

**PORTER COUNTY COUNCIL
Regular Council Meeting
May 29, 2018**

The Porter County Council met on Tuesday, May 29, 2018 at 5:30 p.m. in the County Administration Center, 155 Indiana-Suite 205, Valparaiso, Indiana.

Mr. Bozak called the meeting to order with the Pledge of Allegiance.

Mr. Bozak, Good evening everyone Ms. Vicki roll call please

Auditor Vicki Urbanik,

Members present were Council Member Andy Bozak, Council Member Jeremy Rivas, Council Member Sylvia Graham, Council Member Mike Jessen, Council Member Jeff Larson, and Council Member Dan Whitten. Also present was Auditor Vicki Urbanik, Auditor Chief Deputy Toni Downing and Council Administrative Assistant Joy Blakely. Not Present Council Member Karen Conover and Council Attorney Harold Harper.

Auditor Vicki Urbanik, Six present.

Approval of Minutes

Approval of Council minutes for March 20th, 2018 and April 24th, 2018.

Mr. Bozak, Next up we've got approval of Council meeting minutes for March 20th and...

Mr. Whitten, I'll make a motion to approve March 20th and April 24th Mr. Chairman.

Ms. Graham, Second that motion.

Mr. Bozak, Ok we've got a first and second any discussion? Hearing none all those in favor signify by saying Aye? All those opposed same sign? Motion carries.

Motion carries on a unanimous voice vote.

First Reading

Mr. Bozak, Next up we've got our first reading.

Auditor Vicki Urbanik,

NOTICE TO TAXPAYERS OF PROPOSED ADDITIONAL APPROPRIATIONS

Notice is hereby given the taxpayers of Porter County, Indiana that the proper legal officers of Porter County, Indiana will meet in the Porter County Government Administration Building located at 155 Indiana Avenue, Valparaiso IN 46383 on May 29, 2018 at 5:30 p.m. to consider the following additional appropriations in excess of the county budgets for the year 2018 and to transact any further business which might come before the Council:

General Fund			
Circuit Court I	1000-31610-000-0232	Mental Health/Drug Court	\$ 6,000.00
Adult Probation	1000-11100-000-0274	Salaries	\$ (36,355.00)
Jail	1000-31300-000-0380	Training and Education	\$ 1,000.00
			\$ (29,355.00)

Reassessment Fund			
Reassessment Fund	1188-39500-000-0013	Contractual Services	\$ 27,480.00

Adult Community Corrections Fund

Adult Comm. Corrections	9162-11100-000-0380	Salaries	\$	38,200.00
Adult Comm. Corrections	9162-11200-000-0380	Hourly	\$	19,970.00
Adult Comm. Corrections	9162-12100-000-0380	Salaries	\$	4,482.00
Adult Comm. Corrections	9162-12200-000-0380	Medical/Life Insurance	\$	17,380.00
Adult Comm. Corrections	9162-12300-000-0380	PERF	\$	4,279.00
Adult Comm. Corrections	9162-21100-000-0380	Office Supplies	\$	1,000.00
Adult Comm. Corrections	9162-39500-000-0380	Contractual Services	\$	150,198.00
			\$	235,509.00

Taxpayers appearing at such meeting shall have a right to be heard thereon. The additional appropriations as finally made will be referred to the Indiana Department of Local Government Finance. The DLGF will make a written determination as to the sufficiency of funds to support the appropriations made within fifteen (15) days of receipt of a certified copy of the action taken.

Vicki Urbanik
Auditor of Porter County

Publish May 15, 2018

Mr. Whitten, Well done Vicki...

Mr. Bozak, Thank you Vicki.

Mr. Whitten, Well done good job.

Circuit Court – Judge Harper

General Fund Circuit Court 1 - 1000-000-0232

Additional \$6,000 to 31610 Mental Health/Drug Court. Reason: Amount needed to cover additional Home Detention with alcohol bracelet monitoring for Juvenile Drug Court.

Mr. Bozak, Ok first up this evening we have the Circuit Court Judge Harper General Fund Circuit Court 1.

Mr. Whitten, I'll make a motion to approve the additional \$6,000 to the Mental Health Drug Court.

Ms. Graham, Second.

Mr. Bozak, First and second any additional discussion? Hearing none all those in favor please...

Mr. Whitten, Roll call.

Mr. Bozak, Oh excuse me additional, Vicki roll call please.

Auditor Vicki Urbanik,

Motion carried on the following roll call vote:

Mr. Rivas	-	Yes
Ms. Graham	-	Yes
Mr. Jessen	-	Yes
Mr. Larson	-	Yes
Mr. Whitten	-	Yes
Mr. Bozak	-	Yes

Auditor Vicki Urbanik, 6-0

Adult Probation

Adult Probation General Fund - 1000-000-0274

Reduction (\$36,355) to 11100 Salaries. Reason: Hired from within department so reducing back to original 2018 amounts.

Form 144

\$36,355 to \$30,898 Assistant Chief

\$30,898 to \$0 Probation Officer

Reason: Promoting from within department for Assistant Chief

Mr. Bozak, Alright next up we have the Adult Probation.

Mr. Whitten, I'll make a motion on the \$36,355 reduction to 11100 salaries and the 144 \$36,355 to \$30,898 Assistant Chief and the \$30,898 to \$0 Probation Officer.

Mr. Larson, Second.

Mr. Bozak, Ok first and second is there any additional discussion? Ok hearing none, roll call please?

Auditor Vicki Urbanik,

Motion carried on the following roll call vote:

- Ms. Graham - Yes
- Mr. Jessen - Yes
- Mr. Larson - Yes
- Mr. Whitten - Yes
- Mr. Bozak - Yes
- Mr. Rivas - Yes

Auditor Vicki Urbanik, 6-0

Probation Administration Fees Fund - 2000-000-0274

Form 144

\$10,136 to \$9,653 Assistant Chief

\$9,653 to \$10,136 Probation Officer

Reason: Promoting from within department for Assistant Chief

Probation User Fees Fund (PUF) - 2101-000-0274

Form 144

\$22,868 to \$25,981 Assistant Chief

\$15,981 to \$0 Probation Officer

Reason: Promoting from within department for Assistant Chief

Mr. Bozak, Next we have the Probation User Fees for the Adult Probation.

Mr. Whitten, I'd like to make a motion on several things here, the Form 144 \$10,136 to \$9,653 Assistant Chief and the \$9,653 to \$10,136 Probation Officer. I also like to include in my motion the 144 \$22,868 to \$25,981 Assistant Chief \$15,981 to \$0 Probation Officer.

Mr. Larson, Second.

Mr. Bozak, Ok a first and a second is there any additional discussion? Hearing none roll call please?

Auditor Vicki Urbanik,

Motion carried on the following roll call vote:

Mr. Jessen	-	Yes
Mr. Larson	-	Yes
Mr. Whitten	-	Yes
Mr. Bozak	-	Yes
Mr. Rivas	-	Yes
Ms. Graham	-	Yes

Auditor Vicki Urbanik, 6-0

Mr. Bozak, Thank you.

Planning Commission

Cumulative Bridge - 1135-0000-0079

Transfer

\$45,000 from 31200 Consultants to 11100 Salaries

\$3,420 from 31200 Consultants to 12100 FICA

\$4,950 from 31200 Consultants to 12300 PERF

Reason: To add new Senior Hwy Engineer position

Form 144

\$0 to \$45,000 Engineer Highway Senior

New Job Description for Senior Hwy Engineer

Reason: To add new Senior Hwy Engineer position along with job description.

Mr. Bozak, Next we have the Planning Commission. Moving \$45,000 from Consultants to Salaries...

Mr. Whitten, I'll make a motion on all those transfers and the 144.

Mr. Larson, Second.

Mr. Bozak, First and second any additional discussion...questions?

Mr. Whitten, So we are taking a...so we are adding a new Senior Highway Engineer?

Ms. Graham, How many are there?

Mr. Bozak, Come join us.

Mr. Whitten, I mean is this part of what we discussed before? Is this part of the grand plan or is there something new about this?

