

**PORTER COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING
TUESDAY, JANUARY 15, 2019
10:00 A.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 10:00 a.m. on Tuesday, January 15, 2019 in the Commissioners' Chambers of the Administration Center.

Those present were: Commissioners Jeff Good, Laura Blaney, Jim Biggs, County Attorney Scott McClure; H.R. Director Rhonda Young and Recording Secretary Kathy Merle.

Call to Order/Pledge

Com. Good, Good morning this is the first meeting for the Porter County Board of Commissioners' for 2019.

Reorganization

- **President**

Com. Blaney, moved to approve Jeff Good for President, Com. Biggs, second, motion carried.

- **Vice President**

Com. Biggs, moved to approve Laura Blaney as Vice President, Com. Good, second, motion carried.

- **Secretary**

Com. Blaney, moved to approve Jim Biggs as Secretary, Com. Good, second, motion carried.

- **County Attorney**

Com. Blaney, moved to approve the contract with Rhame Elwood & McClure, Com. Biggs, second, motion carried.

CONSENT AGENDA

Approval of Minutes – December 11th, 2018.

Approval of Payroll – December 14th, December 28th, 2018 and January 11th, 2019.

Approval of Claims – December 13th and December 20th, December 21st, 2018 and January 10th, 2019.

Weights and Measures Monthly Report Filed for November 16th to December 15th, 2018.

MEMORIAL OPERA HOUSE – SCOT MACDONALD, DIRECTOR

1. Angela Heid – Artistic Services Agreement.
2. Deborah Haddad – Artistic Services Agreement.
3. Shirley Heinze Landtrust – Venue Rental Agreement – Non Profit.

Com. Blaney, moved to approve Consent Agenda, Com. Biggs, second, motion carried.

NEW BUSINESS

COMMISSIONERS

Commissioners Appointed to the following Boards:

- **NIRPC – Jim Biggs**
- **NICTD – Jim Biggs**
- **Plan Commission – Laura Blaney**
- **Storm Water Advisory Board – Jeff Good**
- **Community Corrections – Jim Biggs**
- **Juvenile Justice Advisory Board – Jim Biggs**
- **EMA – Jim Biggs**
- **Child Protection Team – Laura Blaney**
- **911 Advisory Board – Jim Biggs**
- **Center for Workforce Innovations – Laura Blaney**

Com. Blaney, moved to approve the Commissioners' to various Board appointments, Com. Biggs, second, motion carried.

Commissioners Appointments to the following Boards (Citizens):

- **Alcohol Beverage Commission - 1 Appointment**

Com. Blaney, moved to approve Jason Gilliana, Com. Biggs, second, motion carried.

Com. Good, Just for reference purpose the Alcohol Beverage Commission is for appointed civilians. One is from the Commissioner, one is from the Valparaiso Mayor, one is from the Portage Mayor and one is from the County Council. Those are the 4 appointments we just appointed our appointment.

- **Board of Health – 3 Republican Appointments**

Com. Good, We have 3 appointments that are opened and they are all Republican appointments. That is based on the State Statute.

Com. Blaney, moved to approve the reappointment of Martin Moeller, Dr. Derek Gasper and appointment Suzanne Phelps, Com. Biggs, second, motion carried.

- **Porter County Convention, Recreation & Visitor's Commission – 4 Appointments (3 Appointments are for 2 yrs. 1 Appointment is for the remaining vacated seat.)**

Com. Good, Jesse Harper was on the Board. His term was not fulfilled but he was elected to Center Township Trustee so he will be moving off of that Board. We need to appoint someone to fill the remainder of his term and then we have 3 new appointments.

Com. Blaney, moved to approve the reappointment of Patrick McEuen and Cathy Brown to appoint Matt Soliday and appoint Kurt Gillins to the remainder of Jesse Harper's term, Com. Biggs, second, motion carried.

- **Kankakee River Basin – 1 Appointment**

Com. Blaney, moved to approve the reappointment of Mike Novotney, Com. Biggs, second, motion carried.

- **Plan Commission – 2 Appointments – 1 Democrat & 1 Republican or 2 Democrats (1 Appointment is for the remaining term of a vacated seat. 1 Appointment is for 4 yrs.)**

Com. Blaney, moved to approve the appointment of Brian Damitz to the remainder of Bob Poparad's term and Michael Mirochna, Com. Biggs, second, motion carried.

