



# Lake County Council

January 9, 2023

Regular Meeting – 10:00 AM

Agenda

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2293 N. Main St.

Commissioners Court Room/Council Chambers, 3<sup>rd</sup> Floor, Building A

Crown Point, IN 46307

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## 1: Opening

Moment of Reflection

Pledge of Allegiance

Roll Call of County Council Members

County Council Secretary – Auditor's Office

## 2: Minutes

December 12, 2023

December 21, 2023

Regular Meeting

Special Meeting

## 3: Reorganization

A. President

B. Vice-President

## 4: Awards/Resolutions

A. Recognizing February as Black History Month.

B. Recognizing January 9, 2024 as National Law Enforcement Day. (BILSKI)

## 5: Acknowledgment(s)

## 6: Lake Sup. Ct. County Div. Rm. 1 – 4002

(HAMM, LINDEMULDER & CID)

Transfer – County General Fund – 1001

From: 61120 Professionals

\$ 28,500.00

To: 63190 Other Professional Service

## 7: Juvenile Court – 4005

(HAMM, LINDEMULDER & CID)

### A. Create New Line Items – LC Sup. Ct. Juv. Div. F.R.C. Problem Solving Court Grant Fund – 9350

63231 Travel – Registration  
63232 Travel – Meals  
63233 Travel – Lodging  
63234 Travel – Transportation/Other  
64490 Other Equipment

#### Appropriation – LC Sup. Ct. Juv. Div. F.R.C. Problem Solving Court Grant Fund – 9350

63231 Travel – Registration	\$	1,590.00
63232 Travel – Meals	\$	500.00
63233 Travel – Lodging	\$	1,160.00
63234 Travel – Transportation/Other	\$	1,750.00
64490 Other Equipment	\$	2,500.00
<b>Total:</b>	<b>\$</b>	<b><u>7,500.00</u></b>

### B. Appropriation – Family Recovery Court Grant Fund – 9345

61290 Supplemental Pay	\$	1,000.00
61320 FICA – Deduction	\$	76.00
61330 PERF – Deduction	\$	146.00
63234 Travel – Transportation/Other	\$	1,100.00
<b>Total:</b>	<b>\$</b>	<b><u>2,322.00</u></b>

#### Reduction – Family Recovery Court Grant Fund – 9345

62110 Office Supplies	(\$	1,500.00)
62410 Other Supplies	(\$	300.00)
63231 Travel – Registration	(\$	2,100.00)
63232 Travel – Meals	(\$	1,200.00)
63233 Travel – Lodging	(\$	2,400.00)
63235 Travel – Mileage	(\$	400.00)
63310 Printing	(\$	500.00)
63910 Dues & Subscriptions	(\$	120.00)
63920 Food & Lodging	(\$	1,500.00)
63995 Other Services & Charges	(\$	9,500.00)
<b>Total:</b>	<b>(\$</b>	<b><u>19,520.00</u></b>

### C. Rev. 144 – Family Recovery Court Grant Fund – 9345

<u>Effective 01/01/2024</u>	<u>Present</u>	<u>Proposed</u>	<u>Difference</u>
39002-002 Supplemental Pay – NGenFnd	\$ 5,000.00	\$ 6,000.00	\$ 1,000.00

## 8: IV-D Court – 4007

(HAMM, LINDEMULDER & CID)

### A. Appropriation – County General Fund – 1001

63630 Maintenance & Service Contracts	\$	9,000.00
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## 8: IV-D Court – 4007 Cont.

(HAMM, LINDEMULDER & CID)

### B. Create New Line Item – Child Support IV-D/FSSA Fund – 8297

#### **63630 Maintenance & Service Contracts**

##### Appropriation – Child Support IV-D/FSSA Fund – 8297

61160 Office & Clerical	\$	3,460.00
61290 Supplemental Pay	\$	20,000.00
61320 FICA – Deduction	\$	1,795.00
61330 PERF – Deduction	\$	3,331.00
63630 Maintenance & Service Contracts	\$	750.00

**Total: \$ 29,336.00**

### C. Rev. 144 – Child Support IV-D/FSSA Fund – 8297

	<u>Present</u>	<u>Proposed</u>	<u>Difference</u>
16670-002 Secretary	\$ 40,061.00	\$ 43,521.00	\$ 3,460.00
39002-001 Supplemental Pay – NGenFnd	\$ 5,000.00	\$ 10,000.00	\$ 5,000.00
39002-Xxx Supplemental Pay – NGenFnd	\$ 0.00	\$ 5,000.00	\$ 5,000.00
39002-Xxx Supplemental Pay – NGenFnd	\$ 0.00	\$ 5,000.00	\$ 5,000.00
39002-Xxx Supplemental Pay – NGenFnd	\$ 0.00	\$ 2,500.00	\$ 2,500.00
39002-Xxx Supplemental Pay – NGenFnd	\$ 0.00	\$ 2,500.00	\$ 2,500.00
<b>Totals:</b>	<b>\$ 45,061.00</b>	<b>\$ 68,521.00</b>	<b>\$ 23,460.00</b>

### D. Transfer – Child Support IV-D/FSSA Fund – 8297

From: 61340 Group Insurance -Deduction	\$ 20,000.00
To: 61290 Supplemental Pay	

## 9: Clerk – 1001

(CID, LAY & BROWN)

### Create New Line Item – Clerk's Records Perpetuation Fund – 1194

#### **62230 Clothing**

##### Appropriation – Clerk's Records Perpetuation Fund – 1194

62230 Clothing	\$ 25,000.00
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## 10: Planning Commission – 5004

(LINDEMULDER, NIEMEYER & HAMM)

### Plan Commission Ordinances

1. 2567 Brandon Arena, Owner/Petitioner, 12/13/23, A-1 to RR, Favorable Recommendation, (Vote 6-0).
2. 2568 Jacob and Shawna Mudde, Owners Jacob Mudde and Phil Admiraal, Petitioners, 12/13/23, A-1 to R-1, Favorable Recommendation, (Vote 6-0).

## 10: Planning Commission – 5004 Cont.

(LINDEMULDER, NIEMEYER & HAMM)

### Plan Commission Ordinances Cont.

3. 2569 Jennifer Jentsch Revocable Trust, Owner and Christina and Chad Vlietstra, Petitioners, 12/13/23, A-1 to RR, Favorable Recommendation, (Vote 5-0).

## 11: Coroner's Office – 1007

(NIEMEYER, CID & BROWN)

### A. Appropriation – County General Fund – 1001

61110 Official & Administrators	\$	2,520.00	
61150 Paraprofessionals	\$	<del>85,378.00</del>	\$ 44,277.00
61160 Office & Clerical	\$	3,580.00	
<b>Total:</b>	<b>\$</b>	<b><u><del>91,478.00</del></u></b>	<b>\$ <u>50,377.00</u></b>

### B. Ordinance

Amending the Lake County 2024 Salary Ordinance, Ordinance No. 1488N, Establishing Salary and Wage Increases and Eliminating an Entry Level Med/Legal Death Investigator Position in the Lake County Coroner's Office (1007).

## 12: Health Department – 9306

(BROWN, CID & NIEMEYER)

### A. Create New Line Items – LC Health Dept. Local Public Health Services Fund – 1161

61120 Professionals  
61140 Protective Services  
61150 Paraprofessionals  
61160 Office & Clerical  
61190 Part-Time  
61290 Supplemental Pay  
61320 FICA – Deduction  
61330 PERF – Deduction  
61340 Group Insurance – Deduction  
61360 Workman's Comp – Deduction  
62110 Office Supplies  
62210 Petroleum Products  
62230 Clothing  
62250 Health Care & Lab Supplies  
63220 Postage  
63235 Travel – Mileage  
63310 Printing  
63420 Insurance  
63510 Utilities  
63620 Equipment Repair  
63630 Maintenance & Service Contracts  
63790 Other Rental  
64410 Furniture & Fixtures  
64440 Motor Vehicles  
64490 Other Equipment  
64500 Construction & Reconstruction



## 12: Health Department – 9306 Cont.

(BROWN, CID & NIEMEYER)

### A. Appropriation – LC Health Dept. Local Public Health Services Fund – 1161

61120 Professionals	\$ 80,170.00
61140 Protective Services	\$ 246,939.00
61150 Paraprofessionals	\$ 815,909.00
61160 Office & Clerical	\$ 149,291.00
61190 Part-Time	\$ 115,511.00
61290 Supplemental Pay	\$ 20,552.00
61320 FICA – Deduction	\$ 109,270.00
61330 PERF – Deduction	\$ 186,426.00
61340 Group Insurance – Deduction	\$ 664,470.00
61360 Workman's Comp – Deduction	\$ 16,744.00
62110 Office Supplies	\$ 28,000.00
62210 Petroleum Products	\$ 6,000.00
62230 Clothing	\$ 1,325.00
62250 Health Care & Lab Supplies	\$ 15,600.00
63220 Postage	\$ 7,500.00
63235 Travel – Mileage	\$ 6,000.00
63310 Printing	\$ 14,500.00
63420 Insurance	\$ 6,000.00
63510 Utilities	\$ 9,600.00
63620 Equipment Repair	\$ 7,000.00
63630 Maintenance & Service Contracts	\$ 1,616,902.00
63790 Other Rental	\$ 120,000.00
64410 Furniture & Fixtures	\$ 37,300.00
64440 Motor Vehicles	\$ 298,000.00
64490 Other Equipment	\$ 98,300.00
64500 Construction & Reconstruction	\$ 188,590.00

**Total: \$4,865,899.00**

### B. Ordinance

Amending the Lake County 2024 Salary Ordinance, Ordinance No. 1488N, Creating Twenty-Three (23) New Positions in the Lake County Health Department (9306) (**Retroactive 1/1/2024**).

## 13: Criminal Courts – 3002

(HAMM, BILSKI & LAY)

### Rev. 144 – County General Fund – 1001

<u>Effective 2/12/2024</u>	<u>Present</u>	<u>Proposed</u>	<u>Difference</u>
12428-001 Probation Officer	\$ 72,072.00	\$ 44,221.00	(\$ 27,851.00)
12428-017 Probation Officer	\$ 75,561.00	\$ 41,079.00	(\$ 34,482.00)
<b>Totals:</b>	<b><u>\$ 147,633.00</u></b>	<b><u>\$ 85,300.00</u></b>	<b><u>(\$ 62,333.00)</u></b>

## 14: County Council – 6001

### A. Ordinance

Lake County Mileage Rate Ordinance for 2024. (BROWN) **Postponed December**

### B. Councilmanic Posts

#### 1. Northwestern Indiana Regional Plan Commission:

Councilmember (1) (Shall)

#### 2. Data Processing Board:

Councilmembers (2) (Shall)

Council Administrator (1) (Shall)

#### 3. County Plan Commission:

Councilmember (1) (Shall)

#### 4. Insurance Review Board:

Councilmember (1) (Shall)

Council Administrator (1) (Shall)

#### 5. Emergency Management Advisory Council:

Council President or Designee (1) (Shall)

#### 6. Solid Waste District Board:

Councilmembers (2) (Shall)

#### 7. Real Estate Disposal Committee:

Councilmembers (2) (Shall)

#### 8. Grant Oversight Committee:

Councilmembers (3) (Shall)

#### 9. Lake County Child Abuse Prevention Council:

Councilmember (1)

#### 10. Local Justice Reinvestment Advisory Council:

Council President (1) (Shall)

## 14: County Council – 6001 Cont.

### C. Citizen Appointment

County Domestic Violence Fatality Review Team:

Survivor of Domestic Violence (1) (Shall)

### D. Citizen Nominations

1. County Economic Development Commission:

Member (1) (Shall)

2. Economic Development Commission:

Highland – Member (1) (Shall)

### E. Approval of Data Board Nominees

- |                                     |                      |
|-------------------------------------|----------------------|
| 1. County Auditor                   | Peggy Holinga Katona |
| 2. County Treasurer                 | John Petalas         |
| 3. County Commissioners             |                      |
| 4. County Recorder                  | Regina M. Pimentel   |
| 5. County Surveyor                  | Bill Emerson         |
| 6. County Prosecutor                | Bernard A. Carter    |
| 7. County Clerk                     | Michael A. Brown     |
| 8. County Sheriff                   | Oscar Martinez       |
| 9. County Judges                    | John M. Sedia, Judge |
| 10. County Assessor                 | LaTonya Spearman     |
| 11. County Coroner                  |                      |
| 12. County Council                  |                      |
| 13. County Council                  |                      |
| 14. County Council Finance Director |                      |

### F. Discussions

1. Update of Oracle Fusion Financial System. (NIEMEYER)
2. Gary Public Transportation and Lake County Mutual Aid Agreement. (BROWN)

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## Public Comments:

RESOLUTION NO. \_\_\_\_\_

**RESOLUTION RECOGNIZING  
FEBRUARY AS BLACK HISTORY MONTH**

**WHEREAS,** the Association for the Study of African-American Life and History, Inc. has urged communities to set aside the month of February as a special time to recognize the contributions of the African-American; and

**WHEREAS,** this Association was founded in 1915, in Chicago, Illinois, by Dr. Carter G. Woodson, a Ph.D. in response to the lack of information on the accomplishments of African-Americans; and

**WHEREAS,** by 1926, Dr. Woodson and his group established the second week of February as “Negro History Week” to coincide with the birth date of Abraham Lincoln (February 12th) and Frederick Douglas, who calculated his to be February 14<sup>th</sup>; and

**WHEREAS,** schools and community groups embraced an annual weekly observance eagerly and soon requested more time to share the contributions of America's largest minority; and

**WHEREAS,** the observance was extended to a month in 1976, and has provided a time when communities emphasize not only the annual theme the Association suggests, but also a time when communities present in many forms various phases of the history and contributions of the African-American people.

**NOW, THEREFORE, BE IT RESOLVED** that the Lake County Council does hereby urge all citizens to take advantage of the many programs and exhibits planned for February in observance of Black History Month, and continue to learn more of the contributions of the African-American long after this month of observance has been completed.

**SO RESOLVED THIS 9<sup>th</sup> day of January, 2024.**

\_\_\_\_\_  
President

\_\_\_\_\_

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\_\_\_\_\_

Members of the Lake County Council

RESOLUTION NO. \_\_\_\_\_

**RESOLUTION RECOGNIZING JANUARY 9, 2024  
AS NATIONAL LAW ENFORCEMENT DAY**

**WHEREAS,** National Law Enforcement Appreciation Day was created by multiple organizations in 2015 to express their gratitude for officers in the United States; and

**WHEREAS,** this holiday was triggered by the chain of events in 2014, when a police officer was involved in a crossfire shooting in Missouri; the backlash and violence that followed led Concerns of Police Survivors (C.O.P.S.) to take the initiative to change this negative portrayal of police officers; and

**WHEREAS,** in support of law enforcement services, citizens are encouraged to do their part in thanking law enforcers on this date; and

**WHEREAS,** with over 900,00 officers in the United States it is essential to support law enforcers during difficult times; and

**WHEREAS,** National Law Enforcement Day also raises awareness on the importance of understanding that the difficult decisions taken by police officers are in the best interests of citizens and the law.

**NOW, THEREFORE, BE IT RESOLVED** that the Lake County Council does hereby urge all citizens to celebrate January 9, 2024 as National Law Enforcement Day to show support for the brave men and women who put their lives on the line to protect and serve our community.

**SO RESOLVED THIS 9<sup>th</sup> day of January, 2024.**

\_\_\_\_\_  
President

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\_\_\_\_\_

Members of the Lake County Council



**LAKE SUPERIOR COURT  
COUNTY DIVISION ROOM 1**

2293 North Main Street  
Crown Point, Indiana 46307

**NICHOLAS J. SCHIRALLI**  
Judge

1049-M

December 8, 2023

Phone (219) 755-3570

Fax (219) 755-3006

Lake County Auditor, Finance  
Attn: Leah Blanchard Johnson  
2293 N. Main St.  
Crown Point, In 46307

Re: Transfer of Funds  
Andrew Tanzillo-Vendor #1200573

*my*

Dear Leah,

Please accept this letter as a request to be placed on the Lake County Council's January agenda. We are requesting to transfer the following funds.  
Public Defender Andrew Tanzillo is working with our Court as a Consultant.  
If you have any questions, please feel free to email me or call me at 755-3570.

FROM	AMOUNT	TO
1001-4002-61120 Professionals	\$28,500.00	1001-4002-63190 Other Professional Services

Thank you for any assistance and cooperation you extend to us.

Best personal regards,

Nicholas J. Schiralli, Judge  
Lake Superior Court, County Div.1  
Marylin Pitsas, Court Administrator

LAKE COUNTY AUDITOR

2023 DEC -8 PM 3:44

RECEIVED

- I. Request for Transfer of Funds  
 II. Request for Additional appropriations  
 III. Request to Encumber Appropriated Funds

All requests (originals) must be directed to the Lake County Auditor and must be accompanied by a letter of explanation signed by the Elected Official or department head. One copy to the County Council office.

I. Honorable Members of the Lake County Council: Please transfer funds within the current budget of the Lake County

Lake Superior Court, County Division 1 #4002

as Follows:

FUND NO. 1001

Dept. Name & No.

FROM:	Line Item No. & Title	Amount	To:	Line Item No. & Title	Amount
1.	61120 Professionals	\$ 28,500.00	63190 Other Professional Services		\$ 28,500.00
2.					
3.					
4.					
5.					

II. Honorable Members of the Lake County Council: Please Allow emergency additional appropriations within the current budget of the Lake County

as follows:

Dept. Name & No.

FUND, Line Item No. & Title	Amount
1.	
2.	
3.	
4.	
5.	
6.	

III. Honorable Lake County Auditor: Please encumber funds within the current budget of the Lake County

as follows along with evidence of the obligation for which the encumbrance shall be used.

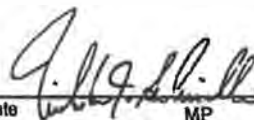
Dept. Name & No.

Copy to the Lake County council.

FUND, Line Item No. & Title	Amount
1.	
2.	
3.	

Lake Superior Court, County Division 1  
 Name of Department

Signature & Date

  
 MP

December 8, 2023

PLEASE NOTE:

- ALL REQUESTS FOR TRANSFERS MUST BE RECEIVED BY THE AUDITOR 10 DAYS PREVIOUS TO THE COUNCIL'S MEETING DATE (2ND TUESDAY OF EACH MONTH).
- ALL REQUESTS FOR ADDITIONAL FUNDS MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO REGULAR MEETING DATE (2ND TUESDAY OF EACH MONTH)

1001.County General

4002.Lake Sup Crt-County Div-Rm 1

FY24

No\_Employee

Budget  
Prior-Year Encumbrances  
Jan

Budget  
Adjusted Appropriation  
Jan

Budget  
Consolidated Budget  
Jan

61100.Overtime

61101.Overtime Regular

61110.Official &amp; Administrators

61120.Professionals

61125.Discretionary Salaries

61130.Technicians

61140.Protective Services

61150.Paraprofessionals

61160.Office &amp; Clerical

61170.Skilled Craft Workers

61180.Service/Maintenance

61190.Part-Time

61193.Compensation Board Members

61195.Clerk Incentive Payroll

61196.Election Day Workers

61197.Paternal Leave

61198.FTO Training

61199.Referral Bonus

61201.COVID Incentive Pay

61210.Longevity -Deduction

61229.Board Member Per Diem

61231.Court Reporter Per Diem

61232.Court Appeal Per Diem

61233.Election Worker Per Diem

61234.Protective Services Per Diem

61235.Juvenile Per Diem

61236.Lateral Pay

61237.Differential Pay

61238.Proficiency/Specialty Pay

397,814.00

270,369.00 \*

120,781.00

374,968.00

250,481.00

143,849.00

17,198.00

8,760.00

100.00



61239.Clothing Allowance Pay	
61250.Assessor Certification	
61251.Assessor Per Diem	
61255.Regulated Ditch Mileage	
61256.Section Corner Payment	
61270.holiday pay	
61280.Seasonal Employees	
61281.Incentive Expense	
61282.Per Diem Grand Jurors	
61283.Public Defender Per Diem	
61286.Per Diem Petit Jurors	
61287.Bond Court Per Diem	
61288.Election Board Members	
61289.FLSA Violation Payment	
61290.Supplemental Pay	
61295.Bonus Pay	
61296.PERF Supplement	
61298.Payroll Court Judgement	
61299.Carryover Payroll Expense	
61320.FICA - Deduction	-
61330.PERF - Deduction	-
61335.Merit Retirement	
61340.Group Insurance -Deduction	-
61345.Ancillary Self Insur - Ded	
61350.Unemployment Comp - Ded	-
61360.Workman's Comp - Ded	-
61370.Group Insurance - Other	
61380.Vehicle Allowance	
61381.Group Life IRS Reportable	-
62110.Office Supplies	9,989.00
62115.Photography Supplies	
62120.Lit, Edu., Info & Ref Mat	
62130.Law Books	
62210.Petroleum Products	

62220.Garage & Motors	
62230.Clothing	
62231.Honor Guard Clothing	
62240.Househd & Instit Supplies	1.00
62250.Health Care & Lab Supplies	
62255.Pathology Supplies	
62260.Jail Inmate Clothing Allowance	
62290.Other Supplies	
62310.Equipment Repair Parts	
62320.Building Repair Supplies	
62390.Other Repair & Mainten Supp	
62410.Other Supplies	
63120.Medical & Hospital Services	
63121.Prior Years Medical Bills	
63122.Medical Deductible	
63100.State Board Audit Fees	
63130.Toxicology Lab	
63145.Legal Services	
63150.Consultant Fees	
63155.Committee/Appointment Comp	
63160.Little Calumet River Eng.	
63165.Kankakee River Eng.	
63188.Employment Testing	
63190.Other Professional Service	4,612.00
63195.Contractual Services	
63210.Freight & Express	
63220.Postage	
63230.Travel & Conference	
63231.Travel - Registration	200.00
63232.Travel - Meals	1,500.00
63233.Travel - Lodging	2,000.00
63234.Travel - Trans/Other	500.00
63235.Travel - Mileage	1,500.00
63236.Travel - Training	

63240.Telephone	
63290.Other Comm & Trans	
63310.Printing	
63320.Advertising	
63330.Photo/Blueprinting	
63340.Legal Services	
63341.License & Titles	
63390.Other Services & Charges	
63420.Insurance	
63450.Employment Testing	
63510.Utilities	
63610.Building & Structures	
63620.Equipment Repair	
63630.Mainten & Service Cont	5,000.00
63640.Local Roads & Streets Projects	
63650.Cumulative Bridge Projects	
63660.Unsafe Building Demolition	
63670.Other Repairs	
63680.Children's Treehouse	
63710.Equipment Rentals	1.00
63715.Equipment Lease	
63720.Laundry & Cleaning	
63730.Property Rental	
63740.Motor Vehicle Rental	
63790.Other Rental	
63810.TAW Interest	
63820.TAW Principal	
63830.Matching Funds	
63910.Dues & Subscriptions	1,000.00
63919.Laundry & Cleaning	
63920.Food & Lodging	500.00
63922.Per Diem Petit juror's	1.00
63924.Per Diem Special Judges	
63940.Narcotic Purchase Money	

63950. License & Titles	
63955. Official bonds	
63956. Fair Premiums & Ex	
63957. Community Mental Health Center	
63958. Public Transportation	
63959. Promotional	
63962. Handicapped Children	
63970. LC Association for MentalHealt	
63971. IN-PACT	
63973. Mental Health Center	
63974. Tradewinds	
63976. Patients and Inmates	
63977. Burial of Military	
63979. Humane Societies	
63980. Court Judgement	1.00
63981. Appeals Account	
63982. Change of Venue	
63984. Animal Testing	
63986. Apprasial Tax Sale	
63987. Appraiser Fees	
63990. Taxes and Refunds	
63992. Refunds of Fines & Costs	
63995. Other Services & Charges	
64108. Cost of Removal Clearing	
64109. Cost of Removal Gain/Loss	
64110. Land Purchases	
64111. Land - Parks	
64115. Right of Way	
64120. Land Improvements	
64220. Building Improvements	
64310. Improvements	
64410. Furniture & Fixtures	100,000.00



# Superior Court of Lake County

JUVENILE DIVISION

Judge Thomas H. Stefaniak, Jr.

LAKE COUNTY JUVENILE JUSTICE COMPLEX

3000 WEST 93<sup>RD</sup> AVENUE

CROWN POINT, IN 46307

December 12, 2023



PHONE: 219-660-6900

FAX: 219-736-6209

Lake County Council  
2293 N. Main Street  
Crown Point, In 46307

Dear County Council Members:

The Lake County Juvenile Center respectfully requests to be added to the January 2024 agenda. .

*OK y*

We are requesting the approval of an appropriation for the new 2024 9350-4005 Lake County Court Improvement Grant for Problem Solving Court funded by the Indiana Office of Court Services to assist Lake County in court improvements. (See Attached Form #3)

Thank you for your consideration in this matter.

Sincerely,

*Beth Rechlicz*

Beth L. Rechlicz, FRC Coordinator  
Lake Superior Court - Juvenile Division

LAKE COUNTY AUDITOR

2023 DEC 13 AM 10:23

RECEIVED

- I. Request for Transfer of Funds  
 II. Request for Additional Appropriations  
 III. Request to Encumber Appropriated Funds

All requests (originals) must be directed to the Lake County Auditor and must be accompanied by a letter of explanation signed by the Elected Official or department head. One copy to the County Council office.

I. Honorable Members of the Lake County Council: Please transfer funds within the current budget of the Lake County

Juvenile Court 4005

as follows:

FUND NO. 9350

Dept. Name & No.

FROM:	Line Item No. & Title	Amount	To:	Line Item No. & Title	Amount
1.					
2.					
3.					
4.					
5.					
					Total:

II. Honorable Members of the Lake County Council: Please Allow emergency additional appropriations within the current budget of the Lake County

Juvenile Court 4005

as follows:

Dept. Name & No.

