

**PORTER COUNTY BOARD OF COMMISSIONERS  
REGULAR MEETING  
TUESDAY, JANUARY 16, 2018  
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 16, 2018 in the Commissioners' Chambers of the Administration Center.

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

**Call to Order/Pledge**

Com. Good, Good Morning. Thank you for your patience here while we're working through our technical difficulties. This is the first meeting of 2018 for the Porter County Board of Commissioners. I look forward to another exciting year with my Board Members and our staff. I want to thank everybody last year for a great year 2017 and we look forward to an enterprising 18 as well. With that we will move right into the reorganization.

**Reorganization**

**President**

Com. Biggs, moved to approve Jeff Good as President of the Board, Com. Blaney, second, motion carried.

**Vice President**

Com. Biggs, moved to approve Laura Blaney as Vice President of the Porter County Board of Commissioners, Com. Good, second, motion carried.

**Secretary**

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

**County Attorney**

Com. Good, This is for the contract for our County Attorney Scott McClure.

Com. Blaney, moved to approve Scott McClure as County Attorney, Com. Biggs, seconded, motion carried.

**CONSENT AGENDA**

**Approval of Minutes – December 16<sup>th</sup>, 2017.**

**Approval of Payroll – December 15<sup>th</sup>, December 29<sup>th</sup>, 2017 and January 6<sup>th</sup>, 2018.**

**Approval of Claims – December 14<sup>th</sup>, December 21<sup>st</sup>, 2017.**

**Treasurer's Monthly Report – October 31<sup>st</sup> and November 30<sup>th</sup>, 2017.**

**Comp Time Report.**

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

**Commissioner Appointments:**

**NIRPC**

Com. Good, moved to approve Jim Biggs to the NIRPC Board, Com. Blaney, second, motion carried.

**NICTD**

Com. Good, moved to approve Jim Biggs to the NICTD Board, Com. Blaney, second, motion carried.

**Plan Commission**

Com. Good, moved to approve Laura Blaney to the Plan Commission Board, Com. Biggs, second, motion carried.

**Storm Water Advisory Board**

Com. Blaney, moved to approve Jeff Good to the Storm Water Advisory Board, Com. Biggs, second, motion carried.

**Community Corrections**

Com. Good, moved to approve Jim Biggs to the Community Corrections Board, Com. Blaney, second, motion carried.

**Juvenile Justice Advisory Board**

Com. Good, moved to approve Jim Biggs to the Community Corrections Board, Com. Blaney, second, motion carried.

**EMA**

Com. Good, This is something we're going to be doing new this year because we now have a Public Safety Director for Porter County.

Com. Good, moved to approve Mike Brickner to the EMA Board, Com. Biggs, second, motion carried.

**Child Protection Team**

Com. Good, moved to approve Laura Blaney to the Child Protection Team, Com. Biggs, second, motion carried.

**911 Advisory Board**

Com. Good, moved to approve Mike Brickner to the 911 Advisory Board, Com. Biggs, second, motion carried.

**Center for Workforce Innovations**

Com. Good, moved to approve Laura Blaney to the Center for Workforce Innovations, Com. Biggs, second, motion carried.

**MEMORIAL OPERA HOUSE – SCOT MACDONALD, DIRECTOR**

Com. Good, These are contracts that we have to approve. I will try to go through them Scot.

- 1. Zachary Gibson – Venue Rental Agreement – Non Profit.
- 2. Julie Draves – Artistic Services Agreement.
- 3. William Woods – Artistic Services Agreement.

Com. Blaney, moved to approve the contracts for the Opera House, Com. Biggs, second, motion carried.

**NEW BUSINESS**

## **COMMISSIONERS**

### **Announcement – H. R. Director**

Com. Good, First of all we are very excited as the Board of Commissioners last December some of you are aware that we had a vacant opening for the H.R. Director for the Porter County Government Center and I'm very pleased to announce that we have hired a new H.R. Director for the County. She has actually been working for us now for about 5 weeks and her name is Heather Shearer. Come on up Heather, just give us a little bit about yourself and again welcome. Yes just use that microphone right there. Give us a little of your background, where you are from, just let the folks know what you are all about.

Ms. Shearer, It's great to be here. I moved back here from Chicago 2 years ago. I grew up in Porter County in Hebron, Indiana. I went to high school there and went to DePaul University in Chicago. I was there for about 15 years and doing H.R. for the past 10. I worked for an engineering company that started off with about 45 employees and grew up to 420 so I've had a lot of experience with organizational development, employee relations. I helped out quite a bit with payroll. I helped out a lot with employee benefits and onboarding, so just really happy to be here. There seems like there are some great challenges, some amazing people that work in Porter County and just really happy to be a part of it.

