

WESTVILLE TOWN COUNCIL  
AUGUST 09, 2022  
100 SETSER DRIVE  
7:00 P.M.

AGENDA

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

APPROVAL OF CLAIMS

UTILITIES

MCO REPORT  
ISLER QUOTE

STREETS

DEPARTMENT HEAD REPORT  
COMMUNITY CROSSINGS GRANT  
ORDINANCE 2022-5, SALARY ORD. AMENDMENT

PARKS

POLICE

DEPARTMENT HEAD REPORT

FINANCE

RESOLUTION 2022-4, TRANSFER OF FUNDS  
RESOLUTION 2022-5, ESTABLISHING A LIT PUBLIC SAFETY FUND

MISCELLANEOUS

WVFD ACTIVITY REPORT  
AMENDED EMPLOYEE HANDBOOK

CITIZENS COMMENTS

ANY OTHER MATTERS WHICH PROPERLY COME BEFORE THE COUNCIL

ADJOURNMENT

# **WESTVILLE TOWN COUNCIL**

AUGUST 09, 2022  
MINUTES OF MEETING

The regular meeting of the Westville Town Council was held at the Westville Town Complex Community Room, 100 Setser Drive at 7:00 p.m. Present: Michael Albert, James Bechinske, Nate Burnett, Lori Mercer, Clerk-Treasurer; Town Attorney, Doug Biege.

Absent: Olga Pothorski, Deborah Kelly

Michael Albert stated that ADA/Title VI grievance forms and a voluntary public involvement survey are available for anyone interested.

A motion was made by Michael Albert to approve minutes of the July, 2022 meeting. James Bechinske, second. Roll Call: Burnett, yes; Bechinske, yes; Albert, yes.

A motion was made by James Bechinske to approve claims for the month of July, 2022. Nate Burnett, second. Roll Call: Burnett, yes; Bechinske, yes; Albert, yes.

## **UTILITIES**

Nathan Howell gave a brief summary of the MCO report for the month of July. It is attached.

Michael Albert reported that we need to table the Isler quote for demolition of the old water tower until the round-a-bout project is over, due to the fact that Isler has to close part of Main Street during demo.

## **STREETS**

James Bechinske reported that the bid for the Community Crossings Grant project came in too high and we are not able to do the project in this round of grants. We have rescinded the funds and will re-apply for the next round which is due August 30<sup>th</sup> and if we are awarded the grant, the project will start next spring.

Michael Albert read Ordinance 2022-5, Salary Ordinance Amendment by title only, as the position for the PT/FT Street Dept. Laborer was discussed at July's meeting. Michael Albert made a motion to approve Ordinance 2022-5 on the first reading. Nate Burnett, second. Roll Call: Burnett, yes; Bechinske, yes; Albert, yes.

Michael Albert made a motion to suspend the rules and adopt Ordinance 2022-5. James Bechinske, second. Roll Call: Burnett, yes; Bechinske, yes; Albert, yes.

## **PARKS**

There was nothing to report in Parks.

## **POLICE DEPARTMENT**

Marshal Hynek reported the monthly stats.



## **POLICE DEPARTMENT (CON'T)**

Marshal Hynek reported that they submitted the grant proposal for the Wellness Program that was discussed at previous meetings.

Marshal Hynek reported that a couple of weeks ago the phone lines were down as well as the radios due to a fiber being cut at one of AT&T's stations. He stated that the County needs to beef up their fiber and towers.

Marshal Hynek reported that he took one of the Durango's to start getting outfitted.

Marshal Hynek reported that LaPorte County Sheriff Dept. received a grant for CIT (Critical Incident Training) and they are willing to extend that to other departments in the county. Marshal Hynek will find out more information.

Marshal Hynek read an email from a resident praising Deputy Barden for his compassion he showed while on a call regarding this resident. Marshal Hynek stated that Deputy Barden was given an accommodation and a meritorious award will be issued.

## **FINANCE**

Michael Albert read Resolution 2022-4, Transfer of Funds, in its entirety. Michael Albert made a motion to adopt Resolution 2022-4. James Bechinske, second. Roll Call: Burnett, yes; Bechinske, yes; Albert, yes.

