DISTRIBUTED
TCRM 6-22-15

TOWN OF MUNSTER
MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL
JUNE 8, 2015

A regular meeting of the Munster Town Council convened at 7:00 p.m. on Monday, June 8, 2015, at the Munster Town Hall. Town Councilors John W. Edington, Andy Koultourides, David B. Nellans, and Joseph A. Simonetto were present. Councilor John P. Reed was absent. President Koultourides presided. Also present were Town Manager Dustin Anderson, Town Attorney Eugene M. Feingold, and Interim Fire Chief David Pelc. The news media were represented by Jim Masters of *The Times,* and Ron Johnson and Devin Shinkle of *Northwest Indiana News Bureau,* an online news service.

President Koultourides opened the meeting with a moment of silence followed by the Pledge of Allegiance.

PROCLAMATION: HONORING FIREFIGHTER JOHN SHUTKA

Firefighter John Shutka began serving the Town of Munster as a firefighter in May 1965 and has faithfully served for fifty years. The Council proclaimed its thanks to Mr. Shutka for his service and contributions to the Munster Fire Department.

Councilor Simonetto moved, with a second by Councilor Edington, to approve the proclamation honoring Firefighter John Shutka. The motion carried *viva voce.*

GRADE SEPARATION REPORT

Robinson Engineering representative Joe Nordman reported that a TIGER Grant application was submitted timely. It will take several months for a response. The 700' of 45th Street is mostly designed and should go out to bid and be constructed this year.

Mr. Feingold spoke about the land swap and the title work related to the former Munster Steel site.

OPEN TO THE PUBLIC

Mr. Mike Dujmovic, 1833 Tulip Lane, suggested the island in Community Park by the ball fields be painted yellow to increase its visibility. Mr. Dujmovic asked about the change order for Olthoff. The Council stated that it will be discussed under New Business *infra.*

Mr. Ron Johnson, Northwest Indiana News Bureau, asked how the Park Board will be held responsible for the Olthoff change order. President Koultourides stated the matter will be discussed under New Business *infra.* Councilor Nellans stated the Park Board was not made aware of the change orders at the time the work was being performed therefore cannot be held accountable. Mr. Johnson stated that at the last Park Board meeting a quorum was present at the beginning but not at the end of the meeting. He then questioned how they could act without a quorum. Councilor and Park Board Liaison Nellans explained that while discussion continued, no votes were taken after a quorum was no longer present. Mr. Johnson then asked who are voting members of the Park Board. Councilor Nellans and Mr. Feingold answered.

No one else rose to claim the floor, and the floor was closed.

CONSENT AGENDA

APPROVAL OF MINUTES

Approval of the minutes of the regular meeting held on May 11, 2015

ACCOUNTS PAYABLE VOUCHER REGISTERS

Approval of Voucher Register #15-5R dated 05/22/15 totaling $4,311.00
Confirmation of Voucher Register #15-5S dated 05/26/15 totaling $24,217.75
Confirmation of Voucher Register #15-5T dated 05/28/15 totaling $283,097.20
Confirmation of Voucher Register #15-5U dated 05/29/15 totaling $387,877.22
Confirmation of Voucher Register #15-5V dated 05/29/15 totaling $282,940.25
Confirmation of Voucher Register #15-5W dated 05/31/15 totaling $305,564.66
Approval of Voucher Register #15-6A dated 06/02/15 totaling $1,450.00
Approval of Voucher Register #15-6B dated 06/08/15 totaling $116,402.10
Confirmation of Voucher Register #15-6C dated 06/04/15 totaling $480,636.51
Confirmation of Voucher Register #15-6D dated 06/04/15 totaling $55.46

CHIEF STEVE SCHECKEL'S PERSONNEL ACTION DOCUMENT

President Koultourides requested that the Police Chief's step on the pay matrix be adjusted from Step 7 to Step 12 resulting in a bi-weekly increase of $439.88. The adjustment will be effective with the current pay period.

ANNUAL OPERATIONAL REPORT FOR LOCAL ROADS AND STREETS

Indiana Code 8-1-4.1 requires an operational report to be prepared by all cities and towns having a population of 20,000 or more with road and street responsibilities. The report shall be prepared on forms prescribed by the State Board of Accounts and must disclose all information considered necessary to reflect the financial condition and operations of the department.

Accordingly, the Clerk-Treasurer's Office prepared the report which was filed with the State Board of Accounts, the governing body of the municipality, the Purdue University Local Technical Assistance Program, and the Indiana Department of Transportation. The report is available to the public and press.

2016 BUDGET CALENDAR

Each year the Department of Local Government Finance (DLGF) provides municipalities with a listing of deadlines to complete the annual budget process within the statutory requirements. A schedule has been created to meet these requirements based on the regular meeting schedule of the Town Council.

The local schedule calls for the Council to meet on October 12, 2015 to hold the required public hearing and to meet on October 26, 2015 to adopt the 2016 budget. These can be changed to earlier dates, but they cannot be held later than the dates shown on the schedule.

TREASURER'S REPORT

The May 2015 Treasurer's Report was presented for acceptance.

Councilor Simonetto moved, with a second by Councilor Edington, to suspend the rules, waive the readings, and adopt the Consent Agenda as presented. Councilors Edington, Nellans, Simonetto, and Koultourides voted in favor; none voted against. The motion carried and the Consent Agenda was adopted as presented.

