

The Town Council of the Town of Burns Harbor, Porter County, Indiana, met in its regularly scheduled session on Wednesday, October 8, 2025, in the Town Hall and streamed electronically with YouTube. The meeting was called to order by Council President Jennifer McHargue at 7:00 p.m.

The Pledge of Allegiance to the American Flag was recited.

Roll Call: Councilwoman Roseann Bozak ----- Present
 Councilwoman Lisa Draves ----- Absent
 Councilwoman Toni Biancardi-----Present
 Councilman John (Jack) McGraw -----Present
 Councilwoman Jennifer McHargue --- Present

Clerk-Treasurer Nick Loving was present. A quorum was attained.

Additional Officials Present: Attorney Clay Patton, Police Chief Jeremy McHargue, Park Board Member Kyla Tumblin, Shared Ethics Neil Stout via Zoom, and Building Commissioner Joe Lawson.

Approval of Minutes:

Councilwoman Bozak made a motion to approve the meeting minutes of September 10, 2025. Councilman McGraw seconded the motion. Councilwoman Bozak – Aye, Councilman McGraw – Aye, Councilwoman Biancardi- Aye, Councilwoman Draves – Absent, Councilwoman McHargue- Aye. Motion passed.

Reports:

Clerk-Treasurer:

Clerk-Treasurer Loving stated regarding Cleveland Cliff's tax appeal, essentially, while they are hesitant to pay anything towards the legal appeals process, what the opinions would be about reimbursing for the legal defense process if the appeal is successful. So, we have no risk of losing; we only pay our portions. Councilwoman Biancardi stated that if they are awarded the appeal, does the county have the right to do anything? I do not feel like we have enough information currently. Clerk-Treasurer Loving stated I have a phone call with them tomorrow and will let them know.

E-Verify is still down due to the federal government shutdown, so I just wanted to let everyone know. The updated liens sheet is in the shared point, so I just need approval to file the September liens. Councilwoman Biancardi made a motion to approve the filing of the September liens. Councilwoman Bozak seconded the motion. Councilwoman Bozak – Aye, Councilman McGraw – Aye, Councilwoman Biancardi- Aye, Councilwoman Draves – Absent, Councilwoman McHargue- Aye. Motion passed.

Clerk-Treasurer Loving stated that I printed out some information regarding SB1, so in the packet, you will see a summary from AIM. SB1 provides significant new property tax relief for homeowners by raising the homestead deduction to 2/3 of the homestead assessed value, providing a new tax credit for up to \$300 or 10% of the final tax bill. The

option for you is a local income tax, so the county is going to be able to make a 1.2% local income tax. They do not share that with us; it is reserved for the county. Councilwoman Biancardi stated that all around, this is going to have a negative impact.

Clerk-Treasurer Loving stated that Building Commissioner Lawson and I met this week to go over the Building Department's appropriations that are going to be needed, so that they will be available at the next council meeting.

I also have three invoices: Global invoice 25-96, 25-97, and 25-98. The first one is for a landscape architect for \$2,636.25 to come out of ARP. The next invoice is for a project manager, field crew, and professional land surveyor, and is part of CCMG.

Councilwoman Biancardi questioned where the CCMG items are being paid from. I think it is CCD miscellaneous services, and there is only \$2,000 left in that fund. Clerk-Treasurer Loving stated invoice 25-97 is for \$3,125.00 and will come out of CCD miscellaneous services 392, and invoice 25-98 is for \$277.50 and will come out of town engineering services 315. Councilwoman Biancardi asked if a transfer could be done from CCD other equipment into miscellaneous services to cover the difference. Clerk-Treasurer Loving stated yes, I can do that. Councilwoman Biancardi made a motion to pay invoices 25-97 and 25-98 from miscellaneous services 392. Councilman McGraw seconded the motion. Councilwoman Bozak – Aye, Councilman McGraw – Aye, Councilwoman Biancardi- Aye, Councilwoman Draves – Absent, Councilwoman McHargue- Aye. Motion passed.

Councilwoman Biancardi asked Clerk-Treasurer Loving to follow up and see if we would be expecting any other CCMG bills.

Town Council:

Councilwoman Biancardi stated that I received some communication back from the cell tower about the agreement. They did finally provide a map, so I would like to look at that with Brandon in terms of the property.

Clerk-Treasurer Loving provided the bond spreadsheet, and I just had a few questions about that regarding Corlin's Landing Phase 2. There is a bond, but it has expired.

My only other thing was that I was curious about the liens filed for the month. I know we discussed at the last meeting having that prepared once a month. A list of the liens for September was provided.

