

DELAWARE COUNTY COMMISSIONER'S MEETING
Monday, June 17th, 2024 @ 9:01 A.M.
In the Commissioners' Courtroom at:
100 W. Main St. Room 309A
Meetings will also be live streamed via the
Delaware County, Indiana Government Facebook Page
[Comments may be made to the Commissioners via their email at
commissioners@co.delaware.in.us]
ORDER OF BUSINESS

CALL TO ORDER:

PLEDGE TO FLAG:

ROLL CALL:

Mr. Shannon Henry (Absent)
Ms. Sherry Riggin
Mr. James King
Mr. John Brooke, County Attorney
Mr. Ed Carroll, Auditor

PUBLIC HEARINGS:

Transfer Land for 115 S. Albany St Selma, IN 47383
MOTION: Commissioner Riggin made a motion to approve close the public hearing.
SECOND: Commissioner King
YEAS: Commissioner Riggin, President King

APPROVAL OF MINUTES:

Commissioners Meeting June 3rd, 2024
MOTION: Commissioner Riggin made a motion to approve June 3, 2024 minutes
SECOND: Commissioner King
YEAS: Commissioner Riggin, President King

CONTRACTS OR AGREEMENTS FOR APPROVAL:

Bid Opening – John Brooke
Mr. John Brooke stated this is for the demolition of a building on 1315 E Main St Muncie, IN. First bid is from Steven Shroyer on south Pittenger Road for \$16,000.00. Second bid is from Shroyer Solutions LLC on 8001 East McGalliard for \$11,739.00. Mr. Brooke advised these be taken under advisement and given to Mr. Fouch to review.
MOTION: Mr. Brooke advised these be taken under advisement and given to Mr. Fouch to review.
SECOND: Commissioner Riggin
YEAS: Commissioner Riggin, President King

Lehman Subdivision – Ashton Land Surveyors

MOTION: Commissioner Riggin made a motion to approve Lehman Subdivision
SECOND: Commissioner King
YEAS: Commissioner Riggin, President King

Vandergriff Subdivision – Ashton Land Surveyors

MOTION: Commissioner Riggin made a motion to approve Vandergriff Subdivision

SECOND: Commissioner King
YEAS: Commissioner Riggan, President King

Cowan Sidewalk Improvement – John Brooke
MOTION: Commissioner Riggan made a motion to approve Cowan Sidewalk Improvement
SECOND: Commissioner King
YEAS: Commissioner Riggan, President King

ORDINANCES FOR FIRST READING:

ORDINANCE NO. 2024-010: ORDINANCE CREATING A COST TO BE ASSESSED BY THE COUNTY AUDITOR FOR EACH DEED OR LEGAL DESCRIPTION OF EACH PARCEL CONTAINED IN A DEED FOR WHICH THE COUNTY AUDITOR MAKES A REAL PROPERTY ENDORSEMENT

Mr. John Brooke stated this is a request from the County Auditor to be able to charge \$10 for transfer on death deeds starting July 1, 2024.

MOTION: Commissioner Riggan made a motion to introduce Ordinance 2024-010

SECOND: Commissioner King
YEAS: Commissioner Riggan, President King

MOTION: Commissioner Riggan made a motion to suspend the rules for Ordinance 2024-010

SECOND: Commissioner King
YEAS: Commissioner Riggan, President King

MOTION: Commissioner Riggan made a motion to approve Ordinance 2024-010

SECOND: Commissioner King
YEAS: Commissioner Riggan, President King

ORDINANCE NO. 2024-011: ORDINANCE RESCINDING RESOLUTION NUMBER 2007-006, AND CREATING A CREDIT CARD USE POLICY FOR COUNTY EMPLOYEES AND PUBLIC OFFICIALS

Mr. John Brooke advised the commissioners to table this and have department head's opinion on it.

MOTION: Commissioner Riggan made a motion to introduce Ordinance 2024-011

SECOND: Commissioner King
YEAS: Commissioner Riggan, President King

ORDINANCE NO. 2024-012: ORDINANCE AMENDING THE ORDINANCE 2018-015 A COUNTY-WIDE GRANT POLICY TO ESTABLISH UNIFORM GRANT APPROVAL AND RECORDKEEPING PROCEDURES

MOTION: Commissioner Riggan made a motion to introduce Ordinance 2024-012

SECOND: Commissioner King
YEAS: Commissioner Riggan, President King

ORDINANCE NO. 2024-013: ORDINANCE CREATING A FIXED ASSET CAPITALIZATION AND INVENTORY POLICY

MOTION: Commissioner Riggan made a motion to approve

SECOND: Commissioner King
YEAS: Commissioner Riggan, President King

ORDINANCE NO. 2024-014-: DELAWARE COUNTY COMMISSIONERS ORDINANCE FOR INDIANA DEPARTMENT OF CORRECTION JUVENILE COMMUNITY CORRECTIONS ANNUAL GRANT

Mr. Jeff Hansard Chief Probation Officer, stated the juvenile probation dept received a grant in the amount of \$98,600 for a new probation officer as well as funds to provide electronic monitoring services.

MOTION: Commissioner Riggin made a motion to introduce Ordinance 2024-014

SECOND: Commissioner King

YEAS; Commissioner Riggin, President King

MOTION: Commissioner Riggin made a motion to suspend the rules for Ordinance 2024-014

SECOND: Commissioner King

YEAS; Commissioner Riggin, President King

MOTION: Commissioner Riggin made a motion to adopt Ordinance 2024-014

SECOND: Commissioner King

YEAS; Commissioner Riggin, President King

WEEKLY, MONTHLY AND QUARTERLY REPORTS:

PAYMENT OF CLAIMS: \$ 2,830,659.05

MOTION: Commissioner Riggin made a motion to approve payment of claims in the amount of \$2,830,659.05

SECOND: Commissioner King

YEAS: Commissioner Riggin, President King

PAYMENT OF SETTLEMENT CLAIMS: \$53,679,789.81

MOTION: Commissioner Riggin made a motion to approve Settlement claims in the amount of \$53,679,789.81

SECOND: Commissioner King

YEAS: Commissioner Riggin, President King

PAYMENT OF ARP CLAIMS: \$192,400.43

MOTION: Commissioner Riggin made a motion to approve ARP claims in the amount of \$192,400.43

SECOND: Commissioner King

YEAS: Commissioner Riggin, President King

PAYMENT OF PAYROLL FOR 6/5/2024: \$995,858.42

MOTION: Commissioner Riggin made a motion to approve payroll in the amount of \$995,858.42

SECOND: Commissioner King

YEAS: Commissioner Riggin, President King

[COMMENTS MAY BE MADE TO THE COMMISSIONERS VIA THEIR EMAIL AT commissioners@co.delaware.in.us

RECESS:

MOTION: Commissioner Riggin made a motion to recess.

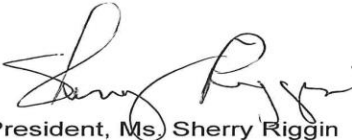
SECOND: Commissioner King

YEAS: Commissioner Riggin, President King

The next Commissioner's meeting will be Monday July 1st, 2024, starting at 9:00 am.
To be placed on the next Commissioner's Agenda, contact the Commissioner's Office (765-747-7730) no later than NOON on the Thursday prior to the scheduled meeting.



