

**TOWN OF MUNSTER
MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL
DECEMBER 22, 2014**

A regular meeting of the Munster Town Council convened at 7:05 p.m. on Monday, December 22, 2014, at the Munster Town Hall. Town Councilors Andy Koultourides, David B. Nellans, John P. Reed and Joseph A. Simonetto were present. Councilor John W. Edington was absent. President Reed presided. Also present were Clerk-Treasurer David F. Shafer, Accounting Supervisor Patricia L. Abbott, Town Manager Dustin Anderson, Town Attorney Eugene M. Feingold, Chief of Police Stephen F. Scheckel, Police Sergeant Damon Johnston, and Street Department Crew Leader Chris Spolnik. The news media were represented by Jim Masters of *The Times* and Ron Johnson of *Northwest Indiana News Bureau*, an online news service.

President Reed opened the meeting with a moment of silence followed by the Pledge of Allegiance.

GRADE SEPARATION REPORT

Robinson Engineering representative Joe Nordman reported that work is continuing on the drainage design for the 45th Street underpass. The right-of-way acquisition is moving ahead. Drainage of property along Camellia Drive is being designed and will be handled outside of this project, including acquisition of easements. President Reed asked and Mr. Nordman confirmed that designs for ingress to and egress from the property are satisfactory.

Responding to a question about Calumet Avenue traffic signal timing from Councilor Nellans, Mr. Nordman explained that equipment will be ordered to radio connect to Hammond's signal just north of the Little Calumet River.

Regarding repairs to the Centennial Park Clubhouse, Mr. Nordman reported that legal documents are under review and will be delivered to Town staff for presentation to the Town Council, likely at the next meeting.

ACKNOWLEDGEMENT OF AWARD

Councilor Nellans acknowledged that the Northwestern Indiana Regional Planning Commission (NIRPC) awarded Councilor Simonetto a certificate of perfect attendance at NIRPC meetings in 2014.

OPEN TO THE PUBLIC

Mr. Mike Dujmovic, 1833 Tulip Lane, asked what telephone number to call to report a water-main break or other non-emergency event after the countywide emergency dispatch center is operational. Chief Scheckel responded that the public should call 911 whether or not emergency assistance is needed.

Mr. Ron Johnson, address not stated, bureau chief of the Northwest Indiana News Bureau, asked about improper installation of drinking fountains at Centennial Park. President Reed responded that he will ask the Park Board to furnish an answer, as this matter is under their jurisdiction. Also, Mr. Johnson commented that it is difficult to hear the proceedings of a Park Board meeting when the meeting is conducted over lunch at The View restaurant. Mr. Anderson replied that the members of the Park Board meet for convenience and to showcase an excellent facility. Moreover, the meeting usually follows an abbreviated agenda and each member pays for lunch from his own funds. President Reed suggested alternatives to Mr. Johnson.

There being no one else rising to claim the floor, the floor was closed.

CONSENT AGENDA

APPROVAL OF MINUTES

Approval of the minutes of the regular meeting held on December 8, 2014

ACCOUNTS PAYABLE VOUCHER REGISTERS

Confirmation of Voucher Register #14-12D dated 12/10/14 totaling \$76,002.75
Confirmation of Voucher Register #14-12E dated 12/10/14 totaling \$78,605.17
Confirmation of Voucher Register #14-12F dated 12/10/14 totaling \$102,820.14
Confirmation of Voucher Register #14-12G dated 12/11/14 totaling \$658,624.00
Confirmation of Voucher Register #14-12H dated 12/10/14 totaling \$5,000.42
Confirmation of Voucher Register #14-12I dated 12/10/14 totaling \$5,173.83
Confirmation of Voucher Register #14-12J dated 12/12/14 totaling \$46,027.31
Confirmation of Voucher Register #14-12K dated 12/12/14 totaling \$365,109.77
Confirmation of Voucher Register #14-12L dated 12/12/14 totaling \$318,862.29
Confirmation of Voucher Register #14-12M dated 12/12/14 totaling \$23,280.00
Confirmation of Voucher Register #14-12N dated 12/17/14 totaling \$2,200.76
Approval of Voucher Register #14-12O dated 12/22/14 totaling \$491,494.08
Confirmation of Voucher Register #14-12P dated 12/18/14 totaling \$1,250,251.46

WATER BILL ADJUSTMENT

Staff has received a request for an adjustment under the leak adjustment policy adopted by the Council on April 8, 2013. The customer has completed the required form and the request meets all the criteria for an adjustment. The average usage for this customer is 9,000 gallons/month and the period in question (two months) had 158,000 gallons. The original bill amount was \$422.54 and the requested adjustment amount is \$367.56 which represents water usage and sales tax. With the adjustment, the amount due for water and tax will be \$54.98.

Councilor Koultourides moved, with a second by Councilor Nellans, to suspend the rules, waive the readings, and adopt the Consent Agenda as presented. Councilors Koultourides, Nellans, Simonetto, and Reed voted in favor; none voted against. The motion carried and the Consent Agenda was adopted as presented.

