

**ORIGINAL**

**DELAWARE COUNTY COMMISSIONER'S MEETING**

**Monday, August 17th, 2020 @ 9:00 A.M.**

**COMMISSIONER'S COURTROOM**

**100 W. MAIN ST.**

**MUNCIE, IN 47305**

**QUESTIONS MAY BE DIRECTED TO COMMISSIONERS @CO.DELAWARE.IN.US**

**PLEDGE TO FLAG**

Mr. Shannon Henry  
Mr. James King  
Ms. Sherry Riggin-ZOOM  
Mr. John Brooke, County Attorney  
Mr. Steve Craycraft, Deputy Auditor

**APPOINTMENT(S):**

MOTION: Commissioner King made a motion to approve Mr. Larry Clendenin to Fair Board.

SECOND: Commissioner Riggin

YEAS: Commissioner King, Commissioner Riggin, President Henry

**APPROVAL OF MINUTES**

MOTION: Commissioner King made a motion to approve August 3, 2020 Commissioner Minutes.

SECOND: Commissioner Riggin

YEAS: Commissioner King, President Henry

ABSTAIN: Commissioner Riggin

**PRESENTATION**

Ms. Julie Mason, Census Committee, presented information about United States Census 2020. Ms. Mason asked that the community take an active part in completing the census. Completing the Census helps Delaware County to receive federal funding. [www.2020census.gov](http://www.2020census.gov)

## Census data impacts funding for things like:

- > Education programs and grants
- > Public transportation
- > Medicare and Medicaid
- > Supplemental Nutrition Assistance Program
- > Libraries
- > Community centers
- > School meal programs
- > Parks, playgrounds, and recreational facilities

**Taking the census  
helps grow Muncie.**

**Respond by phone  
844-330-2020**

Shape  
your future  
START HERE >

United States  
**Census  
2020**

### CONTRACTS OR AGREEMENTS FOR APPROVAL

#### SAFE & SANITIZED SEASONAL SOLUTIONS

Mr. John Brooke, County Attorney, presented Safe & Sanitized Seasonal Solutions. S&S is committed to sanitizing, through fogging CDC approved chemicals within the county building bi-weekly.

MOTION: Commissioner King made a motion to approve the agreement with Safe & Sanitized Seasonal Solutions.

SECOND: Commissioner Riggin

YEAS: Commissioner King, Commissioner Riggin, President Henry

*Full signed contract available in Auditors office*

PETERSON CONSULTING SERVICES

Mr. Steven Craycraft, County Auditor, presented Peterson Consulting Services. Peterson Consulting is preparing annual updates of its capital asset information for financial report for fiscal year ending December 31, 2020.

MOTION: Commissioner King made a motion to approve Peterson Consulting Service agreement.

SECOND: Commissioner Rigglin

YEAS: Commissioner King, Commissioner Rigglin, President Henry

***Peterson Consulting Services, Inc.***

*Capital Asset Reporting Services for State and Local Governments*

1030 South La Grange Road, Suite 23  
La Grange, Illinois 60525-2899  
708/937-9104 Direct  
708/310-0185 Cell  
jon.peterson@pcsi-consulting.com

July 31, 2020

Mr. Steven G. Craycraft  
County Auditor  
Delaware County  
100 W. Main Street  
Muncie, Indiana 47305

Mr. Charles E. Richmond II  
Chief Deputy Auditor  
Delaware County  
100 W. Main Street  
Muncie, Indiana 47305

ORIGINAL

Dear Steve and Charlie:

By this letter we propose to assist Delaware County, Indiana, in preparing the annual update of its capital asset information for financial reporting for the fiscal year ending December 31, 2020.

***Engagement Activities***

In this engagement, we will:

- Provide further review of the requirements of GASB Statement No. 34 relating to capital assets, if needed
- Provide input as to the reporting of asset additions
- Provide input as to the reporting of asset retirements
- Provide input as to the reporting of construction-in-progress (CIP) and assist in capitalizing CIP where appropriate for completed projects
- Prepare capital asset worksheets and summary schedules for fiscal year ending December 31, 2020. These schedules will reflect the following asset accounts and functional classifications:
  - Roads
  - Rights-of-Way
  - Bridges
  - Regulated Drains
  - Construction in Progress
  - Land

- Land Improvements
  - Buildings
  - Machinery and Equipment
  - Vehicles
- Prepare a Consolidated Summary schedule indicating, in total, Delaware County's 2020 capital asset beginning balances, asset additions, asset retirements, year-end asset balances and, where appropriate, depreciation amounts for all asset accounts and functional classes.
  - Offer, where indicated, recommendations for enhancing Delaware County's capital asset policies and procedures.

