**TOWN OF MUNSTER**

**MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL**

**OCTOBER 7, 2024**

A meeting of the Munster Town Council convened at 7:01 p.m. on Monday, October 7, 2024. Ordinance 1830 is the basis for holding electronic meetings. The announced meeting location was Munster Town Hall, 1005 Ridge Road, Munster, Indiana. Councilors, Staff, and the public had the option to participate via Zoom meeting technology.

Councilors George Shinkan, Joseph G. Hofferth, Chuck Gardiner, Jonathan Petersen, and David B. Nellans were physically present at Town Hall. Also present in Town Hall were Clerk-Treasurer Wendy Mis, Controller/Interim Town Manager Patricia Abbott, Police Chief Steve Scheckel, Fire Chief Mark Hajduk, Town Attorney Dave Westland, and Interim Director of Operations Chris Spolnik. Representatives from the media were present.

President Nellans presided and opened the meeting with a moment of silence, followed by the Pledge of Allegiance.

**PROCLAMATION: RETIREMENT OF COACH LEROY MARSH**

Councilor Shinkan read a proclamation congratulating Coach Leroy Marsh on his retirement from Munster High School after a successful fifty-one years of teaching and forty-five years of coaching football.

Councilor Gardiner moved, with a second by Councilor Petersen, to approve the proclamation as presented. Councilors Shinkan, Hofferth, Gardiner, Petersen, and Nellans voted in favor; none voted against.

**PROCLAMATION: HISPANIC HERITAGE MONTH AND HISPANIC MILITARY VETERANS**

Councilor Shinkan read the proclamation recognizing the contributions of Hispanic veterans and proclaiming September 15 through October 15, 2024, as Hispanic Heritage Month in the Town of Munster.

Councilor Shinkan moved, with a second by Councilor Hofferth, to approve the proclamationas presented. Councilors Shinkan, Hofferth, Gardiner, Petersen, and Nellans voted in favor; none voted against. Motion carried, and the proclamation was adopted.

**PUBLIC COMMENT**

The Town of Munster accepts public comments submitted both in-person and electronically. The public was informed, via the agenda posted at munster.org, that questions or comments about an item on the agenda were to be emailed to [wmis@munster.org](mailto:wmis@munster.org). All in-person public comments are limited to two minutes and limited to a total of twenty minutes for the public comment section.

Mr. Robert Thomas, 8445 Manor, requested a barrier for noise along the NITCD route along Manor Avenue and would like to see landscaping in the area.

Dr. Ken Schoon, 8010 Forest, complimented the recent Monarch Festival and Car Cruise. He would like to have a public meeting to discuss the process they went through to determine that the Ridge Road project is a safe and good project as originally written.

Mr. Mike Dujmovic, 1833 Tulip Lane, asked if there would be a yield to pedestrians sign on Fran Lin at Greenwood.

Mr. Mitch Barloga, 1900 Bluebird Lane, requested public input on the Ridge Road project. He stated there would be a meeting for the public on November 21 at Munster Church to discuss the project.

Mr. Mike Englert, 113 Beverly Place, updated us on the progress of Beverly Parkway including the approved plans to move forward.

Mr. Tom Jurich, 1839 Magnolia, shared traffic has been heavier on Bluebird due to construction in the area. He is against reducing Ridge Road to three lanes.

Mr. Paul Rotatori, 8118 Kraay Avenue, requested Council vote to keep the original Ridge Road proposal. He was a part of the original steering committee and spent one year in discussion and planning. He believes it will fulfill the vision of a downtown area and improve small businesses.

Ms. Lea Kilibarda Funston, 8301 Greenwood Avenue, supports the original plan for Ridge Road and believes it will improve the quality of life for the Town. She participated in the public process and public input and sees that it will improve the long-term stability of Munster.

Ms. Barb Matz, 7925 Forest Avenue, requested additional lighting around the Beverly Parkway and additional stop signs.

Mr. Michael Goepfert, 10380 Oxford Place, supports the original Ridge Road proposal as it created safe walkways, and he does not want to see the funding wasted.