GENERAL ORDERS

PROCLAMATION: FALUN DAFA

During the April 27, 2015 meeting of the Munster Town Council, Ms. Lisa Zhu requested the Council adopt a proclamation in support of Falun Dafa, a form of physical and mental exercise. As a result of conversations with Ms. Zhu, a proclamation was prepared for raising awareness of Falun Dafa.

Councilor Simonetto read the proclamation.

Councilor Simonetto moved, with a second by Councilor Nellans, to adopt the Proclamation for Raising Awareness of Falun Dafa. Councilors Edington, Nellans, Simonetto, and Koultourides voted in favor; none voted against. The motion carried and the proclamation was adopted as presented.

ORDINANCE 1659: AMENDMENT OF CENTENNIAL VILLAGE PLANNED UNIT DEVELOPMENT

Proposed ORDINANCE 1659 is AN ORDINANCE AMENDING THE CENTENNIAL VILLAGE, LLC PLANNED UNIT DEVELOPMENT. The developer of the former Munster Steel site, generally known as 9505 Calumet Avenue, has requested an amendment to the approved Planned Unit Development. The proposed amendment was the subject of numerous discussions. The amendment now under consideration was presented to the Munster Plan Commission which held the required public hearing at its May 12, 2015 meeting and voted to recommend the amendment to the Council. The amendment does the following.

1. Establishes the southern boundary of the development.
2. Establishes location of interior circulation roadway.
3. Repositions buildings and their uses within the development, specifically the hotel.

Councilor Simonetto moved, with a second by Councilor Nellans, to suspend the rules, waive the readings, and adopt Ordinance 1659 on first reading as presented.

Discussion ensued. Mr. Anderson stated that approval allows the property transfer to go forward, drafting of construction plans of hotel, and collaboration between the Town and the developer on the interior roadway.

Councilors Edington, Nellans, Simonetto, and Koultourides voted in favor; none voted against. The motion carried and Ordinance 1659 was adopted as presented.

NEW BUSINESS

RESOLUTION 2001: COMMUNITY DEVELOPMENT ACTIVITIES

Proposed RESOLUTION 2001 is A RESOLUTION AUTHORIZING THE TOWN OF MUNSTER, INDIANA TO ENTER INTO AN AGREEMENT WITH THE COUNTY OF LAKE, INDIANA IN UNDERTAKING COMMUNITY DEVELOPMENT ACTIVITIES. At the Council meeting of May 11, 2015, a public hearing was held and Resolution 2000 was adopted for the Community Development Block Grants for ADA compliance projects.

This evening the Council is being asked to authorize the CDBG Partnership agreement with Lake County. Resolution 2001 has been drafted for this purpose.

Councilor Simonetto moved, with a second by Councilor Edington, to adopt Resolution 2001 as presented. Councilors Edington, Nellans, Simonetto, and Koultourides voted in favor; none voted against. Motion carried.

IDEM UNDERGROUND STORAGE TANK UPDATE

The Town of Munster has been monitoring underground storage tanks for a number of years with IDEM wanting monitoring to continue indefinitely. Staff has been negotiating with IDEM to bring the matter to resolution. The proposal is to monitor the tanks for four quarters. If the testing shows clean soil, the issue will be complete.

Staff requested engaging the services of Resource Consulting to complete this work.

Councilor Simonetto moved, with a second by Councilor Nellans, to enter into an agreement with Resource Consulting to complete the proposed scope of work in accordance with IDEM's performance mandates for the Town

of Munster in an amount not to exceed $39,560.00. Councilors Edington, Nellans, Simonetto, and Koultourides voted in favor; none voted against. The motion carried.

CHANGE ORDER: OLTHOFF, INC

In April 2013 Staff was made aware of work done at Community Park by Olthoff, Inc. in the amount of $166,794.27. The work began in Summer 2014 and ended Fall 2014 but was not presented to the Park Board or the Town Council for approval. It appears the Park Board discussed the matter, but no action was taken to award a contract or issue a change order.

It is uncertain who provided the contractor with approval to proceed with the work. Upon discovery of the situation, the Park Board was notified and funds were set aside to cover the invoice. Because the work has been completed, Staff recommended Olthoff, Inc. be paid.

Discussion ensued. Councilor Simonetto requested documentation before moving forward with the matter. Councilor Nellans asked that former Town Manager Thomas DeGiulio and former Town Engineer James Mandon be contacted for clarification of the situation.

Councilor Simonetto moved, with a second by Councilor Nellans, to table action on the change order for Olthoff, Inc. Further discussion ensued on the matter. Motion carried *viva voce.*

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 regular meetings on Monday, June 22 and July 13, 2015. The Redevelopment Commission will hold regular meetings immediately following the Town Council meetings.

ADJOURNMENT

Councilor Simonetto moved, with a second by Councilor Nellans to adjourn the meeting. Councilor Nellans then asked why the Olthoff, Inc. issue had been brought to the Council instead of the Park Board. Mr. Anderson answered that the issue appeared to be important enough for the Council to be made aware and to weigh in on. Councilor Nellans stated his belief that the Park Board should be making the decision with the matter coming to the Council if there was no resolution at the Park Board level. President Koultourides then called for a voice vote and the meeting adjourned at 8:00 p.m.

Andy Koultourides, President

ATTEST:

David F. Shafer, IAMC, MMC, CMO, Clerk-Treasurer