

**PORTER COUNTY BOARD OF COMMISSIONERS
TUESDAY, AUGUST 11th, 2020
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, August 11th, 2020 in the Commissioners' Chambers of the Administration Center.

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

Call to Order/Pledge

Com. Good, Good Morning this is the Porter County Board of Commissioners' meeting Tuesday, August 11th.

CONSENT AGENDA

Approval of Payroll – July 24th and August 7th, 2020.

Approval of Claims – July 16th, July 22nd, July 30th and August 6th, 2020.

Approval of Minutes – July 14th, 2020.

Comp Time Report – Filed.

Treasurer's Monthly Report Filed – June 30th, 2020.

Weights and Measures Report Filed – June 16th to July 15th, 2020.

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

ANNOUNCEMENTS

NEW BUSINESS

COMMISSIONERS

Accepting Applications to the following Board, the applicant must be a Democrat:

- **Porter County Airport Authority**

Com. Good, Once we get the applications in hopefully we will fill that vacancy at the next meeting.

NIPSCO – An easement for Gas Facilities at S.R. 2 and County Road 50 West (Heavlin Rd. – round about).

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

Pulse Technology – An Annual Equipment Maintenance Agreement in the amount of \$1,060.00 for the mail machine and scale at the Valpo Courthouse.

Com. Blaney, moved to approve the Pulse Technology maintenance agreement, Com. Biggs, second, motion carried.

Website Update:

Analytics Presentation

Com. Good, We have an update since we have been going through COVID since the first of the year. Some of you may know that about 2 years ago the County embarked on a path to update the County's website. That took us about 10 months and we got it up and running prior to COVID, right around the first of the year. If you also recall when we approved the website we also approved the data analytics package on the website. Through COVID we've seen some of the numbers and we thought they were very interesting. We would like to share with the public today what comes out of the data analytics and how the website is working for us so far. With that I will turn it over to our website guru Curt Ellis.

Mr. Ellis, Good Morning Commissioners. I just want to give you an upper level view of what has happened primarily during what I'm calling the COVID Period. Right around March 5th is when we started posting information on our website regarding COVID. On the 6th of April we launched our COVID Dashboard which has turned out to be....you'll see in these numbers that the public is watching very closely and very appreciative of what we're doing. For the period of 3/5/20 to 8/4/20 we've had a total number of visits of 895,434. Mobile device visits 76% and the desktop device is 25%. Which is pretty much in line with what is across the industry. Here is where we breakdown to the interesting stuff, the page views for the same period of time. The number of visits to our COVID Dashboard page views was 895,116. The other COVID related pages where we are posting information from the Health Dept. about local guidelines, links to the State, links to CDC etc. you had 155,077 visits. And our non-COVID related pages the normal business pages that we have was 674,101. On the Dashboard pages we launched on 4/6 and the average daily views is about 7400 views a day. On the other COVID related pages we we're talking about roughly 1200 page views a day and on our non-COVID pages the average daily views are about 5400 a day. So not only are we getting COVID people but we're getting people really using our website now for regular County business. Our total page views for this period of time was 1.7 million page views. I did do a quick breakdown by city. The top 6 cities: Unknown came in at No. 1, I will explain that in a minute. For Valpo we had 187,000 or 21%, Chicago 135,000 15.1%, Chesterton 61,000 at 6.9% and Portage at 41,000 at 4.6%, Hebron 20,000 at (Inaudible). They identified the visits by IP address. For example if I log on from my County computer my IP address is showing that I'm in Valpo. If I log in from my home computer it is showing that I'm in Chesterton. If I log in from my mobile device using Verizon it shows that I'm in Chicago. It is very reasonable to assume that a significant portion of the unknowns and the Chicago category listed here are actually Porter County residents, but I broke them out this way just to give you a better idea. Here is the part that even kind of stunned me. If we compare to the same period of time in 2019. In 2019 from March 5th through August 4th we had 207,000 total visits. In 2020 we had 895,000 which is a 331% increase in the number of visits to our website. In 2019 40% of those visits were return visits, people who come back several times. 60% were unique visitors. In 2020 that percentage has flipped where now 59% of our visits are returned visitors and 40% are unique visitors. In 2019 we had 93,000 mobile visits, in 2020 we had over 680,000 a 628% increase. That is primarily due to number 1 the increase because of COVID, but number 2 we have a mobile friendly site which we did not have before. Our desktop visits in 2019 were 114,000, in 2020 214,000, that is because we have more people visiting the site. It's not because there is a shift in the number of mobile views versus desktop views. So we're able to double our desktop views during that period of time. The one part that I wanted to highlight under page views the 2019 number that I put in are only non-COVID related pages, our normal business pages. In 2019 we had 345,000 page views of our normal business pages, in 2020 we had 674,000 which is a 95% increase. Again, even though these are people visiting our regular pages I think a good number of that increase are because of our shutdown. We were able to pretty quickly shift on our website to give people information on how to access County services while we were closed. What I did was actually set up a set of pages in there accessing County services during closure. I've kind of modified that now how to access County services if you don't want to come and visit us. We are still seeing a good number of people going through that portal to find out how to pay their taxes without coming in. How they can get deduction information, how they can sign up to be a poll worker, how they can view election equipment, how they can request absentee ballot applications, all of that. All of those numbers and capability will be there and I'm looking at ways to further integrate to help people find ways that they can do business with us without having to come into our building even post COVID if we ever get there. Overall to me the redesign of the County website our timing on that was perfect. We probably would have been in pretty big trouble right now had we not done that because obviously no could really find much of anything on their phones from the previous design and I think a lot of the people also who have gone in to visit our Dashboard are taking the time to look at other parts of our website. The average number of visitors who visit our website about 40 to 45% of those are visiting multiple