- **PTABOA - 2 Appointments for a 1 Year Term**

Com. Good, We had a very large amount of people wanting to participate in PTBOA. We have 2 appointments for the Commissioners.

Com. Biggs, One is a reappointment and the other is a new appointment.

Com. Blaney, moved to approve the reappointment of Nancy Kolasa and appoint Tami Bianchi, Com. Biggs, second, motion carried.

Com. Biggs, Tami is a lifelong resident of Porter County. She is a Chesterton resident and she will do a fine job.

Com. Blaney, She will.

Com. Good, For the people in the audience PTBOA is made up of the County Assessor, the County Auditor and the County Treasurer also sit on that Board. The Council has 1 appointment too which they will be doing this evening.

- **Redevelopment Commission - 2 Appointments for a 1 Year Term**

Com. Good, moved to approve the reappointment of Stephen Sularski and Jason Gilliana, Com. Blaney, second, motion carried.

- **Storm Water Advisory Committee - 1 Appointment for a 4 Year Term**

Atty. McClure, This will be a 4 year term. The original term was 3 to stagger and now the terms are staggered so now this will be a full 4 year term.

Com. Blaney, moved to approve the appointment of Fred Martin, Com. Biggs, second, motion carried.

- **West Porter Twp. Fire District – 1 Appointment for a 4 Year Term.**

Com. Good, moved to reappoint Pat Dragash, Com. Blaney, second, motion carried.

- **Wildlife Management Advisory Board – 7 Appointments for a 1 Year Term**

Com. Biggs, moved to approve the appointments of Bob Gregg, Mary Ann Zona-Gregg, Melissa Culbertson, Rose Clemans, Danielle Walker, Steve Lakatos and Mark Jaeger, Com. Blaney, second, motion carried.

GIS – General Service Contract

Com. Good, This is our general services contract for them for 2019. Good morning gentlemen. If you've been following our office and where we've been and where we're at with regards to our property and casualty insurance we've made pretty significant strides over the last year in saving the County quite a bit of money. GIS was very instrumental in helping us attain that. There was a lot of work that went into this over the last year. Now we're at a point where we are having such good results now we want to maintain those results. To maintain those results takes a lot of work too. Meeting with workman's comp and trying to figure out how to manage that situation within the County but we're ready to move into a new year 2019.

Mr. Keene, Good morning Board my name is Charlie Keene with General Insurance Services, Matt Weber with General Insurance Services. We would like to take a quick opportunity to say thanks for letting us be your property and casualty provider for a little over a year. It has been a great partnership and we've enjoyed working with the County and all of the departments. It has been rewarding for us and we look forward to continuing our relationship. I will just dig right into the contract. Without going through the multi-page contract I'm just going to highlight the changes. The first change of the contract is we are proposing service dates of January 1st of 2019 to April 10th of 2021. Our contract will coincide with the Self-funded Workers Compensation Program which kind of makes some sense so that we are all on the same page and we don't have to keep coming in front of you.

Com. Good, By the way this will be the first time in the County's history for insurance that we will have all of the renewal dates on the same date, which gives us a lot of opportunity to manage that a little bit better. It doesn't sound like a big thing but it really is a big thing.

Com. Biggs, It is a huge thing. That last servicing agent that we had without competition was here for more than 20 years.

Mr. Keene, It was a lot of work to get them on the same day.

Com. Good, Especially with the carriers and everyone else.

Mr. Keene, The only other change is we added organizing and leading the Safety and Risk Management meetings on a quarterly basis. We added that to our scope of service. No additional fee for that it is included in our fee. This isn't a change but I will make a point of it because it is kind of important. Our annual fee for this service has not changed. For that short time period in 2021 we are just prorating that fee. It is exactly the same. Are there any questions from the Commissioners?

Com. Good, Again I would like to point out that there was a lot of work done. For those of you that follow insurance in the last year we moved a lot of our insurance off of high risk pools and other types of insurance agencies and now we are with Travelers. Travelers is one of the highest rated insurance companies out there in the United States. So we've not only increased our coverage and we also have much better coverage and higher rated insurance companies that cover us and the price went down quite significantly. I think it was a \$300 to \$400 thousand dollar number over one year which is about 20%, 25% to 30% savings over what we were paying before. A lot of good outcomes coming out of this. I know that insurance is complicated but moving yourself to a higher rated carrier is a big deal in a lot of ways.

