

## **Tippecanoe County Board of Commissioners**

Special Meeting  
Thursday, March 26th, 2020  
10:00 am  
Tippecanoe Room, Tippecanoe County Office Building  
20 N 3rd Street, Lafayette, Indiana

### **TENTATIVE AGENDA**

#### **I. PLEDGE OF ALLEGIANCE**

#### **II. PRESENTATION OF ACCOUNTS PAYABLE VOUCHERS- PAULA BENNETT**

#### **III. PRESENTATION OF PAYROLL- PAULA BENNETT**

#### **IV. RESOLUTION 2020-12-CM – DECLARATION OF PUBLIC HEALTH EMERGENCY**

Documents:

[DECLARATION OF PUBLIC HEALTH EMERGENCY \(03-21-20\).PDF](#)

#### **V. RESOLUTION 2020-13-CM EMERGENCY CLAIM APPROVAL & DEPOSIT PROCEDURES**

Documents:

[EMERGENCY CLAIM APPROVAL - DEPOSIT PROCEDURES \(03-26-20\).PDF](#)

#### **VI. UNFINISHED/NEW BUSINESS**

#### **VII. PUBLIC COMMENT**

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), Tippecanoe County Government will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. For more information visit [www.tippecanoe.in.gov/ada](http://www.tippecanoe.in.gov/ada)

**RESOLUTION NO. 2020- 12 -CM**

**DECLARATION OF PUBLIC HEALTH EMERGENCY**

**WHEREAS**, on March 6, 2020, the Tippecanoe County Health Department declared a public health emergency related to the spread of the COVID-19 virus; and

**WHEREAS**, on March 6, 2020, the Governor issued Executive Order 20-02 declaring a public health emergency for Coronavirus 2019 outbreak, directing local officials to cooperate with the Indiana State Department of Health in responding to the health emergency; and

**WHEREAS**, IC 10-14-3-29 permits the President of the Board of Commissioners to declare a local disaster emergency for seven days which may be extended by the full Board of Commissioners thereafter; and

**WHEREAS**, IC 10-14-3-1(b)(22)-(23) define “disaster” to include epidemics and public health emergencies; and

**WHEREAS**, Tippecanoe County Code §§32.35 - 32.45 specify procedures and powers that apply whenever the Governor and/or the President of the Board of Commissioners declares a local disaster emergency.

**NOW, THEREFORE, BE IT RESOLVED:**

Sec. 1. The Board of Commissioners hereby determines that there exists throughout Tippecanoe County a local disaster emergency, specifically the spread of the COVID-19 virus and the resulting worldwide pandemic.

Sec. 2. Tippecanoe County Government and its agencies are hereby directed to cooperate with the Indiana State Department of Health, the State of Indiana, and other local governments and organizations, particularly in Tippecanoe County, in their efforts to address this health emergency.

Sec. 3. Tippecanoe County Government and its agencies are hereby authorized to seek such financial reimbursement, funding assistance, supplies, and other assistance as are made available through the State and Federal Government due to the health emergency.

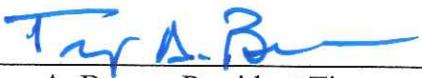
Sec. 4. The response and recovery aspects of all applicable local or interjurisdictional disaster emergency plans are hereby activated and the furnishing of aid and assistance under such plans are hereby authorized.

Sec. 5. The President of the Board of Commissioners may issue a local travel advisory, watch, or warning for up to seven (7) days pursuant to IC 10-14-3-29.5 if the conditions warrant. Such advisory, watch or warning may be extended by the Board of Commissioners.

Sec. 6. Tippecanoe County Government and its agencies shall comply with the procedures set forth in IC 10-14-3 and County Code §§32.35 - 32.45 when exercising the emergency powers granted thereunder.

Sec. 7. Subject to the adoption by the full Board of Commissioners, this Resolution shall remain in effect until declaration of public health emergency by the Tippecanoe County Health Department and the Governor is rescinded.

Declared by the President of the Board of Commissioners of Tippecanoe County on this 21 day of MARCH, 2020, for a period not to exceed seven days unless adopted by the full Board of Commissioners.

  
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Tracy A. Brown, President Tippecanoe County Board of Commissioners

Adopted and extended for the period specified in Section 7 this \_\_\_\_ day of March 2020 by the Board of Commissioners of Tippecanoe County.

BOARD OF COMMISSIONERS OF  
TIPPECANOE COUNTY

\_\_\_\_\_  
Tracy A. Brown, President

\_\_\_\_\_  
Thomas P. Murtaugh, Vice President

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David S. Byers, Member

ATTEST:

\_\_\_\_\_  
Robert Plantenga, Auditor of Tippecanoe County

**RESOLUTION NO. 2020-13-CM**

**EMERGENCY CLAIM APPROVAL AND DEPOSIT PROCEDURES**

**WHEREAS**, on March 6, 2020, the Governor of the State of Indiana issued Executive Order 20-02, declaring a public health emergency related to the spread of the COVID-19 virus; and

**WHEREAS**, the State Examiner of the State Board of Accounts issued State Examiner Directive 2020-01 (“Directive”), concerning emergency procedures for depositing accounts and approving claims; and

**WHEREAS**, the State Examiner has observed that IC 5-13-6-1 concerning deposit of public funds and IC 5-11-10 concerning the claim approval process remain in effect during the health emergency but has also stated that the State Board of Accounts will not take audit exception to modifications to those procedures specified in the Directive;

**NOW, THEREFORE, BE IT RESOLVED:**

Sec. 1. In consideration of the health emergency, the President of the Board of Commissioners may direct County officials responsible for the deposit of funds to limit deposits of Tippecanoe County funds to not less than two days per week. Such deposits shall be made on Tuesdays, Thursdays, and any other days that the President of the Board of Commissioners may designate. Such officials shall include, without limitation, the Treasurer, the Clerk, the Sheriff, the Recorder, and the Chief Probation Officer. Funds shall be properly secured at all times they are in the possession of the County. Internal Controls to safeguard the County’s assets shall continue to be observed.

Sec. 2. The President of the Board of Commissioners is hereby authorized to approve claims in advance of allowance by the full Board of Commissioners. Such claims must be

reviewed and allowed by the Board of Commissioners at its earliest opportunity, but not later than its first meeting following the end of the public health emergency. When reasonably possible, claims should be deferred until a meeting of the Board.

Sec. 3. If the President is unavailable, any authority given to the President of the Board of Commissioners under this resolution shall vest in the Vice-President. If the President and Vice-President are unavailable, any such authority shall vest in the remaining member of the Board.

Adopted this \_\_\_\_ day of March 2020.

BOARD OF COMMISSIONERS OF  
TIPPECANOE COUNTY

\_\_\_\_\_  
Tracy A. Brown, President

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Thomas P. Murtaugh, Vice President

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David S. Byers, Member

ATTEST:

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Robert Plantenga, Auditor of Tippecanoe County