Com. Good, Thank you Heather and welcome. Looking forward to a great 2018 working with Heather in her department to advance the H.R. cause here in Porter County so thank you.

### **President's 2018 Plan Overview**

Com. Good, Not much really there. You are going to be seeing this on our agendas going forward. It is going to be an opportunity for us to announce certain things that this Board is working and also trying to use this opportunity to announce and update people of things that we're working on. This year 2018 I would like to let everyone know as you all know getting here today you had to brave through the snow and the ice and the terrible weather that we've really had up here the last 4 weeks. We've been getting updates from the Highway Department and we've already gone through quite a bit of salt this year so we're monitoring that closely making sure that we constantly have enough salt. The other thing that I think needs to be entered into public record is that we're also seeing this year is a significant amount of freeze damage to our roads than what we have seen in the past. We're very concerned about that going forward because as you know we have 840 miles of road in Porter County and when they start cracking and they start popping because of the freezing action that we have up here obviously that is a cost concern for us. So we are monitoring it, but we also wanted to let the public know that this storm is a little bit tougher than some of the other storms. I think you are all seeing it on the roads. A lot more pot holes, a lot more cracking. So we're are going to keep our fingers crossed, that last thaw really killed us, but I think it is something that the public needs to be aware of. This is a tremendous investment in our County in these roads and I want to make sure that we're bringing everybody along as we go as to what the conditions of our roads are. It has been a big focus for us up here. Keep your fingers crossed, hopefully Mother Nature will be a little bit nicer to us in the next 60 days we're hoping. We're watching it closely and there is concern there we also want to make sure that we let the Council members know that as well too, because hopefully nothing will come out of it, but we're watching it and we're monitoring it and we wanted to let people know. The other announcement that I have is pretty much one big announcement and that is that this year as far as the Board of Commissioners are concerned there has been a lot of posturing by a lot of different departments of different Capital Improvement Projects and different needs that other departments and people think they need. We're going to come out in the first meeting of the year and let everybody know that as far as the Board of Commissioners are concerned this year our plate is full. We approved a \$30 million Capital Improvement Plan last year. Along with a \$20 million Storm Drainage Project last year so this Board is basically responsible for spending \$50 million of Porter County taxpayers money and in order to implement this and coming from a construction background that I have you need to be focused, you need to pay attention and you need to be on these projects. That is where the significant amount of our time will be spent this year. I would also like to let everybody know that we all serve as the constituents of Porter County citizens, but we're part time. The Council is part time too, but we're part time. So for us to take on a large project like this that we're taking on and doing all of the things and implementing it the correct way it is going to take a lot of time, a lot of meetings, a lot of thought and we want to stay laser focused on this Capital spend and do it right. So we are not going to allow different things and different agendas and different people wanting different things to interrupt us with executing this very important task that we have in front of us. In a certain way I don't want to say we're not opened for business, because we're always opened for business, but I also want to make it very clear in an election year that we're not basically going to be entertaining a lot of different wants. We're focused on taking care of the County's needs not wants right now and that continues on as we

move forward. So I can't say that enough. I know we're going to be challenged to look at things even though we've made this announcement, but I also felt that it was very important to go on record at the beginning of the year to let everyone know what this Board is going to be doing this year and it is a big big task. It's a big task if you were full time up here, it's a big task. We bit off a lot last year and this year we are going to chew on it. I just wanted to let everyone know what we're up to and what we're going to be focused on so it's no surprise to anyone. I just want to be straight forward and let everybody understand where we're coming from. Any of the other Board members want to chime in?

Com. Biggs, I totally agree Mr. Chairman and getting back to the needs and the wants of County Government. The needs of County Government as it's structured and as the law suggests your needs are addressed at the budget hearings. Your needs are not brought up or should not be brought up in the middle of a budget season and that is what we're trying to direct County Government back into that lane. As Jeff pointed out we have taken on a huge amount of responsibility, probably more responsibility that this Board has seen in a very very long time. Our concentration needs to be on those jobs. So that is what we're going to do and we don't want to complete these jobs, we want to complete them well. And we can't do that if we're always being jerked back from those responsibilities and asked to redirect our attention away from it. So I'm in total agreement.

Com. Blaney, Same, I'm in agreement. I'm looking forward to it. This is going to be an exciting year.

Com. Good, I would also like to point out at our January 30<sup>th</sup> meeting which is 2 weeks from now we will start bringing contracts forward for architects to start the process of designing these buildings and these things that we're going to be doing. There has been a lot of leg work in the last 90 days of meeting with folks and talking to folks and coming up with budgeted amounts and dollar amounts. So the actual progression and starting of this has been working but the you will officially start seeing this at our January 30<sup>th</sup> meeting where you will be seeing architectural contracts and other things coming forward. So it's coming like a freight train, but we have a lot of catching up to do and we want to make sure that we still get in this building season this year. That we can still get some shovels in the ground this year yet. That is why we have to stay focused and we have to push and we have to keep on this. So there is a lot to do in a very relatively short period of time. Thank you again for your understanding. We wanted to put it out there but we will move on now into the appointments to our boards.

