

TOWN OF MUNSTER
MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL
JUNE 6, 2022

A regular meeting of the Munster Town Council convened at 7:00 p.m. on Monday, June 6, 2022. Ordinance 1830 is the basis for holding electronic meetings. 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, Lee Ann Mellon, Ken Schoon, and Steven Tulowitzki were physically present at Town Hall. Councilor Andy Koulourides was absent. President Gardiner presided. Also present in Town Hall were Clerk-Treasurer Wendy Mis, Controller Patricia Abbott, Town Manager Dustin Anderson, Town Attorney Dave Westland, Police Chief Steve Scheckel, Fire Chief Mark Hajduk, Superintendent of Operations Chris Spolnik, and Munster Representative to the Hammond Sanitary District Mike Hawkins. The news media were not represented.

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

PUBLIC COMMENT

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.

Mr. Mike Dujmovic, 1833 Tulip Lane, asked if it is legal in Munster to use golf carts on the roads. He then confirmed the appropriate venue to ask about metered parking is the Park Department.

Mr. Ed Pilawski, 8827 Madison Court, expressed concern of allowing high density housing and the development around the train stations.

Ms. Julie O'Conner, 434 South Street, voiced her disapproval of residential properties being included in the Transportation Development District (TDD). She expressed a need for the Town to notify property owners of what is happening.

No one else rose to claim the floor.

CONSENT AGENDA

APPROVAL OF MINUTES

Approval of the minutes of the regular meeting held on May 16, 2022

ACCOUNTS PAYABLE VOUCHER REGISTERS

Confirmation of Voucher Register #22-4L dated 04/30/22 totaling \$117,316.77
Approval of Voucher Register #22-4M dated 04/30/22 totaling \$4,254,491.31
Confirmation of Voucher Register #22-5H dated 05/17/22 totaling \$590,132.38
Confirmation of Voucher Register #22-5I dated 05/19/22 totaling \$62,843.40
Confirmation of Voucher Register #22-5J dated 05/20/22 totaling \$406,452.46
Confirmation of Voucher Register #22-5K dated 05/26/22 totaling \$360,079.02
Confirmation of Voucher Register #22-6A dated 06/02/22 totaling \$295,056.89
Confirmation of Voucher Register #22-6B dated 06/03/22 totaling \$422,119.58
Approval of Voucher Register #22-6C dated 06/06/22 totaling \$225,266.45

TREASURER'S REPORT

The April 2022 Treasurer's Report was presented.

WATER LEAK ADJUSTMENT 2022-23 AND 2022-26

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
2022-23	7,000	40,000	2 months	\$ 149.58	\$ 95.02	\$ 54.56
2022-24	7,000	36,000	2 months	\$ 135.54	\$ 73.60	\$ 61.94
2022-25	1,000	26,000	1 month	\$ 95.85	\$ 84.10	\$ 11.75
2022-26	12,000	46,000	2 months	\$ 170.86	\$ 78.84	\$ 92.02

Councilor Schoon moved, with a second by Councilor Tulowitzki, to approve the Consent Agenda as presented. Councilors Schoon, Mellon, Tulowitzki, and Gardiner voted in favor; none voted against. Motion carried.

OLD BUSINESS

ORDINANCE 1863: AMENDMENT TO ARP FUND

Introduced ORDINANCE 1863 is AN ORDINANCE AMENDING ORDINANCE 1839 CREATING THE PLAN FOR THE USE OF THE FUNDS ACCOUNTED FOR IN THE ARP CORONAVIRUS LOCAL FISCAL RECOVERY FUND (176). Ordinance 1863 had first read at the May 16, 2022, meeting. The ordinance amends the plan for how the American Recovery Plan dollars will be used. Specifically, it will allow the use of \$2,500,000.00 for water infrastructure improvements. This determination was part of the water rate increase discussions earlier this year. By doing this, the rates Water Utility customers pay were able to be reduced.

Councilor Mellon moved, with a second by Councilor Tulowitzki, to adopt Ordinance 1863 on second reading. Councilors Schoon, Mellon, Tulowitzki, Koultourides, and Gardiner voted in favor; none voted against.

ORDINANCE 1868: AMENDMENT TO POLICE NON-REVERTING FUND

Introduced ORDINANCE 1868 is AN ORDINANCE AMENDING ORDINANCE 1841: THE MUNSTER POLICE DEPARTMENT SPECIAL REVENUE FUND (293). Ordinance 1868 was drafted to amend the Police Department Special Revenue Fund 293 by allowing it to receive funds obtained from local seizure activity.

Councilor Tulowitzki moved, with a second by Councilor Schoon, to adopt Ordinance 1868 on second reading. Councilors Schoon, Mellon, Tulowitzki, and Gardiner voted in favor; none voted against.

