

**TOWN OF MUNSTER
MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL
OCTOBER 21, 2024**

A meeting of the Munster Town Council convened at 7:02 p.m. on Monday, October 21, 2024. 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 George Shinkan, Joseph G. Hofferth, Chuck Gardiner, Jonathan Petersen, and David B. Nellans were physically present at Town Hall. Also present in Town Hall were Clerk-Treasurer Wendy Mis, Controller/Interim Town Manager Patricia Abbott, Police Lieutenant Dan Broelmann, Fire Chief Mark Hajduk, Town Attorney Dave Westland, Director of Operations Bob Valois and Hammond Sanitary District representative Mike Hawkins. Representatives from the media were not present.

President Nellans presided and opened the meeting with a moment of silence, 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.

Mr. Robert Thomas, Mr. Christopher Pitts, and Mr. Mark Malora of 8445 Manor Avenue, shared concerns about the NICTD train project including fencing, sound barriers and safety.

No one else rose to the floor.

Clerk-Treasurer Mis shared that 7 emails from 3 unique email address were submitted to keep Ridge Road five lanes and to vote for alternate two.

CONSENT AGENDA

APPROVAL OF MINUTES

Minutes of a regular meeting held on October 7, 2024

ACCOUNTS PAYABLE VOUCHER REGISTERS

Confirmation of Voucher Register #24-10D dated 10/14/24 totaling \$273,008.06
Confirmation of Voucher Register #24-10E dated 10/10/24 totaling \$57,956.99
Confirmation of Voucher Register #24-10F dated 10/10/24 totaling \$45,486.10
Confirmation of Voucher Register #24-10G dated 10/18/24 totaling \$500,229.58
Confirmation of Voucher Register #24-10H dated 10/17/24 totaling \$42,841.39
Confirmation of Voucher Register #24-10I dated 10/17/24 totaling \$389,499.34

WATER LEAK ADJUSTMENTS 2024-51 AND 2024-52

Staff received requests 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:

<u>Adjustment Number</u>	<u>Average Usage</u>	<u>Actual Usage</u>	<u>Length of Time</u>	<u>Original Bill</u>	<u>Requested Adjustment Amount</u>	<u>Adjusted Bill</u>
2024-51	2,000	28,000	1 month	\$ 183.75	\$ 162.76	\$ 20.99
2024-52	4,000	48,000	2 months	\$ 317.34	\$ 206.68	\$ 110.66

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

OLD BUSINESS

ORDINANCE 1967: STOP SIGNS

Introduced ORDINANCE 1967 is AN ORDINANCE AMENDING THE GENERAL PROVISIONS OF CHAPTER 54, TRAFFIC AND VEHICLES, OF THE MUNSTER CODE OF ORDINANCES PERTAINING TO ADDITIONAL STOP SIGNS AND CHANGE OF SPEED LIMIT. Council held first reading on the ordinance at the October 7, 2024, meeting. The proposed changes are as follows.

1. Stop sign on 30th Street at Jefferson Avenue
2. Stop sign on 30th Street at Monroe Avenue
3. Stop sign on Camellia Drive at Oriole Drive
4. Stop sign on Timberwood Lane at Wildflower Lane
5. Stop sign on Margo Lane at Salisbury Drive
6. Four-way stop sign at Beverly Place and Forest Avenue
7. Reduction of the speed limit from 35 mph to 25 mph on Fran Lin Parkway

If adopted, Ordinance 1967 would be published and go into effect upon the date of publication.

Councilor Gardiner reiterated his comments from agenda review that we need a consistent review and guidelines when making decisions regarding stop signs and speed limits.

Councilor Hofferth moved, with a second by Councilor Shinkan, to adopt Ordinance 1967 on second reading as presented. Councilors Shinkan, Hofferth, Gardiner, Petersen, and Nellans voted in favor; none voted against. Motion carried.

NEW BUSINESS

LEASE AMENDMENT: T-MOBILE

The Town entered a lease with Sprint Corporation to locate antennae and related equipment on the White Oak Water Tower in 2004. The lease was for an initial term of five years with options to extend the term four times, each for a five-year term. The initial monthly amount was \$1,739.00 with a 5.00% annual escalator. The current monthly payment is \$4,614.00.

T-Mobile and Sprint Corporation officially merged in 2020. As part of the merger, T-Mobile took over the lease and located their equipment on the Sprint location of the water tower. There was no formal change in the lease documents at the time.

The White Oak Water Tower was scheduled for reconditioning and that work is almost complete. As part of that work, all telecom equipment was removed from the tower. T-Mobile was informed that the lease needs to be amended to accurately reflect their ownership and the location of their equipment prior to reinstalling their equipment after the reconditioning work.

The amendment does not change the term or lease payment amounts.

Councilor Gardiner moved, with a second by Councilor Hofferth, to approve the First Amendment to Lease Agreement with T-Mobile as presented. Councilors Shinkan, Hofferth, Gardiner, Petersen, and Nellans voted in favor; none voted against. Motion carried.

ANNUAL WINTER FOUNTAIN REMOVAL, MAINTENANCE, STORAGE, AND INSTALLATION

Aquatic Control has provided fountain maintenance for the Town since 2000. The lake/pond/ditch maintenance and fountain maintenance contracts were consolidated under Aquatic Control in 2018. It is time to renew the contract for the 2024-2025 season. The contract provides winter removal, storage, routine maintenance, and re-installation in the spring of 2025. The following fountains are included in the proposed agreement.

