

**PORTER TOWN COUNCIL
MINUTES
April 9, 2024**

The Town Council of the Town of Porter, Indiana met in a regularly scheduled session on Tuesday, April 9, 2024 at the Porter Town Hall, 303 Franklin St., Porter, Indiana. The meeting was called to order by Town Council President Laura Madigan at 7:01 p.m.

The Pledge of Allegiance to the American Flag was recited.

Roll Call

William "Bill" Lopez.....Present
Laura MadiganPresent
Don CraftPresent
Kelly KarrimanPresent
James BurgePresent

A quorum was attained. Clerk-Treasurer Corinne Peffers was also present.

Additional Officials Present

Fire Chief Jay Craig; Police Chief Todd Allen; Public Works Director Jamie Spanier; Building Commissioner/Director of Development Michael Barry; Park Director Brian Bugajski and Attorney Laura Frost.

Approval of Minutes

Kelly motioned to approve the Minutes of March 26, 2024. Craft seconded the motion. Motion passed by all in favor vote.

Consideration of Claims and Sewer Adjustments

Lopez motioned to approve the claims and sewer adjustments as presented. Burge seconded the motion. Motion passed by all in favor vote.

Petitions & Comments from the Floor

Jeff Wolfe of the 1800 block of Graham Drive, Chesterton said that he donated a bike rack at Porter Beach 18 years ago and regularly clears the sand around it in memory of his son. He asked permission to repaint the bike rack because it is rusty and will continue to deteriorate.

Spanier said it was repainted last year or the year before, and his department can fit it into the schedule to repaint it, or Mr. Wolfe can.

Madigan said the consensus from the town is that Mr. Wolfe can repaint it if he'd like to. She thanked him for maintaining and donating the bike rack.

Reports

Clerk-Treasurer Report

Peffers took a moment to remember Porter resident Ruth "Babe" Poparad who recently passed away at 101. She served as a crossing guard at Yost Elementary School until the age of 97, was a supporter of the VFW Post 2511 and the American Legion. She also served on various civic and church communities, including the Porter Park Board and was a Fourth of July Parade

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Marshal. Craft added that she was made an honorary deputy sheriff by the Porter County Sheriff at a Porter Town Council meeting back in 2017.

Peffer said that beach permits are sold out, and the 87 pieces of mail containing purchased permits that were delayed have all been delivered. Peffer also said that a payment of \$4,500 for a deposit for our fireworks contract was approved on the claim docket, however, it is an advance payment so it needs to be authorized by the Town Council. A purchase order and prepayment invoice are on file.

Craft motioned to authorize payment of \$4,500 for a 50% deposit on the approved 2024 fireworks contract. Karriman seconded the motion. Motion passed by all in favor vote.

Attorney Report

No report.

Police Department Report

Chief Allen asked for Council approval of an assemblage permit for the Gnomes Day Out Fairy Festival on June 8, 2024 from 1 to 6 p.m. at Hawthorne Park. The application is complete and a certificate of insurance has been submitted.

Lopez motioned to approve the assemblage permit for the Gnomes Day Out Fairy Festival on June 8, 2024 from 1 to 6 p.m. Burge seconded the motion. Motion passed by all in favor vote.

Chief Allen asked for Council approval of an assemblage permit for the State Park Little League parade on April 27, 2024 at 8 a.m. The route starts at L.A. Bell on Woodlawn Avenue and ends at the SPL field. The application is complete and a certificate of insurance has been submitted.

Karriman motioned to approve the assemblage permit for the SPL parade on April 27, 2024 at 8 a.m. Craft seconded the motion. Motion passed by all in favor vote.

Chief Allen submitted a LIT (CEDIT) request for \$10,168.95 for a rebuilt motor, including parts and labor, for the department's 2018 Dodge Ram truck (pool car). The motor and work will be provided by Cergizan's Auto Repair in Burns Harbor. The cost to pull the engine and tear it down to diagnose and fix the problem was estimated to cost \$9,000 to \$10,000, which is close to the cost of a rebuilt motor that comes with a 3-year/36-month warranty. The truck was slated to be traded in next year, but with the rebuilt motor it can be kept in the fleet for another couple years.

