



200 E. Washington St  
Culver, IN 46511

574.842.3140 (p)  
574.842.3633 (f)  
clerk@townofculver.org

## 2016 Resident Information Sheet

### Town Council

Culver's governmental body consists of a five-member council each of whom are elected at-large to serve a four year term. The terms are staggered with two members elected in even years and three elected in odd years. At the first meeting in January of each year, the council elects one council member president. This person serves as the chairperson for the council, setting agendas and leading meetings.

They also are responsible for appointing members to the Plan Commission, Board of Zoning Appeals, Park Board, Redevelopment Commission, and Tree Commission. The elected and appointed officials are responsible for adopting ordinances and resolutions for Culver.

Council Members	Email	Serving Term	
		Since	Expires
Ginny Munroe president	<a href="mailto:gmunroe@townofculver.org">gmunroe@townofculver.org</a>	2008	2019
Sally Ricciardi vice-president	<a href="mailto:sricciardi@townofculver.org">sricciardi@townofculver.org</a>	2007	2018
Dave Beggs	<a href="mailto:dbeggs@townofculver.org">dbeggs@townofculver.org</a>	2015	2018
Joel Samuelson	<a href="mailto:jsamuelson@townofculver.org">jsamuelson@townofculver.org</a>	2016	2019
Tammy Shaffer	<a href="mailto:tshaffer@townofculver.org">tshaffer@townofculver.org</a>	2016	2019

### Council Meetings

Town Council regularly meets the second and fourth Tuesday of the month at 6:30 p.m. in Town Hall, 200 East Washington Street. Meeting dates are posted on the board outside town hall as well as on Whatsup247.com. All regular meetings and work sessions are open to the public. Agendas, minutes and other documents are available at town hall and minutes are posted on the website.

### Clerk-Treasurer

The clerk-treasurer is elected in odd years to a four-year term. The clerk-treasurer is responsible for the finances as well as the record keeping of the town.

	Phone	Email	Serving Term	
			Since	Expires
Karen Heim	574.842.3140	<a href="mailto:kheim@townofculver.org">kheim@townofculver.org</a>	2012	2019

### Administration

The Town of Culver operates under the council-manager form of government. "This form combines the strong political leadership of an elected town council with the strong managerial experience of an appointed town manager. The manager appointed by the council is responsible for implementing council-adopted policies, preparing the annual budget, supervising department heads and other staff, and directing the day-to-day operations of the town."

Culver Town Council  
Ginny Munroe  
President  
Sally Ricciardi  
Vice-President  
David Beggs  
Joel Samuelson  
Tammy Shaffer  
Town Manager  
Jonathan Leist  
Clerk-Treasurer  
Karen Heim

		Phone	Email	Serving
				Since
Jonathan Leist	Town Manager	574.292.9499	<a href="mailto:jleist@townofculver.org">jleist@townofculver.org</a>	2015
Julie Cowell	Deputy Clerk/Utility Billing	574.842.3140	<a href="mailto:jcowell@townofculver.org">jcowell@townofculver.org</a>	2012

**Town Hall is located at 200 East Washington.  
Office hours are 8 a.m. to 4 p.m. Monday through Friday**

## **New Resident Checklist**

The following may be helpful for those moving to Culver.

### ***Emergency Alerts***

Follow us on Facebook for the latest information on what is going on in town. Look for Town of Culver. You can also receive text updates by texting 4CULVER to 36000. For event information, follow us on Whatsup247.com

### ***Utilities***

#### *Water, Sewer, Trash and Recycling*

Town of Culver Utilities 574.842.3140

#### *Electricity*

NIPSCO 800.464.7726

#### *Local Phone*

AT&T 800.288.2020

#### *Cable*

Mediacom 844.274.6753

#### *Internet*

FourWay 800.733.0062

MediaCom 844.274.6753

### **Water Deposit**

To set up water utilities, please complete the Culver Water Utility Application available [here](#) or at town hall. There is a \$75 deposit for the water utility.