***Professional Fee***

Our fixed fee for performing these services will be **\$3,600**. In addition, we will also include any out-of-pocket expenses we incur that are directly related to this engagement. These expenses are expected to be minimal.

***Limiting Conditions***

Our work is also subject to the accompanying limiting conditions included with this letter.

*(Continued on Next Page)*

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***Peterson Consulting Services, Inc.***



#### STATEMENT OF LIMITING CONDITIONS

- Our services do not constitute an appraisal, opinion, or attestation. Our services provide assistance to you in your reporting of capital assets for financial reporting purposes.
- Our services also include our role as a facilitator in the process of establishing and/or maintaining necessary information. The purpose of the service is to assist your government's implementation of applicable capital asset reporting requirements for financial reporting purposes.
- We are not responsible for any non-performance on the part of your government as this implementation will be your ultimate responsibility. This work and the inherent management decisions made and information prepared is subject to the concurrence and approval of your independent auditors.
- GASB Statement No. 34 capital asset implementation is subject to the approval and concurrence of your government's independent auditors.
- No opinion regarding technical matters including, but not limited to, accounting, appraisal, insurance, engineering, or regulatory issues is offered with this service. Clients are advised to seek the advice, if need be, of competent specialized professionals with regard to these matters.
- The actual report of your capital assets for financial reporting purposes will be prepared by you and staff within your government. Our assistance is that of direction, facilitation, and enhanced communication.
- Information provided by you is presumed reliable, reasonably accurate, and complete. We will not undertake an audit or other verification of the information and will not attest to its accuracy or completeness. We assume no responsibility for errors and omissions.
- When our work is complete, our work papers and files developed during the course of this service will be retained for a period of one year. Regarding the inventory, aging, costing, lifing, and other steps conducted by you and staff at your government, the resulting work papers will be retained by you.

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*Peterson Consulting Services, Inc.*

Mr. Steven G. Craycraft  
Mr. Charlie E. Richmond II  
July 31, 2020  
Page 3

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Steve and Charlie, we thank you for the confidence you have expressed in our past services. We look forward to working with you and your staff in serving the citizens of Delaware County, Indiana.

Very truly yours,

*Peterson Consulting Services, Inc.*

Jon C. Peterson July 31, 2020  
Jon C. Peterson, CPA July 31, 2020  
Director

*Engagement Acceptance*

  
Name:  
Commissioned  
Title:  
08/17/2020  
Date:

*A & Goff, Auditor*

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*Peterson Consulting Services, Inc.*

#### BAKER-TILLY AGREEMENT

Mr. Brooke said Baker-Tilly will review any financial issues with EDIT and Delaware County Jail. DLGF has only given a forecast for 2021 and not an estimate.

Mr. Brooke said Local Income Tax (LIT) is through City Council and has nothing to do with the county. No county accounts are in the negative and financially the county is in good shape. At the end of 2019, EDIT had a balance of \$2.5 million. The city EDIT balance, under the previous city administration had a negative balance of \$250,000.

President Henry complimented Baker-Tilly for their quick response to questions.

Commissioner King confirmed with Mr. Brooke due to taxpayers concern that EDIT projections are okay and taxes will not have to be raised for the new Justice Center. Commissioners King said he has been against the tax increase since 2014 and still is.

Commissioner Riggan responded by saying if the city raises the LIT then the county automatically is raised.

Mr. Brooke said it is the cities prerogative because the city have 58 or 59% of the votes for the increase. The county council and commissioners but it is up to the city.

MOTION: Commissioner King made a motion to approve Baker-Tilly agreement.

SECOND: Commissioner Riggan

YEAS: Commissioner King, Commissioner Riggan, President Henry

*Full signed agreement available in the Auditors office*



August 13, 2020

Delaware County Board of Commissioners  
100 West Main Street  
Muncie, IN 47305

Baker Tilly Municipal Advisors, LLC  
8365 Keystone Crossing, Ste 300  
Indianapolis, IN 46240  
United States of America

T: +1 (317) 465 1500  
F: +1 (317) 465 1550  
bakertilly.com

Re: Delaware County (Indiana) – Proposed Continuing Disclosure Services

Thank you for requesting that Baker Tilly Municipal Advisors, LLC (the "Firm") provide to Delaware County (the "Client") those services more fully set forth in Exhibit A hereto (the "Services").

