

TOWN OF MUNSTER
MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL
JANUARY 19, 2026

A meeting of the Munster Town Council convened at 6:30 p.m. on Monday, January 19, 2026. 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 Hofferth, David B. Nellans, and Jonathan Petersen were physically present in Town Hall. Councilor George Shinkan participated virtually and Councilor Chuck Gardiner was absent. 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, and Town Attorney Dave Westland. The news media was not represented.

President Hofferth presided, opened the meeting with a moment of silence in remembrance of former Town Councilor George Sideris who recently passed, 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 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.

No one else rose to claim the floor.

CONSENT AGENDA

APPROVAL OF MINUTES

Minutes of a regular meeting held on January 5, 2026

ACCOUNTS PAYABLE VOUCHER REGISTERS

Confirmation of Voucher Register #26-1B dated 01/08/26 in the amount of \$976,695.81
Confirmation of Voucher Register #26-1C dated 01/09/26 in the amount of \$701,044.39
Confirmation of Voucher Register #26-1D dated 01/09/26 in the amount of \$60,681.17
Confirmation of Voucher Register #26-1E dated 01/09/26 in the amount of \$48,855.57
Confirmation of Voucher Register #26-1F dated 01/15/26 in the amount of \$1,279,462.09
Approval of Voucher Register #26-1G dated 01/19/26 in the amount of \$325,312.09

WATER LEAK ADJUSTMENTS 2026-05 THROUGH 2026-07

Staff received a request 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
2026-5	35,000	131,000	2 months	\$ 920.41	\$ 403.07	\$ 517.34
2026-6	3,000	31,000	1 month	\$ 230.17	\$ 167.31	\$ 62.86
2026-7	17,000	64,000	2 months	\$ 473.71	\$ 302.30	\$ 171.41

CERTIFIED REPORT OF NAMES, ADDRESSES, DUTIES AND COMPENSATION OF PUBLIC EMPLOYEES (FORM 100R)

Starting in January 2013, the Certified Report of Names, Addresses, Duties, and Compensation of Public Employees (Form 100R) must be entered through the Indiana Gateway for Government Units (Gateway). The form must be submitted by January 31 each year. (IC 5-11-13-1).

The 100R salary report (Gateway 100R) was submitted to Gateway on January 5, 2026.

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

OLD BUSINESS

ORDINANCE 2003: 2025 GROUP TRANSFERS

Ordinance 2003 authorizes the budget transfers between major expenditure groups to the 2025 budget. The first reading of this ordinance took place at the December 1, 2025, meeting and was scheduled for second reading in January 2026. The adjustments in Exhibit A are based on the final expenditures made on December 31, 2025.

Councilor Nellans moved, with a second by Councilor Shinkan, to adopt Ordinance 2003 on second reading as presented. Councilors Shinkan, Nellans, Petersen, and Hofferth voted in favor; none voted against. Motion passed.

APPROVAL TO PROCEED WITH DESIGN-BUILD PROCUREMENT FOR SCADA SYSTEM

The proposed project will replace the existing SCADA system with a modern, integrated platform. This includes new instrumentation, communication hardware, software and programming tailored to the Town of Munster's operational needs. Given the complexity of integrating design, programming, and equipment installation, a Design-Build method is recommended. This unique approach will allow a single qualified entity to be responsible for the design and construction of the overall project.

The Town's utility relies on the Supervisory Control and Data Acquisition (SCADA) system to monitor and control daily operations for potable clean water for the Town's residents. The SCADA system assists with ensuring reliability and maintaining compliancy with governmental regulatory agencies. The existing SCADA infrastructure is antiquated and in need of modernization to improve efficiency, cybersecurity, and operational functioning.

The design-build method of construction delivery is proposed for this project. The design-build construction method is allowed by the Design-Build Statute I.C. 5-30. Under design build, municipalities may enter into a design-build contract for the performance of a public project, rather than the traditional public works competitive bidding method. I.C. 5-30 establishes procedures for the solicitation of proposals

and the award of design-build contracts. Design-build allows for a unified point of contact throughout both the design and construction stages of a project. A single entity assumes full responsibility and contractual risk for all facets of the build — encompassing estimation, assessments, and pre-construction, as well as engineering, subcontracting, construction, and post-construction. The Design-Builder oversees all contracts with various companies, including subcontractors, equipment suppliers, and materials providers.

Councilor Nellans moved, with a second by Councilor Shinkan, to approve the use of the design-build method for the Town's SCADA system upgrade project and approve a supplemental letter agreement with Short Elliott Hendrickson Inc. (SEH) to provide design-build services in accordance with Indiana Code 5-30 for an amount not to exceed \$20,000.00. Councilors Shinkan, Nellans, Petersen, and Hofferth voted in favor; none voted against. Motion passed.

NEW BUSINESS

RESOLUTION 2160: INDOT SIGNING AUTHORITY

When the Town receives funding from INDOT, an agreement must be approved by the Town which outlines the funding amount, uses, and other terms. INDOT's process requires the agreement, once approved by Council, to be signed electronically. INDOT's process also requires naming a person who will act as the authorized signer; this is the person who will receive and electronically sign the agreements and related documents. Naming someone does not change the requirements to bring agreements to Council for approval prior to signature.

INDOT is looking for a resolution naming the authorized signer for 2026, and it is recommended that Town Manager Jim Marino be named the authorized signer. The current projects with funding received through INDOT are the Emergency Vehicle Preemption (EVP) Project (scheduled for contract approval this evening), and the Electric Vehicle purchase.

The resolution has been drafted to be in effect for calendar year 2026.