Mr. Dominique Dawson, 8146 Greenwood Avenue, supports the original Ridge Road proposal and compared the project to the success in Carmel Indiana.

No one else rose to the floor.

Clerk-Treasurer Mis shared that 91 were submitted electronically on the topic of Ridge Road. 32 emails from 16 unique emails were sent supporting leaving Ridge Road five lanes. 59 emails were sent from 56 unique emails were sent supporting the original grant submission.

***CONSENT AGENDA***

**APPROVAL OF MINUTES**

Minutes of a regular meeting held on September 16, 2024

**ACCOUNTS PAYABLE VOUCHER REGISTERS**

Confirmation of Voucher Register #24-8K dated 08/31/24 totaling $82,435.41

Approval of Voucher Register #24-8L dated 08/31/24 totaling $5,112,958.12

Confirmation of Voucher Register #24-9H dated 09/19/24 totaling $79,809.18

Confirmation of Voucher Register #24-9I dated 09/20/24 totaling $516,203.99

Confirmation of Voucher Register #24-9J dated 09/26/24 totaling $847,180.33

Confirmation of Voucher Register #24-10A dated 10/03/24 totaling $1,603,819.23

Approval of Voucher Register #24-10B dated 10/03/24 totaling $672,577.06

Confirmation of Voucher Register #24-10C dated 10/04/24 totaling $490,305.00

**TREASURER’S REPORT**

The August 2024 Treasurer’s Report was presented.

**WATER LEAK ADJUSTMENTS 2024-47 AND 2024-50**

Staff received requests for adjustment under the leak adjustment policy adopted by the Town Council on April 8, 2013. The customers have completed the required form, and the requests meet all the criteria for adjustments as follows:



Councilor Petersen requested invoices for Westland and Bennet and Eichhorn and Eichhorn be voted on separately.

Councilor Shinkan moved, with a second by Councilor Hofferth, to suspend the rules, waive the readings, and adopt the Consent Agenda as amended. Councilors Shinkan, Hofferth, Gardiner, Petersen, and Nellans voted in favor; none voted against. Motion passed.

Councilor Shinkan moved, with a second by Councilor Hofferth, to approve the invoices from Westland and Bennett and Eichhorn and Eichhorn and Eichhorn. Councilors Shinkan, Hofferth, Gardiner, and Nellans voted in favor; Councilor Petersen voted against. Motion passed.

***OLD BUSINESS***

# ORDINANCE 1966: 2025 BUDGET AND TAX LEVIES

Introduced ORDINANCE 1966 is an ORDINANCE FOR APPROPRIATIONS AND TAX RATES. At the September 16, 2024, meeting, the Council conducted the public hearing and had first reading on the ordinance for the 2025 budget.

Ordinance 1966 has been drafted to match the submittal that will be made to the Department of Local Government Finance (DLGF). Final budget certification for those funds approved by DLGF is expected by year-end.

Councilor Gardiner asked if additional payroll had been considered when preparing the budget, which it has been.

Councilor Shinkan moved, with a second by Councilor Gardiner, to adopt introduced Ordinance 1966 as presented. Councilors Shinkan, Hofferth, Gardiner, Petersen, and Nellans voted in favor; none voted against. Motion carried.

***NEW BUSINESS***

# RESOLUTION 2139: REJECTION OF MERIT BOARD

Proposed RESOLUTION 2139 is A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MUNSTER, INDIANA, REJECTING THE ESTABLISHMENT OF A POLICE MERIT SYSTEM. Currently, the Town of Munster Safety Board has authority over the administration, policies, and procedures of the Munster Police Department. This five-member board is appointed by the Town Council to a three-year term, and the body is politically balanced.

Under I.C. 36-8-3.5-5.5, any town with at least twelve active full-time paid police officers and a population of at least 20,000 can establish a merit system and merit commission for appointments, promotions, demotions, and dismissal of officers. If the Town takes no action before year-end, the Munster Safety Board will be replaced by a merit system effective January 1, 2025, under the terms of the statute.

