

**DELAWARE COUNTY COMMISSIONER'S MEETING
TUESDAY, FEBRUARY 1, 2021 @ 9:08 A.M.**

ZOOM MEETING

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

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

APPOINTMENT(S)

CREED Board

MOTION: Commissioner Riggin made a motion to appoint Mr. Doug White to CREED Board.

SECOND: Commissioner King

YEAS: Commissioner Henry, Commissioner Riggin, President King

APPROVAL OF MINUTES

JANUARY 4TH, 2021 GRIEVANCE HEARING WITH UAW LOCAL 231, JANUARY 13TH, 2021 EXECUTIVE SESSION
JANUARY 19TH, 2021 COMMISSIONER'S MEETING

MOTION: Commissioner Riggin made a motion to approve January 4, 2021 Grievance Hearing with UAW Local 231, January 13, 2021 Executive Session and January 19, 2021 Commissioners Meeting.

SECOND: Commissioner Henry

YEAS: Commissioner Henry, Commissioner Riggin, President King

CONTRACTS OR AGREEMENTS FOR APPROVAL

EMERGENCY DECLARATION 2021-03

Mr. John Brooke, County Attorney, presented Emergency Declaration 2021-03. Social gatherings (50) and events can take place with no more than 25% of the facility.

MOTION: Commissioner Riggin made a motion to approve Emergency Declaration 2021-03.

SECOND: Commissioner Henry

Commissioner Henry had some questions regarding numbers allowed to an event or gathering.

Mr. Jammie Bane, Health Administrator said a plan should be in place for any event that goes over the amount stated in Emergency Declaration 2021-03 and gave the example of Ball State University Emen's.

YEAS: Commissioner Henry, Commissioner Riggin, President King

CORONAVIRUS RESPONSE REQUIREMENTS, FEB 1 TO FEB 28

Please see complete details in Executive Order 21-02 [here](#).

REQUIREMENTS FOR ALL HOOSIERS:

1. Hospitals should implement evidenced-based criteria to reprioritize non-emergent procedures and surgeries to ensure sufficient capacity to care for all patients
2. The overall size of a social gathering or event is strongly recommended to be limited based on a county's color-coded metric:
 - Red – 25 people
 - Orange – 50 people
 - Yellow – 100 people
 - Blue – 250 people
3. Social gatherings and events may take place with these attendance limits:
 - Red – may not exceed 25 percent of a facility capacity
 - Orange – may not exceed 25 percent of a facility capacity
 - Yellow – may not exceed 50 percent of a facility capacity
 - Blue – may not exceed 100 percent of a facility capacity
 - This includes K-12 extracurricular and co-curricular activities, community recreational sports, and college and professional sports, which should coordinate events with their local health departments.
 - Venue owners, hosts or organizers are required to submit to a written safety plan that addresses the steps that will be taken to mitigate against COVID-19 to the local health department.
4. Face coverings are required for all Hoosiers
5. Hoosier businesses are open, following county metric requirements
6. Businesses of all types are required to place clearly visible signage at their public and employee entrances notifying all that face coverings are required. Businesses should only admit only those who wear face coverings and practice social distancing
7. Businesses should communicate to all employees that their activities outside of work have the potential to increase the spread of COVID in their workplaces and communities
8. All customers in restaurants, bars and nightclubs are required to be seated when receiving service. Individuals from non-household parties must be spaced six feet apart at tables, counters or other seating arrangements
9. Hoosier pre-K to 12 schools should consult with their local department of health and use the Indiana Department of Health metrics for decisions about in-person, hybrid and virtual operations
10. All Hoosiers are required to maintain social distancing of six feet in public spaces, whether inside or outside, and especially when with others who are not members of your immediate household
11. The Indiana Department of Homeland Security and Alcohol & Tobacco Commission, together with local partners, will continue to check businesses for occupancy, social distancing, face covering requirements and other Executive Order components to ensure compliance
12. Wash your hands frequently; use hand-sanitizer when hand-washing is not available
13. If you test positive, isolate according to CDC guidelines
14. Do not go to work or other locations when you feel sick or symptomatic. Free COVID tests are available throughout the state
15. Hoosiers 65 and older and those with known high-risk medical conditions should remain vigilant about protecting their exposure to COVID
16. Hoosiers who will be in contact with individuals 65 and older and those with known high-risk medical conditions should consider suspending in-person visits
 - Do not visit if you are symptomatic or have received a positive COVID test
 - Wear a face covering at all times

**Disaster Emergency Declaration
2021-03**

Delaware County, Indiana

ORIGINAL

- 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 wherein he has extended the public health emergency for an eleventh time up to and including March 1, 2021; 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 trend in Delaware County for the past month has shown a significant increase in COVID-19 cases and the positivity rate for the last 7 days is 6.4% ending on January 31, 2021 for the County; and
- WHEREAS, there have been a total of 9,347 cases in Delaware County to date with an increase of 788 cases and 136 deaths since the start of the pandemic and more than an average of 99 cases per day; a positivity rate of 6.4% currently and IU Ball Memorial Hospital has a total of 38 inpatient COVID-19 patients; and
- WHEREAS, younger members of the populace have been testing positive in greater numbers as well as greater illness rates among younger and younger people; and
- WHEREAS, the Board of Commissioners of Delaware County, Indiana have determined that in response to the emergency believes that an Emergency Declaration is appropriate for the citizens of Delaware County and that the Emergency Declaration should be extended.

