

5-22-2023

DELAWARE COUNTY COMMISSIONER'S MEETING

MONDAY, MAY 8, 2023 @ 9:04 A.M.

COMMISSIONERS' COURTROOM

100 W. MAIN ST. ROOM 309A

CALL TO ORDER

WELCOME

MOMENT OF SILENCE FOR MR. KURT MATHEWS, EMERGENCY MEDICAL SERVICES

PLEDGE TO FLAG

ROLL CALL

Mr. Shannon Henry

Mr. James King

Ms. Sherry Riggin

Ms. Danyel Struble, Attorney

Mr. Ed Carroll, Auditor

APPOINTMENTS

MOTION: Commissioner Riggin made a motion to appoint Mr. Ken Reed to the Travel and Tourism Board.

SECOND: Commissioner King

YEAS: Commissioner King, Commissioner Riggin, President Henry

APPROVAL OF MINUTES

MOTION: Commissioner King made a motion to approve April 17, 2023 minutes.

SECOND: Commissioner Riggin

YEAS: Commissioner King, Commissioner Riggin, President Henry

PRESENTATIONS

DELAWARE COUNTY MENTAL HEALTH

BW CONSTRUCTION AND WELL PATH

Mr. Dustin Frye, BW Construction, Mr. Sanjay Patel, Mr. Eugene Vorsovsky and Mr. Pete Peterson of RQW and Mr. McConnell of Well Path, updated and presented information regarding the mental health facility that will be located on the property of the Justice Center, located at 3100 S Tillotson Avenue, Muncie, IN 47302.

Commissioner Riggin said the drainage is not good, parking is limited and due to the low spot located by the tennis court, Commissioner Riggin questioned the layout.

Commissioner King wants to move forward with the project, due to State funding.

President Henry said they are working behind the scenes for state and federal funding to help with the project.

Mr. Peterson said they are prepared to lobby for the Delaware County project. The service and plan are ready to take place.

Commissioners meeting held May 8, 2023

MOTION: Commissioner King made a motion to move forward with the mental health facility project, located at 3100 S Tillotson Avenue, Muncie, IN 47302.

SECOND: Commissioner Riggin

YEAS: Commissioner King, Commissioner Riggin, President Henry

The presentation is available at <https://www.youtube.com/watch?v=0JVPrg7BRac>

TOGETHER DM PLAN MUNCIE ACTION PLAN (MAP)

Mr. Mitch Issacs and Ms. Heather Williams, Muncie Action Plan (MAP), said two years ago MAP partnered with Delaware County Metropolitan Planning Commission to work toward a Delaware County master plan. This had been approved by the Commissioners and City Council. The Mayor of Muncie was part of the steering committee. Due to the recent death of Ms. Marta Moody, the Muncie Action Plan (Together DM Plan) was stalled. Per President Henry's recommendation, they met with Mr. Allen Wisely, President of Muncie Metropolitan Planning Commission. Muncie Action Plan is responsible to focus on the City of Muncie and Mr. Issacs said they need the Commissioners to focus on the remainder of Delaware County. MAP is asking for five recommendations from the Commissioners to serve on the Board and \$10,000 toward staff. MAP will also ask Council for five recommendations to service on the Board. This is a not for profit organization. The steering committee's job is to assist in moving the plan forward. The plan could move forward with the assistance of Delaware County's funding.

Commissioner Riggin said in 2009, when she attended the first MAP meeting, she questioned why the county was not involved in the plan and was told that the two parties could not work together. Commissioner Riggin mentions on Task Force 3 MAP plan it states city neighborhoods, however, there are 33 county neighborhoods that should be included too. Commissioner Riggin said there may be money in the EDIT Plan to help with MAP.

Mr. Issacs said he is a proponent for county neighborhoods and this could be added to the flyer. Mr. Issacs said there really is not a deadline, however, he would like to start the plan as soon as possible.

Commissioner King asked that they wait for consideration until the next Commissioners meeting on May 22, 2023. He also said there are six towns within Delaware County and he would like all towns to be involved.

