

# Porter County Council

155 Indiana Avenue - Suite 207

Valparaiso, IN 46383

Phone: 219 465-3332

Fax: 219 465-1545

Email: [council@porterco.org](mailto:council@porterco.org)

Jeremy Rivas, President  
District 2

Mike Jessen, Vice President  
District 4

Bob Poparad  
District 1

Greg Simms  
District 3

Dan Whitten  
At-Large

Jeff Larson  
At-Large

Sylvia Graham  
At-Large

\*\*\*\*\*

The Porter County Council will meet on Tuesday, October 20, 2020 at 5:30 p.m., in the County Administration Center, located at 155 Indiana Avenue - Room 205, Valparaiso, Indiana.

## AGENDA

### **Pledge of Allegiance & Roll Call**

### **Minutes**

Approval of Council minutes for Budget 1<sup>st</sup> reading September 10th, 2020

### **First Reading**

### **Circuit Court – Judge Mary DeBoer**

VASIA Guardianship Grant Fund  
9167-000-0232

Additional  
Reason

\$50,000 to 39500 Contractual Services  
Guardianship Services via MOU w/Indiana Guardianship  
Services Inc.

### **Facilities – Ray Cloyd**

LIT (Previously CEDIT) Fund  
1112-000-0068

Transfer

\$9,342.68 from 23500 Building Maintenance Supplies to  
45400 Other Equipment

Reason

Transfer needed to purchase washer & dryer for jail.

### **ITS – Eric Serrano**

ITS General Fund  
1000-000-0106

Transfer

\$7,000 from 45100 Data Processing Equipment to 31200  
Consultants

Reason

Additional funds needed for consulting retainer

Form 144

Director of IT, Information Security

Reason

Title change/job description update (highlighted in yellow)

Job Descriptions for Director of IT, Information Security title change/job  
description update (highlighted in yellow)

**Assessor – Jon Snyder**

Assessor General Fund  
1000-000-0008                      Transfer                      \$7,000 from 11100 Salaries to 11200 Hourly  
Reason                      Transfer needed from full-time due to employee that is on  
Workman’s Compensation to hourly.

Sales Disclosure Fund  
1131-000-0008                      Additional                      \$71,229 to 39500 Contractual Services  
Reason                      Paying 2<sup>nd</sup> half of Yearly Maintenance of Incama & update  
website to make it easier to find sales disclosures, forms,  
appeals and other public information that taxpayers  
request.

**Development & Storm Water Management – Director Robert Thompson**

Plan Commission Fund  
1180-000-0079                      Additional                      \$40,000 to 37200 Software Rental Fees  
Reason                      To pay for new permitting software.

Additional                      \$200,000 to 39500 Contractual Services  
Reason                      To pay for paving in Tower Meadows

Storm Water Fund  
1182-000-0079                      Additional                      \$20,000 to 23600 Aggregates  
Reason                      To cover aggregate for storm water projects for the  
remainder of the year.

Transfer                      \$4,000 from 11200 Hourly to 36100 Maintenance  
Reason                      Agreements  
To cover CivicPlus subsite annual maintenance agreement  
and office copier annual maintenance agreement.

Highway Engineering Fund  
4926-000-0079                      Additional                      \$40,000 to 24400 Road Signs  
Reason                      To purchase radar signs for roads.  
  
Additional                      \$15,000 to 39500 Contractual Services  
Reason                      For road paving/road repairs.

**Parks and Recreation – Superintendent Walter Lenckos**

Parks General Fund  
1000-000-0803                      Transfer                      \$2,592.25 from 34200 Bldg/Liab/Comp to 35200 Water &  
Reason                      Sewage  
Water and Portable toilet costs for balance of the year

Transfer                      \$1,000 from 32200 Telephone to 35100 Power  
Reason                      \$4,000 from 11200 Hourly to 35100 Power  
NIPSCO Utility costs for balance of the year.

Transfer                      \$2,500 from 36300 Equipment Other Than Vehicles R&M  
Reason                      to 23500 Bldg. Maintenance Supplies  
Building supplies for the rest of the year had higher  
expenses due to COVID)

**Expo Center – Director Lori Daly**

PC Expo Center Fund 4005-000-9604	Additional Reason	\$6,500 to 33400 Advertising Amount requested for the advertising wedding campaign.
--------------------------------------	-------------------	--

**Coroner – Cyndi Dykes**

Coroner General Fund 1000-000-0007	Additional Reason	\$33,000 to 31200 Consultants Account depleted after last payment. Been averaging 6 autopsies per month at \$2,800 asking for 2 months' worth to finish out year.
	Transfer Reason	\$140 from 32100 Travel to 39300 Dues and Subscriptions Unexpected other cost decreased fund amount needed for year-end Association fees
	Transfer Reason	\$150 from 32100 Travel to 32200 Telephone Account short to finish out the year.