Com. Biggs, And Com. Good I should also add that when this Board decided to revamp whether it was health insurance or property and casualty. We went in the property and casualty side and had it audited as you know, which you know and we have talked about it in a past meeting. In that audit we found where we were insuring nearly 50 vehicles we didn't even own more. The entire County building which we were occupying was even insured. Thank you so much for the due diligence that you put for on that side. The reason I through that out there is "A" the people should know and "B" so the understanding the gutting that we did when we first took this on and it is light years ahead of where it used to be and I thank you for that.

Com. Good, Atty. McClure mentioned to me also when we started this process over a year and a half ago we had engaged with a company out of Indianapolis to help us score/rate. We went through a very transparent process when we moved from a carrier that had been with the County for quite a few years. We wanted to have an open and transparent process to let everyone take a bite of the apple. They did that helped us guide and shape everything and then moved it on. They're contract has expired and we have no intention using them at this point. So there is an example of a consultant that came, we used them for a purpose and now I think we're in good hands and we could move forward and go from there. I just want to close the loop on KBIC to let people know that GIS is our focus going straight forward and I'm sure over the next couple of years once we get into this a little bit we will rearm and go out in the next year or two and see what the markets bare and do it all over again. That is what you do with insurance you continually go to the market. Thank you gentlemen.

Com. Blaney, moved to approve the general service contract with GIS, Com. Biggs, second, motion carried.

Com. Biggs, I just can't get over that your fees are actually on a piece of paper. It's refreshing.

An Animal Control and Animal Shelter Services Contract between Porter County Government and the Town of Hebron, Indiana.

Com. Blaney, moved to approve the agreement with the Town of Hebron, Com. Biggs, second, motion carried.

Com. Blaney, Chesterton has voted on theirs but we don't have it yet.

Atty. McClure, Correct but they voted on it to approve.

Gariup Construction – Payment Application #11 in the amount of \$7,575.00 for the Admin. Plaza Renovation. This will be the final payment.

Com. Blaney, motion to approve, Com. Biggs, second, motion carried.

Gariup Construction – Payment Application #2 in the amount of \$213,830.75 for the Courthouse Renovation. With a balance to finish of \$561,108.55.

Com. Blaney, motion to approve, Com. Biggs, second, motion carried.

Ziolkowski Construction – Change Order #1 in the amount of \$71,936.00 to remove unsuitable soils for the North Annex additions. The new balance will be in the amount of \$3,111,736.00.

Com. Blaney, motion to approve, Com. Biggs, second, motion carried.

Com. Good, When they backfilled the building over 30 years ago they didn't seem to care what they backfilled it with. We're paying for it now but the land is paid for.

Com. Good, I would like to mention when this change order came in it was quite a bit higher than that and we addressed that. We've got about a \$20,000.00 savings out of that change order so we are looking at these things and we are pushing back when we need to.

Ziolkowski Construction – Payment Application #1 in the amount of \$427,120.00 for the work performed to remove the unsuitable soils for the North Annex additions. The new balance will be in the amount of \$2,612,680.00.

Com. Good, That was also part of the contractual work that was part of the excavation there. It is not really a change order it's part of the construction work that went on. That is most of the ground work and excavating work that to place there for both projects.

Com. Blaney, motion to approve, Com. Biggs, second, motion carried.

Shive-Hattery – Professional Services Agreement for 157 S. Franklin St., Valparaiso to provide furniture recommendations, specifications and bidding, also installation related services for final procurement to fit-out the renovation.

Com. Good, This is basically a separate services agreement that they are helping us with as we call it in the hotel business FF&E furniture, fixtures and equipment to handle all of that. It is a pretty extensive building and there is quite a bit of new furniture that will be going into there so we wanted to make sure that it was handled correctly.

Com. Biggs, IV-D has moved into that building and they are operating.

Com. Good, Three week turn around, you're welcome.

Com. Blaney, motion to approve, Com. Biggs, second, motion carried.

American Structurepoint – General Service Contract

Com. Good, This is a contract that we sign with an engineering firm every year at the beginning of the year. Basically what that does it covers the County for any general engineering services or other things that may come up throughout the year. It is something that the County has done every year and will continue to do.

Com. Blaney, motion to approve, Com. Biggs, second, motion carried.

Kate Sanders – Grant Writing Services Contract

Com. Good, Kate has done quite an outstanding job for us over the past. This is her agreement for another 1 year term to be the grant writer for Porter County.

Com. Blaney, She has more than paid for herself every year that we've had her.

Com. Blaney, motion to approve, Com. Biggs, second, motion carried.