#### **Appointments to the following Boards:**

##### **Alcohol Beverage Commission**

Com. Good, We have one opening as the Board of Commissioners. We have one application in, which was Jason Gilliana. Jason is serving on the Alcohol Beverage Board currently right now.

Com. Biggs, move to approve the reappointment of Jason Gilliana, Com. Blaney, second, motion carried.

##### **Board of Health**

Com. Good, We have 2 openings and from what I understand both openings the people that...Elizabeth Forbes and Donna Werner both have been asked to be reappointed.

Com. Biggs, move to approve the reappointment of Elizabeth Forbes and Donna Werner, Com. Blaney, second, motion carried.

##### **BZA**

Com. Good, We have 1 opening. Luther Williams wishes to be reappointed.

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

##### **Kankakee River Basin**

Com. Good, We have 1 opening. That is a board that we work collaboratively with the Kankakee River Basin. Last year we changed our appointment and we decided to put our County Engineer on that board so we're wishing to reappoint Mike Novotney the County Engineer to that board again.

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

## **Porter County Convention, Recreation & Visitor's Commission**

Com. Good, We have 2 openings. Both openings are wishing to be reappointed that is Jesse Harper and Richard Riley.

Com. Blaney, moved to approve Jess and Richard, Com. Biggs, second, motion carried.

## **Parks & Recreation Board**

Com. Good, We have 2 openings and 3 applicants. The current appointee did not wish to be reappointed. So we have 3 people vying for 2 appointments is that correct? I think we just have the one. We'll just appoint the 1.

Com. Biggs, moved to approve the appointment of Chris Richardson, Com. Blaney, second, motion carried.

## **Plan Commission**

Com. Good, We have 2 openings. Luther Williams wishes to be appointed and Ken Williams wishes to be reappointed and they are not related.

Com. Blaney, moved to approve the reappointment of Luther Williams and Ken Williams, Com. Biggs, second, motion carried.

## **PTABOA**

Com. Good, We have Nancy Kolasa and Nick Sommer. They're appointments are up. They are both wishing to be reappointed. This board does a lot of heavy lifting and I think it's good to see that those 2 folks want to stay in place.

Com. Blaney, moved to approve the reappointment of Nancy and Nick, Com. Biggs, second, motion carried.

## **Redevelopment Commission**

Com. Good, We have 2 openings for the Board of Commissioners Jason Gilliana and Steve Sularski both sit on the board and have put in applications to be reappointed.

Com. Biggs, moved to approve Jason and Steve to be reappointed, Com. Blaney, second, motion carried.

## **Storm Water Advisory Board**

Com. Good, We have 2 openings and 3 people wish to be appointed.

Com. Blaney, moved to approve the appointment of James Hunter and Paul Nelson, Com. Biggs, second, motion carried.

Com. Good, I would also like to point out that the person that will be rotating off of the Storm Water Board is a gentleman by the name of Russ Pomeroy. We will be honoring him at our January 30<sup>th</sup> meeting, but Russ Pomeroy is a south county farmer. He has lived down on the complicated ditch network down there in South County for years. He has been an ambassador. He has been a person that has done a lot of heavy lifting in the world of storm water in South County. He's a farmer and he has done a yeoman's job and has done a lot of work over the years. We want to celebrate his work and his accomplishments working for the Drainage Board and now the Storm Water Board. So I just wanted to take that opportunity to let everybody know that and how thankful we are for Russ' service.

## **West Porter Twp. Fire District**

Com. Good, We have 2 openings, again the same to folks wish to be reappointed Anton Waitkus and Chuck Murray.

Com. Blaney, moved to approve the reappointment of Anton and Chuck, Com. Biggs, second, motion carried.

## **Wildlife Management Advisory Board**

Com. Good, We have 7 openings and 7 people wanting to be on the board. It's Melissa Culbertson she is a reappoint, Danielle Walker reappoint, Denise Sunkel for reappointment, Bob Gregg reappointed, Mary Ann Gregg reappointed, Stephanie Kudletz and Rose Clemons are new members that have put in for this board. Those are our 7 for our 7 openings.

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

Com. Blaney, I would just like to say I appreciate all of these people so much. We had so many reappointments and they are all doing a great job, a lot of work. It's much appreciated.

Com. Biggs, I agree.

### **County Auto Policy for driving County Vehicles**

Com. Good, I'm going to defer to our attorney Scott McClure to give us an overview of what that all means.