President, Mr. James King



Vice President, Ms. Sherry Riggini



Member, Mr. Shannon Henry



Auditor, Mr. Ed Carroll

NOTICE OF PUBLIC HEARING

Notice is hereby given that the Board of Commissioners of Delaware County, Indiana, will hold a public hearing on Monday, July 1, 2024 at 9:00 A.M., in the Commissioners' Courtroom, Room 309A of the County Building, located at 100 West Main Street, Muncie, Indiana 47305. The purpose of the public hearing is to receive public input on the transfer of tax sale certificate to non-profits for the following property:

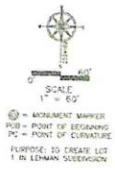
Legal Description: Lot Number Five (5) in Block Number Four (4) in Sparr's Addition
to the Town of Selma, Indiana.
Parcel Number: 18-12-15-103-009.000-011
Commonly Known as: 115 S. Albany Street, Selma, Indiana 47383

Public comments may be provided during the public hearing and written comments may be submitted to the above-referenced address during, or prior to, the public hearing. Following the public hearing, the Board of Commissioners will make a final determination concerning the transfer of the identified property.

Dated: June 11, 2024

Lehman Subdivision

DELAWARE COUNTY, INDIANA
A SUBDIVISION
IN SECTION 17, TOWNSHIP 21 NORTH, RANGE 10 EAST,
HAMILTON TOWNSHIP, DELAWARE COUNTY
FINAL PLAT



PLAT NOTE: RECALCULATED BEARING AND DISTANCE GRANTED IN SD 09-24
PLAT NOTE: NO IMPROVEMENTS ARE ALLOWED TO BE PLACED WITHIN THE SHADINGS, EXCEPT WITHOUT PRIOR APPROVAL FROM THE DRAINAGE BOARD

A part of the Southeast Quarter of Section 17, Township 21 North, Range 10 East in Hamilton Township, Delaware County, Indiana, described as follows:
Beginning at a nail on the East line of the Southeast Quarter of Section 17, Township 21 North, Range 10 East, said nail being South 00 degrees 09 minutes 33 seconds West 340.00 feet (measured bearing) from a nail marking the Northeast corner of said Southeast Quarter; thence South 00 degrees 09 minutes 33 seconds West 150.00 feet to a nail; thence North 89 degrees 50 minutes 27 seconds West 75.00 feet along the North line of Pineview Drive to the point of beginning; thence North 00 degrees 09 minutes 33 seconds East 1350.79 feet from the point of beginning along a curve to a 5/8-inch rebar; thence North 08 degrees 26 minutes 04 seconds West 1350.79 feet from said rebar to a 5/8-inch rebar that is North 08 degrees 26 minutes 04 seconds West 21.73 feet to a 5/8-inch rebar; thence North 00 degrees 09 minutes 33 seconds East 173.04 feet to the point of beginning, containing 1.09 acre, more or less, and subject to the right-of-way for County Road 100-West across the Eastern side and to all easements of record.

I hereby certify that to the best of my information, knowledge and belief the within plat represent a survey, executed according to survey requirements in 865 IAC 1-12-7 made under my supervision and completed on April 8, 2024.

Registered Land Surveyor LS00040149
Haldon L. Ashton

Boundary Survey Recorded in Instrument Number _____ Records of Delaware County, Indiana

The undersigned owner(s) of the herein described real estate, Lehman Subdivision, for themselves, and for all future owners and occupants of said real estate, or any part or subdivision thereof, for and in consideration of the right to develop the real estate for other than agricultural uses, hereby:

First, acknowledges and agrees that the Lehman Subdivision is in and adjacent to an area zoned for agricultural uses, which uses include, but are not limited to, production of crops, animal husbandry, and application of animal waste, the raising, breeding and sale of livestock and poultry, including certified breeding operations, use of farm machinery, and the sale of farm products;

Second, waives any and all objections to any such agricultural uses on any real estate zoned for such uses within two miles of any boundary of the Lehman subdivision, whether such uses currently exist, are envisaged, or changed in use in the future to another agricultural use;

Third, agrees that such agricultural uses, whether currently existing, or hereafter established, enlarged, or changed, do not constitute a nuisance so long as they are not negligently maintained, do not cause nearby farms to lose markets, or directly endanger human health; and

Fourth, agree that this covenant is for the benefit of Delaware County, Indiana and all persons engaged in agricultural uses within two miles of any boundary of the Lehman Subdivision and is enforceable by any of the foregoing, together with such other covenants as may be required.

OWNER'S CERTIFICATE

The undersigned owners, Craig A. Lehman and Hope E. Lehman, of the real estate shown and referred herein, do hereby certify that they lay off, plat and divide into lots, and dedicate the road to the public thereof, in accordance with the plat herewith. This subdivision shall be witness our hands this _____ day of _____, 2024.

Craig A. Lehman _____ Hope E. Lehman _____

State of Indiana)
) 2024
County of Delaware)

Before me, a Notary Public in and for said County and State, personally appeared Craig A. Lehman and Hope E. Lehman, who acknowledged the execution of the foregoing plat, to be a voluntary act and used this _____ day of _____, 2024.

Notary Public: _____

My Commission expires: _____ Resident of _____ County, _____

PLAT COMMISSION: Under authority of the Acts of 1947 enacted by the General Assembly of the State of Indiana and all Acts amendatory thereto, the Delaware-Muncie Metropolitan Plan Commission hereby approves the foregoing plat of the Lehman Subdivision.

DATED this _____ day of _____, 2024

Secretary _____ President _____

COUNTY COMMISSIONERS: THIS IS TO CERTIFY that the Board of Commissioners of Delaware County, Indiana, hereby approves and accepts the dedication of public lands and public improvements within the foregoing plat of the Lehman Subdivision.

DATED this _____ day of _____, 2024.

President _____ Member _____ Member _____

COUNTY AUDITOR:
Duly entered for taxation this _____ day of _____, 2024.

Auditor of Delaware County _____

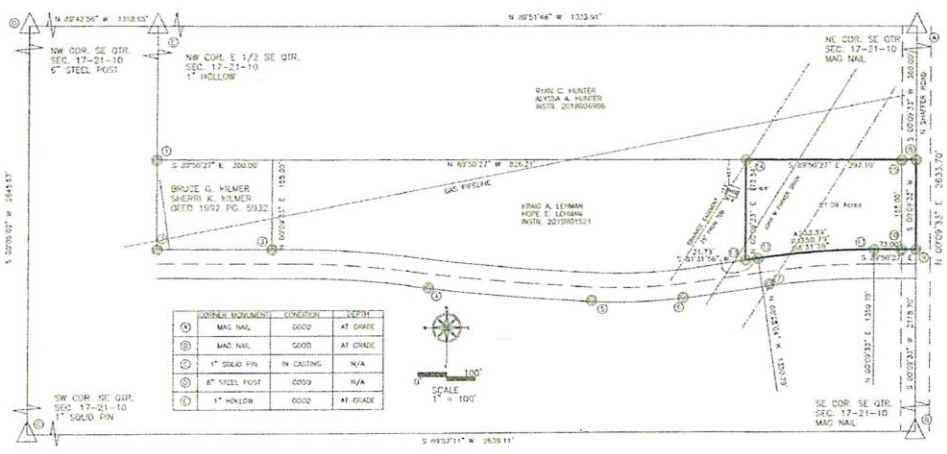
COUNTY RECORDER:
Received for record and recorded this _____ day of _____, 2024.