Request for approval by Tim Stoner to continue renting 7 acres of County property located at State Road 2. At a rate of \$145 per acre for farming purposes.

Com. Blaney, motion to approve, Com. Biggs, second, motion carried.

HUMAN RESOURCES, RHONDA YOUNG DIRECTOR

Comp Time Report

Com. Good, We have the Comp Time Report and what is that through?

Ms. Young, December 31st.

Com. Good, That is through December 31st, 2018 and that is on file.

Com. Blaney, motion to approve the Comp Time Report, Com. Biggs, second, motion carried.

2019 Employee Handbook Update

Ms. Young, This is the new handbook it got printed and everyone received it electronically and then we gave them their choice of having it printed. A lot of departments wanted it printed. The IT staff, Tara designed the front cover and Lee called several places to see if it was more cost effective to have it outsourced printed and bound, but it was more inexpensive to be done in house. The Print Shop was able to do it within the same week. We have plenty of copies and so far it has been fine.

Com. Biggs, I would like to add that this is the first complete re-write of a comprehensive employee manual that we have done in County government since the mid 1990's. Good job Rhonda!

Ms. Young, Thank you.

Com. Blaney, And thank you Rhonda for getting it done. I know that was a lot of work.

Ms. Young, Thanks.

Com. Good, Rhonda coordinated with Vicki's office, the Auditor. In county government when it comes to these kinds of things it's not usually one department involved. I want to commend everyone for turning this around and the hard work that went into it. I know in my business with 400 and some employees it is something that you constantly do and you constantly upgrade and make it better. I think we have a good start and a good point to move forward from so thank you.

Employee Clinic – Update

Ms. Young, The Franciscan Wellness Clinic. We have one in Portage and one in Valpo. I met with some of the employees who have actually gone there and I'm getting great feedback. I think the last report we received we had 16 employees that have already used it and that was probably last week or the week before, I think it is higher now. I have not heard one negative thing about it. They're all loving it and they are spreading the word to other employees to use it. Everything is free and they said you can't beat the service.

Com. Biggs, Is there any discussion or thought about if they will expand to one or two more locations?

Ms. Young, They haven't really said. I think they want to see how much the employees will use it first.

Com. Biggs, So this is like a trial run.

Ms. Young, Yes, so if they don't use it we're going to lose it and we don't want that.

Com. Biggs, No we don't.

Com. Good, Yes, if you remember when we rolled it out we have a 60% participation threshold that the County has laid down to the employees. That is what we would like to see is about 60% usage of this clinic. The end result to the County is if we can get to that 60% usage then we will start seeing our health insurance come down. This is a game of claims. Health insurance is all about claims. If you can move those claims over to a free clinic where normally they would come into a doctor or an E.R. that is where we will really see the savings and the convenience factor and all of the other things that come along with this. This clinic to me was something that we wanted to do for our employees. We did an RFP again and went out and spoke to a lot of different companies that offered this service. They were the best and most responsible bidder from a pricing standpoint. We were very impressed by their service culture and that is one of the things that we're trying to instill here in the County is the outreach and letting people know what they do and what we are all about and that was one of the other things that we felt very confident about with the Franciscan network is their outreach and marketing was the top of the line. We feel there are only good outcomes that will come from the County. Next month on our agenda we have a couple things where we will have results from our health insurance that we entered into last year. A lot of good news now and good news to come. I think with the new employee handbook in place from an H.R. benefits standpoint. I think this is one of the best places our County has ever been in regarding what we offer our employees in a cost format and the benefits that go with it. The clinic was a lot of work too. When we rolled over our insurance program back in April that was a lot of work as well. We got a lot done in 2018 so thank you Rhonda.

EXPO CENTER – LORI DALY, DIRECTOR

A request to Transfer Funds – Fund #4005 from Account #3220 Telephone to Account #3210 Travel in the amount of \$600.00. To cover costs of Director attending the annual state convention (Indiana Association of Fairs).

Com. Good, I toured the Expo Center yesterday and just wait folks you are going to be really surprised. I will let you decide. I do a lot of this and at the stage where it's at right now it's going to be special and I'm very excited for Lori, her staff and the County and the citizens of Porter County because they are going to have a nice venue now which is long overdue.

Ms. Daly, Correct, I didn't put it in the budget so I needed to transfer it but I did go a couple of weeks ago with the Fair Board down to Indy for their convention for the weekend. There were some really good sessions that I was able to attend. It's better for me to go to the local one because then I meet more local people instead of the national one so that is just what this is.

