

Town of Pines Meeting

July 1, 2020

The regular meeting of the Town of Pines, Town Council, was called to order at 6:30 PM.

James led us in the Pledge of Allegiance. In attendance were, James Prast, Janice Lowe, and Philip Orlando.

MINUTES

Motion to accept the minutes for the regular meeting held June 3, 2020 by Janice, Carried 2-0.

Motion to accept the minutes for the Special Meeting, regarding Republic Services and Coal Ash Resolution, held June 19, 2020 by Janice, Carried 2-0.

CLERK TREASURER

The Town is currently waiting to receive the registration and license plate. This process requires paperwork to be submitted VIA mail down state. Shelby received additional paperwork requests and has sent the information to Indianapolis for the second time. We hope to receive our plate soon.

Exemptions are updated and current.

The Town has completed being audited by the State Board of Accounts. This is a standard audit for the years 2016, 2017, 2018, 2019. We are in the process of waiting for the Audit to be finalized. Once it is released by the SBOA, we will share the information we receive with the town.

With the completion of the Audit, the Clerk Treasurer's office is requesting for council to allow the write off of 3 outstanding transactions. 1) \$25.00 missing deposit from 2011 of unknown origin 2) \$0.10 shortage on balance due to Bank Error in check total 3) \$44.17 balance overage rolling since 2016.

The Clerk requests to write these off due to age and/or amount. This will allow the Town records to being with a balanced record as of our audit completion.

Motion to accept the write off of 3 outstanding transactions by Janice, seconded by James. Carried 2-0.

The Coal Ash Resolution accepted on June 19th has been submitted. The NIPSCO removal of Coal Ash from Michigan City NIPSCO Plant has been postponed and nothing is to be removed until 2021.

The SBOA requires internal control procedures to be adapted and followed. With this someone should be overseeing the Clerk Treasurer's monthly records, as well as the council review each month.

Janice volunteers to the position as she has experience in the position being the previous Clerk Treasurer. It is asked if this is a conflict of interest due to Janice being Shelby's grandmother. The Clerk will reach out to the SBOA regarding this. If it is a conflict, James will take over the position working closer with internal controls with the Clerk Treasurer. Training is required. Jan and Shelby have this information and will share it with council.

The Town has reached out to the Town Attorney regarding what to do with the charged incurred for the clean-up of the Skreby property. The Attorney suggested a lien on the home to be handled with Mr. Skreby's estate affairs, and to be paid before the property can be sold. Council will review this email and come to a decision to the proper solution under attorney advisement.

ABONMARCHE

The Town of Pines is part of a program with Abonmarche to repair streets each year. Today Mat Keiser from Abonmarche is here to speak to the town regarding this year's Community Crossing Grant. Matt announced that the town has received approval of Community Crossing Grant. Matt gave the council bid tabs and the actual bids. Abonmarche reached out to 3 companies regarding this year's road repairs. Town and Country, who paved streets for the Town of Pines 3 years ago, declined due to needed requirements. Walsh & Kelly and Reith & Riley both returned bids. Walsh's bid was \$93,098.50 and Reith's was \$106,579.00. The Town's grant is for up to \$105,200.00. 25% of the savings from this year's grant is given back into next year's grant. With this, Matt asks Council to accept the Welsh & Kelly bid and move forward with Notice of Award. Once forms are signed, a pre-construction meeting will be held, and they will move right into construction. Matt estimates this to be toward the end of July. They will meet with Abonmarche, Abonmache will oversee the construction, they will send notices of what streets will be repaved and when.

Motion is made to accept the Welsh & Kelly bid and to move forward with the Notice of Award by Janice. Carried 2-0.

FIRE DEPARTMENT

The Fire Department had 20 calls.

8 Within the Town of Pines; 6 EMS, 1 Accident, 1 Tree in Road

10 Calls for the Pine Township; 7 EMS, 1 Accident, 1 Car Fire, 1 Carbon Monoxide Alarm, & 2 Mutual Aid to Liberty Westville Fire Department.

Next week they are adding a new engine for the Pine Township.

Pines Fire Department bought a Ford F150 Super Crew Cab Truck to aid in speed of services. Planning to have the truck ready by the end of the Month.

The Fire Department has received \$27,176 in grants for 2020 so far.