#### Fees and Costs

Fees charged for work performed are generally based on hourly rates, as set forth in Exhibit B, for the time expended, a fixed amount or other arrangement as mutually agreed upon as more appropriate for a particular matter. Hourly rates for work performed by our professionals vary by individual and reflect the complexity of the engagement.

#### Disclosure of Conflicts of Interest with Various Forms of Compensation

The Municipal Securities Rulemaking Board (MSRB) requires us, as your municipal advisor, to provide written disclosure to you about the actual or potential conflicts of interest presented by various forms of compensation. Exhibit C sets forth the potential conflicts of interest associated with various forms of compensation. By signing this letter of engagement, the signee acknowledges that he/she has received Exhibit C and that he/she has been given the opportunity to raise questions and discuss the matters contained within the exhibit with the municipal advisor.

#### Billing Procedures

Normally, you will receive a monthly statement showing fees and costs incurred in the prior month. Occasionally, we may bill on a less frequent basis if the time involved in the prior month was minimal or if arrangements are made for the payment of fees from bond proceeds. The account balance is due and payable on receipt of the statement. Once our representation has been concluded or terminated, a final billing will be sent to you. If requested to provide an estimate of our fees for a given matter, we will endeavor in good faith to provide our best estimate, but unless there is a mutual agreement to a fixed fee, the actual fees incurred on any project may be less than or exceed the estimate. Any questions or errors in any fee statement should be brought to our attention in writing within sixty (60) days of the billing date.

#### Termination

Both the Client and the Firm have the right to terminate the engagement at any time after reasonable advance written notice. On termination, all fees and charges incurred prior to termination shall be paid promptly. Unless otherwise agreed to by the Client and the Firm, the scope of services provided in Exhibit A will terminate 60 days after completion of the services in each Article.

Baker Tilly Municipal Advisors, LLC is a registered municipal advisor and wholly-owned subsidiary of Baker Tilly US, LLP, an accounting firm. Baker Tilly US, LLP, trading as Baker Tilly, is a member of the global network of Baker Tilly International Ltd., the members of which are separate and independent legal entities. © 2020 Baker Tilly Municipal Advisors, LLC



**ORDINANCES FOR FIRST READING**

**CREATING A NEW FUND FOR CARES ACT CORONAVIRUS RELIEF FUND & EPIDEMIOLOGY AND LABORATORY  
CAPACITY FOR INFECTIOUS DISEASES (COVID TESTING SUPPORT FUND)**

**ORDINANCE NO. 2020-012**

Mr. Jammie Bane, Health Department Administrator, presented Ordinance 2020-012. The Division of Emergency Preparedness and Epidemiology Resource Center within the Indiana State Department of Health are responsible for administering.

Mr. Bane said a fund will need to set up to receive funding for COVID testing. Delaware County Health department has partnered with Open Door. The State department will provide supplies and lab analyst. A mobile clinic will be set up to reach out to testing.

MOTION: Commissioner King made a motion to introduce Ordinance 2020-012, creating a New Fund for Cares Act Coronavirus Relief Fund & Epidemiology and Laboratory for Infectious Diseases.

SECOND: Commissioner Riggin

YEAS: Commissioner King, Commissioner Riggin, President Henry

MOTION: Commissioner King made a motion to suspend the rules on Ordinance 2020-012, creating a New Fund for Cares Act Coronavirus Relief Fund & Epidemiology and Laboratory for Infectious Diseases SECOND: Commissioner Riggin

YEAS: Commissioner King, Commissioner Riggin, President Henry

MOTION: Commissioner King made a motion to approve Ordinance 2020-012, creating a New Fund for Cares Act Coronavirus Relief Fund & Epidemiology and Laboratory for Infectious Diseases.