Councilwoman Biancardi stated that on Monday, October 13, 2025, we will hold the Public Hearing for our budget, and then the adoption would be scheduled for Monday, October 27, 2025, at 7 pm.

Town Attorney:

Nothing to report.

Shared Ethics Advisory Commission Representative:

Stout stated that SEAC is holding their 2025 ethics summit on Thursday, October 30th, 2025. This is the 20th anniversary of the founding of the shared ethics advisory commission. The training committee is putting together a training session for the trainers, but this time it is a skills-based training course. And lastly, we want to get 100% of employees trained in shared ethics by the end of the year. We currently have 11 employees who have completed that training.

Town Engineer:

Nothing to report.

Building Commissioner

Nothing to report.

Sanitation/Stormwater Superintendent:

Councilwoman Biancardi stated that Brandon sent me his report. Street sweeping will begin the week of October 27, 2025, through November 3, 2025. A road schedule will be announced before starting. Leaf season will begin on October 21, 2025, through December 10, 2025. There will possibly be one more pick-up depending on the number of leaves still left. Brush pickup will end Monday, November 10, 2025. The flashing stop signs at Haglund Road are back up and running. The Fire Department provided CPR and first aid training on September 29, 2025, for the Street Department. The Street Department is available to display auction items Monday through Friday from 7 am to 3 pm for the 2009 Ford F250 and the Patton Generator. It isn't easy to write up a PO for salt for the winter because they do not know exactly how much to put. There may be a shortage this year, so they want to get some salt to be prepared. Councilwoman Biancardi made a motion for the purchase of salt from MVH 06237, other materials not to exceed \$31,500 for treated salt, and MVH 06321 freight not to exceed \$4,200. This will be 300 tons of salt. The total is not to exceed \$35,700. Councilman McGraw seconded the motion. Councilwoman Biancardi- Aye, Councilman McGraw- Aye, Councilwoman Bozak- Aye, Councilwoman Draves- Absent, Councilwoman McHargue- Aye. Motion passed.

Councilwoman Biancardi stated that, as far as Sanitation, lift station cleaning will begin the week of October 20, 2025, and will take place all week with Eagle Services. We are still waiting on a dialer; one was delivered and installed, but was used and faulty. There was another dialer that failed and froze. So, they are looking for other vendors that have them. They are also looking to update all of those with newer technology. This is the main life station that pushes everything to the mill, so it is urgent. Brandon said they are having some issues with printing documents from the sanitation computer, so that will need to be investigated.

Police:

Police Chief McHargue stated that Officer Bennett is continuing his field training. I received the information from the Northern Indiana Law Enforcement Academy regarding registration for the academy that he will need to attend. The registration opens on November 3, 2025, and his academy class would begin in January 2026, and

the anticipated graduation would be in May 2026. He would be attending the new campus in Valparaiso. The Flock LPR system is an 8–12-month process with permitting with INDOT. We currently have access, but we will not be billed until the cameras are up and functional. Additionally, our department received a letter from the Indiana State Police Detective Potesta, expressing his appreciation to the Burns Harbor Police Department for the investigation of a Burns Harbor resident. Police Chief McHargue read out loud the letter.

Fire:

Absent.

Park:

Park Board member Tumblin stated that on Saturday, October 18, 2025, the Park Department will be holding the Trunk or Treat and Fall Fest. The Trunk or treat will be from 5:30-7 pm, and the Fall Fest will be from 5-8 pm.

Redevelopment Commission:

Councilwoman Bozak stated that RV Sutton will be working on the drainage issues, and other than that, work is moving right along.

Correspondence:

Clerk-Treasurer Loving stated we have IDEM- Dynatect Manufacturing Inc., IDEM-Tanco Terminals Inc., and Cleveland Cliffs NPDES Permit

Presentations of Resolutions, Petitions, Communications, Ordinances, and Remonstrance:

RESOLUTION 2025-
TOWN OF BURNS HARBOR APPROPRIATIONS TRANSFER

BE IT HEREBY RESOLVED, THE TOWN COUNCIL of the TOWN OF BURNS
HARBOR,
PORTER COUNTY, INDIANA, that the following transfers of funds be made from the
2025
budget.

General Marshal:

\$10,000.00 from Deputy Marshal, 2-112, into Part-Time Deputy, 2-114
\$3,600.00 from Deputy Marshal, 2-112, into Other Equipment, 2-444
\$350.00 from Longevity, 2-122, into Social Security, 2-121
\$7,700.00 from PERF, 2-127, into Health Insurance, 2-123
\$300.00 from Cell Phone Allowance, 2-128, into Health Insurance, 2-123
\$750.00 from Uniform Allowance, 2-129, into Health Insurance, 2-123
\$1,707.34 from Travel Expenses, 2-131, into Uniforms, 2-244

PASSED AND ADOPTED this 8th day of October, 2025.