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

1. A local public health disaster 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 February 16, 2021.**

2. Governor Eric Holcomb's Executive Orders 20-48; 20-49, 20-50, 20-52, 20-53, 21-02 and 21-03 are incorporated in their entirety in this Emergency Declaration.
3. All employees in any county facility shall wear a face covering their nose and mouth at all times except while working in their own workspace, provided that the workspace is spaced more than 6' from other work spaces. Additionally, employees shall not be required to wear facial coverings when working outside (if they are working in an environment that allows for social distancing), in a vehicle by themselves or working remotely. Employees of the County shall also wear facial coverings when moving about the hallways, common areas, restrooms or other areas of the County facilities when not at their work space.
4. Department heads and Elected officials shall reduce the number of employees and personnel permitted to congregate in break rooms or common areas and to ensure social distancing occurs at all times.
5. All members of the public that conduct business in any county building or facility shall maintain a social distance of at least 6 feet between individuals at all times and shall wear a face covering over the nose and mouth when inside any public building or other indoor space open to the public. This does NOT apply to private offices, private workplaces or meetings where

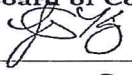
social distancing can be achieved and maintained between people not in the same household. Member of the public are required to wear a face covering which may consist of a face mask or shield or other covering which covers the person's mouth and nose during their business in the County Building unless the member of public prohibits a face covering because of an underlying health condition prohibits wearing a face covering.

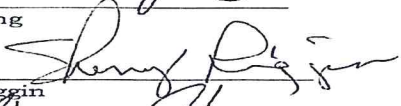
6. In instances where an individual must visit a retail business, the business shall follow the proper social distancing requirements in Executive Order 20-48, 21-03 and the guidelines from the Center for Disease Control (CDC).
7. Those residents that meet the below stated criteria are not required to wear a facial covering:
 - a. Under 2 years of age;
 - b. Over age 2 years and under age 8 years;
 - c. Any person with a medical condition, mental health condition or disability which prevents face coverings.
 - d. Any other exemption set forth in Executive Order 20-48, section 3(f)(i-xv).
8. Those members of the public that are at least 65 and older and those with known high-risk health conditions should adhere to social distancing requirements and be cautious at work and in their communities and should wear facial coverings.
9. Citizens that have symptoms, may have been exposed, been in close contact (as defined by the CDC), have high-risk health conditions as well as others that desire peace of mind are encouraged to be tested for COVID-19 at the local facilities.

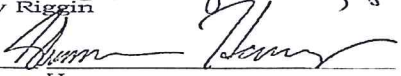
10. Pursuant to Executive Order 21-03; Delaware County currently is placed in the "Orange" zone because community spread is approaching high levels and the County has a point score of 2.0 according to the Indiana Department of Health.
11. Delaware County has the ability to increase the threat level to a "Red" zone where the community spread is high and the County could achieve a point score of 3.0 or higher by the Indiana Department of Health.
12. As a result of the County achieving the "Orange Zone" level from the State Health Department social gatherings and events shall be governed by the Coronavirus Response Requirements, February 1 to February 28 as set forth in Governor's Executive Order 2021-02 and attached as incorporated herein.
13. Religious services shall be governed by Executive Order 2020-48, section 7(a).
14. This Emergency Declaration shall supersede and replace all prior Emergency Declarations made by the Board of Commissioners prior to this Emergency Order.
15. The Commissioners determine that all government operations are essential and 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.
16. Violations of this order will be turned over to ISDH, Indiana Department of Homeland Security, Indiana Alcohol & Tobacco Commission or the local board of health as the facts may impose the sanctions set forth in Executive Order 20-48(10) (b).
17. This Emergency Order shall remain valid until the end of business on February 16, 2021 unless superseded.


In witness, whereof, we have hereunto set our hand this 1st day of February 2021.

Delaware County Board of Commissioners


James King


Sherry Riggan


Shannon Henry

Attest: 
Steven G. Craycraft, County Auditor

CLEARLINE USA FINANCING AGREEMENT

Mr. Brad Bookout, Director of Economic Development, presented the financing agreement for Clearline USA, Inc. Clearline is a Canadian based company that is an environmentally friendly company.

Clearline Technology manufactures seaport (rubberized roofing support for heating, cooling and plumbing fixtures) for roofs of buildings. They also manufacture parking/speed bumps. The proposal presented is to manufacture the product in Delaware County. They will locate in a vacant building formerly Henman Tool/JD Norman Building. Clearline will invest \$4,000,000 in Delaware County and will hire 10-20 people. This economic agreement provides for industrial revenue funding. All county requirements have been met by Clearline.

Mr. Alain Masson, Clearline Technology, introduced himself.

Mr. Masson said Clearline was looking for a facility for their United States customer base. After looking in Ohio, Illinois and Michigan, they found Indiana and Delaware County provided everything that they were looking for. Mr. Masson said they have received support from Delaware County.

Mr. Masson said the process took longer than they expected, due to COVID, however, the move will take place during 2021.

The Commissioners and Mr. Bookout were impressed with the importance that the company had regarding the environment and recycling.

MOTION: Commissioner Henry made a motion to approve Clearline USA Financing agreement.

