

TOWN OF MUNSTER
MINUTES OF A SPECIAL MEETING OF THE TOWN COUNCIL
JULY 6, 2022

A special meeting of the Munster Town Council convened at 7:00 p.m. on Wednesday, July 6, 2022. 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 Koulourides, Lee Ann Mellon, and Ken Schoon were physically present at Town Hall. Councilor Steven Tulowitzki was present in the virtual setting. President Gardiner presided. Also present in Town Hall were Clerk-Treasurer Wendy Mis, Controller Patricia Abbott, Town Manager Dustin Anderson, Deputy Town Manager Jill DiTommaso, Town Attorney Dave Westland, Police Chief Stephen Scheckel, Police Lieutenant Daymon Johnston, Planning Director Thomas Vander Woude, and Munster representative to the Hammond Sanitary District Mike Hawkins. The news media were not represented.

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

PROCLAMATION: NATIONAL NIGHT OUT AGAINST CRIME

President Gardiner read the proclamation recognizing August 2, 2022, as National Night Out Against Crime in the Town of Munster.

Councilor Koulourides moved, with a second by Councilor Schoon, to adopt the "National Night Out Against Crime Proclamation." Councilors Schoon, Mellon, Koulourides and Gardiner voted in favor; none voted against. Motion carried and the proclamation was adopted. Technical issues prevented Councilor Tulowitzki from voting.

PUBLIC COMMENT

The Town of Munster accepted public comment 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. Mr. Anderson reported that none were received.

No one rose to claim the floor.

CONSENT AGENDA

APPROVAL OF MINUTES

Approval of the minutes of the regular meeting held on June 20, 2022

ACCOUNTS PAYABLE VOUCHER REGISTERS

Confirmation of Voucher Register #22-6J dated 06/20/22 totaling \$300.00
Confirmation of Voucher Register #22-6K dated 06/23/22 totaling \$214,700.66
Confirmation of Voucher Register #22-6L dated 06/30/22 totaling \$677,793.77
Confirmation of Voucher Register #22-7A dated 07/01/22 totaling \$551,004.36
Approval of Voucher Register #22-7B dated 07/06/22 totaling \$208,229.90

WATER LEAK ADJUSTMENT 2022-27 AND 2022-28

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	Requested Adjustment Amount	Adjusted Bill
2022-27	4,000	80,000	1 month	\$ 274.82	\$ 258.98	\$ 15.84
2022-27	9,000	458,000	2 months	\$ 1,629.67	\$ 1,550.45	\$ 79.22

Councilor Schoon moved, with a second by Councilor Koultourides to suspend the rules, waive the readings, and adopt the Consent Agenda as presented. Councilors Schoon, Mellon, Tulowitzki, Koultourides, and Gardiner voted in favor; none vote against.

OLD BUSINESS

ORDINANCE 1865: PARKING METER FUND

Introduced ORDINANCE 1865 is AN ORDINANCE CREATING THE PARKING METER FUND (2207). The ordinance had first read at the May 16, 2022, meeting. There was a delay in presenting the ordinance for second reading as further legal review was needed. Clarifying language has been added.

The ordinance will formally create the Parking Meter Fund (2207) to account for the fines and fees collected through the managed parking program at Centennial Park.

Councilor Mellon moved, with a second by Councilor Koultourides, to adopt Ordinance 1865 as presented. Councilors Schoon, Mellon, Tulowitzki, Koultourides, and Gardiner voted in favor; none voted against.

ORDINANCE 1870: AMENDMENT #2 TO 2022 SALARY ORDINANCE

Introduced ORDINANCE 1870 is AMENDMENT #2 TO THE 2022 SALARY ORDINANCE. First reading was held on this ordinance at the June 20, 2022, meeting. If adopted, the ordinance will amend the Salary Ordinance by reducing the number of Police Lieutenants by one and creating a new civilian position within the Police Department.

Councilor Koultourides moved, with a second by Councilor Mellon, to adopt introduced Ordinance 1870 on second reading tonight. Councilors Schoon, Mellon, Tulowitzki, Koultourides, and Gardiner voted in favor; none voted against. Motion carried.