Plat Book _____ page _____

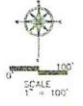
Recorder of Delaware County _____

I affirm, under the penalties for perjury, that I have taken reasonable care to recast each Social Security number in this document, unless required by law.
Haldon L. Ashton
This instrument Prepared by: Haldon L. Ashton





MONUMENT NUMBER	CONDITION	DEPTH
1	MAG NAIL	GOOD AT GRADE
2	MAG NAIL	GOOD AT GRADE
3	1" SOLID PIN	IN CASTING
4	8" STEEL POST	GOOD N/A
5	1" HOLLOW	GOOD AT GRADE



A part of the Southeast Quarter of Section 17, Township 21 North, Range 10 East in Hamilton Township, Delaware County, Indiana, described as follows:

Beginning of a well on the East line of the Southeast Quarter of Section 17, Township 21 North, Range 10 East, said well being South 09 degrees 09 minutes 33 seconds West 350.00 feet (assumed bearing) from a mag nail marking the Northeast corner of said Southeast Quarter, thence South 09 degrees 09 minutes 33 seconds West 155.00 feet to a nail, thence North 89 degrees 50 minutes 27 seconds West 123.00 feet along the North line of Pineview Drive to the point of beginning of a curve, said point being North 00 degrees 09 minutes 33 seconds East 150.29 feet from the radius point of said curve, thence Westerly 203.35 feet along said curve to a 5/8-inch rebar that is North 08 degrees 38 minutes 04 seconds West 150.29 feet from said radius point, thence South 81 degrees 31 minutes 56 seconds West 21.73 feet to a 5/8-inch rebar, thence North 00 degrees 09 minutes 33 seconds East 173.54 feet to a 5/8-inch rebar, thence South 89 degrees 50 minutes 27 seconds East 297.10 feet to the point of beginning, containing 1.09 acre, more or less, and subject to the right-of-way for County Road 100-West across the Eastern side and to of easements of record.

I hereby certify that to the best of my information, knowledge and belief the within plat represent a survey, executed according to survey requirements in 805 IAC 1-12-7 made under my supervision and completed on April 8, 2024.

Registered Land Surveyor LS00040148
Hilton L. Ashton

Surveyor's Note
The Relative Positional Accuracy (due to random errors in measurement) of the corners of the subject tract established this survey is within the specifications for a Suburban (more or less 0.12 feet) Survey.

This Instrument Prepared by: Hilton L. Ashton
Accuracy or completeness of subsurface features is not certified.

1. In accordance with the Indiana Survey Standards as defined in Indiana Administrative Code 865 IAC 1-12-7 (Rule 12), the following opinions and observations are submitted regarding uncertainties in the location of the lines and corners established by this survey as a result of: a. Availability, condition and integrity of reference monuments; b. Record documents; c. Lines of occupation; and d. Measurements (theoretical uncertainty). There may be uncertainties rights associated with these uncertainties.

Reference Monuments
There is a 1-inch iron pin marking the Southwest corner of the Southeast Quarter of Section 17.
There is a nail marking the Southeast corner of the Southeast Quarter.
There is a nail marking the Northeast corner of the Southeast Quarter.
There is a 1-inch pipe marking the point on the West line of the East leg of the Southeast Quarter that is 540.64 feet North of the centerline of Pineview Drive. There could be one (1) foot of uncertainty associated with reference monuments.

Occupation
There is a right-of-way for County Road 100 -West across the Eastern side.

Record Descriptions
This is an original division of land.
There are no apparent uncertainties associated with record descriptions.
The bearings shown on this drawing are based on the State Plane Coordinate System, instead of assumed datum.

2. Flood Zone
a. The within tract does not lie within that Special Flood Hazard Zone A as said tract sits by or on Community Panel #180350014430 of the Flood Insurance Rate Maps for Delaware County, Indiana (Map Date): 7/4/2011.
b. The minimum flood risk was verified by the INDR Flood Plain Information Portal-dated: 4/8/2024.

3. Ownership shown herein is per County Records or as indicated in title work provided by others.
4. The within survey was performed without benefit of evidence of source of title and is subject to any statement of facts revealed by same. This qualification will be removed upon receipt and inspection of current title work and copies of Schedule B items listed herein.

MONUMENT NO.	CONDITION	DISTANCE	DEPTH
1	1" HOLLOW	GOOD	0.44' S, 0.52' W AT GRADE
2	1/4" REBAR	BEHT	0.44' S, 0.54' W AT GRADE
3	5/8" H/A	GOOD	HELD AT GRADE
4	1/4" REBAR	GOOD	0.50' N OF R/W AT GRADE
5	1" PIPE	GOOD	1.50' N OF R/W AT GRADE
6	1/4" REBAR	GOOD	1.35' N OF R/W AT GRADE
7	1/4" REBAR	GOOD	3.12' N OF R/W AT GRADE
8	MAG NAIL	NEW	SET AT GRADE
9	MAG NAIL	NEW	SET AT GRADE
10	5/8" H/A	NEW	SET AT GRADE
11	5/8" H/A	NEW	SET AT GRADE
12	5/8" H/A	NEW	SET AT GRADE
13	5/8" H/A	NEW	SET AT GRADE
14	5/8" H/A	NEW	SET AT GRADE
15	5/8" H/A	NEW	SET AT GRADE



325 W Washington St.
Munster, IN 47550
PH: 765-282-5594
FAX: 765-282-5596
www.ashton-surveyors.com

**BOUNDARY SURVEY
1800 W. PINEVIEW DR.
MUNSTER, IN**

I warrant, under the penalties for perjury, that these data were prepared by me or under my direct supervision and that I am a duly Licensed Surveyor in the State of Indiana.

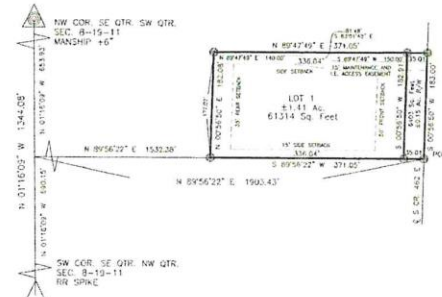
REVISIONS

No. _____
Date: _____
Reason: _____

Drawn: CLG
Date: 05/10/24
Job: 20241613
Client: Craig Lehman
Owner: Craig A. Lehman
Elev: EHA
Electronic Field Book
Field Date: 04/05/24

Vandergrift Subdivision

DELAWARE COUNTY, INDIANA
A SUBDIVISION
IN SECTION 03, TOWNSHIP 19 NORTH, RANGE 11 EAST,
PERRY TOWNSHIP, DELAWARE COUNTY,
FINAL PLAT



A part of the Northeast Quarter of Section 8, Township 19 North, Range 11 East in Perry Township, Delaware County, Indiana, described as follows:
Commencing at a spike marking the Southwest corner of the Southeast Quarter of the Northwest Quarter of Section 8, Township 19 North, Range 11 East, thence North 01 degree 16 minutes 09 seconds West 690.15 feet (assumed bearing) along the West line of said Quarter-Quarter Section; thence North 89 degrees 56 minutes 22 seconds East 1302.33 feet parallel with the South line of said Quarter-Quarter Section extended East to the centerline of County Road 462-E being the point of beginning; thence North 89 degrees 56 minutes 22 seconds East 371.05 feet to a 5/8-inch rebar; thence North 00 degrees 56 minutes 50 seconds East 182.03 feet to a 5/8-inch rebar; thence North 89 degrees 47 minutes 49 seconds East 371.05 feet along the North line of a tract of ground described by Deed Record 1977, page 1035, Records of Delaware County, Indiana; thence South 00 degrees 56 minutes 50 seconds East 183.00 feet to the point of beginning, containing 1.56 acres, more or less, and subject to the 10-foot-wide maintenance and right-of-way for County Road 462-E, across the Eastern side, to a 10-foot-wide maintenance and ingress-and-egress access easement being along the South side of a line in the Northeast Quarter of Section 8, Township 19 North, Range 11 East, said line described as follows:
Commencing at a spike marking the Southwest corner of the Southeast Quarter of the Northwest Quarter of Section 8, Township 19 North, Range 11 East, thence North 01 degree 16 minutes 09 seconds West 690.15 feet (assumed bearing) along the West line of said Quarter-Quarter Section; thence South 89 degrees 56 minutes 22 seconds East 1302.33 feet parallel with the South line of said Quarter-Quarter Section extended East to a 5/8-inch rebar; thence North 00 degrees 56 minutes 50 seconds East 177.07 feet to the point of beginning; thence North 89 degrees 47 minutes 49 seconds East 180.03 feet; thence South 83 degrees 01 minutes 47 seconds East 81.48 feet; thence North 89 degrees 47 minutes 49 seconds East 150.00 feet to the termination of said easement at the centerline of County Road 462-E.

