

WESTVILLE TOWN COUNCIL
NOVEMBER 14, 2023
REGULAR MEETING
100 SETSER DRIVE
7:00 P.M.

AGENDA

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

APPROVAL OF CLAIMS

UTILITIES

MCO REPORT

STREETS

DEPARTMENT HEAD REPORT

PAINTING QUOTE FOR MVH BUILDING

SNOW BLOWER QUOTE

PARKS

POLICE

DEPARTMENT HEAD REPORT

OFFICER KOLARCZYK LETTER OF COMMENDATION

FINANCE

TRANSFER RESOLUTION 2023-8

COMMUNITY LEADER AWARD SPONSORSHIP

MISCELLANEOUS

WVFD ACTIVITY REPORT

BILL MCMAHON RE-APPOINTMENT TO PLAN COMMISSION

RESOLUTION 2023-9 TOWN HOLIDAYS FOR 2024

CITIZENS COMMENTS

ANY OTHER MATTERS WHICH PROPERLY COME BEFORE THE COUNCIL

ADJOURNMENT

WESTVILLE TOWN COUNCIL

NOVEMBER 14, 2023
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, Olga Pothorski, Nate Burnett, Deborah Kelly, James Bechinske, Lori Mercer, Clerk-Treasurer; Town Attorney, Doug Beige.

The Pledge of Allegiance was recited.

A motion was made by Deborah Kelly to approve minutes of the October, 2023 meeting. Michael Albert, second. Roll Call: Burnett, yes; Pothorski, yes; Bechinske, yes; Kelly, yes; Albert, yes.

A motion was made by James Bechinske to approve claims for the month of October, 2023. Nate Burnett, second. Roll Call: Burnett, yes; Pothorski, yes; Bechinske, yes; Kelly, yes; Albert, yes.

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

POLICE DEPARTMENT

Town Marshal Corey McKinney presented a letter of commendation to Officer Steve Kolarczyk for his life-saving efforts in a train/car accident that occurred on June 10, 2023.

UTILITIES

Nathan Howell gave a summary of the MCO report for October. It is attached. Nathan also reported that around Dec. 1, 2023 we should start receiving the prison's flow and with that, it will move us from a class II plant to a class III plant. This will require more testing and operational items that will need to be done and it will change staffing. Michael Albert reported that all the staffing was included in the rate study.

STREETS

James Bechinske made a motion to approve the quote to power wash and paint the MVH building at a cost of \$7,500.00 to be paid for from the ARP fund. Deborah Kelly, second. Roll Call: Burnett, yes; Pothorski, yes; Bechinske, yes; Kelly, yes; Albert, yes.

James Bechinske made a motion to purchase a new snow blower for the tractor so we do not have to pay anyone to haul snow away anymore. The cost of the snow blower is \$9,156.00 and that will be paid from MVH new equipment. Deborah Kelly, second. Roll Call: Burnett, yes; Pothorski, yes; Bechinske, yes; Kelly, yes; Albert, yes.

PARKS

There was nothing to report in Parks.

53
JWB
JK NS

FINANCE

Michael Albert made a motion to adopt Transfer Resolution 2023-8 in the amount of \$9,500.00. James Bechinske, second. Roll Call: Burnett, yes; Pothorski, yes; Bechinske, yes; Kelly, yes; Albert, yes.

Olga Pothorski made a motion to allow the Town to sponsor the Community Leader Award that the Chamber presents every year at their annual dinner. The cost is \$400.00 and this can be paid from the ARP fund. Michael Albert, second. Roll Call: Burnett, yes; Pothorski, yes; Bechinske, yes; Kelly, yes; Albert, yes.

MISCELLANEOUS

Michael Albert appointed Bill McMahon to another term on the Plan Commission. This appointment is made by the Town Council President.

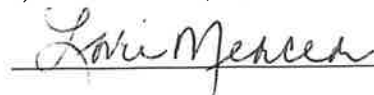
Michael Albert made a motion to adopt the Town Holiday Resolution 2023-9. Nate Burnett, second. Roll Call: Burnett, yes; Pothorski, yes; Bechinske, yes; Kelly, yes; Albert, yes.

CITIZENS COMMENTS

ANY OTHER MATTERS THAT COME BEFORE THE COUNCIL

A motion to adjourn was made by Michael Albert at 7:23 PM. Olga Pothorski, second. Motion carried.

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



WESTVILLE POLICE DEPARTMENT



LIFE SAVING AWARD

THIS CERTIFICATE IS AWARDED TO

Officer Steven Kolarczyk

In recognition of your actions on June 10th, 2023, during your response to a critical injury vehicle crash which resulted in the saving of a human life. Your proper application of training and experience exemplifies your dedication to duty; the preservation of life and service to the community.

Presented this 14th day of November, 2023.