Michael Albert read Resolution 2022-5, Establishing a LIT Public Safety Fund, in its entirety. Michael Albert made a motion to adopt Resolution 2022-5. Nate Burnett, second. Roll Call: Burnett, yes; Bechinske, yes; Albert, yes.

Michael Albert reported that the budget workshop will be on Aug. 18, 2022 at 6:00 pm.

## **MISCELLANEOUS**

The WVFD reported the monthly stats. They are attached.

The fire hose testing was canceled again and the WVFD asked the council for an open commitment to use PMP when they are ready to do the hose testing. Council agreed. They also stated that if they need to close off the entrance from US 6 then that would be fine as well.

The WVFD reported they applied for a grant and was awarded 90 cases of water. They also stated that the truck is in the paint booth and they hope to have it by the end of September.

The WVFD asked if there was anything that could be done with the water pressure from the hydrant at Paul's Auto yard. Nathan Howell stated it is only a 4" main, but he would do a flow test and will let them know.

Michael Albert explained that the employee handbook needed to be amended to allow for verbiage regarding the Police Department work-day hours, being either 8 hours or 12 hours. Michael Albert made a motion to approve the amended employee handbook. Nate Burnett, second. Roll Call: Burnett, yes; Bechinske, yes; Albert, yes.

**CITIZENS COMMENTS**

**ANY OTHER MATTERS THAT COME BEFORE THE COUNCIL**

A motion to adjourn was made by Michael Albert at 7:30 PM. James Bechinske, second. Motion carried.

I, Lori Mercer, attest that these minutes are true and accurate.

Lori Mercer

DK  
NS



**Town of Westville**  
**July 2022 Monthly Report of Operations**  
**Prepared By: Nathan Howell**  
**August 9, 2022**

**Water**

1. GIS – Not much progress has been made since last month.
2. The small tower demolition – We contacted Isler again they have submitted a new proposal. We will need to do a lot of follow-up work with NIPSCO for this.
3. The drinking water site sampling plan was approved by IDEM.
4. The Surf Air fiber optic project is still in construction.
5. We have had several discussions with Reith Riley regarding the water main project and installing about 300 feet of line to eliminate a potential problem at Main Street and Highway 2. They will not be providing a quote for this work. We also had a meeting regarding the lack of communication they were having with the Water Department. Things seem to be going better now.
6. The roundabout project is proceeding. The new section of water main from Main Street to Coulter Road has been installed, disinfected, tested and put online. The new services have been run for the fence company and the Tazco building.
7. The fiber optic installation is taking a lot of time. The locating work is very hectic. Adam is still having a hard time keeping up.

**Wastewater**

1. The Nash Finch Lift Station still needs a flow meter installed. We had Bowen look at it again and they will install the meter, manhole and piping. They will charge on a time and expense basis. We are currently billing Nash Finch based on pump run hours. July's usage was 253,000.
2. The Westville Estates Pump Station is deteriorating rapidly. We have spoken with McMahon and Superior Pumping to renovate the station. We are considering installing the used system from the old WWTP. However, with the possibility of the new subdivision in the area, we will wait and determine the effect it will have on the sewerage collection area.
3. We had an issue with the mapping system at Fieldstone Subdivision. The sanitary sewer locations on the atlas were wrong on two streets. We found two manholes buried very deep and there may be severe conflicts with fences in the rear lots. We will contact a contractor to assist with this.
4. The WWTP improvements are really beginning to move. Following is the progress that has been made:
  - The lift station at WCC is about 90% complete with most of the building construction complete.
  - The force main is 99% complete. There are a few punch list items to address.

- At the Wastewater Plant, the solids building is 90% complete. The sludge press has been started up. The disinfection system will be started up this week.
- Raw and RAS piping is complete. There was another shut down for the new mixed liquor line.
- Pouring of the pad for the O2 ditch will begin next week.
- The north clarifier will be rehabbed next week.
- Dewatering for the site continues. The new headworks building will begin soon.