I hereby certify that to the best of my information, knowledge and belief the within plat represent a survey executed according to survey requirements in RES IAC 1-12-7 made under my supervision and completed on May 1, 2024.

Access Easement Maintenance Agreement

- The access easement located and shown on Lot 1 on the foregoing Vandergrift Subdivision shall be a perpetual easement in favor of the successors in title of the egress and bounds parcel adjoining Lot 1 of Vandergrift Subdivision to the West for vehicular traffic, access, and for ingress and egress to and from the said property access Lot 1. Accordingly, Lot 1 of Vandergrift Subdivision shall be burdened by said access easement.
- No vehicle of any sort shall be parked at any time on the access easement except for delivery trucks while deliveries are being made to the premises.
- The successors in title to each tract shall not obstruct or restrict the use of any portion of the said access easement and no buildings or improvements may be erected upon said access easement.
- The private drive shall be maintained in a serviceable, neat and acceptable manner. Each grantor's successors in title to Lot 1 and the adjoining tract shall be charged with the repair and maintenance thereof the access easement and shall cooperate with each other in the performance of routine and necessary repairs.

OWNERS CERTIFICATE

The undersigned owners, Glen R. Cunningham and Jean Ann Cunningham, of the real estate shown and reserved herein, do hereby certify that they lay off, plat and divide into lots, and dedicate the road to the public thereof, in accordance with the plat hereon. This subdivision shall be known as the Vandergrift Subdivision, a subdivision in Perry Township, Delaware County, Indiana. Witness our Hands this _____ day of _____, 2024.

Glen R. Cunningham _____ Jean Ann Cunningham _____
(State of Indiana) _____
(County of Delaware) _____

Before me, a Notary Public in and for said County and State, personally appeared Glen R. Cunningham and Jean Ann Cunningham, who acknowledged the execution of the foregoing plat, to be voluntary act and deed this _____ day of _____, 2024.

Notary Public _____
My Commission expires _____ Resident of _____ County, _____

PLAT COMMISSION Under authority of the Acts of 1947 enacted by the General Assembly of the State of Indiana and of Acts amendatory thereto, the Delaware-Muncie Metropolitan Plat Commission hereby approves the foregoing plat of the Vandergrift Subdivision.

DATED this _____ day of _____, 2024
Secretary _____ President _____

COUNTY COMMISSIONERS: THIS IS TO CERTIFY that the Board of Commissioners of Delaware County, Indiana, hereby approves and accepts the dedication of public lands and public improvements within the foregoing plat of the Vandergrift Subdivision.

DATED this _____ day of _____, 2024
President _____ Member _____ Member _____

COUNTY AUDITOR: _____
Duly entered for taxation this _____ day of _____, 2024.
Auditor of Delaware County _____

COUNTY RECORDER: _____
Received for record and recorded this _____ day of _____, 2024.
Plat Book _____ page _____
Recorder of Delaware County _____

I affirm, under the penalties for perjury, that I have taken reasonable care to make each Social Security number in this document, unless required by law.
Haldon L. Ashton
This instrument Prepared by: Haldon L. Ashton

Registered Land Surveyor LS00010149
Haldon L. Ashton
Boundary Survey Recorded in Instrument Number _____ Records of Delaware County, Indiana.

The undersigned owner(s) of the herein described real estate, Vandergrift Subdivision, for themselves, and for all future owners and occupants of said real estate, or any parcel or subdivision thereof, for and in consideration of the right to develop the real estate for other than agricultural uses, hereby:

First, acknowledges and agrees that the Vandergrift Subdivision is in and adjacent to an area zoned for agricultural uses, which uses include, but are not limited to, production of crops, animal husbandry, land application of animal waste, the raising, breeding and sale of livestock and poultry, including confined feeding operations, use of farm machinery, and the sale of farm products;

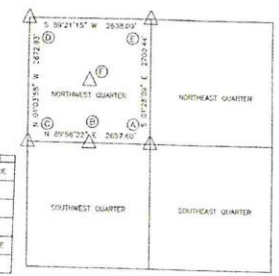
Second, waives any and all objections to any such agricultural uses on any real estate zoned for such uses within two miles of any boundary of the Vandergrift Subdivision, whether such uses currently exist, are envisaged, or changed in use in the future to another agricultural use;

Third, agrees that such agricultural uses, whether currently existing, or hereafter established, enlarged, or changed, do not constitute a nuisance so long as they are not negligently maintained, do not cause bodily harm to third parties, or directly endanger human health; and

Fourth, agrees that this covenant is for the benefit of Delaware County, Indiana and all persons engaged in agricultural uses within two miles of any boundary of the Vandergrift Subdivision and is enforceable by any of the foregoing, together with such other covenants as may be required.

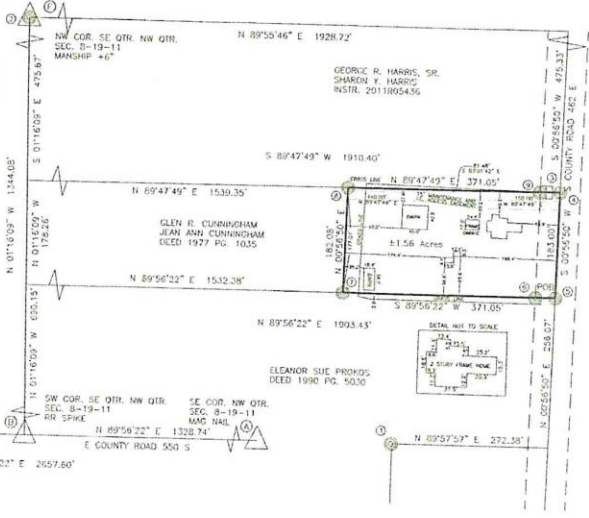
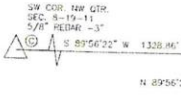
Sheet 1 of 1





MARKER	TYPE	CONDITION	DEPTH
A	MAG NAIL	GOOD	AT GRADE
B	RR SPIKE	GOOD	-1'
C	5/8" REBAR	GOOD	-3"
D	5/8" REBAR	GOOD	-1'
E	RR SPIKE	GOOD	AT GRADE
F	MARKER	GOOD	-6"

MONUMENT	TYPE	CONDITION	DEPTH	INSTRUMENT
1	5/8" REBAR	GOOD	1.61' W	+1'
2	AI POST	GOOD	4.35' W	N/A
3	6# WOOD POST	GOOD	ON PROPERTY LINE	AT GRADE
4	MAG NAIL	NEW	SET	AT GRADE
5	5/8" H/A	NEW	SET	AT GRADE
6	5/8" H/A	NEW	SET	AT GRADE
7	5/8" H/A	NEW	SET	AT GRADE
8	5/8" H/A	NEW	SET	AT GRADE



325 W. Washington St.
Muncie, IN 47305
Ph: 765-282-5594
Fax: 765-282-5596
Ashton Land Surveyors, Inc.

BOUNDARY SURVEY
8615 S GR. 462 E
MUNCIE, IN

A part of the Northwest Quarter of Section 8, Township 19 North, Range 11 East in Perry Township, Delaware County, Indiana, described as follows:
Commencing at a stake marking the Southwest corner of the Southwest Quarter of the Northwest Quarter of Section 8, along the West line of said Quarter-Quarter Section, thence North 89 degrees 56 minutes 22 seconds West 600.15 feet (distance bearing) parallel with the South line of said Quarter-Quarter Section, thence North 89 degrees 56 minutes 22 seconds East 1503.43 feet (distance bearing) thence South 89 degrees 56 minutes 22 seconds West 271.00 feet to a 5/8-inch rebar, thence North 89 degrees 56 minutes 22 seconds East 271.00 feet along the north line of a tract of ground established by Deed Record 1977, page 1035, Records of Delaware County, Indiana, thence South 89 degrees 56 minutes 22 seconds West 153.00 feet to the point of beginning, containing 1.56 acres, more or less, and subject to the right-of-way for County Road 462-E across the Eastern side, for a 15-foot-wide easement and ingress and egress across easement being along the South side of a line in the Northwest Quarter of Section 8, Township 19 North, Range 11 East, and the description of files:
Commencing at a stake marking the Southwest corner of the Southwest Quarter of the Northwest Quarter of Section 8, along the West line of said Quarter-Quarter Section, thence South 89 degrees 56 minutes 22 seconds West 600.15 feet (distance bearing) parallel with the South line of said Quarter-Quarter Section, thence North 89 degrees 56 minutes 22 seconds East 1503.43 feet (distance bearing) thence South 89 degrees 56 minutes 22 seconds West 153.00 feet to the point of beginning, thence North 89 degrees 56 minutes 22 seconds East 1503.43 feet to the termination of said easement at the center of County Road 462-E.