NEW BUSINESS

RESOLUTION 2097: RELEASE OF LETTER OF CREDIT

Proposed RESOLUTION 2097 is A RESOLUTION RELEASING THE PROPERTY OWNER'S LETTER OF CREDIT FOR LANDSCAPING RESTORATION AT 822 RIDGE ROAD. The property at 822 Ridge Road was cited for ordinance violations for failing to maintain the landscaping. In order to ensure completion of the work by the spring of 2022, the property owner provided a letter of credit to the Town. The letter of credit was in the amount of \$12,503.95 which matches the contractor's estimate to complete the work.

The landscaping was completed and inspected in June 2022 and found to be acceptable. Staff now recommends releasing the letter of credit. Resolution 2097 has been drafted for this purpose.

Councilor Koultourides moved, with a second by Councilor Schoon, to adopt Resolution 2097 releasing Letter of Credit #1060006162 posted January 25, 2022, in the amount of \$12,503.95 to Robert C. Miller. Councilors Schoon, Mellon, Tulowitzki, Koultourides, and Gardiner voted in favor; none voted against.

RESOLUTION 2098: RELEASE OF LETTER OF CREDIT

Proposed RESOLUTION 2098 is A RESOLUTION RELEASING THE PROPERTY OWNER'S LETTER OF CREDIT FOR LANDSCAPING RESTORATION AT 9140 CALUMET AVENUE. The property at 9140 Calumet Avenue was cited for ordinance violations for long grass and weeds as well as failing to maintain landscaping. In order to ensure completion of the work by the spring of 2022, the property owner provided a letter of credit to the Town. The letter of credit was in the amount of \$48,440.48 which matches the contractor's estimate to complete the work.

The landscaping was completed and inspected in June 2022 and found to be acceptable. Staff now recommends releasing the letter of credit. Resolution 2098 has been drafted for this purpose.

Councilor Koultourides moved, with a second by Councilor Mellon, to adopt Resolution 2098 releasing Letter of Credit #21-00026 in the amount of \$48,440.48 to Dreamspace Munster LLC. Councilors Schoon, Mellon, Tulowitzki, Koultourides, and Gardiner voted in favor; none voted against.

ACCEPTANCE OF PROPOSAL: PEDESTRIAN CROSSING FRAN LIN PARKWAY AND CALUMET AVENUE

Three legs at the intersection of Fran Lin Parkway and Calumet Avenue are equipped with pedestrian crossing signals. There is an existing curb ramp and striped crosswalk provide a crossing route at the southern leg of Calumet Avenue, but there is no pedestrian signal.

In an ongoing effort to improve pedestrian safety and accessibility and at the request of local business owners in the area, the Town solicited a quote from Midwestern Electric to install pedestrian crossing equipment in this location. The quote is for \$7,185.00 and includes installation of the pedestal pole and foundation at the southwest corner of the intersection complete with signals and push buttons for the crosswalk. The project will be funded by the Wheel Tax Fund.

Councilor Mellon moved, with a second by Councilor Schoon, to approve the quote from Midwestern Electric in the amount of \$7,185.00 to install a crosswalk at the southern leg of Fran Lin Parkway and Calumet Avenue. Councilors Schoon, Mellon, Gardiner, Tulowitzki, and Koultourides voted in favor; none voted against.

APPROVAL OF INDOT CONTRACT: CCMG 2022-01

The Town has applied for a Community Crossings Matching Grant in the first round of applications for 2022. INDOT has issued contract #063690 to complete the mill and overlay of four streets as follows.

Road	From	To	Total Cost	Water Main	Town Share	CCMG Ask
Hawthorne	Camelia	Azalea	\$ 328,586.90	\$ 156,195.00	\$ 242,390.95	\$ 86,195.95
Crestwood	Camelia	Cypress	\$ 156,073.18		\$ 78,036.59	\$ 78,036.59
Cypress	Camelia	Azalea	\$ 119,954.24		\$ 59,977.12	\$ 59,977.12
White Oak	33rd	Fairway	\$ 300,885.65		\$ 150,442.83	\$ 150,442.83
			\$ 905,499.97	\$ 156,195.00	\$ 530,847.49	\$ 374,652.49

The grant is valued at \$374,652.49 with the Town paying an equal amount towards the road work. Included in the work is the watermain replacement on Hawthorne Drive at a cost of \$156,195.00. The watermain work will be funded completely by the Town from either the Water Funds or the ARP Fund. This makes the total project cost \$905,499.97. The street work will be funded by the 2021 General Obligation Bond Proceeds.