Planning Commission Director Robert Thompson, Originally when we had the budget approve we were asking for a Engineer I position that Engineer I position we were looking at somebody would have hopefully up to two years of experience in engineering and would not be a professional engineer. We interviewed six candidates and they were graduates coming out of the University. You know fine engineers I am sure, but one of the things that we realized is that we were going have to spend a lot of time having to train these people to put them into the position, so we spoke to the Commissioners about that and we created the Senior Highway Engineering position and then split the salary between the Highway Administrative Budget under the Highway Engineering section and also under the Cumulative Bridge Fund since the bridge...bridges are going to be a major topic with this position. So we're eliminating the Engineer I position. We also eliminated under the Form 144 for the Highway Administration, I am getting into the next section too here...the Project Manager II position we eliminated that because the Commissioners wanted additional funding for the Highway Superintendent position. So...

Mr. Whitten, So are they increasing the Highway Superintendent position salary then?

Planning Commission Director Robert Thompson, I believe so but that's the question that would probably be needed to ask of them.

Mr. Whitten, Do you need...so you don't need the Project Manager II?

Planning Commission Director Robert Thompson, We are eliminating it yes...because we're...

Mr. Whitten, You're eliminating so you don't think you will need it?

Planning Commission Director Robert Thompson, We're hoping that we don't.

Ms. Graham, You're what? What did he say?

Mr. Whitten, He said they we're hoping the didn't.

Planning Commission Director Robert Thompson, We are hoping that we do not.

Ms. Graham, Oh ok.

Planning Commission Director Robert Thompson, Right now I would say that we not have the work...but if a lot of the development does start picking up yeah we'd probably have to come back in and figure out how we're going to deal with that.

Mr. Whitten, So is the...from what you know is the elimination of the Project Manager II is that their...so they're taking that money to give a higher salary to the Director, is that what you think the plan is?

Planning Commission Director Robert Thompson, Correct and then also to bolster up the salary a little bit for the Senior Highway Engineer position.

Mr. Bozak, So they'll be coming to us in the next few months more than likely?

Ms. Graham, It's salary it would be budget time.

Mr. Whitten, Yeah but it sounds like he might be coming back to us for a Project Manager II position at some point if the work...

Planning Commission Director Robert Thompson, I...you know if it would be it would be next year probably.

Mr. Whitten, Ok.

Planning Commission Director Robert Thompson, I don't even know if by the time budgets start up and everything and we start looking at budgets I will really see if we have a need for that position at that time. I mean it was agreed upon with the Commissioners and stuff, myself and Mike Novotney our County Engineer that we probably do not need that position right now.

Mr. Whitten, Well the only problem I have is that sometimes we eliminate a position to give more money to another position and then you come back and say well actually we need this guy after all or this one after all, we're not going to like cut the person's salary that you gave the raise to in all likelihood...

Planning Commission Director Robert Thompson, Right.

Mr. Whitten, So it's just a straight up...

Planning Commission Director Robert Thompson, Right now the Project Manager I position that we have going is being to handle all the development

and looking over the projects for the Highway Department. If we get a Senior Engineer position on it we really feel that, that's going to help us immensely.

Mr. Whitten, Ok.

Planning Commission Director Robert Thompson, I mean that's why I am saying right now that we do not need a Project Manger II position.

Ms. Graham, How many Engineers do you have now?

Planning Commission Director Robert Thompson, We have two currently on staff. Mike Novotney our County Engineer and that we do have an Engineer I position on the Stormwater section Chelsey Bradford.

Ms. Graham, Ok.

Mr. Whitten, Right on that's my questions.

Mr. Bozak, Does anyone else have any further questions?

Ms. Graham, Those are good concerns, because it does look as if...and you are saying that you're going to evaluate it at budget time.

Planning Commission Director Robert Thompson, Even at budget time with that coming up in June or July I doubt very much we're still going to see the need.

Ms. Graham, Ok.

Planning Commission Director Robert Thompson, So I mean if I do come back it's not going to be until next year.

Mr. Bozak, Ok, no further comments or questions? Hearing none roll call please Ms. Vicki?

Auditor Vicki Urbanik,

Motion carried on the following roll call vote:

Mr. Larson	-	Yes
Mr. Whitten	-	Yes
Mr. Bozak	-	Yes
Mr. Rivas	-	Yes
Ms. Graham	-	Yes
Mr. Jessen	-	Yes

Auditor Vicki Urbanik, 6-0

Highway Department

**Highway Administration Fund - 1176-000-0530
Form 144**

\$45,000 to \$0 Engineer I (Hwy & Development)
\$50,000 to \$0 Project Manager II
\$0 to \$45,000 Engineer Highway Senior

Reason: To add new Senior Hwy Engineer position

Mr. Whitten, Mr. Chairman since we really did discuss the next Form 144 I will go ahead and make a motion \$45,000 to \$0 Engineer, \$50,000 to \$0 Project Manager II and \$0 to \$45,000 Engineer Highway Senior.

Mr. Larson, Second.

Ms. Graham, Second.

Mr. Bozak, We have a first and a second is there any further discussion or question? Hearing none roll call please.

Auditor Vicki Urbanik,

Motion carried on the following roll call vote:

Mr. Whitten	-	Yes
Mr. Bozak	-	Yes
Mr. Rivas	-	Yes
Ms. Graham	-	Yes
Mr. Jessen	-	Yes
Mr. Larson	-	Yes

Auditor Vicki Urbanik, 6-0

Mr. Bozak, Thank you Bob we appreciate your time.

Planning Commission Director Robert Thompson, Thank you.

Mr. Whitten, Thanks a lot man, have a good evening.

Tourism - Porter County Convention, Recreation and Visitor Commission (PCCRVC)

PCCRVC - 7304-000-3000

Form 144

Up to \$15.00 per hour for Destination Concierge
Reason: Effective 3/12/18 to pay \$53.47 weekend back pay plus \$.50 per hour for weekend work going forward.

Mr. Bozak, Next we have Tourism – Porter County Convention, Recreation and Visitor Commission.

Mr. Whitten, Hey it's our friends from Tourism. What do we pay up to \$15.00 dollars...what do we pay now?

Mr. Bozak, Destination Concierge.

Mr. Whitten, What is it now? I make a motion to approve this for discussion.

Tourism President Mitch Peters, The caps \$10.00 dollars.

Mr. Bozak, Hold on we have got a first...

Mr. Rivas, Second.

Mr. Bozak, Ok we've got a second.

Tourism President Mitch Peters, The cap is \$10.00 dollars right now the problem is we have got a guy that has been there so long, this is for our part-time salary employees.

Mr. Whitten, Ok I follow that, I am with you...

Tourism President Mitch Peters, He has been there so long...

Mr. Whitten, You are moving fast but I am with you.

Mr. Rivas, I thought you guys were getting on board to fight for \$15.00 raise the minimum wage here.

Tourism President Mitch Peters, No we want the cap...

Ms. Graham, 50 cents....

Tourism President Mitch Peters, at \$15.00 it just so that we don't have to come back next time somebody...

Mr. Whitten, So you don't like to come in front of us is that what you are trying to say Mitch?

Tourism President Mitch Peters, No not at all.

Mr. Rivas, He is honest.

(Laughter)

Tourism President Mitch Peters, I mean I am not going to lie.

Mr. Whitten, We like Lorelei.

Tourism President Mitch Peters, I know it's me that you have the issue with.

Mr. Whitten, Full disclosure it's Lorelei we like to see.

Tourism President Mitch Peters, I know she like to come.

Mr. Whitten, Alright.

Tourism President Mitch Peters, So we just want to raise the cap and give him his back pay because he has worked his premium hours on the weekend and he has accumulated \$53 dollars in that has not been paid.

Ms. Graham, That's what his back pay is?

Tourism President Mitch Peters, Yes that's his back pay, we are making it effective 3/12 is it?

Tourism Director Lorelei Weimer, Yeah.

Mr. Bozak, So there are so employees going to \$10.50 an hour?

Tourism Director Lorelei Weimer, For the weekend, so...

Tourism President Mitch Peters, Weekends only.

Tourism Director Lorelei Weimer, he's at \$10 dollars right now for regular but anytime on the weekends or holidays they get a premium and we can't pay them the premium because we are maxed out at \$10 dollars.

Tourism President Mitch Peters, We are just raising the cap to pay him his back pay.

Mr. Whitten, So I don't...I mean generally I am for this but generally speaking I have got to tell you that I don't like the idea of coming for increase and saying that we're going retroactive it. That's really not the way we like to do it. We like you to come in and say hey we want to make these increases and then we know what we're...