pages. It is telling me that COVID is attracting people to our website but they are also exploring other ways to find ways to do business with us. That is it in a nutshell.

Com. Good, Curt when we get on GIS on the website it pushes us off onto another server I believe from a remote...are those numbers including GIS? I know we've been putting a lot of horsepower in GIS with regards to data.

Mr. Ellis, This is our Dashboard page for websites. This segment right here is actually the GIS system. We've just imported that to our website so we don't have to link them off to go off to go off to another link and another click.

Com. Good, So you've contained it on the COVID side.

Mr. Ellis, Correct we put a container in here that pulls the information directly from the GIS site. Chuck is actually updating GIS. We have just imported that information into our website so it is easier for people to view. The other part that we do ourselves here is our graphs and charts which again the number of people visiting that has grown....I think if I remember correctly since we started launching the charts and graphs page over 50,000 page views on that page alone. We do breakdown on total cases, the daily positivity rate, 7 day average, the total positivity by day, breakdown of new cases by month, in the age 19 under category we launched this one about 3 or 4 weeks ago to give schools and parents an idea of what is going in that younger age category, new cases with a 7 day rolling average, reported tests by day with 7 day rolling averages, new cases by week these we only update once a week, new cases by week excluding congregate living facilities. We started this back when we started to have a big uptick in long term care facilities and the ones at the Jail. We wanted to provide people information versus what are the numbers in those congregate living facilities versus what are the numbers in the community spread. We provide historical data. New and total cases by day and new and total tests by day. These have been proven very helpful to people because not only are we showing a daily snapshot but we're showing trends over time.

Com. Good, Thank you Curt. I think the foresight into moving to a mobile friendly website I think has pretty much proved that that is where it's going. At a 628% increase year over year. We are going to be looking to continue to enhance mobile for our citizens as much as possible because it is becoming the norm in today's world. Thank you Curt for all of your work on that.

CivicPlus – A subscription for the use of the Porter County Government website in the amount of \$282.85 for the remainder of this contract year and \$945.00 annually thereafter.

Mr. Ellis, The other item here Commissioners is part of I think what we've experienced because of the influx of new visitors to our website is we've hit what was our contractual limit on the number of people that can sign up to get text messages for emergency alerts, agendas, calendars, etc. and in order for us to continue to let that grow we have to purchase another block of what they call SMS slots. The last time we did this was in February of 2019 and we're turning around and having to do it again now. As of yesterday we had over 8,000 people who had signed up for text alerts for all of the different categories. So what they've given us is a memorandum to purchase another block of 500 slots. They pro-rated this year so it would be \$282.85 for the remainder of this contract year and then \$945.00 a year every year after that.

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

HEALTHACCESS Program Agreement Near Site Clinic with Franciscan Alliance d/b/a Workingwell.

