

TOWN OF MUNSTER
MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL
JULY 7, 2025

A meeting of the Munster Town Council convened at 6:30 p.m. on Monday, July 7, 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 Joseph G. Hofferth, Chuck Gardiner, and David B. Nellans, were physically present in Town Hall. Also present in Town Hall were Clerk-Treasurer Wendy Mis, Town Manager Jim Marino, Controller Patricia Abbott, Police Chief Stephen Scheckel, Fire Chief Mark Hajduk, Director of Operations Bob Valois, and Town Attorney Dave Westland. Councilor Jonathan Petersen participated virtually. Councilor George Shinkan was not present. The news media was not represented.

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

Councilor Petersen provided an update on his improving health.

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.

Mr. Mike. Dujmovic, 1833 Tulip Lane, asked about the funds for the additional appropriations. He requested raised crosswalks at on Chestnut and Fran Lin. He asked about the possibility of rumble strips as speed control.

Mr. Greg Starceovich, 9501 Cottonwood Drive, observed the stop signs on the east of Fran Lin of Camilla appeared to be working. He asked about stop signs on Camilla on the west side of Fran Lin.

No one else rose to claim the floor.

CONSENT AGENDA

APPROVAL OF MINUTES

Minutes of a regular meeting held on June 16, 2025

ACCOUNTS PAYABLE VOUCHER REGISTERS

Confirmation of Voucher Register #25-5M dated 05/31/2025 totaling \$479,141.24

Approval of Voucher Register #25-5N dated 05/31/2025 totaling \$145,712.87

Confirmation of Voucher Register #25-6H dated 06/18/2025 totaling \$1,450.00

Confirmation of Voucher Register #25-6I dated 06/19/2025 totaling \$217,658.36

Confirmation of Voucher Register #25-6J dated 06/26/2025 totaling \$806,310.19

Confirmation of Voucher Register #25-6K dated 06/27/2025 totaling \$621,590.84

Confirmation of Voucher Register #25-7A dated 07/03/2025 totaling \$82,629.73
Approval of Voucher Register #25-7B dated 07/07/2025 totaling \$258,623.77

WATER LEAK ADJUSTMENTS 2025-29 THROUGH 2025-31

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
2025-29	1,000	73,000	1 month	\$ 512.80	\$ 488.95	\$ 23.85
2025-30	7,000	30,000	2 months	\$ 232.30	\$ 121.56	\$ 110.74
2025-31	23,000	66,000	1 month	\$ 465.99	\$ 292.83	\$ 173.16

TREASURER'S REPORT

The May 2025 Treasurer's Report was presented.

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

NEW BUSINESS

ORDINANCE 1985: ADDITIONAL APPROPRIATIONS (4)

Proposed ORDINANCE 1985 is AN ORDINANCE FOR THE ADDITIONAL APPROPRIATION OF FUNDS FOR THE YEAR 2025 (4). There are three funds in need of additional appropriations. The Local Road & Street Fund needs \$85,000.00 to cover the costs of additional signage and road markings in the areas surrounding all of the schools. The Cumulative Capital Development Fund needs \$150,000.00 to help fund the new body camera system for the Police Department. The system is part of a ten-year contract with Axon, which was approved by the Town Council on June 16, 2025. The Self-Funded Liability Fund needs \$475,000.00 to replenish the fund for the three settlements approved by Town Council at the May 19, 2025, meeting.

The procedure for securing additional appropriations requires a public hearing, scheduled for July 21, 2025, and the adoption of an ordinance by the Town Council. The Self-Funded Liability Fund is considered a reporting only fund, and the appropriations will go into effect upon passage of the ordinance. The Local Road & Street Fund, and the Cumulative Capital Development Fund are considered controlled funds. 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.

Councilor Gardiner moved, with a second by Councilor Nellans to hear proposed Ordinance 1985 for additional appropriations on first reading, and schedule public hearing and second reading for July 21, 2025. A brief discussion reminded those in attendance that this is a request for permission to spend the cash we have on hand. Councilors Hofferth, Gardiner, Nellans, and Petersen voted in favor; none voted against. Motion passed.

ORDINANCE 1986: STOP SIGNS ON CAMELLIA DRIVE AND WHITE OAK AVENUE

Proposed ORDINANCE 1986 is AN ORDINANCE AMENDING THE GENERAL PROVISIONS OF CHAPTER 54, TRAFFIC AND VEHICLES, OF THE MUNSTER CODE OF ORDINANCES PERTAINING TO ADDITIONAL STOP SIGNS. Public Works recommends removing the existing raised crosswalks on Camellia Drive. The raised crosswalks are causing standing water, maintenance issues, and hazardous conditions. Public Works proposes tearing out the existing raised crosswalks and installing permanent stop signs at the following locations.

- Camellia Drive at Elmwood Drive
- Camellia Drive at Walnut Drive
- White Oak Avenue at Cardinal Court
- White Oak Avenue at Wren Court

The recommendation has been reviewed by SEH, the Speed Team, and Police Department. An ordinance is needed for the stop signs to be enforced by the Police Department. Ordinance 1986 has been drafted for this purpose. The ordinance will go into effect once adopted and properly advertised.

Councilor Gardiner moved, with a second by Councilor Petersen to hear proposed Ordinance 1986 to Amend the General Provisions of Chapter 54, Traffic and Vehicles, of the Munster Code of Ordinances Pertaining to Additional Stop Signs on first reading and schedule second reading for July 21, 2025. Discussion regarding stop signs and traffic control ensued. Councilors Hofferth, Gardiner, Nellans, and Petersen voted in favor; none voted against. Motion passed.

