

TOWN OF MUNSTER
MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL
APRIL 07, 2025

A meeting of the Munster Town Council convened at 6:30 p.m. on Monday, April 07, 2025. 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. The meeting was not recorded although a meeting transcript was electronically generated by Zoom.

Councilors George Shinkan, Joseph G. Hofferth, Chuck Gardiner, Jonathan Petersen, and David B. Nellans, and were physically present in Town Hall. Also present in Town Hall were Clerk-Treasurer Wendy Mis, Police Chief Stephen Scheckel, Director of Operations Bob Valois, Hammond Sanitary District representative Mike Hawkins, and Town Attorney Dave Westland. Controller/Interim Town Manager Patricia Abbott and Fire Chief Mark Hajduk were not in attendance. The news media was not represented.

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

PROCLAMATION: ARBOR DAY

Clerk-Treasurer Mis read a proclamation in support of April 25, 2025, as Arbor Day and encouraged Munster citizens to support efforts to protect our trees and woodlands. Councilor Nellans moved, with a second by Councilor Hofferth, to accept the Proclamation. Councilors Hofferth, Gardiner, Nellans, Petersen, and Shinkan voted in favor; none voted against. Proclamation accepted.

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. All in-person public comments are limited to two minutes and limited to a total of twenty minutes for the public comment section.

Mrs. Amy Sinder, 10316 Megan Way, represented several residents of Community Estates and their concerns regarding privacy, safety, and noise pollution concerns regarding the incoming train. They would like barriers to be considered.

CONSENT AGENDA

APPROVAL OF MINUTES

Minutes of a regular meeting held on March 17, 2025

ACCOUNTS PAYABLE VOUCHER REGISTERS

Confirmation of Voucher Register #25-2K dated 2/28/2025 totaling \$96,322.48
Approval of Voucher Register #25-2L dated 2/28/2025 totaling \$818,198.60
Confirmation of Voucher Register #25-3H dated 3/20/2025 totaling \$1,147,502.76
Confirmation of Voucher Register #25-3I dated 3/21/2025 totaling \$522,064.07
Confirmation of Voucher Register #25-3J dated 3/27/2025 totaling \$939,059.21

Confirmation of Voucher Register #25-4A dated 4/03/2025 totaling \$19,665.43
Confirmation of Voucher Register #25-4B dated 4/04/2025 totaling \$532,262.76
Approval of Voucher Register #25-4C dated 4/07/2025 totaling \$464,194.30

TREASURER'S REPORT

The February 2025 Treasurer's Report was presented.

WATER LEAK ADJUSTMENTS 2025-14 AND 2025-15

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:

| Adjustment Number | Average Usage | Actual Usage | Length of Time | Original Bill | Requested Adjustment Amount | Adjusted Bill |
|-------------------|---------------|--------------|----------------|---------------|-----------------------------|---------------|
| 2025-14 | 14,000 | 72,000 | 2 months | \$437.39 | \$220.89 | \$216.50 |
| 2025-15 | 1,000 | 26,000 | 1 month | \$171.21 | \$150.22 | \$20.99 |

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

OLD BUSINESS

ORDINANCE 1979: STOP SIGN INSTALLATION

Introduced ORDINANCE 1979 is AN ORDINANCE AMENDING 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. The Main Street train station is expected to be operational at the end of the summer. With the expected increase in traffic, Public Works has identified the need for a three-way stop at the intersection of Allison Road and Donna Drive in Community Estates.

Public Works and Police have discussed the situation and agree that it would be in the best interest of safety for the Community Estates neighborhood to install stop signs at this intersection. Stop signs will be placed facing north and south on Allison Road and a stop sign on Donna Drive.

For enforcement to occur, the stop signs must be approved by ordinance. Ordinance 1979 has been created for this purpose.

Councilor Gardiner moved, with a second by Councilor Hofferth, to hear Ordinance 1979 on second reading. Councilors Hofferth, Gardiner, Nellans, Petersen, and Shinkan voted in favor; none voted against. Motion passed.

NEW BUSINESS

ORDINANCE #1980: ADDITIONAL APPROPRIATIONS (2)

Proposed ORDINANCE 1980 is AN ORDINANCE FOR THE ADDITIONAL APPROPRIATION OF FUNDS FOR THE YEAR 2025 (2). There are four funds in need of additional appropriations.