## Town of Westville - Operational Summary for the Wastewater Treatment Plant

### Influent

2022	Total Gallons	Flow			BOD		TSS		Ammonia		Phosphorus	
		Max. Daily	Min. Daily	Monthly Avg.	mg/l	#'s	mg/l	#'s	mg/l	#'s	mg/l	#'s
January	5,902,400	241,900	156,400	190,400	139	216.3	316	494.6	28.8	45.7	5.1	8.1
February	5,874,400	416,000	176,100	209,800	153	275	242	425	25.6	44.8	5.1	8.9
March	5,642,000	231,500	163,900	182,000	180	275	343	522	34.9	53	7.2	10.8
April	5,493,000	320,700	161,300	183,100	215	331	341	548	36.2	55.3	6.4	9.8
May	5,499,400	222,000	160,800	177,400	198	308	278	426	35.0	51.7	6.0	8.9
June	5,877,600	252,800	162,100	189,600	202	323	333	534	31.2	50.3	5.7	9.0
July	5,691,000	289,500	166,300	189,700	143	223	378	590	29.8	47.2	5.8	9.2
August												
September												
October												
November												
December												

### Effluent

2022	Total Gallons	Flow			BOD		TSS		Phosphorus		Ammonia	
		Max. Daily	Min. Daily	Monthly Avg.	Monthly Avg.	% Removed	Monthly Avg.	% Removed	mg/l	% Removed	mg/l	% Removed
January	5,821,000	242,100	155,300	187,800	3	97.8	7.3	97.7	.3	94.1	1.25	95.7
February	5,829,000	425,000	167,600	208,200	2.9	98.1	8.2	96.6	.5	89.4	.6	97.7
March	5,535,600	222,500	159,600	178,600	3.1	98.3	8.4	97.6	.6	91.2	.08	99.8
April	5,400,600	324,900	154,100	180,000	4.1	98.1	6.5	98.1	.8	88.0	.12	99.7
May	5,408,800	225,500	160,000	174,500	2.8	98.6	5.7	98	.7	87.8	.19	99.5
June	5,616,300	278,300	155,000	187,200	2.1	99	5	98.5	.9	85	.08	99.8
July	5,695,000	289,000	156,900	182,300	2.2	98.5	5.2	98.6	.6	90.2	.14	99.5
August												
September												
October												
November												
December												

## Town of Westville – Operational Summary for the Water Treatment Plant

Month Ending	Total Monthly Flow	Maximum Daily Flow	Minimum Daily Flow	Average Daily Flow	Chlorine Usage (lbs.)	Fluoride Usage (lbs.)
01/31/22	4,401,000	233,700	0	141,400	73	51
02/28/22	4,437,300	280,100	46,700	158,500	75.6	50
03/31/22	5,041,700	250,600	0	163,400	83.9	54
04/30/22	5,139,900	431,700	81,600	170,500	85	0
05/31/22	4,481,500	288,400	76,400	158,200	81.6	0
06/30/22	5,878,300	521,600	81,100	195,200	104.4	0
07/31/22	5,065,000	334,800	51,500	166,000	85.9	0
08/31/22						
09/30/22						
10/31/22						
11/30/22						
12/31/22						

**ORDINANCE No.: 2022-5**

**AN ORDINANCE OF THE TOWN COUNCIL OF WESTVILLE, LAPORTE COUNTY, INDIANA, AMENDING ORDINANCE NO. 2021-14 ENTITLED "SALARY ORDINANCE FOR THE YEAR 2022"**

WHEREAS, on November 09, 2021 the Town Council of the Town of Westville, LaPorte County, Indiana (the "Town Council") adopted Ordinance No. 2021-14 entitled "Salary Ordinance for the Year 2022"; and

WHEREAS, Ordinance No. 2021-14 established the salaries and other compensation to be paid to the employees of the Town of Westville, LaPorte County, Indiana (the "Town"), in 2022; and

WHEREAS, the Town Council is desirous of adopting this Ordinance to amend Ordinance 2021-14 to increase the salary amount for the Laborer P/T or F/T position in the MVH Fund.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF WESTVILLE, LAPORTE COUNTY, INDIANA, THAT ORDINANCE 2021-14 SHALL BE AMENDED TO READ AS FOLLOWS:

*Section 1.* Page 3 of Ordinance No. 2021-14 is hereby revised and amended to state as follows:

MVH FUND

	<u>ANNUAL</u>	<u>PER PAY</u>	<u>HRLY</u>
Street Superintendent	\$57,708.04	\$2,219.54	
Laborer/Mechanic – Level A	\$41,096.64	\$1,600.64	
Laborer – P/T or F/T (If P/T max is 1,680 Hrs Yearly)	\$31,200.00	\$1,200.00	\$15.00 (if P/T)

*Section 2.* Except as expressly modified by this Ordinance all other parts or provisions of Ordinance 2021-14 shall remain in full force and affect.