Tourism President Mitch Peters, We would have rather it way back when but we didn't.

Mr. Whitten, We're not talking about a ton of money here and it isn't much an hour so frankly I get it and I understand why you're here.

Tourism President Mitch Peters, Thank you.

Mr. Bozak, Anyone else?

Ms. Graham, Roll call.

Mr. Larson, What's the comparative salary for that position? Have you guys checked with other Tourism Boards to see where we are?

Tourism Director Lorelei Weimer, I sorry what was that?

Mr. Larson, What's the comparative salary for that position?

Tourism Director Lorelei Weimer, That I don't know we do comparisons for the full-time staff with other bureaus but not the hourly. But if you see what they do...

Mr. Larson, Yeah I know we have been there...I mean I have been there quite often I was kind of curious.

Mr. Whitten, Don't compare us to Lake County.

Tourism President Mitch Peters, No we wouldn't.

Mr. Whitten, \$500 hundred dollars an hour and they are all related.

Mr. Larson, Wow...why don't you stab them all while we're at it.

Mr. Bozak, She had no comment.

Mr. Larson, I am avoiding that.

Mr. Bozak, Alright any further questions or comments? Ok hearing none roll call please?

Auditor Vicki Urbanik,

Motion carried on the following roll call vote:

Mr. Bozak	-	Yes
Mr. Rivas	-	Yes
Ms. Graham	-	Yes
Mr. Jessen	-	Yes
Mr. Larson	-	Yes
Mr. Whitten	-	Yes

Auditor Vicki Urbanik, 6-0

Tourism President Mitch Peters, That was so much more pleasant than the last time.

Tourism Director Lorelei Weimer, Thank you.

Mr. Bozak, See you next month.

Mr. Whitten, It's all in the presentation Mitch...it's all in the presentation.

Tourism President Mitch Peters, Thank you.

Mr. Bozak, Thank you.

Portage Twp Assessor

Reassessment Fund - 1188-000-0013

Additional \$27,480 to 39500 Contractual Services. Reason: Pay remaining balance on invoice for commercial reassessment vendor.

Mr. Bozak, Next up we've got the Portage Township Assessor for the Reassessment Fund.

Mr. Whitten, I'll make the motion on the additional \$27,480 to Contractual Services

Mr. Rivas, Second.

Mr. Bozak, We have a first and second any additional questions or comments?

Mr. Whitten, So Alta...so we didn't have enough budgeted for this position is that what it is?

Portage Township Assessor Alta Neri, What happened was we have a four year contract with Scott Potts my field person for Commercial and Industrial. When the contract...I wasn't the Assessor when the contract was made, so what he did is he waited till the end of the four years which was January 1st of this year to present me with a bill like a couple of months ago.

Mr. Rivas, Really?

Portage Township Assessor Alta Neri, I was like for all four years well I can't do that. So I said now I have to go in front of the County Council...I told him that if we retained him for the next four years for the reassessment then he would have to bill me yearly.

Mr. Whitten, Does he assess all the Commercial properties in Portage Township then is that what he does?

Portage Township Assessor Alta Neri, Yeah Industrial.

Mr. Rivas, You say Industrial what does that mean?

Portage Township Assessor Alta Neri, You know like US Steel and...

Mr. Larson, Did we enter into that contract with him that it would be a balloon payment at the end?

Portage Township Assessor Alta Neri, No I wasn't part of the contract.

Mr. Whitten, Did he tell you what he waited four years that just seems so weird?

Portage Township Assessor Alta Neri, I know, I know.

Mr. Bozak, He wanted a big check.

Portage Township Assessor Alta Neri, I said well you can't do that. I said I have to be billed on the yearly basis.

Mr. Larson, That's insane.

Portage Township Assessor Alta Neri, I just don't have it.

Ms. Graham, You didn't realize that was out there?

Portage Township Assessor Alta Neri, Well he doesn't realize that my money doesn't care over every year. You know so I am stuck with a \$47,000 bill.

Mr. Bozak, And you verified the bill and everything was legit?

Portage Township Assessor Alta Neri, Yeah he gave me a list...I have a list of all the properties he did so it's been verified.

Mr. Whitten, Is mine on there because it to high.

(Laughter)

Mr. Bozak, Are you guys making changes going forward? What are you guys doing are you going to stick with him?

Portage Township Assessor Alta Neri, I hope so, yeah are contract is going to be renew hopefully next month in June.

Mr. Bozak, Same terms or...

Ms. Graham, Are they going to be paid yearly?

Portage Township Assessor Alta Neri, Well yeah I told him...I said you have to do this yearly because I can't do it...

Mr. Whitten, Who reviews their contract before you sign it?

Portage Township Assessor Alta Neri, The Commissioners.

Mr. Whitten, Do you have Scott McClure or?

Portage Township Assessor Alta Neri, I have to go before the Commissioners for approval. Because I have to accept bids and so I am hoping to retain him, his work is exceptional.

Mr. Larson, When was his work completed?

Portage Township Assessor Alta Neri, The contract ended January 1st, 2018 but I though it ended at the end of the term.

Mr. Whitten, I think what Jeff was asking is when do you finish the work?

Portage Township Assessor Alta Neri, Oh January 1st of this year.

Mr. Whitten, So he works all the way up to January 1st? Like New Years Eve he was out there assessing? I was thinking that was the guy out in my drive.

Portage Township Assessor Alta Neri, Well that was the end of our date.

Mr. Larson, But then it took him five months to bill us after that?

Portage Township Assessor Alta Neri, Yeah.

Mr. Larson, That's...

Mr. Whitten, That's odd.

Portage Township Assessor Alta Neri, I know I was a little surprised myself.

Mr. Whitten, What are you going to do.

Mr. Bozak, Some people have money like that.

Portage Township Assessor Alta Neri, So...

Mr. Rivas, You said that you had US Steel I'm interested you assess US Industrial because recently somebody told me...another mill in the County that the state doesn't allow the Counties assess some of the Industrial properties, that they do that.

Portage Township Assessor Alta Neri, We do...Portage Township for US Steel we do. We assess them and the State assesses US Steel in Gary...and Mittal Steel is assessed by the State but for Portage for some reason they are not included in the State we are.

Ms. Graham, We are lucky that the State didn't take it.

Mr. Rivas, That is interesting.

Mr. Bozak, Good question.

Mr. Right, Alright thank you.

Mr. Bozak, Anyone else have any further questions?

Portage Township Assessor Alta Neri, This is just a one time deal.

Mr. Bozak, Ok, Ms Vicki can I get a roll call....

Mr. Whitten, Can I get a amount?

Mr. Bozak, Sorry go ahead.

Mr. Whitten, How much is the Assessor total Reassessment Budget or Fund right now?

Auditor Vicki Urbanik, In the Budget? Ok...

Mr. Whitten, Hers comes out of his, your reassessment comes out of it

Portage Township Assessor Alta Neri, Yes.

Mr. Whitten, I'm just curious how much.

Portage Township Assessor Alta Neri, I mean as soon as he hit me with the bill I had a call into Vicki and said ok.

Mr. Larson, You may have to raise your office expense.

Mr. Bozak, Tell them we will make payments over the next four years.

Mr. Whitten, We like it coming out of Reassessment.

Ms. Graham, Yeah definitely.

Mr. Larson, Yeah over the next four years...that's crazy.

Mr. Whitten, Gosh I'm getting motion sickness bring that thing up.

Auditor Vicki Urbanik, The total budget that was approved was \$533,756 dollars.

Mr. Whitten, And what's left in there now is \$454,000 almost \$456,000 dollars?

Auditor Vicki Urbanik, Yes.

Mr. Bozak, Almost 85 percent left.

Mr. Whitten, That answers my question thanks.

Mr. Bozak, Any further questions? Ms. Vicki roll call please?

Auditor Vicki Urbanik,

Motion carried on the following roll call vote:

Mr. Rivas	-	Yes
Ms. Graham	-	Yes
Mr. Jessen	-	Yes
Mr. Larson	-	Yes
Mr. Whitten	-	Yes
Mr. Bozak	-	Yes

Auditor Vicki Urbanik, 6-0

Mr. Bozak, Thank you Alta

Mr. Whitten, Thanks Alta see you later.

Portage Township Assessor Alta Neri, Thank you.

