

**TOWN OF MUNSTER**  
**MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL**  
**AUGUST 4, 2025**

A meeting of the Munster Town Council convened at 6:31 p.m. on Monday, August 4, 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.

Councilors George Shinkan, Joseph G. Hofferth, Chuck Gardiner, David B. Nellans, and Jonathan Petersen were physically present in Town Hall. Also present in Town Hall were Clerk-Treasurer Wendy Mis, Town Manager Jim Marino, Controller Patricia Abbott, Fire Chief Mark Hajduk, Director of Operations Bob Valois, Planning Director Sergio Mendoza, and Town Attorney Dave Westland. Police Chief Stephen Scheckel and the news media were not represented.

President Shinkan presided and 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](http://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. Mike Dujmovic, 1833 Tulip Lane, requested an update on 45<sup>th</sup> Street and the work on Broadmoor. Public Works shared the 45<sup>th</sup> project is a Lake County project and County is working overtime to meet the October 31<sup>st</sup> completion date. The construction on Broadmoor has experienced some unexpected issues that are being addressed and work is progressing.

Mr. Dujmovic emailed his questions earlier in the day and it was shared this helps the Town to be better prepared in addressing the concerns and questions of the public.

Mr. Tom Jurich, 1839 Magnolia, thanked the Town for supporting block parties supporting National Night Out. Mr. Jurich shared concerns about speeding around Fran-Lin especially as school will be starting soon.

Mr. Mitch Barloga, 1900 Bluebird, understands the Ridge Road project is under review however he has heard some in Public Safety would support three lanes on Ridge as a tool to reduce crime.

No one else rose to claim the floor.

**CONSENT AGENDA**

**APPROVAL OF MINUTES**

Minutes of a regular meeting held on July 21, 2025

### **ACCOUNTS PAYABLE VOUCHER REGISTERS**

Confirmation of Voucher Register #25-7J dated 07/24/2025 totaling \$211,760.36  
Confirmation of Voucher Register #25-7K dated 07/25/2025 totaling \$623,257.09  
Confirmation of Voucher Register #25-7L dated 07/31/2025 totaling \$869,884.05  
Approval of Voucher Register #25-8A dated 08/04/2025 totaling \$179,536.10

### **WATER LEAK ADJUSTMENTS 2025-32**

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
2025-32	3,000	46,000	2 months	\$ 346.31	\$ 298.09	\$ 48.22

### **TREASURER'S REPORT**

The June 2025 Treasurer's Report was presented.

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

### **OLD BUSINESS**

#### **ORDINANCE #1987: AMENDMENT TO WATER BOND ORDINANCE #1936**

Introduced ORDINANCE 1987 is AN ORDINANCE OF THE TOWN OF MUNSTER, INDIANA, AMENDING ORDINANCE NO. 1936 IN ORDER TO AMEND THE PROJECT DESCRIPTION AND INCREASE THE MAXIMUM AUTHORIZED PRINCIPAL AMOUNT OF WATERWORKS REVENUE BONDS OF THE TOWN. Council had first reading on Ordinance 1987 at the July 21, 2025, meeting. The ordinance amends the original bond Ordinance 1936 to allow for a bond up to \$21 million and an expanded list of projects than originally contemplated. The proposed projects are as follows.

Description	Estimated Cost
<b>Water Main Replacements</b>	
Forest Avenue - Ridge Road to North Limits (design 2025; construct 2026)	\$2,300,000
Kraay Avenue - Fairway Drive to Ridge Road (design 2025; construct 2026)	585,000
White Oak Avenue - Fairway Drive to Ridge Road (design 2025; construct 2026)	607,500
Wren Drive - Crestood Avenue to East Limits (design 2025; construct 2026)	225,000
Calumet Avenue - Ridge Road to Town Limits (design 2026; construct 2027)	1,700,000
Hohman Avenue - Ridge Road to Town Limits (design 2027; construct 2028)	3,500,000
<b>System Improvements</b>	
Altitude Valves (White Oak, Superior, Ridge Road)	1,200,000
Mud Valves (White Oak, Superior, Ridge Road)	45,000
New controls on all towers/tanks	1,500,000
Rebuild valve vaults at River Bend	100,000
New Generator at River Bend	350,000
Lead service line replacements (117 services)	1,700,000
Construction Contingency (10%)	1,381,300
<b>Other Project Costs</b>	
Repayment of 2024 Bond Anticipation Note	4,547,800
Issuance Costs	348,400
	<b>\$20,090,000</b>

Financial advisors Baker Tilly has requested to seek authorization for \$21 million in bonds to ensure coverage for the underwriter's discount. The cost is supported by the currently approved water rates. In addition, the rates allow for regular operations and smaller projects to be completed. The bond will be issued on the open market with the bond sale tentatively scheduled for the first week of September.

Councilor Gardiner moved, with a second by Councilor Nellans, to adopt Ordinance 1987 on second reading as presented. Councilors Hofferth, Gardiner, Nellans, Petersen, and Shinkan voted in favor; none voted against. Motion passed.