SECOND: Commissioner Riggin

YEAS: Commissioner King, Commissioner Riggin, President Henry

ORIGINAL

ORDINANCE NO. 2020-012

**Creating a New Fund for CARES ACT CORONAVIRUS RELIEF FUND &  
EPIDEMIOLOGY AND LABORATORY CAPACITY FOR INFECTIOUS DISEASES  
(COVID TESTING SUPPORT FUND)**

WHEREAS, the Delaware County Health Department receives funds from the Indiana State Department of Health;

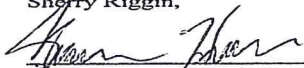
WHEREAS, the funding source origin CFDA number differs from other grants received;


WHEREAS, it is necessary to establish a new fund in the Auditor's Office into which the proceeds will be deposited;

NOW THEREFORE, BE IT ORDAINED BY THE COUNTY COMMISSIONERS OF DELAWARE COUNTY, INDIANA THAT: The Delaware County Health Department shall be permitted to establish a fund entitled COVID TESTING SUPPORT FUND and has issued a budget fund number of \_\_\_\_\_ with respect to these funds and such funds are non-reverting, further the expenditure of said funds shall not require appropriation by County Council.

Dated this 17 day of August, 2020

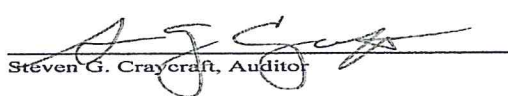
Sherry Riffin,

  
Shannon Henry

  
James King

Delaware County Commissioners

ATTEST:

  
Steven G. Craycraft, Auditor

**ATTACHMENT A**  
**CARES ACT CORONAVIRUS RELIEF FUND &**  
**EPIDEMIOLOGY AND LABORATORY CAPACITY FOR INFECTIOUS DISEASES**  
**September 1<sup>st</sup>, 2020 – June 30<sup>th</sup>, 2021**  
**GRANT INFO: Epidemiology and Laboratory Capacity for Infection Diseases**  
**CFDA #93.323 & CARES Act Coronavirus Relief Fund CFDA #21.019**

**INTRODUCTION**

The Division of Emergency Preparedness (DEP) and Epidemiology Resource Center (ERC) within the Indiana State Department of Health (ISDH) are responsible for administering the Epidemiology and Laboratory Capacity Control of Emerging Infectious Diseases (ELC) Grant received from the Centers for Disease Control and Prevention (CDC) to support COVID-19 response activities. A portion of this grant involves expanding testing capacity through community-based options. Access to local testing is critical to Indiana's response to the COVID-19/SARS-CoV-2 pandemic response and through this grant ISDH is enabling local health departments to engage local communities and partners in COVID-19 testing. Additionally, the State of Indiana has designated \$12.5M from the COVID-19 CARES Act Coronavirus Relief Fund for the first year of LHD clinic funding.

The ISDH-DEP administers these funds through sub-recipient agreements which require locally operated testing activities aimed at enhancing local COVID-19 testing. These agreements include supplies and funding provided by ISDH.

**SUPPLIES, SERVICES, AND FUNDING RECEIVED**

The Indiana State Department of Health (ISDH) will provide the essential supplies to local health departments to support testing sites. These include staff member personal protective equipment (PPE), such as N95 masks, surgical masks, gloves, gowns, and face shields. Specimen collection supplies such as nasopharyngeal swabs and viral transport media (VTM). Site promotional materials such as sandwich boards for lane markings at the testing site. Cold storage capacity materials including large fridge freezers/Vac-coolers, large and medium coolers, and ice packs. A technology package to include registration label printer, label cartridges, and mobile internet MiFi with two years or service. See the table below for a comprehensive list of state-provided supplies per site. Supplies are provided to support a throughput of 100 specimens collected per day, with the expectation of sites operating five days per week.

Supply List Provided Per Clinic Site (2 years of supplies, based on 100-person throughput per clinic per day)		
Individual Site 2-Year Quantity	Unit	Item
520	each	TZe-251 label cartridge
2	each	Label printers
1	each	MiFi with 2 year service
50	gallon	Hand sanitizer refill
1	each	16oz bottles of hand sanitizer
2	each	Sandwich boards (lane markers: enter = 1, exit = 1)
1	each	Large cooler
1	each	Medium cooler
1	each	Large fridge freezers/Vac-coolers (Stable cooling source)
16	each	Ice packs

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**ATTACHMENT A**  
**CARES ACT CORONAVIRUS RELIEF FUND &**  
**EPIDEMIOLOGY AND LABORATORY CAPACITY FOR INFECTIOUS DISEASES**  
**September 1<sup>st</sup>, 2020 – June 30<sup>th</sup>, 2021**  
**GRANT INFO: Epidemiology and Laboratory Capacity for Infection Diseases**  
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2	each	IPads
1040	each	gowns
1040	each	n95
52000	each	surgical masks
1040	each	face shields
104000	each	gloves

In addition to physical supplies, the ISDH will provide each site with access to patient registration services, laboratory services, and courier services. Each site will have access to the web-based patient registration platform, Zotec. This platform supports patient pre-registration and on-site registration, specimen accessioning, and results notification. The Zotec system and the included printer, ink cartridges, and labels will be utilized for specimen test tube labeling. Zotec will be utilized by the state to capture client throughput rates at testing sites. Testing supplies including swabs, VTM, PPE and other supplies will be evaluated and may be increased should the demand provide.

