

**TOWN OF MUNSTER
MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL
OCTOBER 18, 2021**

A regular meeting of the Munster Town Council convened at 7:00 p.m. on Monday, October 18, 2021. At the time of this meeting, the country was facing a pandemic outbreak of the Coronavirus. In response, Indiana Governor Holcomb issued a series of Executive Orders which, among other things, declared a public health emergency and suspended various statutes. Executive Order 20-04 specifically addressed public meetings and the Open-Door Law. This Executive Order, along with the opinion of the Indiana Public Access Counselor, allows for meetings to be held in a virtual environment. Subsequent Executive Orders have extended this practice.

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, Ken Schoon and Steven Tulowitzki were physically present at Town Hall. President Koulourides presided.

Also present in Town Hall were Clerk-Treasurer Wendy Mis, Controller Patricia Abbott, Town Manager Dustin Anderson, Town Attorney Dave Westland, Police Chief Stephen Scheckel, Fire Chief Mark Hajduk, Board of Safety Member Lorin Brown, Planning Director Thomas Vander Woude, and Munster Representative to the Hammond Sanitary District Mike Hawkins. Director of Operations Stephen Gunty was present in the virtual setting. The news media were not represented. The public was given the information needed to access the meeting virtually, and some took advantage of it.

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

MUNSTER CIVIC FOUNDATION: PROJECT ANNOUNCEMENT

Councilor Mellon, on behalf of the Munster Civic Foundation, announced a new public art project called "Tiptoe Through Town." Five-foot tall, fiberglass sculptures of tulips will be available for sponsorship by businesses and other organizations. The Foundation has secured artists who will be made available to paint the tulips or private artists may be engaged by the sponsoring entity. The tulip was chosen in recognition of Munster's Dutch heritage.

PUBLIC COMMENT

Because of the unique nature of this meeting, 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.

Ms. Eleni Makris, 1611 Zephyr Court, expressed her deep and sincere thanks for the Public Works Department and their quick, thorough, and professional help with a sidewalk/watermain issue happening at her property. She named Superintendent of Operations Chris Spolnik, Maintainers Ken Warner, Nick Laviolette, and Phil Pierce as well as Administrative Assistant Laura Pramuk as each being helpful and kind throughout the process.

No one else rose to claim the floor.

CONSENT AGENDA

APPROVAL OF MINUTES

Approval of the minutes of the regular meeting held on October 4, 2021

ACCOUNTS PAYABLE VOUCHER REGISTERS

Confirmation of Voucher Register #21-9K dated 09/30/21 totaling \$2,033.10
Confirmation of Voucher Register #21-9L dated 09/30/21 totaling \$61,278.43
Confirmation of Voucher Register #21-9M dated 09/10/21 totaling \$140.04
Confirmation of Voucher Register #21-10B dated 10/08/21 totaling \$445,439.19
Confirmation of Voucher Register #21-10C dated 10/11/21 totaling \$56,208.51
Confirmation of Voucher Register #21-10D dated 10/07/21 totaling \$683,818.03
Confirmation of Voucher Register #21-10E dated 10/11/21 totaling \$26,878.20
Confirmation of Voucher Register #21-10F dated 10/14/21 totaling \$39,625.46
Approval of Voucher Register #21-10G dated 10/18/21 totaling \$169,419.96

WATER BILL ADJUSTMENTS 2021-37 THROUGH 2021-38

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
2021-37	9,000	50,000	2 months	\$ 184.67	\$ 115.11	\$ 69.56
2021-38	5,000	64,000	2 months	\$ 68.09	\$ 34.59	\$ 33.50

The amounts listed are for water and sales tax only. All other regular charges will remain unchanged.

TREASURER'S REPORT: SEPTEMBER

The Treasurer's Report for September 2021 was presented.

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

OLD BUSINESS

ORDINANCE 1844: 2022 BUDGET

Introduced ORDINANCE 1844 is AN ORDINANCE FOR APPROPRIATIONS AND TAX RATES (2022 BUDGET). At the October 4, 2021 meeting, the council conducted the public hearing and had first reading on the ordinance for the 2022 budget.

Because the final, certified budget can never be higher than what was advertised, the budget advertised for 2022 are purposely overstated. The amounts in the ordinance are within the advertised amounts. It is anticipated that the final, certified budget will be less than what will be adopted, and the Town Council is ultimately responsible for finding that balance between providing adequate service and not exceeding statutory spending limits.