Corey S. McKinney

Town Marshal



WESTVILLE POLICE DEPARTMENT

Town Marshal Corey McKinney

100 Setser Drive
Westville, IN 46391
(219) 785-4177
corey.mckinney@westville.us

Letter of Commendation Life Saving Award

The Westville Police Department believes in the recognition of deputies, their actions and outstanding efforts in service to their community and fellow officers. In keeping with this belief, the Town of Westville and Westville Police Department recognize Deputy Steven Kolarczyk for his outstanding efforts that occurred in June of 2023.

On Saturday, June 10th, 2023 at approximately 10:30 PM, Officer Kolarczyk was dispatched to assist La Porte County Sheriff's Deputies with a vehicle vs. train accident at Snyder Road and Otis Road. Upon arrival, Officer Kolarczyk found that the driver of the vehicle had been ejected resulting in the amputation of an upper extremity in addition to severe head and internal injuries. Relying on his experience and medical training, Officer Kolarczyk took immediate life saving measures including the application of two tourniquets, application of trauma dressings and spinal stabilization to prevent further injuries.

The driver, Alex Toth of Westville, was flown from a nearby landing zone by helicopter for advanced trauma treatment.

Officer Kolarczyk's quick response and immediate actions, in addition to the advanced pre-hospital care of the Westville Fire Department, La Porte County Emergency Medical Services and Lutheran Air Flight Medics, resulted directly in saving the life of Mr. Toth and giving him the greatest possible chance of recovery. A failure to act or a delay of action could have led to a much more tragic outcome.

Officer Steven Kolarczyk's actions qualify him for this Life Saving Award and it is my honor to bestow upon him the appreciation of the Police Department and Town of Westville.

Dated this 14th day of November, 2023.

A handwritten signature in black ink, appearing to read "Corey McKinney", written over a horizontal line.

Corey McKinney
Town Marshal



Town of Westville
October Monthly Report of Operations
Prepared By: Nathan Howell
November 14, 2023

WATER

New Items

1. The water service to Bomar and the house next to it was changed due to the poor condition of the existing service. When the repair was made, we observed the existing water main was in poor condition.
2. We have met with Lori regarding the Lead and Copper Rule requirement for completing a water service line inventory. This is a very time-consuming project. Her staff will be doing much of the work to keep the Town in compliance. Our staff will be going into homes to determine material of the existing water services.

NOTE: EPA is likely going to change the requirement of which services will need to be replaced. We are expecting all services in the original water system will need to be replaced. We have discussed this with President Albert as well as McMahon. This is probably a very good time to consider this project.

Old Items

1. GIS – Limited progress has been made.
2. We have been working with McMahon to complete the water model. New hydrant flow tests were conducted by Adam and MCO staff. These were submitted to McMahon for the model.

WASTEWATER

New Items

1. We will begin the contract with BCR for sludge disposal after January 1, 2024.
2. We expect to begin receiving the WCC sewage after Thanksgiving.
3. The new vacor pad will be installed before winter. In the Spring, we will commence with the cleaning and televising of the older sewers in Town. The cleaning was stopped due to the lack of a spot to put the debris from the sewers.

Old Items

1. The Nash Finch Lift Station flow meter will be installed this month. – *It has been installed and the manhole will be installed this week.*
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. We spoke with Gasvoda who provided pump selections to retrofit the old station with submersible pumps. This information has been given to McMahon for their input.

3. There is still an issue with the mapping system at Fieldstone Subdivision. The sanitary sewer locations on the atlas were wrong on two streets. We found three manholes which two are buried very deep and there may be severe conflicts with fences in the rear lots. We will contact a contractor to assist with this. We had M.E. Simpson on site to assist in locating services and shut-off valves. We have found nearly half of the valves which could not be found. We are trying to find a contractor who will bring the manhole lids to grade.
4. We were involved with the sewer connection to the duplex built on Flynn Road across from the grocery store. We are still in the process of rectifying the situation. Charlie Ray is working on a solution.
5. The Coulter Road force main will need to be replaced. We have several ideas for this.
6. The manhole lid on one of the manholes on Flynn Road north of McDonald's broke into pieces. Adam found a lid which fit and sealed it to the frame with mastic. Bowen will replace two lids total. We are waiting for a proposal to replace two frames and lids. Bowen is trying to find the proper frame and lids.
7. The WWTP improvements are continuing. Following is the progress that has been made:
 - The lift station at WCC is about 95% complete with most of the building construction complete.
 - The force main is 99% complete.
 - The solids building at the Wastewater Plant is 98% complete.
 - The sludge disinfection/conditioning system has been started up. It is 99% complete.
 - Raw and RAS piping is complete.
 - New RAS, WAS, Scum pumps, and meters and piping are 95% complete and have been started up.
 - The splitter box for the new clarifier is complete. The effluent piping tie-in for the new clarifier is complete.
 - The oxidation ditch is complete. Railing, grating and aeration equipment have been installed and is about 95% complete.
 - All of the new aerators are installed, and the outer ring of the oxidation ditch is operational.
 - The old aerators have been reinstalled with the new slides. The walkway modifications are 98% complete.
 - The new headworks building is about 99% complete. Flow is being routed through the new building.
 - The old headworks equipment has been removed.
 - The new clarifier is 95% complete and has been started up.
 - Both clarifier modifications are complete.
 - The generator has been moved twice, and the new generator that is installed is operational.
 - A small shed to house the bypass pump was built and installed so it will work in case the raw pumps fail.
 - The new UV system has been installed.
 - The influent sampling structure is 80% complete.
 - The new alum lines are 100% complete.
 - Site clean-up is in progress.
 - The WCC gravity main has been installed for acceptance of their waste.

