

**TOWN OF CEDAR LAKE, LAKE COUNTY, INDIANA
Memoranda & Minutes of the Cedar Lake Town Council**

April 1, 2014

**Public Meeting 7:00 PM at the Cedar Lake Town Hall
Pledge of Allegiance & Moment of Silence**

Roll Call:

Present	Robert H. Carnahan Council Member	Ward 1	Present	Patsy Casassa Vice President	Ward 6
Present	John Foreman Council Member	Ward 2	Present	Randell Niemeyer President	Ward 5
Absent	Gregory L. Wornhoff Council Member	Ward 3	Present	Amy J. Gross Clerk-Treasurer	
Present	Ralph Miller Council Member	Ward 4	Present	Ian Nicolini Town Manager	
Present	Greg Parker Council Member	Ward 7	Present	David Austgen Town Attorney	

PRESENTATION BY KATE LOVE-JACOBSON, HIGH PERFORMANCE GOVERNMENT NETWORK

Kate Love-Jacobson presented the Town's new Performance Management Program. The objectives for the Performance Management Program are to align a program that supports the Town's strategic plan, fosters employee engagement about performance, creates a structure that nurtures ongoing performance feedback, and drives high performance. The department heads worked together to create values that they felt represented the Town's mission and vision statement, and SMART goals which are specific, measurable, attainable, realistic, timely goals for performance. The core values established are integrity and honesty, responsibility and accountability, cooperation, and knowledge competence. The department heads will establish job specific core competences for their employees along with a quality of work life survey which will serve as a feedback tool for department heads. The department heads will set measurable performance goals with each employee during an annual review process. This program is in two parts, Phase I and Phase II. Phase I was the internal and external communication of the plan such as the quality of work life survey and establishing job specific core competencies. During Phase II, the employee and manager will evaluate the current goals, set new goals for following year, set learning and developmental goals, and employees will provide feedback to their manager. A timeline has been established for these different phases to be rolled out and administered. Ian Nicolini stated that the Town has already had an all staff meeting to roll out this program and was well received by staff who is already working on establishing strategic goals.

PRESENTATION BY CEDAR LAKE HISTORICAL ASSOCIATION

Julie Zasada stated that the Cedar Lake Historical Association recently received a scholarship/grant to begin creating their Strategic Plan. They will be conducting small community surveys to receive feedback from the community so they can better serve them and be an effective organization. An invitation was extended to the Town Council to participate in the Strategic Planning efforts. Recently the Historical Association has launched a campaign to help restore the Red Cedars Museum and purchase paint in partnership with True Value and Rustoleum Paint who are offering supplies at a reduced cost. Robert Carnahan presented a donation to the Cedar Lake Historical Association and challenged the other Councilmen to match his donation.

PUBLIC COMMENT: None.

CONSENT AGENDA:

1. **Minutes:** March 18, 2014 Public Meeting
2. **Claims for April 1st:** All Town Funds \$335,455.95, Wastewater \$182,442.40, Water \$37,483.29, Storm Water \$152,769.71, Payroll #89, 90, & 91- \$135,125.89.
3. **Donations:**
 - a. DARE:
 - i. Cedar Lake Lions Club- \$100.00
 - ii. Edwin C. Moody Jr. Memorial FOP-\$200.00
 - iii. Crown Point FOP Lodge 176- \$250.00
 - iv. Christopher Burke Engineering- \$100.00
 - b. VIPS:
 - i. Hanover Township Trustee Office- \$2,331.20 (for emergency shelter equipment)

4. Tag Days:

<u>Organization</u>	<u>Tag Day</u>	<u>Rain Day</u>
Kiwanis	July 26, 2014	August 2, 2014

Motion by Ralph Miller and seconded by Patsy Casassa to accept and waive the reading of the Minutes, accept the Consent Agenda as listed contingent that the requested revisions be made to the minutes.

