

*Local Commission on Public Records*  
*Lake County, Indiana*  
Minutes of Meeting  
April 18, 2017

1. **CALL TO ORDER**

The meeting was called to order by Sandi Radoja at 9:32 a.m.

Note that notice of the meeting had been sent to the media, local historical and genealogy societies, local archives members of the Local Commission on Public Records, and posted in the office of the Clerk of the Circuit Court; such notice is attached and is part of the agenda.

2. **RECORD OF THOSE PRESENT**

- ❖ Kathe Benich, proxy for Michael C. Repay, Lake County Commissioner
- ❖ Michel Belmonte, proxy for Michael B. Brown, Lake County Recorder
- ❖ Helene Mores, proxy for John Petalas, Lake County Auditor
- ❖ Sylvia Brown, proxy for Michael A. Brown, Mike Brown, Lake County Clerk
- ❖ Priscilla Kirrin, proxy for Peggy Katona, Lake County Treasurer
  
- ❖ Marlene Polster, Lake County genealogist
- ❖ Alice Smedstad, Merrillville Historical Society, non-member
- ❖ Dawn Hecimovich, Lake County Clerk's office
- ❖ Gust Samis, North Township Trustee's office
- ❖ Sandi Radoja, consultant non-member

3. **MINUTES OF JANUARY 17, 2017 MEETING**

Motion by Michel Belmonte to approve the minutes of the prior meeting, seconded by Sylvia Brown. Motion passes unanimously.

4. **CORRESPONDENCE**

The following correspondence was included in the packets and presented for the record:

- a. Copy of letter dated January 18, 2017 to the Lake County Historical Museum, with attached certified mail green card.
- b. Copy of letter dated January 18, 2017 to the Indiana Commission on Public Records, with attached certified mail green card.
- c. Copy of letter dated April 3, 2017 naming Michel Belmonte as a proxy to this meeting.
- d. Copy of a letter dated April 18, 2017 naming Priscilla Kirrin as proxy for the Lake County Treasurer for 2017.

- e. Copy of a cover letter from Tri Creek Schools dated March 20, 2017.
- f. Copy of a cover letter from Tri Creek Schools dated March 29, 2017.

**5. REQUEST FOR DESTRUCTION PR-1 (FORM 30505) / LONG FORMS**

REQUESTED BY	MOTION IN FAVOR OF FORWARDING	SECOND MOTION	VOTE FOR	VOTE AGAINST	RESULT
NONE WERE SUBMITTED					

**6. NOTICE OF DESTRUCTION (FORM 44905) / SHORT FORMS**

The following forms 44905 were submitted:

- Board of Elections & Registration
- City of East Chicago (4)
- Board of Commissioners, Insurance
- Board of Commissioners (2)
- Tri Creek School Corp (4)
- CPCSC Exceptional Learners (2)
- Gary Sanitary District
- Convention & Visitors Bureau
- Treasurer

Helene Mores made a motion, seconded by Michel Belmonte to accept the above-mentioned forms for filing and that they be made a matter of public record with two exceptions: those of the Convention & Visitors Bureau and the Treasurer are pending signature, and approval will be final when signature is recorded. Motion passes unanimously.

**7. ESTABLISHMENT OF DATE/TIME FOR NEXT MEETING**

The next meeting will take place on **Tuesday, August 15, 2017** in the office of the Board of Commissioners, Lake County Government Center, Administration Building, 3<sup>rd</sup> Floor, 2293 North Main Street, Crown Point, Indiana, in either the Commissioners' lunch room or conference room, exact room location to be announced later according to availability.

**8. OTHER**

There was a lengthy discussion regarding the shredding facility now located at Lake County. Sandi Radoja will address all concerns presented by Dawn Hecimovich in a meeting with Commissioner Repay. Kathe Benich also mentioned that not “everyone” gets to shred for free or at all. After Radoja meets with Cm. Repay, she will distribute information to all members.

There was also an inquiry regarding free shredding at the government center location available for a few hours in June on a Saturday for senior citizens only. No one present had exact information, but will share any information that may become available. The general consensus is that it was a service announced by the Sheriff’s office.

9. **ADJOURNMENT**

Kathe Benich, seconded by Michel Belmonte, made a motion to adjourn the meeting at 10:16 a.m.

With no further discussion or objection, the meeting was adjourned.

Respectfully submitted,

**DRAFT**

MICHAEL A. BROWN  
Clerk of the Circuit Court  
Secretary, Local Commission on Public Records