

*Local Commission on Public Records*  
*Lake County, Indiana*  
Minutes of Meeting  
April 28, 2015

1. **CALL TO ORDER**

The meeting was called to order by Sandi Radoja at 9:55 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**

- ❖ Darien Hayes, proxy for Lake County Commissioner Roosevelt Allen
- ❖ Gina Lazzaro, proxy for Lake County Recorder
- ❖ Helene Mores, proxy for John Petalas, Lake County Auditor
- ❖ Joe Bardeson, proxy for Merrillville Supt. Anthony Lux
- ❖ Sandi Radoja, proxy for Michael A. Brown, Lake County Clerk
  
- ❖ Marilyn Hrnjak, Chief Deputy Lake County Clerk, visiting member
- ❖ Gust Samis, North Township Trustee's Office, non-member
- ❖ Marlene Polster, Lake County Genealogist, non-member
- ❖ Delvert Cole, Special Assistant to the Commissioners, non-member
- ❖ George Patrick, Esq., legal advisor

3. **MINUTES**

Motion by Helene Mores to confirm approval of the minutes of the October 9, 2014 meeting originally presented in January 2015, seconded by Joe Bardeson. Motion passed unanimously. (Because no official record of January 2015 meeting was created, January 2015 business is presented anew at this meeting for consideration.)

4. **CORRESPONDENCE**

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

- a. Memo dated 2/10/15 from Lake County Parks
- b. Letter dated 2/12/15 from City of Crown Point
- c. Letter dated 3/17/05 from North Township Trustee
- d. Letter dated 12/23/14 from Griffith Public Schools
- e. Letter dated 9/10/14 from Indiana Commission on Public Records
- f. Proxy letters (changes for 2015):
  - i. 1/8/15 Tramel Raggs for Michael Brown

- ii. 1/12/15 Joseph Bardeson for Dr. Tony Lux
- iii. 1/13/15 Helene Mores for John Petalas
- iv. January 2015 Darien Hayes for Roosevelt Allen
- g. Agenda and sign in sheet from January 15, 2015 meeting which was not properly recorded, to be made a matter of record
- h. Notice and Agenda of April 28, 2014 meeting as posted, to be made a matter of record
- i. Letter dated 11-25-14 from Indiana Commission on Public Records
- j. Memo dated April 7, 2015 to Commissioners' Attorney John Dull from Lake County Clerk Michael A. Brown appointing Sandra Radoja as proxy and Marilyn Hrnjak as alternate proxy representing the Lake County Clerk.

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

REQUESTED BY	MOTION IN FAVOR OF FORWARDING	SECOND MOTION	VOTE FOR	VOTE AGAINST	RESULT
City of Crown Point			5	0	Motion passes
Lake County Plan Commission (2)			5	0	Motion passes
Lake County Parks (2)			5	0	Motion passes
Schererville Police Department			5	0	Motion passes

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

The following forms were submitted:

- Lake County Prosecutor (5)
- North Township Trustee
- Solon Robinson Health Services
- Hammond Water Department
- Timothy Ball Elementary School
- Town of Cedar Lake
- Clerk Treasurer, Town of Dyer
- Crown Point Community Schools
- Lake County Plan Commission (2)
- MacArthur Elementary School
- Lake County Parks
- Griffith Public Schools
- Hammond High School
- Lake County Auditor

Helene Mores, seconded by Gina Lazarro, made a motion to accept the above-mentioned forms for filing and made a matter of public record. Motion passed unanimously.

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

A motion by Joe Bardeson, seconded by Helene Mores to establish the next meeting of the LCPR for Tuesday, July 28, 2015 at 9:30 a.m. in the cafeteria at the Lake County Government Center, Ground Floor, Building A, 2293 North Main Street, Crown Point, Indiana. Motion passed unanimously.

8. **OTHER**

A motion was made by Darien Hayes, seconded by Helene Mores to ratify the adoption of a Local Rule regarding proxy representation at Local Commission on Public Records meetings, approved by the LCPR Chairman Lake County Clerk Michael A. Brown. Motion passed unanimously.

A 2015 LCPR member list was distributed and will be updated and emailed to all interested parties.

9. **ADJOURNMENT**

Joe Bardeson made a motion, seconded by Helene Mores to adjourn the meeting at 10:22 a.m. Motion passed unanimously

The meeting was adjourned.

Respectfully submitted,

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