A merit commission would have five members who would serve four-year terms except for the initial appointments of which two members would have two-year terms. To serve on the Commission, appointees must have resided in Munster for at least three years immediately prior to appointment, must not be an active member of a police or fire department, must be at least twenty-one years of age, be of good moral character, and no more than two commissioners may be former members of a police or fire department. Commissioners are appointed as follows.

* 2 commissioners from different political parties appointed by the Council President
* 1 commissioner appointed by the Town Council
* 2 commissioners from different political parties elected by the active members of the police department

Under the merit system, all the existing rules would be void. All would need to be approved or reapproved to be effective. Rules governing the following would require a public hearing: selection and appointment of members of the police department, selection of a chief, promotions, competitive exam to fill vacancies, determination of performance rating at least every six months, vacancies in rank and promotions, disciplinary actions, suspension or reprimand by the Chief, mandatory retirement, reduction in staff due to temporary leave, and mandatory printing and disseminating of amendments.

Under the statute, there are four options for how to proceed.

* Option One would have the Council pass an ordinance or resolution establishing a merit system. This would require the Board of Safety to have a meeting with the police officers to approve or reject the merit system.
* Option Two would have the active police officers approve a referendum requesting the Council establish a merit system. This would require the Council to take action to grant or deny the request.
* Option Three would be to have both the Council and the active police officers take action to specifically reject the establishment of a merit system.
* Option Four would be to do nothing and let the statute take effect, creating a merit system and commission effective January 1, 2025.

Police Staff and the Town Attorney have reviewed the governing statutes and believe Option Three is the best option. As a result, Resolution 2139 has been drafted to specifically reject the establishment of a police merit system and merit commission. If adopted, Resolution 2139 will be forwarded to the active members of the Munster Police Department for further action as required by law.

Councilor Gardiner moved, with a second by Councilor Shinkan, to adopt Resolution 2139 as presented. Councilors Shinkan, Hofferth, Gardiner, Petersen, and Nellans voted in favor; none voted against. Motion carried.

# ORDINANCE 1967: STOP SIGNS

Proposed ORDINANCE 1967 is AN ORDINANCEAMENDING THE GENERAL PROVISIONS OF CHAPTER 54, TRAFFIC AND VEHICLES, OF THE MUNSTER CODE OF ORDINANCES PERTAINING TO ADDITIONAL STOP SIGNS AND CHANGE OF SPEED LIMIT. Council has determined that additional stop signs are needed to help reduce speeding on certain streets and that the speed limit should be reduced on Fran Lin Parkway. Ordinance 1967 has been drafted to amend Chapter 54 of the Town Code for these purposes. The proposed changes are as follows.

1. Stop sign on 30th Street at Jefferson Avenue
2. Stop sign on 30th Street at Monroe Avenue
3. Stop sign on Camellia Drive at Oriole Drive
4. Stop sign on Timberwood Lane at Wildflower Lane
5. Stop sign on Margo Lane at Salisbury Drive
6. Four-way stop sign at Beverly Place and Forest Avenue
7. Reduction of the speed limit from 35 mph to 25 mph on Fran Lin Parkway

If adopted, Ordinance 1967 would be published and go into effect upon the date of publication.

Councilor Shinkan moved, with a second by Councilor Hofferth, to hear Ordinance 1967 on first reading as presented and schedule second reading for October 21, 2024. Councilors Shinkan, Hofferth, Gardiner, Petersen, and Nellans voted in favor; none voted against. Motion carried.

# ACCEPTANCE OF HEALTH INSURANCE RATES

The Town provides medical, dental, and vision insurance to all full-time employees. Each of these insurances is provided through the AIM Medical Trust. The Town has been very pleased with the Trust in the coverage and plans provided, the stable rates, their customer service, and responsiveness to employees’ needs.