Roll Call Vote: 6 to 0

Carnahan	Foreman	Wornhoff	Miller	Parker	Casassa	Niemeyer
YES	YES	ABSENT	YES	YES	YES	YES

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ORDINANCES & RESOLUTIONS:

1. Ordinance No. 1194- Town Code S-26

Patsy Casassa read Ordinance No. 1194 by title only into the record. David Austgen stated that this is the annual update to the Town Code of Ordinances with the codification to bring everything current legislatively over the last year. Robert Carnahan asked for a copy of the new codes that go along with this Ordinance. Amy Gross stated that once received, they will be forwarded to Council. Motion made by Ralph Miller and seconded by Patsy Casassa to approve Ordinance No. 1194.

Roll Call Vote: 6 to 0

Carnahan	Foreman	Wornhoff	Miller	Parker	Casassa	Niemeyer
YES	YES	ABSENT	YES	YES	YES	YES

Motion made by John Foreman and seconded by Ralph Miller to suspend the rules and allow for a second reading of Ordinance No. 1194.

Roll Call Vote: 6 to 0

Carnahan	Foreman	Wornhoff	Miller	Parker	Casassa	Niemeyer
YES	YES	ABSENT	YES	YES	YES	YES

Patsy Casassa read Ordinance No. 1194 by title only into the record. Motion made by Ralph Miller and seconded by Patsy Casassa to adopt Ordinance No. 1194.

Roll Call Vote: 6 to 0

Carnahan	Foreman	Wornhoff	Miller	Parker	Casassa	Niemeyer
YES	YES	ABSENT	YES	YES	YES	YES

2. Ordinance No. 1195- Amending Recreation Facility/Shelter Rental Fees

Patsy Casassa read Ordinance No. 1195 by title only into the record. Ian Nicolini stated that this Ordinance is amending the Monastery Clubhouse rental fee from \$50 to \$75 to eliminate the subsidy along with the new Farmer’s Market fee of \$15/per Saturday. Ralph Miller and John Foreman expressed their concern for providing residency restrictions and out of town resident fees. Amy Gross stated that currently the shelter rental fees are in a non-reverting fund. Motion made by Robert Carnahan and seconded by Ralph Miller to approve Ordinance No. 1195.

Roll Call Vote: 6 to 0

Carnahan	Foreman	Wornhoff	Miller	Parker	Casassa	Niemeyer
YES	YES	ABSENT	YES	YES	YES	YES

Motion made by Robert Carnahan and seconded by Ralph Miller to suspend the rules and allow for a second reading of Ordinance No. 1195.

Roll Call Vote: 6 to 0

Carnahan	Foreman	Wornhoff	Miller	Parker	Casassa	Niemeyer
YES	YES	ABSENT	YES	YES	YES	YES

Patsy Casassa read Ordinance No. 1195 by title only into the record. Motion made by Robert Carnahan and seconded by Ralph Miller to adopt Ordinance No. 1195.

Roll Call Vote: 6 to 0

Carnahan	Foreman	Wornhoff	Miller	Parker	Casassa	Niemeyer
YES	YES	ABSENT	YES	YES	YES	YES

NEW BUSINESS:

1. La Gaviota Supermercado- Cinco de Mayo Request

Ian Nicolini stated that this is a special event request from La Gaviota to host a Cinco de Mayo celebration outside with food. They have contacted surrounding property owners and have made plans for parking and will apply for all the appropriate permitting. Motion made by Robert Carnahan and seconded by John Foreman to approve La Gaviota’s request for a Cinco de Mayo event.

Roll Call Vote: 6 to 0

Carnahan	Foreman	Wornhoff	Miller	Parker	Casassa	Niemeyer
YES	YES	ABSENT	YES	YES	YES	YES

2. Cedar Lake Fire Department Car Show- July 27th

Ian Nicolini stated that the Cedar Lake Fire Department has requested approval to host their Car Show on the Town Ground, July 27th. Motion made by Robert Carnahan and seconded by Ralph Miller to approve the Cedar Lake Fire Department car show on July 27, 2014.