NEW BUSINESS

AMENDMENT TO LAKE BUSINESS CENTER FINANCING AND COVENANT AGREEMENT

In 2011 the Town of Munster entered into a financing agreement with the developer of the Lake Business Center. Under the Financing and Covenant Agreement ("FCA"), the Joint Venture was to complete construction of a hotel on the site by August 1, 2014 which was the third anniversary of the FCA. The hotel is about 40% complete placing the Lake Business Center in technical default.

At the end of each calendar year, the Lake Business Center and the Joint Venture must certify to their lenders and banks that they are in compliance with the FCA and all of its covenants. As the FCA stands now, these certifications cannot be made. An amendment to the FCA is needed to cure the default by extending the completion date to December 30, 2015.

Councilor Nellans moved, with a second by Councilor Koultourides, to amend the Financing and Covenant Agreement between Lake Business Center, Inc. and the Town of Munster to extend the date for completion of the Project from August 1, 2014 to and including December 30, 2015. Motion carried *viva voce*.

ORDINANCE 1651: APPROPRIATION ADJUSTMENTS

Proposed ORDINANCE 1651 is AN ORDINANCE FOR TRANSFERS WITHIN CERTAIN APPROPRIATED FUNDS FOR THE YEAR 2014. At the end of each fiscal year, a final review is made of all budget allocations. Occasionally expenditures are greater than originally anticipated. Funds controlled by the Department of Local Government Finance must not be overspent within each major expenditure group. Municipalities are allowed to transfer budget amounts from one major expenditure group to another within the same fund in order to avoid overspending the budget.

Ordinance 1651 has been prepared to authorize budget transfers known to be required so far this year. Final amounts will not be known until December 30, after final revenues have been received and all vouchers processed.

Adoption of an ordinance usually requires two readings. First reading was heard this evening with second reading and adoption scheduled for the first regular meeting in January. The final appropriation adjustment amounts will be incorporated as amendments to the ordinance prior to adoption. There will be no net change in any fund.

Councilor Nellans moved, with a second by Councilor Koultourides, to hear Ordinance 1651 on first reading and schedule second reading for the first regular meeting in January. Motion carried *viva voce*.

POLICE DEPARTMENT SQUAD CAR PURCHASE

Police Department Staff opened sealed bids on December 8, 2014 for the purchase of six new police vehicles. Two vehicles are for the Investigations Program and the remaining four will be used in Patrol. Four vehicles will be used for trade-in, one transferred to the Fire Department, and one retained for use in the VIPS Program. The bids were summarized as follows.

Vendor	Specification #1		Specification #2		Total Cost
	One Vehicle	Two Vehicles	One Vehicle	Four Vehicles	
Terry's Ford, Peotone, Illinois	\$ 27,225.00	\$ 54,450.00	\$ 28,720.00	\$ 114,880.00	\$ 169,330.00

	Trade-In		Unit 3	Unit 5	Total Trade-In	Final Cost
	Unit 2202	Unit 39				
Terry's Ford, Peotone, Illinois	\$ 1,000.00	\$ 11,000.00	\$ 4,000.00	\$ 3,000.00	\$ 19,000.00	\$ 150,330.00

Vendor	Specification #1		Specification #2		Total Cost
	One Vehicle	Two Vehicles	One Vehicle	Four Vehicles	
Advantage Ford-Lincoln, Connersville, Indiana	\$ 28,098.96	\$ 56,197.92	\$ 29,499.96	\$ 117,999.84	\$ 174,197.76

	Trade-In		Unit 3	Unit 5	Total Trade-In	Final Cost
	Unit 2202	Unit 39				
Advantage Ford-Lincoln, Connersville, Indiana	\$ 1,300.00	\$ 14,700.00	\$ 2,700.00	\$ 2,200.00	\$ 20,900.00	\$ 153,297.76

In addition to the vehicle purchase costs, there is an estimated additional \$98,850.00 in equipment and labor to outfit the vehicles. The entire lease-purchase will be \$249,180.00.

Councilor Nellans moved, with a second by Councilor Koultourides, to award the bid to Terry's Ford in the amount of \$150,330.00, and to authorize outfitting costs at Miner Electronics totaling \$98,850.00, for a grand total of \$249,180.00. Motion carried *viva voce*.

LITTLE CALUMET RIVER BASIN DEVELOPMENT COMMISSION ADVISORY BOARD APPOINTMENT

Councilor Simonetto moved, with a second by Councilor Nellans, to appoint Mr. Paul Daniels as a member of the Little Calumet River Basin Development Commission Advisory Board. Motion carried *viva voce*.

MUNSTER REDEVELOPMENT COMMISSION APPOINTMENTS

Pursuant to IC 36-7-14-6.1(a)(1), President Reed appointed Councilors Edington, Koultourides, and Nellans as Commissioners of the Munster Redevelopment Commission for a one-year term expiring December 31, 2015.

