

**PORTER COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING
TUESDAY, FEBRUARY 26TH, 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, February 26th, 2019 in the Commissioners' Chambers of the Administration Center.

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

Call to Order/Pledge

Com. Good, Good Morning this the Porter County Board of Commissioners' meeting on Tuesday, February 26th, 2019.

CONSENT AGENDA

Approval of Payroll – February 8th and February 26th, 2019.

Approval of Minutes – January 15th and January 29th, 2019.

Approval of Claims – February 7th, February 15th and February 21st, 2019.

MEMORIAL OPERA HOUSE – SCOT MACDONALD, DIRECTOR

ARTISTIC SERVICES AGREEMENTS

1. Stephen Sienicki
2. Bryce Shaffer
3. Sharon Shepard
4. Madolyn Woodruff Hedin
5. Don Parker
6. Adams Radio Group
7. Jared Coller

VENUE RENTAL AGREEMENT

Rob Harkel – Brightside Music Concert Series

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

NEW BUSINESS

COMMISSIONERS

Amend Ord. 96-4 and 14-07 - Frost Law – 2nd Reading.

Com. Good, We had the 1st Reading at our last meeting for public comment. This is the 2nd Reading.

Atty. McClure, I made just a very few minor revisions under Section 4, Paragraph 3 I added the revenues collected and deposited shall be utilized for traffic safety as well as improvement and maintenance of County roads and shall not be utilized for any other purpose. The "not" was added. Then also I added in the exemption emergency and ambulance vehicles, public utility vehicles and fuel delivery, heating, oil and diesel vehicles.

Com. Good, They are exempted?

Atty. McClure, They're exempted.

Com. Biggs, School bus.

Atty. McClure, School buses was in there originally and garbage trucks.

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

Animal Control and Animal Shelter Services Contract with Porter, Indiana

Com. Good, I believe that was going forward for the next 2 years.

Atty. McClure, 3.

Com. Good, 3 years, I think we have a lot of the other ones we approved so this is for the town of Porter.

Com. Blaney, moved to approve the Animal Control and Animal Shelter Services Contract for the Town of Porter, Indiana, Com. Biggs, second, motion carried.

Com. Biggs, Mr. Chairman I would like to point out that Toni had submitted 2018 Annual Report. I just wanted to thank you for the very informative report.

Com. Blaney, She is on the agenda for the report.

Huntington Bank – A Lease Purchase Agreement for the Vector Truck.

Com. Good, If you've been to the last several meetings the County has procured a new Vector Truck for the County to be shared with Storm Water Management and the Highway Dept. This is now the lease purchase portion of the agreement that we need to approve to finalize that contract and that purchase.

Com. Blaney, moved to approve the Huntington Bank Lease Purchase Agreement, Com. Biggs, second, motion carried.

Skillman – North County Annex - An agreement to lower 9-way duct bank to make way for new 36" storm sewer and to raise existing FTR cable with Frontier.

Mr. Anderson, On the North County project there is a Frontier building and they have existing cables that are their main trunk lines. The new storm sewer was dead center with those lines so we explored various options as far as how to correct the issue with some conflict structures in the field and we reached out to all of the utility companies to move their lines. There is a cost associated with that. Going through the process this ends up being a lot cheaper than the proposed solutions that we had to price out and possibly utilizes. So this by far saves a tremendous amount of money.

Com. Good, Don have you reviewed all of that? I think we just had one conduit correct?

Mr. Anderson, NITCO got theirs out of the way for us and then we also had NIPSCO in the way and they moved theirs for us as well. So this is the last piece to get everyone out of the way so they can continue.

Com. Good, Just so you know I forwarded that set of drawings to Don in IT. He now has a set so as we continue to put our conduits in out there we're going to continue to mark that up. At the end of the day we want to have a good set of as builds so we know where everything is at on that site so we're not digging it up in the future. I know we wanted to coordinate that so thank you. What type of savings were we going to see on this versus where we were at?

Mr. Anderson, About \$70,000.00.

Com. Good, Savings?

Mr. Anderson, its money that you didn't have to spend.

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

Com. Good, I just want to point out that when we started up there there were a lot of things that we had to coordinate through from a utility standpoint. There are a lot of things that go through that land, but I think we're getting there. That was quite a task.

EMCOR Hyre Electric Co. – Pay App. #5 in the amount of \$13,087.48 Electric for the Courthouse Renovation BP2. With a balance to finish of \$70,343.97.

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

Gariup Construction – Pay App. #4 in the amount of \$116,802.50 General Trades for the Courthouse Renovation. With a balance to finish of \$268,792.60.

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

Com. Good, Please keep in mind all of these numbers that we're going through are budgeted numbers, they are not additional. These are part of the contract as we're building through it. So these are not additional costs these are budgeted numbers.

Gatlin Plumbing & Heating – Pay App. #18083-2 in the amount of \$22,003.90 Bid Category #10 for the Courthouse Renovation. With a balance to finish of \$41,979.35.

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

Midwest Tile & Interiors – Pay App. #3 in the amount of \$12,293.00 Bid Category #5 – Flooring for the Courthouse Reno. With a balance to finish of \$25,044.88.

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

Midwest Tile & Interiors – Pay App. #2 in the amount of \$58,583.08 Bid Category #4 – Flooring for the Expo Center Reno. With a balance to finish of \$219,547.42.

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

Midwest Tile & Interiors – Pay App. #3 in the amount of \$27,784.65 Bid Category #4 – Flooring for the Expo Center Reno. With a balance to finish of \$191,762.77.

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

Ziolkowski Const. – Pay App. #1 in the amount of \$100,078.70 Bid Category #2 – Masonry for the North Annex. With a balance to finish of \$444,821.30.

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

Ziolkowski Const. – Pay App. #2 in the amount of \$571,090.60 Bid Package #1 for the North Annex. With a balance to finish of \$2,041,589.40.