State statute requires that town budgets be submitted to the DLGF electronically. This is done through their Gateway website and will allow the public to access the information. Ordinance 1844 has been drafted to match the submittal that will be made through Gateway after budget adoption.

Councilor Gardiner moved, with a second by Councilor Tulowitzki, hear adopt introduce Ordinance 1844 on second reading as presented. Councilors Schoon, Mellon, Gardiner, Tulowitzki, and Koultourides voted in favor; none voted against.

NEW BUSINESS

FIRST AMENDMENT TO SERVICE AGREEMENT: SUPERIOR AMBULANCE SERVICE

The Town of Munster entered into a service agreement with Superior Ambulance Service effective August 1, 2017, for the provision of ambulance services in Town. Negotiations for a new agreement are underway but the original contract has lapsed. Staff and representatives of Superior Ambulance have proposed the First Amendment to the 2017 agreement to continue providing services under the terms of the original agreement until December 31, 2021. This gives both parties adequate time to finalize a new, longer-term agreement.

Councilor Tulowitzki moved, with a second by Councilor Schoon, authorize the Town Manager to sign the First Amendment to the Ambulance Service Agreement with Superior Air-Ground Ambulance Service of Indiana, Inc. Councilors Schoon, Mellon, Gardiner, Tulowitzki, and Koultourides voted in favor; none voted against.

AGREEMENT FOR FIRE HYDRANT PAINTING

Fire hydrants owned by the Town of Munster are maintained by Public Works employees. While all hydrants deliver water, there is a need to repaint all of them. Over the years, multiple layers of paint have accumulated making it difficult to remove

the caps or open the hydrants. In addition, the color-coding requirements of the National Fire Protection Association (NFPA) are not currently being met.

Staff is recommending all fire hydrants be sandblasted and painted in compliance with NFPA standards. The color coding will help with the ISO rating of the Town. That coupled with the acquisition of the new fire truck will bring the Town into the next best level of ISO ratings.

GO Painters is the sole provider of this service in the area and has performed this work for neighboring communities. The paint has a five-year warranty. The program would be divided over three years at an annual average cost of \$37,485.00 each year to be paid from the Water Depreciation Fund (603).

Councilor Tulowitzki moved, with a second by Councilor Mellon, to enter into an agreement with GO Painters for the sandblasting and painting of all fire hydrants in Town at an average cost of \$37,485.00/year for three years. Councilors Schoon, Mellon, Gardiner, Tulowitzki, and Koultourides voted in favor; none voted against.

TOWN HALL HVAC UPGRADE: APPLICATION FOR FINAL PAYMENT AND RELEASE OF RETAINAGE

At the October 19, 2020, meeting, Council awarded Mechanical Concepts the bid for the HVAC upgrade at Town Hall in the total amount of \$533,500.00. SEH has reviewed the final pay application and has deemed the work to be satisfactorily complete. They recommend release of retainage in the amount of \$53,350.00.

Councilor Gardiner moved, with a second by Councilor Schoon, to approve the release of retainage in the amount of \$53,350.00 payable to Mechanical Concepts. Councilors Schoon, Mellon, Gardiner, Tulowitzki, and Koultourides voted in favor; none voted against.

FOUNTAIN MAINTENANCE AGREEMENT

At the April 6, 2020, meeting, the Council approved a contract renewal with Aquatic Control for fountain maintenance for 2020-2021. It is time to renew the contract. The contract provides winter removal, storage, routine maintenance, and re-installation in the spring of 2022. The following fountains are included in the proposed agreement.

West Lakes Subdivision	7 fountains
White Oak Estates Subdivision	7 fountains
Centennial Park (Maynard Lake)	3 fountains

The White Oak Woods fountain is already out for repair on an a-la-carte basis and will be re-installed next Spring under separate invoice and included in the 2022-2023 fountain maintenance contract. Not included are the three aerators for Burlwood Pond. These stay in place throughout the winter by design. No maintenance was needed this year and if it is needed in 2022, it will be billed separately at around \$400.00. The two fountains recently approved by Council for Community Estates will be installed and billed a-la-carte in 2022 and included in the 2022-2023 fountain maintenance contract. Pond maintenance is a separate contract and is also provided by Aquatic Control.