Atty. McClure, So as the Board is aware we changed our auto carrier for our auto policy for car insurance. One of the things that they requested is that we put together and this is they're policy that has been modified slightly for our needs, but this is the driver's safety policy. Basically it's part of....it's dove tailing into what our H.R. Director is working on as far as some of the onboarding or new hire packets, people that come online that are working here. Basically in a nut shell this is the policy for driving a County vehicle once a year. All employees that either have a take home vehicle or maybe at any point in time operating a motor vehicle that is one of the County's will have to sign the driver's safety policy which would allow the insurance company to pull their BMV records to make sure they are a driver that would be acceptable to be driving a County vehicle and then that would repeat once a year. New employees that would have access to the operation of a motor vehicle would also have to do the same. Then it goes through and just does the policy guidelines as far as wearing a seatbelt, the defensive driving, what to do in case of an accident, what your driving record would look like to make you not a suitable driver for a County vehicle, things like that. So this is going to be part of the new H.R. onboarding. This is going to be part of our policy as far as dealing with our car insurance. It has been looked over by our new servicing agent GIS and the original draft form of this came from GIS which is what came from Traveler's Insurance originally. I would be happy to answer any questions, but this would be a policy that the Commissioners would need to adopt and then we could start the implementation process.

Com. Good, Any questions?

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

### **Responsible Bidding Ordinance - 2<sup>nd</sup> Reading**

Com. Good, Next on the docket is our 2<sup>nd</sup> Reading taking up where we left off last December for a Responsible Bidder Ordinance. I think everybody that was here at the last meeting or if you weren't here at the last meeting we went through the 1<sup>st</sup> Reading and the Public Hearing for the Responsible Bidder Ordinance for Porter County. This is the final step to complete that and with that I will open the floor for any comments or whatever from our Board.

Com. Blaney, moved to approve the Responsible Bidding Ordinance on 2<sup>nd</sup> Reading, Com. Biggs, second, motion carried.

### **Approval of Workforce Health to provide blood testing for the Porter County employees**

Com. Good, Scott that is for the normal blood testing that occurs when the employees get their health report. It's part of our wellness program. I believe those emails have already started to go out to get those scheduled.

Com. Blaney, moved to approve Workforce Health to provide blood testing, Com. Biggs, second, motion carried.

Com. Good, I would also like to point out with regards to the Health Insurance Program of the County we are currently out in the market right now bidding for that health insurance. The approval I think comes up the first of April, April 1<sup>st</sup> is when the County insurance policy comes up. We're out in the market. We're out talking to folks and we're hoping that we get some good news coming back here real soon. So that is in the works.

**The approval of Gariup Construction Payment Application No. 3 for the Admin. Building Plaza Renovation in the amount of \$117,262.58**

Com. Good, As you can also see we're sort of at a standstill out here Mother Nature has come knocking real hard again. Hopefully we'll get a little weather relief so we can have some forward looking ideas as to when this is going to end and when we're going to be done with it. I can pretty much say we have a good amount of it already completed. We're very excited to unveil that this spring and I think everybody will see what we think is already starting to show as a very significant change up front.

Com. Blaney, moved to approve Payment Application No. 3, Com. Biggs, second, motion carried.

**Kate Sanders Grant Writing Services Contract**

Com. Good, For those of you that don't know Kate Sanders is our grant writing contracting person who we use throughout the year. A lot of different departments use her so this is a master agreement for all different departments within County government.

Com. Blaney, I am happy to make the motion. We definitely bring in a lot more dollars than we put out.

Com. Blaney, moved to approve Kate Sanders Grant Writing Services, Com. Biggs, second, motion carried.

**DLZ General Service Agreement**

Com. Good, Any comments or questions?

Com. Blaney, moved to approve DLZ General Services Agreement, Com. Biggs, second, motion carried.

**American StructurePoint General Service Agreement**

Com. Blaney, moved to approve American StructurePoint General Services Agreement, Com. Biggs, second, motion carried.

**American StructurePoint Bridge Application Services**

Com. Good, American StructurePoint will be working with the County this year on a lot of our bridges that we have been moving towards to get corrected and upgraded. American StructurePoint does a lot of work with the State on bridges and other things and I think that they are a good match and I know our Highway Department has vetted this whole process very closely.

Com. Blaney, moved to approve American StructurePoint Bridge Application Services Agreement, Com. Biggs, second, motion carried.

**MEMORIAL OPERA HOUSE – SCOT MACDONALD, DIRECTOR**

**A request for an Additional Appropriation Fund #8300 in the amount of \$9,867.35 to Account #4410 Office Equipment over \$100.00. The additional is needed to be able to spend out of the Fund.**

Com. Good, Scot come on forward and give us an update.