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

Pangere Corp. – Change Order #1 in the amount of \$80,179.00 New Doors for the Expo Center Reno. With a balance to finish of \$877,138.00.

Com. Good, What are those doors for Derek?

Mr. Anderson, That is a typo. That is for Alternates 1 and 2 to upgrade finishes at Expo East.

Com. Good, So we're just now getting to that. It seems like we made the decision a long time ago.

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

Pangere Corp. – Change Order #1 in the amount of \$52,932.00 Laminate Existing Walls w/drywall for the Expo Center Reno. With a balance to finish of \$451,704.00.

Mr. Derek, This is for Bid Category 3 part of the Alternates 1 and 2 acceptance. Then also included in that change is laminate some existing walls in the patio room so when remove the wallcovering there were two layers on there and it peeled off all of the drywall. So we just skimmed over with new drywall.

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

Pangere Corp. – Change Order #2 in the amount of \$24,421.00 Fire Protection revisions for the Expo Center Reno. With a balance to finish of \$901,559.00.

Mr. Anderson, The system up there was fairly old. When we started taking it apart to relocate we found it was filled with debris and soot so we had them re-flush the entire system. There were some modifications we made in the link since that area will now be heated and there were some options as far as making it a dry system. We stayed with the dry system but we did some upgrades and we had to reconfigure some older heads that aren't up to code any more. There were quite a few fire protection items that we addressed.

Com. Good, Did that have to do with that stand pipe system in the Expo East area in the closet.

Mr. Anderson, Yes part of that is upgrading all of that as well.

Com. Good, I just wanted to make sure that was included.

Mr. Anderson, Yes.

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

Pangere Corp. – Pay App. #4 in the amount of \$67,769.20 General Trades for the Expo Center Reno. With a balance to finish of \$576,861.05.

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

Pangere, Corp. – Pay App. #5 in the amount of \$91,244.65 General Trades for the Expo Center Reno. With a balance to finish of \$485,616.40. - PAID

Pangere Corp. – Pay App. #6 in the amount of \$72,046.10 BC-1 General Trades for the Expo Center Reno. With a balance to finish of \$437,991.30.

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

Pangere Corp. – Pay App. #4 in the amount of \$65,959.45 BC-3 Metal Studs/Drywall/Acoustics for the Expo Center Reno. With a balance to finish of \$296,705.80.

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

Com. Good, If you notice on the board up there you will see balance to finish. What the balance to finish means is that is the contract line so we're taking this dollar amount out and there is still a balance to finish that it's contracted for. See when you see that balance to finish that is what is left on the contract.

Pangere Corp. – Pay App. #5 in the amount of \$27,700.10 BC-3 Metal Studs/Drywall/Acoustics for the Expo Center Reno. With a balance to finish of \$269,005.70. - PAID

Pangere Corp. – Pay App. #6 in the amount of \$31,663.50 BC-3 Metal Studs/Drywall/Acoustics for the Expo Center Reno. With a balance to finish of \$251,511.20.

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

D.A. Dodd, LLC – Change Order #1 in the amount of \$40,671.00 provide new concrete pads for RTU’s for the Expo Center Reno. With a balance to finish of \$762,894.00.

Com. Good, They are the mechanical contractor for the building. Is that for the whole amount?

Mr. Anderson, No part of the other change included in that is the existing return ducts on each side of the main hall. The liner was old and dirty so we replaced all of that duct work as well.

Com. Good, It’s pretty big duct work and we brought in new makeup air units and these things are huge. They needed to be put on real stable pads and these pads are very large. We will then be fencing all of that area in. So from an esthetics standpoint it will look pretty well also.

D.A. Dodd, LLC – Pay App. #4 in the amount of \$375,166.40 Mechanical for the Expo Center Reno. With a balance to finish of \$144,954.12.

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

D.A. Dodd, LLC – Pay App. #5 in the amount of \$84,614.93 Mechanical for the Expo Center Reno. With a balance to finish of \$101,010.19.

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

D.A. Dodd, LLC – Pay App. #6 in the amount of \$17,257.70 Mechanical for the Expo Center Reno. With a balance to finish of \$83,752.49.

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

Continental Electric – Change Order #1 in the amount of \$188,695.00 Electrical Upgrades due to unforeseen condition of existing conduit for the Expo Center Reno. With a balance to finish of \$742,845.00.

Com. Good, To let everyone know when we first got into the Expo Center the majority of the electrical feeds for of that building were underground. When we started digging it up and getting into the floor it was falling apart. You couldn’t even use the conduits. There was a lot of work put into this to (Inaudible) engineer and get it done right. Now we will have all new gear, all new electrical runs, everything is up overhead so it’s not under the floor any more so we can get to it. It should make the building last a lot longer as well. It was a large dollar amount but it was the right thing to do to protect the longevity of the building. I just wanted to give you a little history lesson on the Expo Center.

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

Continental Electric – Pay App #4 in the amount of \$77,537.54 Electrical for the Expo Center Reno. With a balance to finish of \$613,623.31.

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

Continental Electric – Pay App #5 in the amount of \$75,105.74 Electrical for the Expo Center Reno. With a balance to finish of \$538,516.97. - PAID

Com. Good, Just to let you know each pay app represents 30 days billing. They are not just putting them in one after another. It’s 30 days and then the next one comes in 30 days.

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

Continental Electric – Pay App #6 in the amount of \$117,135.00 Electrical for the Expo Center Reno. With a balance to finish of \$421,381.97.

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

Keough Mechanical Corp. – Change Order #2 in the amount of \$16,509.00 Add Alternate #1 & Alternate #2 for the Expo Reno. With a balance to finish of \$96,957.00.

Com. Good, What are those alternates for Derek?

Mr. Anderson, Alternates 1 and 2 are for the finishes in Expo East's restrooms. The original plans was to take the toilets off and put them back on. This change also includes replacing the existing toilet fixtures in Expo West's main bathrooms.