Jail

Jail General Fund - 1000-000-0380

Additional \$1,000 to 31300 Training and Education. Reason: Needed to cover cost associated with mandatory Jail School Training.

Adult Community Corrections - 9162-000-0380

Additional \$38,200 to 11100 Salaries
\$19,970 to 11200 Hourly (New approved hourly employee)
\$4,482 to 12100 FICA
\$17,380 to 12200 Medical/Life Insurance
\$4,279 to 12300 PERF
\$1,000 to 21100 Office Supplies
\$150,198 to 39500 Contractual Services

Reason: DOC Grant for July 1, 2018 thru June 30, 2019

Form 144

\$38,200 Case Worker Salary
Part-Time Case Worker up to \$13.25 per hour.

Mr. Bozak, Alright next up we've got the Jail

Mr. Whitten, Andy I'll make a motion on the additional \$1,000 in Training and Education plus I would also on the Adult Community Corrections make a motion on all those additional....

Mr. Larson, Second.

Mr. Whitten, DOC grant and the 144.

Mr. Bozak, But not the second one right?

Mr. Whitten, Not the General Fund one.

Mr. Bozak, Ok and Mr. Larson your second stand?

Mr. Larson, Yes sir.

Mr. Bozak, Alright we have got a first and second, do you guys want to come on down?

Ms. Graham, I have one question that I want to ask?

Mr. Bozak, Would you like to join us?

Mr. Larson, The price is right.

Mr. Bozak, I've got bad eyes it's hard to see you over there.

Mr. Whitten, How is it going guys?

Sheriff Dave Reynolds, Good.

Ms. Graham, I have one question on the grant that you have for this Community Corrections person?

Sheriff Comptroller Edie Hahn, Yes.

Ms. Graham, Is that renewable and for how many years?

Sheriff Comptroller Edie Hahn, They are probably going to give it to us every year because this is our second year with them.

Ms. Graham, Oh ok.

Sheriff Dave Reynolds, From what they have told us is once we get it we'll have it and we actually asked more this year from last year we asked for an assistant for Rachael and they gave us that.

Sheriff Comptroller Edie Hahn, Part-time.

Mr. Bozak, So that money is still in the grant and will continue?

Ms. Graham, So that answers my question, I just...sometimes with Grants after three years it runs out and then the County has to pick it up.

Sheriff Dave Reynolds, No they're giving us...I mean nothing is guaranteed in life but they are saying it looks good. But you know, because what we are doing is what they want us to do with programs in the jails.

Ms. Graham, Ok.

Sheriff Dave Reynolds, So they are encouraging us and they are encouraging other...actually other Sheriffs to apply for this. But we were the next to Vigal and Marion we've got more money than other county in the state.

Ms. Graham, Wow.

Mr. Bozak, Wow, that's wonderful.

Ms. Graham, Good.

Sheriff Dave Reynolds, So that's good.

Mr. Whitten, Sounds good.

Mr. Bozak, Ok does anyone else have any further questions? Ok hearing none Ms. Vicki roll call please?

Auditor Vicki Urbanik,

Motion carried on the following roll call vote:

Ms. Graham	-	Yes
Mr. Jessen	-	Yes
Mr. Larson	-	Yes
Mr. Whitten	-	Yes
Mr. Bozak	-	Yes
Mr. Rivas	-	Yes

Auditor Vicki Urbanik, 6-0

Sheriff

Sheriff General Fund - 1000-000-0005

Form 144

\$55,901 to \$0 1st Class Patrolman (30 @ \$55,901 to 29 @ \$55,901)

\$0 to \$56,617 Corporal (6 @ \$56,617 to 7 @ \$56,617)

Reason: Difference of \$716 there will be enough in unused salary's to cover the change no additional monies needed in 2018 will be updated in the 2019 budget.

Mr. Bozak, Alright we have the Sheriff's General fund moving \$55,901 to \$0 for the 1st Class Patrolman.

Mr. Whitten, I'll make a motion on the 144.

Ms. Graham, Second.

Mr. Bozak, First and second any questions?

Mr. Whitten, So are we creating a whole new Corporal spot?

Sheriff Dave Reynolds, Yes.

Mr. Whitten, Is that what we are doing here?

Sheriff Dave Reynolds, Yes.

Mr. Whitten, Can you just off of the top of your head tell me how many...I'm just curious how many Patrolman do you have and how many Corporals in rank and file? Do you know off of the top of your head?

Sheriff Dave Reynolds, Well we have...

Sheriff Comptroller Edie Hahn, I've got it hold on...right now we have 2 Division Commanders, 3 Captains, 5 Lieutenants, 10 Sergeants, 7 Corporals, 29 First Class and 6 Second Class.

Mr. Whitten, Ok.

Mr. Bozak, And is this a promotion internal?

Sheriff Dave Reynolds, Well the problem was when we moved...when we took over the Drug Unit, it's not a problem but how it affected our ranking structure and I have a guy a ranking officer in Chicago and it all kind of came around where we took care of the Drug Unit from a structure standpoint but now that we've been one short of ranking officers on midnights and that's where this would go. And we try to figure out why it all happened it's just because what we did we, we took a Lieutenant off of the road and put him on the Detective Bureau because we took the Lieutenant back in the Drug Unit so at some point and time it all kind of...we were short one.

Mr. Whitten, Yeah, we talk about this before so I get it.

Mr. Bozak, And you are not going to be short a Patrolman and be coming back to us are you?

Sheriff Dave Reynolds, No.

Mr. Bozak, Thank you. Anyone else have any further questions? Hearing none roll call please?

Auditor Vicki Urbanik,

Motion carried on the following roll call vote:

Mr. Jessen	-	Yes
Mr. Larson	-	Yes
Mr. Whitten	-	Yes
Mr. Bozak	-	Yes
Mr. Rivas	-	Yes
Ms. Graham	-	Yes

Auditor Vicki Urbanik, 6-0

Mr. Whitten, How is that Drug Unit doing?

Sheriff Dave Reynolds, Great...I mean we are not really coming out with the numbers but I think at some point and time we can get you that information. We just don't want to publicize it because we have people behind us that will be writing all that stuff down.

(Laughter)

Mr. Whitten, I would be curious, yeah at one point a couple of years ago I got some data and I was kind of curious what kind...

Sheriff Dave Reynolds, I think when you see what we are doing it's...I would like to invite you guys to our monthly meeting. We have up to seventy-five officers from five states or five counties show up and the US Attorney is going to speak at our next meeting on June 25th, 2018 it's at 10:00 a.m. at our station.

Mr. Bozak, Is that similar to the last meeting that we we're invited to a week ago?

Sheriff Dave Reynolds, Yes.

Mr. Larson, Actually I wanted to praise Sheriff Reynolds for that because I was invited to that like all of us and I spoke to a couple of Sheriff's afterwards and it seems like everyone wanted to continue that effort that you started so they were really open to continuing that discussion and they were really comfortable with what happened at that meeting so that's very cool thanks for sticking your neck out there and getting that started.

For those of you in the audience that don't know what happened Sheriff Reynolds started discussion with the local Sheriff's in the surrounding communities and as far...some were quite far away and had some positive discussions about what they incur in their day to day functions in that position. So it was a really neat program so thanks.

Sheriff Dave Reynolds, Right thank you.

Mr. Bozak, Thank you.

Mr. Whitten, Awesome.

Mr. Bozak, Anyone else? Ok thank you guys have a good evening.

Mr. Jessen, Have a good night.

Mr. Bozak, Alright next up we have got Soil and Water Conservation....

Sheriff Comptroller Edie Hahn, Did we do the \$1,000 dollars on the Jail?

Mr. Whitten, We did.

Mr. Bozak, We covered it all.

Mr. Whitten, We move fast.

Sheriff Comptroller Edie Hahn, Oh, I didn't hear it.

Mr. Whitten, Strap in it's going to be a fast ride.

Soil and Water Conservation

- Introduction to new employee Jared O'Brien.

Mr. Bozak, Alright new this evening we have an introduction to our new employee Mr. Jared O'Brien with Soil and Water Conservation. How are you doing?

Soil & Water Jared O'Brien, Good Evening.

Soil & Water Michelle Benson, It's just my incredible privilege to introduce our brilliant new co-worker Jared O'Brien. He comes to us from the Indiana State Department of Agriculture and he's the District Conservation Project Manager and he has hit the ground running already been out in the field visiting with a lot of landowners and helping with the Federal work and he has incredible computer skills so we're excited about that, mapping and such it's something that we were lacking in our office and I will be quiet so he can talk.

