

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



August 18, 2015

Public Meeting Advertised for 7:00 PM
Conducted 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 Council Member	Ward 6
Absent	John Foreman Council Member	Ward 2	Present	Randell Niemeyer Council Member	Ward 5
Present	Julie Rivera Council Member	Ward 3	Present	Amy J. Gross, IAMC, MMC, CPM Clerk-Treasurer	
Present	Ralph Miller Council Member	Ward 4	Present	Jill Murr, CPM, IAMC, MMC Town Administrator	
Present	Greg Parker Council Member	Ward 7	Present	David Austgen Town Attorney	

INTRODUCTION

The meeting began with a short introduction from John Minear, Executive Director of Lake County Solid Waste. He wanted to make himself available to the local communities. Stated next year there will be a change in how Lake County Solid Waste works with communities. Their staff will be coming out to each and helping with the recycling and budget reports. Council Member Carnahan stated that Cedar Lake used to be on the Household Hazardous Waste Drive List until it was removed due to lack of funds. He asked if the drive location could alternate between communities each year. Mr. Minear stated that they are looking into cutting the program more because the cost has gone up significantly. He stated he liked the recommendation and it was a possibility.

PUBLIC COMMENT

None

CONSENT AGENDA

Minutes: August 4, 2015 Public Meeting Minutes.

Docket: August 18, 2015 – All Town Funds \$156,739.31, Wastewater \$222,647.31, Water \$43,556.54, Storm Water \$30,435.11, Payroll #144 - \$207,542.95.

Julie Rivera moved to accept and waive the reading of the Minutes, and to accept the Consent Agenda. Second was made by Greg Parker. Carnahan – Yes, Julie Rivera – Yes, Miller – Yes, Parker – Yes, Casassa – Yes, Niemeyer – Yes. Vote: 6 to 0.

RESOLUTIONS

1. Resolution No. 1144 – Refinancing Fire Trucks (Strategic Plan: A Secure Future, An Effective Organization)

Clerk-Treasurer Gross read by title and summarized as entering into an agreement with Republic First National for the refinancing of the 1993 Pierce Ladder Truck, 1998 Darley Pumper, 2008 American LaFrance Rescue Truck, and 2011 Chevy Silverado. This refinance will save the Town about \$26,600 at 2.87% interest rate and it will take two years off of the fire truck lease.

Motion to approve Resolution No. 1144 made by Robert Carnahan with second by Patsy Casassa. Roll call vote: Carnahan – Yes, Rivera – Yes, Miller – Yes, Parker – Yes, Casassa – Yes, Niemeyer – Yes. Vote: 6 to 0.

2. Resolution No. 1145 – Transfer LOIT – Public Safety Fund (Strategic Plan: A Secure Future, an Effective Organization)

Clerk-Treasurer Gross read by title and summarized as a transfer of money within LOIT Public Safety Fund. This will transfer \$15,000 from line item #121 – Insurance to line item #448 – Fire Equipment. This is for the Fire Department to purchase computer equipment for their ambulance and rigs and also has to do with the consolidation.

Motion to approve Resolution No. 1145 made by Ralph Miller with second by Julie Rivera. Roll call vote: Carnahan – Yes, Rivera – Yes, Miller – Yes, Parker – Yes, Casassa – Yes, Niemeyer – Yes. Vote: 6 to 0.

3. Resolution No. 1146 – Public Works Repair Vendor Policy (Strategic Plan: An Effective Organization)

Town Attorney Austgen read by title and summarized as a resolution to establish Town policy for retaining a repair vendor to provide municipal maintenance on an as needed basis. He stated this is a resolution that reiterates the requirements of Indiana code for public purchasing but adds the policy by the Town Council, that on an annual basis, the Town will solicit and award a contract to a vendor contractor for as needed maintenance activities that are unable to be completed or addressed by Public Works in a timely manner. President Niemeyer stated that this comes from the tremendous amounts of rain this year and the large number of items of the Storm Water Board's List that is hard to get caught up on. He stated this is necessary for the Town to take action on to make sure it is servicing the public properly and getting some of the flooding issues resolved.

