

**PORTER COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING
TUESDAY, SEPTEMBER 20, 2016
1:00 P.M.**

(The entire meeting is available to watch on the Porter County website.)

The regular meeting of the Porter County Board of Commissioners convened at 1:00 p.m. on Tuesday, September 20, 2016 in the Commissioners' Chambers of the Administration Center.

Those present were: Commissioners John Evans, Laura Blaney, Jeff Good, County Attorney Scott McClure; Administrative Assistant Rhonda Young and Recording Secretary Kathy Merle.

Call to Order/Pledge

Com. Evans, Thank you and welcome. Before we begin I'd like to take a minute to recognize and congratulate Commissioner Blaney and Commissioner Good on receiving the Frank O'Bannon, Sunshine Award last Friday. Congratulations!

Approval of Minutes – September 1st, 2016

Com. Good, moved to approve, Com. Blaney, seconded, motion carried.

Approval of Payroll – September 6th and 15th, 2016

Com. Good, moved to approve, Com. Blaney, seconded, motion carried.

Approval of Claims – September 9th, 2016

Com. Good, moved to approve, Com. Blaney, seconded, motion carried.

An Ordinance Creating a Non-Reverting Fund for Receipt of Charitable Donations for Grants for the Porter County Memorial Opera House – 2nd Reading

Atty. McClure, Just for the record I did have to make a minor revision to leave this only as a charitable donation and not a charitable and grant. Only the grant language came out, but other than that it's the exact same thing.

Com. Evans, Do we need to redo it for the 1st Reading?

Atty. McClure, No.

Com. Blaney, moved to approve the 2nd Reading with the change, Com. Good, seconded, motion carried.

An Ordinance Creating a Non-Reverting Fund for Receipt of Grant Proceeds from the Adult Community Corrections Grant – 1st Reading

Ms. Hahn, This is through PACT and actually it's kind of cleaning up. We got the money and I assume it could go into Community Corrections, but it's too confusing and I asked Vicki if she could help me get it split up so it would be on its own. We should be getting this all of the time.

Com. Evans, Have you reviewed it Scott?

Atty. McClure, I drafted it.

PUBLIC HEARING OPENED

Com. Evans, Anyone wishing to speak in favor of this ordinance? Anyone wishing to speak in favor of this ordinance come forward now? Is there anyone wishing

to speak in favor of this ordinance? Is there anyone wishing to speak in opposition of this ordinance? Anyone wishing to speak in opposition of this ordinance? Third and final time anyone wishing to speak in opposition of this ordinance?

PUBLIC HEARING CLOSED

Com. Blaney, moved to approve the Ordinance for a Non-Reverting Fund for Receipt of Grant Proceeds from the Adult Community Corrections Grant 1st Reading , Com. Good, seconded, motion carried.

Com. Evans, There will be a 2nd Reading at our next meeting because it involves funds.

An Ordinance Creating a Non-Reverting Fund for Receipt of Grant Proceeds from the AOC Arts Project Support Grant for the Porter County Memorial Opera House – 1st Reading

Mr. MacDonald, We applied for the Indiana Arts Commission Project Grant in March and we never received as per the Auditor’s wishes we need to make sure that each grant is in its own separate line item. So those items are appropriated correctly.

Com. Blaney, Can we do any of these together?

Com. Evans, I was wondering that. Scott can we do them all.....

Atty. McClure, Yes if we read them all off and open the public hearing for all of them that would be fine.

Com. Evans, Okay, so besides this one which is an Ordinance creating a non-reverting fund for receipt of grant proceeds from AOC Arts Project Support Grant for the Porter County Memorial Opera House we will also do the following:

An Ordinance Creating a Non-Reverting Fund for Receipt of Grant Proceeds from the Arts Midwest Touring Fund Grant for the Porter County Memorial Opera House – 1st Reading

An Ordinance Creating a Non-Reverting Fund for Receipt of Grant Proceeds from the United Way Power of Youth Fund Grant for the Porter County Memorial Opera House - 1st Reading

An Ordinance Creating a Non-Reverting Fund for Receipt of Grant Proceeds from the Anderson Foundation Fund Grant for the Porter County Memorial Opera House – 1st Reading

An Ordinance Creating a Non-Reverting Fund for Receipt of Grant Proceeds from the PCCD Sparking the Arts Grant for the Porter County Memorial Opera House – 1st Reading

Com. Evans, Five ordinances we’re creating with this one public hearing.