Roll Call Vote: 6 to 0

Carnahan	Foreman	Wornhoff	Miller	Parker	Casassa	Niemeyer
YES	YES	ABSENT	YES	YES	YES	YES

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COMMITTEE REPORTS:

- a. Public Works and Safety-** Fire Chief Todd Wilkening requested approval from the Town Council to hire one additional full time employee. Wilkening stated that this full-time position would help eliminate some increased overtime on the budget. Jerry Smith requested the Council to approve and direct Amy Gross to secure financing on vehicles for the 2014 Police Vehicle Replacement Program. Jerry Smith stated that the target was not to exceed \$114,549.56 for vehicles and equipment. Amy Gross stated that she was in contact with five banks, the lowest response was Republic First National who responded with a 2.59% interest rate for a 3 year lease financing with annual payment. Amy Gross stated that we just recently finished paying on a previous fleet that was purchased and the cumulative capital development fund would be available for payments on the new lease. Motion made by Greg Parker and seconded by Ralph Miller to approve Amy Gross to secure vehicle financing.

Roll Call Vote: 6 to 0

Carnahan	Foreman	Wornhoff	Miller	Parker	Casassa	Niemeyer
YES	YES	ABSENT	YES	YES	YES	YES

Jerry Smith also requested approval from the Town Council to allow VIPS to use the parks building as office space. Motion made by Greg Parker and seconded by Patsy Casassa to approve park building use by VIPS.

Roll Call Vote: 6 to 0

Carnahan	Foreman	Wornhoff	Miller	Parker	Casassa	Niemeyer
YES	YES	ABSENT	YES	YES	YES	YES

- b. Park and Recreation-** Ian Nicolini stated that GenMove has submitted their monthly report which was forwarded via email to Council for review.
- c. Redevelopment-** Ian Nicolini stated that a preconstruction meeting has taken place for 133rd eastside last week and utilities will begin to be relocated and stacks placed in the upcoming days.
- d. Planning-** Ian Nicolini stated that so far this year, we have 14 new homes constructed as reported by the Building Department.
- e. Council Affairs-** None.

TOWN COUNCIL REPORTS:

- a. Town Council-** None.
- b. Town Attorney-** None.
- c. Clerk-Treasurer-** None.
- d. Town Manager-** None.

WRITTEN COMMUNICATION:

- 1. Christopher B. Burke Engineering Report**

PUBLIC COMMENT:

Tim Brown, 14702 Cline Ave., stated that he is president of the Rebuilding Together South Lake County and on September 20th they will be here in Cedar Lake. Tim Brown stated that they are reviewing applications for homes and usually renovate 10-15 homes for about \$2,500-3,500. Tim Brown asked that the Council and Citizens go to their website and help spread the word for this organization.

ADJOURNMENT: The meeting was adjourned at approximately 8:30 pm.

An Executive Session was advertised and conducted pursuant to IC 5-14-1.5-6.1(b) before the meeting with discussion consisting of land acquisition. Those in attendance were Randell Niemeyer, Robert Carnahan, Patsy Casassa, Greg Parker, Ralph Miller, John Foreman, Town Manager Ian Nicolini, Clerk-Treasurer Amy Gross, and Town Attorney David Austgen.

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COUNCIL OF THE CIVIL TOWN OF CEDAR LAKE, LAKE COUNTY, INDIANA

Randell Niemeyer, President, Ward 5

Patsy Casassa, Vice President, Ward 6

Robert H. Carnahan, Ward 1

John Foreman, Ward 2

Gregory L. Wornhoff, Ward 3

Ralph Miller, Ward 4

ATTEST:

Greg Parker, Ward 7

Amy J. Gross, IAMC, MMC Clerk-Treasurer

The minutes of the Cedar Lake Town Council are transcribed pursuant to IC 5-14-1.5-4(b) which states:

- (b) As the meeting progresses, the following *memoranda* shall be kept:
- (1) The date, time and place of the meeting.
 - (2) The members of the governing body recorded as either present or absent.
 - (3) The general substance of all matters proposed, discussed, or decided.
 - (4) A record of all votes taken, by individual members if there is a roll call.
 - (5) Any additional information required under IC 5-1.5-2-2.5.