ISDH is providing a courier service for specimen collection and transport to laboratories participating in the state Laboratory Testing Network.

The Indiana State Department of Health is providing local health departments with \$100,000 per testing site. Tiers of support are based on county population. Funding may be used for personnel support, rent, utilities, and other non-ISDH provided supplies needed to operate site(s). This could include biowaste removal, cleaning/utility service for selected sites, etc.

Tier	2019 Est. Population	# of Sites	Total \$ Support
1	≥200,000	3	\$300,000
2	70,000 – 199,999	2	\$200,000
3	1 – 69,999	1	\$100,000

**LOCAL TESTING REQUIREMENTS**

Each local testing site is required to establish hours of operation including non-traditional hours to ensure accessibility to those who are working (e.g., after 5 p.m. and weekends). Requirements include:

- Sites must operate minimum hours per week to meet the demands of community; optimally, the ISDH recommends clinic availability 5 days per week.
- A minimum of two of these days must offer site availability after 5 p.m.
- Additionally, clinics should be open on Saturdays; minimally 3 Saturdays a month.
- Testing locations should be in an ADA-compliant location that is accessible to all members of the community.



ATTACHMENT A  
CARES ACT CORONAVIRUS RELIEF FUND &  
EPIDEMIOLOGY AND LABORATORY CAPACITY FOR INFECTIOUS DISEASES  
September 1<sup>st</sup>, 2020 – June 30<sup>th</sup>, 2021  
GRANT INFO: Epidemiology and Laboratory Capacity for Infectious Diseases  
CFDA #93.323 & CARES Act Coronavirus Relief Fund CFDA #21.019

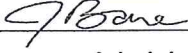
ISDH will provide testing guidance, instructions, and testing criteria to local health departments as needed. Testing is available to any person who wishes to be tested, symptomatic or asymptomatic. There are no county residency restrictions. Testing and any related educational materials must be provided in culturally and linguistically appropriate standards. The ISDH Office of Minority Health and your local community's minority health coalitions are available to provide assistance.

Local health departments are encouraged to engage local partners such as hospitals, health clinics, EMS, other medical providers, and non-profit community partners to enable increased and sustained local testing capacity. To the extent possible, we encourage health departments to also provide "one-stop" services (such as immunizations, lead testing, etc.) at the same time to minimize the need for multiple trips.

In addition to local testing capacity, the local health departments continue to be responsible for contacting positive COVID-19 cases who are deemed "lost to follow-up" by ISDH's centralized contract tracing unit. A case is flagged with this status when they are not reachable by the contact tracing unit. Upon contact with these cases, local health departments will provide education and support services to residents who have additional needs (e.g., connecting to housing services, 2-1-1, and other social services).

The Delaware County Health Department has identified the following location(s) to operate COVID-19 Testing.

Local Health Department COVID-19 Testing Clinic Point of Contact Information:

Name: Jammie Bane  
Title: Administrator  
Phone #: 765-587-0660 / Cell Phone #: 765-760-7680  
Signed By:   
Title: Administrator

**Address (Clinic 1):**

Street Address: 333 S. Madison Street (Mobile clinic truck may be utilized as well)  
City: Muncie Zip Code: 47305

Partner(s) included to operate clinic:



ORDINANCE ESTABLISHING DELAWARE COUNTY SHERIFF'S JAG GRANT  
ORDINANCE\_NO. 2020-013

Mr. Tony Johnson, Sheriff Office, presented the JAG grant. The JAG Grant assists with overtime needs for patrols and/or events.

MOTION: Commissioner King made a motion to introduce Ordinance 2020-013, Ordinance Establishing Delaware County JAG Grant.

SECOND: Commissioner Rigglin

YEAS: Commissioner King, Commissioner Rigglin, President Henry

MOTION: Commissioner King made a motion to suspend Ordinance 2020-013, Ordinance Establishing Delaware County JAG Grant.