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Motion to approve Resolution No. 1146 made by Greg Parker with second by Julie Rivera. Roll call vote: Carnahan – Yes, Rivera – Yes, Miller – Yes, Parker – Yes, Casassa – Yes, Niemeyer – Yes. Vote: 6 to 0.

NEW BUSINESS

1. Parrish Avenue Bid Award

(Strategic Plan: A Secure Future, A Thriving Local Economy)

Neil Simstad discussed a recommendation for a bid award for the Parrish Avenue Project Phase I. He stated there were two bidders, twelve plan holders, and the engineer's opinion of cost at \$582,054.05. The range of bids submitted was \$543,607.93 to \$679,543.96. It is recommended to go with Walsh & Kelly, with a bid of \$543,607.93. Clerk-Treasurer Gross stated that the funding source available is reserves from the Garbage fund of \$400,000, 2015 Casino Appropriation of \$133,607.93, and \$8-10,000 out of Storm Drainage Capital Construction.

Motion to Award Parrish Avenue Bid to Walsh & Kelly made by Greg Parker with a second by Ralph Miller. Roll call vote: Carnahan – Yes, Rivera – Yes, Miller – Yes, Parker – Yes, Casassa – Yes, Niemeyer – Yes. Vote: 6 to 0.

2. American Structurepoint (Strategic Plan: A Secure Future, An Effective Organization, A Thriving Local Economy)

President Niemeyer stated at a previous meeting the Council had taken action to terminate the contract with American Structurepoint. This item is here as an action to rescind that termination.

Motion to rescind the termination of the contract with American Structurepoint made by Robert Carnahan with second by Julie Rivera. Roll call vote: Carnahan – Yes, Rivera – Yes, Miller – Yes, Parker – Yes, Casassa – Yes, Niemeyer – Yes. Vote: 6 to 0.

Mr. Canfield with American Structurepoint updated the Council that they have reevaluated the drainage design from the railroad tracks to the east end of the project. He stated they have prepared a redesign of the drainage and pavement in the area, it was submitted to INDOT, the Town, and Christopher Burke Engineering for review and comment. The proposed redesign would raise the grade of the roadway and installing an additional culvert under the roadway to convey water from the north to the south. As soon as review comments are received back they are prepared to expedite final instruction documents for final review and approval and then can be issued to the contractor as a construction change order. President Niemeyer asked if it was expected to have substantial completion of this project by the end of construction season. Mr. Canfield stated that it is the plan. President Niemeyer asked if there was any additional storm water right of way needed based on the redesign. Mr. Canfield stated it was contemplated and is a decision that needs to be made by both INDOT and the Town for what design criteria they want the ultimate solution to meet. It could possibly be a two phase solution, with getting the roadway raised up and a culvert installed this year and maybe coming back next year and purchasing additional right of way and building a storm water detention pond. Town Attorney Austgen asked for a time period for expected review of redesign and turn around to INDOT. Mr. Canfield stated just a couple days. Town Attorney Austgen asked about change order cost and if it will need to be negotiated. Mr. Canfield stated that it will need to be negotiated between INDOT and the contractor and they will review.

3. Historical Association Museum Repairs – Building Permit (Strategic Plan: A Secure Future, An Effective Organization, Extraordinary Natural Resources)

Mr. Tim Brown stated that the building is in need of repairs. Some of the floor joists today are the originals from 1920. There was a previous leak that caused damage. Many of the floor joists and a few beams need to be replaced. Total cost is about \$2,000. They've already spend \$1,700 on a structural engineer who created the design. They will be following the design for the repairs. Building Commissioner Tim Kubiak stated that it's brought to the attention of the Council because the Town owns the building and the Association is doing structural improvements to the building.

Motion to waive building permit fee and allow work on museum building made by Robert Carnahan with second by Patsy Casassa. Roll call vote: Carnahan – Yes, Rivera – Yes, Miller – Yes, Parker – Yes, Casassa – Yes, Niemeyer – Yes. Vote: 6 to 0.