	FUND, Line Item No. & Title	Amount
1.	9350-63231 Travel-Registration, CNL	\$1,590.00
2.	9350-63232 Travel-Meals, CNL	\$500.00
3.	9350-63233 Travel-Lodging, CNL	\$1,160.00
4.	9350-63234 Travel-Trans/Other, CNL	\$1,750.00
5.	9350-4490 Other Equipment, CNL	\$2,500.00
6.		
		Total: \$7,500.00

III. Honorable Lake County Auditor: Please encumber funds within the current budget of the Lake County as follows along with evidence of the obligation for which the encumbrance shall be used.

Dept. Name & No.

Copy to the Lake County council.

	FUND, Line Item No. & Title	Amount
1.		
2.		
3.		

Juvenile Court  
 Name of Department

B. Reedy 12-12-2023  
 Signature & Date

PLEASE NOTE:

- ALL REQUESTS FOR TRANSFERS MUST BE RECEIVED BY THE AUDITOR 10 DAYS PREVIOUS TO THE COUNCIL'S MEETING DATE (2ND TUESDAY OF EACH MONTH).
- ALL REQUESTS FOR ADDITIONAL FUNDS MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO REGULAR MEETING DATE (2ND TUESDAY OF EACH MONTH)
- ALL REQUESTS FOR ENCUMBRANCES MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO DECEMBER 31ST OF EACH BUDGET YEAR.



Court Coordinator  
Deputy Chief Probation Officer  
Beth L. Rechlicz

# **LAKE COUNTY SUPERIOR COURT**

**Family Recovery Court**  
3000 W. 93rd Avenue  
Crown Point, IN 46307  
Phone: (219)660-6900  
Fax: (219)736-5673

**Case Specialists:**  
Raquel Basile  
Rachel Fesko

December 11, 2023

Lake County Council  
2293 N. Main Street  
Crown Point, In 46307

*ok*

Dear Council Members:

We respectfully request to be added to the January 2024 agenda. We are asking for an additional appropriation and reduction in our 9345 4005 Family Recovery Court Grant.  
(See attached Form #3)

Thank you for your consideration in this matter.

Sincerely,

*Beth Rechlicz*

Beth Rechlicz, FRC Coordinator  
Lake Superior Court - Juvenile Division

LAKE COUNTY AUDITOR

2023 DEC 13 AM 10:35

RECEIVED

- I. Request for Transfer of Funds  
 II. Request for Additional appropriations  
 III. Request to Encumber Appropriated Funds

All requests (originals) must be directed to the Lake County Auditor and must be accompanied by a letter of explanation signed by the Elected Official or department head. One copy to the County Council office.

I. Honorable Members of the Lake County Council: Please transfer funds within the current budget of the Lake County  
Lake County Juvenile Court - 4005 as follows: FUND NO. 9345

Dept. Name & No.

FROM:	Line Item No. & Title	Amount	To:	Line Item No. & Title	Amount
1.					
2.					
3.					
		\$0.00			\$0.00

II. Honorable Members of the Lake County Council: Please Allow emergency additional appropriations within the current budget  
 of the Lake County Lake County Juvenile Court 4005 as follows:

Dept. Name & No.

FUND, Line Item No. & Title	Amount
1 9345-61290 Supplements	1,000.00
2 9345-61320 FICA	76.00
3 9345-61330 PERF	146.00
4 9345-62110 Office Supplies	(1,500.00)
5 9345-62410 Other Supplies	(300.00)
6 9345-63231 Travel-Registration	(2,100.00)
7 9345-63232 Travel-Meals	(1,200.00)
8 9345-63233 Travel-Lodging	(2,400.00)
9 9345-63234 Trans/Other	1,100.00
10 9345-63235 Trans Mileage	(400.00)
11 9345-63310 Printing	(500.00)
12 9345-63910 Dues & Subscription	(120.00)
13 9345-63920 Food & Lodging	(1,500.00)
14 9345-63995 Other Service & Charges	(9,500.00)
	(17,198.00)

III. Honorable Lake County Auditor: Please encumber funds within the current budget of the Lake County  
 as follows along with evidence of the obligation for which the encumbrance shall be used.  
 Copy to the Lake County council.

Dept. Name & No.

FUND, Line Item No. & Title	Amount
1.	
2.	
3.	

Lake County Juvenile Court  
 Name of Department

B. Shultz 12-12-23  
 Signature & Date

PLEASE NOTE:

- ALL REQUESTS FOR TRANSFERS MUST BE RECEIVED BY THE AUDITOR 10 DAYS PREVIOUS TO THE COUNCIL'S MEETING DATE (2ND TUESDAY OF EACH MONTH).
- ALL REQUESTS FOR ADDITIONAL FUNDS MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO REGULAR MEETING DATE (2ND TUESDAY OF EACH MONTH)
- ALL REQUESTS FOR ENCUMBRANCES MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO DECEMBER 31ST OF EACH BUDGET YEAR.



Appropriation:

Reduction:

9345.Family Recovery Court Grant

4005.Juvenile Court

FY24

Budget  
Prior-Year Encumbrances  
Jan

Budget  
Adjusted Appropriation  
Jan

Budget  
Consolidated Budget  
Jan

61100.Overtime

61101.Overtime Regular

61110.Official & Administrators

61120.Professionals

61125.Discretionary Salaries

61130.Technicians

61140.Protective Services

61150.Paraprofessionals

61160.Office & Clerical

61170.Skilled Craft Workers

61180.Service/Maintenance

61190.Part-Time

21,216.00

61193.Compensation Board Members

61195.Clerk Incentive Payroll

61196.Election Day Workers

61197.Paternal Leave

61198.FTO Training

61199.Referral Bonus

61201.COVID Incentive Pay

61210.Longevity -Deduction

61229.Board Member Per Diem

61231.Court Reporter Per Diem

61232.Court Appeal Per Diem

61233.Election Worker Per Diem

61234.Protective Services Per Diem

61235.Juvenile Per Diem

61236.Lateral Pay

61237.Differential Pay

61238.Proficiency/Specialty Pay

61239.Clothing Allowance Pay	
61250.Assessor Certification	
61251.Assessor Per Diem	
61255.Regulated Ditch Mileage	
61256.Section Corner Payment	
61270.holiday pay	
61280.Seasonal Employees	
61281.Incentive Expense	
61282.Per Diem Grand Jurors	
61283.Public Defender Per Diem	
61286.Per Diem Petit Jurors	
61287.Bond Court Per Diem	
61288.Election Board Members	
61289.FLSA Violation Payment	
61290.Supplemental Pay	35,000.00
61295.Bonus Pay	
61296.PERF Supplement	
61298.Payroll Court Judgement	
61299.Carryover Payroll Expense	
61320.FICA - Deduction	4,300.52
61330.PERF - Deduction	4,970.00
61335.Merit Retirement	
61340.Group Insurance -Deduction	-
61345.Ancillary Self Insur - Ded	
61350.Unemployment Comp - Ded	
61360.Workman's Comp - Ded	650.00
61370.Group Insurance - Other	
61380.Vehicle Allowance	
61381.Group Life IRS Reportable	
62110.Office Supplies	3,000.00
62115.Photography Supplies	
62120.Lit, Edu., Info & Ref Mat	
62130.Law Books	
62210.Petroleum Products	

62220.Garage & Motors	
62230.Clothing	
62231.Honor Guard Clothing	
62240.Househld & Instit Supplies	-
62250.Health Care & Lab Supplies	
62255.Pathology Supplies	
62260.Jail Inmate Clothing Allowance	
62290.Other Supplies	
62310.Equipment Repair Parts	
62320.Building Repair Supplies	
62390.Other Repair & Mainten Supp	
62410.Other Supplies	300.00
63120.Medical & Hospital Services	
63121.Prior Years Medical Bills	
63122.Medical Deductible	
63100.State Board Audit Fees	
63130.Toxicology Lab	
63145.Legal Services	
63150.Consultant Fees	
63155.Committee/Appointment Comp	
63160.Little Calumet River Eng.	
63165.Kankakee River Eng.	
63188.Employment Testing	
63190.Other Professional Service	108,576.00
63195.Contractual Services	
63210.Freight & Express	
63220.Postage	
63230.Travel & Conference	
63231.Travel - Registration	3,000.00
63232.Travel - Meals	1,500.00
63233.Travel - Lodging	4,000.00
63234.Travel - Trans/Other	500.00
63235.Travel - Mileage	1,000.00
63236.Travel - Training	

63240.Telephone  
63290.Other Comm & Trans  
63310.Printing  
63320.Advertising  
63330.Photo/Blueprinting  
63340.Legal Services  
63341.License & Titles  
63390.Other Services & Charges  
63420.Insurance  
63450.Employment Testing  
63510.Utilities  
63610.Building & Structures  
63620.Equipment Repair  
63630.Mainten & Service Cont  
63640.Local Roads & Streets Projects  
63650.Cumulative Bridge Projects  
63660.Unsafe Building Demolition  
63670.Other Repairs  
63680.Children's Treehouse  
63710.Equipment Rentals  
63715.Equipment Lease  
63720.Laundry & Cleaning  
63730.Property Rental  
63740.Motor Vehicle Rental  
63790.Other Rental  
63810.TAW Interest  
63820.TAW Principal  
63830.Matching Funds  
63910.Dues & Subscriptions  
63919.Laundry & Cleaning  
63920.Food & Lodging  
63922.Per Diem Petit juror's  
63924.Per Diem Special Judges  
63940.Narcotic Purchase Money

2,000.00

300.00

1,500.00

63950. License & Titles  
63955. Official bonds  
63956. Fair Premiums & Ex  
63957. Community Mental Health Center  
63958. Public Transportation  
63959. Promotional  
63962. Handicapped Children  
63970. LC Association for Mental Health  
63971. IN-PACT  
63973. Mental Health Center  
63974. Tradewinds  
63976. Patients and Inmates  
63977. Burial of Military  
63979. Humane Societies  
63980. Court Judgement  
63981. Appeals Account  
63982. Change of Venue  
63984. Animal Testing  
63986. Appraisal Tax Sale  
63987. Appraiser Fees  
63990. Taxes and Refunds  
63992. Refunds of Fines & Costs

63995. Other Services & Charges

25,000.00



**Court Coordinator  
Deputy Chief Probation Officer  
Beth L. Rechlicz**

**LAKE COUNTY SUPERIOR COURT**

**Family Recovery Court**  
3000 W. 93rd Avenue  
Crown Point, IN 46307  
Phone: (219)660-6900  
Fax: (219)736-5673

**Case Specialists:  
Raquel Basile  
Rachel Fesko**

December 11, 2023

Lake County Council  
2293 N. Main Street  
Crown Point, In 46307

Dear Council Members:

We respectfully request to be added to the January 2024 agenda. We are asking for \$1,000 Supplemental Pay increase in the 9345-4005 Family Recovery Court Grant for the position 39002-002 effective January 1, 2024. (See attached Form 144)

Thank you for your consideration in this matter.

Sincerely,

Beth Rechlicz, FRC Coordinator  
Lake Superior Court - Juvenile Division

OK  
y

LAKE COUNTY AUDITOR

2023 DEC 13 AM 10:35

RECEIVED



# STATEMENT OF SALARIES AND WAGES PROPOSED TO BE PAID OFFICERS AND EMPLOYEES CALENDAR YEAR 2024

4005/Juvenile Court  
(Name of Office, Department, Board Agency)

LAKE County, Indiana

The following statement shows the salaries and wages proposed to be paid to officers and employees of the above named office, department, board or agency during the calendar year 2024  
(Calendar Year)

## FULL TIME SALARIED OFFICERS AND EMPLOYEES

ok

Title of Position or Employee Classification

JOB CODE # AND POSITION #

\$ PRESENT

\$ PROPOSED

\$ DIFFERENCE

9345-39002002-Supplemental

\$5,000.00

\$6,000.00

\$1,000.00

Total(s)

\$5,000.00

\$6,000.00

\$1,000.00

## PART TIME AND HOURLY RATED EMPLOYEES

Title of Position or Employee Classification

Amount

Rate of Pay

Hour, day, week, month, etc.

Per

Per

Per

Per

Per

\*Show rate of pay per month, week, day, hour, etc.

Submitted by:

*[Signature]*

(Signature)

Date 11/15/23

FRC Coordinator

(Title)

### NOTES:

- (1) This statement must be filed IN DUPLICATE with the County Auditor on or before July 1 each year for salaries and wages to be paid in the ensuing year.
- (2) The number and salaries to be paid full time officers and employees must be fixed by the County Council. The rates of pay for part time and hourly employees shall likewise be fixed by the County Council but the number to be employed is limited only by the funds appropriated therefore; thus, the amount to be requested in the budget for part time and hourly employees need not be included in this statement.
- (3) The County Auditor shall complete the reverse side of this of this form and return one copy to the officer or head of the department, board or agency within 3 days after action thereon by the County Council.

9345.Family Recovery Court Grant	4005.Juvenile Court	FY24
----------------------------------	---------------------	------

				Baseline	Department Request	% Rise for Dept Requested	
				Jan	Jan	Formula Label	
61290.Supplemental Pay	No_Unioncode	400539002009.Supplemental Pay -NGenFnd 9345 14621		5,000.00	5,000.00		0
61290.Supplemental Pay	No_Unioncode	400539002005.Supplemental Pay -NGenFnd 9345 16538		5,000.00	5,000.00		0
61290.Supplemental Pay	No_Unioncode	400539002007.Supplemental Pay -NGenFnd 9345 07963		5,000.00	5,000.00		0
61290.Supplemental Pay	No_Unioncode	400539002003.Supplemental Pay -NGenFnd 9345 11778		5,000.00	5,000.00		0
61290.Supplemental Pay	No_Unioncode	400539002006.Supplemental Pay -NGenFnd 9345 19642		5,000.00	5,000.00		0
61290.Supplemental Pay	No_Unioncode	400539002002.Supplemental Pay -NGenFnd 9345 09352		5,000.00	5,000.00		0
61290.Supplemental Pay	No_Unioncode	400539002004.Supplemental Pay -NGenFnd 9345 20782		5,000.00	5,000.00		0
Total				35,000.00	35,000.00		0

#error

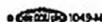




**Superior Court of Lake County**  
JUVENILE DIVISION

**Judge Thomas H. Stefaniak, Jr.**  
LAKE COUNTY JUVENILE JUSTICE COMPLEX  
3000 WEST 93<sup>RD</sup> AVENUE  
CROWN POINT, IN 46307

December 18, 2023



PHONE: 219-660-6900  
FAX: 219-736-6209

Lake County Council  
2293 North Main Street  
Crown Point, IN 46307

ATTN: Charlie Brown, President and Council Members

**RE: IV-D COURT – FUND 1001 – DEPT 4007**

We respectfully request to be added to the January 2024 agenda. We are requesting your consideration and approval to appropriate additional funds in our IV-D Court General Fund budget (1001-4007). (See attached Form 3.) These funds will be used to cover the increase in the cost/contract of the IV-D Public Defender.

APPROPRIATE: 1001-4007-63630 – Maintenance & Service Contracts \$9,000

If you have any questions, please feel free to contact me.

Sincerely,

Timothy Gericke, Chief Deputy  
Lake County Superior Court, Juvenile Division  
219-660-6950

TG/las

Enc: Form 3

LAKE COUNTY AUDITOR

RECEIVED 19 JAN 10 41

RECEIVED

- I. Request for Transfer of Funds  
 II. Request for Additional appropriations  
 III. Request to Encumber Appropriated Funds

All requests (originals) must be directed to the Lake County Auditor and must be accompanied by a letter of explanation signed by the Elected Official or department head. One copy to the County Council office.

- I. Honorable Members of the Lake County Council: Please transfer funds within the current budget of the Lake County as follows: FUND NO. \_\_\_\_\_  
 \_\_\_\_\_  
 Dept. Name & No.

FROM:	Line Item No. & Title	Amount	To:	Line Item No. & Title	Amount
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____
5.	_____	_____	_____	_____	_____
		\$ -			\$ -

- II. Honorable Members of the Lake County Council: Please Allow emergency additional appropriations within the current budget of the Lake County IV-D COURT - DEPT 4007 as follows:

FUND, Line Item No. & Title	Amount
1. 1001-4007 - 63630 - Maint & Service Contracts	\$ 9,000.00
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
	8,000.00

- III. Honorable Lake County Auditor: Please encumber funds within the current budget of the Lake County as follows along with evidence of the obligation for which the encumbrance shall be used. Copy to the Lake County council.

FUND, Line Item No. & Title	Amount
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____

1001-4007 - IV-D Court

Name of Department

Signature & Date

Chief Deputy


12/18/2023

PLEASE NOTE:

- ALL REQUESTS FOR TRANSFERS MUST BE RECEIVED BY THE AUDITOR 10 DAYS PREVIOUS TO THE COUNCIL'S MEETING DATE (2ND TUESDAY OF EACH MONTH).
- ALL REQUESTS FOR ADDITIONAL FUNDS MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO REGULAR MEETING DATE (2ND TUESDAY OF EACH MONTH)
- ALL REQUESTS FOR ENCUMBRANCES MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO DECEMBER 31ST OF EACH BUDGET YEAR.

	1001.County General	4007.IV-D Court	FY24
	Budget Prior-Year Encumbrances Jan	Budget Adjusted Appropriation Jan	Budget Consolidated Budget Jan
61100.Overtime			
61101.Overtime Regular			
61110.Official & Administrators			
61120.Professionals		146,343.00	146,343.00
61125.Discretionary Salaries			
61130.Technicians		97,344.00	97,344.00
61140.Protective Services		87,944.00	87,944.00
61150.Paraprofessionals			
61160.Office & Clerical			
61170.Skilled Craft Workers			
61180.Service/Maintenance			
61190.Part-Time			
61193.Compensation Board Members			
61195.Clerk Incentive Payroll			
61196.Election Day Workers			
61197.Paternal Leave			
61198.FTO Training			
61199.Referral Bonus			
61201.COVID Incentive Pay			
61210.Longevity -Deduction		4,360.00	4,360.00
61229.Board Member Per Diem			
61231.Court Reporter Per Diem		500.00	500.00
61232.Court Appeal Per Diem			
61233.Election Worker Per Diem			
61234.Protective Services Per Diem			
61235.Juvenile Per Diem			
61236.Lateral Pay			
61237.Differential Pay			
61238.Proficiency/Specialty Pay			
61239.Clothing Allowance Pay			
61250.Assessor Certification			
61251.Assessor Per Diem			
61255.Regulated Ditch Mileage			
61256.Section Corner Payment			
61270.holiday pay			
61280.Seasonal Employees			
61281.Incentive Expense			
61282.Per Diem Grand Jurors			
61283.Public Defender Per Diem			
61286.Per Diem Petit Jurors			
61287.Bond Court Per Diem			
61288.Election Board Members			
61289.FLSA Violation Payment			
61290.Supplemental Pay			
61295.Bonus Pay			

61296.PERF Supplement		
61298.Payroll Court Judgement		
61299.Carryover Payroll Expense		
61320.FICA - Deduction	-	-
61330.PERF - Deduction	-	-
61335.Merit Retirement		
61340.Group Insurance -Deduction	-	-
61345.Ancillary Self Insur - Ded		
61350.Unemployment Comp - Ded	-	-
61360.Workman's Comp - Ded	-	-
61370.Group Insurance - Other		
61380.Vehicle Allowance		
61381.Group Life IRS Reportable	-	-
62110.Office Supplies	3,081.00	3,081.00
62115.Photography Supplies		
62120.Lit, Edu., Info & Ref Mat		
62130.Law Books		
62210.Petroleum Products		
62220.Garage & Motors		
62230.Clothing		
62231.Honor Guard Clothing		
62240.Househld & Instit Supplies		
62250.Health Care & Lab Supplies		
62255.Pathology Supplies		
62260.Jail Inmate Clothing Allowance		
62290.Other Supplies		
62310.Equipment Repair Parts		
62320.Building Repair Supplies		
62390.Other Repair & Mainten Supp		
62410.Other Supplies		
63120.Medical & Hospital Services		
63121.Prior Years Medical Bills		
63122.Medical Deductible		
63100.State Board Audit Fees		
63130.Toxicology Lab		
63145.Legal Services		
63150.Consultant Fees		
63155.Committee/Appointment Comp		
63160.Little Calumet River Eng.		
63165.Kankakee River Eng.		
63188.Employment Testing		
63190.Other Professional Service		
63195.Contractual Services		
63210.Freight & Express		
63220.Postage		
63230.Travel & Conference		
63231.Travel - Registration	1.00	1.00
63232.Travel - Meals	221.00	221.00
63233.Travel - Lodging	669.00	669.00
63234.Travel - Trans/Other	1.00	1.00

63235.Travel - Mileage	689.00	689.00
63236.Travel - Training		
63240.Telephone	1.00	1.00
63290.Other Comm & Trans		
63310.Printing		
63320.Advertising		
63330.Photo/Blueprinting		
63340.Legal Services		
63341.License & Titles		
63390.Other Services & Charges		
63420.Insurance		
63450.Employment Testing		
63510.Utilities		
63610.Building & Structures		
63620.Equipment Repair		
 63630.Mainten & Service Cont	30,000.00	30,000.00
63640.Local Roads & Streets Projects		
63650.Cumulative Bridge Projects		
63660.Unsafe Building Demolition		
63670.Other Repairs		
63680.Children's Treehouse		
63710.Equipment Rentals		
63715.Equipment Lease		
63720.Laundry & Cleaning		
63730.Property Rental		
63740.Motor Vehicle Rental		
63790.Other Rental		
63810.TAW Interest		
63820.TAW Principal		
63830.Matching Funds		
63910.Dues & Subscriptions	546.00	546.00
63919.Laundry & Cleaning		
63920.Food & Lodging	1.00	1.00
63922.Per Diem Petit juror's		
63924.Per Diem Special Judges		
63940.Narcotic Purchase Money		
63950.License & Titles		
63955.Official bonds	1.00	1.00
63956.Fair Premiums & Ex		
63957.Community Mental Health Center		
63958.Public Transportation		
63959.Promotional		
63962.Handicapped Children		
63970.LC Association for MentalHealt		
63971.IN-PACT		
63973.Mental Health Center		
63974.Tradewinds		
63976.Patients and Inmates		
63977.Burial of Military		
63979.Humane Societies		

63980.Court Judgement	1.00	1.00
63981.Appeals Account		
63982.Change of Venue		
63984.Animal Testing		
63986.Apprasial Tax Sale		
63987.Appraiser Fees		
63990.Taxes and Refunds		
63992.Refunds of Fines & Costs		
63995.Other Services & Charges	1,686.00	1,686.00
64108.Cost of Removal Clearing		
64109.Cost of Removal Gain/Loss		
64110.Land Purchases	-	-
64111.Land - Parks		
64115.Right of Way		
64120.Land Improvements		
64220.Building Improvements		
64310.Improvements		
64410.Furniture & Fixtures	1.00	1.00
64420.Office Machines	1.00	1.00



**Superior Court of Lake County**  
JUVENILE DIVISION

**Judge Thomas H. Stefaniak, Jr.**  
LAKE COUNTY JUVENILE JUSTICE COMPLEX  
3000 WEST 93<sup>RD</sup> AVENUE  
CROWN POINT, IN 46307

December 18, 2023



PHONE: 219-660-6900  
FAX: 219-736-6209

Lake County Council  
2293 North Main Street  
Crown Point, IN 46307

ATTN: Charlie Brown, President and Council Members

*OK*

**RE: IV-D COURT – DEPT 4007 – FUND 8297**

We respectfully request to be added to the January 2024 agenda. We are requesting your consideration and approval to create line items and appropriate additional funds within our IV-D Court Incentive Fund budget (8297-4007). (See attached Form 3.) These funds will be used to increase the base salary of the secretary, provide supplemental pay to the IV-D court reporters, bailiffs and court manager, and to pay for the Court's service contract with Puritan Water.

These funds are available in the IV-D Court Incentive Fund 8297. Please note that IV-D Incentive Funds are earned and distributed by the State based upon performance measures and can only be used for expenses that are 100% IV-D related. We have reached out the State who advise that our request to supplement salaries would be considered reasonable and would be a good use of our funds.

If you have any questions, please feel free to contact me.

Sincerely,

Timothy Gericke, Chief Deputy  
Lake County Superior Court, Juvenile Division  
219-660-6950

TG/las

Enc: Form 3

LAKE COUNTY JUVENILE JUSTICE COMPLEX

RECEIVED

RECEIVED

- I. Request for Transfer of Funds  
 II. Request for Additional appropriations  
 III. Request to Encumber Appropriated Funds

All requests (originals) must be directed to the Lake County Auditor and must be accompanied by a letter of explanation signed by the Elected Official or department head. One copy to the County Council office.

- I. Honorable Members of the Lake County Council: Please transfer funds within the current budget of the Lake County as follows: FUND NO. \_\_\_\_\_

FROM: Dept. Name & No.	Line Item No. & Title	Amount	To: Dept. Name & No.	Line Item No. & Title	Amount
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____
5.	_____	_____	_____	_____	_____
		\$ -			\$ -

- II. Honorable Members of the Lake County Council: Please Allow emergency additional appropriations within the current budget of the Lake County IV-D COURT - 4007 - FUND 8297 as follows:

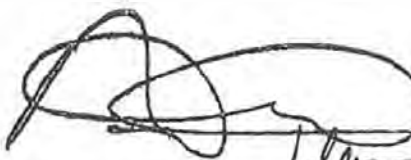
FUND, Line Item No. & Title	Amount
1. 8297-61160 - Office & Clerical	\$ 3,460.00
2. 8297-61290 - Supplemental Pay	\$ 20,000.00
3. 8297-61320 - FICA	\$ 1,795.00
4. 8297-61330 - PERF	\$ 3,331.00
5. 8297-63630-Maint & Service Contracts (CNL)	\$ 750.00
6. _____	
	29,336.00

only

- III. Honorable Lake County Auditor: Please encumber funds within the current budget of the Lake County as follows along with evidence of the obligation for which the encumbrance shall be used. Copy to the Lake County council.