*Section 3.* If any portion of this Ordinance shall be held invalid or unconstitutional by any court or competent jurisdiction, such decision will not affect any other portion or provision of this Ordinance.

*Section 4.* All ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency. It is provided, however, that such repeal shall be only to the extent of such inconsistency, and in all other respects the ordinances or parts of ordinances are hereby ratified, reestablished and confirmed.

Section 5. This Ordinance shall be in full force and affect from and after its adoption and any procedures required by law.

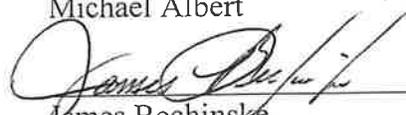
Section 6. All of which is Ordained by the Town Council of the Town of Westville, LaPorte County, Indiana by a vote of 3-0 of all members present and voting this 9<sup>th</sup> day of August, 2022.

RETIREMENT PROGRAM: 8% of annual salary for: Street Superintendent, Laborer/Mechanic – Level A, and Laborer Full-Time after completion of (6) six-month introductory period.

**WESTVILLE TOWN COUNCIL**

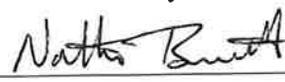
BY:

  
\_\_\_\_\_  
Michael Albert

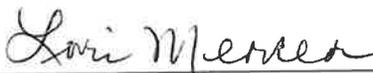
  
\_\_\_\_\_  
James Bechinske

\_\_\_\_\_  
Olga Pothorski

\_\_\_\_\_  
Deborah Kelly

  
\_\_\_\_\_  
Nate Burnett

ATTEST:

  
\_\_\_\_\_  
Lori Mercer, Clerk-Treasurer of the Town  
of Westville, Indiana

**RESOLUTION No. 2022-5**

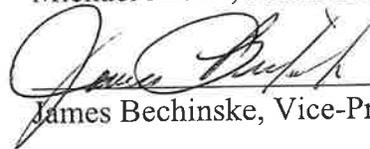
**RESOLUTION TO ESTABLISH A LIT PUBLIC SAFETY FUND (No.     )**

BE IT RESOLVED by the Town Council of Westville, Indiana, that a need now exists for the establishment of a LIT Public Safety Fund pursuant to IND. Code § 6-3.6-6-8. The sources of funding for the newly established fund may include LIT Public Safety distributions. The fund shall be used for all purposes as stated in IND. Code § 6-3.6-2-14 and shall be subject to the same appropriation process as other funds

PASSED AND APPROVED, by the Town Council of Westville, Indiana, this 9<sup>th</sup> day of Aug., 2022.



Michael Albert, President



James Bechinske, Vice-President

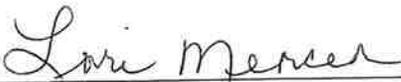
Olga Pothorski

Deborah Kelly



Nathan Burnett

ATTEST:



Lori Mercer, Town of Westville Clerk-Treasurer

RESOLUTION #2022-4  
TRANSFER OF FUNDS

BE IT RESOLVED BY THE WESTVILLE TOWN COUNCIL THAT THE FOLLOWING FUNDS BE TRANSFERRED:

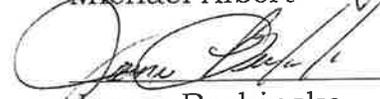
Transfer Five Hundred (\$500.00) from Appropriation #1101200440 (New Equip) GEN FUND (P) to Appropriation #1101200221 (Fuel) GEN FUND (P)

Transfer Five Thousand (\$5,000.00) from Appropriation #1101200134 (Health Ins) GEN FUND (P) to Appropriation #1101200221 (Fuel) GEN FUND (P)

PASSED AND ADOPTED THIS 9<sup>th</sup> DAY OF AUGUST 2022.