Soil & Water Jared O'Brien, Yeah, I just want to take a minute to introduce myself as Michelle said I was with the State Department of Agriculture for a couple of years before joining Porter County Soil & Water Conservation District. I was in their Conservation Branch Division of Soil Conservation and was tasked with voluntarily working with private landowners to get conservation on the ground. For those of you not from an Agriculture background or familiar with the terminology just a lot of cover crops keeping something growing in the farm fields throughout the year minimizing soil disturbance. Also working with the Federal United States of Agriculture Natural Resource Conservation Service Tech team doing engineering designs to help keep the soil on the fields not only that but also working with Urban Stakeholders landowners and gardens basically any conservation practice you can think of. I was pulled on a few statewide projects for GIS targeting conservation and priority area watersheds so I have been trying to keep the watersheds healthy and clean just kind of covering five counties in Northwest Indiana. So now I am very happy to focus on Porter County my home county that I have been living in with my wife and our two girls for the last six or seven years here.

Ms. Graham, So you were pulled out of State projects, how does Porter County line up with what you were doing statewide?

Soil & Water Michelle Benson, Just say that we are the best.

(Laughter)

Soil & Water Jared O'Brien, Porter County is one of the better staff and personnel in their office, their always looking for work to do and no one is sitting on their hands and I like that, I like to keep busy it makes the day go quicker. There is a very diverse demographic in Porter County where you have agriculture in the southern half primarily and then urban up north so it keeps the days fun. There are a lot of people that are willing to do the best they can with their land and is so good, I think it's just enjoyable to work with that.

Mr. Bozak, So does the farmer approach you if they have a question or do you approach the farmer to tell them that they are having issues...how does that work?

Soil & Water Jared O'Brien, Yeah it's a two-way street, yes absolutely that's a great question so sometimes they will come in because we'll put feelers out there...send some mailers saying we have cost share assistance available to kind of get them rolling in that direction if they're not already adopting these practices. I will kind of target farms and producers either meeting them at other functions or using

geographic information system to find extreme reaches that are impaired by e-coli or certain excess nutrients and so like I said it's like a two way street a lot of times they come in and sometimes we are coming to them...we're just kind of starting that conversation and seeing...

Mr. Bozak, So you guys are involved with that we had that flooding down south, are you guys involved in trying to fix that land or are you guys not involved in that?

Soil & Water Jared O'Brien, In a roundabout way usually in that specific instance was elevated and I think more in the County Engineer side but I think a lot of farmers are seeing that these flooding events are happening more often and getting more severe so what's the best way to prepare for a changing climate in the future and we are just telling them that more growing plants...

Mr. Rivas, Whoa what did you say?

Soil & Water Jared O'Brien, What did you say a second ago? Take it easy with that word a changing climate phrase?

(Laughter)

Mr. Whitten, Yeah, full disclosure in the future we are going to blame all the flooding on you.

(Laughter)

Soil & Water Jared O'Brien, So they are going to have to produce more on smaller amounts of land is essentially what's going to happen.

Mr. Larson, Do you find it difficult because a lot of the farmers up here lease property versus ownership?

Soil & Water Jared O'Brien, Yes.

Mr. Larson, And so are they more open to discussion or are they more difficult to reach?

Soil & Water Jared O'Brien, It runs the board there it depends on if they're very proactive themselves or some cases the actual land owner just kind of wants to stay in the track they're in because it's been working for them over the years.

Mr. Larson, Right.

Soil & Water Jared O'Brien, So it's all over the place and that's the best part of what keeps it fun really, I've seen it all over the five counties I used to cover before coming just to this singular county.

Mr. Rivas, How much in the recent years with the development of the Stormwater department do you guys interact with them?

Soil & Water Michelle Benson, Well Mike is the engineers actually Associate Supervisor, we thought it was necessary to welcome him because he's incredible talented so we wanted him as an Associate Supervisor and fortunately he accepted so he's been coming to our meetings as much as he can.

Ms. Graham, That's good.

Soil & Water Michelle Benson, And we have a great discussion going because there is certainly a partnership there it goes hand and hand if we can do more to keep the water on the fields with those cover crops and such, that prevents them from cleaning the ditches and creating problems so that what we want to do.

Ms. Bozak, Makes our jobs easier as Council Members.

Soil & Water Michelle Benson, Yeah, we are trying prevention, that's what we are trying to do.

Ms. Graham, That's good.

Soil & Water Michelle Benson, You know that we have a lot of wonderful landowners in Porter County and they are interested in that Federal cost share so we are helping them get it by having an talented employee like this we are able to process their paperwork faster. We are able to get field visits completed more quickly and so they're then able to get their funds more quickly and practices installed.

Ms. Graham, That's good.

Soil & Water Jared O'Brien, Yes we are working towards...we are going to be working on a few grants and hopefully that will help support field days, educational pieces where we are out there working with landowners showing them some practices that are already established, how they are working, how they can work for them and their land too.

Mr. Jessen, Very interesting.

Mr. Bozak, Any other questions? Well welcome aboard.

Mr. Jessen, Yeah welcome aboard.

Soil & Water Michelle Benson, Thank you.

Mr. Bozak, Look forward to working with you Mr. O'Brien.

Soil & Water Jared O'Brien, Thank you nice meeting you.

Second Reading

Mr. Bozak, Ok next up Vicki we have our second reading please.

Auditor Vicki Urbanik,

Whereas it has been determined that it is now necessary to appropriate more money than what was appropriated in the annual budget. Therefore be it ordained resolved by the Porter County Council of Porter County Indiana that for the expenses of the taxing unit the following additional sums of money are hereby appropriated out of the funds named and for the purposes specified subject to the laws governing the same.

General Fund			
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Circuit Court I	1000-31610-000-0232	Mental Health/Drug Court	\$ 6,000.00
Adult Probation	1000-11100-000-0274	Salaries	\$ (36,355.00)
Jail	1000-31300-000-0380	Training and Education	\$ <u>1,000.00</u>
			\$ (29,355.00)

Reassessment Fund			
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Reassessment Fund	1188-39500-000-0013	Contractual Services	\$ 27,480.00
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Adult Community Corrections Fund			
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Adult Comm. Corrections	9162-11100-000-0380	Salaries	\$ 38,200.00
Adult Comm. Corrections	9162-11200-000-0380	Hourly	\$ 19,970.00
Adult Comm. Corrections	9162-12100-000-0380	Salaries	\$ 4,482.00
Adult Comm. Corrections	9162-12200-000-0380	Medical/Life Insurance	\$ 17,380.00
Adult Comm. Corrections	9162-12300-000-0380	PERF	\$ 4,279.00
Adult Comm. Corrections	9162-21100-000-0380	Office Supplies	\$ 1,000.00
Adult Comm. Corrections	9162-39500-000-0380	Contractual Services	\$ <u>150,198.00</u>
			\$ 235,509.00

And that concludes second reading.

Mr. Whitten, I make a motion to approve.

Mr. Jessen, Second.

Mr. Bozak, Ok we have a first and second any discussion? Hearing none roll call please?

Auditor Vicki Urbanik,

Motion carried on the following roll call vote:

Mr. Larson	-	Yes
Mr. Whitten	-	Yes
Mr. Bozak	-	Yes
Mr. Rivas	-	Yes
Ms. Graham	-	Yes
Mr. Jessen	-	Yes

Auditor Vicki Urbanik, 6-0

Mr. Bozak, Motion carries.

Attorney's Report

Mr. Bozak, We are going to move the Attorney's report to the end if Mr. Harper makes it he was running a little behind do to some previous engagements.

Any other matter that may properly come before the Council

- **Porter Hospital LLC - Form CF-1**

Mr. Bozak, So right now we will just go to the...unless anyone has a problem with that? Ok then we will go to any other may come before the Council starting off with the Porter Hospital LLC form CF-1 we've got Jared Smith if you don't mind come on down. You guys should all have a copy of it in front of you. And Vicki you had a chance to review this?

Auditor Vicki Urbanik, Yes.

Mr. Bozak, And everything looks good?

Mr. Whitten, I assume Harold has looked at this and everything is fine there too?

Auditor Vicki Urbanik, I believe so yes.