Councilor Koultourides moved, with a second by Councilor Schoon, to authorize the Town Manager to execute Contract #063690 with the Indiana Department of Transportation in the amount of \$374,652.49 to resurface .686 miles of local roads and streets. Councilors Schoon, Mellon, Tulowitzki, Koultourides, and Gardiner voted in favor; none voted against.

CDM SMITH CONTRACT AMENDMENT #2:
MAIN STREET STATION ARCHITECTURAL SERVICES

Council approved a contract with CDM Smith at the May 17, 2021, meeting. At the April 4, 2022, meeting, Council approved an amendment to the agreement to increase the not-to-exceed amount from the original \$50,000.00 to \$92,675.00 and to extend the contract to June 30, 2022.

Staff has presented Amendment #2 which will extend the contract to the end of the year. The additional time allows the contractor to verify the design changes are being incorporated. There is no cost change.

Councilor Schoon moved, with a second by Councilor Koultourides, to authorize the Town Manager execute Amendment 2 of the agreement between CDM Smith and the Town of Munster. Councilors Schoon, Mellon, Tulowitzki, Koultourides, and Gardiner voted in favor; none voted against. Motion carried.

**ORDINANCE 1871: AMENDING THE VEHICLE TOWING AND
IMPOUNDMENT REGULATIONS WITHIN THE TOWN OF MUNSTER**

Proposed ORDINANCE 1871 is AN ORDINANCE AMENDING THE VEHICLE TOWING AND IMPOUNDMENT REGULATIONS WITHIN THE TOWN OF MUNSTER. This ordinance amends the existing towing and impound ordinance to address issues specific to Centennial Park. The ordinance allows for an authorized agent to enforce parking and order towing at Centennial Park. The ordinance also sets the towing, storage, and release charges.

Councilor Mellon moved, with a second by Councilor Schoon, to hear Ordinance 1871 AN ORDINANCE AMENDING THE VEHICLE TOWING AND IMPOUNDMENT REGULATIONS WITHIN THE TOWN OF MUNSTER on first reading tonight and set second reading for July 18, 2022. Councilors Schoon, Mellon, Koultourides, and Gardiner voted in favor; Councilor Tulowitzki voted against. Motion carried.

**ORDINANCE 1872: AMENDING THE METERED PARKING
REGULATIONS WITHIN THE TOWN OF MUNSTER**

Proposed ORDINANCE 1872 is AN ORDINANCE AMENDING THE METERED PARKING REGULATIONS WITHIN THE TOWN OF MUNSTER. Ordinance 1872 further defines metered parking at Centennial. The ordinance includes fines for violations.

Councilor Koultourides moved, with a second by Councilor Schoon, to hear Ordinance 1872 on first reading tonight and set second reading for July 18, 2022. Councilors Schoon, Mellon, Koultourides, and Gardiner voted in favor; Councilor Tulowitzki voted against.

LEGAL SETTLEMENT

A settlement agreement was presented to Council for their approval.

Councilor Mellon moved, with a second by Councilor Koultourides, approve a settlement with K & S Engineering for \$3,750,000.00 and authorize Town Council President to sign a consideration for a partial settlement for Centennial Park Lawsuit. Councilors Schoon, Mellon, Tulowitzki, Koultourides, and Gardiner voted in favor; none voted against.

REPORTS

WATER RESTRICTIONS

Recently, residents were asked to limit their lawn sprinkling to certain days of the week. Staff presented a report explaining the reasoning behind the recent restriction on water usage.

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 the Munster Town Hall.)

The Town Council will hold a regular meeting on Monday, July 18, 2022. 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 Schoon, the meeting adjourned at 7:27 p.m. by voice vote.

ATTEST:

Chuck Gardiner, President

Wendy Mis, Clerk-Treasurer