Craft motioned to approve the request of \$10,168.95 to Cergizan's Auto Repair for a rebuilt motor. Lopez seconded the motion. Burge asked how the pool car is used, the nature of the problem with the engine, and what the mileage is. Allen said the engine is knocking and in order to diagnose the problem, the engine would have to be pulled out and taken apart and the cost to do that could exceed the cost of a rebuilt engine. There is approximately 77,000 miles on the vehicle. Lopez favors getting a rebuilt engine because it will allow a few more years of use of the vehicle. Motion passed by all in favor vote.

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Chief Allen informed the Council that the department has a new instructor in Standardized Field Sobriety Testing, and as part of the training for our officers, we have to bring in alcohol, but the town's policies prohibit alcohol on town premises. He would like to have the training at the Fire Department, would like the Council's feedback, and he will make the request with more details at an upcoming Council meeting.

Fire Department Report

Chief Craig reported the department has been unseasonably busy.

Public Works Department Report

Spanier provided an update on the six Ford Lightning trucks. Bosak Ford informed him that if they don't make delivery of the vehicles by the end of month, they will have to purchase the vehicles, so Bosak Ford would like to transfer the vehicles to other dealerships to sell and no longer hold them for the Town. They would like to know if the Town is okay with that. Drive Clean Indiana and NIRPC (Northwestern Indiana Regional Planning Commission) are supposed to meet tomorrow to get more information on why the Attorney General has stopped the process of the grant. Discussion continued on terms the grant going forward, reordering vehicles being a 3 to 4-month process, and ordering vehicles at different costs.

Madigan noted that the reason that we decided in a rushed way to order those vehicles, was because the ordering window was closing and that was the only meeting we had before the ordering window closed, so if we failed to order, we wouldn't get the trucks. The order was contingent upon the grant approval. We are able to reorder the vehicles in the future if we choose to after we receive the grant paperwork and approval.

Burge said that word in the industry is that Ford may discontinue the Lightning. The battery and electric technology is so rapidly changing that they may be shifting into the next generation.

Discussion continued with the attorney regarding pricing at the time of the orders; the pricing if we have to reorder and what the 80% funding portion may cover if the prices of the vehicles increase; and terms of the grant. Lake Station applied for the grant for eighty trucks to be distributed to municipalities throughout Northwestern Indiana, the Town of Porter did not apply directly.

Craft motioned to accept a mutual release from purchasing the six Ford Lightning trucks from Bosak Ford if the request from Bosak Ford is received before the next Council meeting. Karriman seconded the motion. Motion passed by all in favor vote.

Park Department Report

Bugajski thanked Indiana State Senator Rodney Pol. Through his office, the Park Department received 50 oak and black walnut saplings from the Indiana Division of Forestry. They have been planted, or are in the process of being planted. He also thanked Rav from the Porter Police Department, who helped set up ten cameras at the Community Building, so dispatch now has eyes on the building. He reported that State Park Little League has been doing a lot of work at the ballfield, they had a field cleanup and scrimmage this past weekend, and they have had

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Fridays open up as far as use of the field. RA Rebels—a youth baseball program—has requested use, and insurance and paperwork is in order.

Karriman motioned to approve RA Rebels Sports Organization Facilities Use Agreement. Burge seconded the motion. Motion passed by all in favor vote.

Bugajski said that our railing for the ramp at the Community Building is slated for installation on May 1, 2024. A Memorial Day Service will be held at 1 p.m. on May 27, 2024 at Hawthorne Park.

Building Commissioner/Director of Development Report

Barry reported that are 5 contractors for approval that have met all their requirements and paid their fees.

Lopez motioned to approve the 5 contractors. Karriman seconded the motion. Motion passed by all in favor vote.

Barry said our zoning map needs to be updated to correct errors and rezoning, and we have received a proposal from Abonmarche to make the updates for a cost not to exceed \$1,000.

Craft motioned to approve Abonmarche's task order to update the zoning map at a cost not to exceed \$1,000 to be paid from CEDIT. Lopez seconded the motion. Motion passed by all in favor vote.

Barry informed the Council that he should receive a construction schedule from Porter County for the Waverly Road bridge replacement project. He also contacted INDOT about the Wagner Road intersection to see if there are any upgrades we can make due to the Mineral Springs bridge road closure and the upcoming Waverly Road bridge closure. They think we can lower the speed limit temporarily while the road is closed, most likely between Beam and Waverly on US Hwy. 20. There has also been a closure of a portion of the Calumet Trail due to construction of the Marquette Greenway, and it has been posted on our website. Barry also shared a memory of the late Babe Poparad. She used to attend senior events at the Community Building and then bring leftover cookies to the Town Hall. She would come in the front door and ask, "Is the boy here," and then give him cookies. Barry also answered questions about road closures due to bridge work and said that he will share information about the Waverly Road closure dates when he receives it. Environmental studies are almost complete for the Mineral Springs bridge, and once that is complete the county will have to coordinate funding and timing.

