

TOWN OF MUNSTER
MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL
JULY 6, 2023

A meeting of the Munster Town Council convened at 7:00 p.m. on Thursday, July 6, 2023. Ordinance 1830 is the basis for holding electronic meetings. The announced meeting location was Munster Town Hall. Councilors, Staff, and the public had the option to participate via Zoom meeting technology.

Councilors Chuck Gardiner, Andy Koultourides, and Lee Ann Mellon were physically present at Town Hall. Councilor Ken Schoon was present virtually. Councilor Steven Tulowitzki was absent. Also present in Town Hall were Clerk-Treasurer Wendy Mis, Controller Patricia Abbott, Town Manager Dustin Anderson, Deputy Town Manager Jill DiTommaso, Police Chief Stephen Scheckel, and Town Attorney Dave Westland. The news media were not represented.

President Gardiner opened the meeting with a moment of silence followed by the pledge of allegiance.

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 danderson@munster.org.

No one rose to claim the floor.

CONSENT AGENDA

APPROVAL OF MINUTES

Minutes of a regular meeting held on June 19, 2023

ACCOUNTS PAYABLE VOUCHER REGISTERS

Confirmation of Voucher Register #23-6K dated 06/22/23 totaling \$271,381.49
Confirmation of Voucher Register #23-6L dated 06/29/23 totaling \$866,574.84
Confirmation of Voucher Register #23-6M dated 06/30/23 totaling \$503,485.65
Approval of Voucher Register #23-7A dated 07/06/23 totaling \$166,996.33

WATER BILL ADJUSTMENTS 2023-38 AND 2023-39

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

Adjustment Number	Average Usage	Actual Usage	Length of Time	Original Bill	Adjustment Amount	Adjusted Bill
2023-38	4,000	58,000	2 months	\$ 327.63	\$ 278.83	\$ 48.80
2023-39	3,000	89,000	2 months	\$ 480.52	\$ 443.92	\$ 36.60

Councilor Koultourides moved, with a second by Councilor Mellon, to suspend the rules, waive the readings, and adopt the Consent Agenda as corrected. Councilors Mellon, Koultourides, and Gardiner voted in favor; Councilor Schoon experienced technical difficulties preventing him from voting; none voted against. Motion passed.

NEW BUSINESS

TOWN ATTORNEY HOURLY RATES

The law firm of Westland & Bennett P.C. has performed legal services for the Town of Munster at the hourly rate of \$190.00 since 2021. The firm now asks the Town Council to approve an increase in the hourly rate to \$205.00 beginning with the July 2023 billing as recited in his Letter of Engagement dated June 30, 2023.

Councilor Mellon moved, with a second by Councilor Koultourides, to accept the hourly rates presented including litigation. Councilors Mellon, Koultourides, and Gardiner voted in favor; Councilor Schoon experienced technical difficulties preventing him from voting; none voted against. Motion passed.

Mr. Anderson asked if the rates for Dave Wickland, who handles matters for the Plan Commission and BZA would be increased at this time as well. By general consent, Council agreed to consider this when a formal request is made by Mr. Wickland.

ORDINANCE #1907: AMENDMENT #3 TO 2023 SALARY ORDINANCE

Proposed ORDINANCE 1907 is AMENDMENT #3 TO THE 2023 SALARY ORDINANCE. The ordinance would reclassify the position of Deputy Town Manager from Grade 17 to Grade 18. Staff offered the alternative to changing the grade to authorizing the Town Manager to adjust the salary of the incumbent by 10% of the current pay rate. Councilor Schoon's audio returned during discussion of this matter.

Councilor Mellon requested more information on the matter.

Councilor Mellon moved, with a second by Councilor Koultourides, to table the matter to the next meeting. Councilors Schoon, Mellon, Koultourides, and Gardiner voted in favor; none voted against. Motion carried.

PORTFOLIO REPORTS

This portion of the meeting has been added to give elected officials an opportunity to share news about the various boards and commission on which they serve as liaison.

No reports were given.

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, July 17, 2023. 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 Koultourides and seconded by Councilor Mellon, the meeting adjourned at 7:17 p.m. by voice vote.

ATTEST:

Chuck Gardiner, President

Wendy Mis, Clerk-Treasurer