Com. Good, When we first started the renovation our goal was to keep the existing toilets that were there. We thought that they could make it through and when we started taking them off and getting ready for the renovation it was very obvious that they were cracked and falling apart. This was something that we thought we were going to try and use the existing toilets because from an appearance standpoint they looked like they were in good shape but once we started getting into them they weren't. These bathrooms will have high demand, high usage so they really need to be working.

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

Keough Mechanical Corp. – Change Order #3 in the amount of \$6,559.00 Modify Existing Floor Drains in East restrooms for new flooring for the Expo Reno. With a balance to finish of \$90,398.00.

Mr. Anderson, There are actually 2 changes in this change order as well. One is replacing the fixtures in Expo East. We ran into the same concept again those toilets were not in good shape. The flooring that was going to go in there was an epoxy type flooring, it was just a patch it wasn't a brand new floor system. We evaluated that and got some pricing to replace it with the epoxy and we reviewed some options with some (Inaudible) T type of flooring. In order to put either one of those in we had to modify the existing floor drains a little bit to raise them up a quarter of an inch so the flooring would butt right to them and make it look it right.

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

Keough Mechanical Corp. – Pay App. #2 in the amount of \$16,161.56 for the Expo Center Reno. With a balance to finish of \$26,213.33.

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

Keough Mechanical Corp. – Pay App. #3 in the amount of \$16,128.52 for the Expo Center Reno. With a balance to finish of \$26,593.81.

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

Com. Blaney, we should probably point out that Lori has paid her dues in her trailer in the coldest winter on record.

Com. Good, The Expo is probably going to opening right around the end of April or 1st of May. That is when we're shooting for being opened out there so we are on the last run. Work is going rather quickly. The place looks phenomenal. I know we have been putting some sneak peek pictures out there, but I think everyone will be real impressed with what we ended up with.

SHERIFF REYNOLDS

Establish a new fund to deposit the income from the Portage Township Schools - 2nd Reading.

Com. Blaney, moved to approve the new fund on 2nd Reading, Com. Biggs, second, motion carried.

Establish a new fund for the Indiana Virtual Education Foundation – 2nd Reading.

Com. Blaney, moved to approve the new fund for the Indiana Virtual Education Foundation on 2nd Reading, Com. Biggs, second, motion carried.

EXPO CENTER, LORI DALY, DIRECTOR

Fencing quotes (South side surrounding maintenance bay & north side surrounding 2 new HVAC unit):

- **Wunder Co.** **\$ 9,700.00**
- **Northwest Ind. Fence** **\$10,950.00**
- **Security Industries** **\$14,645.00 (Does not include North side needs)**

Ms. Daly, On the south side of the link where the maintenance bay is to re-do the fencing along there and then on the north side around the HVAC units.

Com. Good, So these will screen those big makeup air units that we're putting on the ground out there so if you are out walk around you won't see them.

Ms. Daly, Yes.

Com. Good, Who are you recommending?

Ms. Daly, Wunder.

Com. Good, And Wunder has done a lot of work out there.

Com. Blaney, moved to approve Wunder Co. at the lowest quote of \$9,700.00, Com. Biggs, second, motion carried.

Double Deck Convection Oven:

- **Kitchen Monkey** **\$ 4,696.00 (Larger oven space with more racks)**
- **Webstaurant Store** **\$ 4,599.00**
- **South Bend** **\$ 6,110.00**

Ms. Daly, We're replacing 2 large pieces of equipment. The second one will be the dish machine which we will revisit next month but the convection oven is at bid, the guy told me he was not able to fix the old one any longer. These are the quotes and I'm suggesting Kitchen Monkey. It is around \$100.00 more but the oven space is larger and then there are more racks and it actually has a 2 year warranty as opposed to Webstaurant that only had 1 year.

Com. Blaney, moved to approve Kitchen Monkey double deck convection oven at \$4,696.00, Com. Biggs, second, motion carried.

ANIMAL SHELTER – TONI BIANCHI, DIRECTOR

Presentation 2018 Annual Report.

Ms. Bianchi, First I would like to thank the Commissioners for allowing us to bring this report to you and making it public for everybody to see how well we're doing at the new Shelter this year. I also want to thank Curt for all of his effort in putting together the annual report as well as the PowerPoint presentation for us. 2018 was an amazing year for the Porter County Animal Shelter. It was our first full year at the new Shelter. We have our increased staffing appropriately staffed and dedicated professional employees working with us. It is also our first year of having Animal Control back under the Shelter and it's our first full year of accepting animals from Portage.

Com. Blaney, Has it been the entire year for the Animal Control?

Ms. Bianchi, Yes Animal Control came to us in May of 17 is when I believe they switched over to us.

Com. Biggs, And you know what I noticed I can't speak for the other two but I have not received one complaint on the Animal Control as to where it was before you took it over.

Ms. Bianchi, We keep a pretty close watch on everything that is going on there and they seem to be doing just a better job of being able to handle a lot of the calls sometimes without going out and just talking to the people on the phone instead of having to run out to a site which is certainly better for us as far as our resources go. These 4 improvements really have been instrumental in giving us our first really successful year at the Shelter in our new Shelter too. Our total intakes for the year were 840 animals as opposed to 2016 when we had 802 animals. That is an increase of only 38 animals even though we brought in an additional 154 animals from Portage. Our intakes stabilize in this area over the last few years even though we have added Portage. We're still doing a better job. Owner surrender intakes this year we had 122, in 2016 we had 57. The new Shelter and the larger capacity certainly made it easier for us to take in more owner surrenders. That helps a lot, it helps also I think to keep animals from coming in as strays because we're actually taking them from the people before they decide they just can't deal with it anymore and turn it loose.

Com. Biggs, Are they required to when they bring their animal in if they decide they don't want it any more what do they pay us for them?

Ms. Bianchi, They don't, they don't pay us.