The Town increased the amount of premium it covered from 82.5% to 90.00 % with the 2023 Plan year. In 2024, Munster’s overall premium decreased by over 13%. While the industry standard for premium increases is 10% for the coming year, Munster will experience a 2.00% increase in medical premiums with dental and vision rates remaining unchanged. Our employees have benefited significantly by the Town’s membership in the Trust.

Monthly rates for the 2025 Plan Year are as follows.



The annual open enrollment period begins October 21, 2024, and Council is asked to accept the rates for the coming plan year which begins January 1, 2025.

Councilor Gardiner moved, with a second by Councilor Shinkan, to accept the medical, dental, and vision rates for the 2025 plan year. Councilors Shinkan, Hofferth, Gardiner, Petersen, and Nellans voted in favor; none voted against. Motion carried.

# ENGAGEMENT LETTER: FOCUS FORENSICS

As part of an on-going litigation case, the Town anticipates the need to engage an expert witness. Eichhorn & Eichhorn represents the Town in this matter and has recommended Focus Forensics for this matter. A retainer of $2,000.00 will provided by the Town which will be applied to the first invoice(s) until exhausted. Once exhausted, a subsequent retainer might be required.

The work will be performed on a time-and-expense basis based on the work performed as outlined in the 2024 Fee Schedule. This work will be paid from the Self-Funded Liability Insurance Fund.

Councilor Hofferth moved, with a second by Councilor Shinkan, to approve the engagement letter with Focus Forensics for expert witness services on a time-and-expense basis and the payment of a $2,000.00 retainer. Councilors Shinkan, Hofferth, Gardiner, and Nellans voted in favor; Councilor Petersen voted against. Motion carried.

# BUILDERS INSURANCE EXTENSION

At the February 19, 2024, meeting Council approved a Builder’s Risk Insurance policy for the construction of the Pro Shop and Cart Storage Buildings at Centennial Park. At a cost of $20,998.00. The premium was based on the total project cost.

The project end date will go beyond what was contemplated at that time. An extension of coverage is needed through November 1, 2024. The additional cost is $1,445.00.

Councilor Gardiner moved, with a second by Councilor Hofferth, to authorize the extension of coverage for the builder’s risk policy through November 1, 2024, at a cost of $1,445.00. Councilors Shinkan, Hofferth, Gardiner, Petersen, and Nellans voted in favor; none voted against. Motion carried.

# SUPPLEMENTAL AGREEMENT: MAIN STREET PROJECT

At the March 7, 2022, meeting, Council approved a contract with DLZ Indiana, LLC for Phase I design of the Main Street Complete Street Redesign and Reconstruction Project at an amount not to exceed $751,840.00. When the current Council started their term this year, the project design was 50% complete, the hydraulic calculations were 90% complete, and the utility coordination was 50% complete.

Council has determined that some previously agreed upon items are to be modified or removed (e.g. turf median removal, median curb and gutter removal, sidewalk removal, additional thermoplastic). These modifications require additional design engineering work. DLZ is seeking an amendment to the original agreement to perform this work. The Supplemental Agreement enumerates the design elements to be changed and the individual lines in the original agreement to be changed.

Under the terms of the agreement, the cost will increase by $126,600.00 for a total contract amount of $898,440.00, the letting date extended from September 2024 to July 2027, and the estimated term completion extended from October 30, 2026, to October 31, 2029.

Councilor Hofferth moved, with a second by Councilor Shinkan, to approve the Supplemental Letter Agreement No. 1 from DLZ for a new contract total of $898,440.00. Councilors Shinkan, Hofferth, Gardiner, Petersen, and Nellans voted in favor; none voted against. Motion carried.

# CHANGE ORDER AND RELEASE OF RETAINAGE: CCMG 2023-1

The Town of Munster received a Community Crossing Matching Grant for street paving under the 2023-1 call. Streets to be paved included Azalea, Thicket, Pasturegate, Tamarack, Treadway, Tudor and Fran Lin. On July 17, 2023, the Town Council awarded the contract for the CCMG 2023-1 paving project to Milestone Contractors North, Inc. for a total of $2,966,562.50.