PUBLIC HEARING OPENED

Com. Evans, Anyone wishing to speak in favor of any of these ordinances? Anyone wishing to speak in favor of any of these five ordinances?

Ms. Klobuchar, The Memorial Opera House is doing a lot of really great things right now and receiving these grants will help us move forward much more quickly. In order to spend them we have to (Inaudible) and once we’re good and going we can start spending that money very quickly we can start giving back to the community much more then we have been.

Com. Evans, We need your name and address for the record.

Ms. Klobuchar, Natalia Klobuchar, 322 E. Mander Rd., Valparaiso.

Com. Evans, Anyone else wishing to speak in favor of these ordinances? Anyone wishing to speak in opposition of these five ordinances? Anyone wishing to speak in opposition of these ordinances? Last time anyone wishing to speak in opposition of these five ordinance?

PUBLIC HEARING CLOSED

Com. Blaney, moved to approve the five ordinances for the Memorial Opera House for Non-Reverting Funds for the receipt of Grant Proceeds, Com. Good, seconded, motion carried.

Com. Blaney, Do you have a total of all of these?

Mr. MacDonald, There is about \$35,000.00.

Scot MacDonald – Opera House Director

Com. Evans, Why don't you just sit still and we'll take care of your other business. You have some artistic services agreements John McNeil – Artistic Services Agreement, Jeff DeBoer – Artistic Services Agreement, David Markley – Artistic Services Agreement, Lewis Hul Stahl – Artistic Services Agreement. I think we can do them all at once and you can be on your merry way.

Com. Blaney, moved to approve all four artistic services agreements, Com. Good, seconded, motion carried.

An Ordinance Adopting Internal Control Standards Developed by the Indiana State Board of Accounts, Porter County Internal Control Procedures, and Materiality Standard

Ms. Urbanik, First of I'm thrilled to be addressing you on this topic because it's a significant topic. What you have before you is an ordinance establishing our County's internal control standards and the materiality threshold. To give you some background last year Indiana lawmakers passed a bill House Bill 1264. What this Bill said not (Inaudible) said that every political subdivision in Indiana from schools to libraries to towns and cities to counties now must adopt a minimally acceptable level of internal control standards. Now some of you may know we've been audited on internal control for a number of years but we never really had any kind of guidance or procedure policy in place and we now are going to have it in accordance to State Law. In preparation of the law taking into effect this year the State Board of Accounts last year published this document. It's available on their web page talking about the uniform internal controls standards. This is in the ordinance these are the standards that you are adopting. These are the minimally acceptable standards so in a sense you have to adopt this to be in compliant with the State Law. We're not reinventing the wheel here. The State Board of Accounts standards pretty much reflect the internal control framework that has been in place for many many years in our country. We have a framework for internal control that applies to the private sector and then we also have internal control standards applicable to the Federal Government established by the GAO. If you are interested I have the GAO's green book here. That is their code for the internal control standards. We in Indiana now are adopting these internal control standards. We're taking it a step further by adopting what we're calling the "Policy or Procedures Document". Basically this document just pre states the five components of internal control and the seventeen principles along with some procedures most of which have been suggested by the State Board of Accounts in terms of how to implement effective internal controls. Incorporated in this ordinance is also a materiality threshold. Another provision of the law says that any loss, any theft of public funds must be immediately reported to the State Board of Accounts, but the State Board of Accounts has advised taxing units to come up with their definition of materiality. What is material, what would be the threshold at which we would ask for intervention that we would report to the State

Board of Accounts and so we came up with the \$500.00 threshold. This seems to be the same figure that other counties have adopted in their resolutions and ordinances as well. That is all in the ordinance that is before you. The second part of the law does require training and as a station by the fiscal officer that the training has occurred and we are going to begin the training very soon.