Com. Biggs, How nice.

Ms. Bianchi, We are nice.

Com. Blaney, But they need to be residents of Porter County.

Ms. Bianchi, Yes they have to be residents of Porter County and we're usually looking at it being an animal that is adoptable. I don't take in animals that have repeatedly bitten people or are seriously aggressive to the point where we don't think we could deal with the problems that the animal has. We do screen those animals coming in and we make sure that they are something that we're going to be able to adopt out or at least work with the idea that we will be able to adopt them out eventually. Stray intakes in 2016 we 706, in 2018 we have 602. Again, we think that helps because we're taking in more of the owner surrenders so our numbers are dropping in that respect. Always good! We also consider our Animal Control officers being a big key in making sure our stray intakes are less. They're actually doing a better job in the field of finding that animal's home before it actually gets to the Shelter. So if they go out it's in the neighborhood they pick-up a dog even if it doesn't have a tag they'll go house to house and look for the owner of that animal before they put it on the truck and bring it in. It just saves us so much time and money. It does for the shots and resources for the Shelter and everything. Our Lost and Found Pets Facebook page is phenomenal as far as reuniting owners and dogs and cats, mostly dogs. We do have about 13,000 followers on that page so we put an animal up there and it's probably shared thousands of times.

Mr. Ellis, One post last year reached 170,000 Facebook users. That was the one that was on the train.

Com. Good, The dog from Ft. Wayne?

Ms. Bianchi, Yes. So the Facebook page is awesome it really does help a lot and it gets the dog or cat out there and it gets it returned back to its owner much quicker. Outcomes totally outcomes for 2018 were 890 and 2016 it is 826 so that is an 8% increase over the span of time.

Com. Blaney, Outcomes are dogs adopted out.

Ms. Bianchi, Dogs adopted out, transferred to rescue, returned to owners and or euthanized. We're going to cover all of those in this section here. Our transfers to rescues reduced significantly in 2018. We went from 2016 of 184 to 2018 of 98 that is 25% to 11% so we're not transferring as many animals out to rescues any longer. There are a couple of reasons for that the larger space of course at the Shelter making it more conducive for us to keep the animals longer. We're also doing a little more behavior modification with our animals, cats and dogs and trying to get them adopted out ourselves instead of sending them to rescue where they

would be doing that rehabilitation for the animals. Return to Owners it's pretty consistent, it stays in the 25% to 30% range. In 2016 we had 255 return to the owner and in 2018 we had 246. It's still a very good number of animals that are going back to their owners once they get to the Shelter I was very happy with that. Adoptions and this is phenomenal. We achieved our highest adoption rate ever with 502 adoptions in 2018, which is 56.4% of our total outcomes of 890. More than 50% of our animals are getting adopted out.

Com. Good, I would like to make a comment because it goes back to our Animal Control. I think a lot of people think that Animal Control is just the guys that go out and pick up the animals and bring them back to the Shelter but because of Toni's leadership and the change in the people out there in Animal Control they are doing a lot more than just that. They are working with these dogs when they come in. So if you go by in the summer by the Expo and the Shelter it wouldn't be unusual for you to see our Animal Control people working with these dogs, running with them, teaching them and training them. That is very important to be able to adopt them back out. They have to have a progression to go through everything. That is one of the untold success stories of this adoption rate. I know I'm tickled to death and I think the guys are too because if they truly love animals they're doing more than just putting them in a truck and bringing them in. We're taking them and helping learn all of the things that they need to learn to be adopted out. It's good stuff.

Ms. Bianchi, Yes, Animal Control has really stepped up since they came back under the Shelter in helping us working with dogs and taking dogs for walks. You can walk back to the Animal Control office and I would guarantee you there is a dog sitting in their office that they are just spoiling for the day. And it's constant now. Before it was a little bit of a challenge getting there but they have really stepped up and done a great job. I am very happy with them. Our adoption rates are up because we have a better trained staff. We have more staff which also helps and our staff has been trained to identify and work with behavioral issues. They spend more time socializing and modifying the behavior issues. As you can see in the little picture there we have one of our volunteers teaching the cat how to high five and that cat got adopted shortly after that picture went up on Facebook. And of course the new facility provides more adequate space for us to be able to train making our animals more adoptable. The facility is designed to be less stressful on our animals making them more adoptable and it really helps us to provide enrichment for our animals also because we do have the space. Our cat room is obviously awesome because our cats are seriously flying out the doors. We have maybe 30 cats in the Shelter right now, which is great but kitten season is coming. We always know that. Of course those numbers are going to go up but even with kitten season last year we did an awesome job of getting all of those kittens adopted out with very little effort on our part.

Com. Biggs, I walked through there last week there is no way you have 30 cats. You have less than 30 cats.

Ms. Bianchi, There are some in quarantine and ISO that you probably didn't see.

Com. Biggs, I think you maybe a half a dozen cats in the cat rooms.

Ms. Bianchi, Yes and right now I probably have 3 cat rooms that we don't have any cats in right now, which is awesome. It's always good.

Com. Blaney, That's common isn't it?

Ms. Bianchi, It does go up and down especially after the first of the year it's usually a slow time for dogs and cats and we're seeing that right now but it picks right back up. It doesn't last long but we're ready for it and that is all that counts. We do provide the enrichment for our dogs. The cat rooms obviously provide that in itself but we're also doing training with our cats as well as our dogs. Our euthanasia rates have also dropped significantly.

Com. Blaney, Can I just more thing about the new facility. I just remember going in to the old one and it was hard to stay in there because it was so loud and it didn't smell very good. You walked out of there with shakes.

Ms. Bianchi, I can remember times before I took this job long ago when I walked in there and walked right back out.

Com. Blaney, And you're accustomed to that (Inaudible) for just the general public.

Ms. Bianchi, It's very daunting.

Com. Blaney, You can actually get to know the dog a little bit in a peaceful situation.