Mr. MacDonald, This is actually the Indiana Arts Commission Arts Operation Support Grant. We were slated to receive \$7000.00 and when we received the grant in November it was actually closer to \$10,000.00 so that is going to be for box office improvements, new scanners, new equipment in the box office. We're going to be working with IT as far as computers, phones things like that just to make our patron experience a little bit better all-around on my staff and of course on our patrons.

Com. Good, Any questions from the Board?

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

**A request for an Additional Appropriation Fund #8300 in the amount of \$240.00 to Account #3950 Contractual Services. The additional is needed to be able to spend out of the Fund.**

Mr. MacDonald, This is for stipends for our Limelights Program. It is just funds that we use to pay accompanists for the children's classes.

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

**A request for an Additional Appropriation Fund #9304 in the amount of \$6,684.83 to Account #3950 Contractual Services. The additional is needed to be able to spend out of the Fund.**

Mr. MacDonald, The Porter County Community Foundation, this is money that we use to stipend our coordinators for the Limelights. They are contractual with us and we use this to pay their salaries.

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

Com. Blaney, The Limelights Program is really doing well.

Mr. MacDonald, Yes, in 2016 we had 14 students that had registered for that program. Last year 2017 we had 176 registrants. So the program has really exploded and the two women that are coordinating it Bobbi Sue Kvachkoff and Jen Lundein have just done a fantastic job making this a really really enriching program. We're very very pleased to have them on board.

**A request for an Additional Appropriation Fund #9300 in the amount of \$1,898.05 to Account #4540 Office Equipment. The additional is needed to be able to spend out of the Fund.**

Mr. MacDonald, This is remaining funds from the Anderson Grant from last year. We just have some equipment that we're waiting on to come in stock. Then we'll order it and exhaust that fund.

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

**A request for an Additional Appropriation Fund #9301 in the amount of \$2,000.00 to Account #3991 Other Services. The additional is needed to be able to spend out of the Fund.**

Mr. MacDonald, This is United Way Power of Youth Grant and this is utilized for the Limelights. This used for things like t-shirts for the kids, books all of that sort of thing. It really has given us a very nice healthy operating budget for the Limelights without pulling from other areas.

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

**A request for an Additional Appropriation Fund #9302 in the amount of \$553.00 to Account #3991 Other Services. The additional is needed to be able to spend out of the Fund.**

Mr. MacDonald, This is from Arts Midwest and this is to bring in artists from the surrounding Midwest states of either Illinois, Wisconsin, Iowa, Ohio. We intend to utilize these funds as well for Rock the House 5 to pay off an artist or anything like that just to chip away at the stipend that it costs.

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

**PARK DEPARTMENT - ATTY. DAVE HOLLENBECK**

**An Ordinance Establishing a Fund for Deposit of Proceeds from a Land and Water Conservation Fund Grant to Porter County Park Department – 1<sup>st</sup> Reading.**

Atty. Hollenbeck, Good Morning Commissioners.

Com. Good, How are you doing?

Atty. Hollenbeck, I'm getting better every day. I don't recommend you break your ankle when you're 70 years old. I'm out of cast, I'm out of a boot. I'm not looking for your sympathy, but it's not fun. Good Morning, as we have been in the past we are here as the result of Walter having secured along with the theme of what you just did a grant. And under Indiana law and working our Auditor and the State Board of Accounts we need to have the Commissioners set up a separate fund in to which this grant money can be deposited. This is a grant that Walter was able to secure on behalf of the Park Department from the Land and Water Conservation Fund. This is federal dollars administered by IDNR. It is in the amount of \$200,000.00 and we're going to build some restrooms at Sunset Hill Farm Park. I will certainly answer any questions you may have about the grant but you are responsible for creating the funds into which these monies are deposited and the ordinance before you is to effectuate that end.

Com. Good, My question was the dollar amount and he already gave me that so thank you.

### **PUBLIC HEARING OPENED**

Com. Good, Is there anyone wishing to come forward and speak against this ordinance? Second call is there anyone wishing to come forward and speak against this ordinance? Third and final call anyone wishing to come forward and speak against this ordinance? Is there anyone wishing to speak on behalf of this ordinance? Second call anyone wishing to come forward and speak in favor of this ordinance? Third and final call anyone wishing to come forward and speak in favor of this ordinance?

### **PUBLIC HEARING CLOSED**

Com. Blaney, Congratulations, that's a lot of money. Good improvements.

Com. Biggs, Bathrooms are needed.

Com. Blaney, moved to approve on 1<sup>st</sup> Reading, Com. Biggs, second, motion carried.

Com. Good, We will see you back on the 30<sup>th</sup>.

### **JUVENILE DETENTION – ALISON COX, DIRECTOR**

#### **2018 Newton County Contract**

Com. Good, I don't think Alison is here. Hi and who are you?

Ms. Lutz, I'm Becky Lutz.

Com. Good, I think this is for that Newton County contract that she referred to the last time.

