The Regular Town Council Meeting of the Town of Schererville, IN was called to order by President Thomas Schmitt at 7:20 p.m. in the Schererville Town Hall, 10 E. Joliet Street Schererville, IN.

Attendance was taken with the following Council Members present: Caleb S. Johnson, Kevin Connelly, Robin Arvanitis, Rob Guetzloff and Thomas Schmitt. Staff members present: Attorney David Austgen, Fire Chief Robert Patterson, Police Chief Pete Sormaz, Park Superintendent John Novacich, IT Robbie Hansen, Town Engineer Neil Simstad, Director of Public Works Chad Nondorf, Director of Operations Andy Hansen, Town Manager Jim Gorman, Clerk-Treasurer Michael Troxell and Recording Secretary Robin Thiel.

THEREUPON, Approval of the minutes. Mr. Connelly made a motion to approve the minutes of the November 8, 2023 Public Meeting, seconded by Mrs. Arvanitis. All in favor (5-0).

THEREUPON, Claims

A. APV #111555 - APV #111960 on the General Docket, Totaling $1,651,470.67
B. APV #111573 - APV #111955 on the MVH Docket, Totaling $87,604.75
C. APV #111624 - APV #111958 on the Payroll Docket, Totaling $1,271,493.04
D. Various Funds, First National Bank of Omaha, Credit Card Charges, $7,866.99
E. Various Funds, Enterprise Rent-A-Car, Vehicle Lease, $3,346.64
F. Various Funds, Austgen Kuiper Jasaitis, November Legal, $12,483.98
G. Ambulance Fund, E-Services Technology, Various Invoices, $15.00
H. General Fund - Police, Town of Griffith, Interlocal Agreements, $14,000.00I. ARPA Fund, Quality Mechanical, Pay Application #9, $33,908.86
J. Cable TV Fund, Business Purchasing Solutions, Invoice #BPS102824, $438.75
K. Various Funds, Town of Dyer, Main Street Interlocal Agreement, $62,941.20
L. Various Funds, ATN Technology, Invoice #13583, $8,176.80
M. General Fund - Administration, Chicago Tribune, Ads, $47.71
N. General Fund - Planning & Building, Free Flow Environmental, Refund, $50.00
O. Various Funds, Grimmer Construction, Inc., Pay Application #2, $143,310.90
P. General Fund - Various Departments, Liberty Mutual, Bond Renewal, $2,042.00
Q. General Fund - Police, Rothschild Insurance Agency, Invoice #63038, $4,177.00
R. Cum Cap Development, Phillips Chevrolet, Park Vehicle Replacement, $54,669.26
S. 2016 Taxable G.O. Bond Debt Service Fund, Huntington Bank, Principal & Interest Due, $111,687.50
T. Park Dist. Bonds, Ser.2018 Debt Service Fund, Huntington Bank, Principal & Interest Due, $399,509.50
U. Park District Bond Debt 2004 Fund, Computershare Corporate Trust, Principal & Interest Due, $126,270.00
V. Park District Bond Debt 2004 Fund, Computershare Trust Company, Registrar Fee-2004 Park District Bonds, $400.00
W. Motor Vehicle Highway Fund, Compass Minerals, Road Salt, $3,783.61
X. Public Safety Loit N/R Fund, Crawford Door Sales, Door Repairs, $1,995.00
Y. General Fund - Administration, The Times, Legal Ad, $52.14
Z. Various Funds, Harbor Freight Tools, Stock Supplies, $379.98
AA. Motor Vehicle Highway Fund, American Mobile Shredding, Shredding Services, $800.00
BB. General Fund - Police, McInnis Muffler & Brakes, Vehicle Repairs, $194.00
CC. Various Funds, R&R Yard Design, Mowing Services, $4,623.50
DD. ARPA Fund, Millies, HVAC Upgrade at PD, $12,261.33
EE. Various Funds, Unifirst, Clothing & Towels, $1,325.57
FF. Various Funds, Grainger, Parts, $4,590.73
GG. Various Funds, Auto Wares, Parts, $12,190.84
HH. Park Non-Reverting Fund, Strack & Van Til, Supplies, $68.69
II. Various Funds, Menards, Parts, $2,943.61
JJ. Various Funds, Co-Alliance, Fuel, $21,014.70
KK. Various Funds, Winzer, Stock Supplies, $1,671.48
LL. Perry Ferrini Dog Park Non-Reverting Fee Fund, RAL Landscaping, Landscape Supplies, $56.15
MM. Park Impact Fee Fund, Play Design Scapes, Water Fountain & Bottle Filler, $7,460.00
NN. Park Non-Reverting Fund, Premier Porta Potty, Various Events Service, $1,700.00
OO. General Fund - Police, Standard & Associates, Sgt. Exam Fees, $2,517.76
PP. General Fund - Police, Vigilant, LPR Renewal Fee, $7,020.00
QQ. ARPA Fund, Hasse Construction Co., Inc., Pay Application #1-Inverness Lane Storm Sewer Project, $401,681.23