Com. Evans, The training portion is incorporated into the ordinance so that it makes it clear?

Ms. Urbanik, Yes.

PUBLIC HEARING OPENED

Com. Evans, Anyone wishing to speak in favor of this ordinance? Anyone wishing to speak in favor of this ordinance? Anyone besides Vicki wanting to speak in favor of this ordinance? Anyone wishing to speak in opposition of this ordinance? Anyone wishing to speak in opposition of this ordinance? Third and final time anyone wishing to speak in opposition of this ordinance?

PUBLIC HEARING CLOSED

Com. Good, moved to approve the Ordinance for the State Board of Accounts adopting internal control standards by the State of Indiana, Com. Blaney, seconded, motion carried.

Com. Evans, Thank you Vicki. Any idea of a time line for an exit audit for the State Board of Accounts this year?

Ms. Urbanik, Yes, we have had it. They have wrapped up their audit. I think it is going to be released in a matter of a few weeks. I'm not privy to that. In terms of the training on Internal Control we would like to begin it very very soon. Possibly beginning Friday of next week and we will be having multiple sessions, because it is required of just about every employee who is some way, shape or form handles public funds. Department heads, chief deputies.

Bob Thompson - Petition to Vacate "Platted Alley" Right-of-Way in Pine Township

Mr. Thompson, A couple months ago I was before the Commissioners with a vacation of Willow Street which is south of U.S. 20, it's an extension of the street it's in the Town of Pines. The petitioner requested now that the alley to the east of Willow Street be vacated. Typical with these older subdivisions you would find a number of years ago they did it in a neo traditional type of thing with the (Inaudible) type outlying and also alleys were behind the houses. D. Dahl Corporation who is the petitioner who owns the land and both sides of the alley in this case and they are requesting to have this alley vacated. Nothing is there, there are no utilities everything along U.S. 20 or north of U.S. 20.

Com. Evans, There were some lot owners that lived up the way expressed an interest is that correct?

Mr. Thompson, At the very north end along the frontage of U.S. 20 there are a few (Inaudible).

Com. Evans, Will there be there every be a use for that other portion of the alley which they border?

Mr. Thompson, I don't want to say never (Inaudible).

Com. Evans, But it will be up to them to bring a petition if they want to vacate that portion?

Mr. Thompson, Correct.

PUBLIC HEARING OPENED

Com. Evans, Anyone wishing to speak in favor of this vacation please come forward? Anyone wishing to speak in favor of this vacation please come forward? Anyone wishing to speak in favor of this vacation please come forward? Anyone wishing to speak in favor of this vacation please come forward? Anyone wishing to speak in favor of this vacation please come forward at this time? Third and final time anyone wishing to speak in opposition of this vacation please come forward?

PUBLIC HEARING CLOSED

Com. Blaney, moved to approve the vacation of the alley, Com. Good, seconded, motion carried.

Mr. Thompson, 2nd Reading I will have the ordinance prepared for you.

Mike Jabo, DLZ – Application and Certificate for Payment #5 for the Jail Security Project

Mr. Jabo, Good Afternoon Commissioners. Before you you have Payment Application #5 in the amount of \$133,250.00 for the Porter County Jail Security Project. Of that amount in my note and a recommendation of \$110,250.00 is for the subcontractor Videotec who is building the security system (Inaudible). A brief update on August 24th the Sheriff Department's staff, the Jail Command went down to the shop of SAS the subcontractor where the system was built, it was built and tested in a shop before it's implemented in the field. This afforded the Sheriff's Department staff, the Jail Command to operate the system and make any kind of adjustments, which they of course did. This week SAS and Videotec will be on site and normalized and they will be installing the system. Maybe at your next meeting we will report to you that it is up and running.

Com. Evans, Very good, looking forward to that.

Mr. Jabo, With your packet there are some photos of the equipment evidence that the equipment was there and it was evident by the County employees being the Jail Command Staff that it was (Inaudible).

Com. Good, moved to approve payment application #5 for the Jail Security Project, Com. Blaney, seconded, motion carried.