Surveyors Note:
The Relative Precision Accuracy (RPA) for station errors in measurements of the corners of the subject tract established this survey is within the specifications for a Suburban (more or less 0.13 feet) Survey.
In accordance with the Indiana Survey Standards as defined in Indiana Administrative Code 805-14C and 805-14D, the following options and assumptions are identified regarding uncertainties in the solution of the least squares adjustment of this survey as a result of a. Availability, condition and stability of reference monuments; b. Error in theodolite or total station observations; and c. Measurements (theoretical uncertainties). There may be unmentioned uncertainties associated with these uncertainties.
Reference Monuments:
There is a stake at the Southwest corner of the Southwest Quarter of the Northwest Quarter of Section 8, there is a stake at the Northwest corner of the Southwest Quarter of the Northwest Quarter of Section 8, there is a stake at the Southeast corner of the Northwest Quarter of the Northwest Quarter of Section 8, the center of County Road 462-E in its record distance East from the West line of the Southwest Quarter of the Northwest Quarter.
There could be 0.7 feet of uncertainty associated with reference monuments.
Occupation:
There is a right-of-way for County Road 462-E across the Eastern side.
The Post of the record description North line of the tract and West side of the road is 3 feet North of the line.
Recent Occupations:
The South line of the surveyed tract is a line parallel with and 600 feet North of the South line of the Southwest Quarter of the Northwest Quarter extended East into the Southwest Quarter of the Northwest Quarter.
The bearings shown on this drawing are based on the State Plane Coordinate System, instead of assumed datum.
Other Notes:
1. Flood Zone
2. The north-south line does not fall within the Special Flood Hazard Zone A on said tract plots by issue on Community Panel #180390000 of the Flood Insurance Rate Map for Delaware County, Indiana (Map Date: 3/14/2011).
3. The minimum flood rise was verified by the FEMA Flood Plain Information Portal dated 5/1/2024.
4. Ownership shown hereon is per County Records or as indicated in the work provided by others.
5. The within survey was performed without benefit of evidence of errors of the and is subject to any statement of facts furnished by owner. This qualification will be removed upon receipt and inspection of current field work and copies of "Columbus" forms submitted herein.

I certify, under the penalty for perjury, that I have made reasonable care in making such survey as shown on this document, and that the same complies with the requirements of the Indiana Survey Standards as defined in Indiana Administrative Code 805-14C and 805-14D.

Revisions

No.	Date	Revision
1	06/11/24	Drawn: CLG Date: 06/11/24 Client: JH Vandegriff Job: 20241125 Owner: Glen R. Cunningham Crew: EJA Electronic Field Book Field Date: 04/19/24

I hereby certify that to the best of my information, knowledge and belief the within plat represents a survey, executed according to survey requirements in 805-14C, 1-12-7 made under my supervision and completed on May 1, 2024.

Registered Land Surveyor LS2004143
Hudson L. Ashton

This Instrument Prepared by: Hudson L. Ashton
Accuracy or completeness of subsurface features is not certified.

WARRANTY DEED

Project: Cowan Sidewalk Improvements
Parcel: 2
Page: 1 of 3

THIS INDENTURE WITNESSETH, Chester Duncan, the Grantor of Delaware County, State of Indiana Conveys and Warrants to the **DELAWARE COUNTY BOARD OF COMMISSIONERS**, the Grantee, for and in consideration of Four Thousand Five Hundred Dollars (\$4,500.00) (of which said sum \$650.00 represents land and improvements acquired and \$3,850.00 represents damages) and other valuable consideration, the receipt of which is hereby acknowledged, certain Real Estate situated in the County of Delaware, State of Indiana, and being more particularly described in the legal description(s) attached hereto as Exhibit "A" and depicted upon the Right of Way Parcel Plat attached hereto as Exhibit "B", both of which exhibits are incorporated herein by reference.

This conveyance is subject to any and all easements, conditions and restrictions of record.

The Grantor hereby specifically acknowledges and agrees that the Real Estate conveyed herein is conveyed in fee simple and that no reversionary rights whatsoever shall remain with the Grantor, or any successors in title to the abutting lands of the Grantor, notwithstanding any subsequent abandonment, vacation, disuse, nonuse, change of use, conveyance, lease and/or transfer by the Grantee or its successors in title, of a portion or all of the said Real Estate or any right of way, roadway or roadway appurtenances established thereupon. This acknowledgement and agreement, is a covenant running with the land and shall be binding upon the Grantor and all successors and assigns.

The Grantor assumes and agrees to pay the 2023 payable 2024 real estate taxes and assessments on the above-described real estate. This obligation to pay shall survive the said closing and shall be enforceable by the Delaware County Board of Commissioners in the event of any non-payment.

Interests in land acquired by
Delaware County Board of
Commissioners
Mailing address:
100 W Main St
Muncie, IN 47305
I.C. 8-23-7-31

Project: Cowan Sidewalk Improvements
Parcel: 2
Page: 2 of 3

IN WITNESS WHEREOF, the said Grantor has executed this 16th day of APRIL, 2024.

Chester Duncan ^{TD} 4-16-24 (Seal)
Signature

Chester Duncan
Printed Name

STATE OF INDIANA:
SS:
COUNTY OF DELAWARE:

Before me, a Notary Public in and for said State and County, personally appeared Chester Duncan, the Grantor in the above conveyance, and acknowledged the execution of the same on the date aforesaid to be his voluntary act and deed and who, being duly sworn, stated that any representations contained therein are true.

Witness my hand and Notarial Seal this 16th day of APRIL, 2024.

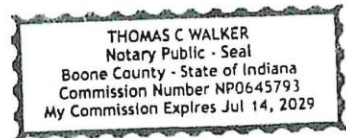
Signature TCW

Printed Name THOMAS C. WALKER

My Commission Number NP0645793

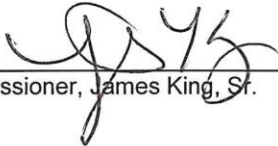
My Commission expires JULY 14, 2029

I am a resident of BOONE County.

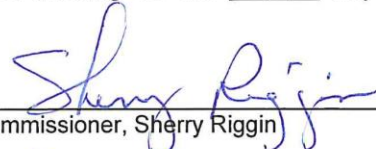


Project: Cowan Sidewalk Improvements
Parcel: 2
Page: 3 of 3

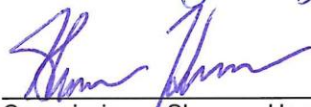
The Commissioners of Delaware County, Indiana, hereby accept the purchase of real estate from Chester Duncan of Delaware County, State of Indiana in an open meeting on the 17 day of June, 2024.



Commissioner, James King, Sr.