Ms. Bianchi, It's just a more pleasant atmosphere all of the way around. Our euthanasia rates went from 40 in 2016 to 25 in 2018 maintaining our no kill status which means we have to have less than 10% euthanized so we are well below that at 2.8%. That is the best number we've ever seen at the Shelter for our euthanasia rates. We attribute that to our 7 day quarantine on animals coming into the Shelter. We're very strict with that. We never stray from that we always want those animals to be quarantined for 7 days so we can determine whether or not they are sick. If they are they go to our ISO if not they go into our main areas. Another one of the reasons is our strict cleaning protocols. We have standard operating procedures in place for our dog and cat handlers to follow as far as cleaning procedures. They are following them it keeps our disease down its amazing. What do we have in ISO right now?

Mr. Biggs, Which one?

Ms. Bianchi, Dogs and cats.

Mr. Biggs, I have 2 in dog ISO for minor gastro intestinal issues and I have 1 cat because she is in heat and we don't want her to drive the other cats insane.

Ms. Bianchi, Isolation has a dual purpose. The rates are down too because we do limit public interaction with our animals to just the serious adopters. We don't let people just come into pet the animals or just play with the animals. We want people coming in to be serious about adopting.

Com. Biggs, If I may I've had some people over the years that have complained about that and that is understandable. You have to understand if we were just to open those doors and let people just walk through there we're going to need more staff. That's a larger budget.

Ms. Bianchi, Yes.

Com. Blaney, And we have more disease.

Ms. Bianchi, We absolutely would.

Com. Biggs, You hit the nail on the head in that we're in the business of adoptions. We're not a zoo.

Ms. Bianchi, Exactly, we're not a petting zoo and I say that all of the time. Our staff is also spending more time socializing the animals and modifying behavioral issues which also makes the animals more adoptable. We have seriously probably saved at least 5 or 6 dogs this year alone with behavior issues that we normally would have to euthanize but because the staff is doing such an awesome job working with them we have not had to do that. They have become animals that we can adopt out to the public and not have to work about them being safe. Average Length of Stay – this is kind of awesome too. In 2016 our average length of stay for an animal was 67 days which is more than 2 months. Right now the average length of stay is 47 days, which that is a huge drop. It doesn't mean a lot to us but certainly means a lot to those animals. So we reduced that by 20 days. For dogs our average length of stay it went up a few days but I do attribute that to the fact that we are spending more time training and working with them so they do spend a little bit more time with us for us to be able to accomplish those things. With our cats our average length of stay as you can see dropped dramatically from 114 days to 66 days. That is definitely attributed to the cat rooms. And of course our volunteers and or staff socializing the

animals certainly helps too. Our cat rooms are just awesome. People come in and they love our cat rooms. I've had people come in to adopt and say is this cat going to be okay at my house because I don't have that stuff in my house for these cats to climb on. That is great because they're concerned that the cat is going to be happier at the Shelter then it will be at their home. I never heard that before. Our financials because of the fact that we are doing a better job with getting animals out I think we're spending less money doing it. Obviously we're spending more money because of our new Shelter and it's bigger and we have more people but I think we're also coming in under budget in a lot of areas because we are doing such a good job of keeping the animals healthier and that type of thing. We came in 9.4% under budget overall spending and our variable costs came in at 17.4% under budget, that is hourly, other supplies, household bedding, and veterinary services that type of thing. We've achieved this through doing more work with the animals and also working with the ACO's as far as having them and our volunteers working with the animal more hourly wages have been reduced because we're using those guys more. The vet services obviously those are lowered too because of quarantine procedures and our cleaning protocols and the Shelter design of giving us the ability to quarantine and isolate the animals when they are sick. We do like to be accountable and transparent. We do embrace the responsibility of being both of those to our stakeholders and it is our goal to be the model of transparency for other animal related agencies. I believe Curt has checked this out that we are the only Shelter that gives an annual report to the public.

Mr. Ellis, We semi-annually put our stats out there and now we (Inaudible). We've been doing that for 4 years now.

Ms. Bianchi, We're making all of our numbers available to pretty much anybody that wants to see them. No kill reporting we again are one of the only shelters that we know of that makes it obvious to everyone what are no kill numbers are and we are doing a great job of staying under those numbers. Our new website is awesome. It came out in August of 2018 and I think it is a huge help as far as getting the information to the people about what we do at the Shelter. It provides a lot of information for animal control, how to bring in stray, what to do if you find a dog or a cat just all over good information. In August of 2018 we provided our municipal partners with the new cost allocation methodology thanks to Curt. That is all data driven on the numbers that we used to also put out our annual report. Again, we are trying to be transparent so they know what they're paying for. Beginning with this annual report it is our intent to provide an annual report every year to our stakeholders.

Com. Biggs, I think that will help a lot with them understanding what exactly we're doing here.

Ms. Bianchi, Yes I agree.

Petpoint Application Service Provider Agreement.

Mr. Ellis, Consistent with what is up there on the screen right now Toni and I have been working with this point management system which is kind of the data base of animals that we have been using to produce the reports that we are producing. It has taken us 5 years to really get that system cleaned up. 5 years ago when I logged into and did an animal inventory it showed that there were like 4000 animals at the old Shelter. So we had to go through and clean (Inaudible not sitting near the microphone.) Now we're at the point with what we're doing is very good and in very good shape. What we want to do is expand on our abilities. Number 1 especially when it comes to animal control currently we get reporting from two different places, 911 for police requests for animal control which tells us an officer was dispatched but doesn't tell us what happened. Then we have the animal control logs in the Shelter which are manually kept. Petpoint has as part of their system a case management module that basically we can use for animal control to track all calls, everything that they do and it will allow us to follow an animal from the moment it is reported as lost or stray all the way through to the outcome which will give us much better reporting. For Toni to monitor the Animal Control officers and for us to report to the municipalities when it comes time and tell them this is what we're doing and with much more in-depth data. The other thing Toni will be able to move to go pretty close to paperless because we can upload forms to each animal so she will not have to generate 900 paper files a year kind of thing. Also, and I know this doesn't sound really important but it is really important, currently