Mr. Guetzloff made a motion to accept the claims as presented, seconded by Mr. Connelly. All in favor (5-0).

THEREUPON, Correspondence NONE

THEREUPON, Reports

Chief Patterson stated that the Department responded to 271 EMS calls and 65 Fire calls totaling 336, for the month of November.

THEREUPON, Public Comments Regarding Agenda Items NONE

THEREUPON, Swearing in of Clerk-Treasurer

Randy Wyllie, Town Judge will swear in:

Michael A. Troxell, Clerk-Treasurer

Michael A. Troxell, Clerk-Treasurer, will swear in:

Robin Arvanitis (Ward 1)
Rob Guetzloff (Ward 3)
Caleb S. Johnson (Ward 5)

Judge Randy Wyllie swore in Clerk-Treasurer Michael Troxell. Mr. Troxell swore in Council members Robin Arvanitis, Rob Guetzloff and Caleb Johnson.

THEREUPON, Old Business

ITEM A. Ord. #1998, An Ordinance Establishing Compensation, Salaries, and Wages for Officials and Employees of the Town of Schererville, Lake County, Indiana, Classifying Certain Positions of Employment Together with Rates Of Pay, Repealing and Amending Prior Ordinances in Conflict Herewith, and Declaring that an Emergency Exists **(Second Reading)**

Mr. Johnson asked Mr. Gorman if there were any changes since the First Reading. Mr. Gorman advised no there was not.

Mr. Johnson made a motion to adopt Ordinance #1998, seconded by Mr. Connelly. All in favor (5-0).

THEREUPON, New Business

ITEM A. Ord. #1999, An Ordinance Annexing Certain Contiguous Land to the Town of Schererville, Lake County, Indiana, Repealing Town Annexation Ordinance No. 1978, and all Matters Related Thereto **(First Reading)**

Petitioner: Brian Lantz
Location: 12010 W. 85th Avenue
10300 W. 85th Avenue
Part of 10304 W. 85th Avenue

Mr. Gorman stated that this annexation actually came before the Council last May 2022 and it contained incorrect legal description so this is a scribers error and it's coming back in front of the Council. He stated that it has to go through the whole process again with the correct legal description.

Attorney Austgen stated that with an annexation, you can only do first reading tonight and it will be on next month's agenda, there will be a Public Hearing.

Mr. Johnson made a motion to approve Ordinance #1999 on first reading, seconded by Mr. Connelly. All in favor (5-0).

ITEM B. Ord. #2000, An Ordinance Amending Town Purchase Order Procedure Regulations Ordinance No. 843C, Repealing All Ordinances and Town Code Provisions, or Parts Thereof, in Conflict Herewith, and all Matters Related Thereto.

Mr. Troxell stated that this is updating our current purchase order procedures. He stated that right now we have a dollar amount of $1,500.00 that been in place since 2000 in reference to any additional authorization by the Council to sign off on an RTP. Mr. Troxell stating he is asking that it be raised to $5,000.

Mr. Johnson asked if the RTP's will still go through the same audit system, same process as far as you auditing to make sure the appropriate documentation is supported. Mr. Troxell stated yes, that is correct.

Mr. Guetzloff made a motion to approve on first reading, Ordinance #2000, seconded by Mr. Connelly. All in favor (5-0)

Mr. Guetzloff made a motion to adopt Ordinance #2000, seconded by Mr. Johnson. All in favor (5-0).

ITEM C. Ord. #2001, An Ordinance Establishing Procedures and Authorizing Advance Payment of Specific Expenses for The Town of Schererville, Repealing all Ordinances And Town Code Provisions, or Parts Thereof, in Conflict Herewith, and all Matters Related Thereto

Attorney Austgen stated that this Ordinance needs some additional work on it, so he would recommend this be deferred until another future meeting, then we can go ahead and get that taken care of.