Jim Atkinson, Veteran's Affairs Director – Update

Mr. Atkinson, I would like to give you an update about our activities in our office. Speaking for all 4 of us I'd like to say that we're very honored and proud and passionate about the work that we do for our Veteran's community, the Veterans and our Porter County residents. According to the new graphic distribution for VA expenditures and they do it every two years. The 2012 report says that 14,440 Veterans in Porter County. That has gone down by the number of about 900. In 2014 the number currently stands at 13,454 Veterans that reside in Porter County. Of course that is due to aging and passing of Veterans. The Department of Defense and the Porter County VA or Indiana Department of Veterans Affairs reports that by 2019 there is going to be an increase in Veterans with the younger Veterans coming in for assistance and direction and help. There will be an upswing of assistance needed to 2019. We are currently 6th in the State of Indiana for Veterans population. We are 12th in the State of Indiana out of 92 counties for education and rehab benefits. We're 13th for disability, DIC which is dependency and identity compensation for surviving spouses of Veterans that have passed and pension claims we are currently 13th for distribution of monies in the State of Indiana. We're 16th when it comes medical care for our Veterans, the number of Veterans that have signed up for VA assistance programs. The activity for the last three months for our office, I should have left this with Kathy and I regret that I hadn't done that, but I have handouts for everybody. We're currently averaging about 52

appointments per month for the 3 of us and this is down a little bit the summer months are a little slower for activity than the spring, fall and winter actually. We average 24 disability claims, 10 pension. We are involved in healthcare enrollment which is about 22 per month. We do a lot of E-Vet reqs., reclaiming discharge papers and personal health, medical records for Veterans. We are involved with (Inaudible) assistance, burial and funeral assistance and one thing I would like to bring to the table is that we appreciate the Commissioners sponsoring the \$100 stipend for Veterans that have passed. That also can go to the surviving spouse if the Veteran hasn't claimed that. We do appreciate that. We average 6 a month. We are actively involved with social service referrals. Some are 14 or 15 a month helping Veterans apply for Medicaid or receiving help with other social services in the County. We average 5 speaking engagements per month, 14 outreach events. That is attending Veterans organization meetings and sharing with them the updates we get from the VA. We have on the average 168 walk-ins per month that is a little over 8 a day. We have 253 incoming calls. The emails are starting to pick-up a lot. We receive on the average 118 a month. Nursing home visits and home visits we're still involved with that somewhere about 5 per month. We are currently accredited to the State of Indiana and to 3 different national organizations and we attend annual training sessions and test for that. We are actively involved with all of our Veterans and claimants researching legal and medical information. We try to do a better job for them. We are currently holding quarterly meetings with LaPorte County, Jasper County, Lake County and Starke County and we share information to keep Northwest Indiana current to better serve our Veterans. So we are very happy with the progress we made there. We are also involved with at least one if not two per month we go down the Indianapolis to the regional office on Pennsylvania Ave. and we help our Veterans with the appeal process and that is very important because a lot of times Veterans really don't know where to turn but the appeal gives them an 80% chance of winning that claim so it is very important we do a good job there. I will leave it at that unless you have questions for me.

Com. Evans, I for one would like to commend you because I think you do a tremendous job.

Com. Good, Amen.

Com. Blaney, I agree.

Com. Evans, I've heard from many Veterans that I talk to how much more quality service we supply them compared to any place else around and it is all because of you.

Mr. Atkinson, We'll take any kind of criticism and run with it and do better. Thank you very much.

Com. Good, Thank you Jim.

Com. Blaney, Thank you for all you do.

**David James, Director Highway Dept.
Spectacle Lake and Campbell Street Intersection Speed – Discussion**

Mr. James, Good afternoon everyone.

Com. Evans, Does this mean we're going to talk fast?