TOWN COUNCIL OF THE
TOWN OF BURNS HARBOR

Jennifer McHargue, President

Roseann Bozak, Vice-President

Lisa Draves

Toni Biancardi

John, "Jack", McGraw
ATTEST:

Nicholas Loving
Clerk-Treasurer

Councilwoman Bozak read Resolution 2025-18 out loud for the council. Councilwoman Bozak made a motion to approve Resolution 2025-18 Police Fund Appropriations Transfer. Councilwoman Biancardi seconded the motion. Councilman McGraw- Aye, Councilwoman Bozak- Aye, Councilwoman Biancardi- Aye, Councilwoman Draves- Absent, Councilwoman McHargue- Abstain. Motion passed.

New Business:

Staff Anniversary Recognition:

Councilwoman McHargue stated we have 3 part-time Police Department employees with anniversaries. The first is Austin Haynes with 6 years, Kevin Rospierski with 1 year, and Amanda Gucciardo with 3 years.

Sanitation Clerk Position Filled

Councilwoman Biancardi stated that Gina has been here for a week and a half now, and I hear she is doing well. Now that we have our third person, the office let me know that the board encumbered money from last year to purchase a third desk. So, if the board is okay with that, I would like to have them go ahead and order that.

ADA Rumble Replacement Invoices

Park Board member Tumblin stated that the ADA orange rumble triangle near the shelters at the park has been damaged and needs to be repaired. The quote was for \$2,000 for removal and replacement. The original contractor that did the work, Royko Concrete, would be fixing the ADA rumble. Councilwoman Biancardi made a motion to approve the invoice for Royko Concrete, from 361 fund of the general town fund, to repair the ADA rumble triangle. Councilwoman Bozak seconded the motion. Councilwoman Biancardi- Aye, Councilwoman Bozak- Aye, Councilman McGraw- Aye, Councilwoman Draves- Absent, Councilwoman McHargue- Aye. Motion passed.

Graff Ford Opening- Assembly Application Permit

Councilwoman Bozak stated that there are 2 permits, one for the shared parking lot between Chevrolet and Kia and the other between Ford and Toyota. Police Chief McHargue stated we have had conversations about the Police, and the issue is that both events are trunk or treat, and at the times, we would need an officer at both locations. Councilwoman Bozak stated it is scheduled for October 29, 2025.

Councilwoman Biancardi made a motion to approve the 2 assembly application permits. Councilwoman Bozak seconded the motion. Councilwoman Biancardi- Aye, Councilwoman Bozak- Aye, Councilman McGraw- Aye, Councilwoman Draves- Absent, Councilwoman McHargue- Aye. Motion passed.

Sounds Cool! Invoice

Clerk-Treasurer Loving stated that we just need to know where to pay this invoice from. This is for a service call for one of the TVs that is not working. Councilwoman Biancardi stated this invoice should be paid from the town's general professional services.

Brainstorm Invoices

Clerk-Treasurer Loving stated that this is for invoice #32459 for \$2,185. It is for the 5 refurbished laptops. Councilwoman Biancardi stated that this should be paid for from the CCD other equipment.

Drive Clean Indiana Membership Invoice #4723

Clerk-Treasurer Loving stated that it is \$2,000 to renew the membership for Drive Clean Indiana. This is a lobbying group that pushes for clean travel. Councilwoman Biancardi stated that at this point, I don't know what our benefit would be of renewing this.

MOU- Westchester Township Trustee

Clerk-Treasurer Loving read out loud the MOU to the council. Councilwoman Biancardi made a motion to approve the MOU- Westchester Township Trustee. Councilwoman Bozak seconded the motion. Councilwoman Biancardi- Aye, Councilwoman Bozak- Aye, Councilman McGraw- Aye, Councilwoman Draves- Absent, Councilwoman McHargue- Aye. Motion passed.

Approval Financial Report (Fund Report, Appropriation Report, & Revenue Report)

Councilwoman Biancardi made a motion to approve the financial reports. Councilwoman Bozak seconded the motion. Councilwoman Bozak – Aye, Councilwoman Biancardi- Aye, Councilman McGraw – Abstain, Councilwoman Draves- Absent, Councilwoman McHargue –Aye. Motion passed.