FUND, Line Item No. & Title	Amount
1. _____	
2. _____	
3. _____	
4. _____	

4007 - IV-D Court  
 Name of Department

  
 Signature & Date Chief Deputy

12/18/2023

PLEASE NOTE:

- ALL REQUESTS FOR TRANSFERS MUST BE RECEIVED BY THE AUDITOR 10 DAYS PREVIOUS TO THE COUNCIL'S MEETING DATE (2ND TUESDAY OF EACH MONTH).
- ALL REQUESTS FOR ADDITIONAL FUNDS MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO REGULAR MEETING DATE (2ND TUESDAY OF EACH MONTH)
- ALL REQUESTS FOR ENCUMBRANCES MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO DECEMBER 31ST OF EACH BUDGET YEAR.



8297.Child Support IV-D/FSSA

4007.IV-D Court

FY24

Budget  
Prior-Year Encumbrances  
Jan

Budget  
Adjusted Appropriation  
Jan

Budget  
Consolidated Budget  
Jan

61100.Overtime		
61101.Overtime Regular		
61110.Official & Administrators		
61120.Professionals		
61125.Discretionary Salaries		
61130.Technicians		
61140.Protective Services		
61150.Paraprofessionals		
61160.Office & Clerical	40,062.00	40,062.00
61170.Skilled Craft Workers		
61180.Service/Maintenance		
61190.Part-Time	1.00	1.00
61193.Compensation Board Members		
61195.Clerk Incentive Payroll		
61196.Election Day Workers		
61197.Paternal Leave		
61198.FTO Training		
61199.Referral Bonus		
61201.COVID Incentive Pay		
61210.Longevity -Deduction		
61229.Board Member Per Diem		
61231.Court Reporter Per Diem		
61232.Court Appeal Per Diem		
61233.Election Worker Per Diem		
61234.Protective Services Per Diem		
61235.Juvenile Per Diem		
61236.Lateral Pay		
61237.Differential Pay		
61238.Proficiency/Specialty Pay		
61239.Clothing Allowance Pay		
61250.Assessor Certification		
61251.Assessor Per Diem		
61255.Regulated Ditch Mileage		
61256.Section Corner Payment		
61270.holiday pay		
61280.Seasonal Employees		
61281.Incentive Expense		
61282.Per Diem Grand Jurors		
61283.Public Defender Per Diem		
61286.Per Diem Petit Jurors		
61287.Bond Court Per Diem		
61288.Election Board Members		
61289.FLSA Violation Payment		
61290.Supplemental Pay	5,000.00	5,000.00
61295.Bonus Pay		
61296.PERF Supplement		
61298.Payroll Court Judgement		

61299.Carryover Payroll Expense		
61320.FICA - Deduction	3,447.32	3,447.32
61330.PERF - Deduction	6,398.80	6,398.80
61335.Merit Retirement		
61340.Group Insurance -Deduction	55,600.00	55,600.00
61345.Ancillary Self Insur - Ded		
61350.Unemployment Comp - Ded		
61360.Workman's Comp - Ded	1,300.00	1,300.00
61370.Group Insurance - Other		
61380.Vehicle Allowance		
61381.Group Life IRS Reportable		
62110.Office Supplies		
62115.Photography Supplies		
62120.Lit, Edu., Info & Ref Mat		
62130.Law Books		
62210.Petroleum Products		
62220.Garage & Motors		
62230.Clothing		
62231.Honor Guard Clothing		
62240.Househld & Instit Supplies		
62250.Health Care & Lab Supplies		
62255.Pathology Supplies		
62260.Jail Inmate Clothing Allowance		
62290.Other Supplies		
62310.Equipment Repair Parts		
62320.Building Repair Supplies		
62390.Other Repair & Mainten Supp		
62410.Other Supplies		
63120.Medical & Hospital Services		
63121.Prior Years Medical Bills		
63122.Medical Deductible		
63100.State Board Audit Fees		
63130.Toxicology Lab		
63145.Legal Services		
63150.Consultant Fees		
63155.Committee/Appointment Comp		
63160.Little Calumet River Eng.		
63165.Kankakee River Eng.		
63188.Employment Testing		
63190.Other Professional Service		
63195.Contractual Services		
63210.Freight & Express		
63220.Postage		
63230.Travel & Conference		
63231.Travel - Registration	1.00	1.00
63232.Travel - Meals	1.00	1.00
63233.Travel - Lodging	1.00	1.00
63234.Travel - Trans/Other	1.00	1.00
63235.Travel - Mileage	300.00	300.00
63236.Travel - Training		
63240.Telephone	2,000.00	2,000.00
63290.Other Comm & Trans		

63310.Printing  
63320.Advertising  
63330.Photo/Blueprinting  
63340.Legal Services  
63341.License & Titles  
63390.Other Services & Charges  
63420.Insurance  
63450.Employment Testing  
63510.Utilities  
63610.Building & Structures  
63620.Equipment Repair  
**63630.Mainten & Service Cont**  
63640.Local Roads & Streets Projects  
63650.Cumulative Bridge Projects  
63660.Unsafe Building Demolition  
63670.Other Repairs  
63680.Children's Treehouse  
63710.Equipment Rentals  
63715.Equipment Lease  
63720.Laundry & Cleaning  
63730.Property Rental  
63740.Motor Vehicle Rental  
63790.Other Rental  
63810.TAW Interest  
63820.TAW Principal  
63830.Matching Funds  
63910.Dues & Subscriptions  
63919.Laundry & Cleaning  
63920.Food & Lodging  
63922.Per Diem Petit juror's  
63924.Per Diem Special Judges  
63940.Narcotic Purchase Money  
63950.License & Titles  
63955.Official bonds  
63956.Fair Premiums & Ex  
63957.Community Mental Health Center  
63958.Public Transportation  
63959.Promotional  
63962.Handicapped Children  
63970.LC Association for MentalHealt  
63971.IN-PACT  
63973.Mental Health Center  
63974.Tradewinds  
63976.Patients and Inmates  
63977.Burial of Military  
63979.Humane Societies  
63980.Court Judgement  
63981.Appeals Account  
63982.Change of Venue  
63984.Animal Testing  
63986.Apprasial Tax Sale  
63987.Appraiser Fees

63990.Taxes and Refunds		
63992.Refunds of Fines & Costs		
63995.Other Services & Charges	2,000.00	2,000.00
64108.Cost of Removal Clearing		
64109.Cost of Removal Gain/Loss		
64110.Land Purchases		
64111.Land - Parks		
64115.Right of Way		
64120.Land Improvements		
64220.Building Improvements		
64310.Improvements		
64410.Furniture & Fixtures	2,000.00	2,000.00
64420.Office Machines	2,000.00	2,000.00
64430.Law Books		
64440.Motor Vehicles		
64445.Machinery		
64450.Software		
64460.Sanitary Sewer/Strm Wtr Mgmnt		
64470.Enterprise Fund - Hermit's Lake WW Depr		
64480.Gravel Roads		
64482.Roads - Ridge Road		
64483.Streets Lights		
64484.Traffic Signals		
64485.Residential Roads-Curb and Gutter		
64490.Other Equipment	1,000.00	1,000.00

Profit and Loss Statement

AC473

Date: 12/20/2023

Time: 02:43

Parameters

Period: Jan-23 To Dec-23

Fund: 8297

Department: 9999

Fund	Description	Beginning Balance	Total Revenue	Total Expenses	Balance
8297	Child Support IV-D/FSSA	353,954.35	207,782.00	-81,538.52	480,197.83
				Total	480,197.83

# Profit and Loss Statement

AC473      Date: 12/20/2023  
Time: 02:43  
Parameters      **Period:** Jan-23 To Dec 23  
**Fund:** 8297  
**Department:** 9999

Acct Cat	Description	Revenue	Cost	Profit/Loss
=====	=====	=====	=====	=====
Activity	8297-4007 Child Support IV-D/FSSA- IV-D Court	Cur USD	Dates: 01/01/95 - 12/31/25	
Fund Contract and Estimated Cost				
42130	Miscellaneous Revenue	40172.00	0.00	
42130	Miscellaneous Revenue	-40172.00	0.00	
42273	Aud of St-Health & Welfare	167610.00	0.00	
42273	Aud of St Health & Welfare	40172.00	0.00	
61160	Office & Clerical	0.00	-38326.08	
61290	Supplemental Pay	0.00	-4999.80	
61320	FICA - Deduction	0.00	-3188.50	
61330	PERF - Deduction	0.00	-6562.64	
61340	Group Insurance -Deduction	0.00	-23997.37	
61360	Workman's Comp - Ded	0.00	-615.98	
63995	Other Services & Charges	0.00	-537.50	
64410	Furniture & Fixtures	0.00	-2638.74	
64420	Office Machines	0.00	-536.46	
64490	Other Equipment	0.00	-135.45	
Fund Total	8297	207782.00	-81538.52	126243.48
		=====	=====	=====



**Superior Court of Lake County**  
JUVENILE DIVISION

**Judge Thomas H. Stefaniak, Jr.**  
LAKE COUNTY JUVENILE JUSTICE COMPLEX  
3000 WEST 93<sup>RD</sup> AVENUE  
CROWN POINT, IN 46307

December 18, 2023



PHONE: 219-660-6900  
FAX: 219-736-6209

Lake County Council  
2293 North Main Street  
Crown Point, IN 46307

ATTN: Charlie Brown, President and Council Members

*chy*

**RE: IV-D COURT – DEPT 4007 – FUND 8297**

We respectfully request to be added to the January 2024 agenda. We are requesting your consideration and approval to increase the base salary of the IV-D secretary and to provide supplemental pay to the IV-D court reporters, bailiffs and court manager. (See Form 144 attached).

The funds to support the increase and appropriations are available in the IV-D Incentive Fund 8297. Please note that IV-D Incentive Funds are earned and distributed by the State based upon performance measures and can only be used for expenses that are 100% IV-D related. We have reached out the State who advise that our request to supplement salaries would be considered reasonable and would be a good use of our funds. If you have any questions, please feel free to contact me.

Sincerely,

Timothy Gericke, Chief Deputy  
Lake County Superior Court, Juvenile Division  
219-660-6950

TG/lac

Enc: Form 144

LAKE COUNTY JUVENILE JUSTICE COMPLEX

14:00 PM 12/18/23

RECEIVED

# STATEMENT OF SALARIES AND WAGES PROPOSED TO BE PAID OFFICERS AND EMPLOYEES CALENDAR YEAR 2024

IV-D Court - 4007 (Fund 8297)

(Name of Office, Department, Board Agency)

LAKE

County, Indiana

The following statement shows the salaries and wages proposed to be paid to officers and employees of the above named office, department, board or agency during the calendar year 2024:

## FULL TIME SALARIED OFFICERS AND EMPLOYEES

Title of Position or Employee Classification

JOB CODE # AND POSITION #	\$ PRESENT	\$ PROPOSED	\$ DIFFERENCE
<del>8297</del> -16670-002 - Secretary	\$ 40,061.00	\$ 43,521.00	\$ 3,460.00
<del>8297</del> -39002-001 - Supplemental Pay	\$ 5,000.00	\$ 10,000.00	\$ 5,000.00
<del>8297</del> -39002-002 - Supplemental Pay	\$ -	\$ 5,000.00	\$ 5,000.00
<del>8297</del> -39002-003 - Supplemental Pay	\$ -	\$ 5,000.00	\$ 5,000.00
<del>8297</del> -39002-004 - Supplemental Pay	\$ -	\$ 2,500.00	\$ 2,500.00
<del>8297</del> -39002-005 - Supplemental Pay	\$ -	\$ 2,500.00	\$ 2,500.00
Totals	\$ 45,061.00	\$ 68,521.00	\$ 23,460.00

## PART TIME AND HOURLY RATED EMPLOYEES

Title of Position or Employee Classification

Rate of Pay\*

		Per	
	\$	Per	
	\$	Per	
	\$	Per	
	\$	Per	

\*Show rate of pay per month, week, day, hour, etc.

Submitted by:

Date 12/18/2023

(Signature)

CHIEF DEPUTY

(Title)

### NOTES:

- (1) This statement must be filed IN DUPLICATE with the County Auditor on or before July 1 each year for salaries and wages to be paid in the ensuing year.
- (2) The number and salaries to be paid full time officers and employees must be fixed by the County Council. The rates of pay for part time and hourly employees shall likewise be fixed by the County Council but the number to be employed is limited only by the funds appropriated therefore; thus, the amount to be requested in the budget for part time and hourly employees need not be included in this statement
- (3) The County Auditor shall complete the reserve side of this of this form and return one copy to the officer or head of the department, board or agency within 3 days after action thereon by the County Council.



8297-Child Support IV-D/FSSA	4007-IV-D Court	FY24
------------------------------	-----------------	------

				Baseline	Department Request	% Rise for Dept Requested	Total Department Request	Working Budget
				Jan	Jan	Formula Label	Jan	Jan
61160. Office & Clerical	No_Unioncode	400716670003.Secretary	No_Employee	1.00	-	(100.00)	27,170.00	-
61160. Office & Clerical	No_Unioncode	400716670002.Secretary	24831	38,520.00	43,521.00	12.98	80,200.34	40,061.00
61290. Supplemental Pay	No_Unioncode	400739002001.Supplemental Pay -NGenFnd 8297	09950	5,000.00	10,000.00	100.00	10,765.00	5,000.00
61290. Supplemental Pay	No_Unioncode	Supplemental Pay 004	No_Employee		5,000.00	#error	5,382.50	-
61290. Supplemental Pay	No_Unioncode	Supplemental Pay 005	No_Employee		2,500.00	#error	2,691.25	-
61290. Supplemental Pay	No_Unioncode	Supplemental Pay 006	No_Employee		2,500.00	#error	2,691.25	-
61290. Supplemental Pay	No_Unioncode	Supplemental Pay 003	No_Employee		5,000.00	#error	5,382.50	-
Total				43,521.00	68,521.00	57.44	134,282.84	45,061.00



**Superior Court of Lake County**  
JUVENILE DIVISION

**Judge Thomas H. Stefaniak, Jr.**  
LAKE COUNTY JUVENILE JUSTICE COMPLEX  
3000 WEST 93<sup>RD</sup> AVENUE  
CROWN POINT, IN 46307



PHONE: 219-660-6900  
FAX: 219-736-6209

December 18, 2023

Lake County Council  
2293 North Main Street  
Crown Point, IN 46307

ATTN: Charlie Brown, President and Council Members

**RE: IV-D COURT – FUND 8297 – DEPT 4007**

We respectfully request to be added to the January 2024 agenda. We are requesting your consideration and approval to transfer funds from Group Insurance to Supplemental Pay within our IV-D Court Incentive Fund (8297-4007). (See attached Form 3.)

Transfer from: 61340 – Group Insurance \$20,000

Transfer to: 61290 – Supplemental Pay \$20,000

It is our intent to use these funds to provide Supplemental Pay to the IV-D staff if our request is approved. It should be noted that only one full-time employee is paid from Fund 8297.

Should you have any questions, please feel free to contact me.

Sincerely,

Timothy Gericke, Chief Deputy  
Lake County Superior Court, Juvenile Division  
219-660-6950

TG/las

Enc: Form 3

NOTICE OF FILING

11:01 AM 01-03-2024

RECEIVED

- I. Request for Transfer of Funds  
 II. Request for Additional appropriations  
 III. Request to Encumber Appropriated Funds

All requests (originals) must be directed to the Lake County Auditor and must be accompanied by a letter of explanation signed by the Elected Official or department head. One copy to the County Council office.

- I. Honorable Members of the Lake County Council: Please transfer funds within the current budget of the Lake County  
IV-D Court - 4007 as follows: FUND NO. 8 29 7  
Dept. Name & No.

FROM: Line Item No. & Title	Amount	To: Line Item No. & Title	Amount
1. <u>61340 - Group Insurance</u>	<u>\$ 20,000.00</u>	<u>61290 - Supplemental Pay</u>	<u>\$ 20,000.00</u>
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. _____	_____	_____	_____
	<u>\$ 20,000.00</u>		<u>\$ 20,000.00</u>

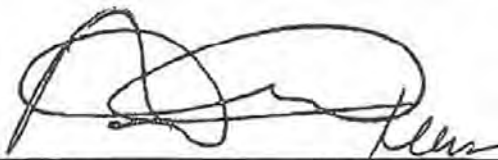
- II. Honorable Members of the Lake County Council: Please Allow emergency additional appropriations within the current budget of the Lake County \_\_\_\_\_ as follows:  
Dept. Name & No.

FUND, Line Item No. & Title	Amount
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____

- III. Honorable Lake County Auditor: Please encumber funds within the current budget of the Lake County \_\_\_\_\_ as follows along with evidence of the obligation for which the encumbrance shall be used.  
Dept. Name & No. Copy to the Lake County council.

FUND, Line Item No. & Title	Amount
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____

8297-4007 - IV-D Court  
Name of Department

  
Signature & Date 12/18/2023  
Chief Deputy

PLEASE NOTE:

- ALL REQUESTS FOR TRANSFERS MUST BE RECEIVED BY THE AUDITOR 10 DAYS PREVIOUS TO THE COUNCIL'S MEETING DATE (2ND TUESDAY OF EACH MONTH).
- ALL REQUESTS FOR ADDITIONAL FUNDS MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO REGULAR MEETING DATE (2ND TUESDAY OF EACH MONTH)
- ALL REQUESTS FOR ENCUMBRANCES MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO DECEMBER 31ST OF EACH BUDGET YEAR.

8297.Child Support IV-D/FSSA

4007.IV-D Court

FY24

From:

To:

Budget

Prior Year Encumbrances

Jan

Budget

Adjusted Appropriation

Jan

Budget

Consolidated Budget

Jan

61100.Overtime

61101.Overtime Regular

61110.Official &amp; Administrators

61120.Professionals

61125.Discretionary Salaries

61130.Technicians

61140.Protective Services

61150.Paraprofessionals

61160.Office &amp; Clerical

40,062.00

40,062.00

61170.Skilled Craft Workers

61180.Service/Maintenance

61190.Part Time

1.00

1.00

61193.Compensation Board Members

61195.Clerk Incentive Payroll

61196.Election Day Workers

61197.Paternal Leave

61198.FTO Training

61199.Referral Bonus

61201.COVID Incentive Pay

61210.Longevity -Deduction

61229.Board Member Per Diem

61231.Court Reporter Per Diem

61232.Court Appeal Per Diem

61233.Election Worker Per Diem

61234.Protective Services Per Diem

61235.Juvenile Per Diem

61236.Lateral Pay

61237.Differential Pay

61238.Proficiency/Specialty Pay

61239.Clothing Allowance Pay

61250.Assessor Certification

61251.Assessor Per Diem

61255.Regulated Ditch Mileage

61256.Section Corner Payment

61270.holiday pay

61280.Seasonal Employees

61281.Incentive Expense

61282.Per Diem Grand Jurors

61283.Public Defender Per Diem

61286.Per Diem Petit Jurors

61287.Bond Court Per Diem

61288.Election Board Members

61289.FLSA Violation Payment

61290.Supplemental Pay

5,000.00

5,000.00

61295.Bonus Pay

61296.PERF Supplement

61298.Payroll Court Judgement

61299.Carryover Payroll Expense		
61320.FICA - Deduction	3,447.32	3,447.32
61330.PERF - Deduction	6,398.80	6,398.80
61335.Merit Retirement		
<del>X</del> 61340.Group Insurance -Deduction	<del>X</del> 55,600.00	55,600.00
61345.Ancillary Self Insur - Ded		
61350.Unemployment Comp - Ded		
61360.Workman's Comp - Ded	1,300.00	1,300.00
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63145.Legal Services		
63150.Consultant Fees		
63155.Committee/Appointment Comp		
63160.Little Calumet River Eng.		
63165.Kankakee River Eng.		
63188.Employment Testing		
63190.Other Professional Service		
63195.Contractual Services		
63210.Freight & Express		
63220.Postage		
63230.Travel & Conference		
63231.Travel - Registration	1.00	1.00
63232.Travel - Meals	1.00	1.00
63233.Travel - Lodging	1.00	1.00
63234.Travel - Trans/Other	1.00	1.00
63235.Travel - Mileage	300.00	300.00
63236.Travel - Training		
63240.Telephone	2,000.00	2,000.00
63290.Other Comm & Trans		

63310.Printing  
63320.Advertising  
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63340.Legal Services  
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63660.Unsafe Building Demolition  
63670.Other Repairs  
63680.Children's Treehouse  
63710.Equipment Rentals  
63715.Equipment Lease  
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63920.Food & Lodging  
63922.Per Diem Petit juror's  
63924.Per Diem Special Judges  
63940.Narcotic Purchase Money  
63950.License & Titles  
63955.Official bonds  
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63957.Community Mental Health Center  
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63962.Handicapped Children  
63970.LC Association for MentalHealt  
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63974.Tradewinds  
63976.Patients and Inmates  
63977.Burial of Military  
63979.Humane Societies  
63980.Court Judgement  
63981.Appeals Account  
63982.Change of Venue  
63984.Animal Testing  
63986.Apprasial Tax Sale  
63987.Appraiser Fees

63990.Taxes and Refunds		
63992.Refunds of Fines & Costs		
63995.Other Services & Charges	2,000.00	2,000.00
64108.Cost of Removal Clearing		
64109.Cost of Removal Gain/Loss		
64110.Land Purchases		
64111.Land - Parks		
64115.Right of Way		
64120.Land Improvements		
64220.Building Improvements		
64310.Improvements		
64410.Furniture & Fixtures	2,000.00	2,000.00
64420.Office Machines	2,000.00	2,000.00
64430.Law Books		
64440.Motor Vehicles		
64445.Machinery		
64450.Software		
64460.Sanitary Sewer/Strm Wtr Mgmnt		
64470.Enterprise Fund - Hermit's Lake WW Depr		
64480.Gravel Roads		
64482.Roads - Ridge Road		
64483.Streets Lights		
64484.Traffic Signals		
64485.Residential Roads-Curb and Gutter		
64490.Other Equipment	1,000.00	1,000.00

**MICHAEL A. BROWN**

CLERK LAKE CIRCUIT/SUPERIOR COURT  
2293 NORTH MAIN STREET  
CROWN POINT, INDIANA 46307

PHONE: (219) 755-3460

FAX: (219) 755-3520



December 14, 2023

Lake County Council President  
2293 N, Main Street  
Crown Point IN 46307

ok  
y

Dear President & Council Members,

The Clerk's Office 1001 is requesting that a new line be created in our Clerk Perpetuation Fund 1194 for The 2024 budget year.

Please add Clothing 62230 and appropriate the following dollar amount \$25, 000.00. We have the funds to request this appropriation.

Thank you,

A handwritten signature in black ink that reads "Michael A. Brown".

Michael A Brown

LAKE COUNTY AUDITOR

2023 DEC 14 PM 3:53

RECEIVED



- I. Request for Transfer of Funds  
 II. Request for Additional appropriations  
 III. Request to Encumber Appropriated Funds

All requests (originals) must be directed to the Lake County Auditor and must be accompanied by a letter of explanation signed by the Elected Official or department head. One copy to the County Council office.

- I. Honorable Members of the Lake County Council: Please transfer funds within the current budget of the Lake County

as Follows:

FUND NO. \_\_\_\_\_

Dept. Name & No. \_\_\_\_\_

FROM:	Line Item No. & Title	Amount	To:	Line Item No. & Title	Amount
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____
5.	_____	_____	_____	_____	_____

- II. Honorable Members of the Lake County Council: Please Allow emergency additional appropriations within the current budget of the Lake County

1001 Clerk

as follows:

Dept. Name & No. \_\_\_\_\_

FUND, Line Item No. & Title	Amount
1. 1194 - 62230 Clothing (CNL)	\$ 25,000.00
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____

ok y

- III. Honorable Lake County Auditor: Please encumber funds within the current budget of the Lake County as follows along with evidence of the obligation for which the encumbrance shall be used.

Dept. Name & No. \_\_\_\_\_

Copy to the Lake County council.