4. Town Hall Entrance Upgrades (Strategic Plan: A Secure Future, An Effective Organization)

Chief of Police Jerry Smith discussed a projected run date of September 15 for the consolidation of the Town's dispatchers with the Town of Schererville. He stated that before this happens, some upgrades to the front entrance and the two main doors, one to the Police Department and the other to the Town Hall, need to be completed. The recommendation is to install a call box so people can communicate with the dispatchers. He stated that they need to make sure the drug collection box in the hallway is secure. This will happen by relocating the camera and installing electronic latches on the two main doors and tie it in with the Town fob system. The Town Hall Entrance will have a keypad as well and a code can be given to board and commission members for meeting nights. He discussed that when someone uses the call box it will ring every phone line in the police department for 6-7 seconds, if no one picks up, it will immediately dial to the Schererville Dispatch Center and within 6-9 seconds, the call will be answered. Whoever

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answers the call, can key in a code to unlock the door. Chief Smith stated in order to keep the drug box in there we have to provide the security and be able to provide an audit trail. All master keys to the building will need to be collected. The fob system can constantly provide an audit trail. The cost for Phil and Sons to upgrade the doors and tie it in with the existing system is \$2,698.89 each. For Cliff Wroe to install the call box, upgrade the wiring, and relocate the camera, it is a not to exceed amount of \$1,100. Total project cost is not to exceed \$6,500. Work can begin as early as the end of the week. The goal is to have everything done by the end of the following week so testing can be done, to make sure it works before the consolidation.

Motion to approve a Not to Exceed Amount of \$6,500 for Town Hall Entrance Upgrades made by Julie Rivera with second by Ralph Miller. Roll call vote: Carnahan – Yes, Rivera – Yes, Miller – Yes, Parker – Yes, Casassa – Yes, Niemeyer – Yes. Vote: 6 to 0.

5. Park & Recreation Impact Fee Committee Member Appointments (Strategic Plan: A Secure Future, An Effective Organization, An Engaged Community, Extraordinary Natural Resources)

Town Attorney Austgen stated this is the policy for appointing members to the Park Impact Fee Advisory Committee that is required under Indiana Code to re-establish or continue the Park Impact Fee. President Niemeyer asked for a list of persons for the next Council meeting to approve for appointment into the committee. He asked for a motion to defer.

Motion to defer until next meeting made by Ralph Miller with second by Julie Rivera. Roll call vote: Carnahan – Yes, Rivera – Yes, Miller – Yes, Parker – Yes, Casassa – Yes, Niemeyer – Yes. Vote: 6 to 0.

6. Park & Recreation Impact Fee Consultant (Strategic Plan: A Secure Future, An Effective Organization, An Engaged Community, Extraordinary Natural Resources)

Town Attorney Austgen stated he is still working on a list of firms for a consultant. President Niemeyer asked for a motion to defer.

Motion to defer until next meeting made by Julie Rivera with second by Patsy Casassa. Roll call vote: Carnahan – Yes, Rivera – Yes, Miller – Yes, Parker – Yes, Casassa – Yes, Niemeyer – Yes. Vote: 6 to 0.

OLD BUSINESS

1. Hanover Central Athletic Department – Standby Ambulance Request – Fall Football (Strategic Plan: A Secure Future, An Effective Organization)

President Niemeyer stated this was carried over from the last meeting. There is no current policy in place for charging a fee to any entity for standby ambulance service. The school is requesting an ambulance be at the stadium for fall football games. He stated he was previously in favor of charging \$100 per game but based upon the fact of no policy being on record he doesn't think they can do that until they develop one. He recommends providing the school with the service at no charge. Council Member Rivera concurred.

Motion to provide Standby Ambulance Service to Hanover Central Athletic Department made by Ralph Miller with second by Julie Rivera. Roll call vote: Carnahan – Yes, Rivera – Yes, Miller – Yes, Parker – Yes, Casassa – Yes, Niemeyer – Yes. Vote: 6 to 0.

TOWN COUNCIL REPORTS

1. Town Council – Council Member Carnahan stated he wanted to amend the agenda and pick up an item pertaining to the late Senator Sue Landske.

Motion to amend the agenda made by Robert Carnahan with second by Ralph Miller. Roll call vote: Carnahan – Yes, Rivera – Yes, Miller – Yes, Parker – Yes, Casassa – Yes, Niemeyer – Yes. Vote: 6 to 0.

Council Member Carnahan stated he would like to take the Chamber Park, also known as North Park and change the name to the Sue Landske Memorial Park.