we're on their free system and if you have a question you have to submit a request to answer your question and sometimes it will take a day or two to get back. This gives us access to call. Toni has it in her budget, it's \$2500.00 a year to upgrade and probably a little bit this year we're going to request from training from them, which I think you said with maybe a transfer we could cover the cost of that training. To have them come out here and teach us because at this point in time we don't know what we don't know and by making that investment now it's going to give us a jump start with our goal of being January 1 of next year having all of these modules in place working right and correctly. So what we're asking you today is to approve this new agreement with Petpoint to upgrade to what they call their enterprise level which would include everything that we've talked about and it's \$2500.00 a year.

Com. Biggs, How long is the contract for? Is it an annual contract?

Mr. Ellis, In perpetuity basically until we decide we don't want to use them anymore.

Com. Blaney, But its \$2500.00 for 1 year?

Mr. Ellis, Yes, it's \$2500.00 a year.

Com. Blaney, moved to accept the 2018 Annual Report, Com. Biggs, second, motion carried.

Com. Blaney, My congratulations, what a fantastic year.

Com. Good, Now let's talk about the Petpoint agreement. I think with the relationship we have in the County with all of our other stakeholders the cities and towns and I think we all remember when we were trying to build the Shelter there were certain communities we were having a hard time getting data from as far as intakes and other things because we were trying to size the type of shelter that we needed. So based on the arrangement and agreements that we have with all of our towns, cities and stakeholders I think that everything that we do is based off of data. I think this is the final piece of that to make sure we are keeping good records for our stakeholders. If they have any questions or ask us anything we can get that information ready quickly. I think just from that standpoint I think this probably a good move to go towards. That would be my thoughts.

Com. Blaney, I agree.

Com. Blaney, moved to approve the Petpoint Application Service Provider Agreement for 1 year, Com. Biggs, second, motion carried.

Com. Good, Thank you Toni and everyone out there for completing the loop.

Com. Blaney, Will the cities and towns get a copy of the annual report?

Ms. Bianchi, Yes, I believe Curt had several printed up.

Com. Blaney, I would like them to know that their money has been well spent.

Mr. Ellis, We can certainly send them out.

Com. Biggs, Yes, send them out.

Com. Good, Are you going to also post that on the Animal Shelter website?

Mr. Ellis, It's already there.

Com. Good, What about the County's? Well it's not been accepted yet. Thank you Curt it was a draft I know. We just want to make sure we get it out there so the public can read it.

ITS DEPT. – DON WELLSAND, DIRECTOR

Videotec – An agreement to replace the Animal Shelter’s Access Control System.

Mr. Wellsand, We have 2 of them for Videotec. The first one is the Animal Shelter. Currently they have ISS maintaining their access control and we would like to change that to Videotec. It would be a savings of \$2,040.00 a year for the Animal Shelter if we do that.

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

Videotec – A Preventative Maintenance Agreement for the Jail.

Mr. Wellsand, The next one is a contract for Videotec their access control system went out of warranty December 31st and this is a contract to get that support back.

Com. Blaney, moved to approve the Videotec agreement for the Jail, Com. Biggs, second, motion carried.

FACILITIES DEPT.

Com. Good, In the next several weeks we will be announcing the replacement of the Buildings Facility Director. We have made an offer and they accepted and they will be coming to work here within the next several weeks. At that point in time we’ll be announcing who it is and probably be bringing him in here so everyone could meet the new guy. We’re excited about that and I also want to thank Kris who over the last 45 days have taken a lot of this on her back when it is really not her job. I just want to tell you how much I’m thankful for you being up there and sorting through all of the stuff that goes on here every day so thank you.

Martin Security Systems – A monitoring agreement for 157 Franklin St., Valpo - Fire.

Com. Good, Over the cold weather we had a small leak which then turned into a lot of other problems that happened to drip on our monitoring system. Luck wasn’t in our favor but out of all of the things that happened during the cold spell this was very minimal and we were fortunate. Again, that was because the guys were out there checking all of the buildings and making sure everything was working so we are very thankful for that.

Martin Security Systems – A monitoring agreement for 157 Franklin St., Valpo – Security.

Com. Blaney, Do we need to do these separate.

Atty. McClure, We don’t have to, we can do them together.

Com. Blaney, moved to approve the Fire and Security monitoring agreements for 157 Franklin St. with Martin Security Systems, Com. Biggs, second, motion carried.

DEVELOPMENT & STORM WATER MNGMNT. – BOB THOMPSON, DIRECTOR

Engineering drawing approval and approval to advertise for sealed bids for Bridge 126, 700 North over Salt Creek.

Mr. Thompson, This is being advertised now and what we have is a little page if you can sign it and have Vicki attest it. It is going to go on to the actual approved drawings. The drawings were gone over thoroughly by Matt as long as the specification package. We are hoping to open sealed bids at the next Commissioners’ meeting. This is the approval for going forward with the advertisement.

Com. Good, Now the path to start upgrading our bridges has started.

Mr. Thompson, It has, this is our first one.

Com. Good, There will be more coming through we have a lot of bridge work to do out there.

Com. Blaney, moved to approve the advertisement for sealed bids for Bridge 126, Com. Biggs, second, motion carried.

Com. Biggs, Bob when we go to actually getting into the construction of it will that road be closed completely?

Mr. Thompson, Yes.

Atty. McClure, This is a Capital Improvement bridge?

Mr. Thompson, This is a Capital Improvement bridge.

Com. Biggs, That may a great place for the first use of one of those message boards.

Mr. Thompson, Yes, we agree. We'll get them up.

Approval to seek sealed bids for Bridge 135, Old Porter Road over Salt Creek.

