

# COUNTY PORTER



**Board of Commissioners**  
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**The Commissioner's meetings will be live streaming at**  
[www.porterco.org/live](http://www.porterco.org/live)

## AGENDA

### **PORTER COUNTY BOARD OF COMMISSIONERS** **Tuesday, January 30<sup>th</sup>, 2024**

**10:00 a.m. Porter County Board of Commissioners**

➤ **Call to Order/Pledge**

#### **CONSENT AGENDA**

- **Approval of Payroll – January 19<sup>th</sup>, 2024.**
- **Approval of Claims – January 11<sup>th</sup>, January 18<sup>th</sup> and January 25<sup>th</sup>, 2024.**
- **Approval of Minutes for December 12<sup>th</sup>, 2023 and January 9<sup>th</sup>, 2024.**
- **Weights and Measures Monthly Report – November 16<sup>th</sup> to December 15<sup>th</sup>, 2023 and December 16<sup>th</sup>, 2023 to January 15<sup>th</sup>, 2024 – Filed.**
- **Memorial Opera House – Artistic Services Agreements:**

|                                     |            |
|-------------------------------------|------------|
| 1. MegaBeatles                      | \$4,700.00 |
| 2. Elton Jeff & The Honky Cats      | \$3,500.00 |
| 3. Galentine's Day Fundraiser       | \$1,500.00 |
| 4. Echoes of Pompeii                | \$5,500.00 |
| 5. The Ultimate Doors               | \$4,500.00 |
| 6. Kaleidoscope - ticket sales less | \$ 500.00  |

#### **ANNOUNCEMENTS**

1. **Opioid Committee Citizen Appointments.**
2. **Unsafe Building Hearing Officer Appointment.**
3. **Honoring John Kuehl for his service with the Porter County Sheriff's Dept. from 1975 – 2024.**

## **COMMISSIONERS**

1. An appointment to the Recycling and Waste Reduction Board.
2. Health First Initiative – Update.
3. Skillman Project Updates:
  - **Memorial Opera House**
    1. Project Update.
    2. Request to advertise Notice to Bidders for MOH Bid Package #3 Interior Finishes Project.
    3. Award Bids for the Memorial Opera House – Bid Package No. 2 General Trades, Plumbing, Mechanical and Electrical.
    4. Berglund Const. – Pay App. #3 pertaining to Bid Package #1 Brick Masonry Repair for the Memorial Opera House in the amount of \$24,748.34.
    5. Berglund Const. – Change Order #2 for Bid Package #1 Brick Masonry Repair. To close out the remaining contingency allowance and deduct to closeout remaining balance of the 20-man-hour allowance and website allowance. This will be a credit of \$9,294.66, which will go back to the county’s budget for the Memorial Opera House.
  - **Highway Department**
    1. Project Update.
  - **Jail**
    1. Project Update.
4. A Grant Writing Services Agreement between Porter County Government and Dannielle Herald.
5. A Supplemental Lease Agreement for 1 year between the Porter County Convention, Recreation and Visitor Commission and the Porter County Board of Commissioners. The rent will increase by 10% to a total of \$114,388.20 or \$9,532.35 per month.
6. Organizational Solutions Development, Inc. – A Memorandum of Understanding to perform a nationwide search for the next Development and Stormwater Management Engineer.

## **CLERK JESSICA BAILEY**

1. A request to bridge a county employee’s time for seniority and benefits purposes. Her last Full-Time status was October 18, 2022. She returned to Full-Time status on October 26<sup>th</sup>, 2023.

## **ASSESSOR SUE NEFF**

1. Enterprise Fleet Management – A request to lease a 2023 Chevy Traverse with a total monthly rental \$795.51 for 60 months.

**HEALTH DEPT. – CARRIE GSCHWIND, DIRECTOR**

1. A request to hold a Blood Drive on Monday, May 20<sup>th</sup> in 102A. They also wish to ask permission to hold the Blood Drive annually.