West Lakes Subdivision	7 fountains
White Oak Estates Subdivision	7 fountains
White Oak Woods	1 fountain
Community Estates	<u>2 fountains</u>
	17 fountains = \$7,368.00

Centennial Park (Maynard Lake) 3 fountains = \$2,118.00

Aquatic Control has offered two quotations, one each for the Park and Public Works Departments.

Councilor Gardiner moved, with a second by Councilor Shinkan, to approve the two Aquatic Control proposals dated September 6, 2024, for 2024 fountain winter removal, maintenance, and storage and 2025 Spring installation in the amounts of \$2,118.00 for Quotation #400645 and \$7,368.00 for Quotation #400639. Councilors Shinkan, Hofferth, Gardiner, Petersen, and Nellans voted in favor; none voted against. Motion carried.

CALUMET AVENUE SIGNAL TIMING

As part of ongoing efforts to improve traffic flow in Town, SEH has strongly recommended reviewing and updating the signal timing along Calumet Avenue. This process would involve the fourteen signalized intersections on Calumet Avenue from River Drive to Main Street and will include the following work.

- Data Collection: Turning movement counts, travel time runs along the length of Calumet Avenue, collection of existing signal timing data

- Existing Conditions Analysis: Use of specialized software and field observations to evaluate traffic conditions to evaluate the current level of service and effectiveness measures (e.g. average speed, delay per movement, number of stops)
- Develop Optimized Signal Timing Plans: Through the use of specialized software, create timing plans for the lowest overall delay for at least five time periods to include morning peak, morning off-peak, mid-day, evening peak and evening off-peak periods
- Timing Plan Implementation: Working with traffic signal contractor to implement new, optimized timing plans and verify new plans are working correctly
- Project Benefits Report: Report will be prepared to document the process and work done.

Representatives from SEH met with Council at a recent Agenda Review session to explain the project and answer questions.

The Project Benefits Report is the final set and will be presented within three months of SEH receiving the Notice to Proceed. The project cost is \$75,200.00 and will be paid from the Motor Vehicle Highway or Local Road & Street Funds.

Councilor Hofferth moved, with a second by Councilor Shinkan, to approve the Supplement Letter Agreement from SEH to perform Calumet Avenue Intersection Signal Retiming at a cost of \$75,200.00. Councilors Shinkan, Hofferth, Gardiner, Petersen, and Nellans voted in favor; none voted against. Motion carried.

CONTRACT RENEWAL: HUMANE INDIANA

In September 2022, the Town of Munster entered into an agreement with Humane Indiana to assist the Police Department with stray animals. The partnership benefited the department and Town by cutting down on the time our Community Service Officer, as well as Patrol Officers, had to deal with stray animals. Costs were invoiced per impound. The contract was for two (2) years and is currently up for renewal.

The new contract is the same as 2022 except for an increase for intake fees from \$100.00 to \$125.00 per animal and an increase from \$40.00 to \$50.00 for cats in the Trap-Neuter-Release (TNR) program. Working with Humane Indiana is one of the options available to the Town. The Police Department still works the Highland shelter and local rescue agencies. Which entity is utilized is determined on a case-by-case basis.

Councilor Hofferth moved, with a second by Councilor Gardiner, to authorize the Police Department and the Town of Munster to renew the contract with Humane Indiana. Councilors Shinkan, Hofferth, Gardiner, Petersen, and Nellans voted in favor; none voted against. Motion carried.

KENMARA-NIPSCO EASEMENT

Council approved the Phase 1A Kenmara Development Agreement at the July 17, 2023, meeting. The agreement includes Kenmara building an access road to the development site. Under the Development Agreement and separate Memorandum of Understanding between Kenmara and NIPSCO, Kenmara will be allowed to construct the road on what is now land owned by NIPSCO. Once all the benchmarks are met, NIPSCO will deed the land to Munster, and the Town will take responsibility for the road. Separate easements will be granted to Kenmara by NIPSCO for this work to be completed.

Council and Redevelopment Commission both approved the form of the warranty deed at the May 9, 2024, meetings. Since that time, NIPSCO has taken care to ensure they have properly identified the area that they need for their substation. Under the terms of the Phase 1A Agreement, the Town has a duty to approve the easement.

NIPSCO has requested that the Town approve the easement first. NIPSCO will approve it second and record it with Lake County.

Councilor Gardiner moved, with a second by Councilor Hofferth, to approve the NIPSCO Easements as presented. Councilors Shinkan, Hofferth, Gardiner, Petersen, and Nellans voted in favor; none voted against. Motion carried.

PORTFOLIO REPORTS

No portfolio reports were presented.

ANNOUNCEMENTS

(Unless stated otherwise, all meetings of the Town Council begin at 7:00 p.m. at Munster Town Hall.)

The Town Council will hold a regular meeting on Thursday, November 7, 2024. 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 Shinkan and seconded by Councilor Gardiner, the meeting adjourned at 7:22 p.m. by voice vote.

David B. Nellans, President

ATTEST:

Wendy Mis, Clerk-Treasurer