NEW BUSINESS

ORDINANCE 1869: AUTHORIZING METERED PARKING

Proposed ORDINANCE 1869 is AN ORDINANCE AMENDING THE STOPPING, STANDING AND PARKING OF VEHICLE REGULATIONS WITHIN THE TOWN OF MUNSTER TO PROVIDE FOR METERED PARKING. At their March 15, 2022, meeting, the Park Board authorized the implementation of managed parking at Centennial Park. At the March 21, 2022, meeting, Council adopted Resolution 2092 in support of this action. At their April 27, 2022, meeting, the Park Board entered into a contract with ASTA Parking to provide metered parking at Centennial Park.

ASTA Parking representatives have been on-site over the past week to install equipment as authorized under the contract with the goal of beginning to charge by June 13, 2022. Residents have been notified that paid parking will begin soon.

Indiana Code addresses municipal parking facilities, parking meters, and parking fees. In order to comply with the law, the Town must take certain steps including an ordinance to assess fees. The municipal code must also be updated: this step will happen in a subsequent meeting.

By the end of the month, parking fees will be charged and collected; however, no fines will be assessed. This allows a grace period for users to register their vehicles and learn the process while Staff can work through the challenges inherent in a new system. It also allows the Town, in conjunction with the Town Attorney, to complete other necessary steps.

Ordinance 1869 was drafted to codify the ASTA Parking agreement, establish metered parking spaces, and establish rates. Staff requests adoption on first reading so that the project may proceed.

Councilor Tulowitzki stated his opposition to metered parking.

Councilor Mellon moved, with a second by Councilor Schoon, to suspend the rules and waive the readings to adopt Ordinance 1869 as presented on first reading tonight. Councilors Schoon, Mellon, and Gardiner voted in favor; Councilor Tulowitzki voted against. Motion failed.

Councilor Mellon moved, with a second by Councilor Schoon, to accept Ordinance 1869 on first reading as presented and set June 20, 2022, for second reading. Councilors Schoon, Mellon, and Gardiner voted in favor; Councilor Tulowitzki voted against. Motion carried.

Clerk-Treasurer's Note: A motion to suspend the rules and waive the readings requires a two-thirds vote of the body or four (4) votes.

RESOLUTION 2095: WAIVER OF FEES FOR NNO EVENT

Proposed RESOLUTION 2095 is A RESOLUTION FOR THE WAIVER OF FEES FOR THE 2022 NATIONAL NIGHT OUT EVENTS. This year the Munster Police Department and the Choice Community Council will hold the 27th Annual National Night Out Event on August 2, 2022. This event has grown every year, and this year the organizers are encouraging residents to hold block parties on the Saturday preceding the event.

Under Town Code, a block party requires an application, a damage deposit of \$250.00, and a fee of \$100.00 for Public Works employees to deliver traffic barricades. Residents have the option to collect and return the barricades themselves for no charge.

In order to encourage and facilitate the block parties, it has been requested that both of these fees be waived. The application process is the same, and Public Works staff will still deliver the barricades.

Resolution 2095 has been drafted for this purpose.

Discussion ensued regarding whether to waive the damage deposit.

Councilor Tulowitzki moved, with a second by Councilor Mellon, to adopt Resolution 1864 on first reading as presented. Councilors Schoon, Mellon, Tulowitzki, and Gardiner voted in favor; none voted against. Motion carried.

CHANGE ORDER: SAM SCHWARTZ CONSULTING, LLC

At the February 21, 2022, meeting, Council approved a not-to-exceed contract with Sam Schwartz Consulting, LLC in the amount of \$10,000.00. The contract was to prepare and submit a RAISE grant application for the Streetscape Project. The work is complete, and the grant application submitted. The final invoice has been received in the amount of \$10,891.83. Council is asked to authorize a change order to allow full payment.

Councilor Mellon moved, with a second by Councilor Tulowitzki, to approve the additional expense of \$891.83 payable to Sam Schwartz Consulting, LLC. Councilors Schoon, Mellon, Tulowitzki, and Gardiner voted in favor; none voted against.

**RESOLUTION 2096: IN SUPPORT OF THE RIDGE ROAD AND
MUNSTER-DYER TRANSIT DEVELOPMENT DISTRICTS**

Proposed RESOLUTION 2096 is A RESOLUTION IN SUPPORT OF THE APPROVAL OF THE RIDGE ROAD AND MUNSTER-DYER TRANSIT DEVELOPMENT DISTRICTS. The Indiana General Assembly adopted enabling legislation for the Westlake Extension Project. This legislation created transit development districts (TDD) around the newly constructed stations at Ridge Road and Munster-Dyer.