SECOND: Commissioner Riggan

YEAS: Commissioner Henry, Commissioner Riggan, President King

Finance agreement available in Auditor's office

FINANCING AGREEMENT

THIS FINANCING AGREEMENT (the "Agreement") is made and entered into as of the 15th day of February, 2021 (the "Effective Date"), by and among the **Board of Commissioners of Delaware County, Indiana** (the "County"), the executive and governing body of Delaware County, Indiana and **Clearline USA, Inc.**, an Indiana corporation (the "Company").

WITNESSETH:

WHEREAS, the County desires to foster development, community revitalization, and enhancement in and around a certain area located in Delaware County known as the "ABB Community Revitalization Enhancement District" (the "Area") and, specifically, on a parcel of land located on Mount Pleasant Boulevard and as described in Exhibit A attached hereto (the "Property"); and

WHEREAS, the Company has previously approached the County regarding the location of a new facility (the "Facility") to be purchased and occupied by the Company as more particularly described in Section 4.01 hereof (the "Project") in Muncie, Indiana, which is located immediately adjacent to the Area; and

WHEREAS, as part of the Project, the Company will make capital improvements in the Project and Facility and has undertaken and will continue to undertake the development of the Project and Facility; and

WHEREAS, the Company has previously requested certain financing assistance from the County to assist the Company with certain costs related to the Project; and

WHEREAS, the County has determined that the Project is in the best interests of the citizens of Delaware County because it will result in the development, community revitalization, and enhancement in and around the Area, provide high-wage employment opportunities, and increase the overall tax base within the Area, all of which would not occur but for the financing assistance provided by the County; and

WHEREAS, the parties hereto have determined to enter into this Agreement in order to formalize the terms, conditions, and provisions of the financing assistance to be provided to the Company by the County and to memorialize each party's related rights and obligations with respect thereto; and

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

DEVELOPMENT AGREEMENT WITH WJH LLC/COUNTRY VILLAGE PROPERTY

Ms. Angie Moyer, Project Manager, provided a summary. A draft of development was presented. Ms. Marta Moody, Plan Commission Director has also worked with this project.

Mr. John Brooke, County Attorney, was not able to review the agreement. Mr. Brooke requested that this be tabled until the next Commissioners meeting.

Commissioner Riggan asked about the maintenance of the pond and whether they would need fencing.

MOTION: Commissioner Henry made a motion to table Development agreement with WJH LLC/Country Village Property.

SECOND: Commissioner Riggan

YEAS: Commissioner Henry, Commissioner Riggan, President King

MITS AGREEMENT

Mr. Brooke reviewed the MITS agreement and found it to be acceptable.

MOTION: Commissioner Riggin made a motion to approve MITS agreement.

SECOND: Commissioner Henry

YEAS: Commissioner Henry, Commissioner Riggin, President King

Ms. Amanda Price-Clark, Assistant General Manager, said that the 30 minute schedule/route will be to operate bus equipment on and across the property located at 3100 S Tillotson Avenue. The route will be evaluated in six months.

Commissioner Riggin asked if passes/booklets could be presented.

Mr. Brooke recommended that the MITS information be placed on www.co.delaware.in.us

All Commissioners thanked MITS for working with them regarding this new route, located at 3100 S Tillotson Avenue (Delaware County Justice Rehabilitation.)



Board of Directors
 Mike White,
Chairman
 Larry W. King
General Manager

January 25, 2021

Delaware County Justice & Rehabilitation Center
 3100 S. Tillotson Ave.
 Muncie, IN 47302

To Whom It May Concern:

I am writing on behalf of the Muncie Public Transportation Corporation (MPTC) to formally request permission to operate bus equipment on and across the property located at 3100 S. Tillotson Ave. in Muncie for the purpose of dropping off and picking up passengers. The MPTC shall not be liable for any damages caused to the pavement and its base over which buses would operate. However, the MPTC's liability for negligence resulting in injury or property damage other than to the pavement and its base shall not be limited. The agreement shall be in force until either party notifies the other of intent to terminate the agreement. This notice shall be in writing at least thirty (30) days in advance to allow the MPTC sufficient opportunity to notify its passengers of the change.

We appreciate your cooperation in this matter. If the above is agreeable with you, please sign below and return one copy to the MPTC.

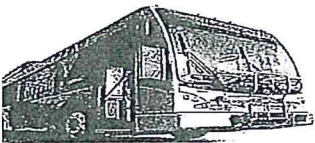
Sincerely,

Amanda Price-Clark
 Amanda Price-Clark
 Assistant General Manager

Signature

02.01.2021

Date



Muncie Indiana Transit System
 1300 East Seymour Street • Muncie IN, 47302
 765-282-2762 • 765-287-2385 Fax • www.mitsbus.org

ORDINANCES FOR SECOND READING

AN ORDINANCE AMENDING TITLE 4 OF THE DELAWARE COUNTY CODE REGARDING CHAPTER 2 PERMIT FEES ORDINANCE 2021-001

Ms. Moody said this ordinance is proposing to raise various business related fees, in attempt to bring Delaware County within similar markets. Ms. Moody said Mr. Tom Fouch, Building Inspector, recommended that the ordinance effective

Commissioner meeting February 1, 2021

date be May 1, 2021. This will give Plan Commission time to send a notice to contractors that are registered with Delaware County. Ms. Moody said the fees have not been raised since 2015.