Ms. Lutz, Yes.

Com. Good, Any questions, or comments from the Board?

Com. Biggs, So what kind of per diem rate do we....?

Ms. Lutz, It is \$140.00 per day. 100 bed days a year for Newton County.

Com. Biggs, That is a pretty good price.

Com. Blaney, moved to approve the Newton County contract, Com. Biggs, second, motion carried.

Com. Good, Did you say 140 bed days?

Ms. Lutz, 100 bed days, \$140.00 a day.

### **TREASURER MICHELLE CLANCY**

#### **An Ordinance Establishing Processing Fees for Mobile Home Transfers and Moving Permits – 2<sup>nd</sup> Reading**

Com. Good, At our last meeting our Treasurer Michelle Clancy was before us on a 1<sup>st</sup> Reading of an ordinance establishing a processing fee for mobile home transfers and moving

permits. This is the 2<sup>nd</sup> Reading I will open the floor to the Board if they have any comments or questions.

Com. Biggs, moved to approve on 2<sup>nd</sup> Reading, Com. Blaney, second, motion carried.

#### **FACILITIES DEPT. – MATT STECHLY, DIRECTOR**

##### **Waste Management of Indiana – Dumpster contract for EMA approved by Waste Revelation**

Com. Good, I think what had happened in the past EMA really didn't have a garbage pickup out there is that what is.....

Mr. Stechly, The old Animal Shelter and EMA were sharing it and I didn't realize that so I got rid of the old Shelter and the old dumpster went. So they need a small dumpster.

Com. Blaney, moved to approve the Waste Management of Indiana contract, Com. Biggs, second, motion carried.

#### **PURDUE EXTENSION - ANNETTA JONES, DIRECTOR**

##### **Amendment #3 Attachment A – Extension Contractual Services Agreement between Purdue University and Porter County Government**

Com. Good, I think we do this every year correct?

Ms. Jones, Yes, this just updates the amount that the County pays for that contract that is on file.

Com. Good, And what is that amount this year?

Ms. Jones, This year it is \$142,065.00 and that has already been okayed through the budget.

Com. Good, Any questions of Annetta?

Com. Biggs, No.

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

Com. Good, Have another good year.

Com. Biggs, Annetta when do you have the sales on the fruit trees?

Ms. Jones, The tree sale is always the first Saturday of April and we don't yet have our order blank finalized, but I'll get one to you.

Com. Blaney, Yes send one down to us.

Ms. Jones, Okay, that sounds good.

Com. Good, Thank you.

#### **RECORDER JON MILLER**

##### **An Ordinance Establishing the Manner and Form in which the Recorder may provide bulk form copies to a bulk user – 1<sup>st</sup> Reading**

Com. Good, How are you doing today?

Mr. Miller, Very good sir, how are you doing?

Com. Good, Good. Why don't you give us a little synopsis of what that is all about.

Mr. Miller, We currently are selling bulk copies of images. We're talking about digital copies not hard copies. We've been doing that but Senate Bill 505 was passed last year. It was an initiative between the Recorder's Association and several other agencies. The Title

Associations, we brought the lawyers in, we brought banking institutions and everything else. Part of that statute, part of that State bill was recodifying the Bulk User Sale Statute. So to sell bulk copies now you must have an ordinance in place. If you wish to watermark these bulk copies you must have an ordinance in place for that and that is Step 2, that is a separate one. Also there the price of purchasing bulk copies is \$.10 per image. That can be raised up to a top ceiling price of \$.20 per image if you do you diligence and perform a cost analysis. We have done so. I have a copy of that and I have included a copy of that in the packet that I submitted to Atty. McClure for your records. If we were to charge the bulk rate based on our cost analysis study we would be able to charge in excess of \$.50 an image, but by statute we're limited to \$.20 and we are seeking that ordinance, the fee of being set at \$.20 per image.

Com. Good, And Jon what would you be using these funds for then?

Mr. Miller, These funds would then go back into the General Fund per ordinance, but then they would be allocated to the Recorder's Perpetuation Fund and that money would then be used for items such as listed on our cost analysis study for things like purchasing computer hardware, which our office pays for our own computers and technology. That is probably the biggest expenditure, but other things that include office supplies such as that.

Com. Good, Okay, thank you. Any other questions from the Board?

### **PUBLIC HEARING OPENED**

Com. Good, Anyone wishing to come forward and speak against this ordinance? Second call anyone wishing to come forward and speak against this ordinance? Third and final call anyone wishing to come forward and speak against this ordinance? Anyone wishing to speak in favor of this ordinance? Second call anyone wishing to speak in favor of this ordinance? Third and final time anyone wishing to speak in favor of this ordinance?

### **PUBLIC HEARING CLOSED**

Com. Blaney, moved to approve on 1<sup>st</sup> Reading, Com. Biggs, second, motion carried.