Com. Good, And doing some team building with our AG Society out there too which great. That's all part of it.

Com. Blaney, moved to approve the transfer, Com. Biggs, second, motion carried.

CORONER CYNDI DYKES - TABLED

Porter Regional Hospital – An Autopsy Services Agreement with Porter Hospital.

EMA – LANCE BELLA, DIRECTOR

A Memorandum of Understanding with Valparaiso Community School Corporation and the Porter County Highway Dept. for Heavlin Elementary School to use the Highway Facility during an emergency warranting an evacuation.

Mr. Bella, I had a meeting with the Valparaiso School Corporation and they are trying to be very proactive on their readiness. So one of the discussions with the Safe School Commission meetings was if they have to evacuate students where do we take them. They started looking at Heavlin School and said at least initially they may be an instance where they have to evacuate all of the students or some students outside and some in they may want to evacuate them away from the school so where could they initially go prior to maybe having them picked up with buses and taken to a reunification center. I met with the principle from Heavlin School and she wanted to

look at Porter County EMA. It says on here the Highway Dept. but it is actually the EMA in this case and they wanted to have an MOU saying if they have something happen they would obviously come across the field and we could keep them there until they can get them to a safer location. I think later on they are going to look at the Highway Dept. as well but we want to meet with Rich Sexton and his staff. I think that will offer some security so you can shut that facility down.

Com. Good, It's fenced in.

Mr. Bella, Yes sir and at least section off the students until you can get them to a safer location. The premise would not be to keep them there permanently it would a weigh station until we can get them somewhere safe.

Com. Blaney, How many students do they have?

Mr. Bella, They have about 600 Ma'am. It would be tight, it would be very tight, but again it would not be permanent. They would get them there and then move them somewhere else.

Com. Biggs, Probably just hours if anything.

Mr. Bella, Yes sir, if that. The concern right now with Highway is that they have to cross the street. So one of the suggestions that I gave to them was to reach out to Adam McAlpine from Valpo when they do the circle maybe they can put some sidewalks in with a cross and they can cross by the school. Hopefully I'm not opening a can of worms there.

Com. Good, No we just put that can of worms to bed, but you just opened it up again.

Mr. Bella, And that may not work out it may just be EMA.

Com. Good, We're still looking at that area. I don't know if a lot of people that there is a round-about coming in out there in about 2 years. The State is putting in a round-about at Heavlin and 2 to slow down traffic. Actually we have 2 round-abouts going in on 2. One at Heavlin and then I think next year the one starts at 100 S. where the 5 way is which will make that intersection much safer than what it is now too. 100 S. will go all the way down to the County Line Rd. where we border Lake County and a lot of improvements in the intersections will be going on on all of the county roads that feed into 100 S. So they will be widening of intersections. A lot of things going on down on 100 S. That is going to be a very transforming area over time. I know we've talked about a lot of things out there but it's coming slowly. You didn't open up a can of worms. There are a lot of groups sitting at the table and everyone wanted something. Then when everyone started to decide who was going to pay for it everyone started walking away from the table. I think those are discussions that could be taken into the future and this plan might be part of those things that decide that. I'm just tickled to death that our EMA is now talking to the school systems in our County. That is something that is long overdue up here from my perspective. I think it's a testament to Lance and what he is doing out there. It has cleaned up a lot out there in the last year and a half. Thank you and keep pushing forward.

Mr. Bella, Thank you I appreciate the support.

Com. Biggs, moved to approve, Com. Blaney, second, motion carried.

PURDUE EXTENSION – ANNETTA JONES, DIRECTOR

An Extension Contractual Services Agreement between Purdue University and Porter County Government.

Ms. Jones, This is a re-write of the Memorandum of Understanding for contractual services with Purdue and the County. This lays out how much the contract is for the current year as well as the 4 program areas that are serviced through the contract.

Com. Good, Atty. McClure you've reviewed this?

Atty. McClure, I have.

Com. Biggs, Com. Good and I had a short conversation this morning. We were wondering exactly what is county government responsible for?

Ms. Jones, County government is responsible for housing the County Extension offices, support staff for the County Extension office we have 2 full time support staff. They are also paying for part-time employees for additional programming and then equipment paper supplies and services that support the efforts of the Extension office. Purdue provides for part of the salaries, the benefit packages of the educators, trainings and travel to some different events and things. The County also pays for travel for us they pay mileage whenever we travel.

