

# Porter County Council

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Greg Simms  
District 3

Mike Jessen  
District 4

Sylvia Graham  
At-Large

June 10, 2019

The Porter County Council will meet on Tuesday, June 25, 2019 at 5:30 p.m., in the Portage Lakeshore and Riverwalk Pavilion, 1000 Riverwalk Drive, Portage Indiana.

## AGENDA

Pledge of Allegiance & Roll Call

Approval of Council minutes for May 28, 2019 and Executive session minutes for April 23, 2019

First Reading

### Memorial Opera House

MOH Manage  
4915-000-0175

Additional Reason \$20,000 to 37600 Royalties  
Memorial Opera House Foundation is giving MOH \$20,000 in direct support to help pay for 2020 Production Rights so that we can spend these monies this year for next year.

### Recorder

Recorder's Perpetuation Fund  
1189-000-0004

Additional Reason \$110,000 to 39500 Contractual Services  
1. Laredo remote usage billing for remainder of 2019 cost approximately \$7,500.  
2. CrowdForce remote indexing cost approximately \$80,000.  
3. HandsFree Microfilm purchase cost approximately \$42,000.

### Expo Center

Expo Fund  
4005-000-9604

Transfer Reason \$7,000 from 22300 Food and Groceries to 35100 Power  
Transfer funds to cover Nipsco through the end of the year.

Transfer Reason \$500 from 22300 Food and Groceries to 21100 Office  
Supplies.  
Transfer fund to cover Office Supplies to the end of the year.



**Clerk**

Clerk General Fund  
1000-000-0001

Transfer Reason \$1,500 from 11200 Hourly to 39300 Dues & Subscriptions  
The Clerk's office is continuing to work on unclaimed funds for Jalen and Odyssey systems. This program allows us to send unclaimed fund reports electronically to the State.

Form 144 \$39,046 to \$0 Deputy Juvenile Criminal Civil (1 @ \$39,046)  
\$36,991 to \$0 Deputy Traffic Small Claims Records (1 @ \$36,991)  
\$0 to \$38,018.50 Deputy (2 @ \$38,018.50)

Clerks IV-D  
8899-000-0001

Transfer Reason \$750 from 21100 Office Supplies to 44100 Office Equipment over \$100  
\$750 from 31300 Training & Education to 44100 Office Equipment over \$100  
We need to purchase a new shredding machine that meets the requirements of the Indiana Department of Child Services/IRS compliant

**Tourism - Porter County Convention, Recreation and Visitor Commission (PCCRVC)**

PCCRVC  
7304-000-0000

Additional Reason \$4,400 to 34300 Workmen's Compensation  
An increase is needed to facilitate payment of Workman's Compensation premium, annual Excess Liability premium and payment of employer's portion of Disability Insurances.

**Assessor**

Assessor General Fund  
1000-000-0008

Form 144 \$52,998 to \$0 Chief Deputy  
\$44,886 to \$49,886 Real Estate Director (2 @ \$49,886)  
\$0 to \$46,242 Appeals Director (1 @ \$46,242)  
Assessment Specialist III (7 @ \$41,642 to 8 @ \$41,642)

Reason Reorganizing department have included new Job Descriptions and Current and Proposed Organizational Charts

**Jail**

Inmate Processing Fee Fund  
4911-000-0380

Additional Reason \$20,000 to 44200 Motor Vehicles  
For Equipment to equip one Jail Van.

**Development and Storm Water**

**Storm Water**

Storm Water Fund 1182-000-0079	Additional Reason	\$25,000 to 31100 Legal To pay for legal services
	Transfer Reason	\$3,000 from 23600 Aggregates to 44400 Furniture/Fixtures over \$100 To pay for new work station for new employee.

**Plan Commission**

Unsafe Building 1207-000-0079	Transfer Reason	\$20,000 from 39500 Contractual Services to 31100 Legal To pay for legal services for code violations
Cumulative Bridge Fund 1135-000-0079	Additional Reason	\$10,000 to 31100 Legal To pay for legal services
Plan Commission Fund 1180-000-0079	Transfer Reason	\$3,000 from 31200 Consultants to 44400 Furniture/Fixtures over \$100 To pay for new work station for new employee.
	Transfer Reason	\$500 from 31200 Consultants to 23500 Building Maintenance Supplies. For electrical wiring of new employee work station.

**(Tabled from May 28<sup>th</sup>, 2019 Council Meeting)**

Cumulative Bridge Fund (Tabled) 1135-000-0079	Additional Reason	\$9,000 to 44200 Motor Vehicles To lease/purchase fleet vehicle for department.
Storm Water Fund (Tabled) 1182-000-0079	Additional Reason	\$9,000 to 44200 Motor Vehicles To lease/purchase fleet vehicle for department.
Plan Commission Fund (Tabled) 1180-000-0079	Transfer Reason	\$9,000 from 11200 Hourly to 44200 Motor Vehicles To lease/purchase fleet vehicle for department.

**Second Reading**

**Attorney's Report**

**Any other matter that may come properly before the Council**

- Westchester Public Library – Additional Appropriation Resolution/Ordinance
- Library Appointment – Library Board of Trustees  
(Applications deadline June 17<sup>th</sup>, 2019)
- Longevity Policy

**Meeting Adjourned**