**Porter County Sheriff, Garage & Jail – Sheriff David Reynolds**

**Sheriff**

Sheriff Donations Fund 4108-000-0005	Additional Reason	\$2,222 to 22200 Uniform & Clothing To cover the cost of 2 vests, very generous donation received from Ms. Gustafson.
---	-------------------	--

**Jail**

Public Safety Data Tech 4907-000-0380	Additional Reason	\$20,607.77 to 45400 Other Equipment To cover the costs of a pole camera at the intersection of Route 6 and Meridian Road.
		\$26,711 to 45400 Other Equipment To cover the remaining cost of the Remotec Andros Robot. Homeland Security Grant is covering \$214,375

**Health Department – Director Letty Zepeda**

Health Department Fund 1159-000-0610	Form 144 Reason	Up to \$35 per hour Nasal Swab Administrators Up to \$22 per hour Nasal Swab Admin Table Assistants Up to \$19 per hour Intake/Registration Up to \$21 per hour Event Monitors To create a form 144 to pay salaries of the Nasal Swab Administrator(s), Nasal Swab Admin Table Assistant(s), Intake/Registration(s) and Event Monitor(s)
		Job Descriptions for Part-time Nasal Swab Administrator Staff (Valparaiso & Portage Sites October 12, 2020 – June 30, 2021)
		Job Descriptions for Part-time Nasal Swab Admin Table Assistants (Valparaiso & Portage Sites October 12, 2020 – June 30, 2021)
		Job Description for Part-time Intake/Registration (Valparaiso & Portage Sites October 12, 2020 – June 30, 2021)
		Job Descriptions for Part-time COVID Event Monitor

Health Department Donation Fund  
4113-000-0610

Additional \$20,500 to 21100 Office Supplies  
\$1,000 to 24100 Medical and Dental Supplies  
\$600 to 24200 Shop Supplies  
\$1,700 to 37500 Other Rentals  
\$1,200 to 44100 Office Equipment over \$100  
Reason Supplies for COVID test sites

COVID 21.019 ISDH Grant Fund  
8904-000-0610

Additional \$185,250 to 11200 Hourly  
\$14,171.65 to 12100 FICA  
Reason Hourly and FICA for 4 Nasal Swab Administrator, 1 Intake /Registration & 1 Site Security  
Form 144 Up to \$35 per hour Nasal Swab Administrators  
Up to \$22 per hour Nasal Swab Admin Table Assistant  
Up to \$19 per hour Intake/Registration  
Reason To create a form 144 to pay salaries of the Nasal Swab Administrator(s), Nasal Swab Admin Table Assistant(s), and Intake/Registration(s) out of this grant fund.

Job Descriptions for Part-time Nasal Swab Administrator Staff (Valparaiso & Portage Sites October 12, 2020 – June 30, 2021)

Job Descriptions for Part-time Nasal Swab Admin Table Assistants (Valparaiso & Portage Sites October 12, 2020 – June 30, 2021)

Job Description for Part-time Intake/Registration (Valparaiso & Portage Sites October 12, 2020 – June 30, 2021)

COVID ISDH IT Grant Fund  
8905-000-0610

Additional \$14,250 to 24200 Shop Supplies  
Reason To cover cost of Digital Camera, Radios for emergency communication & Drone for aerial view of septic fields  
Additional \$1,500 to 32200 Telephone  
Reason Cost for mobile hotspots  
Additional \$11,500 to 44100 Office Equipment over \$100  
Reason Upgrade printers & ergonomic desk upgrades  
Additional \$273,000 to 45100 Data Processing Equipment  
Reason Laptops, monitors, servers, server licensing, firewalls, signal boosters, network upgrades, software, licenses for VPN connectivity, EMP implementation.

**Animal Shelter – Director Toni Bianchi**

Animal Shelter General Fund  
1000-000-0626

Transfer \$426 from 11200 Hourly to 11100 Salaries  
Reason Transfer needed to cover ACO Salary through end of the year due to vacation payout.

Animal Control Fees  
4009-000-0626

Transfer \$426 from 22200 Uniform & Clothing to 11100 Salaries  
Reason Transfer needed to cover ACO Salary through end of the year due to vacation payout.

**Council**

Foundation Budget Fund  
4922-000-0000

Transfer  
Reason

\$20,000 from 11200 Hourly to 39500 Contractual Services  
Transfer needed to pay Capital Cities and Katz, Sapper &  
Miller invoices and to finish out the year.

**Second Reading**

**Attorney's Report**

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

- Resolution in support of Region Wide Greenhouse Gas Emissions Inventory
  - Kathy Sipple – Regional Resilience Coordinator Earth Charter Indiana

**Meeting Adjourned**