### **NEW BUSINESS**

#### **RELEASE OF PERFORMANCE BOND: WOLVERINE PIPELINE COMPANY**

The Town entered into an agreement with Wolverine Pipeline Company on September 2, 1969, allowing them to remove, replace, and repair their pipeline. The work necessitated using the public right-of-way and a bond was posted for \$10,000.00 to ensure proper performance of the work under the terms of the agreement.

Recently, Rosenberg & Parker Surety contacted the Town seeking release of this bond. To the best of our knowledge, this work is complete and the bond can be released.

Councilor Hofferth moved, with a second by Councilor Nellans, to authorize the release of Federal Insurance Company Bond No. 80405191 for work performed by Wolverine Pipeline Company. Councilors Hofferth, Gardiner, Nellans, Petersen, and Shinkan voted in favor; none voted against. Motion passed.

## **ALL CITY MANAGEMENT SERVICES AGREEMENT RENEWAL**

On July 27, 2015, the Town of Munster entered into a contract with All City Management Services to provide crossing guards for predetermined intersections. This was a result of the School Town of Munster discontinuing the bus service to any student that lived within a one (1) mile radius from their respective school. Although this decision resulted in a substantial cost to the Town of Munster, the services provided to the Town have been more than satisfactory.

After signing with All City Management Services in 2015, our rates were increased every year, thus increasing our expenses. In 2018, at the direction of the Town Council, Staff reached out to All City Management about the Council's displeasure with the constant increases regarding the contract, and that other avenues would be pursued if the rate increases continued every school year. As a result, All City Management locked in a rate of \$18.89 per hour, for the 2020-2021 and 2021-2022 contracts, thus resulting in no price increase for two (2) years. With the drastic changes in the labor market beginning in 2023, All City has raised the rate annually in order to offer competitive wages.

The hourly rate will increase to \$28.40 from \$26.72/hour. The projected hours are 6,120, making the total for the new contract forecasted at \$173,808.00, an increase of over \$10,000.00 from last school year.

Councilor Gardiner moved, with a second by Councilor Hofferth, to the Police Department to renew the contract with All City Management Services for the 2025-2026 school year for up to 17 crossing guards. A discussion ensued regarding the number of crossing guards needed based on an assessment of the number of students crossing and roadway improvements in the school zones. Councilor Hofferth removed his second. Councilor Gardiner amended his motion to amend the agreement to state a minimum of 13 crossing guards and a maximum of 17 and empowered staff to negotiate a contract to ensure we would have an appropriate number of crossing guards in place at the beginning of the school year. Councilors Shinkan, Hofferth, Gardiner, and Petersen voted in favor; Nellans voted against. Motion carried.

## **ORDINANCE 1988: AMENDING THE LAKE BUSINESS CENTER PLANNED UNIT DEVELOPMENT DISTRICT**

Proposed Ordinance 1988 is AN ORDINANCE AMENDING THE LAKE BUSINESS CENTER PLANNED UNIT DEVELOPMENT DISTRICT ORDINANCE FOR LOT 4, TO IDENTIFY THE REPLAT AND TO ESTABLISH THE STANDARDS FOR BULK, DESIGN, AND USES, AS A SUPPLEMENT TO THE ZONING ORDINANCE OF THE TOWN OF MUNSTER, LAKE COUNTY, INDIANA. The petitioner proposes Lot 4 of the Lake Business Center PUD include a new 30,000 sq.ft. two-story medical office building on the 2.5-acre site. The building would have various medical services including lobby, physical therapy, gym, occupational therapy, advanced imaging, clinics, durable medical equipment shop, and staff support. The project will include related parking and infrastructure requirements. This orthopedic outpatient building will be the future side of Midwest Orthopedics at Rush.

Representatives for the applicant appeared before the Plan Commission on May 13, 2025, and on June 10, 2025, the Plan Commission held a public hearing on the matter. No remonstrances were heard in favor or against the proposed amendment and the Plan commission voted seven in favor and zero opposed to forwarding a favorable recommendation to the Council for approval for the PUD amendment.

Council must now take final action to adopt, reject, or amend the proposal. An amendment to the proposal would require further consideration by the Plan Commission.

Councilor Hofferth moved, with a second by Councilor Gardiner, to approve the amendment to the Lake Business Center Planned Unit Development (PUD) and the proposed Ordinance 1988 (PC Docket No. 25-008). Councilors Hofferth, Gardiner, Nellans, Petersen, and Shinkan voted in favor; none voted against. Motion passed.

### **AGREEMENT RENEWAL: HYDRANT FLOW AND WATERMAIN CAPACITY TESTING**

Council approved a proposal from M.E. Simpson to provide labor, materials, transportation, tools, and equipment necessary to flow-test fire hydrants. The Town was divided roughly into thirds with one section being tested in each 2023, 2024, and 2025. The proposed renewal would do the same at the following costs.

	per/hydrant	Approximate
Year	Cost	Cost
2026	\$ 68.00	\$ 24,004.00
2027	\$ 68.00	\$ 24,004.00
2028	\$ 70.00	\$ 24,710.00

M.E. Simpson will also document all pertinent information for each flow-tested hydrant in the GIS and ISO Fire Inspection reports so repairs and replacements can be completed as necessary. Work will be paid from the Water Cash Operating Fund.