Mr. Whitten, So what is going on at the Hospital what exciting things are happening?

Porter Hospital Assistant CEO Jared Smith, I would say that we are continually focused on growth from a quality perspective. CMS star rating we're a four star Hospital which represents twenty percent of the nation so we're currently focused on developing our service lines, developing a clearer pathway of a continuum of care for better patient outcomes and a better experience.

Mr. Whitten, I mean apparently you are increasing personnel and employees...

Mr. Bozak, Salaries...

Porter Hospital Assistant CEO Jared Smith, We are correct.

Mr. Whitten, So in the year ahead are we anticipating more growth in salaries and more importantly in employees then?

Porter Hospital Assistant CEO Jared Smith, Well right now I can't forecast the exact number of the fluctuation, it will continue to exceed the 126 and we'll be continuing to pursue strategic initiatives.

Mr. Whitten, I sorry I didn't hear you what was that?

Porter Hospital Assistant CEO Jared Smith, We'll be pursuing new strategic initiatives and we'll continue to surpass the 126 number.

Mr. Larson, You guys still...is the Hospital still for sale?

Porter Hospital Assistant CEO Jared Smith, It is not.

Mr. Larson, Ok.

Porter Hospital Assistant CEO Jared Smith, To my knowledge...I mean I think we have a great opportunity here. You know we actually a couple of months brought in a new market CEO and working closely with our sister facility the LaPorte Hospital and Starke Hospital we have a good opportunity to further advance the services we provide so it's exciting times.

Mr. Larson, You guys just broke grown over there in LaPorte right?

Porter Hospital Assistant CEO Jared Smith, It's exciting times.

Mr. Bozak, Any further questions?

Mr. Whitten, I'll make a motion to accept there form CF-1.

Ms. Graham, Second.

Mr. Bozak, Now did you have a question?

Mr. Rivas, When does this...is next year the last year?

Auditor Vicki Urbanik, No.

Mr. Rivas, No?

Mr. Whitten, Oh no.

Auditor Vicki Urbanik, The last year is pay 2022.

Mr. Rivas, 2022.

Mr. Whitten, Yeah but it is a sliding scale...it's sliding our way right?

Auditor Vicki Urbanik, Yes.

Mr. Bozak, Alright any further discussion or any questions?

Mr. Whitten, We are almost there a few more years and you'll be full blown citizens of Porter County.

Mr. Bozak, Roll call please Ms. Vicki?

Auditor Vicki Urbanik,

Motion carried on the following roll call vote:

Mr. Whitten - Yes

Mr. Bozak - Yes
Mr. Rivas - Yes
Ms. Graham - Yes
Mr. Jessen - Yes
Mr. Larson - Yes

Auditor Vicki Urbanik, 6-0

Mr. Bozak, Thank you Mr. Smith.

Mr. Whitten, Thanks a lot for coming appreciated your time.

- **Budget Meeting Schedule.**

Mr. Bozak, Alright next up we wanted to discuss the Budget Meeting Schedule for this year in your packets you guys have a copy of last years. I just wanted to see what your guy's thoughts were? When you guys want to get everything done by?

Mr. Whitten, So Vicki when you and I met we talked a little bit about this so refresh my memory when is...when do you need it from us done, final the end here it is?

Auditor Vicki Urbanik, When would I like it?

Mr. Whitten, Answer that question in two dates.

Auditor Vicki Urbanik, I didn't hear that correctly?

Mr. Whitten, When do you need it and when do you...

Auditor Vicki Urbanik, By law November 1st, 2018.

Mr. Whitten, Yeah, but you need it before then.

Auditor Vicki Urbanik, Yes...yes.

Mr. Whitten, So when is the last date you need it by?

Mr. Larson, The 15th of October?

Auditor Vicki Urbanik, Yes, mid-October however there is a another Auditor Conference late October so the earlier the better.

Mr. Whitten, How many Conferences you guys going to have?

Auditor Vicki Urbanik, Just two a year.

Mr. Larson, So we're thinking the latest would be like the 10th of October?

Auditor Vicki Urbanik, Yes.

Mr. Whitten, You're saying you need final reading by the 10th of October?

Auditor Vicki Urbanik, No, no, no the Final Reading can be up through November 1st but...

Mr. Whitten, Yeah but you need it before November 1st, 2018.

Auditor Vicki Urbanik, Yes.

Mr. Whitten, So when do you need Final Reading by? When do you Vicki Urbanik Auditor of Porter County need it?

Auditor Vicki Urbanik, Mid October if you're going to continue your past practice of deciding the salary issues at the end that requires a lot of work on our end.

Mr. Whitten, We had Final Reading last time October 26th, 2017.

Auditor Vicki Urbanik, That was Final Adoption.

Mr. Whitten, That's what I am asking.

Auditor Vicki Urbanik, That's fine.

Mr. Whitten, That date is ok, that worked out alright?

Mr. Larson, That was right before your conference though.

Auditor Vicki Urbanik, Here let me look at the Conference?

Mr. Whitten, I think the last week in October you are out of town...is that what it is?

Mr. Larson, That is what she said last time, yeah.

Mr. Whitten, And really we decide...once we get the raises figured Vicki?

Auditor Vicki Urbanik, Right.

Mr. Whitten, Once we get the raises figured, I mean then the rest is just all interpolating numbers so you really...

Auditor Vicki Urbanik, Right, then we do the calculations.

Mr. Bozak, Well hopefully it will be in the LOW system which will save us time.

Mr. Larson, Just to share what Vicki said here she said the 21st through the 28th is going to be their conference week.

Mr. Whitten, Well we could have a final reading during that time.

Mr. Larson, Right.

Mr. Whitten, A final adoption, that's not a big deal...

Mr. Larson, Right, but they just have to have it before hand to prepare.

Ms. Graham, Does everybody leave the office?

Auditor Vicki Urbanik, Pardon me?

Ms. Graham, You're the only one or does everybody leave?

Auditor Vicki Urbanik, No not everyone.

Ms. Graham, Ok.

Mr. Whitten, So if we did something similar Vicki...not that I am saying that's what we should do but if we did something similar to last year that would be workable with you?

Auditor Vicki Urbanik, Yes...you can have Final Adoption October 29th, 30th or 31st.

Mr. Larson, Right.

Auditor Vicki Urbanik, As long as we get the numbers of any salaries prior to October 19th, 2018.

Mr. Whitten, So last time we did it October 11th, 2017 was our last scheduled date.

Auditor Vicki Urbanik, That was great.

Mr. Whitten, Right on.

Auditor Vicki Urbanik, That would work.

Mr. Whitten, So anything that jumps out at you that was problematic in our schedule last year? Anything that caused you any undo duress or consternation? That means trouble Jeremy.

Mr. Rivas, I appreciate you...

Mr. Larson, Elaborating.

Mr. Rivas, Elaborating.

Auditor Vicki Urbanik, No, it was smoother but again those last minute changes where we have to calculate any kind of changes to PERF and FICA that always kind of throws a monkey wrench into it.

Mr. Whitten, But it we did it by mid-October...

Auditor Vicki Urbanik, But it was smoother last year.

Mr. Whitten, we're still grooving?

Auditor Vicki Urbanik, Yes.

Mr. Whitten, Right on.

Mr. Larson, Right on brother.

Mr. Whitten, I pulled the information out of Vicki that I needed.

Mr. Jessen, It took a while.

Mr. Larson, Way to belabor that.

Mr. Bozak, So what do you guys think follow a similar schedule and start mid-September?

Mr. Whitten, Yeah, listen guys we've tried it different ways just to refresh everybody's memory and those who might not of been here we've tried to extent it out and do it starting in July or August I mean but that's hard and people have things going on in August to have all those meetings. September...starting in mid-September and going through mid-October for the hardline meetings was best for everybody's schedules, however it's a lot of meetings in a short period of time but it seemed to have enabled most people to be able to be here.

Mr. Bozak, So should we just set some dates like this and send them out and see what your guys thoughts are?

Mr. Whitten, Yeah.

Mr. Bozak, Is everyone ok with that? Jeff are you ok with that?

Mr. Larson, Yeah, I'm good.

Mr. Bozak, Ok, now Vicki when are the Budgets due from the departments have we set that date yet?

Auditor Vicki Urbanik, No you haven't yet.

Mr. Bozak, What is your suggestion?