Motion to change the park name of North Park to Sue Landske Memorial Park made by Robert Carnahan with second by Julie Rivera. Roll call vote: Carnahan – Yes, Rivera – Yes, Miller – Yes, Parker – Yes, Casassa – Yes, Niemeyer – Yes. Vote: 6 to 0.

Mr. Bill Landske spoke a few words about his late wife's legacy. Council Member Carnahan stated that she was responsible for getting the money to build the chamber building at that location. He stated he would like to get a sign there and possibly have a ribbon cutting ceremony to dedicate the park.

Council Member Rivera stated that she had recently participated in the Northwest Indiana Cancer Kids Day at the County building with neighboring communities to proclaim September Childhood Cancer Awareness Month. The NICK Foundation is having an event on September 6 at Lemon Lake and everyone is welcome. She stated she was going to personally make a donation and if anyone would like to join her to contact her before September 6.

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President Niemeyer stated there was a previous meeting with the Public Works and Safety Committee and the Fire Chief and they had discussed current needs of equipment repairs. He stated they passed out a detailed list of items needed on the 1993 ladder truck, as well as the 1998 and 1991 Engines. He stated there were substantial repairs that would need to be addressed going into next year. Fire Captain Bryan Kuiper spoke about repairs that would need to be addressed and stated there was no say in how long they would make the trucks last. President Niemeyer discussed he wanted all the options laid out for Council Members so an educated choice on course of action could be made in the future.

2. Town Attorney – No Report.
3. Clerk-Treasurer – Clerk-Treasurer Gross stated that she had forwarded the first draft of the 2016 Budget to Council Affairs for discussion to begin on when they could meet to work on the 2016 budget. She stated September 1 is when they are to submit the information for the nonbinding review for Lake County.
4. Town Administrator/Staff – Chief Smith reported that at the Special Public Meeting for the Police Commission they extended a conditional offer of employment to Dustin Corbin. He stated if everything goes as planned, they hope to have a new full-time officer and three new reserve officers sworn in at the next Town Council Meeting.

WRITTEN COMMUNICATIONS

1. Board of Metropolitan Police Commissioners Resolution No. 126 – Hiring Policy – Town Attorney Austgen stated that this is the updated policy from the Police Commission for its new hires. It updates the previous and existing policy regarding collection of costs, interest, and attorney's fees. Police Commission unanimously approved it. It's here for information and/or consideration of ordinance adoption for ratifying. It's still the policy of the Town based upon the Commission activity.
2. Christopher B. Burke Engineering Report – Town Administrator Murr reported that the Jane Ball, Hanover Central Safe Routes to School Project is still awaiting right of way clearance from INDOT but the Town does have all the parcels. The 2015 Street Program has a scheduled bid opening for August 26. That will move the street projects forward. Council Member Carnahan asked for clarification on the 133rd Avenue east side project. Town Administrator Murr reported that punch list items are being done to close out that project. Building Commissioner Kubiak stated that the concrete of the crosswalks and bricking began to flake and break off and as a punch list item they had to redo those. Clerk-Treasurer Gross asked if this increased the cost of the project. Mr. Kubiak stated that Walsh & Kelly would be paying for it. Neil Simstad briefly discussed the Robin's Nest Summary Report for the Water Utility Analysis.

State Representative Mike Aylesworth reintroduced himself and discussed trying to attend local council meetings in each town in his district each year. He stated he would like to hold a public meeting at the Cedar Lake Town Hall for public input. He wants to make himself available to the community to answer any questions and hear comments.

PUBLIC COMMENT – Dave Harkabus, 8029 Lake Shore Drive, introduced himself and his new business, Cedar Lake Sunset Cruise, operating out of the Lighthouse Restaurant.

ADJOURNMENT President Niemeyer called the meeting to adjournment at 8:18 PM.

An Executive Session was advertised and conducted at 6:00 PM and after the meeting, pursuant to IC 5-14-1.5-6.1(b). Refer to Memorandum of Meeting for topics discussed and those in attendance.

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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

Julie Rivera, Ward 3

Ralph Miller, Ward 4

ATTEST:

Greg Parker, Ward 7

Amy J. Gross, IAMC, MMC, CPM
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.