Commissioner, Sherry Riggins



Commissioner, Shannon Henry

ATTEST:



Edward E. Carroll, Jr., Auditor
Delaware County, Indiana

I affirm under the penalties for perjury that I have taken reasonable care to redact each Social Security number in this document, unless required by law Danyel Struble, Attorney at Law

DANYEL STRUBLE #30102-18
ATTORNEY AT LAW
This instrument prepared by:
Brooke & Struble, P.C.
Danyel Struble
112 E. Gilbert Street
Muncie, Indiana 47305

Interests in land acquired by the

DELAWARE COUNTY BOARD OF COMMISSIONERS
Grantee mailing address:
Delaware County Board of Commissioners
100 W Main St
Muncie, IN 47305

Legal Description prepared by United Consulting

EXHIBIT "A"

Project: Cowan Sidewalk Improvements
Tax ID: 18-15-09-300-009.000-012
Parcel: 2 Fee

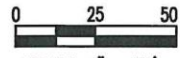
A part of the East Half of the Southwest Quarter of Section 9, Township 19 North, Range 10 West, Delaware County, Indiana, and being that part of the grantor's land lying within the right of way lines depicted on the attached Right of Way Parcel Plat, marked EXHIBIT "B", described as follows: Beginning at the southeast corner of said quarter section, designated as point "201" on said plat; thence North 89 degrees 14 minutes 49 seconds West 152.00 feet along the south line of said quarter section to the southwest corner of the grantor's land; thence North 00 degrees 51 minutes 48 seconds West 24.01 feet along the west line of the grantor's land to point "211" designated on said plat; thence South 89 degrees 14 minutes 49 seconds East 152.00 feet to the east line of said quarter section, designated as point "210" on said plat; thence South 00 degrees 51 minutes 48 seconds East 24.01 feet along said east line to the point of beginning and containing 0.084 acres, more or less, inclusive of the presently existing right-of-way which contains 0.036 acres, more or less.

This description was prepared for the Delaware County Redevelopment Commission, by Timothy J. Coomes, Indiana Registered Land Surveyor, License Number 20600004, on the 12th day of February, 2024.

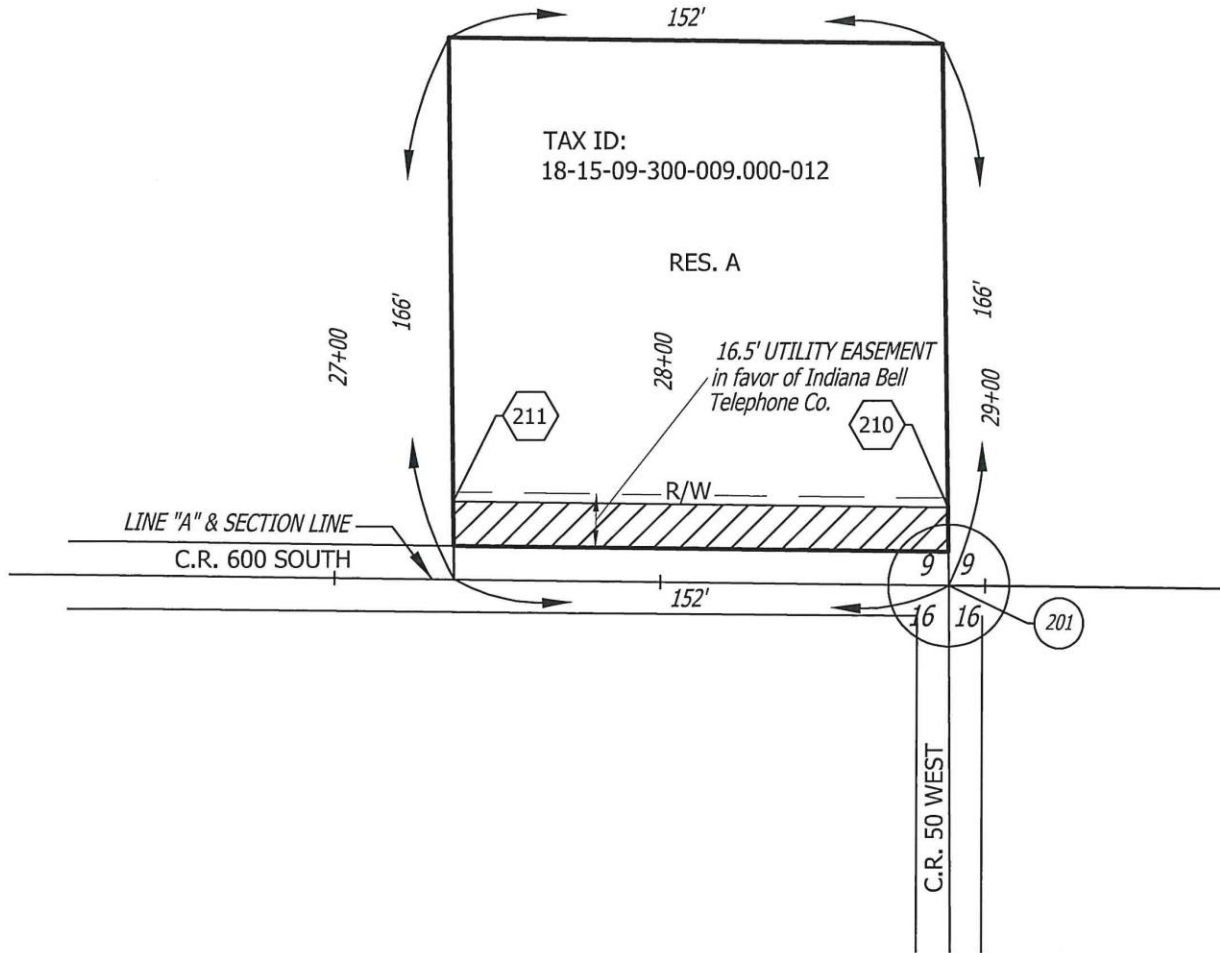


EXHIBIT "B"
 RIGHT-OF-WAY PARCEL PLAT
 Prepared for Delaware County Redevelopment Commission
 by United Consulting (Job No. 24-401)

SHEET 1 OF 2



SCALE: 1" = 50'



OWNER : DUNCAN, CHESTER
 PARCEL : 2
 CODE :
 PROJECT : COWAN SIDEWALK IMPROVEMENTS
 ROAD : CO. RD. 600S.
 COUNTY : DELAWARE
 SECTION : 9
 TOWNSHIP : 19N.
 RANGE : 10E.

DRAWN BY: T.J. COOMES 2-12-24
 CHECKED BY: T.J. COOMES 2-12-24
 DES:

 HATCHED AREA IS THE APPROXIMATE TAKING

INSTRUMENT NO. 2022R05882 DATED 4-7-2022

Dimensions shown are from the above listed Record Documents.

PARCEL COORDINATE CHART

Point	Line	Station	Offset	NORTH	EAST
201	SEE ROUTE SURVEY PLAT				
210	"A"	+P(28+88.10)	24.00' LT.	138364.622	788912.650
211	"A"	+P(27+36.10)	24.00' LT.	138366.619	788760.663

NOTE: STATIONS & OFFSETS CONTROL OVER BOTH NORTH & EAST COORDINATES AND BEARINGS & DISTANCES.

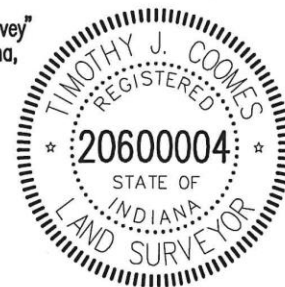
SURVEYOR'S STATEMENT

To the best of my knowledge and belief, this plat, together with the "Location Control Route Survey" recorded in Instrument No. 2024R02677 in the Office of the Recorder of Delaware County, Indiana, (incorporated and made a part hereof by reference) comprise a Route Survey executed in accordance with Indiana Administrative Code 865 IAC 1-12, ("Rule 12").