They are still in need of radios. When asking for grants for radios they are being denied. Tammy Watkins asks if the Town may be able to assist with acquiring additional radios. Shelby will be given the information to see what we can do to help. Tammy states it is approximately \$10,000 for 2 Mobile Radios, \$3,500 for Portable Radio of their preferred brand (which is out of stock), or \$7,000 for Personal Radio from Motorola.

The Fire Department is selling Tee-Shirts for fundraiser.

STREET DEPARTMENT

Rob took the Dump Truck to APEX and had the exhaust manifold repaired.

All the leaves are up for the season. Rob has been working to patch road holes and keep the parks and Town property maintained.

James requests for Rob to look at the property at Second Place. Cement trucks caused possible damage to the roads near the shed in 2 spots on the shoulder. He requests Rob gets an estimate of repairs so they can speak to the owner, Alex, regarding the damages caused.

BUILDING AND ZONING

There was a permit for a concrete pad at 3901 Dunes Virk by Northwestern Indiana Concrete.

There was a permit request for removal of petrol tanks at 2704 W Dunes Hwy, the old Spotlight by Jacob's Professional Service. This was all approved by the Department of Environmental Management. Phil gave a copy of the approvals from DEM for reference.

Bill Jaspersen received a permit for a bathroom renovation at 4417 W Dunes Hwy.

There was a permit for a new roof at 1502 Liberty Ave by Sam Geckler.

Last month there was a complaint filed at 1509 Countyline Road for Cristi Thomas. This was for multiple appliances being scattered around the yard. He had to move these appliances behind the fence. James asks about his new long shed and permit. Phil will check the placement of the shed and permits for this.

At 3900 W Dunes Hwy, the Newman Property, Phil is trying to contact the son and attorney but has not heard back after multiple calls. He asks if he should contact the town lawyer. James agrees the lawyer needs to be contacted.

Mary and Fernando Patina at 1706 Main Ave are asking for a permit to build a fence along where their other fence is/was. Phil denied this permit due to lack of property stakes or lines. He informed them they need their property surveyed before anything can be done. By Phil's measure they are over the property lines that are set within the Town of Pines. Here some property lines are measured from the middle of the street due to utilities. It was asked as to the storage container. Phil states that Mary told him that it will go when her fence is up. Phil will continue to work with the Patina's regarding their permits and property lines.

1620 Columbia Ave was just purchased by Jack McGuire. He wanted to have the electric turned on, but Phil did not allow this due to the panel condition and damaged wires. He stated this needs to be addressed by an electrician before electric is turned on.

OLD BUSINESS

James mentions the dual tracks going in for the South Shore. When James met with them for a call, they wanted to know what they can do to help our population and to help us grow. James says he will reach out to her again.

The issue with water on Second Place due to NIPSCO and the drain problem is causing a resident's drive to flood during rains. This is a new occurrence and has not happened in the past. The resident, Dallas, says that it would be okay with him if a drain for a drive well was to be put into his driveway, leading to the ditch. This would need to a state permit. It would also be needed to put a clean out halfway through the drainage. James spoke to Miles who met with Dan regarding this situation. Once papers are received then James will reach out to them again regarding matters. He will also review with Rob the best way to handle the flooding in the future and other possible solutions for ease of the town and homeowner.

The new dump truck has its lettering on. Thank you to the gentleman who helped us with this!

Regarding Railroad Ave, James last heard from County in January. Then the COVID-19 issues began, and they have not been in contact. James will reach out to them.

The fill for the alleyways is being considered what will be best. Vicki and Rob will go over possible options such as gravel fill and find out what we need to do to have the problem areas repaired.

NEW BUSINESS

The Town of Pines has accepted the Contract with Republic Services for another 3 years.

Pines Park Playground paint has been completed. Multiple residents have commented on the new paintjob looking nice. It is requested that the baby swing be replaced at the Pines Park on HWY 20. The swing that is currently there is very stiff and has an open front. It is a concern for small children. It is requested to be replaced with the style that is found at the Town Hall Park on Delaware. There is \$190 left for the park updates this year.

Janice makes a motion to approve the purchase of a new baby swing for the park. Carried 2-0.

PUBLIC COMMENT

Someone commends the Street Department on the leaf pickup and upkeep of our parks and grounds.

CLAIMS

Janice makes a motion to pay the claims. Approved 2-0.

As there was no further business, the meeting was adjourned at 7:10 P.M

James Prast, President

Shelby Mashburn, Clerk Treasurer