Old Business

None.

New Business

TIF Management Annual Report of the RDC

In accordance with state statute, the Redevelopment Commission is required to file a report by April 15th of its activities for the prior calendar year with the Porter Town Council and the Department of Local Government Finance. A new law also requires that the report be presented at a Council Meeting. The report—prepared by Baker Tilly Municipal Advisors, LLC—

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was filed with the Town Council on March 22, 2024. Peffers presented the report. A copy of the presentation and annual report is on file at the Clerk-Treasurer's office.

Madigan noted that the expiration date of the Wabash Avenue Allocation area is incorrectly marked as N/A, and that it expires in the year 2043.

Resolution No. 2024-02 Authorizing Electronic Fund Transfers

The resolution was not ready and will be presented at the next Council meeting.

Ordinance No. 2024-4 Amending Salary Ordinance

ORDINANCE NO. 2024-04

AN ORDINANCE OF THE TOWN OF PORTER, INDIANA, AMENDING ORDINANCE 2023-13, AS AMENDED BY ORDINANCE 2024-01, FIXING COMPENSATION FOR TOWN EMPLOYEES AND OFFICERS FOR THE YEAR 2024

WHEREAS, the Porter Town Council is statutorily empowered to implement an annual salary ordinance for the employees and officers of the Town of Porter; and

WHEREAS, the Porter Town Council adopted Ordinance 2023-13, fixing compensation for Town employees and officers for the year 2024; and

WHEREAS, the Porter Town Council adopted Ordinance 2024-01 amending certain provisions of Ordinance 2023-13, fixing compensation for Town employees and officers for the year 2024; and

WHEREAS, the Porter Town Council is desirous of further amending Ordinance 2023-13, and amended by Ordinance 2024-01, as set forth herein.

NOW THEREFORE, BE IT ORDAINED by the Porter Town Council as follows:

Section 1. Ordinance Amendment, Section One, "Town Hall" Minimum/Maximum Compensation. Section One of Ordinance 2023-13, as amended by Ordinance 2024-01, is hereby amended by deleting the chart designating the minimum and maximum compensation for "Town Hall" in its entirety and replacing it with the following:

POSITION	PER	MINIMUM	MAXIMUM
TOWN HALL			
CLERK TREASURER	YR		43,166.94
DEPUTY CLERK TREASURER	YR		57,809.37
ENTRY LEVEL CLERK	YR	30,000.00	35,000.00
BUILDING COMMISSIONER	YR	5,000.00	8,000.00
DIRECTOR OF DEVELOPMENT**	YR	20,000.00	40,000.00
** To be paid from the CEDIT Fund			
COUNCIL, EACH MEMBER	YR		4,300.00
PLAN COMMISSION-EACH MEMBER	MEETING		109.08
PLAN/BZA SECRETARY	MEETING		85.76
ADDRESS LOOK-UP	PER APP.		20.00
BZA – EACH MEMBER	MEETING		70.00
STORMWATER – EACH MEMER	MEETING		70.00

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DEPUTY CLERK – UTILITY	HR	15.00	25.00
CODE ENFORCER OFFICER	HR	16.00	21.00
ZOOM COORDINATOR	MEETING		75.00
ENVIRON. SUSTAINABILTY COMM. RECORDING SECRETARY	MEETING		70.00
MISC. LABOR	HR	15.00	20.00

Section 2. Ordinance Amendment, Section One, “Sewer Works and Operational” Minimum/Maximum Compensation. Section One of Ordinance 2023-13, as amended by Ordinance 2024-01, is hereby amended by deleting the chart designating the minimum and maximum compensation for “Sewer Works and Operational” in its entirety and replacing it with the following:

POSITION	SEWER WORKS AND OPERATIONAL	PER	MINIMUM	MAXIMUM
PUBLIC WORKS SUPERINTENDENT (1/2)		YR	30,000.00	40,000.00
ASST. PUBLIC WORKS SUPERINTENDENT		HR	26.00	35.00
DIRECTOR OF DEVELOPMENT		YR	17,000.00	40,000.00
CREW SUPERVISOR		HR	26.00	32.00
UNLIMITED EQUIPMENT OPERATOR/ MECHANIC		HR	25.00	34.00
COUNCIL, EACH MEMBER		YR		2,900.00
CLERK TREASURER		YR		29,810.50
UTILITY CLERK		HR	10.00	20.00
SEWER CLERK		YR	30,000.00	40,000.00
SEWER CLERK ENTRY LEVEL		YR	20,000.00	24,000.00
DEPUTY CLERK		YR		10,710.00
UNLIMITED EQUIP OPERATOR		HR	22.00	30.00
LIMITED EQUIP OPERATOR		HR	19.00	24.00
PROBATIONARY UNLIMITED OPER.		HR	20.00	22.00
PROBATIONARY LIMITED OPER.		HR	18.00	21.00
SECRETARY		HR	12.00	17.00
SEWER TAP INSPECTION * PER INSPECTION				8.24
LOCATION FACILITATOR * PER LOCATION				10.30
SEWER SERVICE INSPECTION * PER INSPECTION				10.30

Section 3. Ordinance Amendment, Section One, “Redevelopment Commission” Minimum/Maximum Compensation. Section One of Ordinance 2023-13, as amended by Ordinance 2024-01, is hereby amended by deleting the chart designating the minimum and maximum compensation for “Redevelopment Commission” in its entirety and replacing it with the following:

POSITION	REDEVELOPMENT COMMISSION	PER	MINIMUM	MAXIMUM
REDEVELOPMENT MEMBERS*		MEETING		100.00
*PER IC CODE 36-7-14-7 EXCLUDES COUNCIL MEMBERS				
DIRECTOR ASSISTANT		HR	10.00	13.00

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Section 4. Ordinance Amendment, Section One, Individual Compensation Under “Town Hall.” Section One of Ordinance 2023-13, as amended by Ordinance 2024-01, is hereby amended by deleting the chart designating the individual compensation under “Town Hall” in its entirety and replacing it with the following:

TOWN HALL

AMANDA GUCCIARDO, DEPUTY CLERK/UTILITY	HR		21.00
DAVID SLIVERTHORN, CODE ENFORCEMENT	HR		19.00
SHEILA MANNING – MISC. LABOR	HR		21.51
MICHAEL BARRY – DIR. OF DEVELOPMENT	YR		32,837.93

Section 5. Ordinance Amendment, Section One, Individual Compensation Under “Redevelopment.” Section One of Ordinance 2023-13, as amended by Ordinance 2024-01, is hereby amended by deleting the chart designating the individual compensation under “Redevelopment” in its entirety.

Section 6. Conflicting Ordinances. Any Ordinance or provision of any Ordinance or the Porter Town Code in conflict with the provisions of this Ordinance is hereby repealed.

Section 7. Severability. The invalidity of any section, clause, sentence or provision of this Ordinance shall not affect the validity of any other part of this Ordinance which can be given effect without such invalid part or parts.

Section 8. Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

Ordinance No. 2024-04 was presented for first reading. Peffers explained the ordinance changes where a portion of two different salaries are coming from, and does not change any amount being paid. It moves payment of a portion of the Director of Development’s salary from the RDC’s general fund to the CEDIT fund, and a portion of the Deputy Clerk’s salary from the RDC’s general fund to the sewer fund. If adopted tonight, it would be effective for the next pay date of April 26, 2024.

Craft made a motion to suspend the rules of adopting an ordinance in two separate meetings. Lopez seconded the motion. Motion passed by all in favor vote.

Lopez made a motion to adopt Ordinance No. 2024-04 Amending Ordinance 2023-13, as amended by Ordinance No. 2024-01. Craft seconded the motion. Motion passed by all in favor vote. Ordinance No. 2024-04 passed and adopted.

Council Comments

None.

Adjournment

Lopez motioned to adjourn. Being no further business to discuss, Madigan adjourned the meeting at 7:48 p.m.

Approved this 23 day of April, 2024.

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TOWN COUNCIL OF THE TOWN OF PORTER

Laura Madigan, President
William Lopez, Vice President
James Burge
Don Craft
Kelly Karriman

ATTEST: Corinne M. Peffers, Clerk-Treasurer