Com. Biggs, Thank you. Real quick I also spoke to Com. Good and Com. Blaney about your dilemma with your copy machine.

Ms. Jones, We have a copy machine that was declared in bad shape back in May of 2017. We've been trying to replace it. We received a bid and a good price on that through Adams Remco so in order to lock in that price they did go ahead and deliver it and we had \$5,200.00 to pay towards that. I had put in a request for a budget with the Commissioners for the full cost but I was able to pay for part of it already. So the remaining balance is now \$4,700.00 of which I have \$1,000.00 in the budget for this year to pay for it. So I really need \$3,700.00 to finish paying for that.

Com. Biggs, We're going to have a discussion with IT when they come up here and hopefully we'll have an answer for you this morning.

Com. Blaney, Does this fit into our County program?

Ms. Jones, So we use that copier on a regular basis and right now it's 4H enrollment time and the enrollment deadline is today through 4H online so now we have to create manuals for all of our County projects. So virtually all of our craft projects and all of our animal projects have County specific information that has to be generated.

Com. Blaney, I think maybe I asked that wrong. We have a program for replacing copy machines and keeping them up all under IT and that kind of saves the County money on each departments copy machine. Is that part of that?

Ms. Jones, Earlier with the previous copier we were part of that but I was told that we weren't part of the current turnover and that came by way of Adams Remco. They said they had spoken to IT about it and that we weren't part of that.

Com. Biggs, You need to be.

Com. Good, Yes we'll talk to Don when he comes up.

Ms. Jones, Don and I just had short conversations but there still wasn't clarity on what to do. Anyway we need a copier.

Com. Biggs, We understand.

Com. Blaney, moved to approve the Extension Contractual Services Agreement, Com. Biggs, second, motion carried.

IT DEPT. – DON WELLSAND, DIRECTOR

Adams Remco – A purchase agreement for a copier for the Veteran's office.

Adams Remco – A 3 year fixed service maintenance agreement for the Veteran's office.

Com. Good, How old is the one you have now?

Mr. Atkinson, It was purchased in June of 2011.

Com. Blaney, moved to approve the Adams Remco purchase agreement and the 3 year fixed service agreement, Com. Biggs, second, motion carried.

Com. Biggs, You got your money out of that one.

Mr. Atkinson, We did, a lot of usage. We're under the gun for getting all of the disability and pension claims out in a month that we received the full claim otherwise clients lose money and we're subject to a liability to a degree. The copier/printer is very important. We have to fax all of our claims now to a scanning center in Georgia for the Federal V.A. and it's saving on mailing.

Mr. Atkinson, I would like to thank Don Wellsand and Scott McClure with the contracts and making sure we got the best deal. Thank you.

Com. Good, Don you're on the hot seat for 4H.

Com. Biggs, They need a copier. You have \$3700.00.

Mr. Wellsand, I'll help you out.

Com. Good, What is the deal the Adams Remco not letting them into the....

Mr. Wellsand, My understanding was this happened with the previous director. I thought that she was given a copy machine from the last time so I just assumed at that point that the County wasn't responsible for that.

Com. Biggs, Well let's get that department back online.

Com. Good, The only thing I would ask of the 4H Dept. I think when you get into these larger booklets and things like that we have a Print Shop here and I think that is something that we really need to move to that Print Shop because we just bought a new large copier a year or two ago but on these books and some of the bigger things they are tracking that and we receive a report every year on what copies are made. Maybe that will save you with your copier in your space if we use that bigger copier in the Print Shop for those bigger items.

Com. Biggs, Com. Good is right those larger jobs should be done downstairs and it will save on your copier.

Com. Good, Just a suggestion.

Ms. Jones, We're glad to do that. We had some issues a few years ago because of the Fair Publication and those have been ironed out so I think that would be a good thing.

Com. Biggs, If you can't work with this guy you can't work with anybody in the building.

Ms. Jones, We like to work with Don he does lots of good things for us.

HIGHWAY DEPT. – RICH SEXTON, SUPERVISOR

Receive and Open Bids for 2019 Supplies.

2019 Porter County Highway Service Bids

Limestone:

1. Ralston Paving Corp
2. Ozinga Materials
3. Harry Brown Trucking Inc
4. US Aggregates
5. South Lake Stone

Slag:

1. Ozinga Materials
2. Beemsterboer Aggregates
3. Phoenix Services

Bituminous Plant Mix:

1. Central Paving Inc
2. Bit-Mat Products of Indiana
3. Pavement Solutions Inc
4. Rieth-Riley Construction Co
5. Boyd Asphalt Inc
6. Asphalt Materials Inc
7. Walsh & Kelly Inc
8. Town & Country Construction Inc.