FUND, Line Item No. & Title	Amount
1. _____	_____
2. _____	_____
3. _____	_____

Michael A. Brown

1001 Clerk

December 14, 2023

Name of Department

Signature & Date

PLEASE NOTE:

- ALL REQUESTS FOR TRANSFERS MUST BE RECEIVED BY THE AUDITOR 10 DAYS PREVIOUS TO THE COUNCIL'S MEETING DATE (2ND TUESDAY OF EACH MONTH).
- ALL REQUESTS FOR ADDITIONAL FUNDS MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO REGULAR MEETING DATE (2ND TUESDAY OF EACH MONTH)

## Profit and Loss Statement

AC473

Date: 12/18/2023

Time: 12:24

Parameters

Period: Jan-23 To Dec-23

Fund: 1194

Department: 9999

Fund	Description	Beginning Balance	Total Revenue	Total Expenses	Balance
1194	Clerk's Records Perpetuation	1,074,842.43	301,295.48	-130,280.36	1,245,857.55
				<b>Total</b>	1,245,857.55

1194.Clerk's Records Perpetuation			1001.Clerk	FY24
Budget			Budget	Budget
Prior-Year Encumbrances			Adjusted Appropriation	Consolidated Budget
Jan			Jan	Jan
61100.Overtime				
61101.Overtime Regular				
61110.Official & Administrators			57,200.00	
61120.Professionals				
61125.Discretionary Salaries				
61130.Technicians				
61140.Protective Services				
61150.Paraprofessionals				
61160.Office & Clerical				
61170.Skilled Craft Workers				
61180.Service/Maintenance				
61190.Part-Time			200,000.00	
61193.Compensation Board Members				
61195.Clerk Incentive Payroll				
61196.Election Day Workers				
61197.Paternal Leave				
61198.FTO Training				
61199.Referral Bonus				
61201.COVID Incentive Pay				
61210.Longevity -Deduction				
61229.Board Member Per Diem				
61231.Court Reporter Per Diem				
61232.Court Appeal Per Diem				
61233.Election Worker Per Diem				
61234.Protective Services Per Diem				
61235.Juvenile Per Diem				
61236.Lateral Pay				
61237.Differential Pay				
61238.Proficiency/Specialty Pay				

61239.Clothing Allowance Pay	
61250.Assessor Certification	
61251.Assessor Per Diem	
61255.Regulated Ditch Mileage	
61256.Section Corner Payment	
61270.holiday pay	
61280.Seasonal Employees	35,000.00
61281.Incentive Expense	
61282.Per Diem Grand Jurors	
61283.Public Defender Per Diem	
61286.Per Diem Petit Jurors	
61287.Bond Court Per Diem	
61288.Election Board Members	
61289.FLSA Violation Payment	
61290.Supplemental Pay	
61295.Bonus Pay	
61296.PERF Supplement	
61298.Payroll Court Judgement	
61299.Carryover Payroll Expense	
61320.FICA - Deduction	22,353.30
61330.PERF - Deduction	8,122.40
61335.Merit Retirement	
61340.Group Insurance -Deduction	27,800.00
61345.Ancillary Self Insur - Ded	
61350.Unemployment Comp - Ded	
61360.Workman's Comp - Ded	15,000.00
61370.Group Insurance - Other	
61380.Vehicle Allowance	
61381.Group Life IRS Reportable	
62110.Office Supplies	15,000.00
62115.Photography Supplies	
62120.Lit, Edu., Info & Ref Mat	
62130.Law Books	
62210.Petroleum Products	

62220.Garage & Motors	
62230.Clothing	
62231.Honor Guard Clothing	
62240.Househd & Instit Supplies	
62250.Health Care & Lab Supplies	
62255.Pathology Supplies	
62260.Jail Inmate Clothing Allowance	
62290.Other Supplies	
62310.Equipment Repair Parts	
62320.Building Repair Supplies	
62390.Other Repair & Mainten Supp	
62410.Other Supplies	20,000.00
63120.Medical & Hospital Services	
63121.Prior Years Medical Bills	
63122.Medical Deductible	
63100.State Board Audit Fees	
63130.Toxicology Lab	
63145.Legal Services	35,000.00
63150.Consultant Fees	
63155.Committee/Appointment Comp	
63160.Little Calumet River Eng.	
63165.Kankakee River Eng.	
63188.Employment Testing	
63190.Other Professional Service	
63195.Contractual Services	
63210.Freight & Express	
63220.Postage	
63230.Travel & Conference	
63231.Travel - Registration	2,500.00
63232.Travel - Meals	2,500.00
63233.Travel - Lodging	2,500.00
63234.Travel - Trans/Other	2,500.00
63235.Travel - Mileage	6,000.00
63236.Travel - Training	

63240.Telephone	
63290.Other Comm & Trans	
63310.Printing	
63320.Advertising	
63330.Photo/Blueprinting	
63340.Legal Services	
63341.License & Titles	
63390.Other Services & Charges	6,000.00
63420.Insurance	
63450.Employment Testing	
63510.Utilities	
63610.Building & Structures	
63620.Equipment Repair	
63630.Mainten & Service Cont	20,000.00
63640.Local Roads & Streets Projects	
63650.Cumulative Bridge Projects	
63660.Unsafe Building Demolition	
63670.Other Repairs	
63680.Children's Treehouse	
63710.Equipment Rentals	
63715.Equipment Lease	
63720.Laundry & Cleaning	
63730.Property Rental	
63740.Motor Vehicle Rental	
63790.Other Rental	
63810.TAW Interest	
63820.TAW Principal	
63830.Matching Funds	
63910.Dues & Subscriptions	
63919.Laundry & Cleaning	
63920.Food & Lodging	
63922.Per Diem Petit juror's	
63924.Per Diem Special Judges	
63940.Narcotic Purchase Money	

63950. License & Titles	
63955. Official bonds	
63956. Fair Premiums & Ex	
63957. Community Mental Health Center	
63958. Public Transportation	
63959. Promotional	
63962. Handicapped Children	
63970. LC Association for MentalHealt	
63971. IN-PACT	
63973. Mental Health Center	
63974. Tradewinds	
63976. Patients and Inmates	
63977. Burial of Military	
63979. Humane Societies	
63980. Court Judgement	
63981. Appeals Account	
63982. Change of Venue	
63984. Animal Testing	
63986. Apprasial Tax Sale	
63987. Appraiser Fees	
63990. Taxes and Refunds	
63992. Refunds of Fines & Costs	
63995. Other Services & Charges	
64108. Cost of Removal Clearing	
64109. Cost of Removal Gain/Loss	
64110. Land Purchases	
64111. Land - Parks	
64115. Right of Way	
64120. Land Improvements	
64220. Building Improvements	
64310. Improvements	
64410. Furniture & Fixtures	60,000.00
64420. Office Machines	85,000.00
64430. Law Books	

64440.Motor Vehicles  
64445.Machinery  
64450.Software  
64460.Sanitary Sewer/Strm Wtr Mgmnt  
64470.Enterprise Fund - Hermit's Lake WW Depr  
64480.Gravel Roads  
64482.Roads - Ridge Road  
64483.Streets Lights  
64484.Traffic Signals  
64485.Residential Roads-Curb and Gutter  
64490.Other Equipment

35,000.00



PLAN COMMISSION ORDINANCES

ORD #	PETITIONER	PLAN COMM DATE	PLAN COMM ACTION	REQUEST	LOCATION	PLAN COMMISSION CONDITIONS	COUNCIL FINAL ACTION	DEDICATION & BOND REQUIREMENTS
2567	Brandon Arena, Owner/Petitioner (Vote 6-0)	12/13/23	Favorable Recommendation	A-1 to RR	Located approximately 7/10 of a mile north of 163rd Avenue on the east side of Broadway in Eagle Creek Township.			
2568	Jacob and Shawna Mudde, Owners Jacob Mudde and Phil Admiraal, Petitioners (Vote 6-0)	12/13/23	Favorable Recommendation	A-1 to R-1	Located approximately 2/10 of a mile south of Belshaw Road at the terminus of Drummond Street, a/k/a 20110 Drummond Street in West Creek Township.			
2569	Jennifer Jentsch Revocable Trust, Owner and Christina and Chad Vlietstra, Petitioners (Vote 5-0)	12/13/23	Favorable Recommendation	A-1 to RR	Located approximately 1/2 mile east of State Line Road on the north side of 121st Avenue, a/k/a 15150 W. 121st Avenue in Hanover Township.			

**ORDINANCE #2567**  
**OF THE COUNTY OF LAKE**

AN ORDINANCE TO AMEND the Certified Zoning Maps of the County of Lake, Indiana to make provisions for a ZONE CHANGE (Lake County Plan Commission made a favorable recommendation December 13, 2023).

BE IT ORDAINED by the County Council of Lake County, Indiana as follows:

**ZONE CHANGE** from A-1 (Agricultural Zone) to RR (Rural Residential) owned and petitioned by Brandon Arena to allow a proposed one-lot subdivision on the following described property:

General Location: Located approximately 7/10 of a mile north of 163<sup>rd</sup> Avenue on the east side of Broadway in Eagle Creek Township.

LEGAL DESCRIPTION: (PER PERSONAL REPRESENTATIVE'S DEED NO. 2023-516786)  
THE SOUTH 594 FEET OF THE NORTH 612 FEET OF THE WEST HALF OF THE NORTHWEST QUARTER OF SECTION 10, TOWNSHIP 33 NORTH, RANGE 8 WEST OF THE 2ND P.M. IN LAKE COUNTY, INDIANA.  
EXCEPT: PART OF THE WEST HALF (1/2) OF THE NORTHWEST QUARTER (NW 1/4) OF SECTION 10, TOWNSHIP 33 NORTH, RANGE 8 WEST OF THE SECOND PRINCIPAL MERIDIAN, SITUATE IN LAKE COUNTY, STATE OF INDIANA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHWEST CORNER OF THE SOUTH 594 FEET OF THE NORTH 612 FEET OF THE WEST HALF (W 1/2) OF THE NORTHWEST QUARTER (NW 1/4) OF SAID SECTION 10 AS ESTABLISHED BY PLUMB, TUCKETT AND HUBBARD, INC., THENCE NORTH 0 DEGREES-41'-13" WEST ALONG THE WEST LINE OF THE NORTHWEST QUARTER (NW 1/4) OF SAID SECTION 10 A DISTANCE OF 122.27 FEET TO THE TRUE POINT OF BEGINNING OF THE DESCRIPTION; THENCE CONTINUING NORTH 0 DEGREES-41'-23" WEST ALONG THE WEST LINE OF THE NORTHWEST QUARTER (NW 1/4) OF SAID SECTION 10 A DISTANCE OF 165.33 FEET TO A POINT; THENCE SOUTH 65 DEGREES-49'-10" EAST A DISTANCE OF 729.14 FEET TO A POINT ON THE SOUTH LINE OF THE SOUTH 594 FEET OF THE NORTH 612 FEET OF THE WEST HALF (W 1/2) OF THE NORTHWEST QUARTER (NW 1/4) OF SAID SECTION 10 AS ESTABLISHED BY PLUMB, TUCKETT, AND HUBBARD, INC.; THENCE NORTH 89 DEGREES-02'-25" WEST ALONG THE SOUTH LINE OF THE SOUTH 594 FEET OF THE NORTH 612 FEET OF THE WEST HALF (W 1/2) OF THE NORTHWEST QUARTER (NW 1/4) OF SAID SECTION 10 AS ESTABLISHED BY PLUMB, TUCKETT, AND HUBBARD, INC., A DISTANCE OF 380.44 FEET TO A POINT; THENCE NORTH 65 DEGREES-49'-10" WEST A DISTANCE OF 309.97 FEET TO THE TRUE POINT OF BEGINNING OF THIS DESCRIPTION. CONTAINING 1.79 ACRES OF LAND.

IS HEREBY \_\_\_\_\_ BY THE COUNTY COUNCIL  
APPROVED DENIED REMANDED

OF LAKE COUNTY, INDIANA, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.

MEMBERS OF THE LAKE COUNTY COUNCIL

\_\_\_\_\_  
CHARLIE BROWN, PRESIDENT

\_\_\_\_\_  
CHRISTINE CID, VICE-PRESIDENT

\_\_\_\_\_  
TED BILSKI, MEMBER

\_\_\_\_\_  
DAVE HAMM, MEMBER

\_\_\_\_\_  
PETE LINDER Mulder, MEMBER

\_\_\_\_\_  
CLORIUS LAY, MEMBER

\_\_\_\_\_  
RANDY NIEMEYER, MEMBER

## STAFF REPORT

**To:** Lake County Plan Commission

**Prepared by:** Ned Kovachevich

**Case number:** 23-ZC-08

**Date:** December 4, 2023

**Parcel numbers:** 45-20-10-100-002.000-012

### GENERAL INFORMATION:

**Owner:** Brandon Arena

**Petitioner:** Same as owner

**Requested Action:** Zone Change from A-1 (Agricultural Zone)  
to RR (Rural Residential Zone)

**Purpose:** To allow a proposed residential development  
for a 1-lot subdivision.

**Location:** Located approximately 7/10 mile north of  
163<sup>rd</sup> Avenue on the east side of Broadway  
in Eagle Creek Township

**Size:** approximately 16.21 acres

**Existing Zoning:** A-1 (Agricultural Zone); Vacant

**Surrounding Zoning and Land Use:** North: A-1 (Agricultural Zone); Eagle Point Farms,  
Section B Subdivision

East: A-1 (Agricultural Zone); Farmland

South: A-1 (Agricultural Zone); Large Lot

Rural Residential Development

West: R-1 (Single-Family Residential Zone) ;Kristie  
Acres Subdivision

**Comprehensive Plan:** This property is targeted for agricultural  
development

### AGENCY COMMENTS:

**Health Department:** No issues or concerns specifically for zone change

**Highway:** No issues or concerns specifically for zone change

**Surveyor:** No comments on Zone Change

**BACKGROUND INFORMATION:**

The subject property is currently zoned A-1 (Agricultural Zone). The Petitioner is requesting a Zone Change to RR (Rural Residential Zone).

If the Zone Change is granted, the Petitioner's intention is to submit a Subdivision application to the Plan Commission for a one-lot residential subdivision.

The property which the Petitioner is looking to rezone is undeveloped at the present.

When considering such Zone Change proposals, the Plan Commission shall pay reasonable regard to the following:

1. The Comprehensive Plan;
2. The current conditions and the character of current structures and uses in each district;
3. The most desirable use for which the land in each district is adapted;
4. The conservation of property values throughout the jurisdiction; and
5. Responsible development and growth.

**ANALYSIS:**

**Compliance with Comprehensive Plan:** This property is targeted for agricultural use

**Compatibility with Neighborhood:** This area is primarily rural residential in nature, with several homes nearby.

**Environmentally Sensitive Areas:**

**Traffic implications:** Lake County Highway Dept. has no objections at the Zone Change stage.

**Access and street design** N/A

**Stormwater management:** N/A

**Infrastructure fees** N/A

**DEFICIENCIES AND DISCREPANCIES:**

None observed

**STAFF RECOMMENDATION:**

Due to surrounding residential development and overlooking the division of the property at the southeast corner, Staff recommends approval of the Zone Change to RR for a single-family home on about 16+ acres.

## Findings of Fact

### ZONE CHANGE

In preparing and considering proposals under the law, the Lake County Plan Commission and our legislative body, the Lake County Council, shall pay reasonable regard to the following five items. Determining findings for the following criteria is required as part of the process. It is a requirement that each petitioner address the following items in order to apply for a Change of the Zone Map. If additional space is needed, you may use extra sheets of paper. Please make your answers as clear, concise and legible as possible.

- (1) The comprehensive plan - findings or reasons as to whether the request for the stated zone change meets the intent of the comprehensive plan;

*the request is for rural residential rezoning. Assent property is targeted for residential.*

; and,

- (2) Current conditions and the character of current structures and uses in each district - findings or reasons as to whether the request for the stated zone change is consistent with the current conditions and the character of current structures and uses in each district; and,

*properties of similar size adjacent to this property contain homes.*

- (3) The most desirable use for which the land in each district is adapted - findings or reasons as to whether the request is consistent with the most desirable use for the land;

The request for RR zoning to  
allow for one home on 16+ acres.

\_\_\_\_\_; and,

- (4) The conservation of property values throughout the jurisdiction;  
findings or reasons as to whether the request is consistent with  
the conservation of property values throughout the jurisdiction;

Property is targeted to remain  
agricultural. Placing one house on  
16+ acres is consistent for an agricultural  
area

\_\_\_\_\_; and,

- (5) Responsible growth and development – findings or reasons  
regarding whether the request represents responsible growth  
and development under the law;

The request for one home  
on 16+ acres.

The Planning Staff acknowledges that additional evidence and comments will be made at the public hearing and may be included in the Plan Commission's recommendation to the Lake County Council. This portion of the application is to establish a basis for the requested Zone Change and its content may or may not be used by the Lake County Plan Commission in the formulation of their recommendation or by the Lake County Council as the basis of their decision

PLAN COMMISSION ORDINANCES

ORD #	PETITIONER	PLAN COMM DATE	PLAN COMM ACTION	REQUEST	LOCATION	PLAN COMMISSION CONDITIONS	COUNCIL FINAL ACTION	DEDICATION & BOND REQUIREMENTS
2567	Brandon Arena, Owner/Petitioner (Vote 6-0)	12/13/23	Favorable Recommendation	A-1 to RR	Located approximately 7/10 of a mile north of 163rd Avenue on the east side of Broadway in Eagle Creek Township.			
2568	Jacob and Shawna Mudde, Owners Jacob Mudde and Phil Admiraal, Petitioners (Vote 6-0)	12/13/23	Favorable Recommendation	A-1 to R-1	Located approximately 2/10 of a mile south of Belshaw Road at the terminus of Drummond Street, a/k/a 20110 Drummond Street in West Creek Township.			
2569	Jennifer Jentsch Revocable Trust, Owner and Christina and Chad Vlietstra, Petitioners (Vote 5-0)	12/13/23	Favorable Recommendation	A-1 to RR	Located approximately 1/2 mile east of State Line Road on the north side of 121st Avenue, a/k/a 15150 W. 121st Avenue in Hanover Township.			



**ORDINANCE #2568**  
**OF THE COUNTY OF LAKE**

AN ORDINANCE TO AMEND the Certified Zoning Maps of the County of Lake, Indiana to make provisions for a ZONE CHANGE (Lake County Plan Commission made a favorable recommendation December 13, 2023).

BE IT ORDAINED by the County Council of Lake County, Indiana as follows:

**ZONE CHANGE** from A-1 (Agricultural Zone) to R-1 (One-Family Zone) owned by Jacob and Shawna Mudde and petitioned by Jacob Mudde and Phil Admiraal to allow a proposed two-lot subdivision on the following described property:

General Location: Located approximately 2/10 of a mile south of Belshaw Road at the terminus of Drummond Street, a/k/a 20110 Drummund Street in West Creek Township.

LEGAL DESCRIPTION

PARCEL 1:

THE WEST HALF OF LOTS THIRTY-FOUR (34) AND ALL OF LOT THIRTY-FIVE (35) EXCEPT THE NORTH 118 FEET OF LOT 35 IN BELSHAW, RECORDED IN PLAT BOOK 11 PAGE 20, IN THE OFFICE OF THE RECORDER OF LAKE COUNTY, INDIANA.

PARCEL 2:

THAT PART OF THE NORTH HALF OF THE SOUTHEAST QUARTER OF SECTION 4, TOWNSHIP 32 NORTH, RANGE 9 WEST OF THE SECOND PRINCIPAL MERIDIAN, LYING EASTERLY OF THE EAST RIGHT OF WAY LINE OF THE CHICAGO, INDIANA AND SOUTHERN RAILWAY, FORMERLY THE NEW YORK CENTRAL LINES, NOW THE PENN CENTRAL RAILROAD, AND LYING WEST OF BRUCE DITCH, MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE INTERSECTION OF THE NORTH LINE OF THE SOUTHEAST QUARTER AFORESAID AND THE EAST LINE OF SAID RAILROAD RIGHT OF WAY, THENCE SOUTH 88 DEGREES 37 MINUTES 47 SECONDS EAST, A DISTANCE OF 515.10 FEET; THENCE SOUTH 1 DEGREE 22 MINUTES 13 SECONDS WEST, A DISTANCE OF 450 FEET; THENCE NORTH 88 DEGREES 37 MINUTES 47 SECONDS WEST, A DISTANCE OF 452.71 FEET TO THE EAST LINE OF SAID RAILROAD RIGHT OF WAY THENCE NORTH 6 DEGREES 30 MINUTES 40 SECONDS WEST, A DISTANCE OF 454.29 FEET TO THE PLACE OF COMMENCEMENT IN LAKE COUNTY, INDIANA.

IS HEREBY \_\_\_\_\_ BY THE COUNTY COUNCIL  
APPROVED      DENIED      REMANDED

OF LAKE COUNTY, INDIANA, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.

MEMBERS OF THE LAKE COUNTY COUNCIL

\_\_\_\_\_  
CHARLIE BROWN, PRESIDENT

\_\_\_\_\_  
CHRISTINE CID, VICE-PRESIDENT

\_\_\_\_\_  
TED BILSKI, MEMBER

\_\_\_\_\_  
DAVE HAMM, MEMBER

\_\_\_\_\_  
PETE LINDERMULDER, MEMBER

\_\_\_\_\_  
CLORIUS LAY, MEMBER

\_\_\_\_\_  
RANDY NIEMEYER, MEMBER

## STAFF REPORT

**To:** Lake County Plan Commission

**Prepared by:** Ned Kovachevich

**Case number:** 23-ZC-09

**Date:** December 4, 2023

**Parcel numbers:**

### **GENERAL INFORMATION:**

**Owner:**

Jacob Mudde & Shawna Mudde

**Petitioner:**

Jacob Mudde & Phil Admiraal

**Requested Action:**

Zone Change from A-1 (Agricultural Zone)  
to R-1 (Single-Family Residential Zone)

**Purpose:**

To allow a proposed residential development  
for a 2-lot subdivision with one of the proposed  
lots already having a residence and associated  
improvements.

**Location:**

Located approximately 2/10 mile south of  
Belshaw Road at the terminus of Drummond  
Street, aka 20110 Drummond Street in West  
Creek Township

**Size:**

approximately 5.0 acres

**Existing Zoning:**

A-1 (Agricultural Zone); containing a single-  
family home.

**Surrounding Zoning and Land Use:**

**North:** A-1 (Agricultural Zone); Belshaw Addition  
Subdivision

**East:** A-1 (Agricultural Zone); Farmland &  
Wildlife Preserve

**South:** A-1 (Agricultural Zone); Farmland &  
Wildlife Preserve

**West:** A-1 (Agricultural Zone); Farmland

**Comprehensive Plan:**

This property is targeted for residential  
development

**AGENCY COMMENTS:**

**Health Department:**

No issues or concerns specifically for zone change

**Highway:**

No issues or concerns specifically for zone change

**Surveyor:**

No comments on Zone Change

**BACKGROUND INFORMATION:**

The subject property is currently zoned A-1 (Agricultural Zone). The Petitioner is requesting a Zone Change to R-1 (Single-Family Residential Zone). The reason for a zone change to R-1 is due to the fact that rural residential zoning district classifications require a minimum of 4.5 acres per lot. Petitioner is requesting two lots on a total of 5 acres, hence the request for R-1 (Single-Family Zoning) that allows for a denser development.

If the Zone Change is granted, the Petitioner's intention is to submit a Subdivision application to the Plan Commission for a two-lot residential subdivision.

The property which the Petitioner is looking to rezone is developed at the present with a single-family home and associated structures.

When considering such Zone Change proposals, the Plan Commission shall pay reasonable regard to the following:

1. The Comprehensive Plan;
2. The current conditions and the character of current structures and uses in each district;
3. The most desirable use for which the land in each district is adapted;
4. The conservation of property values throughout the jurisdiction; and
5. Responsible development and growth.

**ANALYSIS:**

**Compliance with Comprehensive Plan:**

This property is targeted for residential use

**Compatibility with Neighborhood:**

This area is primarily rural in nature, with farmland and homes nearby.

**Environmentally Sensitive Areas:**

**Traffic implications:**

Lake County Highway Dept. has no objections at the Zone Change stage.

**Access and street design**

N/A

**Stormwater management:**

N/A

**Infrastructure fees**

N/A

**DEFICIENCIES AND DISCREPANCIES:**

None observed

**STAFF RECOMMENDATION:**

Due to surrounding rural residential development and the fact that our Comp Plan calls for this property to develop residentially, Staff recommends approval of the Zone Change to R-1 for an additional single-family home on about 5 acres.

## Findings of Fact

### ZONE CHANGE

In preparing and considering proposals under the law, the Lake County Plan Commission and our legislative body, the Lake County Council, shall pay reasonable regard to the following five items. Determining findings for the following criteria is required as part of the process. It is a requirement that each petitioner address the following items in order to apply for a Change of the Zone Map. If additional space is needed, you may use extra sheets of paper. Please make your answers as clear, concise and legible as possible.

- (1) The comprehensive plan - findings or reasons as to whether the request for the stated zone change meets the intent of the comprehensive plan;

THE PROPOSED ZONING MATCHES THE  
CHARACTERISTIC OF DRUMMOND ST  
RESIDENTIAL NEIGHBORHOOD.  
\_\_\_\_\_; and,

- (2) Current conditions and the character of current structures and uses in each district – findings or reasons as to whether the request for the stated zone change is consistent with the current conditions and the character of current structures and uses in each district; and,

THE PROPOSED ZONING MATCHES THE  
EXISTING LOT USAGE — RESIDENTIAL  
\_\_\_\_\_  
\_\_\_\_\_;

- (3) The most desirable use for which the land in each district is adapted - findings or reasons as to whether the request is consistent with the most desirable use for the land;

THE LAND HAS NOT BEEN USED  
FOR AGRICULTURAL PURPOSES IN  
THE LAST FEW DECADES.  
\_\_\_\_\_; and,

- (4) The conservation of property values throughout the jurisdiction;  
findings or reasons as to whether the request is consistent with  
the conservation of property values throughout the jurisdiction;

THE ZONE CHANGE WILL ALLOW  
FOR RESIDENTIAL VALUE UPGRADES  
\_\_\_\_\_; and,

- (5) Responsible growth and development – findings or reasons  
regarding whether the request represents responsible growth  
and development under the law;

THE ZONE CHANGE WILL ALLOW  
FOR THE PRESERVATION OF THE  
ADJACENT NATURALIZED POND AND  
WOODED AREAS.  
\_\_\_\_\_.

The Planning Staff acknowledges that additional evidence and comments will be made at the public hearing and may be included in the Plan Commission's recommendation to the Lake County Council. This portion of the application is to establish a basis for the requested Zone Change and its content may or may not be used by the Lake County Plan Commission in the formulation of their recommendation or by the Lake County Council as the basis of their decision.

PLAN COMMISSION ORDINANCES

ORD #	PETITIONER	PLAN COMM DATE	PLAN COMM ACTION	REQUEST	LOCATION	PLAN COMMISSION CONDITIONS	COUNCIL FINAL ACTION	DEDICATION & BOND REQUIREMENTS
2567	Brandon Arena, Owner/Petitioner (Vote 6-0)	12/13/23	Favorable Recommendation	A-1 to RR	Located approximately 7/10 of a mile north of 163rd Avenue on the east side of Broadway in Eagle Creek Township.			
2568	Jacob and Shawna Mudde, Owners Jacob Mudde and Phil Admiraal, Petitioners (Vote 6-0)	12/13/23	Favorable Recommendation	A-1 to R-1	Located approximately 2/10 of a mile south of Belshaw Road at the terminus of Drummond Street, a/k/a 20110 Drummond Street in West Creek Township.			
2569	Jennifer Jentsch Revocable Trust, Owner and Christina and Chad Vlietstra, Petitioners (Vote 5-0)	12/13/23	Favorable Recommendation	A-1 to RR	Located approximately 1/2 mile east of State Line Road on the north side of 121st Avenue, a/k/a 15150 W. 121st Avenue in Hanover Township.			