Mr. James, Actually not Spectacle Lake but Spectacle Drive I have been contacted by Atty. McClure last week in regards to Com. Good's concerns about the speed limit through that area, which is just north of the city limits Valpo and our unincorporated Porter County. What we have at Spectacle Drive is we have a home owner that lives on the northeast corner that has some trees that are blocking vision as you come out to the intersection and turn right or left. Mostly it is the turning left heading south into town. There is the pathway that was constructed by the Parks in the City of Valpo there is that to deal with and you have to pull further out. It has become an issue. Now the speed limit in the City of Valpo is 30 mph leaving the city limits and

heading into us. We turned it into 40 mph from the city limits to Rte. 6. My suggestion is that we continue with the 30 mph speed limit to just north of Rogers Lakewood okay and then return it to 40 mph. And just north of Rogers Lakewood coming south turn it to 30 mph that would include our intersection of 550 North which sometimes has some issues there too. We would be slowing them down in plenty of time and then they would continue out of town at 30 mph heading north, which helps both ways of traffic. Also my suggestion after is if you want to do that have the Sheriff's Department place the radar sign on the north side about 200 yards south of Spectacle for a week both ways and get the people used to the fact that it is going to be 30 mph through here folks and see if that helps the situation. We've had a lot of numerous discussions with homeowner and he will not trim his trees. It's his castle and he is not in the right-of-way whatsoever. It's a 60' right-of-way and we've measured several times. He's not even hanging over the fence. It's just so low that you can't see. Even in a four wheel drive pick-up there's nothing, it's a blind.

Com. Evans, Any accident reports in that area?

Com. Good, There were none in the last 5 years.

Com. Blaney, Isn't there a hill also?

Mr. James, Not right there, not at Spectacle.

Com. Good, It's at 700.

Mr. James, Then of course the County Code years ago the Board of Commissioners confers upon the Porter County Highway Department Supervisor the authority to regulate and control vehicles or traffic on public right-of-ways through unincorporated areas of Porter County by the posting of signs including but not limited to stop signs, yields signs, speed control signs and weight limit signs. You did this and that was Ordinance No. 94-15 back in the day. Whatever you want me to do.

Com. Good, Just to clear with the other board members we've been getting complaints out there. It seems like it happens every summer when the foliage is up. They tend to go away in the winter when the leaves fall off. This is something that we're trying to do to meet the residents out there and try to make something better happen out there. The reduction in the speed limit I think Ray told us it gives us about another 110 ft. of stopping distance so that based off of not having any accidents happen out there we just felt that we wanted to bring it before the rest the board and discuss it. Nobody likes lowering speed limits but I think this is just an extra precaution that we could put in place if we choose to do so. That is sort of how this all came about and in front of everyone today. Thanks.

Mr. James, We don't have to put any new posts up. There are already posts available. We're just changing signs and it will work out really well. I made sure today that if we were going to have to get (Inaudible) it was going to take time to get these in and it's not going to. The signs are already available. So however you want me to proceed.

Com. Evans, I would say proceed under the existing ordinance and lower the speed limit.

Mr. James, To 30?

Com. Evans, Yes.

Mr. James, If I could take about 30 more seconds of your time. We learned last Wednesday at INDOT about the Community Cross Walk Grant Funding and how that was going to proceed about how we were going to pay with that. My mother's intuition that we were going to have to jump through hoops and we sat there and I was totally amazed. All that we had to do was fill out an application, send it off to INDOT and they sent us a check for the whole amount. The only thing we have to do now is when we

get the projects done we send them off back to INDOT and they looked them over. And they are not going to go over them with a fine tooth comb. They may come out and look at some of the projects and go yes its black and that is going to be it. I was thankful for once we're not jumping through a million hoops to get more dollars. As of to date out of the 19 projects that I'm doing and the one that is the bridge I have got 8 completed and 3 in the works. I am moving forward as quickly as I can. And we have till fiscal end of next year in July but they said more like May because the State quits doing stuff in May. (Inaudible) in June and next year there is not going to be as much money they were saying too so we could still go for the same amount but they may not but they're saying only \$70 million next year. It's great news and I'm happy we got some bang for our buck. Anything else?

Com. Evans, If I haven't thanked you for 700 North and Meridian I want to do so now that made a major difference.

Com. Good, Yes.

Com. Evans, Traffic slows down there.