First Amendment to HEALTHACCESS Program Agreement with Franciscan Alliance d/b/a Workingwell.

Atty. McClure, This was the original HealthEAccess Agreement for the clinic with Franciscan along with the First Amendment to that program. As we've changed our agent on this we are removing from the original contract the manner in which the previous consultant was paid. The amendment is just taking out one of the paragraphs on the payment procedure to the contract and that would be to remove that additional payment.

Com. Blaney, moved to approve the Franciscan program agreement and the First Amendment, Com. Biggs, second, motion carried.

Lamar Lease to pay monthly instead of annually.

Com. Good, I'm sure that has to do with COVID and cash flow.

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

NORTH COUNTY ANNEX – PAY APPS.

Ziolkowski Construction – Pay App. #20 in the amount of \$6,721.25 for Bid Category #1. With a remaining balance of \$183,245.90.

Pangere Corp. – Pay App. #13 in the amount of \$69,129.60 for Bid Category #4. With a remaining balance of \$252,288.46.

Kleckner Interior Systems – Pay App. #13 in the amount of \$16,482.50 for Bid Package #2. With a remaining balance of \$140,347.09.

Stan’s Painting and Decorating – Pay App. #12 in the amount of \$4,750.00 for painting. With a remaining balance of \$40,331.50.

Circle “R” Electric – Pay App. #4 in the amount of \$1,676.75 for electrical. With a remaining balance of \$84,231.18.

Com Blaney, moved to approve all of the above pay apps., Com. Biggs, second, motion carried.

SHERIFF DAVE REYNOLDS

An Office of Energy Environmental Development Grant Agreement in the amount of \$35,000.00.

Com. Good, This is a grant for the electric Sheriff cars.

Ms. Hahn, They possibly may give us more. We’re looking at maybe \$70,000.00 more. This is the first initial check.

Com. Good, From clean cities.

Ms. Hahn, They have to be purchased for hybrids. We’re hoping for \$70 because we had some accidents, we could replace some cars.

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

Com. Blaney, You guys are among the first to be doing this?

Chief Manteuffel, First in the State so hopefully we’ll get a couple of more out of it.

A Memorandum to Accept Tangible Property from the Department of Justice for official use.

Ms. Hahn, This is a pickup that we seized and it goes through the Department of Justice before they can give it away and they offered it to us. We just have to pay a small percentage. It won’t cost that much and it can go in our Drug Fleet.

Com. Good, Was that that F250?

Ms. Hahn, Yes.

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

EMA – LANCE BELLA, DIRECTOR

Porter County Shoreline Disaster Emergency Declaration & Travel Restriction - Update.

Com. Good, We’re up here renewing for another 30 days.

Com. Blaney, moved to approve the Porter County Shoreline Disaster Emergency Declaration and Travel Restriction, Com. Biggs, second, motion carried.

DEVELOPMENT & STORM WATER MNGMNT. – BOB THOMPSON, DIRECTOR

Receive and Open Bids for the following projects:

Mill and HMA Overlay:

- 475 West from US 30 to 300 North
- North Calumet from U.S. 6 to Chesterton Town Limits

Full Depth Reclamation:

- 250 West from U.S. 30 to Joliet Rd.
- 500 East from 1300 South to 1125 S.

Com. Good, Once we open the bids we will hand them off to Matt Gavelek our County Highway Engineer. They will review the quotes to make sure that they are responsible and hopefully by the end of the meeting we can award. The first one up is Rieth Riley Construction out of Gary \$749,475.00. Next bid is from Walsh and Kelly out of Griffith and they are \$815,521.50. Those are the only two that we have.

Com. Biggs, This is to blacktop from where we stopped 3 years ago and moving forward to touch the town limits in Chesterton on Calumet Rd.

Mr. Gavelek, That will be a blacktopping project, an inch and a half inlay project. It is a mill and fill. Then we are doing another one on 475 West that is from U.S. 30 to 300 North over by the sand pit. We are also doing 2 what is called a full depth reclamation. That is where we're grinding up the road, kind of recycling it, putting cement into it to stabilize it and then putting an asphalt overlay. That is a cost saving measure that should save us 20 to 40% on projects. This is the first time we're doing this through a community crossing project and it's kind of a way to put another tool in our tool box of cost saving measures.