Mr. Issacs said six would be fine.

MOTION: Commissioner Riggin made a motion to table the Muncie Action Plan until May 22, 2023.

SECOND: Commissioner King

YEAS: Commissioner King, Commissioner Riggin, President Henry



Muncie Action Plan promotes, supports, encourages, assists, and acts as an impartial catalyst and facilitator to implement the vision as embodied in the Muncie Strategic Investment Plan.

muncieactionplan.net
facebook.com/muncieactionplan
instagram: muncie_action_plan

ORIGINAL



Task Force 1: TogetherDM Coalition

Connecting with the initiatives identified in the the Muncie-Delaware Comprehensive Plan:
Improve Quality of Place || Strengthen Housing Conditions and Options || Expand Opportunities for Upward Mobility

Task Force 2: Downtown Muncie

Make Walnut Street Exceptional & Connect Downtown to Community Assets
Continue to make downtown Muncie the great place it can be by heightening (not relaxing) the focus on Walnut Street and making deliberate connections to adjacent assets.

Task Force 3: City Neighborhoods

Nurture Healthy Blocks for Healthy Neighborhoods
Making housing markets stronger || Cultivating Resident Leadership || Improving Physical Conditions || Boosting Image

Task Force 4: Parks and Connective Corridors

Connecting High-Quality Public Spaces
Increase investments in Muncie's parks and improve the quality of place along corridors, parks, and city neighborhoods.

TogetherDM Coalition

Who: A wide range of implementation partners from across Delaware County || Co-coordinated by Muncie Action Plan and the Delaware-Muncie Metropolitan Plan Commission

Including MAP Board Members: Mitch Isaacs, Wayne Johnson, Jenni Marsh, Marcy Minton, Missy Modesitt, Chuck Reynolds, Heather Williams

What: Improve Quality of Place || Strengthen Housing Conditions and Options || Expand Opportunities for Upward Mobility within Delaware County



Broad Outcomes

Total assessed value of real estate in Delaware County keeps pace with inflation

Per-capita income is rising and fewer households are earning less than \$25,000

Share of adults with an associate degree or higher rises and gap between U.S. and Delaware County rate narrows.

To truly succeed, implementation of Together DM will need to be the work of a broad-based coalition of public, non-profit, and private entities all pulling in the same direction and supporting one another.

CONTRACTS AND AGREEMENTS

LOCAL ROADS AND BRIDGES MATCHING GRANT AGREEMENT

Ms. Angie Moyer, Project Manager, said agreement is to replace bridge 86, located at 650 East at Campbell Creek. INDOT awarded up to \$640,000 toward the project.

MOTION: Commissioner Riggin made a motion to approve the plan for the replacement of bridge 86, located at 650 East at Campbell Creek.

SECOND: Commissioner King

YEAS: Commissioner King, Commissioner Riggin, President Henry

WES-DEL COMMUNITY SCHOOLS PHASE 1 DRAINAGE APPLICATION

Ms. Moyer said Schmidt Associates is the engineering firm representing Wes-Del schools. Schmidt Associates is asking for a draining variance. Schmidt is changing the material of the track and field.

MOTION: Commissioner King made a motion to approve the Wes-Del Community Schools Phase 1 drainage application with Schmidt Associates.

SECOND: Commissioner Riggin

YEAS: Commissioner King, Commissioner Riggin, President Henry

5.8.2023

April 27, 2023

Delaware County Commissioners
100 W Main St, Muncie, IN 47305

Re: Variance for Drainage Approval
Wes-Del Phase 1

Dear County Commissioners,

We are requesting a variance for the Wes-Del Phase 1 project, as this project is a renovation project of an existing high school track and field. The project includes a new track and synthetic turf football field. This project will not increase the runoff of the 5-yr. or the 50-yr. storm event.