Councilor Gardiner moved, with a second by Councilor Nellans, to approve the renewal for the fire hydrant flow/watermain capacity testing as proposed by M.E. Simpson at \$24,404.00 for 2026, \$24,004.00 for 2027, and \$24,710.00 for 2028. Councilors Hofferth, Gardiner, Nellans, Petersen, and Shinkan voted in favor; none voted against. Motion passed.

### **AGREEMENT RENEWAL: 120 WATER**

On October 2, 2023, the Town of Munster received a grant with 120Water for a comprehensive service line inventory to fulfill lead related regulatory requirements of the Indiana Department of Environmental Management (IDEM). 120Water specializes in Federal lead line compliance issues.

On October 7, 2024, Council approved a one-year agreement for software and data management of the Lead Service Line Program. Staff requests renewal of the agreement. The PWS Platform is an inventory program at a cost of \$10,400.00/year. The LCRI Pro Managed Service Package focuses on compliance at a cost of \$7,500.00/year. Payment will come from the Water Cash Operating Fund.

Councilor Nellans moved, with a second by Councilor Gardiner, to approve the PWS Platform for an annual amount of \$10,400.00 and the LCRI Pro Managed Services Package for \$7,500.00 for one year for a total cost of \$17,900.00 to 120Water. Councilors Hofferth, Gardiner, Nellans, Petersen, and Shinkan voted in favor; none voted against. Motion passed.

### **RENEWAL OF WATER VALVE ASSESSMENT/EXERCISE PROGRAM AGREEMENT**

On August 21, 2023, Council approved a three-year comprehensive Water Valve Assessment program from M.E. Simpson. Staff requests renewal of the agreement.

Under the terms of the agreement, M.E. Simpson will exercise 552 valves/year. This enhances Munster's emergency response capabilities, provides more efficient response during times of crisis, reduces the impacts of watermain breaks by enabling staff to isolate and control water flow promptly and improves

the overall reliability of the water supply system. The cost will be paid by the Water Cash Operating Fund as follows.

Year	per/valve Cost	Annual Cost
2026	\$ 65.00	\$ 35,880.00
2027	\$ 65.00	\$ 35,880.00
2028	\$ 68.00	\$ 37,536.00

Councilor Hofferth moved, with a second by Councilor Nellans, to approve the renewal of the water valve assessment/exercise program as proposed by M.E. Simpson at \$35,880.00 for 2026, \$35,880.00 for 2027, and \$37,536.00 for 2028. Councilors Hofferth, Gardiner, Nellans, Petersen, and Shinkan voted in favor; none voted against. Motion passed.

### **PURCHASE OF BRUSH CHIPPER**

Public Works has requested the purchase of a new 2025 Morbark Eeger Beever 2131-TA Brush Chipper from Alexander Equipment Company. Inc. for a cost of \$129,955.35. The quote was received from Alexander Equipment through Sourcewell. Public Works currently has two chippers. The additional chipper is necessary due to the volume of brush collected at residential curbs. The current chippers are nearing their life expectancy and the additional chipper will be a backup when mechanical issues arise with the existing chippers. The purchase will be from the 2024 General Obligation Bond proceeds.

Councilor Petersen moved, with a second by Councilor Nellans, to approve the purchase of a Morbark Eeger Beever 2131-TA Brush Chipper from Alexander Equipment Company in the amount of \$129,955.35. Councilors Hofferth, Gardiner, Nellans, Petersen, and Shinkan voted in favor; none voted against. Motion passed.

### **PURCHASE OF COMPUTER EQUIPMENT**

Council approved the IT services agreement with the School Town at the March 3, 2025, meeting. Since that time, their IT support staff has replaced computers, monitors, associated accessories, and IT hardware. Now that desktop computers have been replaced for employees in Town Hall and the Police Department, the next phase is to purchase laptop computers for those employees that currently use or need a laptop.

School Town IT obtained a quote to purchase laptops, monitors, docks, and accessories from Dell totaling \$65,910.41. The cost will be paid from the Technology Fund and, where appropriate, the Water Cash Operating and Sewer Maintenance Fund.

Councilor Nellans moved, with a second by Councilor Gardiner, to approve the purchase of computer equipment from Dell Technologies in the amount of \$65,910.41. Councilors Hofferth, Gardiner, Nellans, Petersen, and Shinkan voted in favor; none voted against. Motion passed.

### **PORTFOLIO REPORTS**

Councilor Gardiner shared the Munster Civic Foundation will be meeting on Monday, August 11<sup>th</sup>. The Civic Foundation will be hosting summer concerts on Friday, August 8<sup>th</sup> and Tuesday, August 12<sup>th</sup> at Centennial Park.

National Night Out will kick off with a parade at 4:30 p.m. at Community Park on Tuesday, August 5, 2025 and will conclude with fireworks at 8:30 p.m.

**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, August 18, 2025. 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 Nellans and seconded by Councilor Gardiner, the meeting adjourned at 7:03 p.m. by voice vote.

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**George Shinkan, President**

**ATTEST:**

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**Wendy Mis, Clerk-Treasurer**