Given under my hand and seal 2/12/2024
Date

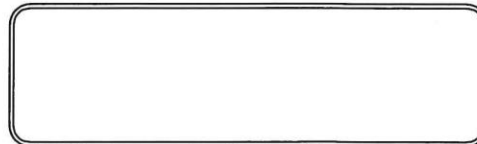


TIMOTHY J. COOMES
Registered Land Surveyor No. 20600004
State of Indiana



OWNER : DUNCAN, CHESTER
 PARCEL : 2
 CODE :
 PROJECT : COWAN SIDEWALK IMPROVEMENTS
 ROAD : CO. RD. 600S.
 COUNTY : DELAWARE
 SECTION : 9
 TOWNSHIP : 19N.
 RANGE : 10E.

DRAWN BY: T.J. COOMES 2-12-24
 CHECKED BY: T.J. COOMES 2-12-24
 DES:



Dimensions shown are from the above listed Record Documents.

ORDINANCE NO. 2024-010

AN ORDINANCE CREATING A COST TO BE ASSESSED BY THE COUNTY AUDITOR FOR EACH DEED OR LEGAL DESCRIPTION OF EACH PARCEL CONTAINED IN A DEED FOR WHICH THE COUNTY AUDITOR MAKES A REAL PROPERTY ENDORSEMENT

WHEREAS, the Indiana Legislature amended I. C. 36-2-9-18 effective July 1 concerning the County Auditor and endorsement of instruments affecting real property title prior to recording that is to be effective July 1, 2024; and


WHEREAS, the Board of Commissioners is the legislative body for Delaware County, Indiana and is charged with the mandatory duty to adopt an ordinance requiring the County Auditor to collect a fee in the amount of Ten Dollars (\$10.00) for each deed or legal description of each parcel contained in the deed for which the Auditor makes a real property endorsement.

WHEREAS, it is required by the Legislature that the Board of Commissioners adopt this ordinance to allow the Auditor to collect the above-described fee.


NOW THEREFORE, BE IT ORDAINED BY THE COUNTY COMMISSIONERS OF DELAWARE COUNTY, INDIANA THAT:

1. The Delaware County Auditor shall collect a fee in the amount of Ten Dollars (\$10.00) for each deed or legal description of each parcel contained in the deed for which the Auditor makes a real property endorsement.
2. The Auditor shall place the revenue received under this Ordinance in a dedicated fund for use in maintaining property tax records in traditional or electronic format.
3. Such funds are non-reverting and the expenditure of said funds shall not require appropriation by Delaware County Council.
4. This Ordinance shall be effective on July 1, 2024.


Adopted by the Board of Commissioners, Delaware County, Indiana on this 17 day of June, 2024.



James King




Sherry Riggan



Shannon Henry

ATTEST:



Edward Carroll,
Delaware County Auditor

ORDINANCE NO. 2024- 011

**AN ORDINANCE RESCINDING RESOLUTION NUMBER 2007-006, AND CREATING
A CREDIT CARD USE POLICY FOR COUNTY EMPLOYEES AND PUBLIC
OFFICIALS**

WHEREAS, the Board of Commissioners adopted Resolution 2007-006 regarding the creation and use of credit cards by the employees of Delaware County and Public Officials where they were granted authorization for their employees to use County issues credit cards for certain purchases; and

WHEREAS, the Indiana State Board of Accounts have established guidelines for a government unit regarding the use of credit cards which have been updated and revised since 2007 in Indiana; and

WHEREAS, The Delaware County Commissioners desire to standardize the use of credit cards by Delaware County employees in a manner consistent with the guidelines of the Indiana State Board of Accounts;

NOW THEREFORE BE IT HEREBY ORDAINED BY THE DELAWARE COUNTY COMMISSIONERS:

Section 1: Creation of Credit Accounts. Department heads and Elected Public Officials shall create credit accounts with their various vendors as a primary method of payment for goods, services, and products rather than rely upon the County issued credit cards. Every effort shall be made to make payments directly through a vendor by setting up a sales tax-exempt account with vendor and obtaining invoices rather than paying with a credit card. Purchase of goods using a credit card should rarely and only as a last resort method of payment.

Section 2: Credit Card Use. The Delaware County Commissioners authorized the use of credit cards by Delaware County employees under the direction of the various offices department heads and public elected officials in accordance with these adopted county guidelines set forth in this Ordinance, and applicable laws and regulations of the State Board of Accounts.

Section 3: Use of Credit Cards: The Board of Commissioners authorize the creation and use of credit cards by employees and elected public officials to purchase certain services and/or products as authorized by this Ordinance only for the following purposes:

- a. Travel Expenses.** A purpose for the use of credit cards is for the expenses incurred while traveling, such as hotels, gas (if in a county vehicle while traveling and the “gas card” is not available for use), meals, and other travel as permitted by the Delaware County Travel Policy.
- b. Education and Seminars.** An employee or elected public official may use the credit to register for educational, training or other work-related seminars in the event that an

Section 6: Accounting System. Each Delaware County Department Head and elected official shall be responsible to maintain an accounting system or log which includes the names of each individual requestor usage of credit cards, their position of employment, the estimated amounts to be charged, the county fund and account numbers to be charged, the date the card is issued and returned, and any other details required by the Delaware County Auditor.

Section 7: Elected Public Official and Department Head Responsibility. The Elected Public Official and/or Department Head who authorizes the use of credit cards is responsible to provide sufficient account information to the Delaware County Auditor so that expenditures for appropriations can be tracked to provide timely and accurate accounting information for monitoring the accounting system. The Elected Public Official and/or Department Head is also responsible for assuring each credit card is kept in the department under lock and key when not in use.

Section 8: Supporting Documentation. Sufficient supporting documentation shall be available to approve claims for payments such as paid bills and receipts. Credit card statements or credit card slips alone are not sufficient documentation.

Section 9: Segregation of Duties. The person in the department or office who reconciles receipts to charges on the credit card statement shall not have the ability to control and maintain the credit card account.

Section 10: Credit Limit. The Commissioners shall make the determination of the credit limit for each office or department as to credit available on an individual case-by-case basis.

Section 11: Issuance of Credit Cards Credit cards that bear the name of Delaware County shall be issued by the Board of Commissioners along and the Board of Commissioners, alone, shall determine the number of credit cards issued and to whom they are issued.

Section 12: Interest and Late Payment Fees. Any interest or late payment fees due to late filing or finishing of documentation by an elected public official, department head or employee who used a credit card shall be the responsibility of that elected public official, department head or employee. All elected public officials, department heads or employees that are issued county credit cards for use in the course of their employment shall allow the County to deduct from their regular salary or pay any amount related to the interest or late payment fees incurred by the County on the credit card.

Section 13: Revocation of Credit Card or Limit. The Commissioners' approval of the use of a credit card should be considered a convenience. If the Commissioners consider the use of a credit card or limit as unnecessary or as an abuse by an elected official, department head or employee, the Commissioners may revoke or limit the use of the credit card.

ORDINANCE NO. 2024 - 012

AN ORDINANCE AMENDING THE ORDINANCE 2018-015 A COUNTY-WIDE
GRANT POLICY TO ESTABLISH UNIFORM GRANT APPROVAL AND
RECORDKEEPING PROCEDURES

WHEREAS, Delaware County is often awarded grants providing the County with needed funds which are to be used for specific purposes by various County departments; and

WHEREAS, upon receiving grant funds, each department within the County has historically adopted and adhered to their own policies regarding the approval and recordkeeping procedures for the particular grant awards; and

WHEREAS, these separate and inconsistent grant approval and recordkeeping policies implemented by various County departments can often lead to confusion and, ultimately, result in the County being unnecessarily susceptible to adverse findings during audits or examinations by the Indiana State Board of Accounts; and

WHEREAS, the Board of Commissioners adopted Ordinance 2018-015 for the purpose of trying to provide some internal controls as to grants that are received by the County and to help Delaware County determine how to expend and properly account for the use of funds from various grants, it was necessary to adopt a grant policy which establishes a single uniform set of procedures for the approval of awarded grants, as well as reporting and recordkeeping requirements for grant funds.