Sincerely,

SCHMIDT ASSOCIATES, INC.
Architecture • Engineering • Interior Design • Landscape Architecture



Robert D. Ross
Project Manager / Associate
rross@schmidt-arch.com

ORIGINAL



SCHMIDT
ASSOCIATES

317.263.6226

schmidt-arch.com

415 Massachusetts Avenue
Indianapolis, IN 46204

731 Brent Street, Suite 203
Louisville, KY 40204

PRINCIPALS

Ron Fisher, AIA, LEED AP

Sarah Hempstead, AIA, LEED AP

Kevin Shelley, AIA, LEED AP

Brett Quant, CDA

Lisa Somports, FMA, LEED AP

Anna Marie Burrell, AIA, RID

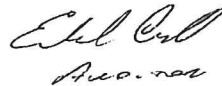
Kyle Miller, PE, LEED AP

Steve Schuchter, AIA, LEED AP

Ben Bain, CFSM

Eric Brumel, PE, CEM

John Robertson, AIA, AIA-E

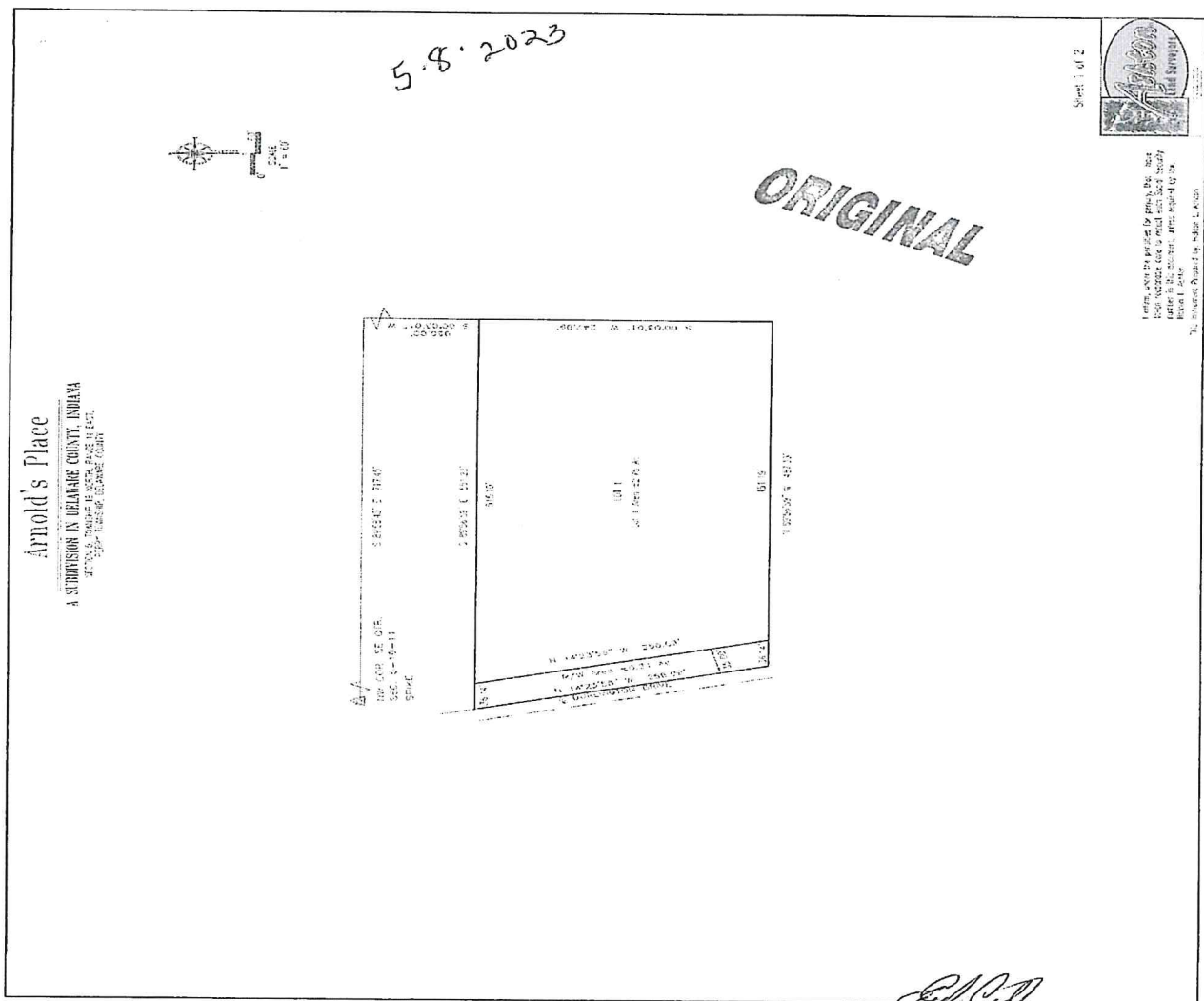
ASHTON LAND SURVEYORS

Ms. Kathy Vannice, Ashton Land Surveyor, presented a two-acre, one-lot subdivision off of Burlington. It has been proven that there is the capacity for a second septic system. This was approved by the Plat Committee, Ms. Vannice is asking that the road right away be dedicated on Burlington Drive.

MOTION: Commissioner King made a motion to approve Ashton Land Surveyors request of Arnolds Place on Burlington Drive in Muncie, Indiana.

SECOND: Commissioner Riggins

YEAS: Commissioner King, Commissioner Riggan, President Henry



Commissioners meeting held May 8, 2023

GRANT ACCEPTANCE FROM THE BALL FOUNDATION

Mr. Fred Cummings, 911 Director, presented Ball Brother Foundation grant for \$3500 for dispatch education.

MOTION: Commissioner Rigglin made a motion to approve/accept the Ball Foundation Grant for \$3500.

SECOND: Commissioner King

YEAS: Commissioner King, Commissioner Rigglin, President Henry



BALL BROTHERS FOUNDATION
222 SOUTH MULBERRY STREET, P.O. BOX 1408, MUNCIE, INDIANA 47306 765/741-5500
www.ballfdn.org

April 27, 2023

Fred Cummings
911 Director
Delaware County Emergency Communications Center
210 S Jefferson Street
Muncie, IN 47305

Dear Fred:

The Foundation is pleased to forward the enclosed check in the amount of \$3,500 for Dispatch Education opportunities. We are pleased that we are able to partner in this effort and look forward to seeing it progress.

