

**AN ORDINANCE ESTABLISHING AN ORDER FOR TEMPORARY CLOSURE
OF ALL COUNTY OFFICES TO PUBLIC ACCESS DUE TO THE
COVID-19 PANDEMIC FOR STARKE COUNTY, INDIANA**

Ordinance No. 003 of 2022

WHEREAS, the Board of Commissioner for Starke County, Indiana (the “**Board**”), is responsible for the performance of various functions for the Starke County, Indiana (the “**County**”); and

WHEREAS, the novel Coronavirus Disease 2019 (“**Covid**”) was declared a Public Health Emergency by Governor Eric J. Holcomb on the March 6, 2020, and a National Emergency by President Donald J. Trump on March 13, 2020; and

WHEREAS, due to recent increased community spread, the Board hereby orders an immediate closure of all County Offices and related facilities to any and all persons *other than* current employees, staff, officials, consultants and contractors (“**Authorized Persons**”).

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissions of Starke County, Indiana, that the following Ordinance Establishing an Order for Temporary Closure of All County Offices to Public Access Due to COVID-19 Pandemic for Starke County, Indiana, is adopted as follows:

SECTION 1.
Order

1. **Scope of Application.** This Order is not applicable to county offices in the judicial branch, which are under the supervision of the Starke Circuit Court. In addition, the Starke County Sheriff’s Department is under the supervision of the Sheriff. This Order is applicable to all other executive and administrative functions for the County.

2. **Purpose.** The closure is a temporary measure to help combat the severe threat to public health and safety posed by the recent community spread of Covid. This closure prevents the public from entering or being within any County building or enclosure so long as this Order remains in effect. For the purposes of this Order, the public is defined herein as any person who is not an Authorized Person. Unauthorized members of the public attempting entry or refusing to leave immediately upon request may be subject to removal by security staff.

3. **Conduct of Business to Continue During the Closure.** County business will continue during the public closure. Authorized Persons will continue working on the important business of local government during this difficult situation. However, the public is asked to conduct business with the County without personally coming in the building. **Telephone, emails, US postal service and teleconferencing are encouraged.**

4. **Exceptions.** In exceptional circumstances, members of the public may be allowed into County offices for an in-person meeting, by prior appointment only. All such special

appointments shall be at the discretion of the elected office or other department head and shall be solely upon a showing that the matter is urgent and cannot reasonably be conducted by electronic or paper communications. Such conditions are extraordinary and should not be routinely granted and when granted, all special appointments shall be conducted with the minimum number of people and for the minimum duration possible. When a citizen arrives for their appointment, courthouse security will confirm the appointment with the appropriate office, record the visitor's name, time, and office they are visiting.

Section II.
Effective Date

1. This Ordinance shall become effective immediately upon its passage by the Board of Commissioners.

PASSED AND ADOPTED BY THE BOARD OF COMMISSIONER OF STARKE COUNTY, INDIANA, THIS 18 DAY OF JANUARY, 2022.

THE STARKE COUNTY, INDIANA BOARD OF COMMISSIONERS

APPROVED:

OPPOSED:

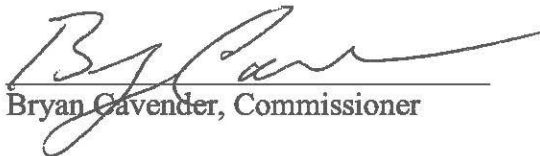


Charles Chesak, President

Charles Chesak, President

Mark Gourley, Commissioner

Mark Gourley, Commissioner



Bryan Cavender, Commissioner

Bryan Cavender, Commissioner

ATTEST:



Rachel Oesterreich, County Auditor