

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



November 1, 2016

**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	Greg Parker Council Member	Ward 6
Present	John Foreman Council Member	Ward 2	Present	Richard Sharpe Council Member	Ward 7
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	Randell Niemeyer Council Member	Ward 5	Present	David Austgen Town Attorney	

PUBLIC COMMENT

None

CONSENT AGENDA

Minutes: October 18, 2016 Public Meeting Minutes

Docket: November 1, 2016 – All Town Funds \$204,428.85, Wastewater \$64,174.60, Water \$7,807.74, Storm Water \$4,336.46, Payroll 10/20/16 \$151,821.87

Donations: Crown Point Community Foundation – Noptic Thermal Imaging Camera, \$3,600

Town Ground Use: Cub Scouts, November 12, 2016

Greg Parker moved to accept and waive the reading of the Minutes, and to accept the Consent Agenda. Second was made by Julie Rivera. Roll call vote: Carnahan – Yes, Foreman – Yes, Rivera – Yes, Miller – Yes, Sharpe – Yes, Parker – Yes, Niemeyer – Yes. Vote: 7 to 0.

NEW BUSINESS

1. Ratification of South Shore Clean Cities Grant Writing Services Agreement

Town Administrator Murr discussed a previous agreement to enter into a grant writing services agreement with South Shore Clean Cities. This is to apply for a grant to update the lighting to LED in the Town Hall, Police Department, Fire Department, Public Works, and the Clubhouse. Funds are available. The due date for the grant is November 9, 2016. The service fee to South Shore Clean Cities would be \$3,900.

Motion to approve the Ratification of South Shore Clean Cities Grant Writing Services Agreement made by Robert Carnahan with second by Richard Sharpe. Roll call vote: Carnahan – Yes, Foreman – Yes, Rivera – Yes, Miller – Yes, Sharpe – Yes, Parker – Yes, Niemeyer – Yes. Vote: 7 to 0.

2. London Witte Group Engagement Agreement – EMS Billing Rates

Town Administrator Murr explained that during budget discussions it was decided to take a look at the EMS billing rates. The ambulance and EMS rates need further review from the financial consultant. The service agreement cost range is \$9,500 to \$11,000. The agreement is for a not to exceed amount of \$11,000. This would put it so that the rates would be reviewed and if so ordered to be changed, implemented in January 2017.

Motion to approve the London Witte Group Engagement Agreement not to exceed \$11,000 made by John Foreman with second by Ralph Miller. Council Member Carnahan added that this is just to do the study because anytime rates are raised a study has to be shown for justification. Roll call vote: Carnahan – Yes, Foreman – Yes, Rivera – Yes, Miller – Yes, Sharpe – Yes, Parker – Yes, Niemeyer – Yes. Vote: 7 to 0.

3. London Witte Group Engagement Agreement – Building Permit Fees

Town Administrator Murr explained this is the same concept as the previous item except for building permit fees. The service agreement cost range is \$8,500 to \$10,000. The agreement is for a not to exceed amount of \$10,000. If there are any changes to the rates, they would take effect January 2017.

Motion to approve the London Witte Group Engagement Agreement not to exceed \$10,000 made by Richard Sharpe with second by Julie Rivera. Roll call vote: Carnahan – Yes, Foreman – Yes, Rivera – Yes, Miller – Yes, Sharpe – Yes, Parker – Yes, Niemeyer – Yes. Vote: 7 to 0.

4. Disposal of Property

Town Administrator Murr discussed the recommendation for disposal of the liner to the ice rink. She recommended that the Council authorize the disposal of the ice rink and allow the donation of any salvageable portion of the rink go to Cedar Lake Ministries. Cedar Lake Ministries has had an annual lease agreement with the Town since 2013.

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President Niemeyer asked if this has been discussed with the leadership of Cedar Lake Ministries. Town Administrator Murr answered yes and stated that they would purchase a new liner and be responsible for installation. Council Member Carnahan asked if it would still be open to the public. Council Member Foreman answered yes.