Change Order #1 for $13,500.00 was approved at the December 4, 2023, meeting, and Change Order #2 for $59,169.50 was approved at the April 1, 2024, meeting. Change Order #3 is the balancing change order completed at the end of a project and is for a reduction of $46,726.54. Once approved, the final contract cost will be $2,992,505.46.

SEH, the Town’s engineering consultant has reviewed and recommends approval of the change order and the release of final retainage in the amount of $299,250.55.

Councilor Hofferth moved, with a second by Councilor Gardiner, to approve Change Order #3 bringing the final contract total to $2,992,505.46 and release the retainage to Milestone North for CCMG 2023-1 in the amount of $299,250.55. Councilors Shinkan, Hofferth, Gardiner, Petersen, and Nellans voted in favor; none voted against. Motion carried.

# CHANGE ORDER: CCMG 2023-1

The Town of Munster received a Community Crossing Matching Grant for street paving under the 2023-2 call. Streets to be paved included Terrace, Forest, River, and Kraay. On February 19, 2024, the Town Council awarded the contract for the CCMG 2023-2 paving project to Milestone Contractors North, Inc. for a total of $1,307,700.00.

Change Order #1 is the balancing change order completed at the end of a project and is for an increase of $108,671.35. Once approved, the final contract cost will be $1,416,371.35. SEH, the Town’s engineering consultant has reviewed and recommends approval of the change order.

Councilor Hofferth moved, with a second by Councilor Shinkan, to approve Change Order #1 in the amount of $108,671.35 bringing the final contract total to $1,416,371.35 to Milestone Contractors North for CCMG 2023-1. Councilors Shinkan, Hofferth, Gardiner, Petersen, and Nellans voted in favor; none voted against. Motion carried.

# CONTRACT APPROVAL: 120WATER FOR LEAD SERVICE LINES

The EPA has set a goal of removing all lead service lines currently in use. As such, public water systems are required to complete a lead service line inventory and submit them to IDEM by October 16, 2024. The Town of Munster received a grant in 2023 to issue resident verification surveys to help determine water service line materials. At that time, the Town partnered with 120Water for this work.

Staff wants to continue the partnership with 120Water by using their PWS Pro software. This is the program that houses all of the data regarding the project and is compliant with the lead service line requirements. The cost for the software and managed service is $16,270.00 for twelve months. As part of this service, 120Water is assisting with the submittal of the inventory to IDEM.

Once the inventory is submitted, there is a requirement to notify all addresses that have unknown service line material within thirty days and annually thereafter. 120Water can issue these notices for a cost of $18,347.32. The cost is based on the need to send 6,938 letters. Both will be paid from the Water Cash Operating Fund.

Councilor Hofferth moved, with a second by Councilor Shinkan, to approve the agreement with 120Water for software and data management of the Lead Service Line Program at a cost of $16,270.00 and issue the required notices for unknown service line material at a cost not to exceed $18,347.32. Councilors Shinkan, Hofferth, Gardiner, Petersen, and Nellans voted in favor; none voted against. Motion carried.

# PUMP STATION ROOF REPLACEMENT

The Calumet Avenue Pump Station roof need to be replaced. Staff issued a request for quotes on September 10, 2024. Quotes were received as follows.

Century Roofing, Merrillville, Indiana $29,028.00

Gluth Brothers, Hammond, Indiana $31,738.00

Korellis Roofing, Hammond, Indiana $36,760.00

Century Roofing has the lowest quote. Staff has worked with them in the past and been satisfied with their work.

Councilor Gardiner moved, with a second by Councilor Shinkan, to authorize Century Roofing to replace the roof on the Calumet Avenue Pump Station at a cost not to exceed $29,028.00. Councilors Shinkan, Hofferth, Gardiner, Petersen, and Nellans voted in favor; none voted against. Motion carried.

# TOWN HALL DOORS

The main entry doors to Town Hall are original to the building and need to be replaced. Staff solicited quotes from three vendors on August 23, 2024, to replace the doors with an ADA compliant entry system. J & B West Roofing and Hasse Construction declined to submit quotes. Century Roofing provided a quote of $101,910.00.