The Foundation will expect to receive the final report no later than September 30, 2023.

Please feel free to contact the Foundation with any questions or concerns.

Sincerely,

Jud Fisher
President & CEO

Enclosure

The Legacy Continues 1926 – Today

DELAWARE COUNTY CONSTELLATION

Mr. Ed Carroll, Auditor, said that the Constellation agreement is to add the Delaware County building onto the agreement. The agreement that was currently approved did not have the county building on the agreement.

The county building was added, however, there was no cost added to the agreement.

MOTION: Commissioner King made a motion to approve Delaware County Constellation.

SECOND: Commissioner Riffin

YEAS: Commissioner King, Commissioner Riffin, President Henry

WAGGONER-IRWIN-SCHEELE & ASSOCIATES

Mr. Carroll said he is working with Ms. Pam McCammon, Human Resource Director, regarding the contract with Waggoner-Irwin-Scheele & Associates. Waggoner-Irwin-Scheele & Associates is a local company that will review all job duties, classifications within Delaware County positions.

President Henry asked how this would be paid.

Mr. Carroll said further discussion could take place, since County Council is attending the meeting. A salary review, job descriptions and duties have been discussed for several years with Councilmembers.

Ms. Jessica Piper, Council President, Mr. Bill Hughes, Council Vice President and Mr. Matt Kantz, Councilmember introduced themselves as the Finance Committee for Council. Mr. Carroll and Ms. McCammon came to Finance meeting asking for support from County Council.

Mr. Hughes said although he is a new Councilmember, he has been through several Council budgets as Council Attorney. Mr. Hughes said Council is working in the dark when it comes to salaries of Delaware County employees. Departments come before Council to make their case for a particular department. Council may or may not approve the request. Raises across the board are generally considered during budget time. The agreement with Waggoner-Irwin-Scheele & Associates would provide County Council the framework needed. Mr. Hughes said County Council supports the agreement.

