

**Minutes of the Meeting of the
DeMotte Town Council
April 22, 2013**

In attendance were Mark Boer, Alana Bauman, Jeff Cambe, Terry Schultz, Dale Eenigenburg, Town Attorney Emily Waddle, Clerk-Treasurer Peggy Woods, Office Manager Heather Tokarz and Administrative Assistant Donna Shear.

Absent: John Dyke

The meeting was called to order at 7:03 p.m.

Alana Bauman made a motion to approve the minutes of the March 25, 2013 meeting and was seconded by Terry Schultz. Motion carried with a vote of 5-0.

Mark Boer welcomed Boy Scout Troop 167, who was attending the meeting to earn their Citizen in Community Badge.

The council was presented with a request for approval of a Highway Permit for the Touch of Dutch Parade. Terry Schultz made a motion to approve the Highway Permit for the Touch of Dutch Parade. Alana Bauman seconded the motion. Motion carried with a 5-0 vote.

PET Ministries, a non-profit organization that builds carts for people in Third World countries who have no use of their legs or do not have legs at all, presented a request to the council to waive a building permit fee. The building permit fee is for a new building that PET Ministries plans to start building in May 2013. Alana Bauman made a motion to approve waiving the building permit fee for PET Ministries. Jeff Cambe seconded the motion. Motion carried with a 5-0 vote.

Police Chief Tom Jarrette gave an update on DPC. Tom mentioned that Jasper County is connected to Lake and Porter counties. Tom said that each county assists each other in emergency situations. Tom stated that the DPC provides free training to prepare for emergency situations.

Police Chief Tom Jarrette stated that he is waiting on electric to be connected at the water tower to present prices for park cameras.

Police Chief Tom Jarrette said that DeMotte Christian School had their first 5k run recently. Tom stated that there were 100 runners and everything went well.

Sewer Superintendent Bob Barton gave an update on the blowers. Bob stated that the repaired blower has been returned and is working great. Bob said that the number two blower was taken out for repairs. Bob said he got approval from Terry Schultz to have the repairs done because the cost was \$2,161 above the approved price of \$7,871. This happened when the other blower was repaired. Bob said that the fins have been straightened and should have it back soon.

Sewer Superintendent Bob Barton said that his department started the Bio Solids last week and it is going great.

Sewer Superintendent Bob Barton said that their microscope has broken and that he is looking into having it repaired under warranty.

Street Superintendent Jeff Powers stated that he will be attending a de-icing seminar on May 16th at Lindco in Merrillville. Jeff said that he will get more information on de-icing at the seminar. Jeff said that the cost will be approximately \$5,000 to add the de-icing equipment to the truck, and it can be added at any time.

Street Superintendent Jeff Powers said that he would like to get started on the paving list now. Jeff said that he has noticed a lot of areas that need to be taken care of recently.

Street Superintendent Jeff Powers said that he would like to have the parking lots at Spencer Park and Field of Dreams looked at and to get options for repairs. Jeff stated that both parking lots have a lot of cracks and that some cracks are three inches wide.

Alana Bauman recommended hiring Jamie Kenning as the Pool Director and Emily Stein as the Assistant Pool Director. Office Manager Heather Tokarz stated that it is the understanding of both candidates that two people in charge will be on duty at all times. That would be both the Pool Director and Assistant Pool Director or one of them and the head lifeguard. Alana Bauman made a motion to approve hiring Jamie Kenning as Pool Director and Emily Stein as Assistant Pool Director. Jeff Cambe seconded the motion. The motion carried with a 5-0 vote.

Office Manager Heather Tokarz said that movie night will start the first Wednesday of June.

Office Manger Heather Tokarz said that she submitted job descriptions for the office staff on basecamp. Heather asked for permission to advertise for a full time secretary. Jeff Cambe made a motion to approve Heather Tokarz advertising for a full time secretary at Town Hall. Dale Eenigenburg seconded the motion. Motion carried with a 5-0 vote.

Office Manager Heather Tokarz stated that the DeMotte Municipal Facilities Building Corporation would like to donate .150 acres of permanent right of way to the Town of DeMotte. This donation is for the Division Street Project. Alana Bauman made a motion to approve DeMotte Municipal Facilities Building Corporation donating .150 acres to the Town of DeMotte for the Division Street Right of Way. Jeff Cambe seconded the motion. Motion carried with a 5-0 vote.

Office Manager Heather Tokarz stated that she has sponsors for all nine movies for Movie Night.

Office Manager Heather Tokarz presented a contract extension for Allied Waste for town trash service. Heather noted that the rates will not go up this year in July and the increase for July 2014 is very minimal. Terry Schultz made a motion to approve the contract extension with Allied Waste for town trash service. Jeff Cambe seconded the motion. Motion carried with a 5-0 vote.

Town Attorney Emily Waddle gave an update on the property where the Kuiper trailer is located. Emily said that she is working on this with John Dyke. A letter has been sent to Joel Kuiper giving him ten days to clear out all debris. As of this date nothing has been done. Emily said that she wants her and John to meet with Joel.

Town Attorney Emily Waddle gave an update on the Family Express sewer issue. Emily said a demand letter was sent to Family Express requesting documentation. Emily said they replied with a 50 page letter that did not have all of the documentation requested. Emily said that she will be moving forward to request all fees.

Town Engineer Daryl Knip gave an update on the flood plain. Daryl said a letter was submitted to DNR. Daryl also stated that Senator Donnelly's office has been contacted as well.

Town Engineer Daryl Knip stated that the county will be proceeding with ditch cleaning. After the ditches are cleaned, then the culverts will be addressed. Daryl said that the town is only responsible for the Division Street culvert. Daryl estimated the cost at \$40,000 to \$50,000.

Town Engineer Daryl Knip said that the porous pavement on Halleck Street was vacuumed two weeks ago.

Town Engineer Daryl Knip stated that they are waiting on the electric meter at the water tower. Daryl stated that the water treatment plant can be completed after the meter is in at the water tower. Daryl said that the water project is moving along normally.

Boy Scout Troop 167 presented a request to be allowed to raise the flag at Town Hall for one year in return for a small donation. Jeff Cambe made a motion to approve allowing Boy Scout Troop 167 to raise the flag at Town Hall for one year and to approve a \$100 donation to them. Alana Bauman seconded the motion. Motion carried with at 5-0 vote.

Terry Schultz made a motion to adjourn the meeting at 7:40 p.m. Dale Eenigenburg seconded the motion. Motion carried with a vote of 5-0.



Town Council President



Administrative Assistant

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