**ORDINANCE #2569**  
**OF THE COUNTY OF LAKE**

AN ORDINANCE TO AMEND the Certified Zoning Maps of the County of Lake, Indiana to make provisions for a ZONE CHANGE (Lake County Plan Commission made a favorable recommendation December 13, 2023).

BE IT ORDAINED by the County Council of Lake County, Indiana as follows:

**ZONE CHANGE** from A-1 (Agricultural Zone) to RR (Rural Residential) owned by Jennifer Jentsch Revocable Trust and petitioned by Christina and Chad Vlietstra to allow a proposed one-lot subdivision on the following described property:

General Location: Located approximately ½ mile east of State Line Road on the north side of 121<sup>st</sup> Avenue, a/k/a 15150 W. 121<sup>st</sup> Avenue in Hanover Township.

A part of the South 112 rods of the Northeast Quarter of Section 13, Township 34 North, Range 10 West of the Second Principal Meridian, Lake County, Indiana, more particularly described as follows: Commencing at the Southwest corner of said Northeast Quarter; thence North 00° 08' 41" West along the West line of said Northeast Quarter a distance of 882.70 feet to the point of Beginning for this Parcel; thence North 00° 08' 41" West along the West line of said Northeast Quarter a distance of 958.47 feet to an existing occupation line; thence South 89° 47' 46" East along said occupation line a distance of 475.01 feet; thence South 00° 08' 41" East parallel to the West line of said Northeast Quarter a distance of 1839.16 feet, to the South line of said Northeast Quarter; thence South 89° 57' 54" West along said South line a distance of 225.00 feet; thence North 00° 08' 41" West parallel to the West line of said Northeast Quarter a distance of 882.70 feet; thence South 89° 57' 54" West 250.00 feet, to the point of beginning, containing 15.000 acres more or less.

IS HEREBY \_\_\_\_\_ BY THE COUNTY COUNCIL  
APPROVED DENIED REMANDED

OF LAKE COUNTY, INDIANA, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.

MEMBERS OF THE LAKE COUNTY COUNCIL

\_\_\_\_\_  
CHARLIE BROWN, PRESIDENT

\_\_\_\_\_  
CHRISTINE CID, VICE-PRESIDENT

\_\_\_\_\_  
TED BILSKI, MEMBER

\_\_\_\_\_  
DAVE HAMM, MEMBER

\_\_\_\_\_  
PETE LINDER Mulder, MEMBER

\_\_\_\_\_  
CLORIUS LAY, MEMBER

\_\_\_\_\_  
RANDY NIEMEYER, MEMBER



## STAFF REPORT

**To:** Lake County Plan Commission

**Prepared by:** Ned Kovachevich

**Case number:** 23-ZC-10

**Date:** December 6, 2023

**Parcel numbers:** 45-14-13-200-010.000-013

### GENERAL INFORMATION:

**Owner:** Jennifer Jentsch Revocable Trust

**Petitioner:** Chad & Christina Vlietstra

**Requested Action:** Zone Change from A-1 (Agricultural Zone) to RR (Rural Residential Zone)

**Purpose:** To allow a proposed residential development for a 1-lot subdivision.

**Location:** Located approximately 5/10 mile east of State Line Road on the north side of 121<sup>st</sup> Avenue, aka 15150 West 121<sup>st</sup> Avenue in Hanover Township

**Size:** approximately 15.0 acres

**Existing Zoning:** A-1 (Agricultural Zone)

**Surrounding Zoning and Land Use:**

**North:** A-1 (Agricultural Zone); Farmland

**East:** A-1 (Agricultural Zone); Farmland

**South:** A-1 (Agricultural Zone); Farmland

**West:** A-1 (Agricultural Zone); Farmland

**Comprehensive Plan:** This property is targeted for agricultural development

AGENCY COMMENTS:

Health Department:

No issues or concerns specifically for zone change

Highway:

UNFAVORABLE RECOMMENDATION (See letter in file)

Surveyor:

UNFAVORABLE RECOMMENDATION (See letter in file)

**BACKGROUND INFORMATION:**

The subject property is currently zoned A-1 (Agricultural Zone). The Petitioner is requesting a Zone Change to RR (Rural Residential Zone).

About nine years ago this property existed as 20 acres consequently no subdivision approval was required. At that time, we were opposed to issuing a building permit due to the concerns spelled-out by our office and the Highway and Surveyor Departments. The poor drainage without any outlet led to our warnings, but the property owner went through with the construction of their residence anyway. Now it seems they have split the property into a 5-acre parcel and a 15 acre parcel (which is the subject of this request). According to our Comprehensive Plan this property is targeted for agricultural development and is currently zoned in that manner. We concur with our participating agencies concerning their unfavorable recommendations regarding this property and believe it should retain its agricultural zoning.

If the Zone Change is granted, the Petitioner's intention is to submit a Subdivision application to the Plan Commission for a one-lot residential subdivision. .

When considering such Zone Change proposals, the Plan Commission shall pay reasonable regard to the following:

1. The Comprehensive Plan;
2. The current conditions and the character of current structures and uses in each district;
3. The most desirable use for which the land in each district is adapted;
4. The conservation of property values throughout the jurisdiction; and

5. Responsible development and growth.

**ANALYSIS:**

**Compliance with Comprehensive Plan:**

This property is targeted for agricultural use

**Compatibility with Neighborhood:**

This area is farmland.

**DEFICIENCIES AND DISCREPANCIES:**

None observed

**STAFF RECOMMENDATION:**

Due to surrounding farmland, the issues concerning drainage, and the fact that our Comp Plan calls for this property to remain agricultural, Staff forwards an unfavorable recommendation of the Zone Change to RR for a single-family home on about 15 acres.

## Findings of Fact

### Zone Change

In preparing and considering proposals under the 600 series, the plan commission and the legislative body shall pay reasonable regard to the following five items. Determining findings for the following criteria is required as part of the process. It is a requirement that each petitioner address the following items in order to apply for a change of the Zone Map.

- (1) The comprehensive plan - findings or reasons as to whether the request for the stated zone change ~~meets~~ **does not meet** the intent of the comprehensive plan;

There are other rural residential subdivisions in the vicinity.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ ; and,

- (2) Current conditions and the character of current structures and uses in each district – findings or reasons as to whether the request for the stated zone change ~~is~~ **is not** consistent with the current conditions and the character of current structures and uses in each district; and,

There are other rural residential subdivisions in the vicinity.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ ;

- (3) The most desirable use for which the land in each district is adapted - findings or reasons as to whether the request ~~is~~ **is not** consistent with the most desirable use for the land;

There are other rural residential subdivisions in the vicinity.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_; and,

- (4) The conservation of property values throughout the jurisdiction; findings or reasons as to whether the request ~~is~~**is not** consistent with the conservation of property values throughout the jurisdiction;

There are other rural residential subdivisions in the vicinity.

\_\_\_\_\_; and,

- (5) Responsible growth and development – findings or reasons regarding whether the request ~~does~~**does not** represent responsible growth and development;

There are other rural residential subdivisions in the vicinity.



**OFFICE OF THE LAKE COUNTY CORONER**  
2900 WEST 93rd AVENUE  
CROWN POINT, INDIANA 46307  
PHONE 219-755-3265  
FAX 219-755-3276



**DAVID J. PASTRICK**  
**CORONER**

December 18, 2023

Lake County Council  
2293 N. Main Street  
Crown Point, IN 46307

Dear President Brown and Council Members:

*ohy*

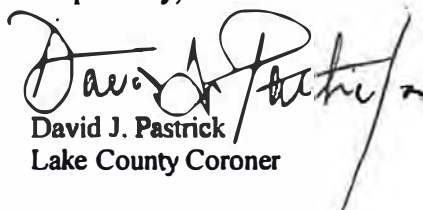
I respectfully request to be placed on the January 9, 2024 County Council agenda for the appropriation of funds, in Fund 1001, as follows:

\$2,520.00 to 61110 – Official & administrators  
\$3,580.00 to 61160 – Office & Clerical  
\$85,378.00 to 61150 – Paraprofessionals

Form #3 is attached

Thank you in advance for your consideration of this request.

Respectfully,

  
David J. Pastrick  
Lake County Coroner

DJP/jm

RECEIVED

DEC 19 10:07 AM

RECEIVED

- I. Request for Transfer of Funds  
 II. Request for Additional appropriations  
 III. Request to Encumber Appropriated Funds

All requests (originals) must be directed to the Lake County Auditor and must be accompanied by a letter of explanation signed by the Elected Official or department head. One copy to the County Council office.

- I. Honorable Members of the Lake County Council: Please transfer funds within the current budget of the Lake County as follows: FUND NO. \_\_\_\_\_

FROM:	Line Item No. & Title	Amount	To:	Line Item No. & Title	Amount
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____
5.	_____	_____	_____	_____	_____
Total:					_____

- II. Honorable Members of the Lake County Council: Please Allow emergency additional appropriations within the current budget of the Lake County \_\_\_\_\_ as follows:

FUND, Line Item No. & Title	Amount
1. 1001-61110 - Official & Administrators	\$2,520.00
2. 1001-61160 - Office & Clerical	\$3,580.00
3. 1001-61150 - Paraprofessionals	\$85,378.00
4. _____	_____
5. _____	_____
6. _____	_____
Total:	\$91,478.00

- III. Honorable Lake County Auditor: Please encumber funds within the current budget of the Lake County as follows along with evidence of the obligation for which the encumbrance shall be used. Copy to the Lake County council.

FUND, Line Item No. & Title	Amount
1. _____	_____
2. _____	_____
3. _____	_____

Coroner  
 Name of Department

Signature & Date

*Andrew J. Partin* 12-18-2023

PLEASE NOTE:

- ALL REQUESTS FOR TRANSFERS MUST BE RECEIVED BY THE AUDITOR 10 DAYS PREVIOUS TO THE COUNCIL'S MEETING DATE (2ND TUESDAY OF EACH MONTH).
- ALL REQUESTS FOR ADDITIONAL FUNDS MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO REGULAR MEETING DATE (2ND TUESDAY OF EACH MONTH)
- ALL REQUESTS FOR ENCUMBRANCES MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO DECEMBER 31ST OF EACH BUDGET YEAR.

## 1001.County General

## 1007.Coroner's Office

FY24

	Budget Prior-Year Encumbrances Jan	Budget Adjusted Appropriation Jan	Budget Consolidated Budget Jan
61100.Overtime		20,000.00	20,000.00
61101.Overtime Regular			
61110.Official & Administrators		141,220.00	141,220.00
61120.Professionals			
61125.Discretionary Salaries			
61130.Technicians			
61140.Protective Services			
61150.Paraprofessionals		698,383.00	698,383.00
61160.Office & Clerical		101,920.00	101,920.00
61170.Skilled Craft Workers			
61180.Service/Maintenance			
61190.Part-Time		60,000.00	60,000.00
61193.Compensation Board Members			
61195.Clerk Incentive Payroll			
61196.Election Day Workers			
61197.Paternal Leave			
61198.FTO Training			
61199.Referral Bonus			
61201.COVID Incentive Pay		-	-
61210.Longevity -Deduction		3,080.00	3,080.00
61229.Board Member Per Diem			
61231.Court Reporter Per Diem			
61232.Court Appeal Per Diem			
61233.Election Worker Per Diem			
61234.Protective Services Per Diem			
61235.Juvenile Per Diem			
61236.Lateral Pay			
61237.Differential Pay			
61238.Proficiency/Specialty Pay			
61239.Clothing Allowance Pay		12,220.00	12,220.00
61250.Assessor Certification			
61251.Assessor Per Diem			
61255.Regulated Ditch Mileage			
61256.Section Corner Payment			
61270.holiday pay			
61280.Seasonal Employees			
61281.Incentive Expense			
61282.Per Diem Grand Jurors			
61283.Public Defender Per Diem			
61286.Per Diem Petit Jurors			
61287.Bond Court Per Diem			
61288.Election Board Members			
61289.FLSA Violation Payment			
61290.Supplemental Pay			
61295.Bonus Pay			



61296.PERF Supplement		
61298.Payroll Court Judgement		
61299.Carryover Payroll Expense		
61320.FICA - Deduction	-	-
61330.PERF - Deduction	-	-
61335.Merit Retirement		
61340.Group Insurance -Deduction	-	-
61345.Ancillary Self Insur - Ded		
61350.Unemployment Comp - Ded	-	-
61360.Workman's Comp - Ded	-	-
61370.Group Insurance - Other		
61380.Vehicle Allowance		
61381.Group Life IRS Reportable	-	-
62110.Office Supplies	8,000.00	8,000.00
62115.Photography Supplies	1,500.00	1,500.00
62120.Lit, Edu., Info & Ref Mat		
62130.Law Books		
62210.Petroleum Products	1.00	1.00
62220.Garage & Motors		
62230.Clothing		
62231.Honor Guard Clothing		
62240.Househld & Instit Supplies		
62250.Health Care & Lab Supplies		
62255.Pathology Supplies	60,120.00	60,120.00
62260.Jail Inmate Clothing Allowance		
62290.Other Supplies		
62310.Equipment Repair Parts		
62320.Building Repair Supplies		
62390.Other Repair & Mainten Supp	10,000.00	10,000.00
62410.Other Supplies		
63120.Medical & Hospital Services	514,549.00	514,549.00
63121.Prior Years Medical Bills		
63122.Medical Deductible		
63100.State Board Audit Fees		
63130.Toxicology Lab	30,000.00	30,000.00
63145.Legal Services		
63150.Consultant Fees		
63155.Committee/Appointment Comp		
63160.Little Calumet River Eng.		
63165.Kankakee River Eng.		
63188.Employment Testing		
63190.Other Professional Service	45,000.00	45,000.00
63195.Contractual Services		
63210.Freight & Express		
63220.Postage		
63230.Travel & Conference		
63231.Travel - Registration	1,500.00	1,500.00
63232.Travel - Meals	3,239.50	3,239.50
63233.Travel - Lodging	2,000.00	2,000.00
63234.Travel - Trans/Other	600.00	600.00

63235.Travel - Mileage	600.00	600.00
63236.Travel - Training		
63240.Telephone		
63290.Other Comm & Trans		
63310.Printing		
63320.Advertising	-	-
63330.Photo/Blueprinting		
63340.Legal Services		
63341.License & Titles		
63390.Other Services & Charges		
63420.Insurance		
63450.Employment Testing		
63510.Utilities		
63610.Building & Structures		
63620.Equipment Repair		
63630.Mainten & Service Cont	15,000.00	15,000.00
63640.Local Roads & Streets Projects		
63650.Cumulative Bridge Projects		
63660.Unsafe Building Demolition		
63670.Other Repairs		
63680.Children's Treehouse		
63710.Equipment Rentals		
63715.Equipment Lease		
63720.Laundry & Cleaning		
63730.Property Rental		
63740.Motor Vehicle Rental		
63790.Other Rental		
63810.TAW Interest		
63820.TAW Principal		
63830.Matching Funds		
63910.Dues & Subscriptions	1,700.00	1,700.00
63919.Laundry & Cleaning		
63920.Food & Lodging		
63922.Per Diem Petit juror's		
63924.Per Diem Special Judges		
63940.Narcotic Purchase Money		
63950.License & Titles		
63955.Official bonds	-	-
63956.Fair Premiums & Ex		
63957.Community Mental Health Center		
63958.Public Transportation		
63959.Promotional		
63962.Handicapped Children		
63970.LC Association for MentalHealt		
63971.IN-PACT		
63973.Mental Health Center		
63974.Tradewinds		
63976.Patients and Inmates		
63977.Burial of Military		
63979.Humane Societies		

63980.Court Judgement	1.00	1.00
63981.Appeals Account		
63982.Change of Venue		
63984.Animal Testing		
63986.Apprasial Tax Sale		
63987.Appraiser Fees		
63990.Taxes and Refunds		
63992.Refunds of Fines & Costs		
63995.Other Services & Charges		
64108.Cost of Removal Clearing		
64109.Cost of Removal Gain/Loss		
64110.Land Purchases		
64111.Land - Parks		
64115.Right of Way		
64120.Land Improvements		
64220.Building Improvements		
64310.Improvements		
64410.Furniture & Fixtures	1.00	1.00
64420.Office Machines	1.00	1.00
64430.Law Books		
64440.Motor Vehicles	1.00	1.00
64445.Machinery		
64450.Software		
64460.Sanitary Sewer/Strm Wtr Mgmnt		
64470.Enterprise Fund - Hermit's Lake WW Depr		
64480.Gravel Roads		
64482.Roads - Ridge Road		
64483.Streets Lights		
64484.Traffic Signals		
64485.Residential Roads-Curb and Gutter		
64490.Other Equipment	1.00	1.00

ORDINANCE NO. \_\_\_\_\_

ORDINANCE AMENDING THE LAKE COUNTY  
2024 SALARY ORDINANCE, ORDINANCE NO. 1488N,  
ESTABLISHING SALARY AND WAGE INCREASES AND ELIMINATING  
AN ENTRY LEVEL MED/LEGAL DEATH INVESTIGATOR POSITION  
IN THE LAKE COUNTY CORONER’S OFFICE (1007).

**WHEREAS,** on October 17, 2023, the Lake County Council adopted the Lake County  
2024 Salary Ordinance, Ordinance No. 1488N; and

**WHEREAS,** the Lake County Council now desires to amend Ordinance No. 1488N to  
establish a revised Form No. 144 to establish salary and wage increases and  
eliminate an entry level Med/Legal Death Investigator Position in the Lake  
County Coroner’s Office (1007), effective upon adoption.

NOW, THEREFORE, LET IT BE ORDAINED AS FOLLOWS:

That it be ordained by the Lake County Council that the attached  
Form No. 144, Exhibit “A”, establishing salary and wage increases and  
eliminating an entry level Med/Legal Death Investigator position in the  
Lake County Coroner’s Office (1007), is hereby approved, effective upon adoption.

SO ORDAINED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024.

\_\_\_\_\_  
- President

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Members of the Lake County Council

# Revision

## STATEMENT OF SALARIES AND WAGES PROPOSED TO BE PAID OFFICERS AND EMPLOYEES CALENDAR YEAR 2024

1001 - 1007 Coroner's Office

Lake

County, Indiana

(Name of Office, Department, Board Agency)

The following statement shows the salaries and wages proposed to be paid to officers and employees of the above named office, department, board or agency during the calendar year 2024.

### FULL TIME SALARIED OFFICERS AND EMPLOYEES

Title of Position or Employee Classification

JOB CODE # AND POSITION #	\$ PRESENT	\$ PROPOSED	\$ DIFFERENCE
15131-001 Certified Med/Legal Death Investigator	\$ 45,427.00	\$ 52,000.00	\$ 6,573.00
15131-002 Certified Med/Legal Death Investigator	\$ 45,427.00	\$ 52,000.00	\$ 6,573.00
15131-003 Certified Med/Legal Death Investigator	\$ 45,427.00	\$ 52,000.00	\$ 6,573.00
15131-004 Certified Med/Legal Death Investigator	\$ 45,427.00	\$ 52,000.00	\$ 6,573.00
15130-001 Entry Level Med/Legal Death Investigator	\$ 41,101.00	\$ 47,840.00	\$ 6,739.00
15130-002 Entry Level Med/Legal Death Investigator	\$ 41,101.00	\$ 47,840.00	\$ 6,739.00
15130-003 Entry Level Med/Legal Death Investigator	\$ 41,101.00	\$ 47,840.00	\$ 6,739.00
15130-004 Entry Level Med/Legal Death Investigator	\$ 41,101.00	\$ 47,840.00	\$ 6,739.00
15130-005 Entry Level Med/Legal Death Investigator	\$ 41,101.00	\$ -	\$ (41,101.00)
11101-001 Chief Deputy	\$ 64,480.00	\$ 67,000.00	\$ 2,520.00
15519-001 Chief Investigator	\$ 62,400.00	\$ 62,500.00	\$ 100.00
16402-001 Administrative Assistant	\$ 57,200.00	\$ 57,500.00	\$ 300.00
16707-002 Case Coordinator	\$ 44,720.00	\$ 48,000.00	\$ 3,280.00
15132-001 Senior Med/Legal Death Investigator	\$ 49,754.00	\$ 56,160.00	\$ 6,406.00
15132-002 Senior Med/Legal Death Investigator	\$ 49,754.00	\$ 56,160.00	\$ 6,406.00
15132-003 Senior Med/Legal Death Investigator	\$ 49,754.00	\$ 56,160.00	\$ 6,406.00
15132-004 Senior Med/Legal Death Investigator	\$ 49,754.00	\$ 56,160.00	\$ 6,406.00
15132-005 Senior Med/Legal Death Investigator	\$ 49,754.00	\$ 56,160.00	\$ 6,406.00
Total(s):	\$ 864,783.00	\$ 915,160.00	\$ 50,377.00

### PART TIME AND HOURLY RATED EMPLOYEES

Title of Position or Employee Classification

Amount

Rate of Pay

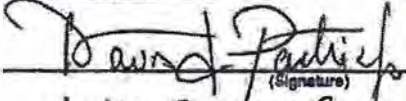
Hour, day, week, month, etc.

		Per	
		Per	
		Per	
		Per	
		Per	

\*Show rate of pay per month, week, day, hour, etc.

Submitted by:

Date December 21, 2023

  
 (Signature)  
 Lake County Coroner  
 (Title)

#### NOTES:

- (1) This statement must be filed IN DUPLICATE with the County Auditor on or before July 1 each year for salaries and wages to be paid in the ensuing year.
- (2) The number and salaries to be paid full time officers and employees must be fixed by the County Council. The rates of pay for part time and hourly employees shall likewise be fixed by the County Council but the number to be employed is limited only by the funds appropriated therefore; thus, the amount to be requested in the budget for part time and hourly employees need not be included in this statement.
- (3) The County Auditor shall complete the reverse side of this of this form and return one copy to the officer or head of the department, board or agency within 3 days after action thereon by the County Council.

Ex. A.



**OFFICE OF THE LAKE COUNTY CORONER**

2900 WEST 93rd AVENUE  
CROWN POINT, INDIANA 46307  
PHONE 219-755-3265  
FAX 219-755-3276



**DAVID J. PASTRICK  
CORONER**

December 18, 2023

Lake County Council  
2293 N. Main Street  
Crown Point, IN 46307

Dear President Brown and Council Members:

I respectfully request to be placed on the January 9, 2024 County Council agenda for the appropriation of funds, in Fund 1001, to include increase in Salaries and Wages for 2024 with giving back an Entry Level Med/Legal Death Investigator position.

Form 144 is attached.

Thank you in advance for your consideration of this request.

Respectfully,

A handwritten signature in black ink that reads "David J. Pastrick". The signature is written in a cursive, flowing style.

David J. Pastrick  
Lake County Coroner

DJP/jm



1001 County General	1007 Coroner's Office	FY24
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				Baseline	Department Request	% Rise for Dept Requested	Working Budget
				Jan	Jan	Formula Label	Jan
61110.Official & Administrators	No Unioncode	100711007001.Coroner	02225	73,788.00	73,788.00	-	76,740.00
61110.Official & Administrators	No Unioncode	100711101001.Chief Deputy	12434	62,000.00	67,000.00	8.06	64,480.00
61150.Paraprofessionals	No Unioncode	100715131003.Certified Med/Legal Death Investigat	24836	43,680.00	52,000.00	19.05	45,427.00
61150.Paraprofessionals	No Unioncode	100715132001.Senior Med/Legal Death Investigat No_Employee		47,840.00	56,160.00	17.39	49,754.00
61150.Paraprofessionals	No Unioncode	100715131004.Certified Med/Legal Death Investig No_Employee		43,680.00	52,000.00	19.05	45,427.00
61150.Paraprofessionals	No Unioncode	100715130004.Entry Level Med/Legal Death Inves No_Employee		39,520.00	47,840.00	21.05	41,101.00
61150.Paraprofessionals	No Unioncode	100715132002.Senior Med/Legal Death Investigat	18379	47,840.00	56,160.00	17.39	49,754.00
61150.Paraprofessionals	No Unioncode	100715130005.Entry Level Med/Legal Death Inves	24897	39,520.00	47,840.00	21.05	41,101.00
61150.Paraprofessionals	No Unioncode	100715132003.Senior Med/Legal Death Investigat	01190	47,840.00	56,160.00	17.39	49,754.00
61150.Paraprofessionals	No Unioncode	100715131002.Certified Med/Legal Death Investig	22305	43,680.00	52,000.00	19.05	45,427.00
61150.Paraprofessionals	No Unioncode	100715132004.Senior Med/Legal Death Investigat	12963	47,840.00	56,160.00	17.39	49,754.00
61150.Paraprofessionals	No Unioncode	100715130003.Entry Level Med/Legal Death Inves	25328	39,520.00	47,840.00	21.05	41,101.00
61150.Paraprofessionals	No Unioncode	100715132005.Senior Med/Legal Death Investigat	22563	47,840.00	56,160.00	17.39	49,754.00
61150.Paraprofessionals	No Unioncode	100715130001.Entry Level Med/Legal Death Inves	23658	39,520.00	47,840.00	21.05	41,101.00
61150.Paraprofessionals	No Unioncode	100715131001.Certified Med/Legal Death Investig	23989	43,680.00	52,000.00	19.05	45,427.00
61150.Paraprofessionals	No Unioncode	100715130002.Entry Level Med/Legal Death Inves	24071	39,520.00	47,840.00	21.05	41,101.00
61150.Paraprofessionals	No Unioncode	100715519001.Chief Investigator	14581	60,000.00	62,500.00	4.17	62,400.00
61160.Office & Clerical	No Unioncode	100716402001.Administrative Assistant	23200	55,000.00	57,500.00	4.55	57,200.00
61160.Office & Clerical	No Unioncode	100716707002.Case Coordinator	23837	43,000.00	48,000.00	11.63	44,720.00
Total				905,308.00	1,036,788.00	#error 14.52	941,523.00



755-3655 / 755-3656 / 755-3657

Chandana Vavilala, M.D.