### **Utility Bills**

Bills for water, sewer, storm water, and trash are sent out or e-mailed (please let us know your preference) on the first of the month and due the 15<sup>th</sup>. Payments may be made in person at town hall during office hours, placed in the secure drop box inside the front door of the police station anytime, or mailed in. Payments also are accepted via online credit card payment through [paygov.us](#) or by automatic ACH payment. To sign up for ACH, please download the form from the town's website ([townofculver.org](#) under services) or stop by town hall.

### **Leaf Collection**

Burning leaves is not allowed in the Town of Culver. The street department will pick up leaves in October/November and March/April of each year. Please rake the leaves to the curb and not into the street and keep branches and other yard waste separate as it clogs the leaf vacuum.

### **Public Schools**

For information on how to register your child in Culver Community Schools, please visit their website [www.culver.k12.in.us](http://www.culver.k12.in.us).

### **Golf Carts**

Golf carts, as a form of transportation, are allowed on Culver streets provided the vehicles have the proper registration. Registrations may be obtained at Town Hall. For golf carts, please provide proof of insurance (golf cart must be listed) along with the year make and model of the cart. The registration fee is \$40

### **Utility Vehicles**

UTVs are allowed on Culver streets but must be registered with the BMV first and then the town. Bring the registration to Town Hall along with proof of insurance (UTV must be listed) to obtain a permit to drive in Culver. There is no cost.

### **Town Wide Yard Sales**

Culver promotes garage sales the last weekend of April and the last weekend of September. A map of the area garage sales is published and made available to garage sale hunters. To have a sale included on the map, contact town hall no later than the Tuesday before the sales. Any leftovers from sales can be donated to the local thrift shop (216 South Ohio) or the Lions Club Flea Market, which takes place the first Saturday of May and October.

## **Town Wide Clean Up Day**

Culver sponsors a clean-up day for residents the second Saturday of May and October. Dumpsters are available at the parking lot by the east water tower on Lake Shore Drive. Hazardous waste will not be accepted.

## **Town Services**

### **Parks and Recreation**

The town operates the town park, including the beach. Located on Lake Shore drive, the park is open from dawn until 11 p.m. and has a basketball court, beach volleyball court, two playgrounds, a beach, community center, and boat piers. From Memorial Day to Labor Day, the beach is guarded and admission is charged to swim. Summer passes are available for purchase at the beginning of the season. Pier space are rented for the season. For information, please contact the park superintendent.

Contact: 574.842.3510, beach lodge or [park@townofculver.org](mailto:park@townofculver.org)

### **Police Department**

The Culver Police Department provides law enforcement for Culver around the clock and is located next door to Town Hall, 200 East Washington. The officer on duty can be reached anytime by calling dispatch at 574.842.2525 for non-emergency calls.

Contact: Wayne Bean, Police Chief, 574.842.3613 or [wbean@townofculver.org](mailto:wbean@townofculver.org)

### **EMS Department**

The Culver-Union Township EMS is an advanced service staffed 24-hours a day and is located at Town Hall, 200 East Washington.

Contact: Kathy Hart, EMS Director, 574.842.2773 or [khart@townofculver.org](mailto:khart@townofculver.org)

### **Fire Department**

The Culver-Union Township Fire Department is a volunteer service. Located on Lake Shore Drive, the fire department serves Culver and Union Township. If the department is called out, the siren will go off. Not to be confused with the tornado which will stay at one level for three minutes, the fire siren will go up and down five times before stopping. When it does go off, please be aware of fire fighters trying to get to the station quickly from all areas of town.

Contact: Terry Wakefield, Fire Chief, 574.952.0292 or [terrywakefield2@yahoo.com](mailto:terrywakefield2@yahoo.com)

## **FOR A POLICE, FIRE, or MEDICAL EMERGENCY, DIAL 911**

### **Utilities Department**

This department designs, builds and maintains key town infrastructure including roads and alleys, traffic signs, water treatment and distribution, sewer collection and treatment, storm drains and town facilities.