Auditor Vicki Urbanik, Traditionally you have set it for July 1st but we found that many departments aren't ready by July 1st especially those that have boards that have to approve their budgets.

Mr. Bozak, So what are you recommending?

Auditor Vicki Urbanik, So mid-July.

Mr. Whitten, That's more for us...that's more for us to...

Mr. Bozak, So what are your guys thoughts?

Mr. Whitten, I mean if we did it like mid-July that's pretty cool.

Mr. Bozak, 16th?

Mr. Whitten, Yeah, right on.

Mr. Bozak, July 16th.

Ms. Graham, Firm yeah.

Mr. Bozak, So would you get that word out to all the departments?

Administrative Assistant Joy Blakely, Yes.

Mr. Bozak, They are going to be due July 16th...

Mr. Whitten, July 16th firm not flexible.

Mr. Bozak, And if they are not in we will stick with last year's budget?

Mr. Jessen, Or less.

Mr. Whitten, We flat line it.

Mr. Bozak, There you go...or less I like it.

Ms. Graham, Yeah.

Mr. Whitten, We leave ourselves the opportunity to cut.

Mr. Bozak, Are we...another thing that I wanted to bring up what about raises are we asking them not to do those? Are we going to discuss them at the end or do them as they did this year? How do you guys want to...?

Mr. Whitten, So here is the deal here on that, I mean they always get it wrong so if we tell them to put it in their budgets all their requests they put in it's just hard for us to start pulling them back out. What we have done and I'm not saying that this is the best way but it somehow made it clearest...several things that we need to have in front of us and with the LOW system this will probably be very helpful. We need a copy or we need to see what we approved the year before. We need to see whatever additionals we granted throughout the year so that we can see what was actually spent because I am going to have some questions about those additionals. Whether they are reoccurring or whether they are one time jobs and then I would suggest that they put any particular raise requests on a separate form or separate sheet or however you want to do it where we can see it separately. Everyone is going to ask for except

for the Prosecutor who never asks for his staff to have raises, but everyone else is going to ask for just the world probably. But if there is any particular job descriptions that have changed, if there is any particular promotions that have occurred. If they are restructuring their departments and they have...reducing some positions and they're adding on to other ones. We want to be able to see that separately so that we can have some detail discussion about those, that's my suggestion.

Mr. Bozak, Do everyone else...

Mr. Jessen, Agreed, yep you betcha.

Mr. Bozak, Definitely good that it make sense to me.

Mr. Whitten, Except for the Prosecutor part Jeff's with me.

Mr. Bozak, Vicki I don't mean to skip ahead because I know we are going to talk about the LOW system...but there is a way to do that in the LOW system?

Auditor Vicki Urbanik, Yes.

Mr. Whitten, It is supposed to be LOW.

Mr. Bozak, LOW? What is that does that say LOW?

Auditor Vicki Urbanik, Yes.

Mr. Bozak, That is the worst logo. Ok so Ms. Joy and I will get together some dates for you guys for the budget schedule and make sure that, that will work for everybody.

Mr. Whitten, Yeah.

Mr. Bozak, So we will go from there.

Mr. Bozak, Next we have got unless anybody has got anything further on that?

Mr. Whitten, Do you know of anything in particular that...I don't think Harold is going to make it. Do you know of anything particular that Harold was going to address? I didn't.

Mr. Bozak, He didn't tell me anything.

Mr. Whitten, Alright.

Auditor Vicki Urbanik – Proposal to use LOW for budget submission by departments.

This change will result in:

1. Greater efficiency.
2. No ability for departments to enter incorrect prior-year budget numbers.
3. Elimination of duplicate manual entry of proposed budgets.
4. Elimination of different budgets floating around.
5. An emphasis on deadlines.

Mr. Bozak, The last thing we do have is Vicki talking about the Low system. Is it LOW?

Auditor Vicki Urbanik, LOW

Mr. Bozak, Excuse me.

Auditor Vicki Urbanik, It's ok. This is going to be a continuing step in our series of trying to make the Budget process more efficient, more accurate, less room for errors....

Mr. Whitten, More streamlined.

Auditor Vicki Urbanik, More streamlined.

Mr. Bozak, Less order entry.

Auditor Vicki Urbanik, Just more efficient and effective...

Mr. Whitten, Seamless...more seamless.

Auditor Vicki Urbanik, These are the old budget books we cut down a lot of trees for these. What would happen is the departments would on these old forms one of which dates back to 1971, they would plug in all of their numbers...

Mr. Whitten, Hey that's when Sylvia was on the Council.

(Laughter)

Auditor Vicki Urbanik, They would plug in all these numbers and the vast majority of these pages were blank. Because as you know a lot of budgets only have a few line items, so we didn't need to all of this. A few years ago we started changing the budget process where the departments still submit the old forms, then the Auditor's office took those numbers we only used their numbers and we put them in the more easy to read spreadsheet that you guys had last year. So then this was your budget book last year, this will probably be the budget book this year going forward.

Mr. Bozak, I thought that was big.

Auditor Vicki Urbanik, Because you are going to get the explanation letters, you're going to get the Salary page and you're going to get the condensed version of the budget. But what we want to propose is to really using our LOW system so that instead of the department heads taking these paper copies...then sending them in, typing in all the numbers then sending them into our office and your office. Sometimes sending them to our office but not your office...sometimes they were sending them to your office but not our office. Sometimes having different budgets versions floating around causing chaos and confusion...

Mr. Bozak, We get your drift...yep.

Mr. Whitten, Everybody follows their own path.

Auditor Vicki Urbanik, Everyone...no we all follow the LOW system where we will give each department access and...

Mr. Whitten, You know in all likelihood it's going to be...

Auditor Vicki Urbanik, Chaos.

Mr. Whitten, Yeah, it's going to take a little bit of....

Mr. Bozak, Yeah we are going to have to have training.

Auditor Vicki Urbanik, It's going to be super easy and I am going to show you right now.

Mr. Bozak, And they are going to call it LOW.

Auditor Vicki Urbanik, On your screen right now is my general fund budget.

Mr. Larson, Are we going to have access to that Vicki?

Auditor Vicki Urbanik, Pardon me?

Mr. Larson, Are we going to have access to that?

Auditor Vicki Urbanik, Yes, I have a...I going to be talking to LOW about whether you can have digital access but in the meantime Joy it in real time data.

Mr. Bozak, And that's the same that I brought up too.

Auditor Vicki Urbanik, So anytime you want to see...hey did the Auditor's Office turn in their budget yet...

Mr. Larson, Right.

Mr. Bozak, But you have to come to the office to do it the way that it is currently set-up correct? You can't view it from our home?

Auditor Vicki Urbanik, As of right now I'm not sure of the extent that we can...

Mr. Whitten, So we're going to need to have those to take to look, to meet, to study, to discuss.

Mr. Larson, What are you Hilary Clinton? Are you going to use your personal email?

Mr. Bozak, No not your personal email...your computer you can't access it from there you have to come here to access it.

Mr. Larson, You know like Hilary the server?

Mr. Bozak, I get it.

(Laughter)

Mr. Bozak, So Vicki do you understand the idea here?

Auditor Vicki Urbanik, Yes, but at any time I or Joy could email you or text you...

Mr. Whitten, That's no good I want to be able to have in a format that's given to me that I can make notes, changes, call the elected official.

Auditor Vicki Urbanik, Oh absolutely, you will still get the paper version.

Mr. Jessen, You're still getting your book...your good.

Mr. Whitten, So we are still killing trees.

Auditor Vicki Urbanik, What this going to do is it's going to have the departments...let's pretend that I'm...well we don't have to pretend I'm Auditor. Let's pretend that I am working on my budget right now.

Mr. Whitten, Let's pretend we are Council People.

Auditor Vicki Urbanik, Ok yes...let's do that so here's my general fund budget you just told everyone to flat line their salaries so I'm not going to make any change here.

Mr. Whitten, So Vicki just flat line everybody's salaries for next year.

Auditor Vicki Urbanik, Right, but let's say that I want to increase my hourly to \$50,000 dollars.

Mr. Larson, Thanks Vicki that makes our job a little easier.

(Laughter)

Auditor Vicki Urbanik, And I want to increase training and education. I'm going to eliminate all of these numbers up here. I'm going to cut this one down and increase this to \$200,000 dollars let just say all of that. So here's what a department head would do...