### **An Ordinance Requiring the Recorder of Porter County to watermark bulk form copies – 1<sup>st</sup> Reading**

### **PUBLIC HEARING OPENED**

Com. Good, Anyone wishing to come forward and speak against this ordinance? Second call anyone wishing to come forward and speak against this ordinance? Third and final call anyone wishing to come forward and speak against this ordinance? Anyone wishing to speak in favor of this ordinance? Second call anyone wishing to speak in favor of this ordinance? Third and final time anyone wishing to speak in favor of this ordinance?

Com. Blaney, moved to approve on 1<sup>st</sup> Reading, Com. Biggs, second, motion carried.

Com. Good, Thanks Jon we will see you back here on the 30<sup>th</sup>. Oh and Jon thanks for getting everything to us it was right on.

Mr. Miller, I want to thank Scott for reviewing all of my crib notes.

Com. Good, I wish they all came in that way let's put that way.

Mr. Miller, Thank you.

Com. Biggs, And I understand this is your last year in the Recorder's office.

Mr. Miller, Yes.

Com. Biggs, You are going to be missed.

Mr. Miller, Thank you!

Com. Good, We have someone here we would like to introduce. We introduced her this morning at the Storm Water Board meeting, but we thought we would introduce her to a group of people, there are a lot more people in the room this time. Bob go ahead and introduce her.

Mr. Thompson, Starting today for the Development and Storm Water Management Department is our Engineer I position for the Storm Water section its Chelsey Bradford.

Com. Good, You get to do it all over again Chelsey and welcome by the way.

Ms. Bradford, Thank you, good morning everyone. As Bob said my name is Chelsey Bradford, I'm the new Engineer I with the Storm Water Department. I grew up in Warsaw, Indiana. I graduated from Valparaiso University. There I focused my research and some of my classed on Storm Water Management and Water Quality. After graduation I worked for Weaver Consultants Group in Chicago focusing also on Storm Water Management projects and Transportation projects. I am super excited to be here to work for all of you and the community helping the County with their Storm Water Program.

Com. Good, Thank you and again good luck!

#### **DEVELOPMENT & STORM WATER MANAGEMENT – BOB THOMPSON, DIRECTOR**

##### **Rezone R1, Low Density Single Family Residential District to MP, Manufactured Home Park District. Petitioner Gary and Laura Nelson – 2<sup>nd</sup> Reading**

Com. Good, We heard this at our last meeting. I'll open up the floor for any comments, questions, suggestions from the Board.

Com. Blaney, moved to approve the Rezone on 2<sup>nd</sup> Reading, Com. Biggs, second, motion carried.

Com. Blaney, Just so everyone knows that that was a correction.

Mr. Thompson, Yes, that was a map correction. Plan Commission put this forward.

Com. Good, This is housekeeping for us to correct it. Thank you Bob.

#### **HIGHWAY ENGINEERING – BOB THOMPSON**

##### **Award Bids for Bridge 1008 – Bridge reconstruction for Clem Road over Willow Creek**

Mr. Thompson, Correct at the last meeting we announced to the actual bidders where the companies were and I'm going to announce the companies along with the bid that they gave for the record. Ellis Construction Company of Gary, Indiana had a bid of \$251,453.81. LaPorte Construction Company had \$277,662.80. Reith Riley Construction came in at \$263,956.12. Ellis Construction Company of Munster, Indiana came in at \$249,640.18. JCI Bridge Group came in at \$253,674.26 and Gariup Construction Company came in at \$347,500.00. We received what I thought was a good grouping of bids on this. We reviewed Ellis Construction Company of Munster, Indiana. Their bid of \$249,640.18 and felt their documents were all in order. We submitted those down to Atty. McClure to review. Our consultant and staff did review them before sending them down and we felt everything was in order. So we sent it down to Atty. McClure for his review also. We are recommending that we go forward with Ellis Construction Company of Munster, Indiana.

Com. Biggs, moved to approve Ellis Construction Company of Munster, Indiana, Com. Blaney, second, motion carried.

Com. Good, One question of clarification for me what is the difference between Ellis Company out of Munster and Ellis Company out of Gary?

Mr. Ellis, May I speak?

Com. Good, Sure please come forward.

Mr. Ellis, Hi I'm Todd Lineble I'm with Ellis Construction Company, LLC. The companies are completely separate. They were all together at one point in time 7, 8, 9 years ago and then they split. They're 2 totally separate companies. That is why there is an LLC and Incorporated.

Com. Good, Thank you. When they came in that was my first question and they were so close in their bids too.

Mr. Lineble, And they have a Todd as well so it gets kind of confusing.

Com. Good, We have a recommendation from Engineering to approve the low bid of \$249,640.18 to Ellis Construction Company of Munster, Indiana.