Commissioner Riffin said she has been Commissioner for 11 years and that Delaware County needs a Civil Engineer. Delaware County has had engineers in the past, however the problem was a staff was not provided to assist the Engineer. Commissioner Riffin said it is time to hire a Civil Engineer.

Ms. Piper said this request could be discussed further during budget time.

President Henry asked if County Council had the money to pay for the agreement.

Ms. Piper said County Council did have the money.

MOTION: Commissioner King made a motion to approve Waggoner-Irwin-Scheele & Associates for \$96,640.

SECOND: Commissioner Riffin

YEAS: Commissioner King, Commissioner Riffin, President Henry


Waggoner • Irwin • Scheele
 & ASSOCIATES INC

5.8.2023

*Management Consulting Services Since 1979***OFFER OF CONSULTING SERVICES****ORIGINAL**

TO: Edward E. Carroll Jr.
 Delaware County Auditor

Pam McCammon
 Delaware County Human Resources Director

FROM: Kent Irwin and Addie Rooker

DATE: April 12, 2023

RE: Job Classification and Compensation Study

It was good meeting with you last week to discuss how we can be of assistance with your human resources administration needs. As requested, attached you will find a Letter of Engagement consulting services to:

Conduct Job Classification and Compensation Study, and FLSA Analysis

Consultants will conduct interviews with County officials; collect organizational information, and use employee job questionnaires and existing job descriptions to prepare new updated job descriptions.

Consultants will use the new job descriptions to point-factor each description using the Factor Evaluation System (FES), conduct an internal and external compensation analysis, and to prepare a report of findings and compensation analysis.

A Fair Labor Standards Act (FLSA) review will be made of each position to classify as EXEMPT, NON-EXEMPT, or EXCLUDED for Department of Labor compliance with wage and hour regulations.

Fees will be billed hourly. It is estimated that fees for this study (Steps 1—7) described in the Letter of Engagement will not exceed \$96,640.00.

The timeline for completion is (8-9) months from the project start date. It is anticipated that the project will start on May 15, 2023.

118 S. Franklin St. Muncie, Indiana 765-286-5195 FAX 765-286-2824

If the Letter of Engagement meets with County approval, please return a signed copy to us.

We are ready to begin upon County approval.

Sherry Riggins
Sherry Riggins

Ed Allen
Ed Allen

118 S. Franklin St. Muncie, Indiana 765-286-5195 FAX 765-286-2824

DELAWARE COUNTY ESTABLISHING FUND FOR THE DEPOSIT AND PAYMENT OF GIFTS, DONATIONS OR OTHER SIMILAR GRATUITIES RECEIVED BY AND FOR THE BENEFIT OF THE DELAWARE COUNTY EMERGENCY COMMUNICATIONS CENTER
ORDINANCE 2013-014

Commissioner Riggin said her understanding is that EMS has a fund, Sheriff has a fund but County General does not have a fund. Commissioner Riggin asks Ms. Danyel Struble, that another fund be set up for county general for donations or would this be too late.

President Henry and Commissioner King would like to keep the funds separate.

Commissioner asked Mr. Carroll about the funds.

Mr. Carroll said he will look into the tracking and the abilities with State Board of Accounts.

MOTION: Commissioner Riggin made a motion to introduce Ordinance 2013-014, Establishing Fund for the Deposit and Payment of Gifts, Donations or other Similar Gratuities Received by and for the Benefit of the Delaware County Emergency Communications Center.

SECOND: Commissioner King

YEAS: Commissioner King, Commissioner Riggin, President Henry

MOTION: Commissioner King made a motion to suspend rules on Ordinance 2013-014, Establishing Fund for the Deposit and Payment of Gifts, Donations or other Similar Gratuities Received by and for the Benefit of the Delaware County Emergency Communications Center.

SECOND: Commissioner Riggin

YEAS: Commissioner King, Commissioner Riggin, President Henry

MOTION: Commissioner King made a motion to approve Ordinance 2013-014, Establishing Fund for the Deposit and Payment of Gifts, Donations or other Similar Gratuities Received by and for the Benefit of the Delaware County Emergency Communications Center.