**HIGHWAY DEPT. – JIM POLAREK, DIRECTOR**

1. Presentation – Highway Road needs.
2. A request for an Additional Appropriation - Fund #1176 in the amount of \$1,850,000.00 to Acct. #2362 Bituminous. Annual additional for chip seal and pavement preservation.
3. A request for an Additional Appropriation - Fund #1169 in the amount of \$300,000.00 to Acct. #2362 Bituminous. Annual additional for chip seal and pavement preservation.
4. A request for an Additional Appropriation - Fund #1169 in the amount of \$300,000.00 to Acct. #2360 Aggregates. Annual additional for chip seal and pavement preservation.
5. A request for an Additional Appropriation - Fund #1176 in the amount of \$57,000.00 to Acct. #4540 Other Equipment. Sold old Hitachi 200 in online auction. Funds to be used towards purchase of total Patcher.
6. A request for a Transfer of Funds – Fund #1176 from Acct. #4420 Motor Vehicles in the amount of \$60,000.00 to Acct. #4540 Other Equipment. Funds to purchase total Patcher.
7. A Quote from Lindco Equipment Sales for a Viking 15’ Stainless Steel Dump Truck in the amount \$315,130.00.
8. A Quote from Equipment Marketing Company for a Total Patcher in the amount of \$108,900.00.
9. BAMWX – A weather consulting agreement in the amount of \$4,050.00.

**DEVELOPMENT & STORM WATER MNGMNT**

1. Porter County CCMG Des. No. 2301495 Inlay Project – The Department is seeking sealed bids for Porter County’s CCMG Des. No. 2301495 Inlay Project. First notice to bidders will be advertised on Friday, January 26, 2024 for a bid opening at 10AM on February 16, 2024. Bid results will be brought to Commissioner’s for award at their February 20, 2024 meeting.
2. Small Structure PI-001 Brummitt Rd. over Kemper Ditch, Arm 19 – The Department is seeking sealed bids for Porter County’s Small Structure PI-001, carrying Brummitt Road over Kemper Ditch, Arm 19, Replacement Project. First notice to bidders will advertise on March 5, 2024.
3. Bridge 149 Des No 1802932 Waverly Road over Salt Creek – Bridge 149, carrying Waverly Road over Salt Creek, Project through INDOT on February 15, 2024. We are engaging Stevenson’s Crane Rigging and Heavy Haul (Gary, Indiana) for existing pedestrian bridge removal prior to construction starting this summer.
4. Interim Director of Development & Storm Water Management independent contract agreement.

**EXTRA MILE FITNESS – ALISHA BROWN**

1. They are seeking permission to use county roads located in Jackson Township for the 4<sup>th</sup> Annual “What the Hill Half Marathon” on Sunday, May 12<sup>th</sup>, 2004 from 7:00 a.m. to 10 a.m. The event will begin and end at Coffee Creek Watershed Preserve in Chesterton. They will be in communication with Jim Polarek at the Highway Dept.

**VALPO EVENTS – KATIE ABEL**

1. A Request to use the Courthouse grounds on Saturday, May 6<sup>th</sup>, 2023 from 10 a.m. until 5 p.m. for the 2024 Chocolate Walk. Various downtown retailers will distribute chocolate items. They will be selling 400 tickets. There will be tables, chairs, signs and tents. .
2. A Request to use the Courthouse grounds on Saturday, September 7<sup>th</sup>, 2024 for Popcorn Festival. On site will be a tent, popcorn tent with industrial popping machines, medic tent, and water station. NWI Tents will begin tent setup on Wednesday, Sept. 4<sup>th</sup> and will remove all items by Sunday, Sept. 8<sup>th</sup>. We also request the use of the judge's parking lot after close of business on Friday, September 6<sup>th</sup> for EMS/medic setup needs along with access to the roof at 157 Franklin to use the antenna.
3. A Request to use the Courthouse grounds on Saturday, October 5<sup>th</sup>, 2024 from 9:00 a.m. to 6:00 p.m. for 2024 Autumn Promenade. Various downtown retailers will distribute fall/holiday themed treats. There will be small A-frame signs and a 10 x 10 tent canopy.
4. A Request to use the Courthouse grounds on Saturday, October 12<sup>th</sup>, 2024 from 10:00 a.m. to 2:00 p.m. for 2024 Fall Harvest Fest. Valpo Events provides free fall themed activities such as pumpkin painting, free apple cider, caramel apples, face painting and more. They are also requesting the use of an electrical outlet for holiday music.
5. A Request to use the Courthouse grounds on Friday, October 18<sup>th</sup> from 4:00 – 6:00 p.m. to host Downtown Trick or Treat. They will be displaying signs, banners, tables, tents and chairs.
6. A Request to use the Courthouse grounds on Saturday, December 7<sup>th</sup> from 3:00 – 6:00 p.m. for Holly Days. There will be food vendors, carolers and a holiday craft station for kids. The majority of the activities will take place on the North West corner, North East corner and West triangle. They are also requesting the use of an electrical outlet for holiday music.

Any other matter, which may properly come before the Commissioners.

➤ Recess

**NOTE: The Porter County Board of Commissioners is pleased to invite the Porter County Council to attend the Commissioners’ meeting.**