Mr. Thompson, We're asking you to approve of us going forward with advertisements, announcing that we're going to be seeking advertisements for Bridge 135. Bridge 135 is Old Porter Road over Salt Creek this is up in the City of Portage right on the Portage and Burns Harbor city line. This is the one that we have Structurepoint to expedite because of the fact that we had to close the road and bridge 2 weeks ago.

Com. Blaney, moved to approve seeking bids for Bridge 135, Com. Biggs, second, motion carried.

Com. Biggs, We've already closed that road?

Mr. Thompson, We have closed that road.

Com. Biggs, Just for the media's sake because there was unfortunately a Facebook post by the Portage Police Chief with regards to the condition of that bridge and that the Commissioners had been well aware of the condition of this bridge since going back as far as 2016. It has been on a schedule to be replaced. We don't know if it's partially due to the harsh weather that we've had this winter but deterioration has accelerated. We have asked for an emergency permit from the DNR so we're moving as quickly as we can to get that repaired.

Mr. Thompson, The Army Corp. permit came in yesterday so they did expedite that for us so that was great.

Mr. Gavelek, And I've been working with Structurepoint and they have been very responsive. They are moving this quickly. I am happy with their progress.

Com. Biggs, It was our inspection our determination which eventually decided to close that road. It wasn't something that some neighbor called us and said you may want to get out there the bridge is collapsing close it.

Atty. McClure, The bottom line it's been on our radar it's part of the Capital Improvement Plan.

Com. Good, We showed all of the pictures a year and a half ago when we did the Capital Improvement Plan.

Atty. McClure, We are at a point now that we can expedite is because this has been in the in the works since the Capital Improvement Plan was approved.

Mr. Thompson, Correct.

Com. Good, One of the things I would like to point out for the public is you've noticed both of these bridges go over Salt Creek because that is a tributary the amount of time that we have to work in that area along with the regulation and restrictions that we when we work over Salt Creek there is a lot of over sight and permits and that is what can cause things to be delayed. Sometimes when you see a bridge get done, engineered and built right away and then you see one that takes longer that is what the difference is. You are going through different permitting bodies of the Federal Government. It can be the DNR or all of the multiple ones that we have to deal with. We also have to deal with them too at a government level as well. These 2 bridges were in Salt Creek so they had a lot of time and permitting that we had to work through. Then there are also a lot of requirements when we work on the bridge that we have to make sure that

we don't do anything to disturb the creek, the wildlife and the habitat. It is just part of the process it's and the steps we have to go through but it's good to see that these are real close to getting going.

Com. Biggs, Have we received the work order from the cable company that is running lines across that.

Mr. Thompson, Frontier.

Mr. Gavelek, We have not, we had our consultant Structurepoint corresponding with them and they have requested an emergency move so we have not yet heard back, but they are in the process of coordinating that.

Com. Biggs, Scott is there anything that the Commissioners can do to help move that along? This been going on how long?

Mr. Gavelek, About 1 year.

Com. Biggs, Yes that's ridiculous.

Com. Blaney, It's quite an emergency.

Mr. Thompson, It is and their line is attached to the bridge on that particular beam that we're concerned with.

Com. Biggs, Maybe a letter from the County Attorney.

Atty. McClure, I will be happy to write one.

Com. Biggs, That road is a major road up there as far as use goes and it can't be closed any more than it absolutely has to.

Mr. Thompson, They have not responded to Structurepoint and they've had to utility coordination and they have exceed the requirement under State law by 2 months/3 months.

Mr. Gavelek, Yes (Inaudible).

Atty. McClure, I think probably the most effective part will be the fact that we're talking about it in a public meeting with the press here. We're trying to fix a bridge that we've had to close the road and now we are in the process of trying to make it go as fast as possible and one of the slowdowns at this point is we can't get one of our local utility providers to respond to us in a timely manner. That is probably the most effective way of handling it but a letter from the Commissioners' office can also go out in the next day or two to make the point.

Mr. Gavelek, I will get with you Scott.

Com. Good, Don't drop anything on the line though.

Com. Biggs, I would like to be contacted when we finally hear back from them. Trying to reach them for a year now is absolutely ridiculous. And again regardless of what we're doing on our end if they're not cooperating it doesn't matter how quickly that we move along with this. We can't do anything until they detach.

Atty. McClure, Or the bridge continues to deteriorate and the line breaks and then we're back to square one. We'll have everyone's attention at that point. It's attached to the bridge is in bad shape.

Com. Blaney, If the bridge falls down it's the end of the wire.

Atty. McClure, It doesn't take much to figure out what will happen if anything falls.

Community Crossings Matching Grant 2019 – Approval to seek sealed bids for the following projects:

- **N. Calumet from Wesley Rd. to U.S. Hwy 6 – 2.0" inlay**
- **Meridian Rd. from 600 North to U.S. Hwy. 6 – 1.5" Inlay**
- **400 North from 325 East to 345 East – 1.5" Inlay**
- **400 North from Augustine Dr. to 400 East – Rehab - FDR**

- **Sturdy Rd. from railroad (Comeford Rd) to U.S. Hwy. 30 – 2.0” Inlay**
- **200 West from 450 South to 350 South – MicroSurface**
- **Smoke Rd. from SR 8 to 600 South – MicroSurface**
- **500 West from 100 South to Division Rd. – Rehab – FDR**
- **725 West from 198 South to 100 South – Rehab – FDR**

Com. Good, Some of you that have been in here, the press, that have watched us cover our Community Crossings Grant we've come a long way on getting our stuff together and getting ahead of it a little bit more. This is a result of that so now you have on our agenda the roads that we're going to be submitting to the State for our grants so everyone knows what roads we've targeted and what roads we want to submit. I think this submittal is end of March?