Mr. Whitten, Why are you raising your hourly to \$50,000 dollars Vicki?

Auditor Vicki Urbanik, Exactly, I am just...

Mr. Whitten, Do you anticipate a lot of overtime?

Auditor Vicki Urbanik, I am just done with my budget right now, it saves time for the Department Head, it's saves time for Joy and us. We will still be doing a lot of number crunching, when it comes time for...maybe at the end of July you want to see the Auditor's Budget you will be able to look at it whether you can call it up on your own personal computer or just contact one of us.

Mr. Whitten, So here's the thing we need to be able to access it though.

Auditor Vicki Urbanik, Right.

Mr. Whitten, If there is any changes we need to be aware of the, we need to have access to that. We need to be able...because a lot of the work we do out of this building.

Mr. Larson, Right.

Auditor Vicki Urbanik, Right.

Mr. Larson, And the other question that goes along with that is as we're watching these changes take place are they going to show up in...I mean is this program sophisticated enough to show those up in a different color so if someone goes back in and alters some of that screen...

Auditor Chief Deputy Toni Downing, The Department Head cannot come back and access it...

Mr. Larson, Ok once it's submitted to you guys...

Auditor Chief Deputy Toni Downing, We can lock it.

Auditor Vicki Urbanik, We can lock it.

Mr. Larson, If we ask them to go back and do changes?

Auditor Vicki Urbanik, We can always make the changes.

Mr. Larson, Ok.

Auditor Vicki Urbanik, Yes.

Mr. Whitten, So they have to come to you to make the changes and then you'll be able to tell us about the change that was made.

Auditor Vicki Urbanik, Or during budget hearing we can change it.

Mr. Whitten, But if it's after mid-July they can't change it anyway.

Mr. Larson, Right, so a least that kind of limits our exposure to how many times we are going to have to go back and visit that.

Auditor Vicki Urbanik, And then Dan you talked about wanting to see additional, if you look at that \$10,910 dollars that's not the additional appropriation. I encumbered money that's any adjustment to the budget we'll be able to segregate out any additional during the year.

Mr. Larson, Nice.

Auditor Vicki Urbanik, So you'll be able to see the adopted budget any changes to the adopted budget, your total budget, you'll be able to see notes from last year if we want to include it.

Mr. Whitten, So we'll know like when you show...not to interrupt you but when you show...well I guess it is to interrupt you. When you show the additional from last year we'll be able to look at it and tell what it was for?

Auditor Vicki Urbanik, Yeah, we can yes.

Mr. Larson, Are those note included?

Auditor Vicki Urbanik, We can add those notes.

Mr. Whitten, Alright.

Mr. Bozak, So you guys will go in the system and add notes for all the additional beforehand? I just want to understand what you are saying...

Auditor Vicki Urbanik, Sure.

Mr. Bozak, No I'm not asking you to do that

Auditor Vicki Urbanik, We do that anyway on our end.

Mr. Bozak, Ok.

Auditor Vicki Urbanik, We keep a running tally of everything.

Mr. Bozak, That would be helpful though, ok.

Mr. Whitten, So maybe Vicki in anticipation of this horrible root canal called budget sessions, you could give us a picture of as we are moving into it what additional that we have had and what any anticipated changes that they are going to have throughout the rest of the year. Do you know of any because there are some...

Auditor Vicki Urbanik, You mean through the end of this year?

Mr. Whitten, Yeah...I mean there are some that have already kind of...

Ms. Graham, Hinted.

Mr. Whitten, Yeah. Do you know of any additional that are coming that we probably need to know about for serious budget changes?

Auditor Vicki Urbanik, No I'm not aware, you may be more aware if departments have contacted you about additional.

Mr. Whitten, Ok, I do but I am going to keep it close to the vest.

Mr. Larson, You mentioned another one earlier.

Mr. Whitten, Yeah that's true.

Auditor Vicki Urbanik, So were asking for you to direct the Department to go on the computer system and enter the budgets that way and it will cut down on paper,

it will cut down on different versions and after your deadline we can shut it off and so if they don't submit it by the deadline...

Mr. Whitten, Game over man.

Auditor Vicki Urbanik, We'll add it of course.

Mr. Bozak, So we'll tell all of the Department Heads that this is the way that it is being submitted and the only way we will accept it.

Mr. Whitten, But don't add it after the deadline...don't add it.

Auditor Vicki Urbanik, That's up to you.

Mr. Whitten, Yeah, don't add it.

Mr. Larson, Let them come before us.

Mr. Whitten, Yeah, they stroll in on July 29th and say I want you to add this don't add it.

Mr. Larson, Right let them come here.

Mr. Whitten, What's the point of a deadline if you are going to change it after.

Mr. Larson, Right.

Mr. Whitten, Let us make that decision.

Mr. Larson, Yep good call.

Mr. Bozak, Councilmember Jessen did you have a comment?

Mr. Jessen, I was just saying it seems like a great program Vicki...

Mr. Larson, It is.

Mr. Jessen, and we need to know about it more importantly the Department Heads need to know about it.

Mr. Larson, Right.

Mr. Jessen, And I would start those discussions now and I would make it compulsory to say that this is the system that has to be used no exceptions, no tardiness and we are not going to screw around with it year as we have in the past.

Mr. Larson, Well and I think that we can reinforce that being on all those boards right?

Mr. Bozak, Absolutely.

Mr. Larson, I mean there is no reason that we can't go to them also and say this is what we are expecting this year.

Mr. Bozak, So Ms. Joy will you make that part of the notification as well.

Administrative Assistant Joy Blakely, I will.

Mr. Bozak, And Vicki are you going to put out some training program or is this pretty easy? What you just did is it that simple?

Auditor Vicki Urbanik, It is that simple.

Mr. Bozak, Ok.

Auditor Vicki Urbanik, As long as we are flat lining the salary line item.

Mr. Bozak, So they will only see their budget too correct?

Auditor Vicki Urbanik, They will only have access to their budgets yes.

Mr. Bozak, Great.

Mr. Larson, Excellent nice job Vicki.

Auditor Vicki Urbanik, You will have access to everything, Joy will have access to everything and we will too as well.

Mr. Bozak, Ok.

Ms. Graham, And of course you will help them for those that may have problems you are going to help them?

Auditor Vicki Urbanik, Yes.

Mr. Bozak, But not on July 16th? Hopefully days before...

Auditor Vicki Urbanik, Oh no.

Mr. Bozak, Weeks before.

Ms. Graham, July 16th there is going to be some that will be skating in July 20th,

Mr. Jessen, That's why they need to know now what the expectation is going to be.

Mr. Bozak, Those will not be accepted and they will have to discuss them in front of us.

Mr. Whitten, There will be a strong finger waging.

Mr. Bozak, Ned Flanders. Ok is there anyone else have anything else for Ms. Vicki? Vicki did you have anything else?

Auditor Vicki Urbanik, Is the Council sending out the memo or do you want me to because of the training on this?

Mr. Bozak, Why don't you guys worked together...I mean she...

Mr. Whitten, He is the deal you...I think however this goes out if you do it as a joint memo or if you send one out and we need to send one out because it needs to be very clear that this is the group that they have to sing for their supper if they are late, not you...

Mr. Larson, Right.

Mr. Whitten, Because as you may recall it they think it's you...

Mr. Larson, Right then they put a lot of pressure on you.

Mr. Whitten, Yeah, things don't work the way they are supposed to for us.

Mr. Larson, So Joy we will just do that correct?

Administrative Assistant Joy Blakely, Ok.

Mr. Bozak, Ok.

Auditor Vicki Urbanik, Ok excellent thank you.

Meeting adjourned

Mr. Bozak, Alright did anyone else have anything to discuss tonight for this evening? Hearing none looking for a motion to adjourn?

Mr. Larson, I make that motion.

Mr. Whitten, Second.

Mr. Bozak, First and second All those in favor say Aye? All those Opposed same sign?

Mr. Whitten, I'm opposed.

Mr. Bozak, Aye's have it motion carries thank you guys have a good evening.

There being no further business, meeting was adjourned.

**PORTER COUNTY COUNCIL
PORTER COUNTY, INDIANA**

Mike Jessen

Dan Whitten

Karen Conover

Sylvia Graham

Jeff Larson

Andy Bozak

Jeremy Rivas

Attest: _____
Vicki Urbanik, Auditor