Health Officer

November 22, 2023

Charlie Brown, President  
Lake County Council  
2293 North Main Street  
Crown Point, Indiana 46307

Re: Request to create a 2024 appropriation  
budget within 1161 9306 for Health First Indiana  
funds.

Dear President Brown,

We are requesting that a budget be created within the Lake County Health Department Local Public Health Services Fund (1161 9306) so that we can begin to utilize our Health First Indiana (HFI) funds received from the Indiana Department of Health (IDOH).

The total amount of appropriations requested is \$4,865,899.00.

The funding for this budget is provided upfront through the IDOH.

Thank you for consideration of our request.

Sincerely,

A handwritten signature in black ink, appearing to be "C" followed by a stylized flourish.

Chandana Vavilala, MD  
Health Officer

Cc: Christine Cid  
Randy Niemeyer

LAKE COUNTY AUDITOR

2023 NOV 29 AM 11:37

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- I. Request for Transfer of Funds  
 II. Request for Additional appropriations  
 III. Request to Encumber Appropriated Funds

All requests (originals) must be directed to the Lake County Auditor and must be accompanied by a letter of explanation signed by the Elected Official or department head. One copy to the County Council office.

- I. Honorable Members of the Lake County Council: Please transfer funds within the current budget of the Lake County as follows: FUND NO. \_\_\_\_\_

FROM:	Line Item No. & Title	Amount	To:	Line Item No. & Title	Amount
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____
5.	_____	_____	_____	_____	_____

- II. Honorable Members of the Lake County Council: Please Allow emergency additional appropriations within the current budget of the Lake County \_\_\_\_\_ as follows:

FUND, Line Item No. & Title	Amount
1. 1161 61120 Professionals <i>CNL</i>	\$ 80,170.00
2. 1161 61140 Protective Services	\$ 246,939.00
3. 1161 61150 Paraprofessionals	\$ 815,909.00
4. 1161 61160 Office & Clerical	\$ 149,291.00
5. 1161 61190 Part-time	\$ 115,511.00
6. 1161 61320 FICA - Deduction	\$ 109,270.00
7. 1161 61330 PERF - Deduction	\$ 186,426.00
8. 1161 61340 Group Insurance - Deduction	\$ 664,470.00
9. 1161 61360 Workman's Comp - Ded	\$ 16,744.00
10. 1161 61290 Supplemental Pay	\$ 20,552.00
11. 1161 62110 Office Supplies	\$ 28,000.00
12. 1161 62210 Petroleum Products	\$ 6,000.00
13. 1161 62230 Clothing	\$ 1,325.00
14. 1161 62250 Health Care & Lab Supplies	\$ 15,600.00
15. 1161 63220 Postage	\$ 7,500.00
16. 1161 63235 Travel - Mileage	\$ 6,000.00
17. 1161 63310 Printing	\$ 14,500.00
18. 1161 63420 Insurance	\$ 6,000.00
19. 1161 63510 Utilities	\$ 9,600.00
20. 1161 63620 Equipment Repair	\$ 7,000.00
21. 1161 63630 Maintenance & Service Cont.	\$ <del>1,616,902.00</del> 1,616,902.00 y
22. 1161 63790 Other Rental	\$ 120,000.00
23. 1161 64410 Furniture & Fixtures	\$ 37,300.00
24. 1161 64440 Motor Vehicles	\$ 298,000.00
25. 1161 64450 Construction & Reconstruct.	\$ 188,590.00
26. 1161 64490 Other Equipment	\$ 98,300.00
27. _____	_____

- III. Honorable Lake County Auditor: Please encumber funds within the current budget of the Lake County as follows along with evidence of the obligation for which the encumbrance shall be used. Copy to the Lake County council.

FUND, Line Item No. & Title	Amount
1. _____	_____
2. _____	_____
3. _____	_____

Lake County Health Department  
 Name of Department

Signature & Date

22-Sep-23

PLEASE NOTE:

- ALL REQUESTS FOR TRANSFERS MUST BE RECEIVED BY THE AUDITOR 10 DAYS PREVIOUS TO THE COUNCIL'S MEETING DATE (2ND TUESDAY OF EACH MONTH).
- ALL REQUESTS FOR ADDITIONAL FUNDS MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO REGULAR MEETING DATE (2ND TUESDAY OF EACH MONTH)
- ALL REQUESTS FOR ENCUMBRANCES MUST BE RECEIVED BY THE AUDITOR 3 WEEKS PREVIOUS TO DECEMBER 31ST OF EACH BUDGET YEAR.

ORDINANCE NO. \_\_\_\_\_

ORDINANCE AMENDING THE LAKE COUNTY  
2024 SALARY ORDINANCE, ORDINANCE NO. 1488N,  
CREATING TWENTY-THREE (23) NEW POSITIONS  
IN THE LAKE COUNTY HEALTH DEPARTMENT (9306).

**WHEREAS,** on October 17, 2023, the Lake County Council adopted the Lake County  
2024 Salary Ordinance, Ordinance No. 1488N; and

**WHEREAS,** the Lake County Council now desires to amend Ordinance No. 1488N to  
establish a revised Form No. 144 to create twenty-three (23) new positions  
for the Lake County Health Department (9306), retroactive to January 1, 2024.

NOW, THEREFORE, LET IT BE ORDAINED AS FOLLOWS:

That it be ordained by the Lake County Council that the attached  
Form No. 144, Exhibit “A”, creating twenty-three (23) new positions  
in the Lake County Health Department (9306), is hereby approved,  
retroactive to January 1, 2024.

SO ORDAINED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024.

\_\_\_\_\_  
- President

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Members of the Lake County Council

# STATEMENT OF SALARIES AND WAGES PROPOSED TO BE PAID OFFICERS AND EMPLOYEES CALENDAR YEAR 2024

9306 Health Dept, 1161 LC Health Dept. Local Public Health Services Fund  
(Name of Office, Department, Board Agency)

LAKE

County, Indiana

The following statement shows the salaries and wages proposed to be paid to officers and employees of the above named office, department, board or agency during the calendar year 2024

## FULL TIME SALARIED OFFICERS AND EMPLOYEES

<u>Title of Position or Employee Classification</u>			
JOB CODE # AND POSITION #	\$ PRESENT	\$ PROPOSED	\$ DIFFERENCE
Information Technology Technician	\$ -	\$ 80,170.00	\$ 80,170.00
14260-001 Health Educator	\$ -	\$ 47,566.00	\$ 47,566.00
Emergency Preparedness Senior Assistant	\$ -	\$ 53,013.00	\$ 53,013.00
Food Sanitarian	\$ -	\$ 45,680.00	\$ 45,680.00
Food Sanitarian	\$ -	\$ 45,680.00	\$ 45,680.00
Health First Indiana Project Manager	\$ -	\$ 55,000.00	\$ 55,000.00
Lead Exposure Prevention Medical Assistant	\$ -	\$ 35,425.00	\$ 35,425.00
15372-001 Public Health Nurse	\$ -	\$ 50,571.00	\$ 50,571.00
School Liaison	\$ -	\$ 52,821.00	\$ 52,821.00
School Liaison	\$ -	\$ 52,821.00	\$ 52,821.00
School Liaison	\$ -	\$ 52,821.00	\$ 52,821.00
Nurse Practitioner	\$ -	\$ 115,000.00	\$ 115,000.00
Nurse Practitioner	\$ -	\$ 115,000.00	\$ 115,000.00
Nutritionist	\$ -	\$ 60,000.00	\$ 60,000.00
Nutritionist	\$ -	\$ 60,000.00	\$ 60,000.00
Social Worker	\$ -	\$ 60,000.00	\$ 60,000.00
Social Worker	\$ -	\$ 60,000.00	\$ 60,000.00
Tuberculosis Surveillance Liaison	\$ -	\$ 48,000.00	\$ 48,000.00
HIV/AIDS & STD Prevention / Surveillance Case Manager	\$ -	\$ 53,450.00	\$ 53,450.00
Medicaid / Private Insurance Billing Clerk	\$ -	\$ 36,815.00	\$ 36,815.00
Office Assistant	\$ -	\$ 38,000.00	\$ 38,000.00
Office Assistant	\$ -	\$ 38,000.00	\$ 38,000.00
Clerk / Secretary	\$ -	\$ 36,476.00	\$ 36,476.00
	\$ -		
	\$ -		
<b>Effective 01/01/2024</b>			
Total(s):	\$ -	\$ 1,292,309.00	\$ 1,292,309.00

## PART TIME AND HOURLY RATED EMPLOYEES

<u>Title of Position or Employee Classification</u>	<u>Amount</u>	<u>Rate of Pay*</u>	<u>Hour, day, week, month, etc.</u>
		Per	
		Per	
		Per	
		Per	
		Per	

\*Show rate of pay per month, week, day, hour, etc.

Submitted by:



(Signature)

Date November 22, 2023

Health Officer

(Title)

### NOTES:

- (1) This statement must be filed IN DUPLICATE with the County Auditor on or before July 1 each year for salaries and wages to be paid in the ensuing year.
- (2) The number and salaries to be paid full time officers and employees must be fixed by the County Council. The rates of pay for part time and hourly employees shall likewise be fixed by the County Council but the number to be employed is limited only by the funds appropriated therefore; thus, the amount to be requested in the budget for part time and hourly employees need not be included in this statement.
- (3) The County Auditor shall complete the reserve side of this of this form and return one copy to the officer or head of the department, board or agency within 3 days after action thereon by the County Council.

Ex A.



755-3655 / 755-3656 / 755-3657

Chandana Vavilala, M.D.

Health Officer

November 22, 2023

Charlie Brown, President  
Lake County Council  
2293 North Main Street  
Crown Point, Indiana 46307

Re: Request to create positions within the  
Health First Indiana budget (1161 9306)  
for 2024.

Dear President Brown,

We are requesting to create twenty-three (23) new positions within the proposed Lake County Health Department Health First Indiana budget (1161 9306) so that we can begin to utilize our Health First Indiana (HFI) funds received from the Indiana Department of Health (IDOH).

The funding for these positions is provided upfront through the IDOH.

Thank you for consideration of our request.

Sincerely,

Chandana Vavilala, MD  
Health Officer

Cc: Christine Cid  
Randy Niemeyer

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LAKE COUNTY HEALTH DEPT.

NOV 22 2023 12:15 PM

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## Lake County Health Department

### JOB DESCRIPTION

Job Title: Information Technology Technician

Reports to: Administrator

Provides direct supervision to the following job titles: None

#### Duties and Responsibilities

- Department Website design and management
- Department Facebook page management
- Department network management
- Maintain and expand Departments' GPS/GIS system
- Install new software, upgrade, evaluate and install patches to resolve software related issues
- Train and support staff for the purpose of implementing technology within the Department
- Provide additional staff development as needed
- Trouble-shoot software and hardware problems
- Update\replace\install existing computer related equipment
- Perform system back-up and restore files on computers during repairs and new computer installation
- Assists Department staff with development of virtual health education programs
- Accept other duties as assigned by the Administrator or designee
- Complete and comply with all required trainings annually

#### Skills and Qualifications

- Good problem-solving skills for interpreting and determining the best way to resolve each problem. Critical thinking required for solving staff IT issues
- Must have adequate patience for interacting with staff to establish accurate details necessary for problem solving
- Good communication skills for accurately understanding staffs' concerns and for providing effective training
- Knowledge of commonly used concepts, practices and procedures in the technology field
- Must be able to physically install servers, hardware, peripherals, etc.

#### Education Requirements

- Bachelor degree preferred in IT

## Job Description

Job Title: Health Educator

Department: Health

Reports to: Administrator

The position of Health Educator consists of the following major performance dimensions, along with percentage importance and a list of specific duties and responsibilities for each dimension.

1. Health Education Program Delivery and Outreach (50%)

- a. Delivers lectures and presentations on food sanitation topics for area food service establishments and employees.
- b. Provides resource and reference materials to program participants.
- c. Delivers health-related presentations to all grade levels in Lake County Schools.
- d. Develops, administers, and grades health education examinations and records scores.
- e. Prepares and distributes certifications upon completion of required examinations.
- f. Participates in health fairs, county fairs and school career days to distribute health education information.

2. Health Education Program Development and Coordination (25%)

- a. Visits local organizations to observe and evaluate food sanitation processes in order to identify educational needs.
- b. Consults with clients organizations to determine their educational needs.
- c. Develops health education classes and program curricula.
- d. Prepares materials and handouts for health education programs.
- e. Schedules and coordinates all health education classes; including determining meeting dates, identifying and confirming meeting locations and sending informational letters to potential participants.

3. Research (25%)

- a. Contacts governmental agencies, foundations, medical facilities and physicians to obtain health-related information.
- b. Attends professional education workshops, conferences and training seminars on food sanitation and health education.
- c. Attends health fairs, county fairs and school career days to collect new information on health education.
- d. Performs library research to locate and obtain current health education information.

4. Other Duties as Assigned\*

\*If "other duties as assigned" are regularly performed or require a significant amount of time, they should be formally identified, defined and included in the job description.

## Lake County Health Department

### JOB DESCRIPTION

Job Title: Emergency Preparedness Senior Assistant

Reports to: Public Health Coordinator

Provides direct supervision to the following job titles: None

#### Duties and Responsibilities

- Assist with annual medical countermeasure dispensing drills
- Assist with staff notification, acknowledgment and assembly drill
- Evaluate drill data for improving emergency response outcomes
- Attend all District HCC meetings/workshops
- Attend Local Health Department district meetings
- Assist the Public Health Coordinator in complying with grant deliverables
- Under the direction of the Public Health Coordinator provide support in the event of public health emergencies

#### Skills and Qualifications

- Written and verbal communication skills
- Listening skills
- Organization skills
- Teamwork skills
- The ability to work under pressure
- Ability to work atypical schedule during public health emergency events
- Emergency preparedness or response experience

#### Education Requirements

Bachelors degree or 5+ years experience in emergency preparedness or response

## Job Description

Job Title: Food Sanitarian

Reports to: Chief Food Sanitarian

Provides direct supervision to the following job titles: None

The position of Food Sanitarian consists of the following major performance dimensions, along with percentage importance and a list of specific duties and responsibilities for each dimension.

### A. Inspection of Food Service Establishments (60%)

1. Performs biannual inspections of the Lake County food service establishments.
2. Completes food service inspections forms and notes any violations.
3. Verifies the existence of a certified food handler in each establishment.
4. Explains inspection findings and procedures to food service establishment owner or manager.
5. Performs follow-up inspections as needed
6. Initiates closure of food service establishment, if major violation has occurred.
7. Collects water samples quarterly for inspection.
8. Testifies in court cases involving Food Sanitarian as required.

### B. Document Preparation and Processing (20%)

1. Completes complaint, inspection, sample, and permit forms.
2. Inputs information from forms into computer.
3. Writes letters to food service establishments and complainants as needed.
4. Maintains departmental files.

### C. Public Service(10%)

1. Responds to requests for general information from the public.
2. Delivers presentations on food sanitation topics to local schools, community organizations, and companies.
3. Attends and participates in professional education workshops, conferences, and training on food sanitation.

### D. Permit Processing (5%)

1. Communicates with potential food service owners/managers to explain permit procedures and provides informational packet.
2. Obtains information from food service owners/managers, determines the type of Permit needed, and provides application materials.
3. Performs inspection of food service establishment (prior to opening date) to insure that minimum requirements have been met.
4. Approves permit applications and submits for permit issuance.



E. Investigation of Food Complaints (5%)

1. Receives and processes consumer complaint reports.
2. Contacts complainants for further information and directs them to the Police Department if necessary.
3. Inspects food service establishment and gathers samples as needed.
4. Forwards food samples to microbiologist for testing.
5. Reviews test results and issues citations, as needed.
6. Notifies food service establishment owner/manager and complainant of test results.

F. Other Duties as Assigned

## Lake County Health Department

### Job Description

Job Title: Health First Indiana Project Manager

Reports to: Health Officer and Administrator

Provides direct supervision to the following job titles: None

#### Duties and Responsibilities

- Manages all aspects of the Health First Indiana program, including strategic planning submission, retention of program records and prepare quarterly and annual reports as required by the Indiana Department of Health (IDOH).
- Prepare core services plan for Lake County. Communicate and provide updates on the core services plan. Follow-up the public health core services delivery. Create and review key performance indicators (KPI) to evaluate the impact of the plan in the community.
- Work with local partners and community-based organizations to complete the County and/or community health assessments, participate in meetings and activities as needed per the core services plan.
- Oversee the core services of fatality review, maternal and infant mortality and health equity.
- Organize Health First Indiana program operations to provide Lake County citizens effectively and efficiently with public health services in accordance with professionally recognized standards/practices.
- Interviews candidates for Health First Indiana job positions.
- Monitors performance of Health First Indiana Health Department staff and established core service provider partners.
- Follow the Lake County Health Department internal controls and policies/procedures to review operations and share professional information as necessary.
- Works in conjunction with HD Administrator and Health Officer to ensure short and long-range goals of Health First Indiana program are met, revising goals in formulation with strategic directions and monitoring progress toward achievement of goals.
- Attends meetings of County governing bodies, making presentations and responding to inquiries regarding Health First Indiana operations/services.
- Periodically attends professional education workshops and seminars.
- Performs HD related duties as assigned.

#### Job Requirements

- Bachelor's Degree in public health, public health administration, natural and health sciences, nursing, nurse practitioner, environmental science or a related discipline required. Master's Degree is preferred. Previous experience in public health field, demonstrated supervisory skills and emergency preparedness management activities are preferred.
- Must be at least 21 years of age.
- Ability to meet all Department hiring requirements, including passage of a drug test.
- Knowledge of standard principles and practices of public health/environmental sanitation, with ability to effectively develop/implement preventive public health guidelines.

- Working knowledge of managing public health programs, processes and ability to properly prepare and compile required reports and ensure compliance with Health First Indiana funding requirements.
- Working knowledge of standard English grammar, spelling and punctuation and ability to prepare correspondence and detail written reports.
- Ability to operate modern office equipment including computer, calculator, telephone/mobile phone, copier, digital camera, fax machine and printer.
- Ability to effectively communicate orally and in writing with co-workers, other County departments, elected officials, IDOH, social service agencies, physicians, hospitals, personnel from a variety of other health-related agencies and the public including being sensitive to professional ethics, gender, cultural diversities and disabilities.
- Ability to provide public access to or maintain confidentiality of department information and records according to state requirements.
- Ability to comply with all employer and department policies and work rules including but not limited to: attendance, safety, drug-free workplace and personal conduct.
- Ability to competently serve the public with diplomacy and respect including occasional encounters with difficult persons.
- Ability to compare and observe similarities and differences between data, people or things.
- Ability to compile, analyze and evaluate data, make determinations and present findings in oral or written form.
- Ability to understand, memorize, retain and carry out verbal or written instructions.
- Ability to work independently and with others in a team environment, often under pressure of formal schedules and deadlines and to conduct several tasks at the same time.
- Ability to apply knowledge of people and locations, utilize good judgment in extreme and uncommon situations and maintain constructive relationships.
- Ability to identify steps necessary to reach objectives, define practical courses of action and put into effect changes in policies and procedures.
- Ability to maintain positive community support, coordination, present public speaking presentations and participate in special events.
- Ability to occasionally work extended hours, and/or evenings and occasionally travel out of town for meetings/conferences (sometimes overnight).
- Possession of a valid driver's license and demonstrated safe driving record.

#### Responsibility

- Incumbent assures proper strategic planning of the Health First Indiana program. Goals and objectives of incumbent's work are known with highly unusual circumstances discussed with Health Department Administrator and/or Health Officer at incumbent's discretion.
- Work is primarily reviewed for compliance with Department policy, legal requirements and continuing quality of Health Department public services for Lake County.

#### Personal Work Relationships

- Incumbent maintains frequent communication with co-workers, other County departments, elected officials, IDOH, social service agencies, physicians, hospitals, personnel from a variety of other health-related agencies and the public for purposes of formulating and executing policies, disseminating public health information and improving services.

### Physical Effort and Work Environment

- Incumbent performs duties in a standard office environment and in the field involving sitting for long periods, sitting/walking at will, lifting/carrying objects weighing under 25 pounds, close/far vision, color/depth perception, keyboarding, reaching, crouching/kneeling, driving, speaking clearly, hearing sounds/communication and handling/grasping/fingering objects. Incumbent may be exposed to inclement weather, physical/health hazards normally associated with the outdoors: sewage/septic systems, construction sites, unsafe dwellings/buildings and investigations of food borne illness. Safety precautions must be always followed to avoid injury to self and others. Incumbent maintains contact with the public and may be exposed to irate/difficult persons.
- Incumbent occasionally works extended hours, evening and/or weekends and occasionally travels out of town for meetings/conferences, sometimes overnight.

## Lake County Health Department

### JOB DESCRIPTION

Job Title: Lead Exposure Prevention Medical Assistant

Reports to: Public Health Nursing Supervisor

Provides direct supervision to the following job titles: None

#### Duties and Responsibilities

- Screen children for possible lead exposure
- Schedule appointments for lead testing and home visits
- Perform data entry
- Clean exam rooms
- Answer phone calls
- Investigate and follow-up residential sites and assist in conducting lead risk assessments
- Obtain Indiana Department of Health lead case management and risk assessment certification

#### Skills and Qualifications

- Pass a minimum of one exam from the National Commission for Certifying Agencies
- 2+ years of working in a healthcare field
- Strong verbal and written skills
- Superior customer service skills
- A level of professionalism
- Spanish speaking preferred

#### Education Requirements

- Valid Medical Assistant Certificate

## JOB DESCRIPTION

Job Title: Public Health Nurse

Department: Health

Reports to: Nurse Supervisor

Provides Direct Supervision to the following job titles: None

The position of Public Health Nurse consists of the following major performance dimensions, along with percentage importance and a list of specific duties and responsibilities for each dimension.

1. Immunizations (50%)
  - a. Performs immunization checks.
  - b. Maintains immunization records.
  - c. Provides immunizations for the following conditions: Mumps, Measles, Rubella, Polio, Hepatitis B, chicken pox, DTP, TB and HIB.
2. Management of Health Care in Schools (40%)
  - a. Checks and maintains student's health records.
  - b. Compiles information and submits reports to State Board of Health.
  - c. Holds conferences with parents of kindergarten-age children to inform them of health and immunization requirements.
  - d. Performs follow-up checks on students to be determined to be in need of health care services.
  - e. Communicates with parents regarding their children's health issues.
  - f. Screens children for the following conditions: vision, hearing, scoliosis, head lice, height and weight, blood pressure, hygiene and psychological health.
  - g. Performs first-aid.
  - h. Reports possible incidents of child abuse to appropriate authorities.
3. Epidemiology (5%)
  - a. Receives, files and distributes information from the State Board of Health.
  - b. Monitors the status of patients.
  - c. Communicates with parents via telephone and in person to determine the cause of reported symptoms.
  - d. Investigates outbreaks of diseases.
  - e. Submits a report of actions taken to the State Board of Health.
4. Community Service (5%)
  - a. Provides clinical services in communities that request them.
  - b. Evaluates children for neglect and reports findings to the appropriate authorities.
5. Other Duties as Assigned\*

\*If "other duties as assigned" are regularly performed or require a significant amount of time, they should be formally identified, defined and included in the job description.

## Lake County Health Department

### JOB DESCRIPTION

Job Title: School Liaison

Reports to: Public Health Nursing Supervisor

Provides direct supervision to the following job titles: None

#### Duties and Responsibilities

- Acts as a resource for schools within the Health Department jurisdiction
- Works with IDOH Chief Nurse Consultant for schools to ensure consistent plans and initiatives are in place to support the schools
- Identify local level community resources to support schools within the county
- Identify and promote opportunities for improving health within local communities
- Coordinate and provide deliverable information to IDOH as required
- Ensure school liaison record keeping is accurate and up to date
- Provides consistent, evidence-based support to schools within the jurisdiction
- Provide support to all public, private and parochial schools within our jurisdiction
- Ensures school-based services required by law are provided in a timely manner to all grade levels identified
- Develop relationships and services to enhance and improve the health of students, staff and families within the schools and local communities
- Work closely with schools and other educators to identify, develop and deliver educational programs geared toward students in Pre-K through Grade 12

#### Skills and Qualifications

- Knowledgeable of the role of the school nurse
- Knowledgeable re: Local and other resource
- Knowledgeable regarding Indiana Code related to health and education
- Able to extend health and wellness knowledge to develop training and education geared toward different age groups (students and staff)
- Exceptional relationship competencies and ability to network with school representatives, other LHD staff along with regional and state representatives
- Advanced knowledge of Microsoft Word and Excel
- Ability to successfully problem solve and build relationships with various stakeholder groups
- Ability to communicate effectively both verbally and in writing
- Should be able to work under pressure, prioritize tasks and meet time sensitive deadlines
- Valid Indiana license to practice nursing

#### Education Requirements

- Minimum RN or LPN degree

## Lake County Health Department

### JOB DESCRIPTION

Job Title: Nurse Practitioner

Reports to: Administrator

Provides direct supervision to the following job titles: None

#### Duties and Responsibilities

- Providing primary care to patients
- Performing initial examinations, including physical exams and patient observations
- Setting up and monitoring medical equipment
- Ordering and administering diagnostic tests
- Communicating test results to patients and their families
- Recording patient medical histories
- Operating and maintaining medical equipment

#### Skills and Qualifications

- Written and verbal communication skills
- Listening skills
- Organization skills
- Time management skills
- Teamwork skills
- Empathy and compassion
- The ability to work under pressure and for long hours
- The ability to provide accurate, effective care in stressful situations
- A valid Indiana Nurse Practitioner license

#### Education Requirements

- Master of Science in Nursing



## Lake County Health Department

### JOB DESCRIPTION

Job Title: Nutritionist

Reports to: Administrator

Provides direct supervision to the following job titles: None

#### Duties and Responsibilities

- Counsel patients on any dietary issues and healthy eating habits
- Develop nutrition plans while considering the client's budget and tastes
- Assess clients' nutritional and health needs
- Evaluate if the meal plans have a positive effect on clients' health
- Create educational material about healthy eating habits
- Read and contribute to the latest nutritional research
- Speak to groups about the importance of nutrition to prevent specific diseases
- Document patient progress

#### Skills and Qualifications

- Attention to detail
- Excellent verbal and written communication
- Ability to work closely with clients
- Good research and analysis skills
- Interpersonal skills
- In-depth knowledge of different dietary allergies and restrictions
- An understanding of food science and how it affects bodies

#### Education Requirements

- Bachelor's degree in nutritional science, dietetics or relevant field.