Com. Biggs, Bob is this bridge part of those bridges that are part of the Capital Improvement Program?

Mr. Thompson, No this is one that they have been working on prior to the Capital Improvement Plan.

Com. Good, And doesn't this go over a tributary?

Mr. Thompson, Yes, it's just south of U.S. 20 in the City of Portage almost to the County Line over Willow Creek.

Com. Good, Yes, but this bridge needs help now. Good get them going. Thanks Bob.

### **Letter of Credit for Tower Meadows Infrastructure**

Atty. McClure, We have been dealing with Tower Meadows it's a subdivision that has unfortunately gone through a lot of issues since the down turn we had. It's getting itself pulled out that. Its letter of credit for the infrastructure is due at the end of this month actually I think the 22<sup>nd</sup> of this month if memory serves. I have in my possession a....this is on the letter of credit that does two things. It keeps the same underlying terms of our original letter of credit however it does increase the letter of credit to a total of \$200,000.00 as opposed to the roughly \$173,000.00 it originally was. That was based upon some estimates that Highway Engineering did as to what the true cost today would be as this letter of credit has been around for a while on this subdivision. So I have the draft form. It is in your packet it is from BMO Harris Bank. My understanding is the final signatures were occurring literally as we are sitting here. So at this point what I would request is that if in fact we receive the letter of credit by the close of business today that that would be accepted, the signed version from BMO Harris Bank. If we do not accept it by the end of the day that myself and the Planning Department and the Highway part of Planning has the go ahead to go ahead and call the original letter of credit as we will not have a meeting before the 22<sup>nd</sup>. I don't expect that to be the case. I do believe this is going to be done and done probably any minute. But never the less I think to move on that would be the motion I would request at this time.

Com. Biggs, moved to approve the Letter of Credit for Tower Meadows contingent upon receiving it by the end of business today, Com. Blaney, second, motion carried.

Com. Good, Hopefully they will come through today and sign it so we can get out there when the weather breaks and get that place fixed up.

Atty. McClure, I would just like to point out I appreciate the fact that the Planning Department and the Highway Division took the time to make sure that this letter of credit just didn't get approved at the former rate that we took into consider some of the inflation of things and some of the underlying alligator cracking that we've seen in the base. I know the residents that are living out there have been dealing with somewhat of a nightmare and so I'm glad that we took the time to make sure we have enough on our letter of credit that if we ever needed to we could go out there and fix the underlying problems and also that the owner was okay with the letter of credit being raised \$200,000.00 because they recognized the issues that are happening out there. Thank you Bob.

### **DAVID BENGGS, PRESIDENT – ELECTION BOARD - TABLED**

### **Ellis Systems Equipment Service Agreement – Annual maintenance for the filing system.**

Com. Good, Dave was unable to make it so we are going to move on. We will probably see them at the next meeting.

**FAMILY AND YOUTH SERVICES BUREAU – JACKIE GRAY**

**A request for approval from Jackie Gray of the Family & Youth Services Bureau to hold their Sixth Annual Chalk the Walk event on the sidewalks surrounding the Courthouse. The event will be held on Saturday, June 9<sup>th</sup>, 2018. The set up will begin at 6:00 a.m. and the event will go until 1:00 p.m. If the weather is inclement they would like permission to hold the event on Saturday, June 9<sup>th</sup>, 2018 from 1:00p.m. until 6:00 p.m.**

Com. Good, We see this every year.

Com. Blaney, It's a great event.

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

**VALPO VETTES – RITA MANNS MCCORKEL**

**A request to use the Courthouse grounds from the Northwest corner to the Northeast corner for their 40<sup>th</sup> annual car show to be held on Saturday, June 16<sup>th</sup>, 2018 from 8:00 a.m. to 2:00 p.m.**

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

Ms. Kunsteck, As a taxpayer and resident of Porter County I would like to thank the Commission for the Capital Projects Plan, the Improvements so much needed, so thrilled that we're actually going to get this done. You guys worked so hard to get this done and passed. Secondly for the passing of the Responsible Bidder ordinance, I personally work in construction every day and I know firsthand that low bidder does not mean the best bidder. So establishing this criteria is just going to be such a great protection for all of us here in the community so thank you.

Mr. Palmateer, (Inaudible) I echo Ms. Kunsteck's comments so behalf of the building trades we thank you also for the ordinance. Thank you gentlemen and Laura

With no further business the meeting was adjourned at 11:09 a.m.

BOARD OF COMMISSIONERS  
PORTER COUNTY, INDIANA

\_\_\_\_\_  
Jeffrey J. Good

\_\_\_\_\_  
Laura M. Blaney

\_\_\_\_\_  
Jim Biggs

Attest: \_\_\_\_\_  
Vicki Urbanik, Auditor