

TOWN COUNCIL MEETING

June 13, 2022

7:00 p.m.

I. CALL TO ORDER & PLEDGE OF ALLEGIANCE

Council President J. Fisher called the meeting to order at 7:00 p.m.

II. ROLL CALL

Roll was called by Clerk-Treasurer C. Udvare; present were Council Member J. Ton, Council Member D. Lafata, Council Member S. Darnell, Council President J. Fisher, and Council Member L. Kittredge.

III. APPROVAL OF MINUTES

Council Member D. Lafata made the motion to approve the minutes of the May 23, 2022 Meeting and May 23, 2022 Special Meeting, motion seconded by Council Member L. Kittredge; motion approved by unanimous voice vote.

IV. CONSIDERATION OF CLAIMS

Council Member J. Ton made the motion to approve the claims as presented, motion seconded by Council Member S. Darnell; motion approved by unanimous voice vote.

V. PETITIONS AND COMMENTS FROM THE FLOOR

Big D's Phillies- Dale Porch – 383 US HWY 30 Valparaiso, IN – Porch approached the Council regarding a request for authorization to operate his philly steak and taco stand on Town property in the Duneland Chamber parking lot. The request is for a couple days per week. The Duneland Chamber is in support of the stand. Council Member J. Ton made the motion to approve Big D's Phillies operation on Town property subject to an appropriate legal agreement, motion seconded by Council Member D. Lafata; motion approved by unanimous voice vote.

VI. REPORTS FROM OFFICIALS & DEPARTMENT HEADS

A. Police—Full Time Dispatcher Request; Back the Blue Event- Chief T. Richardson reported that serious incidents have been on the rise and thanked CPD officers and surrounding police departments for their help. Chief Richardson especially thanked Porter County officers for responding on a few different occasions recently when support was needed. Next, Chief

Richardson referenced a letter submitted requesting a 4th full time dispatcher for the department. This new position would save on overtime costs and would help to prevent employee burnout. Liaison J. Ton was in support of the addition and noted previously there were four full time dispatchers for the department. Council Member J. Ton made the motion to approve hiring the 4th full time dispatcher, motion seconded by Council Member S. Darnell; motion approved by unanimous voice vote. Chief Richardson reported that the Back the Blue event raised \$22,200. This money will be used for equipment for the CPD. Lastly, Chief Richardson reported that a treadmill was purchased last week with the donation from Castle Chrysler Dodge Jeep Ram for \$5,000. Council Member J. Ton complimented Chief Richardson on the handling of a recent incident at a local lake. He commented that it was a great team effort with a great leader.

B. Fire – Chief E. Camel reported that Sutphen has emailed regarding the engine delivery, stating it will be delayed further due to supply chain issues. The current date estimate is November 22. Next, Chief Camel reported that BP donated 4 Mustang suits which are used for water rescues. Lastly, Chief Camel reported that the department has received a grant from the Highwood Foundation in the amount of \$2,750.

C. Clerk Treasurer- No report.

D. Streets, Sanitation, & Central Service – Street Commissioner J. Schnadenberg reported that there is lots of paving going on around town. Commissioner Schnadenberg urged residents to be patient with the paving projects.

E. Engineering—Town Engineer M. O’Dell reported that they are reviewing Duneland Cove re-platting, which will go to the Plan Commission. DNR is requiring a review of the Town’s floodplain ordinance.

F. Building — Building Commissioner M. O’Dell reported that the department is working on temporary occupancy for Northshore and Food Pantry. Also, the department is reviewing Westchester Intermediate School (WIS) drawings.

G. Parks – Park Superintendent T. McLead submitted a letter to the Council packet regarding the purchase of a Ford F-250. This was allocated but not utilized last year from CEDIT and not put into this year’s CEDIT budget. Superintendent McLead stated that the dealership followed up regarding whether or not the department was still interested in the purchase. The purchase price would be \$36,762, of which Superintended McLead requested an additional appropriation from the Park’s operating fund. The Park Board provided a favorable recommendation. Liaison J. Fisher was in support of the purchase and commented that the Town is lucky to be offered this with all the current vehicle shortages happening. Council Member L. Kittredge made the motion to proceed with purchasing the truck, motion seconded by Council Member S. Darnell; motion approved by unanimous voice vote. There are no bids needed for this purchase because of the state’s QPA.

