



CEDAR LAKE PARK AND RECREATION BOARD MEETING MINUTES
Cedar Lake Town Hall, 7408 Constitution Avenue
Thursday, August 25, 2022, at 6:00 pm

Call To Order:

Mr. Dale Holsti called the Park Board Public Meeting to order at 6:19 pm on Thursday, August 25, 2022, with its members attending on-site. The Pledge of Allegiance was recited by all.

Roll call:

Members Present: Dale Holsti, President; Sarah Miller, Vice President; Paul Rodriquez; and Greg Marquardt. A quorum was obtained. **Also present:** Chris Salatas, Town Manager; and Ashley Abernathy, Recording Secretary. **Absent:** Collen Schieben, Town Council Liaison; Jennifer Sandberg, Clerk-Treasurer; and David Austgen, Town Attorney.

Consent Agenda:

1. Approval of July 26, 2022, Meeting Minutes and the August 25, 2022 Docket

Mr. Holsti advised there is currently no Docket for approval and can be removed from the agenda. The consent agenda was for the Approval of the July 26, 2022 Meeting Minutes; a motion was made by Mr. Marquardt and seconded by Ms. Miller to approve the same. Motion passed unanimously by roll-call vote:

Mr. Rodriquez Aye
Mr. Marquardt Aye
Ms. Miller Aye
Mr. Holsti Aye

New Business:

1. Ratify Approval of use of Park Impact fees the amount of \$23,190 for new lights at Kiwanis Park

Mr. Holsti stated the first order of business was to ratify approval for the use of Park Impact Fees in the amount of \$23,190 for new lights at Kiwanis Park. The lights are similar to those installed at Bartlett-Wahlberg Park. These lights were previously approved at the Town Council.

A motion was made by Mr. Rodriquez and seconded by Mr. Marquardt to approve the use of Park Impact Fees in the amount of \$23,190 for new lights at Kiwanis Park. Motion passed unanimously by roll-call vote:

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Mr. Rodriquez Aye
Mr. Marquardt Aye
Ms. Miller Aye
Mr. Holsti Aye

2. Outdoor Bi-Level Water Fountain for Kiwanis Park

Mr. Holsti stated the next order of business was for an outdoor bi-level water fountain for Kiwanis Park. In conversations with Mr. Tim Kubiak, the water line has been disconnected from the existing fountain for relocation at Kiwanis Park. In lieu of this water fountain, Mr. Marquardt presented to him the idea of purchasing and utilizing a water fountain that would serve purpose to the dog, the owner, and allow for the filling of a water bottle.

Mr. Holsti advised the Town is able to store the water fountain until next season. The cost of one of these fountains from Leeps is \$3,889.35. He is requesting the Board consider approving this tonight, so that the fountain could be ordered and be installed for when they are ready to proceed with the opening of the dog park.

Mr. Salatas requested whoever makes the motion have the funds paid from Park Impact Fee and be contingent upon legal review.

Ms. Miller asked if Public Works would be the ones installing the water fountain. Mr. Salatas responded in the affirmative.

Mr. Marquardt asked if the color of the fountain was required to be green, or would it be possible to request a different color. Mr. Holsti responded green is the standard color. Mr. Rodriquez discussed the quote from Leeps stating green for the color and expressed concern the price would change on purchasing a different color water fountain. The Board determined to approve a green water fountain.

Mr. Holsti entertained a motion. A motion was made by Ms. Miller and seconded by Mr. Marquardt to approve a green outdoor bi-level water fountain for Kiwanis Park in the amount of \$3,889.35 to be paid from Park Impact Fee and contingent upon review from legal.

Mr. Rodriquez Aye
Mr. Marquardt Aye
Ms. Miller Aye
Mr. Holsti Aye

Project Updates:

1. Clerk-Treasurer's Fund Report

Mr. Holsti advised Ms. Sandberg had sent out a report and the only payouts that have occurred were for mulch fabric install and to a utility supply company for water line repairs. There are still outstanding projects that have not been paid out.

Mr. Holsti discussed the outstanding projects noted on the list provided.

2. August Senior Activity

Mr. Holsti stated the August Senior Activity went well and they are thankful for StretchLab who was in attendance at the event. They have received feedback that the event is enjoyed by attendees.

Mr. Holsti thanked Town staff and Town Council Members for their hard work and support in making the past couple of Senior Citizen Activities successful. It is highly appreciated by the Park Board, who do not have a lot of resources at this time.

3. Future Senior Activities: Sept 15, 2-4; Oct 28, 5-7; Nov 18, 10-12; Dec 15, 2-4

Mr. Holsti advised there is a tentative schedule for the rest of the year for future Senior Activities They are wanting to have these scheduled for the rest of the year for better advertisement and to allow for the knowledge to be known for more than a month.

Mr. Holsti discussed the proposed dates and times and those willing to participate in the event, such as Edgewater, the Fire Department, and Officer Preste.