MOTION: Commissioner Henry made a motion to approve Ordinance 2021-001, An Ordinance Amending Title 4 of the Delaware County Code regarding Chapter 2 Permit Fees. The effective date will be May 1, 2021,

SECOND: Commissioner Riffin

YEAS: Commissioner Henry, Commissioner Riffin, President King

ORDINANCE NO. 2021- 01

**AN ORDINANCE AMENDING TITLE 4 OF THE DELAWARE COUNTY CODE
REGARDING CHAPTER 2 PERMIT FEES**

WHEREAS, the Board of Commissioners, in accordance with state statutes, may adopt building and permitting ordinances that include reasonable fees for permits, registrations, renewals, inspections and re-inspections; and

WHEREAS, the permit fees were last increased in 2013; and

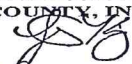
WHEREAS, there is a desire to maintain an efficient and professional county building department that is self-sufficient through the payment of appropriate and competitive permit fees.

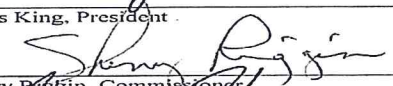
NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of Delaware County, as follows:

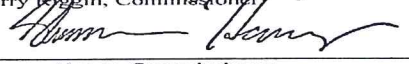
Section 1. That Title 4, Chapter 2 Permit Fees, Items 4-2-2 through 4-2-9 shall be amended as set forth in the attached Exhibit A.

Section 2. That this ordinance is hereby adopted this 1st day of February, 2021 and shall be considered in effect as of the 1st day of May, 2021.

**BOARD OF COMMISSIONERS
DELAWARE COUNTY, INDIANA
BY:**


James King, President


Sherry Riffin, Commissioner


Shannon Henry, Commissioner

ATTEST:

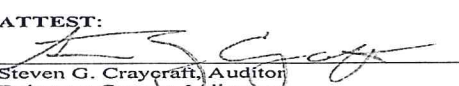

Steven G. Craycraft, Auditor
Delaware County, Indiana

EXHIBIT A**CHAPTER 2
PERMIT FEES**

TYPE OF PERMITS	EXISTING FEE SCHEDULES	NEW FEE SCHEDULES
4-2-2. Residential Building Permits		
1&2 family dwellings, including attached garage, and additions, 4 inspections	\$5.00 per 100 sq. ft. MINIMUM - \$60.00	\$7.50 per sq. ft. MINIMUM - \$75.00
Multi-family dwellings (3 or more) and additions, 4 inspections	\$5.00 per 100 sq. ft. MINIMUM - \$60.00	\$7.50 per 100 sq. ft. MINIMUM - \$90.00
Mobile, Modular, and Manufactured Homes, 3 inspections	Temporary - \$75.00 Permanent - \$125.00	Temporary - \$100.00 Permanent - \$150.00
Accessory Structures (detached garages, pole barns, etc.), 2 inspections	\$5.00 per 100 sq. ft. MINIMUM - \$50.00	\$7.50 per 100 sq. ft. MINIMUM - \$75.00
Building Alterations (remodeling of existing), 2 inspections	\$4.00 per 100 sq. ft. MINIMUM - \$50.00	\$7.50 per 100 sq. ft. MINIMUM - \$75.00
Solar installations (new permit type)	N/A	\$75.00
Additional inspections (more than the number of regular inspections)	\$20.00 per inspection	\$40.00 per inspection
4-2-3. Commercial, Industrial, and Agricultural Building Permits		
Commercial buildings and additions (offices, retail sales, etc), 4 inspections	\$5.00 per 100 sq. ft. MINIMUM - \$60.00	\$8.00 per 100 sq. ft. MINIMUM - \$100.00
Industrial buildings and additions (manufacturing, warehouses), 4 inspect.	\$5.00 per 100 sq. ft. MINIMUM - \$60.00	\$8.00 per 100 sq. ft. MINIMUM - \$100.00
Institutional buildings (school, church, etc) or additions, 4 inspections	\$5.00 per 100 sq. ft. MINIMUM - \$60.00	\$8.00 per 100 sq. ft. MINIMUM - \$100.00
Agricultural barns/storage buildings, 2 inspections	\$4.00 per 100 sq. ft. MINIMUM - \$50.00	\$7.50 per 100 sq. ft. MINIMUM - \$75.00
Utility buildings - accessory buildings, 2 inspections	\$4.00 per 100 sq. ft. MINIMUM - \$50.00	\$7.50 per 100 sq. ft. MINIMUM - \$75.00
Communication towers including equipment building – new, 4 inspections	\$200.00	\$300.00
Communication tower equipment upgrades, 1 inspection	\$50.00	\$75.00
Building alterations (remodeling of existing), 3 inspections	\$4.00 per 100 sq. ft. MINIMUM - \$50.00	\$7.50 per 100 sq. ft. MINIMUM - \$75.00
Fuel service stations, 3 inspections	\$5.00 per 100 sq. ft. plus	\$8.00 per 100 sq. ft. (pump fees remain the same)
Up to 12 pumps	\$400.00	
12 to 20 pumps	\$700.00	
Over 20 pumps	\$150.00 each	