Town of Westville - Operational Summary for the Wastewater Treatment Plant

Influent

2023	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	6,045,000	239,100	173,900	195,650	154	261	312	519	32.3	52.8	5.8	9.5
February	6,178,300	282,700	170,100	199,300	124	214	346	209	28	46.5	5.6	9.3
March	6,302,900	311,400	179,200	203,900	165	274	335	556	30.1	51.2	5.4	9.2
April	5,625,000	300,000	26,800	187,500	142	266	351	534	29	45.4	5.1	8.0
May	6,379,000	266,100	184,700	205,790	150	255	367	623	26.6	45.8	5.2	6.3
June	6,306,000	241,900	193,300	210,200	108	186	385	672	26.9	47.1	5.1	8.9
July	6,324,100	251,400	178,200	201,100	142	237	412	683	25.65	43	4.85	8.1
August	6,276,000	283,800	180,000	209,200	167	295	445	787	24	41.9	4.5	7.7
September	6,085,300	236,100	160,600	196,300	153	254	307	524	30.8	50.4	6	8.7
October	5,865,200	280,000	159,000	189,200	205	326	213	337	44.6	70.3	6.8	10.7
November												
December												

Effluent

2023	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	5,930,800	237,000	156,000	191,32	2.4	98.4	5.5	98.2	.2	96.4	.57	98.2
February	5,480,000	288,000	162,000	195,700	2.1	98.3	4.2	98.8	.2	97	.43	98.5
March	6,180,200	256,800	175,000	199,400	2.7	98.3	6.4	98.1	.3	95	.07	95
April	5,927,100	305,700	131,000	197,600	3.3	97.7	7.3	97.9	.4	91.2	.1	99.7
May	7,229,500	492,300	183,400	233,210	2.5	98.4	8.9	97.6	.1	99.6	.7	85.6
June	6,008,200	245,100	188,500	207,200	2	98.1	4	99	.5	89.5	.52	98.9
July	5,908,300	252,600	171,700	196,600	2.1	98.6	2.7	99.4	.4	92.3	.05	99.8
August	6,211,200	289,900	175,800	207,000	2.3	98.6	4.2	98.5	.5	89.9	.07	99.7
September	5,994,900	365,000	117,600	199,800	2.5	98.4	13.1	95.7	.6	89.1	.09	99.7
October	5,747,000	254,000	154,000	185,400	2.1	99	6.5	97	.5	93.3	.07	99.8
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.)
01/31/23	4,855,200	255,200	11,000	155,300	68.2	0
02/28/23	4,542,800	235,400	78,500	162,200	67	0
03/31/23	5,261,600	273,800	82,900	169,200	73	0
04/30/23	5,241,000	319,100	0	175,600	69.6	0
05/31/23	6,489,00	314,600	80,000	206,400	86.1	0
06/30/23	6,165,500	391,500	85,300	224,600	84.4	0
07/31/23	6,256,700	312,600	81,800	201,300	76.8	0
08/31/23	4,944,000	272,700	76,700	162,100	64.8	0
09/30/23	4,844,100	272,700	77,200	159,600	71.2	0
10/31/23	4,684,100	309,800	53,200	148,500	70.8	0
11/30/23						
12/31/23						



Lakeshore Painting

Valparaiso, Indiana

Phone: 219.916.4415

E-mail: LakeshorePaintingNWI@yahoo.com



DATE:

NAME:

ADDRESS:

CITY:

STATE/ZIP:

PHONE:

DIRECTIONS:

Town of Westville
100 Setson Drive
Westville In
46391
219 785 4592

ARP fund

WORK DESCRIPTION:

Pole Barn 40 x 60

Power wash

RE paint white and Brown Trim

over head Doors white

Paint with Super Paint
Sherwin Williams Brand

2 million Insurance Policy
workmens comp

QUOTE:

All Material & Labor:

Deposit:

Due Upon Completion:

7500.00
3750.00
3750.00

Quote Good Until:

Estimator Name:

Quote Acceptance Signature: _____

Date: _____

Customer Completion Signature: _____

Date: _____



SALES QUOTE
 Quote Number 2152131
 Created Date 9/28/2023
 Expiration Date 10/13/2023

Mail Payment to Lockbox:
 Attachments Direct
 Dept. CH 17715
 Palatine, IL 60055-7715

Terms Credit Card
 Est Ship Date 8 - 9 Weeks
 Ship Via XPO
 Ex Works Shipping Point

Prepared By Beau Bruhn
Email beau.bruhn@quickattach.com
Account Owner Beau Bruhn

Contact Name Mark Hale
Phone 7854592
Email mhale@csinet.net

Bill To Name Town of Westville
Bill To 102 B Ave
 Westville, IN 46391

Ship To Name Town of Westville
Ship To 102 B Ave
 Westville, IN 46391

Product Code	Description	Quantity	List Price	Total Price
901905	SUMMIT 3600 x 85" 26-32 GPM	1.00	\$10,195.00	\$8,156.00
315128	Pistol Grip Control Harness	1.00	\$595.00	\$476.00
320058	Flat Faced - Factory Installed Couplers	1.00	\$155.00	\$124.00

List Price \$10,945.00
 Direct Savings -\$2,189.00
 Total Price \$8,756.00
 Freight \$400.00
 Grand Total \$9,156.00

Additional Notes

NO LIFT GATE NEEDED
 PLEASE CALL PRIOR TO DELIVERY

Quote expires 10/13/23

Top 3 Reasons to choose Quick Attach

1. 75 Years In Business
 American Made in Minnesota Since 1948
2. ISO 9001:2015 Certified

Our attachments are designed, engineered, & tested to the same standards as your machine .
 OEM quality equipment built to the highest quality standards in the industry.

3. 2 Year Warranty & service after the sale.

This is a comprehensive warranty. The best in the industry. Not just a 2 year on welds like some. We have dedicated service, parts, & warranty staff.

0% for 24 months Financing AVAILABLE

Other financing options available

10% DOWN PAYMENT LOCKS IN BUILD

Loader Model:

Plus applicable sales tax (unless exempt)

* BONUS! We are the manufacturer not a middleman. Virtually every other "factory direct" attachment business is a middle

Plus applicable sales tax (unless exempt)

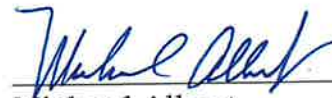
RESOLUTION #2023-8
TRANSFER OF FUNDS

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

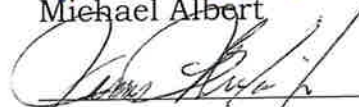
Transfer Nine Thousand Five Hundred Dollars (\$9,500.00) from Appropriation
#2201001351 (Gas & Electric) MVH FUND to Appropriation #2201001440 (New
Equipment) MVH FUND

PASSED AND ADOPTED THIS 12th DAY OF November 2023.

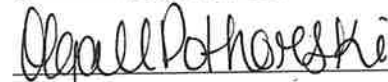
WESTVILLE TOWN COUNCIL



Michael Albert



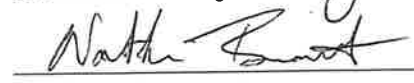
James Bechinske



Olga Pothorski



Deborah Kelly



Nathan Burnett

ATTEST:


Lori Mercer Clerk-Treasurer

Resolution # 2023-9

WHEREAS, the Town Council of the Town of Westville, Indiana desires to establish specific legal holidays for Town employees pursuant to Section 4.2 of the Town of Westville Personnel Policy; and

WHEREAS, the holidays to be observed are as follows:

- New Year's Day
- Martin Luther King Jr. Day
- President's Day
- Good Friday
- Election Day – General, National, State, Town or Primary Election (Only in Election years)
- Memorial Day
- Juneteenth
- Independence Day
- Labor Day
- Columbus Day
- Veteran's Day
- Thanksgiving Day
- Day after Thanksgiving Day
- Christmas Eve
- Christmas Day
- Any other days as defined by the Town Council

When any of these holidays fall on Sunday, the following Monday shall be the legal holiday. When any of these holidays fall on Saturday, the preceding Friday shall be the legal holiday.

In the event Christmas falls on Saturday, Christmas Eve and Christmas Day holidays will be observed on Thursday and Friday. If it falls on Sunday, Christmas Eve and Christmas Day holidays will be observed on Friday and Monday.

ALL OF WHICH IS RESOLVED by the Town Council of the Town of Westville this 12th day of December 2023.

WESTVILLE TOWN COUNCIL



Michael Albert



James Bechinske



Olga Pothorski



Deborah Kelly



Nathan Burnett

ATTEST:


Lori Mercer, Clerk-Treasurer