SECOND: Commissioner Riggin

YEAS: Commissioner King, Commissioner Riggin, President Henry

5.8.2023

ORDINANCE NO. 2023- 014

ORIGINAL

**AN ORDINANCE OF DELAWARE COUNTY ESTABLISHING FUND FOR THE DEPOSIT AND
PAYMENT OF GIFTS, DONATIONS OR OTHER SIMILAR GRATUITIES RECEIVED BY AND FOR
THE BENEFIT OF THE DELAWARE COUNTY EMERGENCY COMMUNICATIONS CENTER**

WHEREAS, the Delaware County Emergency Communications Center has provided public safety dispatching and services to Delaware County, Indiana for a number of years as a combined service and served as a model for the rest of Indiana when it was opened; and

WHEREAS, the Delaware County Emergency Communications Center has been the recipient of contacts and promises of gifts, donations and similar funding from members of the community, organizations and companies that are not restricted and may be used for operations at the Delaware County Emergency Communications Center because of their great work and dedication to the profession of "emergency dispatching"; and

WHEREAS, it is necessary to establish a fund in the Auditor's Office into which the proceeds will be deposited that are received by Delaware County Emergency Communications Center and from which expenditures will be disbursed.

NOW, THEREFORE, BE IT ORDAINED that:

1. The Auditor shall establish a fund entitled Delaware County Emergency Communication Center Mobile Donation Fund and said Auditor has issued a budget fund number of _____.
2. The funds in this account are non-reverting and may only be used for the purposes requested by the Delaware County Emergency Communications Center Director and as are appropriated by the Delaware County Council.

Adopted by the Delaware County Board of Commissioners on this 8 day of May, 2023.

DELAWARE COUNTY COMMISSIONERS

Shannon Henry
Shannon Henry, Commissioner President

James King
James King, Commissioner

Sherry Riffin
Sherry Riffin, Commissioner

ATTEST:

Edward Carroll
Edward Carroll
Auditor, Delaware County

RESOLUTIONS

RESOLUTION OF DELAWARE COUNTY BOARD OF COMMISSIONERS HONORING THE PASSING OF JANE LASATER AND
NAMING THE DELAWARE COUNTY FAIRGROUNDS GRANDSTAND IN HER HONOR
RESOLUTION 2023-015

Ms. Struble read aloud Resolution 2023-015.

MOTION: Commissioner King made a motion to approve Resolution 2023-015 of Delaware County Board of Commissioners Honoring the Passing of Jane Lasater and Naming the Delaware County Fairgrounds Grandstand in her Honor.

SECOND: Commissioner Riffin

YEAS: Commissioner King, Commissioner Riffin, President Henry

President Henry and the Commissioners thanked the Fair Board for attending in honor of Ms. Lasater.

The Commissioners thanked Ms. Lasater for serving on the Fair Board and serving as an elected official.

5-8-2023

ORIGINAL

RESOLUTION NO. 2023-015

**RESOLUTION OF THE DELAWARE COUNTY BOARD OF COMMISSIONERS HONORING
THE PASSING OF JANE LASATER AND NAMING THE DELAWARE COUNTY FAIRGROUNDS
GRANDSTAND IN HER HONOR**

WHEREAS, Delaware County lost a valued member of the County Council and more importantly a cherished member of the community and the fairgrounds, Jane Lasater; and

WHEREAS, Jane Lasater was a tremendous supporter of all of the youth and 4-H programs in the County as well as a tireless volunteer for a number of years at the Delaware County Fair, Jane Lasater was a fixture at all of the animal shows and her family was a proud sponsor of many awards to the 4-H members because she also cherished their accomplishments and achievements as much as the participants; and

WHEREAS, Jane Lasater made the fairgrounds and fair operations an important part of her, and her family's lives to the betterment of the entire community; and

WHEREAS, Jane Lasater was an important and integral part of the countless improvements at the fairgrounds, including replacing the old, dilapidated grandstand with new facilities that make viewing of events better and safer for everyone in the community; and

WHEREAS, Delaware County and the Delaware County Fair have lost a unique and special asset and supporter in Jane Lasater, but her family will carry on her work and the members of the public that attend will always be reminded of her dedication and passion that was the Delaware County Fairgrounds by naming the grandstand in her honor.