WESTVILLE TOWN COUNCIL

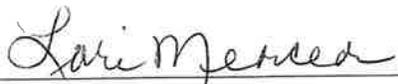
  
\_\_\_\_\_  
Michael Albert

  
\_\_\_\_\_  
James Bechinske

\_\_\_\_\_  
Olga Pothorski

\_\_\_\_\_  
Deborah Kelly  
  
\_\_\_\_\_  
Nate Burnett

ATTEST:

  
\_\_\_\_\_  
Lori Mercer Clerk-Treasurer



Iseler Demolition, Inc.

**Scott / John**

*Specializing in Water Tower Demolition*

Main Office: (800) 338-8396

Fax: (989) 428-4689

Scott: (989) 428-4216

John: (810) 623-1105

7840 PORTLAND AVE., ROOM 5  
PO BOX 185 • PORT HOPE, MI 48468

7-12-2022

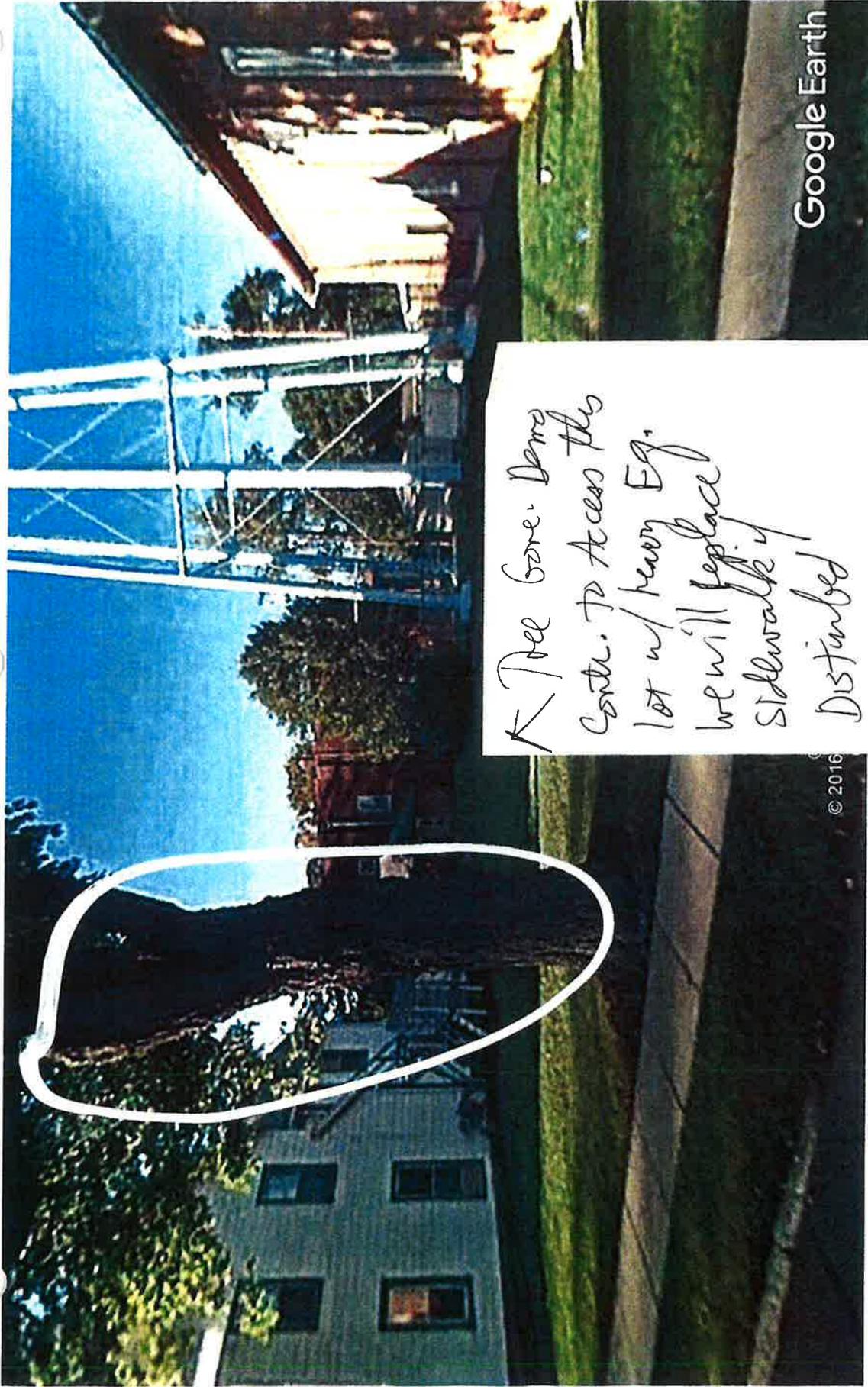
Town of Westville  
PO Box 275  
Westville, IN 46391  
Attn: Nathan Howell