WHEREAS, since the adoption of Ordinance 2018-015, the County has been audited by the State Board of Accounts and found to still have issues and problems with its internal controls as to federal and state grants as well as proper reporting of expenditures; and

WHEREAS, the Board of Commissioners deem it appropriate and necessary to amend Ordinance 2018-015 to further provide controls on grants that the County receives and uses for its various departments and reduce and/or eliminate negative comments and issues with compliance that have been found in prior audit reports.

IT IS THEREFORE ORDAINED BY THE BOARD OF COMMISSIONERS OF DELAWARE COUNTY, INDIANA THAT:

SECTION 1.

SECTION 1. All requests for new or renewal of any grant by any elected official, department head or agency of the County shall utilize a single Unique Entity Identifier (UEI) number as maintained by the County Auditor and they shall not request or obtain their own UEI for any grant.

SECTION 5. All sections of Ordinance 2018-015 not in conflict with this Ordinance shall remain in full force and effect.

SECTION 6. This Ordinance shall be effective upon its adoption.

*ADOPTED BY THE BOARD OF COMMISSIONERS OF DELAWARE COUNTY,
INDIANA ON THIS, THE _____ DAY OF _____, 2024.*

BOARD OF COMMISSIONERS OF
DELAWARE COUNTY, INDIANA

James King, Commissioner

Sherry Riggin, Commissioner

Shannon Henry, Commissioner

ATTEST:

Edward Carroll, Auditor
Delaware County, Indiana

ORDINANCE NO. 2024-013

**AN ORDINANCE CREATING A FIXED ASSET CAPITALIZATION
AND INVENTORY POLICY**

WHEREAS, the Delaware County Commissioners wish to increase accuracy and clarity of financial reporting and to better serve the citizens of the county and the county's constituents.

NOW THEREFORE, be it and it is hereby ordained that:

PURPOSE AND DEFINITION OF A CAPITAL ASSET POLICY

Purpose of a capital asset policy

The purpose of establishing a capital asset policy is:

1. To safeguard the investments of the taxpayers of Delaware County;
2. To comply with the standards of the Government Accounting Standards Board Statement 34;
3. To fix responsibility for the custody of the assets;
4. To maintain accurate records of all fixed assets that are capitalized, including infrastructure;
5. To provide data for financial reporting for increased accuracy and clarity;
6. To demonstrate appropriate stewardship responsibility for public assets.

Definition of capital assets

Capital assets are defined as assets having a useful life of more than one year and an acquisition cost of \$10,000 or more. Capital assets include land, land improvements, buildings, building improvements, machinery and equipment, vehicles, construction work in progress, works of art, historical treasures, and infrastructure, the latter of which are long-lived capital assets that normally are stationary in nature and normally can be preserved for a significantly great number of years than most capital assets.

All items with a useful life of more than one year and a cost of \$10,000 or more shall be capitalized, including acquisitions by lease-purchase agreements and donated items. All land will be capitalized but not depreciated. Construction work in progress will be included in the capital asset inventory and will be depreciated once the project is complete and transferred to the appropriate county department. Items costing less than \$10,000 that are permanently installed as a part of the cost of the original construction or installation of a larger building or equipment unit, or that prolong a fixed asset's economic life or expand its usefulness, will be included in the cost of the larger unit.

machinery items, maintenance equipment, communication equipment, laboratory equipment, and data processing equipment. Supplies that typically get used within one year are not included.

4. Vehicles - Motor vehicles include all vehicles for which title and license must be obtained including cars, trucks, buses, road-going trailers, dump trucks, and highway trucks. Vehicle accessories will be identified as a component asset of the vehicle to which they are attached.
5. Infrastructure -Infrastructure assets are long-lived capital assets that normally can be preserved for a significantly greater number of years than most capital and that are normally stationary in nature. Examples include new roads, bridges, storm water and drainage systems.

RESPONSIBILITIES FOR INVENTORY AND REPORTING OF CAPITAL ASSETS

Responsibilities of County Departments

Department heads are the stewards for each piece of property utilized by their department. The steward will be the focal point for questions for availability, condition, and usage of the asset.

The steward shall be designated as the person to record the receipt of the asset, to examine the asset to make sure no damage was incurred during shipment, and to make sure the asset was received in working order. The steward is also responsible for arranging the necessary preventative maintenance and any needed repairs to keep the asset in working condition. The steward also ensures that the asset is used for the purpose for which it was acquired and that there is no personal or unauthorized use. The steward is responsible for reporting any loss, theft, or damage to the assets.

Departments are to maintain inventories of all capital assets, including a) those that are capitalized and reported on the county's capital asset inventory and b) controllable assets with an acquisition cost of \$9,999 or less and which are tracked and inventoried.

Department heads are to report newly acquired assets, retired assets, transferred assets, and assets in use that previously were not included in the county's asset inventory to the Delaware County Auditor's Office. Department heads are required to use the Auditor's Office prescribed forms and to meet with the Auditor's Office, or its designee, if necessary, for the proper preparation of the capital asset reports.

Department heads must abide by all Auditor Office deadlines for the reporting. Typically, asset reporting is to be completed by the first Friday of the first full week in January each year.

Assets below the capitalization threshold but considered sensitive may include, but are not limited to, weapons, radios, computers, chain saws, small motor equipment and power tools. These minor but sensitive items shall be inventoried and controlled at the department level by the head of the operating department. Stated inventory shall be conducted annually. The County Auditor's office is to receive a copy of the inventory and/or updated inventories for minor but sensitive items.

*PASSED AND ADOPTED BY THE BOARD OF COMMISSIONERS OF DELAWARE COUNTY,
INDIANA ON THIS, THE _____ DAY OF _____, 2024.*

BOARD OF COMMISSIONERS OF
DELAWARE COUNTY, INDIANA

James King, Commissioner

Sherry Riffin, Commissioner

Shannon Henry, Commissioner

ATTEST:

Edward Carroll, Auditor
Delaware County, Indiana

ORDINANCE 2024- 014

**DELAWARE COUNTY COMMISSIONERS
ORDINANCE FOR INDIANA DEPARTMENT OF CORRECTION JUVENILE COMMUNITY
CORRECTIONS ANNUAL GRANT**

WHEREAS, Delaware County Juvenile Probation Department is in need of an additional juvenile probation officer; and

WHEREAS, the Delaware County Juvenile Probation Department is tasked with supervising juvenile delinquents including electronic monitoring services; and

WHEREAS, the Delaware County Juvenile Probation Department being awarded funds for a new juvenile probation officer and for electronic monitoring services; and


WHEREAS, the Board of Commissioners is supportive of the Delaware Juvenile Probation Department receiving these funds and needs to set up a separate fund for the deposit and use of the funds by the Delaware County Juvenile Probation Department.

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


1. A Separate fund shall be established by the Delaware County Auditor for the purpose of receiving any and all funds for the Delaware County Juvenile Probation Department as awarded by the Indiana Department of Corrections.
2. Said funds shall reimburse expenses spent and shall be used by the Delaware County Juvenile Probation Department, without appropriation, as per specified by the Delaware County Juvenile Probation Department.

Passed and adopted by the Board of Commissioners on the 17 day of June, 2024.


BOARD OF COMMISSIONERS, DELAWARE COUNTY, INDIANA



James King, President



Sherry Riggini, Vice President



Shannon Henry, Member

ATTEST:



Ed Carroll, Delaware County Auditor