the Justice Center.

Sheriff Skinner will get with Mr. Bane to educate security at the county building door. At this time, this is for the general public only.

Mr. Jim Flook, IT Director, said a program has been established/implemented for employees to work from home. This would go through the Commissioners for approval. This would be on a temporary request.

President Henry this would be a good option for employees that are sick.

PAYMENTS OF CLAIMS

MOTION: Commissioner Riggin made a motion to pay claims in the amount of \$1,017,318.04.

SECOND: Commissioner King

YEAS: Commissioner King, Commissioner Riggin, President Henry

A citizen requested to speak regarding the below ordinance, however, he had not signed up to speak. He was understanding regarding the new procedures.

*Remained
Tabled*

ORDINANCE 2020-002

ORIGINAL

AN ORDINANCE TO RE-ESTABLISH A CUMULATIVE BRIDGE FUND FOR DELAWARE COUNTY, INDIANA AND INCREASING THE TAX RATE FOR THE FUND PURSUANT TO IND. CODE §§ 6-1.1-41 & 8-16-3

WHEREAS, the Delaware County Board of Commissioners previously established a Cumulative Bridge Fund for Delaware County, Indiana (the "Fund"), and set the tax rate for the Fund pursuant to Ind. Code §§ 6-1.1-41 and 8-16-3; and

WHEREAS, the Board of Commissioners has now determined that it is in the best interest of the County to re-establish the Fund and increase the Tax Rate for the Fund to provide additional resources for the adequate maintenance of the County's aging bridge infrastructure.

NOW THEREFORE, BE IT ORDAINED by the Board of Commissioners of Delaware County, Indiana:

SECTION 1. The Board of Commissioners hereby re-establishes the Delaware County Cumulative Bridge Fund pursuant to Ind. Code § 6-1.1-41, to be used for the purposes allowed and set forth in Ind. Code § 8-16-3.

SECTION 2. An ad valorem property tax levy is hereby imposed at a rate not to exceed seven cents (\$0.07) on each one hundred dollars (\$100) of assessed valuation. Said tax rate will be levied beginning with taxes for the 2020 payable in 2021 tax year and the revenues from said levy shall be retained in the special fund to be known as the Bridge Fund. The Board of Commissioners shall adhere to the provisions of Ind. Code § 8-16-3-1 *et seq.*

SECTION 3. The Delaware County Auditor is hereby directed to submit proofs of publication of the public hearing held on the 2nd day of March, 2020, a certified copy of this Ordinance, and all other relevant and required documentation to the Department of Local Government Finance of the State of Indiana requesting approval of the Delaware County Cumulative Bridge Fund as provided by law. This Cumulative Fund is subject to the approval of the Department of Local Government Finance

SECTION 4. The provisions of this Ordinance shall become effective upon adoption, publication as required by law, and all necessary approvals have been received and shall remain in full force and effect until repealed.

RECESS

MOTION: Commissioner Riggin made a motion to recess the Commissioners meeting.

SECOND: Commissioner King

YEAS: Commissioner King, Commissioner Riggin, President Henry

Commissioners Record

President, Mr. Shannon Henry

Vice President, Mr. James King

Member, Ms. Sherry Riffin

Auditor, Mr. Steven G. Graycraft