The TIF Fund is requesting an additional appropriation in the amount of \$3,216,000.00. The Council approved \$1,870,672.66 in NICTD invoices from 2024 at the March 17, 2025, meeting. The 2025 budget did not contemplate this expenditure and the amount that was budgeted has been exhausted. It is known that there is a balance on the contract for work not yet completed of \$2,920,753. The total appropriation request represents the balance on the contract for work not yet completed (\$2,920,753) plus \$295,000 which was transferred from another line item within the fund to pay the outstanding invoices last month.

The Technology Fund is requesting \$175,000 in additional appropriation. On March 3, 2025, the Council Approved an agreement to hire the School Town of Munster for our IT support and services. In an effort to modernize our technology, and to further ensure data security, servers, switches and miscellaneous technology equipment is being purchased. Desktop computers will also be replaced. This additional appropriation will continue to safeguard our sensitive data and give our employees modern equipment. As our new provider works to address the various IT issues, it is possible that additional funding will be requested.

The Sewer Maintenance Fund is requesting \$480,000.00 in additional appropriations. The CCMG 2024-2 Project includes stormwater line replacement. Bids were received and awarded in February 2025. The requested amount covers the anticipated costs for this project. The Motor Vehicle Highway-Restricted Fund is requesting \$600,000.00 in additional appropriations. This is to allow road repair & resurfacing work to be completed. The procedure for securing additional appropriations requires a public hearing, scheduled for April 21, 2025, and the adoption of an ordinance by the Town Council.

The Motor Vehicle Highway-Restricted Fund is a controlled fund. Once the ordinance is adopted, the request will be submitted to the Department of Local Government Finance which will issue its determination within ten days. These other three funds are considered reporting only funds, and the appropriations will go into effect upon passage of the ordinance.

Councilor Gardiner moved, with a second by Councilor Nellans, to hear proposed Ordinance 1980 for additional appropriations on first reading and schedule a public hearing and second reading for April 21, 2025. Councilors Hofferth, Gardiner, Nellans, Petersen, and Shinkan voted in favor; none voted against. Motion passed.

CONTRACT AMENDMENT: AMBULANCE SERVICE

The Council entered into a three-year service agreement with Superior Ambulance in 2017 and approved an extension through December 31, 2021. That agreement had an expiration date of September 30, 2024, and had an option for a one-year contract extension. Superior has continued to perform under the terms of the agreement. Both Superior Ambulance and the Town would like this contract to continue under the same terms. An amendment has been drafted that sets a two-year term commencing October 1, 2024, and expiring September 30, 2026. All other terms of the original agreement remain unchanged. The Board of Safety recommended approval of the agreement at their March 18, 2025, meeting.

Councilor Hofferth moved, with a second by Councilor Nellans to approve First Amendment to the Ambulance Service Agreement Between the Town of Munster, Indiana and Superior Air-Ground Ambulance Service of Indiana, Inc. Councilors Hofferth, Gardiner, Nellans, Petersen, and Shinkan voted in favor; none voted against. Motion passed.

CCMG 2025-1 GRANT AGREEMENT

On March 6, 2025, Munster received the Award letter for CCMG 2025-1 in the amount of \$1,500,000.00 for the following roads.

| Road | From | To |
|------------------|------------------|------------------|
| Timberwood Lane | White Oak Avenue | Ashwood Lane |
| Lilac Lane | Camellia Drive | Azalea Drive |
| Somerset Drive | White Oak Avenue | Redwood Lane |
| Harrison Avenue | Fisher Street | Ridge Road |
| Cornwallis Lane | Westminster Lane | Westminster Lane |
| Westminster Lane | Cornwallis Lane | Cornwallis Lane |

INDOT has presented the Local Public Agency (LPA) contract for signature. This is the agreement between the Town and INDOT for the funding. The Council must approve all contracts. INDOT requires one person to be designated to sign all documents related to the project. Resolution 2149 was approved by the Council on March 17, 2025, for this purpose and named the Interim Town Manager as the signer

Councilor Gardiner moved, with a second by Councilor Nellans, to approve LPA Contract Number 92168 in the amount of \$1,500,000.00 for CCMG 2025-1. Councilors Hofferth, Gardiner, Nellans, Petersen, and Shinkan voted in favor; none voted against. Motion passed.

EQUIPMENT PURCHASE MPD VEHICLES

To continue the outfitting of the new squads as part of the Take Home Vehicle Program, to include the six (6) additional squads purchased at the end of 2024, they need to purchase additional equipment to fully outfit our fleet and make them patrol ready. Munster Police Department projects it will take \$398,853.29 to complete this purchase to be paid for from the existing Take Home Vehicle budgetary line item.