## Lake County Health Department

### JOB DESCRIPTION

Job Title: Social Worker

Reports to: Administrator

Provides direct supervision to the following job titles: None

#### Duties and Responsibilities

- Evaluate patients (existing, new and prospective) based on their needs, limitations and desires
- Address patient concerns and goals while maintaining constant communication with the patient as well as a case manager
- Build rapport with patients and their families
- Coordinate care with PT and OT departments
- Develop care plans for patients

#### Skills and Qualifications

- 2 years of clinical social work experience
- Valid and current LCSW or LMSW license
- Excellent listening and communication skills
- Ability to make psychosocial assessments and develop and implement care plans
- Ability to provide after-hours service as needed
- Bilingual preferred

#### Education Requirements

- Master's degree in social work

## TB Director Job Description

Job Title: Tuberculosis Surveillance Liaison (TB Outreach Program)

Department: Health

Reports to: Administrator

Provides direct supervision to the following job titles: Out-Reach Worker

The position of Tuberculosis Surveillance Liaison consists of the following major performance dimensions, along with percentage importance and a list of specific duties and responsibilities for each dimension.

### 1. Field Work (Direct Observed Therapy (40%))

- a. Insures that exposed cases are taking preventative medication (Chemoprophylaxis).
- b. Administers medication.
- c. Reviews symptoms of case with patient and families and reports to physician.
- d. Teaches patients and families about TB.
- e. Performs sputum collections.
- f. Insures that positive cases are taking medication.
- g. Delivers medication to people who cannot get it any other way.

### 2. Contact Investigation Screening (15%)

- a. Receives requests to test groups for TB to determine original case.
- b. Collects information on particular cases.
- c. Schedules appointments for testing.
- d. Collects consent forms for testing from supervisors.
- e. Administers Mantoux (TB tests).
- f. Schedules second appointment to read test results.
- g. Investigates cases that are inconsistent or non-compliant.
- h. Refers patients to appropriate physicians based on insurance, income, and need.

### 3. Domestic Health Screening (15%)

- a. Receives information from immigration regarding immigrants and refugees.
- b. Contacts immigrant/refugee cases (usually in person) and sets up appointments to meet with a physician.
- c. Performs Mantoux, parasitology, and sputum tests on immigrants and refugees.

### 4. Case Review and Investigation (10%)

- a. Investigates steps of contact to determine original infection source.
- b. Reviews reports to insure completeness.
- c. Compares inconsistent files with source file and makes corrections.

Job Description  
Tuberculosis Surveillance Liaison

5. Education (10%)

- a. Collects educational materials from the Indiana State Health Department and Center for Disease Control and distributes to reported cases.
- b. Distributes materials and hosts educational sessions for medical professionals.
- c. Attends Association for Practitioners of Infection Control (APIC) meetings.
- d. Attends seminars for Outreach Programs.

6. Document Preparation and Processing (10%)

- a. Prepares various correspondence to medical professionals regarding reported cases.
- b. Prepares quarterly report for State Health Office and County Health Commissioner.
- c. Maintains files of all reported cases.
- d. Receives informational faxes from physicians and State Health Department.

7. Other Duties as Assigned

## Lake County Health Department

### JOB DESCRIPTION

Job Title: HIV/AIDS and STD Prevention/Surveillance Case Manager

Reports to: Administrator

Provides direct supervision to the following job titles: HIV/AIDS Prevention/Surveillance Assistant

#### Duties and Responsibilities (Prevention Aspect)

- Responsible for performing partner services and case management to individuals who are infected with sexually transmitted infections (STI's), including HIV and to other persons who are at increased risk for infection to prevent transmission of these diseases and to prevent complications.
- Responsible for providing case management which includes interviewing individuals diagnosed with sexually transmitted infections (STI's) and/or HIV infection. Provides information and counseling concerning testing, treatment, prevention education, partner referrals and additional patient referrals.
- Assists individuals following HIV testing to provide for psychological needs, referrals, education, information on transmission, behavior/harm reduction risks, testing procedures and results in clinical, field and community settings.
- Conducts ongoing follow-up with HIV-positive individuals regarding duty-to-inform laws, community referrals and high-risk intervention.
- Responsible for coordination of comprehensive case management services of HIV positive individuals and timely linkage to HIV medical care.
- Responsible for coordination of comprehensive case management services of individuals being assessed and diagnosed for all stages of syphilis. Applying analytical and investigative skills for effective case management.
- Conducts timely case investigations with individuals for STI and HIV testing, harm reduction, behavior modification and partner services in both clinical and outreach settings. Detailed documentation of investigations in required state database.
- Maintains frequent communication with area physicians and health providers to confirm treatment, locate patients in need of therapy, requests information and assists with treatment of individuals showing symptoms of or diagnosed with STI's.
- Responsible for following up with providers reporting STI's in order to complete timely case management and partner services and assure adequate medication treatments.
- Responsible for following up with providers reporting positive HIV tests to establish patient notification, referrals and facilitate prompt linkage to HIV care. Conducts ongoing follow-up with HIV-positive individuals regarding duty-to-inform laws, partner services, community referrals and high-risk intervention.
- Ensures compliance with established State and federal laws and regulations related to disease control and prevention.
- Encourages and/or conducts partner services and interviews for positive STI/HIV tests, locates and notifies transmission contacts according to disease priority using investigative skills learned through Centers for Disease Control and Prevention epidemiology training including field visits.

- Maintains detailed records including surveillance reports, case investigation notes, client demographics and epidemiological information of individuals tested and/or interviewed using a variety of state databases.
- Maintains ability to work independently and to work as a member of a multi-disciplinary team.
- Performs phlebotomy or rapid serology testing on patients needing or requesting HIV counseling and testing, syphilis and/or hepatitis testing.
- Assists with research and preparation of special education projects for community providers, as well as highrisk groups and develops public awareness , outreach and advertisement programs.
- Coordinates with community organizations for collaborative outreach events.
- Maintains current knowledge of local, national and international disease trends and outbreaks, local resources and new issues related to HIV.STI prevention and treatment.
- Conducts presentations at local schools, treatment facilities, jails and community corrections regarding HIV/STI prevention and treatment.
- Performs all other duties as assigned, including overtime as required.

#### Duties and Responsibilities (Surveillance Aspect)

- Reviews and reconciles passively acquired case reports for completeness and accuracy.
- Reviews medical records and completes case reports in high prevalence facilities (e.g., Infectious Disease doctor's offices, hospitals).
- Utilizes, develops and improves various case detection methods (e.g., validation studies, database matches).
- Documents follow-up activities in case files.
- Enters cases and updates into HIV/AIDS Reporting System (HARS).
- Maintains case log for entry of HARS information.
- Reconciles HARS reports with case log monthly before transferring data to IDOH.
- Develops and maintains security protocol as directed by IDOH.
- Attempts to resolve No Identified Risk (NIR) cases with medical professionals.
- Initiates investigations for nosocomially acquired cases.
- Initiates Disease Intervention Specialist follow-up activities.
- Prepares data analysis reports upon request.
- Maintains records of all data release requests in accordance with IDOH policies.
- Organizes and conducts training sessions on HIV/AIDS reporting procedures.
- Prepares quarterly reports analyzing progress toward IDOH Cooperative Agreement objectives.
- Evaluates effectiveness of current surveillance program activities and redirects efforts as needed.
- Coordinates activities relevant to other HIV/AIDS projects (e.g., counseling, testing, referral and Partner Notification program, Care Coordination program).
- Corresponds with medical professionals, surveillance programs in other states and other HIV/AIDS reporters.
- Attends educational and training seminars as directed by the IDOH.

#### Skills and Qualifications

- Knowledge of principles and practices of STD/HIV intervention and prevention
- Detailed medical knowledge of STI's and HIV.
- Knowledge of universal precautions.
- Ability to perform phlebotomy
- Knowledge of STI/HIV related laws, regulations and related operations.
- Strong written and verbal communication skills

- Ability to effectively multi-task daily
- Analytical and investigative skills
- Organized and detail oriented
- Knowledge of confidentiality guidelines

#### Education Requirements

- Bachelor's Degree in education, biology or related field.
- Ability to immediately obtain the CDC Epidemiology, HIV Prevention Counseling and Referral, Phlebotomy, Oraquick and Insti rapid HIV testing certifications.

## Lake County Health Department

### JOB DESCRIPTION

Job Title: Medicaid / Private Insurance Billing Clerk

Reports to: Public Health Nursing Supervisor

Provides direct supervision to the following job titles: None

#### Duties and Responsibilities

- Searching each financial statement for any payment inconsistencies or errors
- Collaborating with patients or customers, third party institutions and other team members to resolve billing inconsistencies and errors
- Creating invoices and billing materials to be sent directly to a customer or patient
- Inputting payment history, upcoming payment information or other financial data into an individual account
- Finding financial solutions for patients or customers who may need payment assistance
- Informing patients or customers of any missed or upcoming payment deadlines
- Calculating and tracking various company financial statements
- Translating medical code
- Verifying patients' vaccine eligibility

#### Skills and Qualifications

- Strong communication, including writing, speaking and active listening
- Great customer service skills, including interpersonal conversion, patience and empathy
- Good problem-solving and critical thinking skills
- In-depth knowledge of industry best practices
- Basic math, bookkeeping and accounting skills
- Organization, time management and prioritization abilities
- Ability to be discreet and maintain the security of patient or customer information
- Effective computer skills to input to use bookkeeping and account management software in a timely and efficient manner
- Understanding of industry-specific policies, such as HIPAA regulations for health care

#### Education Requirements

- High school diploma or GED



## Lake County Health Department

### JOB DESCRIPTION

Job Title: Office Assistant

Reports to: Site Nurse Practitioner

Provides direct supervision to the following job titles: None

#### Duties and Responsibilities

- Overseeing clerical tasks, such as sorting and sending mail
- Keeping an inventory of office supplies and ordering new materials as needed
- Maintaining patient files and pulling files for patient visits
- Welcoming visitors to office
- Answering phone calls
- Taking and delivering messages
- Ensuring the office runs smoothly
- Scheduling appointments for patients

#### Skills and Qualifications

- Flexibility and the ability to prioritize new tasks as they come in
- Interpersonal communication
- Time management
- Customer service

#### Education Requirements

- High school diploma or GED

## Job Description

Job Title: Clerk / Secretary

Department: Health Department

Reports to: Deputy Administrator

Provides direct supervision to the following job titles: None

The position of Health Department Clerk / Secretary consists of the following major performance dimensions, along with percentage importance and a list of specific duties and responsibilities for each dimension.

1. Document Preparation and Processing (30%)
  - a. Process filed birth and death certificates for issuance.
  - b. Prepares and processes paternity affidavits and marriage documentation relevant to births and deaths.
  - c. Obtains information and prepares mileage reports.
  - d. Prepares and processes purchase orders.
  - e. Generates weekly, BI-weekly and monthly departmental reports to be submitted to the state.
  - f. Proofreads documents to insure accuracy.
  - g. Maintains files of all documents.
  - h. Assembles monthly report for Voters Registration.
2. Customer Service (25%)
  - a. Provides service to customers who enter the department.
  - b. Provides service to customers who call on the telephone.
  - c. Answers customer questions or makes appropriate referrals.
  - d. Solves customer problems or makes appropriate referrals.
  - e. Responds to complaints from general public and makes appropriate referrals.
3. Data Entry(20%)
  - a. Enters information about county births and deaths into computer.
  - b. Enters customer complaints into computer.
  - c. Enters mileage information for departmental personnel into computer.
  - d. Enters departmental purchase orders into computer.
4. Fee Collection (20%)
  - a. Determine appropriate fees for service provided to customers.
  - b. Collects fees and issues receipts to customers.
  - c. Maintains records of payment receipts.
5. Transports Outgoing Office Mail and Daily Receipts (rotating basis) to Government Complex
  - a. Delivers previous day's receipts to Auditor's Office
  - b. Takes outgoing mail to mail room.
  - c. Checks Health Department mailbox in Commissioner's Office
6. Other Duties as Assigned

Revision

13



**SUPERIOR COURT OF LAKE COUNTY**

**CRIMINAL DIVISION**

**2293 NORTH MAIN STREET  
CROWN POINT, INDIANA 46307  
chatmix@lakecountyin.org**

**IDA CHATMAN-SANDERS  
COURT MANAGER**

**(219) 755-3504 EXT. \*339  
FAX: (219) 755-3505**

**DECEMBER 19, 2023**

**LAKE COUNTY COUNCIL**

**ATTN: CHARLIE BROWN, PRESIDENT  
DAVID HAMM, COMMITTEE CHAIRMAN  
TED BILISKI, COMMITTEE MEMBER  
CLORIUS LAY, COMMITTEE MEMBER**

**RE: REDUCTION IN PROBATION SALARY  
DEPARTMENT 3002 - JANUARY MEETING**

Due to resignation of two (2) Probation Officers, a reduction in salary is shown on the submitted Form 144. Salaries are determination based on years which is a part of the Judicial Schedule of salaries.

The new Probation Officers will have less time than the Officers who resigned, which requires a reduction in salaries of **\$27,851** and **\$34,482** for a **TOTAL** of **\$62,333** in reduction.

The **EFFECTIVE PAYROLL DATE** is **FEBRUARY 12, 2024**.

Sincerely,

**IDA CHATMAN-SANDERS  
COURT MANAGER**

cc: George Ficker

6/10/2024 10:10 AM

6/10/2024 10:10 AM

6/10/2024 10:10 AM



**STATEMENT OF SALARIES AND WAGES  
PROPOSED TO BE PAID OFFICERS AND EMPLOYEES  
CALENDAR YEAR 2024**

SUPERIOR COURT, CRIMINAL DIVISION (1001-3002)

(Name of Office, Department, Board Agency)

LAKE

County, Indiana

The following statement shows the salaries and wages proposed to be paid to officers and employees of the above named office, department, board or agency during the calendar year 2024:

**FULL TIME SALARIED OFFICERS AND EMPLOYEES**

Title of Position or Employee Classification

**JOB CODE # AND POSITION #**

**\$ PRESENT**

**\$ PROPOSED**

**\$ DIFFERENCE**

12428 Position 001 - Probation Officer

\$ 72,072.00

\$ 44,221.00

\$ - 27,851.00

12428 Position 017 - Probation Officer

\$ 75,561.00

\$ 41,079.00

\$ - 34,482.00

Effective 2/12/2024

Totals

\$ 147,633.00

\$ 85,300.00

\$ - 62,333.00

**PART TIME AND HOURLY RATED EMPLOYEES**

Title of Position or Employee Classification

Rate of Pay

\$

Per

\$

Per

\$

Per

\$

Per

\$

Per

\*Show rate of pay per month, week, day, hour, etc.

Submitted by:

IDA CHATMAN-SANDERS

(Signature)

Date December 19, 2023

COURT MANAGER

(Title)

**NOTES:**

- (1) This statement must be filed IN DUPLICATE with the County Auditor on or before July 1 each year for salaries and wages to be paid in the ensuing year.
- (2) The number and salaries to be paid full time officers and employees must be fixed by the County Council. The rates of pay for part time and hourly employees shall likewise be fixed by the County Council but the number to be employed is limited only by the funds appropriated therefore; thus, the amount to be requested in the budget for part time and hourly employees need not be included in this statement
- (3) The County Auditor shall complete the reserve side of this of this form and return one copy to the officer or head of the department, board or agency within 3 days after action thereon by the County Council.

ORDINANCE NO. \_\_\_\_\_

**LAKE COUNTY MILEAGE RATE ORDINANCE FOR 2024**

**WHEREAS,** the Lake County Council establishes the mileage rate for County employees entitled to expenses for use of their vehicles; and

**WHEREAS,** the Lake County Council desires to reflect the mileage rate established by the Federal government for its employees; and

**WHEREAS,** the Federal mileage rate established for the year 2024 is 67 cents per mile.

NOW, THEREFORE, LET IT BE ORDAINED that the Lake County Council does hereby establish the rate of 67 cents per mile for County employees entitled to receive mileage expenses for use of their vehicles for the year 2024, effective January 1, 2024.

SO ORDAINED this \_\_\_\_\_ day of January, 2024.

\_\_\_\_\_  
President

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Members of the Lake County Council



# **IRS issues standard mileage rates for 2024; mileage rate increases to 67 cents a mile, up 1.5 cents from 2023**

IR-2023-239, Dec. 14, 2023

WASHINGTON — The Internal Revenue Service today issued the 2024 optional standard mileage rates used to calculate the deductible costs of operating an automobile for business, charitable, medical or moving purposes.

Beginning on Jan. 1, 2024, the standard mileage rates for the use of a car (also vans, pickups or panel trucks) will be:

- 67 cents per mile driven for business use, up 1.5 cents from 2023.
- 21 cents per mile driven for medical or moving purposes for qualified active-duty members of the Armed Forces, a decrease of 1 cent from 2023.
- 14 cents per mile driven in service of charitable organizations; the rate is set by statute and remains unchanged from 2023.

These rates apply to electric and hybrid-electric automobiles as well as gasoline and diesel-powered vehicles.

The standard mileage rate for business use is based on an annual study of the fixed and variable costs of operating an automobile. The rate for medical and moving purposes is based on the variable costs.

It is important to note that under the Tax Cuts and Jobs Act, taxpayers cannot claim a miscellaneous itemized deduction for unreimbursed employee travel expenses. Taxpayers also cannot claim a deduction for moving expenses, unless they are members of the Armed Forces on active duty moving under orders to a permanent change of station. For more details see [Moving expenses for members of the armed forces](#).

Taxpayers always have the option of calculating the actual costs of using their vehicle rather than using the standard mileage rates.

Taxpayers can use the standard mileage rate but generally must opt to use it in the first year the car is available for business use. Then, in later years, they can choose either the standard mileage rate or actual expenses. Leased vehicles must use the standard mileage rate method for the entire lease period (including renewals) if the

**Lake County Council Appointments****Councilmanic Posts  
(As of January 2023)****1) Northwestern Indiana Regional Plan Commission (I.C. 36-7-7-4).**

Appointed by County Fiscal Body.

Current Appointment  
Randy NiemeyerDate Appointed  
February 14, 2023Term  
1 yearNext Appointment  
January 2024**2) Northern Indiana Commuter Transportation District**

Effective 4/29/19, NICTD Board goes from 11 members to five, all appointed by the Governor.

**3) Northwest Indiana Community Action Corporation (formerly known as L.C.E.O.C., INC.) (Economic Opportunity Commission) Econ. Opportunity Act of 1964). I.C. 12-14-23-6**

One elected official appointed by the Council. 1/3 of the board must be elected officials or their representative. However, the elected official must be appointed by the Council and that elected official can then designate a representative in writing.

Current Appointment  
Pete Lindemulder  
Tim Brown (Proxy)Date Appointed  
December 12, 2023Term  
1 yearNext Appointment  
December 31, 2024**4) Animal Control Board (Council Ordinance 1179B, Rescinded 9-16-03).****5) Contractors Licensing Board (Plan Commission Ordinance 1628).**

One member appointed by the Council shall serve from January 1st to December 31st. They will serve upon expiration of term until new appointments are made. Ordinance 1628A-10 Amended May 14, 2007 allowing a proxy (councilmanic).

Current Appointment  
Charlie BrownDate Appointed  
December 12, 2023Term  
2 yearsNext Appointment  
December 31, 2025

**6) Data Processing Board (Council Ordinance 1164A)**

Two Councilmen and the Council Administrator (mandatory).

<u>Current Appointment</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Next Appointment</u>
Charlie Brown	January 10, 2023	1 year	January 2024
Randy Niemeyer	January 10, 2023	1 year	January 2024
Council Administrator- Scott Schmal	January 10, 2023	1 year	January 2024

**7) County Plan Commission (I.C. 36-7-4-208(a)).**

<u>Current Appointment</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Next Appointment</u>
Randy Niemeyer	January 10, 2023	1 year	January 2024
Charlie Brown (Proxy)			

**8) Community Corrections Advisory Board (I.C. 11-12-2-2).**

The county executive shall appoint nine (9) members, one of which is a member of the county fiscal body or the member's designee. The initial appointment occurred on August 13, 1991 and was approved by the county executive on August 27, 1991. Members of the advisory board appointed by the county executive shall be appointed for a term of four (4) years.

<u>Current Appointment</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Next Appointment</u>
Pete Lindemulder	February 14, 2023	4 years	February 2027

**9) Insurance Review Board (Council Ordinance 992C-3).**

Must consist of one Councilman and Council Administrator.

<u>Current Appointment</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Next Appointment</u>
David Hamm	January 31, 2023	1 year	January 2024
Council Administrator-Rep. Scott Schmal	January 31, 2023	1 year	January 2024

**10) Law Library Board (Ordinance 1186-A, 12-15-98).**

INACTIVE RE: COURT ADMINISTRATOR ON JANUARY 12, 2009



**6) Data Processing Board (Council Ordinance 1164A)**

Two Councilmen and the Council Administrator (mandatory).

<u>Current Appointment</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Next Appointment</u>
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**7) County Plan Commission (I.C. 36-7-4-208(a)).**

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Must consist of one Councilman and Council Administrator.

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David Hamm	January 31, 2023	1 year	January 2024
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**10) Law Library Board (Ordinance 1186-A, 12-15-98).**

INACTIVE RE: COURT ADMINISTRATOR ON JANUARY 12, 2009

**11) Emergency Mgt. Advisory Council (I.C. 10-14-3-17) 2009.  
President Serves or Designee**

<u>Current Appointment</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Next Appointment</u>
Charlie Brown	January 10, 2023	1 year	January 2024
Larry Blanchard (Proxy)			

**12) Solid Waste District Board (Amended I.C. 13-21-3-5(d)).  
Effective 4-1-12, County Fiscal Body Appoints 2 Members**

<u>Current Appointment</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Next Appointment</u>
Christine Cid	January 10, 2023	1 year	January 2024
Peter Lindemulder	January 10, 2023	1 year	January 2024

**13) Lake County Study Commission on Veterans Affairs County Resolution  
#93-2, (02/09/93), and #93-2A, Amended 4-12-11.  
(SEE COMBINED COUNCILMANIC & CITIZENS APPOINTMENTS-PAGE 1)**

**14) Garner Scholarship Committee (County Ordinance 1112A, 12/8/92).**

The Syd Garner Scholarship Fund was established to support and maintain a scholarship at Indiana University Northwest. The Garner Scholarship Committee will consist in part of two (2) members of the Lake County Council. The two (2) members will be appointed by the Lake County Council each year at its regular December meeting to serve on the Committee for a period of twelve (12) months.

<u>Current Appointment</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Next Appointment</u>
Pete Lindemulder	December 12, 2023	1 year	December 2024
Christine Cid	December 12, 2023	1 year	December 2024

**15) Real Estate Disposal Committee (Council Resolution 93-21, 09/14/93).**

The Real Estate Disposal Committee was established to obtain information concerning real estate disposal and making recommendations to the Lake County Council concerning the disposal of county real estate. The Disposal Committee shall consist of two (2) members of Lake County Council and one (1) member of the Lake County Board of Commissioners, to be appointed by their respective Presidents. Each term shall be for one (1) year.

<u>Current Appointment</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Next Appointment</u>
Christine Cid	January 31, 2023	1 year	January 2024
Pete Lindemulder	January 31, 2023	1 year	January 2024

**11) Emergency Mgt. Advisory Council (I.C. 10-14-3-17) 2009.  
President Serves or Designee**

<u>Current Appointment</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Next Appointment</u>
Charlie Brown	January 10, 2023	1 year	January 2024
Larry Blanchard (Proxy)			

**12) Solid Waste District Board (Amended I.C. 13-21-3-5(d)).  
Effective 4-1-12, County Fiscal Body Appoints 2 Members**

<u>Current Appointment</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Next Appointment</u>
Christine Cid	January 10, 2023	1 year	January 2024
Peter Lindemulder	January 10, 2023	1 year	January 2024

**13) Lake County Study Commission on Veterans Affairs County Resolution  
#93-2, (02/09/93), and #93-2A, Amended 4-12-11.  
(SEE COMBINED COUNCILMANIC & CITIZENS APPOINTMENTS-PAGE 1)**

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Christine Cid	January 31, 2023	1 year	January 2024
Pete Lindemulder	January 31, 2023	1 year	January 2024

**11) Emergency Mgt. Advisory Council (I.C. 10-14-3-17) 2009.  
President Serves or Designee**

<u>Current Appointment</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Next Appointment</u>
Charlie Brown	January 10, 2023	1 year	January 2024
Larry Blanchard (Proxy)			

**12) Solid Waste District Board (Amended I.C. 13-21-3-5(d)).  
Effective 4-1-12, County Fiscal Body Appoints 2 Members**

<u>Current Appointment</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Next Appointment</u>
Christine Cid	January 10, 2023	1 year	January 2024
Peter Lindemulder	January 10, 2023	1 year	January 2024

**13) Lake County Study Commission on Veterans Affairs County Resolution  
#93-2, (02/09/93), and #93-2A, Amended 4-12-11.  
(SEE COMBINED COUNCILMANIC & CITIZENS APPOINTMENTS-PAGE 1)**

**14) Garner Scholarship Committee (County Ordinance 1112A, 12/8/92).**

The Syd Garner Scholarship Fund was established to support and maintain a scholarship at Indiana University Northwest. The Garner Scholarship Committee will consist in part of two (2) members of the Lake County Council. The two (2) members will be appointed by the Lake County Council each year at its regular December meeting to serve on the Committee for a period of twelve (12) months.