Mr. James, Since we put those in, one accident. I've been following it because I just wanted to know so I think we're good to go.

Com. Evans, I think that might be a fix for some of the other intersections that don't quit warrant a stop light but would benefit from a system run by solar.

Mr. James, And they're working and they're leaving them alone. They are not tampering with them which is great.

Com. Evans, Well I think the one thing there is you got them up high enough.

Mr. James, It doesn't make any difference if it's there. It's like the Stoner sign on Smoke and Smoke is open too of course you all know that.

Gerry Yagelski – Project Manager Agreement

Atty. McClure, Basically this is a project manager agreement part-time hourly as needed either as needed on an individual basis or on an assigned project. The agreement I drafted to go out to the end of next year but it could be cancelled by either us or Mr. Yagelski with fifteen days' notice \$75.00 an hour (Inaudible) monthly.

Com. Good, Gerry is a retired project superintendent that worked most of his carrier at Tonn and Blank. He is a Porter County resident and we contacted him and discussed with him and basically he is going to be our eyes on the job site during the project. It's not really much of a full time type of thing. He's just going to be popping in. This week we're going to be pouring the floor and he will be out there when we're pouring the floor. We'll still be using DLZ for all of the draw applications as they come in so the funding mechanisms and all of those things will still go through the normal channels. This is just to have somebody out there during construction that has eyes on this project throughout the entire thing so everything gets done the way it's expected to get done. That is the brief on Gerry.

Com. Good, moved to approve, Com. Blaney, seconded, motion carried.

Office Holders/Dept. Heads

Don Wellsand – ITS Interim Director

Videotec – Card Reader for the Greg Phillips EMA Building

Com. Evans, Let's fix that right now. I'd like to have a motion to make Don the Director of ITS.

Com. Good, moved to approve, Com. Blaney, seconded, motion carried.

Com. Good, Congratulations.

Com. Evans, Promotion before you even got to the bench.

Mr. Wellsand, EMA would like to have their set up with the same security system that we have here. Russ has been having some issues out there with things missing. They have no accountability, they do not know who has keys and who doesn't have keys. This way with our card system we could track everyone coming in and out of the building.

Com. Evans, Like the fobs?

Com. Good, Yes that is what they're moving towards.

Com. Evans, What kind of cost are we talking about?

Mr. Wellsand, It was \$13,000.00. EMA is going to be paying for that out of their Building Fund 2350 and the Commissioners would pick up the maintenance.

Com. Evans, Does it come with a maintenance agreement for the first year or two?

Mr. Wellsand, I'd have to find that out. I know they want to charge us \$56.78 a month.

Com. Good, Do they have anything else out there?

Mr. Wellsand, No.

Com. Good, This would be the first thing for them. And they have no cameras out there?

Mr. Wellsand, I haven't seen any cameras not as far as the inside. One of the things that I did several months ago I removed all of my DR stuff and all of my server things for beam work (Inaudible) and the Highway Department out to EMA so I have a lot of equipment out there which feeds everything at the Admin. Center.

Com. Evans, Before I take the vote. Will the key fobs be the same as to how they work this building and the Jail or are they going to be a separate.....?

Mr. Wellsand, We're switching all of the fob systems to badges.

Com. Evans, Okay, and I would like to make sure that there is a record kept of who has for those for that particular building because as you said in your presentation I know there are thousands of keys for that building out there. So they may close in the blank format too and now we have thousands of those and then they want to change the code or something.

Mr. Wellsand, Everything is done by the IT Department. We issue all of the badges. I set up all of the security where each individual badge would go to.

Com. Blaney, moved to approve the maintenance agreement for \$56.78 per month and \$13,000.00 to be paid by the EMA budget, Com. Good, seconded, motion carried.

CJ Wittmer – 911 Director

DSS Corporation – Maintenance Agreement & Invoice

Mr. Wittmer, Good afternoon. This agreement is up for renewal this year it is the maintenance on our recording system for our phone lines and our greater frequencies it's a comprehensive replacement policy (Inaudible) about \$4900.00 for the year.