Pavement Striping and Markings:

1. The Airmarking Co.

Rental Rates for Equipment:

1. Rieth-Riley Construction Co.
2. Mt. Carmel Stabilization Inc.
3. G.E. Marshall Inc.
4. Hardings Inc.

Signs and Sign Posts:

1. Custom Products Corp
2. Hall Signs

Calcium Chloride Products:

1. Great Lakes Chloride Inc.

Diesel Fuel:

1. Triple J-Mar Petroleum Inc
2. Al Warren Oil

Galvanized Corrugated Steel Culverts and Galvanized Guardrails:

1. St. Regis Culvert Inc
2. James Drew Corp
3. Metal Culverts Inc
4. Debco Metal Culverts

Pre-Cast or Pre-Stressed Bridge Slabs and Beams:

1. American Timber Bridge
2. Debco Metal Culverts

Com. Good, So you will put all of these together and give us your recommendation at the next meeting.

Mr. Sexton, Yes sir.

A Memorandum of Understanding between the Porter County Board of Commissioners and the Porter County Storm Water Management Board.

Atty. McClure, This is the other side of the MOU that we did at the Storm Water meeting to begin with. This is the agreement between the Highway Dept. and the Storm Water Dept. on who is paying and the training and the usage, etc. correct?

Mr. Sexton, Yes.

Atty. McClure, And then the next item is the actual lease purchase of the Vactor Truck in question.

Mr. Sexton, Correct.

Atty. McClure, So we're sharing the cost between the two departments on a proportional share based upon our anticipated usage by each department.

Mr. Sexton, That is correct.

Atty. McClure, The Storm Water Board approved this at 9 so now the Commissioners need to approve it.

Com. Good, And to refresh everyone's memory again these what we have done in the last couple of years any time there is a department of government in Porter County that has to deal with another department what we've done is put MOU's together which is a Memorandum of Understanding. What these MOU's do is they create a clear guideline of what each department is responsible for so it helps them to budget, it helps them to account for the budget, it helps from an operational standpoint. Everyone knows who is responsible for what and we probably have about 20 of them in place right now throughout the County with different departments. You will be seeing more of these as we come forward. As the members come go these MOU's will always be in place and there won't be any questions. It's in writing, it's formalized and documented. This one is for the operation and the management between a new Vactor Truck that we'll be purchasing and how it is going to be managed, who is going to be using it, who will be taking care of it, who will have to be trained. It covers everything.

Com. Blaney, moved to approve, Com. Biggs, second, motion carried.

Vector Truck – A sole source certificate - Jack Doheny Companies - lease in the amount of \$53,000.00 a year for 5 years.

Atty. McClure, The actual machine itself is unique enough that only one provider or one builder builds this particular Vactor truck. So when they are in that situation they can provide a sole source certificate which means it's pointless to go either close bids or quotes. There is one individual, one provider of that particular vehicle and that is why on this particular Vactor truck we're into a pretty niche specialty as far as how many people and what kind of Vactor trucks are actually made and produced and this one fits that category of a sole source certificate which is why we have it which is why it's not bid in a close bid or quoted. We could ask for quotes but we're only going to get one quote. Beyond that the lease purchase itself...Rich if you want to get into the specifics on the money side but I think between you and Bob and your two departments I think you did a pretty good job. Explain the payment and then what is guaranteed within that lease payment at the end.

Mr. Sexton, We went out and talked to a couple of banks about leasing to purchase the Vactor. We have a Vactor currently, it's not a Vactor it's a Camel. Across the board you are only going to get 5 or 6 years out of it. Ours is going on 11 years old now. We are looking to replace it with this one. We went and spoke to Bob about an MOU. We went and looked at a Vactor and a few other companies. What we would do is pay for it for 5 years and then we would have the option to either own it and the end of 5 years with 5 equal payments or we would trade it in. With a Vactor truck only being good for 5 or 6 years we would trade it in. Ultimately at the end of the lease we would get a guaranteed trade in of about \$147,000.00 so that would come off of our next lease and then our lease payment would be even less after 5 years. All of the major components are covered, the vacuum pump, the water pump, everything is covered besides wear out items, belts, tires, brakes. So that is why we're choosing to move in the direction of a 5 year lease and just trading at the end of the 5 year lease. A lot of municipalities have been doing it across the State so that is where we're at with it.

