

*Local Commission on Public Records*  
*Lake County, Indiana*  
Minutes of Meeting  
January 17, 2017

1. **CALL TO ORDER**

The meeting was called to order by Sandi Radoja at 9:48 a.m.

Notice of the meeting was sent to the media, local historical & genealogy societies, local archives, as well as all members of the Local Commission on Public Records, and posted in the office of the Clerk of the Circuit Court, attached as part of the agenda, by Sandi Radoja, Brenda Koselke and Wanda Epps.

2. **RECORD OF THOSE PRESENT**

Kathe Benich, for Lake County Commissioners  
Helene Mores, Lake County Auditor  
Dawn Hecimovich, for Lake County Clerk  
Gina Pimentel, for Lake County Recorder  
Delvert Cole, Commissioners' office  
Marlene Polster, Lake County genealogist  
Alice Smedstad, Merrillville Historical Society  
Gust Samis, North Township Trustee  
Sandi Radoja, Contractor

3. **MINUTES**

Motion by Gina Pimentel to confirm approval of the minutes of the September 13, 2016 meeting, seconded by Helene Mores. Motion passed unanimously.

4. **CORRESPONDENCE**

The following correspondence was presented and made a matter of public record:

- a. Letter from City of Crown Point dated 12-20-16
- b. Letter to ICPR from Local Commission, sent 9-14-16
- c. Copy of Letter to ICPR from Local Commission, sent again 10-31-16
- d. Letter to Indiana Historical Museum sent 9-14-16
- e. Letter from North Township Trustee dated 10-19-16
- f. Letter from Weights and Measures dated 1-11-17
- g. Proxy letter from Clerk dated 1-4-17
- h. Proxy letter from Auditor dated 1-12-17
- i. Proxy letter from Commissioner Repay dated 1-17-17

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

REQUESTED BY	MOTION IN FAVOR OF FORWARDING	SECOND TO MOTION AS STATED			RESULT
City of Crown Point	Kathe Benich	Helene Mores	4	0	Motion passes
Town of Highland	Kathe Benich	Helene Mores	4	0	Motion passes
Whiting Middle School	Kathe Benich	Helene Mores	4	0	Motion passes
Lake County Board of Elections & Registration	Kathe Benich	Helene Mores	4	0	Motion passes
Town of St. John	Kathe Benich	Helene Mores	4	0	Motion passes
Board of Commissioners	Kathe Benich	Helene Mores	4	0	Motion passes

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

The following forms were submitted:

Department of Weights and Measures  
 Lake County Clerk (15)  
 Center Township Assessor (2)  
 Solon Robinson Elementary  
 Lake County Parks & Recreation  
 Lake County Commissioner  
 City of East Chicago (8)  
 North Township Trustee(2)  
 Hammond Port Authority  
 Hammond Water Department  
 Lake Superior Court Division III

Helene Mores made a motion seconded by Gina Pimentel to accept the above-mentioned forms for filing and make them a matter of public record. Motion passed unanimously. One form was submitted without official's signature, however was signed immediately following the meeting.

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

By general consent the next meeting of the Lake County Local Commission on Public Records is scheduled for Tuesday, April 18, 2017 at 9:30 a.m. in the Conference Room of the Board of Commissioners, Lake County Government Center, 3rd Floor, Building A, 2293 North Main Street, Crown Point, Indiana.

**8. OTHER**

There was no additional business.

9. **ADJOURNMENT**

**Kathe Benich made a motion to adjourn**, seconded by Helen Mores to adjourn the meeting at 10:06 AM. Motion passed unanimously

The meeting was adjourned.

Respectfully submitted,

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