Camp grounds	\$400.00 plus \$30.00 per stand	\$600.00 plus \$50.00 per stand
Mineral Extraction	\$700.00 + \$75.00/ acre \$250.00 annual inspect.	\$1,000.00+\$100.00/acre; \$350.00 annual inspect.
Mobile Home Parks	\$500.00 plus \$50.00 per lot	\$700.00 plus \$75.00 per lot
Salvage Yard	\$700.00 + \$75.00/ acre \$300.00 annual inspect.	\$1,000.00+\$100.00/acre \$500.00 annual inspect.
Additional Inspections (more than the number of regular inspections)	\$20.00	\$50.00
4-2-4. Certificate of Occupancy Permit		
Residential permit	\$50.00 + \$10.00 per unit above 3 units	\$65.00 + \$10.00 per unit for 3 units and above
Institutional permit (schools, churches)	\$50.00	\$75.00
Commercial, Industrial, Agricultural permit	0-5000 sq. ft. \$50.00 plus \$3.00 per 100 sq. ft. over	0-5000 sq. ft. \$75.00 + \$4.00 per 100 sq. ft. over
4-2-5. Demolition Permits		
1&2 Family Dwellings	\$50.00	\$75.00
Accessory Structures (barns, garages, etc.)	\$50.00	\$75.00
Commercial and Industrial	\$7.50 per 1,000 sq. ft. MINIMUM - \$50.00	\$10.00 per 1,000 sq. ft. MINIMUM - \$75.00
4-2-6. Swimming Pool Permits		
Swimming pool (in-ground)	\$100.00	\$125.00
Swimming pool (above ground)	\$50.00	\$65.00
4-2-7. Electrical Permit Fees		
Residential Construction		
New 1 & 2 Family Dwelling	\$50.00 plus \$5.00 per room inspection fee	\$75.00 plus \$7.50 per room inspection fee
New Multi-family/Apartments	\$50.00 first unit + \$20.00 per additional unit MAXIMUM - \$800.00	\$75.00 first unit+\$35.00 per additional unit MAXIMUM - \$1,000.00
Alterations, repairs, change of service	\$50.00 plus \$5.00 per room inspection fee	\$75.00 plus \$7.50 per room inspection fee
Solar installation (new permit type)	N/A	\$75.00
Swimming pools (new permit type)	N/A	\$75.00
Commercial and industrial		
New construction 100 and 200 AMP	\$125.00	\$150.00
400 – 1000 AMP Inspection fee	\$150.00	\$175.00
More than 1000 AMP Inspection fee	\$175.00 +\$4.00/100 sq.ft. MINIMUM - \$175.00 MAXIMUM - \$800.00	\$200.00+\$6.00/100 sq.ft. MINIMUM - \$200.00 MAXIMUM - \$1,000.00
Alterations, repairs, remodeling	\$50.00 plus \$5.00 per room inspection fee	\$75.00 plus \$7.50 per room inspection fee

Agricultural up to 400 AMP	\$50.00	\$75.00
Agricultural above 400 AMP	Same as Commercial	Same as Commercial
4-2-8. Plumbing Permit Fees		
Residential Construction		
New Dwellings	\$100.00	\$125.00
Additions/Alterations	\$60.00	\$75.00
Commercial/Industrial Construction		
New Buildings	\$100.00 plus \$10.00 per restroom, kitchen, or mechanical room	\$125.00 plus \$12.50 per restroom, kitchen, or mechanical room
Additions/Alterations	\$60.00 plus \$10.00 per restroom, kitchen, or mechanical room	\$75.00 plus \$12.50 per restroom, kitchen, or mechanical room
4-2-9. Heating and Ventilating Permit Fees		
Residential Construction		
New or replacement furnace	\$40.00 per unit	New only - \$65.00
New or replacement AC	\$40.00 per unit	New only - \$65.00
New or replacement furnace+AC together	\$75.00	New only - \$125.00
		New provision for replacement furnace and/or AC - \$300.00 Annual Permit covering all replacements
Multi-Family	\$40.00 first unit + \$25.00 for each additional unit MAXIMUM - \$700.00	\$65.00 first unit + \$40.00 for each additional unit MAXIMUM - \$1,000.00
Commercial/Industrial Construction		
New or replacement furnace/RTU	\$35.00 plus \$2.50 per 10 KW for electric units & \$2.50 per 10,000 BTU for gas units	\$65.00 plus \$4.00 per 10 KW for electric units & \$4.00 per 10,000 BTU for gas units
New or replacement AC/chiller	\$35.00 plus \$2.50 per ton	\$65.00 plus \$3.50 per ton

ORDINANCE VACATING PUBLIC RIGHT-OF-WAY LOCATED IN DELAWARE COUNTY, IN
ORDINANCE 2021-002

MOTION: Commissioner Riggin made a motion to approve Ordinance 2021-002, Ordinance Vacating Public Right-of-Way located in Delaware County, IN.

SECOND: Commissioner Henry

YEAS: Commissioner Henry, Commissioner Riggin, President King

ORDINANCE 2021-002

ORDINANCE VACATING PUBLIC RIGHT-OF-WAY
LOCATED IN DELAWARE COUNTY, INDIANA

ORIGINAL

WHEREAS, having received from Michael Dean Mosley a petition to vacate certain rights-of-way, the Board of Commissioners of Delaware County, Indiana, has provided notice, pursuant to Ind. Code § 36-7-3-12(c) and Ind. Code § 5-3-1 stating that it now desires to vacate a certain public right-of-way located within Delaware County, Indiana, as illustrated in "EXHIBIT A" attached hereto (the "Vacation Area"), which said Vacation Area is generally described as follows:

A part of the Northwest Quarter of Section 12, Township 19 North, Range 9 East in Salem Township, Delaware County, Indiana, described as follows:

Commencing at a pipe marking the Southwest corner of the Northwest Quarter of Section 12, Township 19 North, Range 9 East; thence North 00 degrees 20 minutes 45 seconds West 381.90 feet (assumed bearing) along the West line of said Quarter section; thence South 89 degrees 27 minutes 18 seconds East 125.96 feet parallel with the South line of said Quarter section to a point on the Southeasterly right-of-way line of Former State Highway #67 being the point of beginning, said point being on a curve and being South 34 degrees 31 minutes 53 seconds East 2341.83 feet from the radius point of said curve; thence Northeasterly 174.94 feet along said curve to a 5/8 inch rebar that is South 38 degrees 48 minutes 42 seconds East 2341.83 feet from said radius point; thence South 38 degrees 48 minutes 42 seconds East 18.52 feet to a 5/8 inch rebar on the Westerly line of the Honey Creek Road; thence South 35 degrees 34 minutes 50 seconds West 111.71 feet along said Westerly line; thence North 89 degrees 27 minutes 18 seconds West 86.90 feet to the point of beginning, containing 0.12 acres, more or less, and subject to all easements of record.

WHEREAS, the notice further provided information regarding a public hearing on the proposed vacation, which said public hearing was held on January 19, 2021 consistent with, and pursuant to, Ind. Code § 36-7-3-12; and

WHEREAS, the Board of Commissioners of Delaware County, Indiana, having duly considered the proposed vacation of the right-of-way, now desires to adopt an ordinance in accordance with Ind. Code § 36-7-3-12 to formally vacate said right-of-way.

ORDINANCES FOR FIRST READING

CREATING A NEW FUND FOR GRANT FUNDED OVERTIME FOR THE DELAWARE COUNTY HEALTH DEPARTMENT
(COVID OVERTIME SUPPORT FUND)
ORDINANCE NO. 2021-003

Mr. Jammie Bane, Health Administrator, presented two funds/ordinances. One ordinance is from the state to have the capability to increase vaccine COVID clinics for evenings and week-ends. Money would be used to pay employees that are working.

MOTION: Commissioner Henry made a motion to introduce Ordinance 2021-003, Creating a New Fund for Grant Funded Overtime for the Delaware County Health Department (COVID OVERTIME SUPPORT FUND) and Ordinance 2021-004, Creating a New Fund for Grant Monies to Support COVID-19 Vaccination Clinic Expansions (OP V21 Fund).

SECOND: Commissioner Riggin

YEAS: Commissioner Henry, Commissioner Riggin, President King

MOTION: Commissioner Henry made a motion to suspend the rules of Ordinance 2021-003, Creating a New Fund for Grant Funded Overtime for the Delaware County Health Department (COVID OVERTIME SUPPORT FUND) and Ordinance 2021-004, Creating a New Fund for Grant Monies to Support COVID-19 Vaccination Clinic Expansions (OP V21 Fund).

SECOND: Commissioner Riggin

YEAS: Commissioner Henry, Commissioner Riggin, President King

MOTION: Commissioner Henry made a motion to approve the rules of Ordinance 2021-003, Creating a New Fund for Grant Funded Overtime for the Delaware County Health Department (COVID OVERTIME SUPPORT FUND) and Ordinance 2021-004, Creating a New Fund for Grant Monies to Support COVID-19 Vaccination Clinic Expansions (OP V21 Fund).

SECOND: Commissioner Riggin

YEAS: Commissioner Henry, Commissioner Riggin, President King

ORDINANCE NO. 2021-003**Creating a New Fund for GRANT FUNDED OVERTIME FOR THE DELAWARE COUNTY HEALTH DEPARTMENT (COVID OVERTIME 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, funding bearing the same CFDA number(s) has been issued with differing allowances for it's use;

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 OVERTIME SUPPORT FUND and has issued a budget fund number of 8171 with respect to these funds and such funds are non-reverting.

Dated this 15 day of FEBRUARY, 2021

Suspended Rules

James King,

Shannon Henry

Sherry Riggan

Delaware County Commissioners

ATTEST:

Steven G. Craycraft, Auditor

ORIGINAL

ORDINANCE NO. 2021-004

**Creating a New Fund for GRANT MONIES TO SUPPORT COVID-19 VACCINATION
CLINIC EXPANSIONS (OP V21 FUND)**

WHEREAS, the Delaware County Health Department receives funds from various grant sources including the Ball Brothers Foundation;

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 **OP V21 FUND** and has issued a budget fund number of 9210 with respect to these funds and such funds shall be non-reverting.

Dated this 1 day of FEBRUARY, 2021

*Suspended
rules*

James King,

[Signature]

Shannon Henry

[Signature]

Sherry Riffin

Delaware County Commissioners

ATTEST:

[Signature]

Steven G. Craycraft, Auditor

RESOLUTIONS FOR APPROVAL

Resolution Concerning Personnel Policy Issues for County Commissioner Attorneys
Resolution No. 2021-003

Mr. Brooke said this is the result of changes to policies/procedures of departments that report directly to the Commissioners. The responsibilities are listed (see below). The resolution should be amended to add the Engineer Department.

MOTION: Commissioner Henry made a motion to approve Resolution 2021-003, Resolution Concerning personnel policy Issues for County Commissioners, amending resolution to add Engineer Department.