SECOND: Commissioner Rigglin

YEAS: Commissioner King, Commissioner Rigglin, President Henry

MOTION: Commissioner King made a motion to adopt Peterson Consulting Service agreement.

SECOND: Commissioner Rigglin

YEAS: Commissioner King, Commissioner Rigglin, President Henry

ORDINANCE ESTABLISHING DELAWARE COUNTY SHERIFF'S JAG GRANT

GRANT ACCOUNT

ORDINANCE NO 2020- 013

DELAWARE COUNTY COMMISSIONERS

**ORIGINAL**

WHEREAS, the Delaware County Sheriff's Office has applied for and received a grant from the Bureau of Justice Assistance, US Department of Justice, to be used for paying overtime to currently employed law enforcement officer and necessary support personnel to increase the number of hours worked by such personnel; and

WHEREAS, it is necessary to account for the use of said funds and to expend said funds for the proposed use for which they were granted. It is necessary that the Auditor of Delaware County be authorized to establish an account know as "The Delaware County Sheriff's 2019 J.A.G. Grant "2019-DJ-BX-0580";

WHEREAS, the grant is in the amount of \$ 22,692.00 and the portion to the Delaware County Sheriff's is in the sum of \$10,212.00. The Commissioners find that the acceptance of said grant should be approved.

IT IS THEREFORE ORDAINED BY THE DELAWARE COUNTY COMMISSIONERS, that the Auditor shall establish a fund entitled 2019-J.A.G. Grant 2019-DJ-BX-0580 and shall issue a budget fund number with respect to those funds. Said funds shall be exempt from needing appropriation.

DATED THIS 17 DAY OF August, 2020

Shannon Henry, Delaware County Commissioner



JAMES KING, Delaware County Commissioner



SHERRY RIGGIN, Delaware County Commissioner

ATTEST:

  
Steve Craycraft, Delaware County Auditor

**VISITORS BUREAU ORDINANCE  
ORDINANCE NO 2020-014**

Mr. Brooke said he was contacted by Mr. Victor Whitehead regarding updating the Convention and Visitors Bureau Ordinance due to changes in the State law of make-up. The Ordinance was established in 1983 and is a nine-member board through State statute, however there is questions about appointments.

MOTION: Commissioner King made a motion to introduce Ordinance 2020-014, Ordinance Visitors Bureau.

SECOND: Commissioner Riggin

YEAS: Commissioner King, Commissioner Riggin, President Henry

**DEPARTMENT HEADS AND ELECTED OFFICIALS**

Ms. Emily Anderson, Court Administrator, said several employees have asked about food trucks being at the new Jail facility. The Commissioners all agreed that Ms. Anderson would be great setting everything up. Ms. Anderson will send a survey out asking employees of interest. A calendar will be sent out to employees along with reminders.

Mr. Paul Singleton, 911 Director, provided a public update regarding the new telephone update.

Commissioner King asked if an appeal needed to be made from Meeks Cockerill about Dollar General located at 67 south and 300 west.

Motion: Commissioner King made a motion that Meeks Cockrill file for an appeal of Dollar General and 67 south and 300 west.

Second: Commissioner Riggin

YEAS: Commissioner King, Commissioner Riggin, President Henry

**PAYMENTS OF CLAIMS**

MOTION: Commissioner King made a motion to approve payment of claims in the amount of \$1,480,303.79.

SECOND: Commissioner Riggin

YEAS: Commissioner King, Commissioner Riggin, President Henry

**PUBLIC COMMENTS, QUESTIONS, OTHER BUSINESS & DISCUSSION  
NONE**

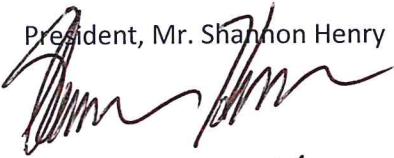
**RECESS**

MOTION: Commissioner King made a motion to recess until September 8, 2020.

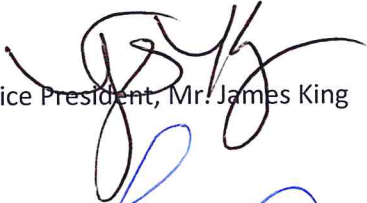
SECOND: Commissioner Riggin

YEAS: Commissioner King, Commissioner Riggin, President Henry

President, Mr. Shannon Henry



Vice President, Mr. James King



Member, Ms. Sherry Riggin



Auditor, Mr. Steven G Craycraft