Com. Good, And we are sharing the cost of this truck between the Highway Dept. and the Storm Water Management Dept. and that is part of the MOU so we're sharing equipment, we're sharing cost and then there is an agreement that talks about how it is supposed to be handled. Quickly for the audience what is a Vactor truck just give a quick explanation.

Mr. Sexton, The storm drains you have throughout the County, I'm not sure how many miles of storm drains there are to clean in the County. Just about every subdivision in the County has some sort of storm drain that needs to be cleaned, South Haven, Salt Creek Commons, and Shorewood. The truck ultimately cleans the culverts for better drainage. It sucks out the debris. We used to use cinder and slag but it has metal in it so once it rusts up it creates a plug in so we needed to keep cleaning that stuff out. We're still working on those subdivisions. With Storm Water's help we're going to create a plan to keep cleaning those and keep making sure that everything is maintained and have a plan to move forward.

Com. Good, And when do you think we would get delivery of this?

Mr. Sexton, End of February.

Com. Blaney, moved to approve the 5 years lease with Huntington Bank for the Vactor Truck, Com. Biggs, second, motion carried.

Mr. Sexton, One other thing this week we heard from FEMA regarding a reimbursement for 3 of our projects the 75% the discussed. We are getting between \$6,000.00 and \$7,000.00 for our first 3 projects. So we finally heard back from FEMA from February 28th we're moving forward with that.

Com. Good, Thank you, keep plugging away out there. Keep the salt barns full.

Mr. Sexton, They are full right now.

DEVELOPMENT & STORM WATER MNGMNT. – BOB THOMPSON, DIRECTOR

Dollar General, c/o DG Partners LLC – 7 West U.S. Hwy 6, proposed amendment to the UDO to rezone a parcel of land from CH, High Intensity Commercial District to CM, Moderate Intensity Commercial District – 2nd Reading.

Com. Blaney, This was unanimous with the Plan Commission.

Com. Blaney, moved to approve 2nd Reading, Com. Biggs, second, motion carried.

A Subdivision Performance Bond with the First State Bank of Porter and Red Fish Development, LLC for approval of a subdivision plat known as The Preserve.

Mr. Thompson, This is a renewal of a performance guarantee for Red Fish Development which is the Preserves Subdivision up there on 50 West and 1050 North. This is for Phase I and the lots that they have listed are under construction right now Phase I lots 1 through 23.

Com. Blaney, We need to revisit the down zoning for Dollar General because we didn't talk about the written commitment.

Mr. Thompson, We did have the written commitment. They did get the written commitment document in. It should be in with the packet for your signatures on that.

Atty. McClure, It is.

Mr. Thompson, And basically it states that they have to put in a buffer according to our codes as if their western boundary was residentially zoned. There is a residence there but they're in commercial zoning which would mean that they would not have to have an extensive buffer but we requested it to buffer it as if it is residentially zoned.

Atty. McClure, I just want the motion to acknowledge the written commitments.

Com. Blaney, moved to approve the written amendments, Com. Biggs, second, motion carried.

Tower Meadows Subdivision – Budz Plus, LLC – Irrevocable Standby Letter of Credit issued by BMO Harris Bank N.A.

Mr. Thompson, We have a written commitment that was approved in the December meeting between the developer and the Commissioners on this. They have renewed their Letter of Credit for the development for \$200,000.00 for one more year. This is set to expire on January 20th of 2020 however per the agreement they are to have the entire infrastructure in and completed by May 31st of this year. So we're going to be watching this very closely.

Com. Good, of 19?

Mr. Thompson, Of 19 but the Letter of Credit is good for 1 year.

Com. Blaney, moved to approve, Com. Biggs, second, motion carried.

MIKE JONES – VALPARAISO YMCA

Request for approval from Mike Jones of the Valparaiso YMCA to host the Annual Ringing in Spring 5K/10K road race to be held on Saturday, April 6th, 2019 at 9:00 a.m. A map of the course has been included which will start and finish by the YMCA Pavilion.

Com. Blaney, moved to approve, Com. Biggs, second, motion carried.

With no further business the meeting was adjourned at 11:20 a.m.

BOARD OF COMMISSIONERS
PORTER COUNTY, INDIANA

Jeffrey J. Good

Laura M. Blaney

Jim Biggs

Attest: _____
Vicki Urbanik, Auditor