**Residential Trash and Recycling** – Trash pickup and recycling for single family homes is provided by contract with Allied Waste. Residents are provided trash and recycling bins by Allied Waste. Trash collected takes place every Monday; recycling is every other Monday. More information is available on the Town of Culver's website under Services.

**Brush and Leaf Collection** – The street crew collects brush and branches placed at the curb (please do not place it in the street). In October/November and April/May, the crew will collect leaves placed at the curb. Please do not mix branches in with leaves. Grass clippings, weeds and other yard waste is not collected but may be taken to the street garage at 511 South Mill Street and placed in the waste bin there.

**Christmas Trees** – The street crew will pick up Christmas trees placed at the curb following the holiday season. Please be sure the tree is cleared of all decorations.

Contact: Bob Porter, Utilities Superintendent, 574.292.3943, [bporter@townofculver.org](mailto:bporter@townofculver.org)

## Get Involved in Town Government

Attend town meetings. The town council, plan commission, board of zoning appeals, redevelopment commission and park board meet at least once a month to conduct business and discuss issues. All of them are open to the public and most include time specifically for public comment. Meeting schedules are on the town's website, posted at town hall and on Whatsup247.com. Recent meeting minutes are available on the website at and town hall for viewing.

Share your views with town council members, town manager and/or clerk-treasurer.

Serve on a board or commission. Members of the plan commission, board of zoning appeals, park board and redevelopment commission are appointed by the town council. If you are interested in serving, contact town hall for more information.

Register to vote. Voter applications are available at town hall or the Marshall County Clerk's office in Plymouth.

Sign up for text notifications. Text 4CULVER to 36000

Volunteer. Get involved in groups like the Lions Club or Kiwanis. Volunteer at the library. Support the farmers market or the Visitors Center. There are many ways to connect in Culver.

## Contact Information and Links

### *State and Federal Representatives*

Senator Dan Coats	317.554.0750	<a href="http://www.coats.senate.gov">www.coats.senate.gov</a>
Senator Joe Donnelly	202.224.4814	<a href="http://www.donnelly.senate.gov">www.donnelly.senate.gov</a>
Representative Jackie Walorski	574.204.2645	<a href="http://www.walorski.house.gov">www.walorski.house.gov</a>
Governor Mike Pence	317.232.4567	<a href="http://www.in.gov/gov">www.in.gov/gov</a>
Senator Randy Head	800.382.9467	<a href="mailto:s18@iga.in.gov">s18@iga.in.gov</a>
Representative Tim Harmon	800.382.9841	<a href="mailto:h17@iga.in.gov">h17@iga.in.gov</a>

### *Indiana Resources*

[www.in.gov](http://www.in.gov)

Dept of Natural Resources	877.463.6367	<a href="http://www.in.gov/dnr">www.in.gov/dnr</a>
Bureau of Motor Vehicles	888.692.6841	<a href="http://www.in.gov/bmv">www.in.gov/bmv</a>
Plymouth branch	2936 Miller Drive	Plymouth

### *Marshall County Resources*

Marshall County Building  
112 West Jefferson Street, Plymouth  
[www.co.marshall.in.us](http://www.co.marshall.in.us)

Assessor's Office	574.935.8525
Auditor's Office	574.935.8555
Building Inspections	574.935.8531
Clerk	574.936.8922
Voter Registration	574.936.8922
Solid Waste Management	574.935.8618
Marshall County Economic Development Corporation	574.935.8499
Jerry Greeson Union Township Trustee	574.842.4260

### *Outside Agencies*

Culver Union Township Public Library	107 N. Main Street	574.842.2941	<a href="http://www.culver.lib.in.us">www.culver.lib.in.us</a>
Culver Community School Corporation	700 School Street	574.842.3364	<a href="http://www.culver.k12.in.us">www.culver.k12.in.us</a>
Culver Academies	1300 Academy Road	574.842.7000	<a href="http://www.culver.org">www.culver.org</a>
United States Post Office	115 West Jefferson	574.842.2965	