**Based on the stipulations listed below**, our price to dismantle and remove, down to the concrete foundation, the 75,000 gallon elevated water tower in Westville, IN is \$42,300.00.

**Our price is based on the following stipulations:**

1. Iseler Demolition will receive and dispose of all the scrap metal from this project.
  2. **This price does not include** concrete foundation removal, or water main capping.
  3. Price is valid for 60 days. If our price is not accepted in that time frame, we reserve the right to requote.
  4. **The city will be responsible for** closing down West Main St. for the one day demo.
  5. **The city will be responsible for** having the power lines de-energized that run down the alley north of the tank.
  6. **The city will be responsible for** obtaining permission from the church to allow us to drape fire blankets the their roof and for utilizing their lot as shown on the attached overhead.
    - o Iseler Demolition will provide the tarping and sprinklers to do so.
    - o **Iseler Demolition will be responsible for any damage** that may be done to the roof while tarping/performing the demo.
    - o The Church can be added to our insurance policy if necessary.
  7. **The owner is responsible for** supplying a good water supply, to be used for fire prevention & (if necessary) extinguishing. An active fire hydrant within 300 ft. is most preferred; however an available source with high pressure is acceptable as we run multiple garden hoses at the same time. We have an adapter to convert from 1 fire hose to several garden hoses, & run several garden hoses/sprinklers at once.
    - o Sprinklers will be placed on top of all the buildings that need to be tarped as indicated on the attached overhead.
- This price does not include the cost of any demolition permits or asbestos inspections that might be required as part of the permitting process. If permitting is required, please plan to obtain them yourself or ask the city for a waiver.
  - If sediment residue exists inside the tank at the time of demo, IDI reserves the right to leave it on site for others to deal with at a later time.
  - We are aware the existing paint coatings may contain lead based paint. OSHA Reg. 29CFR 1926.62 does not require paint removal prior to torch cutting. Our standard procedure is to have all workers wear proper respiratory protection and cut through the steel with the paint intact. We are very comfortable our methods are in complete compliance with OSHA & EPA regulations.





\* Tree gone. Demo  
Conte. To Access this  
lot w/ heavy Eq.  
we will replace  
sidewalk w/  
Disturbed