Staff has worked with Century Roofing on numerous projects and are confident in their ability to complete the work. General Obligation bond proceeds will be used to pay for the project.

Councilor Shinkan moved, with a second by Councilor Hofferth, to authorize Century Roofing to install the new doors and entry system at the main doors of Town Hall at a cost not to exceed $101,910.00. Councilors Shinkan, Hofferth, Gardiner, Petersen, and Nellans voted in favor; none voted against. Motion carried.

# PURCHASE OF EQUIPMENT FOR POLICE VEHICLES

Earlier this year the Town Council approved the purchase of take-home vehicles for the police department. The vehicles have been ordered and equipment for the vehicles is being ordered. Quotes for consoles with computer docks and mounts were received. Baycom can provide and upfit seventeen squads at a cost of $64,295.00.

Councilor Petersen moved, with a second by Councilor Hofferth, to authorize the Police Department to purchase the equipment needed to outfit the new squad consoles for computer implementation at a cost not to exceed $64,295.00. Councilors Shinkan, Hofferth, Gardiner, Petersen, and Nellans voted in favor; none voted against. Motion

# 2024 POLICE DEPARTMENT FIBER PROJECTS

The Police Department has identified the following locations as in need of updated fiber which is either damaged, outdated or in need of additional fiber lines.

1. Ridge Road from Hohman Avenue to Manor Avenue (replace and repair)
2. Southwood and 45th Street to Frank Hammond School (add fiber)
3. Calumet Avenue and 45th Street westbound to State Line Avenue (two separate projects)
   1. Calumet and 45th west to the train tracks (add fiber)
   2. Train tracks on 45th west to 45th and State Line Avenue (add fiber)

Staff solicited quotes from three vendors; two declined to supply a quote. Midwestern Electric will perform the work for a total of $137,240.00 broken down as follows.

1. Ridge Road: $8,840.00.
2. Southwood: $28,800.00
3. Calumet to the train tracks: $55,900.00
4. Train tracks to State Line: $43,700.00

Councilor Shinkan moved, with a second by Councilor Gardiner, authorize the Munster Police Department to enter into an agreement with Midwestern Electric, LLC to complete the fiber projects located on Hohman Avenue to Manor Avenue on Ridge Road, Southwood to 45th to Frank Hammond School, and Calumet and 45th westbound to State line at a cost not to exceed $137,270.00. Councilors Shinkan, Hofferth, Gardiner, Petersen, and Nellans voted in favor; none voted against. Motion carried.

# DUO SOFTWARE AGREEMENT

The Criminal Justice Information Services (CJIS) has mandated that sensitive law enforcement databases must implement multi-factor authentication (MFA) by October 1, 2024.The Munster Police Department has been working with the Indiana State Police and IT provider Impact Networking to meet the requirements. Impact informed Staff recently that the original plan to meet the MFA requirements would be sufficient. Staff reached out to neighboring police departments and the Indiana State Police for assistance and recommendations. These agencies recommended using CISCO Duo. It is simple to use and meets the CJIS requirements.

The proposed agreement purchases seventy-five licenses at a cost of $3,780.00 along with professional services for implementation in the amount of $4,087.00. The licenses are for one year and the total cost is $7,867.00

Councilor Hofferth moved, with a second by Councilor Shinkan, to authorize the Munster Police Department Chief Stephen Scheckel to enter into an agreement with Network Solutions to purchase seventy-five (75) CISCO Duo Access Licenses and the professional services needed to implement them for a total of $7,867.00. Councilors Shinkan, Hofferth, Gardiner, Petersen, and Nellans voted in favor; none voted against. Motion carried.

# POWERDMS AND POWERREADY SOFTWARE

The Police Department has been looking for an online scheduling software to integrate with the payroll software to manage shifts and reduce time spent manually entering spreadsheets. Power DMS is the document management system currently in use in the Police Department PowerTime from PowerDMS will work with that system and allow for mass notifications, display of schedules online, updates and notifications of schedule changes, equipment tracking and vehicle checklists.