Aquatic Control has offered a renew of the Fountain Maintenance agreement at a decrease over last year's pricing (\$8,260.00) in the amount of \$7,900.00 to be paid from the Sewer Maintenance Fund.

Councilor Tulowitzki moved, with a second by Councilor Schoon, to approve the Aquatic Control proposal dated September 13, 2021, labeled Quotation #310543 for 2021-2022 fountain winter removal, maintenance, storage and 2022 Spring installation in the amount of \$7,900.00. Councilors Schoon, Mellon, Gardiner, Tulowitzki, and Koultourides voted in favor; none voted against.

RESOLUTION 2086: RELEASE OF LETTER OF CREDIT

Introduced RESOLUTION 2086 is A RESOLUTION ACCEPTING CERTAIN INFRASTRUCTURE IMPROVEMENTS IN THE WEST LAKES PHASE IV SUBDIVISION AND RELEASING THE DEVELOPER'S LETTER OF CREDIT. At the meeting of October 21, 2019 meeting, Council accepted some improvements and a letter of credit for other improvements in West Lakes Phase IV Subdivision. This was done under Resolution 2057. The new letter of credit was in the amount of \$4,838.24 as a two-year guarantee of the improvements. The time period has ended, and Staff has inspected the work which was found to be in good working order. Staff now recommends releasing the final letter of credit.

Councilor Gardiner moved, with a second by Councilor Tulowitzki, to adopt Resolution 2086 accepting the West Lakes Phase IV roadway surface course and releasing the \$4,838.24 letter of credit that was posted by Blackhall Chicago Partners, LLC in October of 2019. Councilors Schoon, Mellon, Gardiner, Tulowitzki, and Koultourides voted in favor; none voted against.

REPORTS

Clerk-Treasurer Mis provided Council with a list of projects, vehicles, and equipment slated to come from the 2021 General Obligation Bond proceeds.

<i>Fire Department</i>		<i>Park Department</i>	
EMS Vehicle	\$ 90,000	Centennial Park	\$ 495,000
Nozzle Replacement	19,000	Methane Generator-Minor Rebuild	300,000
		Stewart Park	116,000
<i>Police Department</i>		Pool Improvements	96,000
Intersection Cameras	\$ 65,000	One-ton Dump Truck	85,000
Pole Camera System	15,000	Cobblestone Park	50,000
Replacement Vests	8,000	Twin Creek Park	50,000
Replacement Defibrillators	3,500	Systemwide Improvements	45,000
		Frank H. Hammond Park	40,000
		Front Mower/Snow/Broom	40,000
<i>Public Works</i>		Vehicle Replacement	35,000
Street Resurfacing/replacement	\$ 1,000,000	Z-Trak mowers (2)	28,000
Street Sweeper	300,000	Utility Vehicle (Community Park)	25,000
Single Dump Truck	151,000	Rough Mowing Deck	22,000
Loader	145,000		
Pick up Trucks (3)	140,000	<i>Community Development</i>	
Mustang Skidloader	85,000	East Side Calumet Ave. Streetscape	\$ 52,680
Sidewalk Replacement	75,000	N. Calumet Avenue Gateway Pilot Project	52,000
Mosquito Sprayer	18,600	Ridge and Meadow Plaza Demonstration	44,000
A/C fluid Recycling Machine	10,000		
Z-trak mower	8,000	<i>Municipal Facilities</i>	
Wing mower	5,000	Facilities Renovations	\$ 147,920
Wire-feed welder	5,000	Upgrades PW, TH, PD	113,300
<i>Issuance Costs</i>	\$ 20,000		
		<i>Grand Total 2021 G.O. Bond</i>	<i>\$ 4,000,000</i>

ANNOUNCEMENTS

(Unless stated otherwise, all meetings of the Town Council begin at 7:00 p.m. at the Munster Town Hall.)
The number of residents able to participate in person will be limited based on the Governor's Executive Order(s) in effect at that time.

The Town Council will hold regular meetings on Monday, November 1, and 15, 2021. The Redevelopment Commission will hold regular meetings immediately following the Town Council meetings.

ADJOURNMENT

There being no further business to come before the Council, and upon a motion by Councilor Tulowitzki and seconded by Councilor Mellon, the meeting adjourned at 7:30 p.m. by voice vote.

ATTEST:

Andy Koultourides, President

Wendy Mis, Clerk-Treasurer