Councilor Gardiner moved, with a second by Councilor Nellans to authorize the Munster Police Department to purchase the necessary equipment to outfit the vehicles accordingly. Councilors Hofferth, Gardiner, Nellans, Petersen, and Shinkan voted in favor; none voted against. Motion passed.

TRAFFIC SIGNAL REPAIR

On August 1, 2024, Midwestern Electric received a call that a traffic signal pole and traffic control cabinet on the southwest side of the intersection of Calumet Avenue and Fisher Street was struck and damaged due to an automobile accident. Both were destroyed as a result of the accident. A temporary traffic signal was installed on the same day. The cost of services for August 1, 2024, is \$8,190.00. The cost to replace the damaged signal equipment and return the intersection to its original condition is \$77,450.00. Midwestern Electric is requesting a total payment of \$85,640.00. The Town will make the payment to Midwestern Electric for the work completed and then the Town will be reimbursed by liability insurance.

Councilor Gardiner moved, with a second by Councilor Nellans to approve payment of \$85,640 to Midwestern Electric for traffic signal damage at the intersection of Calumet Avenue and Fisher Street. Councilors Hofferth, Gardiner, Nellans, Petersen, and Shinkan voted in favor; none voted against. Motion passed.

2025 SIDEWALK REPLACEMENT

Quotes have been received from three contractors for the 50/50 Sidewalk Replacement Program. In this program, the costs are split between property owners and the Town. Residents can request sidewalk replacement through this 50/50 partnership program. This year the only sidewalk replacements that will be done are those specifically requested by the residents who completed and submitted a 50/50 sidewalk replacement form. There will be two rounds of sidewalk replacement.

A request for quotation was sent out to three contractors to quote on February 17, 2025, the first round of replacements. A total of three (3) quotes were received:

| | | | |
|-----------|------------------------|--------------------------|---------------------|
| L2 Inc | 5" Reg.Walk - \$ 15.05 | 7" Drive Walk - \$15.38 | Total: \$ 68,385.25 |
| Giannini | 5" Reg.Walk - \$ 16.50 | 7" Drive Walk - \$20.00 | Total: \$ 70,400.00 |
| Milestone | 5" Reg.Walk - \$ 180 | 7" Drive Walk - \$250.00 | Total: \$125,271.00 |

There is \$150,000 for sidewalk replacement in the 2024 G.O Bond, 4413-9152124-64104.

Councilor Gardiner moved, with a second by Councilor Nellans to approve L2 Inc's quotation in the amount of \$68,385.25 for the 50/50 sidewalk replacement program. Discussion to review the administration of the 50/50 sidewalk program was had. Councilors Hofferth, Gardiner, Nellans, Petersen, and Shinkan voted in favor; none voted against. Motion passed.

MS4 INVOICE APPROVAL

The Town of Munster employs the services of Reggie Korthals from OHM Advisors to perform MS4 work for the Town of Munster. At the June 17, 2024, the Town Council meeting approval of \$40,000 was given to OHM Advisors. The authorized amount for OHM Advisors has now been surpassed. There is a current invoice to be paid to OHM Advisors. The amount due that exceeds the \$40,000 limit is \$1,815.00.

Councilor Hofferth moved, with a second by Councilor Nellans to approve \$1,815 to OHM Advisors for Reggie Korthals work for the Town of Munster's MS4 services. Councilors Hofferth, Gardiner, Nellans, Petersen, and Shinkan voted in favor; none voted against. Motion passed.

PORTFOLIO REPORTS

Councilor Gardiner shared the Parks Department will be having a work-study on Tuesday, April 21st. The Civic Foundation will be meeting on Munster, April 14, 2025. Earth Day at Heritage Park will be April 26, 2025.

ANNOUNCEMENTS

(Unless stated otherwise, all meetings of the Town Council begin at 6:30 p.m. at Munster Town Hall.)

The Town Council will hold a regular meeting on Monday, April 21, 2025. The Redevelopment Commission will hold a regular meeting immediately following.

A Community Open House Workshop will hold a regular meeting on Tuesday, April 22, 2025, from 6 pm – 8 pm in the Main Meeting Room of the Munster Town Hall.

ADJOURNMENT

There being no further business to come before the Council, and upon a motion by Councilor Nellans and seconded by Councilor Hofferth, the meeting adjourned at 7:00 p.m. by voice vote.

George Shinkan, President

ATTEST:

Wendy Mis, Clerk-Treasurer