<u>Current Appointment</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Next Appointment</u>
Pete Lindemulder	December 12, 2023	1 year	December 2024
Christine Cid	December 12, 2023	1 year	December 2024

**15) Real Estate Disposal Committee (Council Resolution 93-21, 09/14/93).**

The Real Estate Disposal Committee was established to obtain information concerning real estate disposal and making recommendations to the Lake County Council concerning the disposal of county real estate. The Disposal Committee shall consist of two (2) members of Lake County Council and one (1) member of the Lake County Board of Commissioners, to be appointed by their respective Presidents. Each term shall be for one (1) year.

<u>Current Appointment</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Next Appointment</u>
Christine Cid	January 31, 2023	1 year	January 2024
Pete Lindemulder	January 31, 2023	1 year	January 2024

**19) Common Construction Wage Committee Repealed by P.L. 252-2015, Section 9, Effective 7-1-2015, IN. ST. 5-16-7-1-1**

**20) Grant Oversight Committee (Created 2-10-98 by Ord. 1176A)**

A committee of three councilmen appointed by the President for a one-year term to review all grants which require County Council approval or appropriations.

<u>Current Appointment</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Next Appointment</u>
Christine Cid	January 31, 2023	1 year	January 2024
Pete Lindemulder	January 31, 2023	1 year	January 2024
Clorius Lay	January 31, 2023	1 year	January 2024

**21) Criminal Division Public Defender Board. (Created 7-7-98 by Ord. 1181A) I.C. 33-9-15**

Authorizes the establishment of such board; one member appointed by the Lake County Council, one member by the Lake County Commissioners, one member by attorneys serving as public defenders or deputy public defenders in Superior Court in Lake County, and two members appointed by a majority vote of the judges of the Superior Court of Lake County, Criminal Division. After initial appointment, term shall be for three years.

<u>Current Appointment</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Next Appointment</u>
Christine Cid	January 11, 2022	4 years	January 2026

**22) Lake County Child Abuse Prevention Council. (Created 9-14-99 by request)**

By action of the Lake County Child Abuse Prevention Council Board of Directors, new positions opened.

<u>Current Appointment</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Next Appointment</u>
David Hamm	January 10, 2023	1 year	January 2024

**23) Tax Settlement Committee (Created 6/12/07 by Lake County Treasurer)**

Lake County Council President appointment. Term is unspecified (N/S).

<u>Current Appointment</u>	<u>Date Appointed</u>	<u>Term</u>
Christine Cid	January 31, 2023	N/S

**19) Common Construction Wage Committee Repealed by P.L. 252-2015, Section 9, Effective 7-1-2015, IN. ST. 5-16-7-1-1**

**20) Grant Oversight Committee (Created 2-10-98 by Ord. 1176A)**

A committee of three councilmen appointed by the President for a one-year term to review all grants which require County Council approval or appropriations.

<u>Current Appointment</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Next Appointment</u>
Christine Cid	January 31, 2023	1 year	January 2024
Pete Lindemulder	January 31, 2023	1 year	January 2024
Clorius Lay	January 31, 2023	1 year	January 2024

**21) Criminal Division Public Defender Board. (Created 7-7-98 by Ord. 1181A) I.C. 33-9-15**

Authorizes the establishment of such board; one member appointed by the Lake County Council, one member by the Lake County Commissioners, one member by attorneys serving as public defenders or deputy public defenders in Superior Court in Lake County, and two members appointed by a majority vote of the judges of the Superior Court of Lake County, Criminal Division. After initial appointment, term shall be for three years.

<u>Current Appointment</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Next Appointment</u>
Christine Cid	January 11, 2022	4 years	January 2026

**22) Lake County Child Abuse Prevention Council. (Created 9-14-99 by request)**

By action of the Lake County Child Abuse Prevention Council Board of Directors, new positions opened.

<u>Current Appointment</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Next Appointment</u>
David Hamm	January 10, 2023	1 year	January 2024

**23) Tax Settlement Committee (Created 6/12/07 by Lake County Treasurer)**

Lake County Council President appointment. Term is unspecified (N/S).

<u>Current Appointment</u>	<u>Date Appointed</u>	<u>Term</u>
Christine Cid	January 31, 2023	N/S

**24) Lake County Public Safety Communications Commission (Created 5/10/11 by Lake County Council Ordinance No. 1335B)**

One member of the Lake County Council-Voting Member appointed for a (2) two-year term.

<u>Current Appointment</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Next Nomination</u>
Christine Cid	July 11, 2023	2 years	July 2025

**25) Lake County Borrowing Committee (Created by Lake County Council)**

**Repealed and Rescinded with Ordinance No. 1478I on December 13, 2022**

**26) Lake County Sheriff and Jail Budget Oversight Committee (Created by Lake Council Ordinance No. 1405F - February 14, 2017)**

**Rescinded and Repealed with Ordinance No. 1428C on January 8, 2019**

**27) Local Justice Reinvestment Advisory Council (I.C. 33-38-9.5-4)**

The purpose of the Council is to review policies, promote State & Local Collaboration & Provide Assistance for use of evidence based practices & best practices in Community based alternatives & recidivism programs.

**President Shall Serve**

<u>Current Appointment</u>	<u>Date Appointed</u>
Charlie Brown	February 14, 2023



**19) County Domestic Violence Fatality Review Team (Created 7-12-11-Ord. 1337A)**

County Council **SHALL** appoint 8 members to a 2-year term; a survivor of domestic violence, a domestic violence direct service provider agency, a representative of law enforcement from the area served by the review team, the prosecuting attorney or his/her designee from Lake County, an expert in the field of forensic pathology or coroner or deputy coroner, a medical practitioner with expertise in domestic violence, a Judge who hears civil or criminal cases, and an employee of child protective services agency. County Council **MAY** appoint 11 additional members; member of the clergy, a representative from a Lake County Government Agency, a representative from the Lake County Health Department, a representative from the Lake County Bar Association, a defense Attorney, an educator, a Lake County Probation Officer, a representative from the business community, a lake County animal Control officer, an Attorney who represents victims of domestic violence, and a provider of a batter's intervention program.

Shall ->	<u>Current Appointment</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Next Appointment</u>
	Shanda Hanft Survivor of Domestic Violence	September 12, 2023	Bal. of Term	January, 2024
	Pam Serrano DV Direct Service Provider	January 10, 2023	2 years	January, 2025
	Larry Thurmond Law Enforcement	January 10, 2023	2 years	January, 2025
	Infinity Westberg Prosecuting Attorney/Designee	December 12, 2023	Bal. of Term	January, 2025
	David Pastrick Forensic/Coroner/Deputy	November 14, 2023	2 years	November, 2025
	Michelle Resendez Medical Practitioner	March 14, 2023	Bal. of Term	January, 2024

**19) County Domestic Violence Fatality Review Team (Created 7-12-11-Ord. 1337A)(continued)**

<u>Current Appointment</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Next Appointment</u>
Honorable Calvin Hawkins Civil/Criminal Judge	December 12, 2023	2 years	December, 2025
Twan Stokes Protective Service Employee:	September 12, 2023	Bal. of Term	December, 2025
Pastor JJ Hairston Clergy	July 11, 2023	Bal. of Term	February, 2024
Christine Cid Government Agency  Health Dept. PPP  Bar Association.  Defense Attorney	January 11, 2022	2 years	January, 2024
Andrea Graciano Educator	October 10, 2023	2 years	October 2025
Jacob Fadely Probation Officer	July 12, 2022	2 years	July, 2024
May -> Business Community Terence Fife	February 6, 2020	2 years	February, 2022
May -> Elizabeth Koeppen Animal Control Officer	November 10, 2020	2 years	November, 2022
Jerry Ezell Domestic Violence Attorney	January 11, 2022	2 years	January, 2024
John Toigo Intervention Program Provider	January 10, 2023	2 years	January, 2025

**Lake County Council Nominations  
-Citizen Nominations-  
(As of January 2023)**

**1) County Economic Development Commission (I.C. 36-7-12-7).**

The County Council shall nominate a board member for a term of two years. Term runs from February 1st after their original appointment for a period of two years.

<u>Current Nominee</u>	<u>Date Nominated</u>	<u>Term</u>	<u>Next Nomination</u>
Nicholas Triana	January 11, 2022	2 years	January 2024

**2) Economic Development Commission (I.C. 36-7-12-9).**

When a town, second or third class city establishes a department of economic development, the Council shall nominate for appointment one member for an initial term of one year. After expiration of this term, the successor shall serve a term of four years, expiring on January 31.

<u>Current Nominee</u>	<u>Date Nominated</u>	<u>Term</u>	<u>Next Nomination</u>
Cedar Lake: David DeJong	August 8, 2023	4 years	January 31, 2027
Crown Point: Gary King	March 8, 2022	4 years	January 31, 2026
Dyer: Jeffrey Dekker	February 14, 2023	4 years	January 31, 2027
Gary: Jordan D. Wilson	August 9, 2022	4 years	January 31, 2026
Griffith: Michael Ball	April 12, 2022	4 years	January 31, 2026
Hammond: John Vezmar	January 12, 2021	4 years	January 31, 2025
Highland: David Beanblossom	January 14, 2020	4 years	January 31, 2024
Hobart: Debra Rockymore	January 11, 2022	4 years	January 31, 2026

**Lake County Council Nominations  
-Citizen Nominations-  
(As of January 2023)**

**1) County Economic Development Commission (I.C. 36-7-12-7).**

The County Council shall nominate a board member for a term of two years. Term runs from February 1st after their original appointment for a period of two years.

<u>Current Nominee</u>	<u>Date Nominated</u>	<u>Term</u>	<u>Next Nomination</u>
Nicholas Triana	January 11, 2022	2 years	January 2024

**2) Economic Development Commission (I.C. 36-7-12-9).**

When a town, second or third class city establishes a department of economic development, the Council shall nominate for appointment one member for an initial term of one year. After expiration of this term, the successor shall serve a term of four years, expiring on January 31.

<u>Current Nominee</u>	<u>Date Nominated</u>	<u>Term</u>	<u>Next Nomination</u>
Cedar Lake: David DeJong	August 8, 2023	4 years	January 31, 2027
Crown Point: Gary King	March 8, 2022	4 years	January 31, 2026
Dyer: Jeffrey Dekker	February 14, 2023	4 years	January 31, 2027
Gary: Jordan D. Wilson	August 9, 2022	4 years	January 31, 2026
Griffith: Michael Ball	April 12, 2022	4 years	January 31, 2026
Hammond: John Vezmar	January 12, 2021	4 years	January 31, 2025
Highland: David Beanblossom	January 14, 2020	4 years	January 31, 2024
Hobart: Debra Rockymore	January 11, 2022	4 years	January 31, 2026

**2) Economic Development Commission (I. C. 36-7-12-9)(Continued)**

<u>Current Nominee</u>	<u>Date Nominated</u>	<u>Term</u>	<u>Next Nomination</u>
Lake Station: Rick Long	January 12, 2021	4 years	January 2025
Lowell: Manny Fausto	April 12, 2022	4 years	January 31, 2026
Merrillville: Arthur (Gene) Ward	January 12, 2021	4 years	January 31, 2025
Munster: George Shinkan	July 12, 2022	4 years	January 31, 2026
St. John: David Beezhold	January 12, 2021	4 years	January 31, 2025
Schererville: James Katona	April 12, 2022	4 years	January 31, 2026
Whiting: Martin Kazmierski	January 10, 2023	4 years	January 31, 2027

Peggy Holinga Katona  
Auditor



*Auditor Lake County*

LAKE COUNTY GOVERNMENT CENTER  
2293 NORTH MAIN STREET  
CROWN POINT, INDIANA 46307



December 7, 2023

Cheri Auksel-Sliwa  
Lake County Data Processing  
2293 N. Main Street  
Crown Point, IN 46307

RE: DATA BOARD NOMINATIONS 2024

Dear Cheri,

This letter is to serve as my bid for appointment to the Lake County Data Board for the calendar year 2024. I wish to nominate Kathy Piekut to serve as my proxy in the event that I am unable to attend.

Thank you for your consideration.

Sincerely,

Peggy Holinga Katona  
Lake County Auditor

cc: Mark Pearman

JOHN E. PETALAS  
Treasurer



*Treasurer Lake County*

LAKE COUNTY GOVERNMENT CENTER  
2293 NORTH MAIN STREET

Date: December 20, 2023

To: Cheri Auskel-Sliwa  
Lake County Data Processing

From: John E. Petalas, Lake County Treasurer

Re: Nomination of Proxy for the Lake County Treasurer

Cheri:

I John E. Petalas nominate as my proxy Ofelia Gregoline for the Treasurers' office.

**OFFICE OF THE LAKE COUNTY RECORDER**

LAKE COUNTY GOVERNMENT CENTER  
2293 NORTH MAIN STREET  
CROWN POINT, INDIANA 46307

**GINA PIMENTEL**  
Recorder

PHONE (219) 755-3730  
FAX (219) 648-6094

December 26, 2023

Lake County Council  
Attn: Cheri Auksel-Sliwa  
2293 N. Main Street  
Crown Point IN 46307

RE: 2024 Data Board Nominations

Dear Cheri:


The following amends my 2024 Data Board nominations:

Regina M. Pimentel, Lake County Recorder, nominated as member; and

Michel Belmonte, Deputy Recorder, nominated as my proxy.

If you need anything further from my office, please do not hesitate to contact me.

Sincerely,

*Regina M. Pimentel* 

Regina M. Pimentel  
Lake County Recorder

RMP/as

cc: Mark Pearman, Data Processing





*Bill Emerson, Jr.*  
*County Surveyor*

14.E.5

## *Office of the Lake County Surveyor*

Lake County Government Center • 2293 North Main Street • Crown Point, Indiana 46307  
Phone: (219) 755-3745 • Fax: (219) 755-3750

TO: Peggy Katona, Chairperson, Lake County Data Board  
FROM: Bill Emerson Jr., Surveyor  
DATE: December 12, 2023  
SUBJECT: Data Board Nomination 2024

I would like for nominate myself for the Data Board for the year 2024 and for my proxy to be **Matthew Cashen** of the Lake County Surveyor's Office.

Thank you,

Bill Emerson, Jr.,  
Lake County Surveyor

cc. Mark Pearman, Data Processing

**Office of the Prosecuting Attorney**

31st Judicial Circuit  
Lake County, Indiana

**BERNARD A. CARTER**  
PROSECUTING ATTORNEY

**CRIMINAL DIVISION**  
2293 NORTH MAIN STREET  
CROWN POINT, IN 46307  
(219) 755-3720  
(219) 755-3642 FAX

December 12, 2023

Cheri Auksel-Sliwa  
Lake County Data Processing  
2293 N. Main Street  
Crown Point, IN 46307

RE: DATA BOARD MEETINGS FOR 2024

Dear Ms. Auksel-Sliwa:

Let this serve as notice that I am appointing IT Manager Hogir Saeed to serve as my proxy and to attend the Data Board meetings scheduled on Fridays for 2023, in the Commissioners/Council Courtroom.

If you have any questions, contact me at 755-3720 extension 334. Thank you.

Respectfully,

Bernard A. Carter  
Prosecuting Attorney

BAC/cab  
CC: Mark Pearman

**MICHAEL A. BROWN**

CLERK LAKE CIRCUIT/SUPERIOR COURT  
2293 NORTH MAIN STREET  
CROWN POINT, INDIANA 46307

PHONE: (219) 755-3460

FAX: (219) 755-3520



December 12, 2023

Lake County Data Processing  
Attn: Cheri Auksel-Sliwa

Re: Data Board Nominations 2024

Our nomination for the Lake County Data Board will be Michael A. Brown, Lake County Clerk. In the event of his absence, his proxy will be Nikki Angel, Chief Deputy to the Clerk.

Sincerely,

A handwritten signature in black ink that reads "Michael A. Brown".

Michael A. Brown

Clerk Lake Circuit/Superior Court

**OSCAR MARTINEZ JR**  
**LAKE COUNTY SHERIFF**  
**LAKE COUNTY, INDIANA**


**Lake County Data Board**  
**Peggy Katona, Chairperson**  
**2293 N. Main Street**  
**Crown Point, IN 46307**

**December 13, 2023**

**Chairperson Katona,**

**I am designating Lake County Police Deputy Commander Brad Bosse as my proxie representative on the 2024 Lake County Data Board.**

**Thank you,**

A handwritten signature in black ink, appearing to read "Oscar Martinez, Jr.", is written over a horizontal line. To the right of the signature, there are additional initials or a flourish.

**Oscar Martinez, Jr.**  
**Lake County Sheriff**



**SUPERIOR COURT OF LAKE COUNTY**  
**Civil Division, Room One**

**JOHN M. SEDIA, JUDGE**

December 26, 2023

**232 Russell Street**  
**Hammond, Indiana 46320**  
**Telephone: (219) 933-2890**  
**Fax: (219) 933-0213**

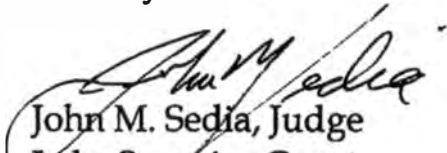
Ms. Cheri Auksel-Sliwa  
Administrative Assistant  
Lake County Data Processing Department  
2293 N. Main Street  
Crown Point, IN 46307

**VIA EMAIL [aukseck@lakecountyin.org](mailto:aukseck@lakecountyin.org)**

Cheri:

I have (once again) been given the honor of being the Court's nominee to serve as a member of the Lake County Data Board.

Thank you.

  
John M. Sedia, Judge  
Lake Superior Court  
Civil Division, Room One

LATONYA SPEARMAN  
LAKE COUNTY ASSESSOR



AREA CODE 219  
755-3100  
FAX 219-755-3022

## *Office of the Lake County Assessor*

LAKE COUNTY GOVERNMENT CENTER  
2293 NORTH MAIN STREET  
CROWN POINT, INDIANA 46307

December 11, 2023

Lake County Data Processing  
2293 North Main Street  
Crown Point, IN 46307  
Attn: Cheri Auksel-Sliwa

RE: Data Board Nominations 2024

Dear Cheri:

I nominate Nyamat Singh to serve as proxy on behalf of the Lake County Assessor's Office for the 2024 Data Board.

Sincerely,

LaTonya Spearman  
Lake County Assessor

cc: Mark Pearman



14.F.2

December 26, 2023

*150K GATE*

*150K EC TRANSPO*

*170K GATE*  
Council President Charlie Brown, Third District

Clorius Lay, Second District

Lake County Council

Lake County Government Center

2293 N. Main St.

Crown Point, Indiana 46307

Re: Gary Public Transportation and Lake County Mutual Aid Agreement

Dear County Council Representatives:

The Gary Public Transportation Corporation is requesting continued support, through the Lake County Mutual Aid Agreement. As we work to solidify terms of a new document, please note this agreement supports bus transportation connectivity to communities of Lake County. There are six (6) regional routes reaching Calumet Township, Crown Point, East Chicago, Griffith, Hammond, Highland, Hobart, Merrillville, and Munster. There are five (5) local bus routes operating with the City of Gary limits. These routes provide convenient ways to connect with PACE, East Chicago Transit, CTA, and the South Shore Line.

With the growth of the transportation system, increased mobility needs, innovation, the rising costs in expenses have created challenges. Maintaining sustainable vehicles while ridership increases the demands of expanding, pushes the increase of costs, through vehicles, workforce, and infrastructure. GPTC is requesting \$1,000,000.00 for the new Mutual Aid Agreement for Calendar Year 2024.

While transit agencies worldwide continue to right size after the pandemic, GPTC's regional transit efforts are identifying increased ridership with a demand for accessibility to new destinations. Some of the most marginalize communities are demonstrating strong public transportation utilization post the pandemic.

1. GPTC's Broadway Metro Express – which in September joined Indianapolis Red Line as the second electric bus route in Indiana – has returned to its pre-pandemic ridership levels. With this demand shift returning, the buses were carrying more people per service mile than the South Shore and, as a result, GPTC has added more frequency to meet that demand.
2. GPTC's US30 Shuttle, serving Merrillville and Hobart, is currently carrying 25% more passengers than it did prior to the pandemic 2020 data.
3. GPTC's Lakeshore South service in Hammond, Highland and Munster is carrying 24% more riders than in pre-pandemic 2019 data.
4. Calumet College of St. Joseph, Ivy Tech College, and Indiana University Northwest and Purdue University Northwest, all are reviewing the needs of the students in accessing basic destinations, from food suppliers, healthcare, to entertainment. Riders have responded to public meetings in Hammond and Gary. Expanding routes, adding additional buses for more frequency, and consideration of increasing the service availability to include more hours were the top interests. In response to these discussions, GPTC is planning the launch of service to Whiting/Robertsdale and Lake Station, New Chicago and Hobart. These lines are estimated to carry over 80,000 additional passengers a year, bringing unparalleled accessible mobility to



region residents and revenue expansion through economic activity.

Gary Public Transportation Corporation (GPTC) has been stagnant in accessing federal grant awards due to a lack of matching funds. From 2011 through 2022, GPTC was awarded roughly \$23.5 million in Federal Transportation Administration (FTA) funds. These funds require matching dollars between 20% and 50% and are mixed between all expense categories.

GPTC receives property tax dollars levied on the City of Gary, Public Mass Transit Funds from the State of Indiana. Funds from several local governments (Hammond, Merrillville, and Lake County) are used for matching FTA funds. Aggregately, these funds total around \$2.7 million per year in matching dollars. GPTC's operations generate approximately \$500,000 annually. This cannot be used as matching funds. These funds pay for necessities such as utilities and some fee services.

Based on the above matching dollars, GPTC could leverage \$7,344,00 of the \$23 million FTA funds. Currently, GPTC has \$1.6 million in expenses not funded by FTA grants. Reduced matching dollars leaves an estimated \$1.1 million in available match dollars. Not getting the match dollars to the amount of \$2.9 million is the primary limitation in GPTC's inability to access FTA dollars. Match funding restraints create funding gaps affecting the major request regarding GPTC's greatest needs - Operating Assistance (37.5% match needed), Preventative Maintenance (37.5%) and Capital Projects (20%). Operating Assistance pays for general operation expenses, such as workforce-drivers, benefits, supplies, indirect costs and related expenses. Preventative Maintenance expenses include workforce-mechanics, benefits, parts, fuel, tires, lubricants, fleet and property insurances, and related expenses.

Capital Projects are represented through renovation. GPTC Board of Directors commissioned a study on the 35<sup>th</sup> Avenue Maintenance Facility. This is identified as a comprehensive multi-million renovation/repurposing need.

FTA requires Life of Revenue Fleet Service updates. Diesel equipment requirements are 12 years of age or 500,000 thousand miles. GPTC has a total of 27 vehicles, 10 buses which have surpassed the useful life expectancy. There are 10 buses ranging from 1 year of service (4 2023 electric buses) to 10 years of service (2-2014 diesel buses). Seven (7) buses are non-operational and out of service. Federal mandates require the update of the service fleet represented under category of Capital Projects. The request for \$1 million increases FTA matching fund's ability by \$2.6 million.

Opportunities to access between \$10 -23 million currently available to GPTC by receiving the match dollars is pertinent. Accessing these funds must occur before June 2024. GPTC strategic plan has been developed focusing on preventive maintenance and operation assistance. This targets the fleet, workforce-drivers and mechanics, and expansion of infrastructure to support the growth, i.e. facility heating, safety upgrades, parking lots, facility repairs.

GPTC has been building its relationship with the ATU (Union) leadership, both local and national. GPTC was successful in negotiating an early opening of the contract to negotiate wages for operators and mechanics. This received a unanimous union vote. Prior to these wage changes, GPTC, per the ATU National data, Gary had the lowest paid operators and mechanics in the nation. GPTC is now competitive with the Nation.

FTA- Region 5 is excited about the increased demands and expansion, as well as the movement to increase public transit in the region. The funds are available for Gary Public Transportation Corporation to do even more. GPTC is a representative of a regional need with the desire to transform the NWI transportation network to a viable public transportation system.

Communities may still have questions regarding expansion's configuration in their communities. GPTC welcomes these conversations. Hosting sessions at the METRO center with universities and civic organizations regarding walking trails, alternative fuel, remapping discussions based on population shifts, and social equity are primary to investing in the infrastructure - roads, streets, highways, bridges- all viable through GPTC resource collaborations. The access to the \$10-23 million allows the immediate transit concerns to move forward. The increase demand for regional and local services is the demonstration of community need, growth, and economic opportunity.

Forward-thinking the scope and bandwidth needs are the priorities in making this funding request. New service, new vehicles, new technology and new mobility will be the result of this continued partnership. Advancing connectivity, destinations, environmental impact, and revenue streams will impact the County, the NW Indiana Region.

Thank you in advance for your support, guidance, and advocacy in working with Gary Public Transportation. The opportunity is now to invest in public transportation growth. Public transportation is one of the major social determinants mentioned. Residents' dissatisfaction includes not able to be mobile and wanting a better air quality environment. GPTC is affecting both dissatisfiers.

With your assistance, it will continue to produce a positive customer experience through the Region.

Respectfully submitted,

*Denise Comer Dillard*

Denise Comer Dillard  
Interim General Manager  
Gary Public Transportation Corporation

Stephanie Hulett  
Board President  
Gary Public Transportation Corporation

Cc:  
Lake County Councilmen