Mr. Thompson, We have the applications in. They've totally changed the procedure with Community Crossings this year. What you are looking at here is \$2 million worth of work. Matt has been working with Rich Sexton on this. This is essentially an announcement that we're going to be sending out invitations to bid on this work. These applications are in the Community Crossings. Community Crossings has changed it where in the past we've been able to use the annual bid process that the Commissioners open with the asphalt work with the Highway Dept. Now we have to individually bid each one of these projects going forward with Community Crossings.

Atty. McClure, It is in order to make sure the work gets done and in the calendar year. Is that what's it's boiling down to? And it's to make sure that the Community Crossings money is spread around the local contractors.

Mr. Thompson, Correct.

Mr. Gavelek, In comply with Indiana Code.

Mr. Thompson, Right it is going underneath the procurement law that they were requesting that we follow as far as individual sealed bids for all of these projects.

Com. Good, And how much did we get from Community Crossings Grant last year for the County?

Mr. Thompson, Approximately \$870,000.00 on that. To give you an update on that I have submitted to INDOT all of the necessary paperwork to hopefully open up a P.O. here soon so we can then get the money in and then I will close it.

Com. Biggs, To clarify for the general public these are not the only roads that are going to get attention this summer or spring?

Mr. Gavelek, Correct.

Com. Biggs, These are just the ones under the Community Crossings Grant.

Mr. Gavelek, Yes, Rich and Jim have been working on an extensive chip and seal project. We're also crack sealing so we're going to do over 100 miles of pavement preservation and Rich can talk about more.

Com. Good, I met with Matt and Bob yesterday for several hours and just as we talked about the Animal Shelter and all of the good outcomes here I think what you're going to see over the next couple of years with the Highway Dept. and a lot of the things we're going to be doing. Then with the addition of Matt having engineering oversight over a lot of these things I'm very impressed with the direction that we're heading. I think what we need to be better stewards.....you know we only have a certain allotment of money every year that we can spend for paving and upgrading our roads. I think this approach is going to allow us to make these roads last longer by the methods, the type of materials that we're going to be heading into. I know I'm very excited. I know we have 816 miles to take care of and I know this is the first part of that start, but I know deep down I'm very happy with the direction that this department is finally going in. I think the people are going to see it over the next couple of years. I think they've seen it to date, but what we have in store for everybody in the County is going to be really....the equipment that we've invested and the training, the guys and what we're doing. I'm excited about this because the one thing County government does do is the roads. It is really one of the back bones of what we do here as well as 911 and some of the other things. Our roads they're being traveled on a lot more. You can't believe the traffic counts that we're having. Some of our County roads are averaging 8 to 9 thousand cars a day. That is a lot of traffic for a county road. I'm excited about the direction that we're heading. I think we're going to be able to get longer life out

of these roads and better drainage. It is all part of a quality of life and everything else. Good roads are important. Thank you. I know we have a long way to go. There will be a lot more meetings but we're going in the right direction so thank you.

Com. Biggs, moved to approve to seek bids for the project list, Com. Blaney, second, motion carried.

WILDLIFE MANAGEMENT

A request for Additional Appropriations Fund #4106 Wildlife Management Donation to Account #3750 Other Rentals in the amount of \$2,700.00. To fund the wildlife event and Zona Sanctuary.

A request for Additional Appropriations Fund #4106 Wildlife Management Donation to Account #3930 Dues & Subscriptions in the amount of \$500.00. To fund the wildlife event and Zona Sanctuary.

A request for Additional Appropriations Fund #4106 Wildlife Management Donation to Account #3950 Contractual Services in the amount of \$3,900.00. To fund the wildlife event and Zona Sanctuary.

A request for Additional Appropriations Fund #4106 Wildlife Management Donation to Account #2250 Other Supplies in the amount of \$2,300.00. To fund the wildlife event and Zona Sanctuary.

A request for Additional Appropriations Fund #4106 Wildlife Management Donation to Account #3310 Printing other than Office Supplies in the amount of \$1,200.00. To fund the wildlife event and Zona Sanctuary.

A request for Additional Appropriations Fund #4106 Wildlife Management Donation to Account #3630 Equipment other than vehicles in the amount of \$1,200.00. To fund the wildlife event and Zona Sanctuary.

A request for Additional Appropriations Fund #4106 Wildlife Management Donation to Account #3980 Event Expenses in the amount of \$9,200.00. To fund the wildlife event and Zona Sanctuary.

Atty. McClure, This is the Commissioners portion of the approval to approve the additional appropriations into the individual funds so the Zona Wildlife can put on their yearly event. This is the first step and then tonight they are on the Council agenda for approval by the Council and then that would allow the funds to be additional and appropriated in the right lines so they can put on their event.

Com. Blaney, This is all of their donation money.

Atty. McClure, This is the money that they've worked really hard to raise and get donations. Yes, this is the fruits of all of their labor.

Com. Biggs, And they just want access to it.

Com. Blaney, moved to approve the additional appropriations for Wildlife Management, Com. Biggs, second, motion carried.

A JOB DESCRIPTION FOR THE PROSECUTOR'S EXECUTIVE ADMIN. ASST.

Com. Good, We have one thing that we added to the agenda. We have a job description.

Atty. McClure, Yes it's been added I believe at the Council agenda tonight they have some issues that they'll be dealing with with the Prosecutor's office. This is to clean up the Executive Administrative Assistant job description within the Prosecutor's office. H.R. has reviewed this and gone through it. It is all updated to current work duties and also updates the status of making this position exempt.

Com. Blaney, moved to approve the new job description, Com. Biggs, second, motion carried.

Ms. Downing, Could I ask the effective date of that exempt status.

Atty. McClure, After Council approval tonight.

With no further business the meeting was adjourned at 11:25 p.m.

BOARD OF COMMISSIONERS
PORTER COUNTY, INDIANA

Jeffrey J. Good

Laura M. Blaney

Jim Biggs

Attest: _____
Vicki Urbanik, Auditor