INTERLOCAL AGREEMENT: PEDESTRIAN BRIDGES

The Pedestrian Bridge Project, also referred to as Bridges Over Ditches, will construct pedestrian and bicycle bridges over Cady Marsh and Hart Ditches connecting Munster and Highland. Gariup Construction will be performing the work at a contract price of \$1,765,700.00. The project is funded through NIRPC at 80% with the local unit responsible for the remaining 20% which equals \$353,140.00. Council approved this at the June 2, 2025, meeting. Construction Inspection was awarded to SEH at the April 21, 2025, Council meeting at a cost not to exceed \$253,300.00. The project was budgeted in the 2024 GO Bond.

Staff has included the Town of Highland through its Park Department in the process, with the Highland Park Director serving on the selection committee for the construction inspection contract. At their June 19, 2025, meeting, the Highland Park Board approved an interlocal agreement to share in the costs and ongoing maintenance of the bridges.

The agreement has gone through legal review and must be approved with the same language as approved by Highland. The main points of the agreement are as follows.

- Munster will remain the lead agency for the project.
- Munster will be responsible for maintenance and/or replacement of the bridge over Hart Ditch.
- Highland will be responsible for maintenance and/or replacement of the bridge over Cady Marsh Ditch.
- Future maintenance and/or improvements to the path between the two bridges will be equally shared.
- Munster will invoice Highland for half of the 20% match of both the construction and the construction inspection costs.

Councilor Nellans moved, with a second by Councilor Gardiner, to approve the Interlocal Agreement with the Town of Highland Board of Parks and Recreation for the construction and maintenance of the Cady Marsh and Hart Ditches. It was recommended we schedule a ground breaking and ribbon cutting to celebrate the progress of this project. Councilors Hofferth, Gardiner, Nellans, and Petersen voted in favor; none voted against. Motion passed.

REPAIR STORMWATER REPAIR

A deficiency was found in the 15" main storm line at 8713 Crestwood Drive. This was documented in 2023 with no repairs being made at that time. More bank erosion has occurred and the line was televised recently with significantly more damage being discovered. There are at least three sections in need of repair.

There has been excessive damage to the banks along Hart Ditch because of this and repair is necessary to prevent significant flooding in the area. Public Works Staff sought quotes and received four from vendors capable of performing the work. The quotes are as follows.

L2, Incorporated, Crown Point, Indiana	\$39,470.28
H&G Underground Utilities, LaPorte, Indiana	\$47,685.08
M&J Underground, Inc., Monee, Illinois	\$65,224.00
Calumet City Plumbing, Calumet City, Illinois	\$55,000.00-\$65,000.00

The work will be funded from the Sewer Maintenance Fund.

Councilor Gardiner moved, with a second by Councilor Nellans, to approve L2 Incorporated to repair the damaged storm line at 8713 Crestwood Drive for a total cost of \$39,470.28. Councilors Hofferth, Gardiner, Nellans, and Petersen voted in favor; none voted against. Motion passed.

APPROVAL OF SCHOOL SIGNAGE PLAN

At the request of School Town of Munster Staff, the Town asked SEH to review all the schools for ways to enhance safety for pedestrians and to reduce speeding in school zones. The proposed solutions included St. Thomas Moore and St. Paul's school. Their proposal includes improved signage and street markings.

The goal is to provide consistent signage and pavement markings on the streets in all school zones and to adhere to the latest MUTCD standards. The recommendation is to add flashing speed limit signs, restripe existing solid lines with "piano key" striping at crosswalks, and to reduce the speed limit to 20 mph in all school zones during school hours.

Austgen Electric can provide eleven double flashing light signs for \$53,321.00 and will install them for \$15,048.00. Site Services can provide the thermoplastic street markings for a total cost of \$13,580.00. Standard signs will be provided by Public Works at an approximate cost of \$2,000.00 for materials. The entire project cost will not exceed \$85,000.00. The proposal from SEH estimated the cost at \$122,555.74. The project will be paid from the Local Road & Street Fund.

Councilor Nellans moved, with a second by Councilor Gardiner, to approve the Public Works Department to purchase materials for school zone signage, road markings, and installation at a cost not to exceed \$85,000.00. Councilors Hofferth, Gardiner, Nellans, and Petersen, voted in favor; none voted against. Motion passed.

APPOINTMENT TO BZA

Councilor Gardiner moved, with a second by Councilor Nellans, to appoint Daniel Sharpe to the BZA for a term set to expire December 3 2027. Councilors Hofferth, Gardiner, Nellans, and Petersen voted in favor; none voted against. Motion passed.

DISPOSAL OF PROPERTY

Staff presented a list of office, radio, and computer equipment no longer in use or serviceable. The computer equipment will be properly destroyed by the IT Department at the School Town of Munster

Councilor Gardiner moved, with a second by Councilor Nellans, to declare the equipment listed on the *Request to Dispose of Property* dated July 7, 2025, surplus and authorize its disposal. Councilors Hofferth, Gardiner, Nellans, and Petersen, voted in favor; none voted against. Motion passed.

PORTFOLIO REPORTS

Clerk-Treasurer Mis complimented the Town Police, Public Works, Fire and Parks Departments for working to make the July 3rd and 4th successful and safe. The Munster Lions Club, Chamber of Commerce, Munster Firefighters Association, and Civic Foundation contributed to the success of these events.

Councilor Gardiner shared the Park Department will be holding a work study on July 8th, 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, July 21, 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 7:07 p.m. by voice vote.

Joseph Hofferth, Vice President

ATTEST:

Wendy Mis, Clerk-Treasurer