Google Earth

feet  
meters

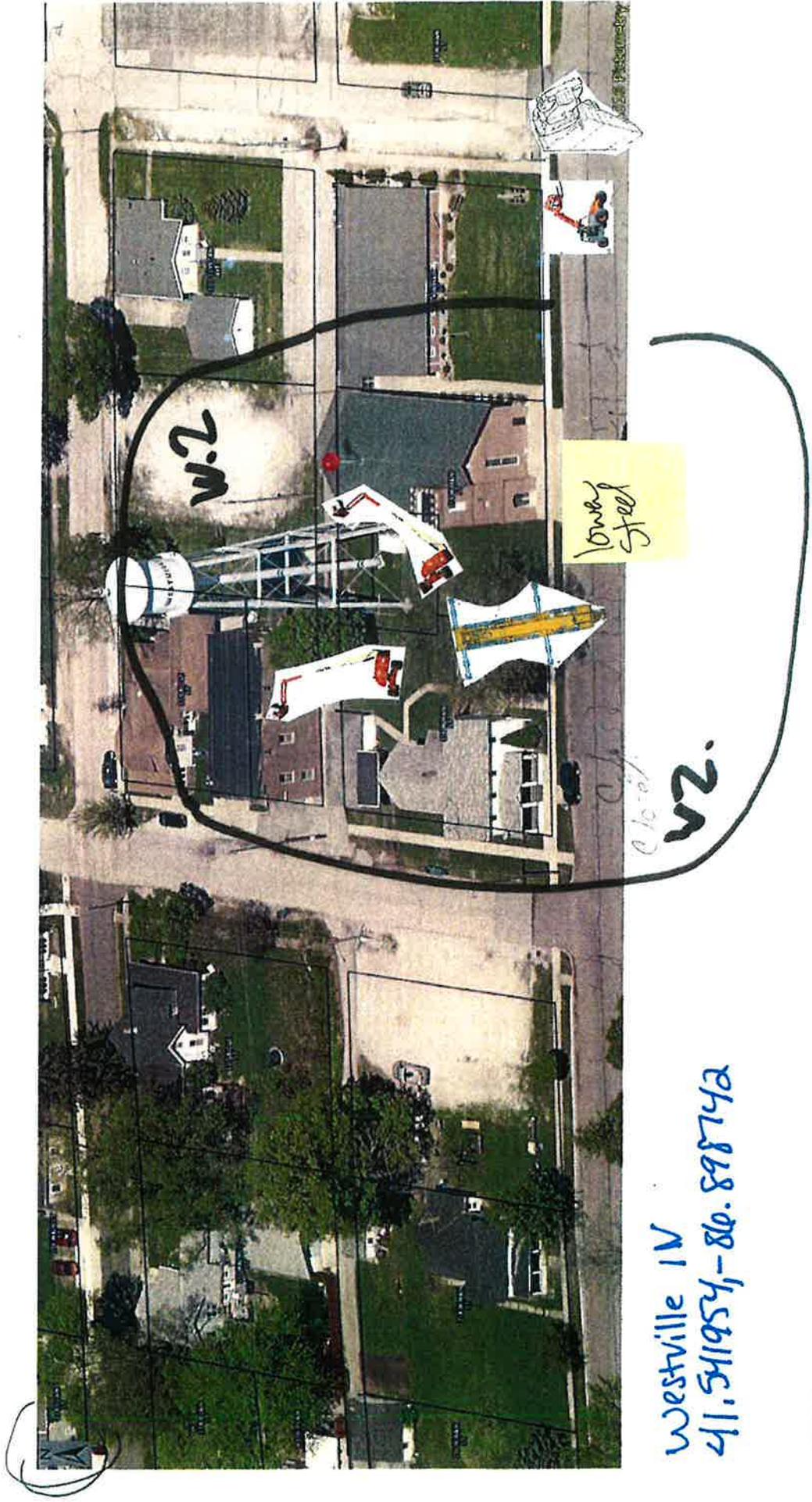
View from  
Main St

Westville, IN

Google Earth



Property Lines  
WZ. = Work Zone - Vacate Auto's



Westville 1N  
41.541954, -86.898742

05/03/2016

Ht 143 feet

Shield closest  
primary to the tower



Westville, IN  
154 Main St.  
HI. 541954, -86. 898742

05/03/2016

X

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# WVFD Activity Recap

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Location: Westville Town Hall Monthly Town Board Meeting

Date: 8/9/2022

Time: 19:00

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## Agenda details:

### I. July 2022 Calls

- A. Town Limits- 17
- B. New Durham Twp- 15
- C. Jackson Twp- 9
- D. Mutual Aid- 2
- E. Total- 43

## Happenings

1. Hose testing cancelled by Firecatt again, citing lack of help. Would like to ask for an open commitment for the park since there is unsurety of the date
2. Water issue at Pauls fire, also thanks to PD units for all of their help
3. Donated water from Anheiser Busch via NVFC, donate some to Town Board and PD
4. Truck update, headed to paint within the next week

WESTVILLE TOWN COUNCIL  
AUGUST 18, 2022  
100 SETSER DRIVE  
6:00 P.M.

AGENDA

BUDGET WORKSHOP



NOTICE OF EXECUTIVE SESSION  
TOWN OF WESTVILLE

TUESDAY, AUGUST 23, 2022  
5:30 P.M.  
COMMUNITY ROOM  
100 SETSER DRIVE, WESTVILLE, IN

Pursuant to IC 5-14-1.5-5/6, 5-14-1.5-6.1(b)(4), the Westville Town Council will meet in Executive Session on the topic checked as permitted under this Statute.