Mr. Connelly made a motion to defer Ordinance #2001, seconded by Mr. Guetzloff. All in favor (5-0).

ITEM D. Res. #2023-16, A Resolution Transferring Funds to the Rainy-Day Fund

Mr. Troxell stated this is a transfer of funds. He stated that we cannot transfer more than 50% of unused and unencumbered dollars from the 2023 budget to the rainy day fund that we established back in Ordinance 1889. Mr. Troxell stated he is asking the Council for their consideration to move some money into the rainy day fund. He stated that last year we did $100,000.00 and this year we're able to move $200,000.00 into that rainy day fund.

Mr. Johnson made a motion to approve Resolution #2023-16, seconded by Mr. Connelly. All in favor (5-0).

ITEM E. Award Bid for Autumn Creek Park Improvement Project (Community Development Block Grant)

Mr. Simstad stated that this is the bid report and tabulation for the Autumn Creek Park Improvement project for the Community Development Block grant. He stated that bids were open on December 8th at 9:00 a.m. He stated the range of the bidders was from $250,800.00 to $462,000.00. Mr. Simstad recommended that the

Council award the bid to Gariup Construction Company in the amount of $250,800.00, the lowest most responsive and responsible bidder.

Mr. Johnson made a motion to award the bid to Gariup Construction in the amount of $250,800.00, seconded by Mr. Guetzloff. All in favor (5-0).

ITEM F. Award Mowing Contract for 2024

Mr. Nondorf stated that on December 4th the Town received bids for the 2024 mowing contract. He stated there are four zones in this contract. The lowest and most responsible bidder for zones one and two was Goodalls Mowing Service for $56,000.00 for the year. He stated that the lowest and most responsible bidder for large parks in zone three was R&R Yard Designs for $120,000.00. Mr. Nondorf stated that breaking this contract up between the two companies saved the Town about $133,000.00.

Mr. Johnson made a motion to approve the mowing contract for 2024 as reported by our Public Works Director, seconded by Mr. Connelly. All in favor (5-0).

ITEM G. Consider Acceptance of Agreement for Fire Services Between St. John Township, Lake County, IN and the Town of Schererville, Lake County, IN

Cathie Larue, St. John Township Trustee stated that she was able to get all of the agreements done in the month of December, so there are only two changes to the agreement. She stated that the contract will be effective January 1, 2024 and she was able to give just a little over 7% increase from the dollar amount last year.

Mrs. Arvanitis made a motion to accept the agreement for Fire Services between St. John Township and the Town of Schererville, seconded by Mr. Guetzloff. All in favor (5-0).

ITEM H. Consider Allowing an Employee to Roll-Over an Additional 5 Days of 2023 Vacation to 2024 (total Roll-over is 10 days) due to Extenuating Circumstances

Mr. Gorman stated that our current Personnel Policy only allows for five vacation days to be rolled over with the approval of the Department Head and the Town Manager. He stated that due to extenuating circumstances one of the employees is requesting to carry over an additional 5 days of vacation, so a total of 10 days.

Mr. Johnson made a motion to allow an employee to roll-over an additional 5 days of 2023 Vacation to year 2024, seconded by Mr. Connelly. All in favor (5-0).

ITEM I. Consider Acceptance of Donations $413.00

Mr. Troxell read the list of donations for November 2023 into the record. Mr. Guetzloff made a motion to accept the donations as read, seconded by Mrs. Arvanitis. All in favor (5-0).

THEREUPON, Business from the floor

Cathie Larue, St. John Township Trustee, stated that she was able to distribute all of the fuel gift cards to all of the Towns last month. She stated she would like to thank Chief Sormaz for helping her implement internal controls across the board for all of the Towns in the Township. Chief Sormaz briefly explained the Internal Controls. She stated she would also like to thank Chief

Patterson, the Schererville Fire Department and Local 4279 for the successful food drive they held last Saturday. She stated that the food pantry is full. Chief Patterson stated he would like to thank the Fire Department and the Fire Department Union for their coat drive. He stated that they received over 200 coats and they took them to Cathie at the St. John Township Center.

Meeting adjourned.

THOMAS SCHMITT
TOWN COUNCIL PRESIDENT

Michael A. Troxell, IAMC, CMC, CPFIM, CMO
TOWN CLERK-TREASURER

A TRUE COPY

TOWN OF SCHERERVILLE
SEAL
LAKE COUNTY, INDIANA