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

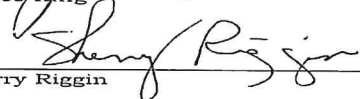
1. The Grandstand at the Delaware County Fairgrounds will be now and forever named:
"Jane Lasater Memorial Grandstand"
2. The Board of Commissioners shall commence to create a plaque and large display sign to affix to the grandstands showing the name and honoring Jane Lasater and all of her work and commitment to the Delaware County Fair.
3. A copy of this Resolution shall be made part of the permanent record of the activities of the Delaware County Board of Commissioners.

DULY ADOPTED by the Board of Commissioners of Delaware County at a regularly scheduled public meeting held on this, the 8th day of May, 2023.

DELAWARE COUNTY
BOARD OF COMMISSIONERS


Shannon Henry


James King


Sherry Riggan

ATTEST:


Edward Carroll, Auditor
Delaware County, Indiana

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DEPARTMENT HEADS AND ELECTED OFFICIALS

A Celebration of Life and Memorial Dedication will be held for Ms. Marta Moody at 10am on Saturday, May 20th, 2023 at the Kitselman Trailhead.

Mr. Mike Ashley, EMA Director, would like to honor Mr. Kurt Mathews by dedicating the Yorktown Fire Station. Mr. Matthews recently died while on duty and had dedicated seventeen years of service to the community. This will be a huge void for the department.

MOTION: Commissioner King made a motion to honor in the memory of Mr. Matthews the Yorktown, Indiana station.

SECOND: Commissioner Riggan

YEAS: Commissioner King, Commissioner Riggan, President Henry

Commissioners meeting held May 8, 2023

MURSIX

Ms. Struble said County Council had approved the bonds for Mursix on April 25, 2023. The new index was coming in and the old was going out. Signatures from the Commissioners is needed for the documents.

MOTION: Commissioner King made a motion to approve sign-off of the bonds for Mursix.

SECOND: Commissioner Riggin

YEAS: Commissioner King, Commissioner Riggin, President Henry

WEEKLY, MONTHLY AND QUARTERLY REPORTS

PAYMENT OF CLAIMS

MOTION: Commissioner Riggin made a motion to approve claims in the amount of \$1,321,305.68 and ARP claims in the amount of \$185,416.43.

SECOND: Commissioner King

YEAS: Commissioner King, Commissioner Riggin, President Henry

PUBLIC COMMENTS

Mr. Rick Yencer, Muncie, Indiana, said he is glad that progress has been made regarding the county treatment center. The state is giving Delaware County money and it is important that a treatment center takes place in Delaware County. Incarceration is not the answer. Mr. Yencer reminded all elected officials that the property taxes have went up again due to reassessment and spending. Local elected officials should try to get more homestead tax credits built into future budgets.

Mr. Curtis Westbrook, Muncie, Indiana, had a complaint regarding a pull-over by Delaware County Sheriff department.

President Henry said if he believed his rights were violated then he should contact the Prosecutors office.

Mr. Eric Strauch, Weights and Measures, requested to sell a Prover 45-gallon tank on wheels. Another county has requested to purchase the equipment.

Mr. John Coutinho, EMS Director, said Delaware County uses GovDeals to sell county equipment.

MOTION: Commissioner Riggin motioned to make it a surplus for the Prover through GovDeals.

Second: Commissioner King

YEAS: Commissioner King, Commissioner Riggin, President Henry


RECESS

MOTION: Commissioner King made a motion to recess until May 22, 2023

SECOND: Commissioner Riggin

YEAS: Commissioner Riggin, President Henry


President, Mr. Shannon Henry


Vice President, Mr. James King


Member, Ms. Sherry Riffin


Auditor, Mr. Ed Carroll