SECOND: Commissioner Riggin

YEAS: Commissioner Henry, Commissioner Riggin, President King

*Need to
Be Revised*

RESOLUTION 2021-003

**RESOLUTION CONCERNING PERSONNEL POLICY ISSUES FOR COUNTY
COMMISSIONER ATTORNEYS**

WHEREAS, the hiring and retention of competent and qualified employees is the goal of any employer; and

WHEREAS, the Delaware County Commissioners believe that it is their responsibility and obligation to make sure that there is a qualified and diverse workforce in the county; and

WHEREAS, the Delaware County Commissioners have the direct responsibility for the employment of county employees in several different departments; those being the Commissioners' office, Highway Department, Human Resource Department, Weights and Measures Department, Emergency Communications Center, Emergency Medical, Emergency Management, Building Maintenance staff and Veteran's Affairs.

WHEREAS, Delaware County Commissioners in order to make a more uniform set of rules, procedures and policies enact this resolution to govern the departments for which they have direct control.


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

1. No department under control of the County Commissioners and herein named above, shall maintain, create, operate or keep any personnel files separate from those maintained by the County Human Resource Department.
2. Any and all personnel files that are maintained outside of the Human Resource Department shall be immediately turned over to the Human Resource Department.
3. Any and all handbooks other than the Delaware County Personnel Policies Handbook which has been adopted by the Commissioners are hereby rescinded.
4. There shall be one set of policies for all of the employees under the control of the Commissioners, that being the Delaware County Personnel Handbook. The Delaware County Human Resources Department shall be responsible to make sure that all of the employees in the county departments have access to an electronic copy of the handbook.
5. Any and all vacancies for any employment positions shall be presented to the Delaware County Human Resource Department as soon as a vacancy becomes open. The County Human Resource Department shall participate with all department heads in the interviewing and hiring process.
6. All openings in employment shall be posted on the County's website and shall be provided other organizations so that recruitment of candidates can be diverse and representative of the entire community.
7. Any and all employees that terminate their position with Delaware County shall be offered an exit interview to be conducted by the Human Resource Department.
8. The Human Resource Department shall provide information to the Commissioners on any and all vacancies and or terminations of employment (whether they are voluntary or involuntary).
9. All employees of Delaware County will be treated with respect and dignity during the course of their employment.
10. All employees will properly fill out their time records showing their exact arrival time and departure time or any time when they are "off the clock".
11. All department heads shall provide a monthly report on activities to the Board of Commissioners.


12. All department heads shall conduct at a minimum an annual review of all the employees and their department and provide a copy of that review to the county's Human Resource Department and the County Commissioners.
13. The County Commissioners shall conduct quarterly department head meetings.
14. Any and all budgets for any departments or the responsibility of the County Commissioners shall be submitted to the county Commissioners two (2) weeks prior to them being turned into the Auditor.
15. No budget shall be presented to the Auditor for consideration of the next budget year without the written approval of the Commissioners.

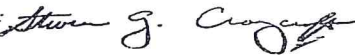
DULY ADOPTED by the Board of Commissioners of Delaware County, Indiana at a duly called public meeting held on this, the 1 day of February, 2021.

*BOARD OF COMMISSIONERS OF
DELAWARE COUNTY, INDIANA*


James King, President

Sherry Riggin, Vice President


Shannon Henry, Commissioner

ATTEST: 
Steven G. Craycraft, Auditor
Delaware County, Indiana

RESOLUTION TO PROVIDE FOR REIMBURSEMENT OF
PUBLIC HEALTH AND PUBLIC SAFETY PAYROLL COSTS WITH CARES ACT FUNDING
RESOLUTION 2021-004

Mr. Brooke said this is a request from Auditor's office regarding CARES ACT money received in December 2020. State Board of Accounts requested that this resolution be in place to clear monies out of CARES ACT and placed into county general.

MOTION: Commissioner Riggin made a motion to approve Resolution 2021-004, Resolution to Provide for Reimbursement of Public Health and Public Safety Payroll Costs with CARES ACT funding.

SECOND: Commissioner Riggin

YEAS: Commissioner Henry, Commissioner Riggin, President King

Resolution Number: 2021-004

Resolution to Provide for Reimbursement of Public Health and Public Safety Payroll Costs with CARES Act Funding

WHEREAS, the Board of Commissioners of Delaware County, Indiana sought reimbursement of public health and public safety payroll costs as allowed through federal CARES Act funding, which has been received by Delaware County from the Indiana Finance Authority; and

WHEREAS, there has been designated by Delaware County Board of Commissioners a CARES Act grant fund through which such reimbursements are receipted; and

WHEREAS, under normal procedures, the payroll expenditure activity for public health and public safety payroll costs would be captured in the CARES Act grant fund by transferring the expenditures from the fund from which the expenditures were originally made; and

WHEREAS in light of the Governor's public health emergency, an alternative process is being implemented to transfer all or a portion, as determined appropriate by the governing body of [unit name], of the reimbursed federal CARES Act monies that are specific to public health and/or public safety payroll costs into the general fund.