In addition, PowerDMS offers PowerReady for performance tracking and paperless training. The program integrates with existing policies and all data would be in one location reducing time finding materials and manual data input. The three-year agreement is prorated for the remainder of this year and includes subscriptions to PowerTime and PowerReady as follows.



Councilor Gardiner moved, with a second by Councilor Hofferth, to authorize Chief of Police Stephen Scheckel to enter into a three-year agreement with PowerDMS (NEOGOV) to purchase PowerTime and PowerReady for a total of $22,522.80 over a three-year period. Councilors Shinkan, Hofferth, Gardiner, Petersen, and Nellans voted in favor; none voted against. Motion carried.

# DISPOSAL OF PROPERTY

The Clerk-Treasurer’s Office, Community Development, and the Police Department have furniture and equipment that is no longer in use or no longer serviceable. The attached list includes toner cartridges which may have value. Police staff will offer these on PropertyRoom.com. Council is asked to declare all the items surplus and authorize their disposal.

Clerk-Treasurer’s Office

Office furniture has been offered to other departments for their use. Items not repurposed will be disposed.

1. 3 General Office Chairs (2 Blue & 1 Mauve)
2. 3- 2 Drawer File Cabinets (Cream Color)
3. 1-5 Drawer File Cabinet (Cream Color)
4. 1 Conference room table & 6 Blue Chairs that accompany this table.
5. 1 Coat Rack (12 Hanger)
6. Small Wood Desk with Glass Top & Chair
7. 5 Desktop File Trays (2 Black, 1 Brown, & 2 White)
8. 2 – 2 Drawer File Cabinets (Brown)
9. 1- 5 Drawer Filing Cabinet (Black)
10. 1- 2 Drawer Filing Cabinet (Gray color)
11. 1- 2 Drawer File Cabinet (Black)
12. 4 - Complete Desk Cubicles each with File Cabinet & Overhead Storage (Gray)
13. 1 Desk with Overhead storage (Black/Woodgrain)
14. 1 Complete Desk with Filing Cabinets & Overhead Storage (Gray)
15. 1- Rolodex Model# SR23-500SC (Black)
16. 40 - Various Sized Binders
17. 1- Used Credit Card Reader & Pin Pad Verifone Model #VX 520 & VX 805
18. 1- Small Metal Cash Box (Brown)
19. 7 Used & Outdated Stampers
20. 1- Used & Broken HP Laser Jet Check Printer Model# P3005
21. 1- Wood Lock Box (No key with it)
22. 3- Canon Staple Cartridges (No longer have printer for it)
23. 1- Standard Desk (Gray)
24. 1- 6 Shelf Wood Bookcase
25. 1- Broken Microsoft Mouse Model 1117
26. 1- Microsoft Keyboard Model# KU-0462
27. 1 Broken Desk Overhead Light Fixture
28. 1-Small Desk Drawer Organizer (Black)
29. 17- Epson Ribbon Cartridge for Old Printer (ERC-38 B)
30. 1- Minolta Printer Toner for Old Printer (MT 106A)
31. 1 Coffee Pot

Building Department

The following items are no longer serviceable and of no value to the Building Department. All listed items will be disposed.

1. 1- Oak Desk
2. 1- Drafting Desks
3. 1- Counter Height Chairs
4. 3 Blue Desk Chairs
5. 1 Blue Side Chair
6. 1 Whiteboard-Damaged
7. 1 Pencil Sharpener- Broken
8. 1 Calculator- Broken, no adapter
9. 1 Under Desk Footrest
10. 1 Metal Desktop File manager
11. 3 Plastic Desktop File Drawers

Police Department

The following items are no longer serviceable and of no value to the Police Department. All listed items will be disposed.