Pursuant to IC 36-7-14-6.1(a)(2), Councilor Nellans moved, with a second by Councilor Koultourides, to appoint Councilors Reed and Simonetto as Commissioners of the Munster Redevelopment Commission for a one-year term expiring December 31, 2015. The motion carried *viva voce*.

Clerk-Treasurer Shafer administered the oath of office to the four commissioners present.

ELECTION OF NEW TOWN COUNCIL PRESIDENT

IC 36-5-2-7 states, "The legislative body shall select one (1) of its members to be its president for a definite term, which may not exceed his term of office as a member of the legislative body." Traditionally, the Munster Town Council President serves a one-year term coinciding with the calendar year.

Councilor Simonetto nominated Councilor Koultourides to serve as Town Council President for the year 2015. Councilor Nellans seconded the nomination. There were no other nominations. Nominations were closed. Following a voice vote, Councilor Koultourides was declared Town Council President for 2015. Councilor Koultourides accepted his election.

Councilor Edington continues as Vice President of the Town Council through December 31, 2015.

GENERAL ORDERS

ORDINANCE 1650: 2015 SALARY ORDINANCE

Introduced ORDINANCE 1650 is AN ORDINANCE ESTABLISHING THE 2015 PAY PLAN FOR THE TOWN OF MUNSTER, INDIANA (2015 SALARY ORDINANCE). The ordinance was heard on first reading at the December 8, 2014 meeting. Additional items have been amended into the introduced ordinance or added for consideration on second reading.

- Reclassification of the Deputy Clerk and Secretary positions
- Compensation for weather-related events
- Biweekly salaries of elected officials and Town Attorney fixed at rates 2.85% higher than 2014
- Tip sharing policy adopted by Park Board added as Exhibit D

Councilor Nellans moved, with a second by Councilor Koultourides, to adopt Ordinance 1650, the 2015 salary ordinance, on second reading as amended. Councilors Koultourides, Nellans, Simonetto, and Reed voted in favor; none voted against. Motion carried and Ordinance 1650 was adopted as amended.

REPORTS

MAIN STREET STORM WATER IMPROVEMENT PROJECT

At the November 24, 2014 meeting the Council approved payment for emergency washout repairs in Dyer which directly impact the Town of Munster. A status report on the proposed project was presented. No formal action was taken.

THE NOVAK CONSULTING GROUP

Ms. Julia Novak, President of The Novak Consulting Group, made a presentation of how her company can perform an organizational review of services and operations including how resources are used and ways to improve. A proposal will be presented for Council approval in the future. No formal action was taken.

APPOINTMENTS TO BOARDS AND COMMISSIONS

Councilors Nellans and Simonetto reported that interviews had been conducted of candidates for some of the boards and commissions where appointments are due to expire at the end of the year. The following actions were taken.

Park Board. Councilor Nellans moved, with a second by Councilor Simonetto, to appoint Michael E. Sowards, a Democrat, to fill the unexpired portion of Ron Ostojic's term on the Park Board. Mr. Ostojic, a Democrat, whose term would otherwise expire December 31, 2016, forfeited his office by virtue of being elected to the Munster School Board and he cannot hold two lucrative offices. Motion carried *viva voce*.

Councilor Simonetto moved, with a second by Councilor Nellans, to re-appoint David Cerven, a Republican, to the Park Board for a four-year term expiring December 31, 2018. Motion carried *viva voce*.

Board of Zoning Appeals. Councilor Simonetto moved, with a second by Councilor Nellans, to re-appoint Sharon Mayer to the Board of Zoning Appeals for a four-year term expiring December 31, 2018. Motion carried *viva voce*.

Plan Commission. Councilor Nellans moved, with a second by Councilor Simonetto, to re-appoint Bill Baker, a Republican, to the Plan Commission for a four-year term expiring December 31, 2018. Motion carried *viva voce*.

Councilor Simonetto moved, with a second by Councilor Nellans, to re-appoint Mike Mellon, a Republican, to the Plan Commission for a four-year term expiring December 31, 2018. Motion carried *viva voce*.

Councilor Nellans moved, with a second by Councilor Simonetto, to re-appoint Roland Raffin, a Democrat, to the Plan Commission for a four-year term expiring December 31, 2018. Motion carried *viva voce*.

Councilor Simonetto advised that nominations for two positions on the Board of Safety will be presented during the January 12, 2015, Town Council meeting.

ANNOUNCEMENTS

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

The Town Council will hold regular meetings on Monday, January 12 and 26, 2015. The Redevelopment Commission will hold regular meetings immediately following the Town Council meetings.

ADJOURNMENT

There being no further business to come before the Council, and upon a motion by Councilor Simonetto, seconded by Councilor Nellans, the meeting adjourned at 8:10 p.m.

ATTEST:

John P. Reed, President

David F. Shafer, IAMC, MMC, CMO, Clerk-Treasurer