H. Attorney— No report.

I. Utilities— No report.

J. Town Manager—American Structure Point Project Scope, European Market Amendment, & Tall Grass Complaints- Town Manager D. Cincoski reported that Rotary will be taking over the sponsorships for the 4th Family Fun Fest at Hawthorne Park and they are requesting donations from the Town. Council Member J. Ton made the motion to donate \$500 from miscellaneous expense line of CEDIT, motion seconded by Council Member L. Kittredge; motion approved by unanimous voice vote.

Next, Town Manager Cincoski reported on the American Structure Point redesign of the police station study. The study has a cost of \$8,800 and reviews 2 different options. This agreement has been reviewed by legal. The predesign proposal would need to be signed by Town Manager Cincoski or Council President Fisher. Council Member J. Ton made the motion to move forward with new police station project, motion seconded by Council Member S. Darnell; motion approved by unanimous voice vote. Council Member J. Ton requested authorization for D. Cincoski and or J. Fisher to sign this agreement, motion seconded by L. Kittredge, motion approved by unanimous voice vote. Council Member J. Ton requested legal to look into funding for other projects and or in addition to ARP funds for Town & infrastructure projects. Council Member J. Ton made the motion to authorize legal to research other funding sources, motion seconded by Council Member L. Kittredge; motion approved by unanimous voice vote.

Town Manager Cincoski and Police Chief Richardson met with Duneland Chamber staff to discuss the possibility of closing a portion of Broadway during the market. The Police Commission gave it a favorable recommendation. An amendment was proposed for the agreement for the European Market. Council Member J. Fisher commented that business owners have generally been in favor of the street closing. The change will not be immediate. The Chamber will purchase signage and create a plan. This will be a couple weeks out and will also be on social media. Council Member J. Ton commented that he was worried that this could cause issues at Indiana and Morgan with the one way streets. Council Member L. Kittredge made the motion to approve the street closings during the European Market, motion seconded by Council Member J. Ton; motion approved by unanimous voice vote.

Lastly, Town Manager Cincoski has been working with Building Commissioner M. O'Dell regarding a large number of tall grass complaints. Letters have been sent out and currently twelve yards are still not mowed. Building Commissioner O'Dell commented that 2 of the 12 outstanding are at the 10 day notice requirement where they will get a \$100 fine. Council Member J. Fisher made the motion to authorize mowing and seeking reimbursement from violators, motion seconded by Council Member L. Kittredge; motion approved by unanimous voice vote.

VII. PUBLIC HEARINGS, BID OPENINGS, & REMONSTRANCES

Bid Opening- 1998 Vermeer BC1800 Brush Chipper- One bid was received from Justin

Wever of Burns Harbor in the amount of \$19,501. The minimum bid amount was \$14,000. Council Member D. Lafata made the motion to accept the bid, motion seconded by Council Member J. Ton; motion approved by unanimous voice vote.

VIII. ORDINANCES AND/OR RESOLUTIONS

NONE

IX. COMMUNICATIONS

NONE

X. OLD BUSINESS

NONE

XI. NEW BUSINESS AND/OR UPDATES

NONE

XII. COMMENTS FROM THE BOARD

Council Member S. Darnell:	No comment.
Council Member J. Fisher:	No comment.
Council Member L. Kittredge:	No comment.
Council Member J. Ton:	No comment.
Council Member D. Lafata:	No comment.

XII. ADJOURNMENT

Council Member J. Ton made the motion to adjourn, motion seconded by Council Member L. Kittredge; motion approved by unanimous voice vote.

ATTEST:	_____
	COUNCIL PRESIDENT

CLERK-TREASURER C. UDVARE