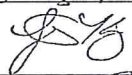
NOW THEREFORE BE IT RESOLVED, that:

1. The Board of Commissioners of Delaware County, Indiana hereby establishes the following alternative process in order to utilize CARES Act funding to properly pay public health and public safety payroll costs.
2. The CARES Act reimbursement for public health and public safety payroll shall be receipted into Delaware County CARES Act fund.
3. Thereafter, instead of moving expenditures from the originating fund to the CARES fund, a claim shall be created against the CARES Act fund for the amount, up to the payroll reimbursement amount, that Delaware County Board of Commissioners determines shall be receipted into the general fund. This claim must be supported by the public health and/or public safety payroll costs that have been expensed from the general fund or other appropriate funds and clearly documented in the records of Delaware County, Indiana.
4. The money claimed shall be receipted into the general fund.
5. After the payroll reimbursement amount has been receipted into the general fund, the normal appropriation procedures shall apply to the expenditure of the reimbursement amount.

DULY ADOPTED by the Board of Commissioners of Delaware County, Indiana on the 1 day of February, 2021.

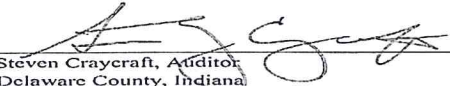
DELAWARE COUNTY
BOARD OF COMMISSIONERS


Sherry Riggins


James King


Shannon Henry

ATTEST:



Steven Craycraft, Auditor
Delaware County, Indiana

President King asked that Mr. Brooke create the resolution. King said when he became a Commissioner in 2013 each Commissioner had departments that they would oversee.

Commissioner Riggin would like to table resolution. Engineer department was left off of resolution and there is no hurry for the resolution.

Commissioner Henry said he thought the resolution was a good idea.

President King said this gives each Commissioner the liaison of departments. The Engineer department could be added with the Highway. Hiring will go through Human Resource department.

MOTION: Commissioner Riggin made a motion to approve Resolution 2021-005, Resolution of the Delaware County Board of Commissioners Establishing Responsibilities and Areas of Control for Various Departments and Operations of the County.

SECOND: Commissioner Riggin

YEAS: Commissioner Henry, Commissioner Riggin, President King

ORIGINAL

RESOLUTION NO. 2021-05

**RESOLUTION OF THE DELAWARE COUNTY BOARD OF COMMISSIONERS
ESTABLISHING RESPONSIBILITIES AND AREAS OF CONTROL FOR VARIOUS
DEPARTMENTS AND OPERATIONS OF THE COUNTY**

WHEREAS, the Delaware County Board of Commissioners (the "Commissioners") have many diverse and varied areas within and without government on a day to day basis; and

WHEREAS, the in order for the Commissioners to effectively conduct County business it is necessary to have each Commissioner work with different departments and topics to bring efficiency and accountability to County government; and

WHEREAS, the Commissioners shall divide their work load on an administrative basis to prevent duplication of efforts, overlap of authority and efficiency in operations.

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

1. The Board of Commissioners shall distribute among themselves various topics, areas and responsibilities to assist with the day to day administrative tasks, approvals and work.
2. No Commissioner has the ability to bind the County in a contract without the approval a majority of the Board in a public meeting.
3. Each Commissioner shall be assigned certain areas, departments or topics relative to their particular strengths and skills which shall be known as the "division of authority".
4. Each Commissioner shall serve as a contact or "liaison" position with the various departments or parts of County government and shall offer their own expertise and guidance with questions, issues or day to day matters that each department experiences.
5. The division of authority shall be as follows:
 - A. Commissioner King, President of Board
 - i. Economic Development
 - ii. Veteran's Affairs Office
 - iii. Highway Department/Highway Engineering Department
 - iv. Personnel
 - B. Commissioner Sherry Riggin, Vice President
 - i. Courts and Court system
 - ii. County Fair
 - iii. County Sherriff's Department liaison
 - iv. County Buildings and Operations
 - C. Commissioner Shannon Henry, Member
 - i. Emergency Medical Services
 - ii. Emergency Management Agency including Social Media contact
 - iii. Emergency Communications
 - iv. Health Department liaison

DULY ADOPTED by the Board of Commissioners of Delaware County at a regularly scheduled public meeting held on this, the 1st day of February, 2021.

*DELAWARE COUNTY
BOARD OF COMMISSIONERS*

James King

Sherry Riffin

Shannon Henry

ATTEST:

Steven Craycraft, Auditor
Delaware County, Indiana

DEPARTMENT HEADS AND ELECTED OFFICIALS

Mr. Bookout provided the 2020 Economic Report. The Economic report is located at www.co.delaware.in.us

MONTHLY/WEEKLY REPORTS

Weights & Measures Monthly Report

Commissioner meeting February 1, 2021

PAYMENTS OF CLAIMS

MOTION: Commissioner Riggin made a motion to approve claims in the amount of \$2,554,922.24.

SECOND: Commissioner Henry

YEAS: Commissioner Henry, Commissioner Riggin, President King

PUBLIC COMMENTS, QUESTIONS, OTHER BUSINESS & DISCUSSION

Mr. Brooke said comments thanking/congratulating Commissioners for economic development.

RECESS

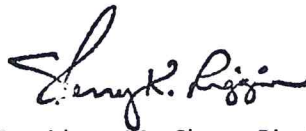
MOTION: Commissioner Henry made a motion to recess until February 16 approve claims in the amount of \$2,554,922.24.

SECOND: Commissioner Riggin

YEAS: Commissioner Henry, Commissioner Riggin, President King



President, Mr. James King



Vice President, Ms. Sherry Riggin



Member, Mr. Shannon Henry



Auditor, Mr. Steven G Craycraft