



TO: President Gardiner and Members of Council

FROM: Dustin Anderson, Town Manager

SUBJECT: Approval of Settlement

DATE: January 16, 2023

Background

The State of Indiana Code 36-5-5-8 states that “The [Town] Manager . . . shall execute contracts on behalf of the Town for materials, supplies, services, or improvements, after completion of the appropriations, notice, and competitive bidding required by statute.”

Even though the State Statute authorizes me (and all Town Managers) to have this authority, INDOT is requiring additional documentation confirming that I am indeed approved by the Town of Munster to execute contract documents for public improvements.

This additional documentation can be minutes of a meeting, a resolution, or an ordinance.

In the past, INDOT has sent us a contract, Council considers it, and then approves the Town Manager to execute that contract. The minutes of this action meet INDOT’s requirements for additional documentation.

However, INDOT has now altered their workflow to require signing authority prior to a contract being sent to municipalities.

Thus, the need for a resolution because Council should not be asked to approve something prior your being given the opportunity to review it.

It is anticipated that staff will ask Council to consider a resolution to this end annually.

Recommendation

Approve Resolution 2103: A Resolution Authorizing the Town Manager to Execute Contracts and Documents for the Indiana Department of Transportation.