4. Donation from the Eagles

Mr. Holsti stated they had received a \$5,000 donation that was raised by the Eagles, which has been placed into the Park Board Non-Reverting Fund and advised he would be drafting and sending a letter of thanks for the donation. Mr. Holsti asked Mr. Marquardt if he could provide the President of the Eagles name to him for the letter of thanks. Mr. Marquardt agreed to the same.

5. Clubhouse

Mr. Holsti stated the next order of business is for the Clubhouse. They were wanting to have the carpets at the Clubhouse cleaned, and create a timeline of cleaning so the carpets are cleaned regularly.

Mr. Salatas advised he has discussed the carpet cleaning with Ms. Sandberg and the Clubhouse Non-Reverting Fund is able to cover the carpet cleaning. Ms. Miller was able to retrieve quotes for the Park Board. The Board is able to amend their agenda to consider this as an action item.

A motion was made by Mr. Marquardt and seconded by Mr. Rodriguez to amend the agenda to allow the Park Board to take action on the carpet cleaning for the Clubhouse. Motion passed unanimously by roll-call vote:

Mr. Rodriguez Aye
Mr. Marquardt Aye
Ms. Miller Aye
Mr. Holsti Aye

Ms. Miller advised she had been asked to obtain quotes for the cleaning of the carpet for the Clubhouse and received three quotes back from AmeriClean, Inc, Master Clean and Gold Star Cleaning Services LLC. Of the three, AmeriClean, Inc and Master Clean were the quickest to respond and had good customer service.

Mr. Holsti discussed the bid provided by AmeriClean was the lowest bid out of all three companies and asked Ms. Miller if they provided a timeline. Ms. Miller responded none provided a timeline for completion, as all of the companies advised they need to conduct an on-site visit.

A motion was made by Mr. Rodriguez and seconded by Mr. Marquardt to approve the use of AmeriClean for the cleaning of the carpet at the Clubhouse in the amount of \$810. Motion passed unanimously by roll-call vote:

Mr. Rodriguez Aye
Mr. Marquardt Aye
Ms. Miller Aye
Mr. Holsti Aye

Mr. Holsti asked the Board if there was any other conversation that they wanted to have regarding the Clubhouse. Mr. Marquardt stated he would like to discuss in the future the potential of replacing the carpeting with a tile, rubber flooring, or the like. Mr. Holsti stated he is not opposed to this idea due to the Clubhouse being a rental facility. Mr. Holsti discussed his concerns and the creation of a partnership between the Park Board and the Town for the Clubhouse.

Park Board Discussion: Mr. Holsti discussed the potential of creating a capital improvement project in which funds could be utilized for. A capital improvement project would be appropriate in addition to the current ongoing projects.

Mr. Holsti requested the members of the Board to think of potential project ideas and for it to be discussed at next month's meeting for a singular capital improvement project to be selected for 2023.

Ms. Miller asked if the agenda needed to be amended to vote for the Senior Citizen Event dates. Mr. Salatas responded by having the dates listed on the agenda, public notice has been made. A formal motion is not needed. However, one can be made if that was the preference of the Park Board.

Written Communication: None was had.

Public Comment: Mr. Holsti opened the floor up for Public Comment.

Ms. Mary Joan Dickson, **8711 West 132nd Place**, requested that the Park Board consider having Public Comment at the beginning of the meetings after roll call is taken. Mr. Holsti responded he was aware that was the Order of Business for the Town Council. Mr. Salatas advised to his knowledge, this format is only for the Town Council, and that they will review the Town Ordinance.

Ms. Dickson requested the Park Board consider moving the Eagle Scouts water fountain to the Town Grounds. Mr. Holsti advised it is something they could take into consideration. Mr. Salatas stated this could be considered in the creation of a master plan for the Town parks, or with the master plan for Town Grounds. Discussion ensued regarding the Eagle Scout water fountain.

Ms. Dickson asked for advertisement for Senior Citizen Events be posted to the Town's Website to provide more visibility to those who do not utilize Facebook. Mr. Holsti discussed the changing of the dates for the Senior Citizen Activity received. He acknowledges the last Senior Social Activity was not as widely

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advertised. When they have staffing for the Parks Department, they can ensure it is more widely advertised.

Mr. Salatas discussed the potential of creating an annual schedule starting at the beginning of 2023. This would allow for the schedule to be published and included within the Quarterly Newsletter.

Mr. Holsti thanked Ms. Dickson for her feedback.

Adjournment: On a motion made by Ms. Miller and seconded by Mr. Marquardt, Mr. Holsti adjourned the meeting at 6:50 p.m.

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TOWN OF CEDAR LAKE PARK BOARD

Dale Holsti, Member

Greg Marquardt, Member

Sarah Miller, Member

Paul Rodriquez, Member

ATTEST:

Ashley C. Abernathy, Recording Secretary

The Minutes of the Cedar Lake Redevelopment Commission Public Meeting 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 are 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.

Cedar Lake Park Board: Minutes of August 25, 2022