1. 22 Glock MOS Plate sets, small mounting plates
2. 18 Streamlight pistol switch for Glocks
3. 9 Streamlight Rifle Weaponlights
4. 3 Sig Sauer Romeo 4 weapon sights Serial Numbers: 93K15427MKC, 99K15969MKC, 88KC10544D
5. Leupoid scope
6. 11 Safariland Holsters

Police Department

Toner Cartridges

Staff will try to resell these items on PropertyRoom.com. Those not sold will be disposed.

**CE**

2 - 250A               BLACK

1 - 251A               CYAN

1 - 252A               YELLOW

1 - 253A               MAGENTA

1 – 271A              CYAN

4 - 410A               BLACK

2 - 410X               BLACK

3 - 411A               CYAN

3 - 412A               YELLOW

3 - 413A               MAGENTA

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2 - 410A               BLACK

3 - 411A               CYAN

2 - 412A               YELLOW

2 - 413A               MAGENTA

2 – **Q**6470A        BLACK

Councilor Gardiner moved, with a second by Councilor Hofferth, to declare as surplus and authorize its disposal. Councilors Shinkan, Hofferth, Gardiner, Petersen, and Nellans voted in favor; none voted against. Motion carried.

# RIDGE ROAD

At the June 17, 2024, meeting, Council approved drawings to be used as the basis for submittal to the Federal Highway Administration and to allow design engineers IEI to use their professional judgment to include additional safety elements to the drawings. The motion also stated that the updated drawings were to be submitted to the Town prior to submittal to the Federal Highway Administration.

IEI has submitted a Preliminary Engineering Assessment which includes three alternatives for the project. Alternative 1 is the original grant proposal reducing the number of lanes. Alternative 2 is keeping two lanes in each direction with Complete Street elements for increased safety, and Alternative 3 is to do nothing. The preferred preliminary alternative is Alternative 2. This document must be submitted to Federal Highway for their review and approval to proceed with design work.

On a parallel track, the grant agreement between the Town and Federal Highway must be amended to reflect the proposed changes. The original agreement was written with highly specific language which does not match the preferred preliminary alternative. In addition, Federal Highway has informed the Town that it is unusual to have such specific, restrictive language in the project scope. It is preferable to have less restrictive language to allow for modifications to the project without having to amend the agreement each time. As design work proceeds, it will be submitted for Federal Highway at set intervals to receive feedback and approval.

IEI representative Dustin Quincy was present at the October 2, 2024, Agenda Review meeting providing information about the process and the language put in the proposed amended agreement between the Town and Federal Highway. The project is now six months behind the original schedule, and it is unknown how long Federal Highway will take to approve the amendment and the proposed preferred preliminary alternative. Council approval is not a part of the Federal Highway Administration’s process, and there is concern about more delays. Time is of the essence.

Staff recommends approving the proposed amendment language and submittal of the Preliminary Engineering Assessment to Federal Highway.

A discussion ensued in which Councilor Gardiner shared concern regarding the lack of public input for keeping the road five lanes as the safety concerns expressed by public safety were addressed. Councilor Petersen stressed the five-lane configuration is what the voters and the local business community want.

Councilor Shinkan moved, with a second by Councilor Hofferth, to approve submittal of the proposed Amendment to the Grant Agreement and submittal of the Preliminary Engineering Assessment to the Federal Highway Administration. Councilors Shinkan, Hofferth, Gardiner, Petersen, and Nellans voted in favor; Councilors Gardiner voted against. Motion carried.

# PORTFOLIO REPORTS

No portfolio reports were presented.

## ANNOUNCEMENTS

(Unless stated otherwise, all meetings of the Town Council begin at 7:00 p.m. at Munster Town Hall.)

The Town Council will hold a regular meeting on Monday, October 21, 2024. The Redevelopment Commission will hold a regular meeting immediately following.

## ADJOURNMENT

There being no further business to come before the Council, and upon a motion by Councilor Shinkan and seconded by Councilor Hofferth, the meeting adjourned at 8:30 p.m. by voice vote.

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**David B. Nellans, President**

**ATTEST:**

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**Wendy Mis, Clerk-Treasurer**