Com. Biggs, Is that both projects with those materials?

Mr. Gavelek, The full depth reclamation project will be from 250 West from U.S. 30 to Joliet Rd. That area is really broken up so it needs to be fully restored. Then 500 East South County that goes down to the Wheatfield Plant that is kind of a collector type road. That is from 1300 South to 1125 South. Those are the projects. It is a CCMG Grant. We received a grant for \$500,000.00 we estimated a little high so that we would have the funds available. The bids coming in at Rieth Riley at \$749,475.00 is within our estimated project cost. Then Walsh and Kelly came in at \$815,521.50. We are recommending for contract award to Reith Riley. We actually have the contract here in their name. We have to get INDOT this executed contract on Monday next week. We have double checked the numbers. The numbers all add up correctly and we found that they responsible and responsive bidders. So we are recommending Rieth Riley for award.

Com. Blaney, moved to approve to award Rieth Riley in the amount of \$749,475.00 for the Mill and HMA Overlay and Full Depth Reclamation projects, Com. Biggs, second, motion carried.

Schneider Geospatial – A professional services agreement for permitting software with a set up cost of \$80,000.00 and an annual hosting cost of \$9,996.00.

Mr. Thompson, We originally signed an agreement with 39 North to do a GIS and online tech permitting format. 39 North has since gone on and bought out. They are only going to be doing federal work on that. So they did research and they felt Schneider Geospatial had the permitting software that we wanted. Chuck Miller and I sat down and Scott popped in for a little bit on this. We had a meeting with the folks at Geospatial. Both Chuck and I were impressed with it. We felt it was what we wanted. The agreement was that 39 North is going to be refunding us the money that we had given them and then we would be putting this back in towards Schneider Geospatial. Schneider Geospatial is honoring the amount of the agreement we had with 39 North and that also includes the maintenance agreement for 4 years.

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

A Level 2 Design Exception Memorandum for utility poles in an obstruction free zone for the project at CR 100 S from Lenovo Dr. to 1,700' east of CR 500 W.

Mr. Thompson, Utilities poles along 100 South they will not be able to push them all of the way back into the clear zone requirement under INDOT. They are going to be a little bit on this so we are going in and asking for a Level 2 Design exception for some of the utility poles along 100 South. Basically it is the same thing as if we were to go in front of a Plan Commission and ask for a waiver for development standards on that situation.

Com. Good, What is going to be the actual amount do you think from what its plan versus between 1 and 2, 10 feet?

Mr. Thompson, Yes, they're only in a couple of feet from where the actual amount is. Level 1 is really the hard request. Level 2 is not that hard of a request. We've gone in and asked for Level 2 on other projects that we've had. As a matter of fact Bridge 68 on Smoke Rd. we passed for a Level 2.

Atty. McClure, To give a little background this is about where the utility poles are now and as those intersections 100 South is improved it's whether or not they are in so many feet of the road. So therefore in the clear path and basically we're asking for a little bit of forgiveness on some of the poles so that we don't have A. Very difficult to move where they are located. Or B. Very expensive to move. This is the underlying reason for the request.

Mr. Thompson, Exactly.

Com. Blaney, moved to approve the Level 2 Design Exception Memorandum, Com. Biggs, second, motion carried.

A Social Media Agreement between JCMA, Inc. and the Porter County Department of Development and Storm Water Management with a one-time discovery and social platform setup charge of \$150.00 and \$249.00 per month for ongoing social media services.

Mr. Thompson, You heard this during the Storm Water Management Board meeting. We sat down and interviewed 3 firms, Amanda did that. I also sat in on a couple of the interviews. The reason why you are seeing this at the Commissioners' I guess I was intrigued by the presentation and how we could possibly use this also for Highway Engineering and also the Plan Commission on some aspect. So I am bringing it in front of the Commissioners to pretty much make this an agreement across the whole department. We know the main focus was with Mike's effort with the MS4 Program and getting out the word with the Storm Water and what Amanda is going to be working on with MS4 and other projects. I just thought this could also be a good tool for the Plan Commission, Highway Engineering and the other sections that are within the department.

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

Com. Blaney, I do want to add no matter who you've chosen to do this if we don't get information to them regularly and timely it's not going to go well.