A motion to approve the disposal of the ice rink and follow the recommendation of the Town Administrator to donate salvageable portions to the Cedar Lake Ministries made by John Foreman with second by Julie Rivera. Roll call vote: Carnahan – Yes, Foreman – Yes, Rivera – Yes, Miller – Yes, Sharpe – Yes, Parker – Yes, Niemeyer – Yes. Vote: 7 to 0.

5. Boy Scouts Troop 129 – Permit Fee Waiver: \$75.00

August Steininger explained that he is working towards his Eagle Scout designation. In order to receive it he must do a service project for his community. He was asked by American Legion Post #261 to build a stage where the Cedar Lake Memorial Day Parade terminates and the Memorial Day Service begins. This site is located on Fairbanks across from the Boys & Girls Club. He came before the Council a few years back for project approval and he recently concluded the financial process. He's before them today to ask them to waive permit fees and to waive the site as a one-lot subdivision. Mr. Kubiak added that when he turned in for a building permit on the property, they required a location report survey to make sure there were no easements or right of ways in the way of the proposed stage. It came up that this is a meets and bounds parcel and according to the ordinance it needs to be turned into a one-lot subdivision before a permit can be given. They are asking the Council to waive that requirement. Council Member discussed unique situations and made a motion to waive permit fees and allowing the project to proceed with the meets and bounds parcel that it is. Council Member Carnahan made a second. Town Attorney Austgen recommended that the Plan Commission review the meet and bounds parcel with the American Legion and make it a lot of record with a plat. Discussion continued on the matter of making it a lot of record.

A motion to approve waiver of permit fees and the one-lot subdivision requirement made by John Foreman with second by Robert Carnahan. Roll call vote: Carnahan – Yes, Foreman – Yes, Rivera – Yes, Miller – Yes, Sharpe – Yes, Parker – Yes, Niemeyer – Yes. Vote: 7 to 0.

COMMITTEE REPORTS

1. **Public Works and Safety** – None
2. **Park and Recreation** – Council Member Rivera discussed working on exact numbers on actual costs to bring back to Summerfest by next week. President Niemeyer added that what they are doing is trying to recapture some of the cost of utilization of Town personnel and property. During the budget process they found there was a need to not give so much away.
 - a. **Hang 10 Rentals** – Scott Leslie and Milan Kasich discussed a small business proposal for renting kayaks and paddle boards on the lakefront. They discussed a strong interest in partnering with the Town. The item will go back to committee to work on final details and return as an agenda item with a recommendation for Council consideration.
3. **Redevelopment** – None
4. **Planning** – None
5. **Council Affairs** – None
6. **Utility** – None
7. **Street** - None

TOWN COUNCIL REPORTS

1. **Town Council** – Council Member Carnahan commented that the Jean Eberle Parade of Lights will be November 19, 2016. Sales for the 2016 Wonderland of Christmas Trees is also ongoing. Council Member Miller discussed a recent visit to the third grade classes at Jane Ball Elementary School to talk about local government.
2. **Town Attorney** – Mr. Austgen mentioned the recent passing of Mr. Ron Kors.
3. **Clerk-Treasurer** - None
4. **Town Administrator/Staff** – Town Administrator Murr gave an update on the Lakeside Well Profiling. Revised request for quotes have been submitted back to the two contractors. The Robin's Nest Pump Analysis is ongoing and quote requests should be completed by the end of this week. October had a record setting number of 38 new home permits. Currently the Town is at 134 new home permits for the year. Last year only saw 126 permits. NIRPC has agreed to participate in the 80/20 share for the Safe Routes to

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School Change Orders. This would bring the Town's cost to just under \$9,300. The Ecosystem Committee will be meeting tomorrow at the Town Hall.

WRITTEN COMMUNICATIONS

1. Christopher B. Burke Engineering Report

PUBLIC COMMENT

None

ADJOURNMENT President Niemeyer called the meeting to adjournment at 7:50 PM.

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

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

Randell Niemeyer, President, Ward 5

Greg Parker, Vice President, Ward 6

Robert H. Carnahan, Ward 1

John Foreman, Ward 2

Julie Rivera, Ward 3

Ralph Miller, Ward 4

ATTEST:

Richard Sharpe, 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.