Councilor Shinkan moved, with a second by Councilor Nellans, approve Resolution 2160 as presented. Councilor Petersen moved, with a second by Councilor Nellans to amend the motion to update the resolution to include authorization of the Town Manager to approve subject to Town Council Approval. Councilors Shinkan, Nellans, Petersen, and Hofferth voted in favor of additional language; none voted against. Motion passed. Resolution 2160 was updated to reflect the amended language. Councilors Shinkan, Nellans, Petersen, and Hofferth voted in favor of the amended motion; none voted against. Motion passed as amended.

APPROVAL OF LPA CONTRACT: EMERGENCY VEHICLE PREEMPTION (EVP)

Many signals in the northwest portion of Lake County do not have signal preemption for emergency vehicles. This can make intersections extremely dangerous for police, fire, ambulances, and the public in responding to emergencies. Munster, Highland, Hammond, St. John, Gary, and Lake County, Indiana share a common interest while responding to emergency calls and transporting the injured to shared nearby hospitals. Implementation of an Emergency Vehicle Preemption (EVP) system provides emergency vehicles a safe means of proceeding through a signalized intersection. This can reduce conflict, reduce driver confusion, and improve emergency response times.

The Northwestern Indiana Regional Planning Commission (NIRPC) awarded the Town of Munster, Indiana, the Town of Highland, Indiana, the City of Hammond, Indiana, the Town of St. John, Indiana, the City of Gary, Indiana, and Lake County, Indiana \$6,450,000 in Federal Transportation Funds for Signal

Modernization, Emergency Vehicle Preemption for Munster, Highland, Hammond, St. John, Gary and Lake County, Indiana.

Within the Town of Munster thirty intersections, fifteen police vehicles, and twenty-eight fire vehicles have been identified in need of signal preemption devices. The matching funds from Munster will not exceed \$291,970.00.

Town of Munster Resolution 2115 approved the interlocal governmental agreement with the Town of Highland, Indiana, the City of Hammond, Indiana, the Town of St. John, Indiana, the City of Gary, Indiana, and Lake County, Indiana on June 19, 2023. Interlocal agreements have been approved by all participating governmental units. In August 2025, the project was awarded to American StructurePoint.

This evening, Council is asked to approve the Town of Munster, as the Local Public Agency, and American StructurePoint Consulting Contract to continue moving the project forward.

Councilor Nellans moved, with a second by Councilor Petersen, to authorize the LPA Consulting Contract between the Town of Munster and American StructurePoint, Inc. Councilors Shinkan, Nellans, Petersen, and Hofferth voted in favor; none voted against. Motion passed.

WATER METER PURCHASE

The Water Department maintains an inventory of water meters. The length of time needed to fill a large order of water meters can take weeks to months to fill. A variety of sizes are ordered for the inventory. A quote from Utility Supply Company has been received in the amount of \$194,841.15. This order is anticipated to last a year and will be paid from the Water Cash Operating Fund.

Councilor Nellans moved, with a second by Councilor Shinkan, to approve the water meter quote #1578543 from Utility Supply Company in the amount of \$194,841.15. Councilors Shinkan, Nellans, Petersen, and Hofferth voted in favor; none voted against. Motion passed.

APPROVAL OF ENGINEERING AGREEMENT FOR COLUMBIA AVENUE

The Town of Munster would like to improve the road infrastructure on the north end of Columbia Avenue from River Drive to Fran Lin Parkway. The project scope includes asphalt road milling, resurface, and pavement markings. This project does not include sidewalks, curbs or ADA ramps. SEH has prepared an engineering agreement for this project at a cost of \$33,000.00. The work will be paid from the 2024 GO Bond proceeds.

Councilor Nellans moved, with a second by Councilor Petersen, to approve the SEH Engineering Agreement in the amount of \$33,000.00 for the Columbia Avenue road infrastructure improvements. Councilors Shinkan, Nellans, Petersen, and Hofferth voted in favor; none voted against. Motion passed.

APPOINTMENTS TO BOARDS AND COMMISSIONS

Council President Hofferth recommended Gus Galante be appointed to the Board of Zoning Appeals. Councilor Shinkan moved, with a second by Councilor Nellans, to appoint Gus Galante to the Board of Zoning Appeals. Additional Board and Commission appointments will be forthcoming. Councilors Shinkan, Nellans, Petersen, and Hofferth voted in favor; none voted against. Motion passed.

REPORTS

Clerk-Treasurer Mis corrected the date of the upcoming Town Council and Redevelopment Commissions meetings to Monday, February 2, 2026, not February 5th as printed on the agenda. Mis also reminded the public that NICTD would be at Coffee with the Council to update residents about the upcoming South Shore Train service.

ANNOUNCEMENTS

Coffee with a Councilor will be held on Wednesday, January 21, 2026, at 6:00 p.m. The meeting will include a presentation from NICTD regarding the upcoming South Shore Train.

The Town Council will hold a regular meeting on Monday, February 2, 2026. The Redevelopment Commission will hold a regular meeting immediately following. (Unless stated otherwise, all meetings of the Town Council begin at 6:30 p.m. at Munster Town Hall.)

The Town Council and the School Town of Munster will hold a joint work study on Monday, January 26, 2026, at 6:00 p.m. at the School Town of Munster Administrative building at 8616 Columbia Avenue in Munster. Dr. Hicks will provide a State of the School address and Mr. Marino will provide a State of the Town address. The meeting is open to the public.

ADJOURNMENT

There being no further business to come before the Council, and upon a motion by Councilor Nellans and seconded by Councilor Petersen, the meeting adjourned at 7:02 p.m. by voice vote.

Joseph Hofferth, President

ATTEST:

Wendy Mis, Clerk-Treasurer