Mr. Thompson, True and we understand that. One of the very first things within the contract is that we're going to have a little sit down chat with us to go over the information.

Com. Good, And they are going to be inviting the 4 Storm Water Board members to that meeting, because I told them that we want to be present at that so we make sure this gets off to the right start that we want. Thank you Bob.

Rezone – P2, Parks to RR, Rural Residential. Petitioner Tara Ketchum – 1st Reading.

Mr. Thompson, This is Plan Commission Resolution 20-02. The Petitioner is Tara Ketchum. The request is a zoning map amendment. They are requesting a P2 Parks and Recreational District which is their existing zoning district and they are requesting an RR, Rural Residential District. This was heard before the Plan Commission at their July 22nd hearing date. It was a public hearing. It was forwarded up to the County Commissioners with a favorable recommendation.

Com. Biggs, What was the vote on that Bob?

Mr. Thompson, 6 to 0.

Ms. Cough, My name is Katy Cough with Hoepner, Wagner and Evans. I'm here on behalf of the Petitioner Tara Ketchum. The subject property is located at 625 West, Hebron, Indiana and is a little under 8 acres total. Ms. Ketchum purchased the property about a year ago with the intent of building a home for herself and then as well as building another home for her parents. This is our first step in accomplishing this goal is asking for the rezone. Thank you and I would be happy to answer any questions.

Com. Biggs, What is on that property now nothing?

Ms. Cough, Correct nothing it is vacant.

Com. Biggs, Does anybody know what it was used for since it was zoned Park?

Atty. McClure, It was originally as part of the comprehensive rezone back in 2007, I believe the individual that lived on that corner owned the property in question. At the time the plan was for the Hebron Soccer Club.....

Mr. Thompson, The Hebron Soccer Club has property that is basically surrounding this on the east and the south side of it and they have their soccer fields over there now.

Atty. McClure, So originally the plan was to sell this property to the soccer club. At this point in time as we fast forward to 2020 the Hebron Soccer Club is exhausted their want for more property or their ability for more property at this point. Given that the individual has sold this property and the new owner is wanting to rezone it to be able to put a single family home or homes on the property. That is the history of how we got here. The reason why it was zoned P2 originally was because the owner at that time had all of the intention of selling it to the Hebron Soccer Club so when the comprehensive rezone was done it was zoned P2 at that particular owner's request.

Mr. Thompson, Correct.

Com. Biggs, Thank you.

PUBLIC HEARING OPENED

Com. Good, First call is there anyone wishing to speak against this rezone? Second call is anyone wishing to speak in against this rezone? Third and final call anyone wishing to speak against this rezone? Anyone wishing to speak in favor of this rezone? Second call anyone wishing to speak in favor of this rezone? Third and final call anyone wish to speak in favor of this rezone?

PUBLIC HEARING CLOSED

Com. Biggs, moved to approve the Rezone on 1st Reading, Com. Blaney, second, motion carried.

JON WITTMER – MORGAN TWP. FIRE DEPT.

A request to hold the Annual Malden Labor Day Parade on September 7th, 2020. The Porter County Sheriff's Dept. will be conducting traffic control for the entire route which includes State Rd. 49, C.R. 330 South, C.R. 400 South, C.R. 150 East and C.R. 325 East.

Com. Blaney, This is a very long spread out parade. I would be shocked if there were rows of people on top of each other. This the most COVID safe parade I could imagine.

Com. Good, This is the longest parade if you walk it.

Com. Blaney, moved to approve the Malden Labor Day Parade, Com. Biggs, second, motion carried.

THERESA BIGGS

A request to hold a Rosary Rally on the Courthouse grounds at the North East corner on October 10th, 2020 from noon until 1 p.m.

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

Porter County Wildlife Board

Com. Biggs, There was some questions from the Porter County Wildlife Board whether or not the funds that they were holding at the time that they were in the process of turning the Zona property over to the Park's Board whether or not those funds would move over with them. I talked to Scott briefly and the fund is 4106 and the amount is \$14,877.07. Those funds will indeed move over with them.

With no further business the meeting was adjourned at 10:55 a.m.

BOARD OF COMMISSIONERS
PORTER COUNTY, INDIANA

Jeffrey J. Good

Laura M. Blaney

Jim Biggs

Attest: _____
Vicki Urbanik, Auditor