The Northwest Indiana Redevelopment Authority (RDA) has been charged by the State of Indiana to ensure the boundary adoption process drafted by the General Assembly be followed. This process has included community engagement meetings and separate meetings with the Town of Munster. The RDA Board will hold public hearings on the matter on June 9, and July 14, 2022. The RDA Staff has requested that all communities that will have a TDD confirm that they concur with the boundaries.

Councilor Mellon, who serves on the Transportation Steering Committee, clarified that the residential property in the TDD cannot be taken by eminent domain and that any non-residential use in the area would be a conditional use subject to Town Council approval. Councilor Mellon expressed concern about the future of the areas in the TDD and the possible tension between the RDA, which controls the funding, and the Town, which controls what can be built in the area.

Councilor Tulowitzki moved, with a second by Councilor Schoon, approve Resolution 2096: A Resolution in Support of the Approval of the Ridge Road and Munster-Dyer Transit Development Districts. Councilors Schoon, Tulowitzki, and Gardiner voted in favor; Councilor Mellon voted against. Motion carried.

DISPOSAL OF SURPLUS PROPERTY

The following list of equipment from the Office of the Clerk-Treasurer is no longer serviceable. The items have no resale value. Council is asked to declare the items surplus and authorize their disposal.

<u>Description</u>	<u>Model</u>	<u>Serial</u>
Sharp adding machine	EL-2630PIII	2D002510
Canon adding machine	CP1260D	NA
Epson receipt printer	M118D	P3QF319081
Epson receipt printer	M118D	P3QF324574
Keys	NA	NA
Pet tags (2009-2021)	NA	NA
Martin Yale letter folder	Premier	005969
ADI letter folder	Execufold	40600593
Metal lockbox	NA	NA
APG/UMI cash register tray	NA	NA
Indiana Cash Drawer register tray	NA	307305
Ingenico credit card machine & cords	iCT250	2012196CT040869
VeriFone credit card machine & cords	VX510	213-384-427
VeriFone credit card machine & cords	VX510	213-384-424
VeriFone credit card machine & cords	VX680	314-741-511
VeriFone credit card machine & cords	VX680	314-741-496
VeriFone credit card machine charger	VX670-BFS	900-634-414
VeriFone credit card machine charger	VX670-BFS	900-634-416
VeriFone credit card machine modem	VX.V.34	313-201-492
VeriFone credit card machine modem	VX.V.34	313-222-459

Councilor Tulowitzki moved, with a second by Councilor Schoon, to declare the listed equipment surplus and authorize its disposal. Councilors Schoon, Mellon, Tulowitzki, and Gardiner voted in favor; none voted against.

DISPOSAL OF SEIZED VEHICLES

The Munster Police Department previously acquired two (2) vehicles in inventory through seizures that now require disposition. The Police Department put the vehicles up for bid, compliant with state law and as outlined in the seizure orders. The following vehicles were placed up for bid at Govdeals.com. Bids were accepted electronically through Govdeals.com for a period determined by them.

2007 Dodge Grand Caravan
2007 Chevrolet Impala

VIN# 2D4GP44L87R306470
VIN #2G1WT58K379154554

Please note that seized vehicles are only allowed to be in the Town fleet for up to three (3) years, and then they must be sold. The proceeds are divided among the Lake County Prosecutor's Office, attorney fees, and the Town of Munster.

Councilor Tulowitzki moved, with a second by Councilor Mellon, to grant the Police Department authority to reduce the fleet of the items listed. Councilors Schoon, Mellon, Tulowitzki, and Gardiner voted in favor; none voted against.

REPORTS

PORTFOLIO REPORTS

This portion of the meeting has been added to give elected officials an opportunity to share news about the various boards and commission on which they serve as liaison.

Clerk-Treasurer Mis reported that INDOT provided a bike safety presentation to NIRPC, and that the information was passed along to the School Town of Munster. NIRPC is also offering small business loans. Clerk-Treasurer Mis informed Council that NIRPC is offering a grant to install or upgrade Opticom systems. Munster and its neighboring communities are working together to submit a grant application for this.

Councilor Tulowitzki reported on the new facility of the Lake County Solid Waste Management District.

Councilor Mellon provided information on the public art project currently happening. Plaques are being installed on each tulip with sponsor and artist information. Maps are available on the Town's website.

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 a regular meeting on Monday, June 20, and July 18, 2022. The Redevelopment Commission will hold a regular meeting immediately following the Town Council meeting.

The Town Council will hold a special meeting on Wednesday, July 6, 2022. 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 Schoon and seconded by Councilor Tulowitzki, the meeting adjourned at 7:43 p.m. by voice vote.

ATTEST:

Chuck Gardiner, President

Wendy Mis, Clerk-Treasurer