Approval to pay vouchers with 3 or more signatures:

Councilwoman Biancardi moved to approve vouchers with three or more signatures. Councilwoman Bozak seconded the motion. Councilwoman Bozak – Aye, Councilwoman Biancardi- Aye, Councilman McGraw – Aye, Councilwoman Draves- Absent, Councilwoman McHargue –Abstain. Motion passed.

Approval of purchase orders submitted with 3 or more signatures:

Councilwoman Bozak moved to approve purchase orders submitted with three or more signatures. Councilwoman Biancardi seconded the motion. Councilwoman Bozak – Aye, Councilwoman Biancardi- Aye, Councilman McGraw – Aye, Councilwoman Draves- Absent, Councilwoman McHargue –Abstain. Motion passed.

Trick or Treat

Trick or Treat will be held on October 31, 2025, from 5:30 to 7:30 pm.

Councilwoman Biancardi stated that we have an Anthem refund check for \$6,495.50.

Councilwoman Biancardi made a motion to use that towards the 2026 premium.

Councilwoman Bozak seconded the motion. Councilman McGraw- Aye, Councilwoman Bozak- Aye, Councilwoman Biancardi- Aye, Councilwoman Draves- Absent, Councilwoman McHargue- Aye. Motion passed.

Councilwoman Biancardi asked Clerk-Treasurer Loving if he had investigated doing electronic payments to vendors. Clerk-Treasurer Loving stated, yes, but the representative with Horizon was out of the office, so we still need to get in touch and get that figured out. It can be done, though.

Councilwoman Biancardi stated that I was looking at fund balances, and I thought about the ARP funds. Those must be spent by the end of next year. Has it been determined how the balance of that will be spent? Councilwoman Bozak stated we were waiting on the final price of the salt dome, because after that, there shouldn't be much left. If the money can be used for renovations, I would love to get new floors in paint in Town Hall. Between CCD and CEDIT, there should be funds to cover that, but if there are ARP funds left, we could potentially use that. The balance right now is \$214,230. Clerk-Treasurer Loving stated I will investigate what balance you can use tomorrow and get back to the council. Councilwoman Biancardi stated that I would like to ask Brandon to get some quotes on flooring for the restrooms, main office, Clerk-Treasurer's office, and kitchen.

Old Business:

Republic Trash/Recycle Contract Renewal

Clerk-Treasurer Loving stated that the initial contact was very positive, and then radio silence since then. I have called my contact twice this week with no response. We are running out of time; the books are ready to be printed. They must agree by mutual agreement, but we must come up with a number. I think we go with the 2026 agreed-upon number, which was a 3% increase. So, if we go with the original contract, we do not need to approve anything and can just proceed. We will print the books with the fifth-year mutual option, and if there is any overage, the council can decide what to do with it.

Gariup Salt Dome Application #3

Councilwoman McHargue stated that we had an email sent to us on September 22, 2025, and all of the paperwork was there to close out. The final payment is \$30,200, and that is for the release of all of the retainage being held. Councilwoman Biancardi made a motion to pay the Gariup salt dome application #3 for \$30,200. Councilwoman Bozak seconded the motion. Councilwoman Bozak – Aye, Councilwoman Biancardi- Aye, Councilman McGraw – Aye, Councilwoman Draves- Absent, Councilwoman McHargue – Aye. Motion passed.

Good of the Order of the Community:

Councilman McGraw stated that after we put the new gutters on the building, we need to put the gutter guards on. That is something that the Street Department can handle putting on. Councilman McGraw made a motion to install gutter guards on the new gutters at Town Hall, not to exceed \$500 from CCD other equipment. Councilwoman Biancardi seconded the motion. Councilwoman Bozak – Aye, Councilman McGraw – Aye, Councilwoman Biancardi- Aye, Councilwoman Draves – Absent, Councilwoman McHargue- Aye. Motion passed.

Councilwoman McHargue asked if there was any update on the unsafe building fund. Councilwoman Biancardi stated that the notes from last month stated there would be an ordinance for tonight's meeting. Clerk-Treasurer Loving stated we will push that to the November meeting.

Councilwoman Biancardi made a motion to adjourn. Councilwoman Bozak seconded. Councilwoman Bozak – Aye, Councilwoman Biancardi- Aye, Councilman McGraw – Aye, Councilwoman Draves- Absent, Councilwoman McHargue – Aye. Motion passed.

There being no further business to discuss, the meeting concluded at 8:15 p.m.

TOWN COUNCIL OF THE
TOWN OF BURNS HARBOR

Jennifer McHargue, President

Roseann Bozak, Vice-President

Lisa Draves

John (Jack) McGraw

Toni Biancardi

ATTEST:

Nick Loving
Clerk-Treasurer