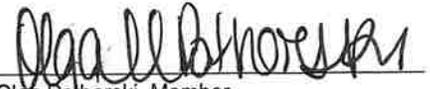
- 1. Where authorized by Federal or State Statute.
- 2. For discussion of strategy with respect to any of the following:
  - (A) Collective bargaining.
  - (B) Initiation of litigation or litigation that is either pending or has been threatened specifically in writing.
  - (C) The implementation of security systems.
  - (D) The purchase or lease of real property by the governing body up to the time a contract or option to purchase or lease is executed by the parties.
- 3. For discussion of the assessment, design, and implementation of security systems.
- 4. Interviews and negotiations with industrial or commercial prospects or agents of industrial or commercial prospects by the Indiana Economic Development Corporation, the Office of Tourism Development, the Indiana Finance Authority, the Ports of Indiana, an Economic Development Commission, the Indiana State Department of Agriculture, a local economic development organization (as defined in IC 5-28-11-2(3), or a governing body of a political subdivision.
- 5. To receive information about and interview prospective employees.
- 6. With respect to any individual over whom the Board has jurisdiction:
  - (A) to receive information concerning an individual's alleged misconduct; and
  - (B) to discuss, before a determination, the individual's status as an employee.
- 7. For discussion of records classified as confidential by State or Federal Statute.
- 8. To discuss, before a placement decision, an individual employee's past performance, behavior and needs.
- 9. To discuss a job performance evaluation of individual employees. This subdivision does not apply to a discussion of the salary, compensation, or benefits of employees during a budget process.
- 10. When considering the appointment of a public official, to do the following:
  - (A) Develop a list of prospective appointees.
  - (B) Consider applications.
  - (C) Make one (1) initial exclusion of prospective appointees from further consideration.
- 11. To prepare or score examinations used in issuing licenses, certificates, permits, or registrations under IC 25.
- 12. To discuss information and intelligence intended to prevent, mitigate, or respond to, the threat of terrorism.

CERTIFICATION

The Westville Town Council hereby certifies that it discussed no subject matter in the above-referenced executive session other than the subject matter(s) specified in the above copy of the public notice.

  
Michael Albert, President

  
James Bechinske, Vice President

  
Olga Pothorski, Member

  
Deborah Kelly, Member

Nate Burnett, Member

  
Attest: Lori Mercer

**LEGAL NOTICE**

The Westville Town Council will meet in a special meeting at 10 AM (local time) on August 26, 2022. The special meeting will be held at Town of Westville Community Room located at 100 Setser Drive, Westville, Indiana 46391.

Westville Town Council

***This notice is not for legal publication  
but just for notification purposes.***

WESTVILLE TOWN COUNCIL  
AUGUST 26, 2022  
100 SETSER DRIVE  
10:00 A.M.

AGENDA

SALE OF OLD TOWN HALL

**WESTVILLE TOWN COUNCIL**

AUGUST 26, 2022  
MINUTES OF MEETING

A special meeting of the Westville Town Council was held at the Town Hall, 100 Setser Drive at 10:00 a.m. Present: Michael Albert, James Bechinske, Olga Pathorski, Deborah Kelly, Clerk-Treasurer, Lori Mercer.

Absent: Nate Burnett, Town Attorney Doug Beige.

Michael Albert called the meeting to order at 10:00 am. This meeting is being held to make the council aware that there has been an offer made on the old town hall in the amount of \$125,000.00. Michael Albert stated that the buyer wanted to know by this date at noon if we were going to accept his offer. He also reported that there was another party looking at the building at 10:00 am on this date as well. Michael Albert asked the council to approve a sale of the old town hall for no less than \$125,000.00. He also asked the council, for the sake of time, to allow him to negotiate the sale of the old town hall for an amount no less than \$125,000.00 and to sign any documents required for the sale. James Bechinske made a motion to allow Mike Albert to handle the sale. Olga Pothorski, second. Roll Call: Pothorski, yes; Bechinske, yes; Kelly, yes; Albert, yes.

Michael Albert made a motion to adjourn at 10:05 pm. Olga Pothorski, second. All approved. Motion carried.

I, Lori Mercer, attest that these minutes are true and accurate.

  
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