



## **CEDAR LAKE PARKS AND RECREATION BOARD MEETING MINUTES**

**Cedar Lake Town Hall, 7408 Constitution Ave.**

**Cedar Lake, IN 46303**

**Thursday, January 5, 2023**

### **Call To Order:**

Mr. Holsti called the Park Board Public Meeting to order at 6:05 pm on Thursday, January 5, 2023, 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; Greg Marquardt; and Paul Rodriquez. A quorum was obtained.

**Also present:** Ralph Miller; Colleen Schieben, Town Council Liaison; Jennifer Sandberg, Clerk-Treasurer; David Austgen, Town Attorney; Chris Salatas, Town Manager; and Hope Tauber, Recording Secretary.

### **Elections of Officers:**

#### **1. President**

Mr. Holsti stated the first order of business was for the election of officers for the Park Board President and Vice President. Ms. Miller made a motion to elect Mr. Holsti for president and Mr. Marquardt seconded the motion. Motion was passed unanimously by roll-call vote.

Mr. Rodriquez Aye

Mr. Marquardt Aye

Ms. Miller Aye

Mr. Holsti Aye

#### **2. Vice-President**

Mr. Holsti stated the need for an election of the Vice-President for the Park Board. Mr. Rodriquez made a motion to elect Ms. Miller and Mr. Marquardt seconded the motion. The nomination passed unanimously by roll-call vote.

Mr. Rodriquez Aye

Mr. Marquardt Aye

Ms. Miller Aye

Mr. Holsti Aye

### **Presentation:**

No Presentation was made by Jim O'Malley, as he was not present.

## **Consent Agenda:**

### **1. Approval of November 17, 2022 Meeting Minutes**

Mr. Holsti stated the next order of business was for the approval of the Minutes from the November 17, 2022 Meeting and entertained a motion for the approval of the minutes. A motion was made by Mr. Marquardt and Mr. Rodriguez seconded the motion. The motion passed unanimously by roll-call vote.

Mr. Rodriguez Aye

Mr. Marquardt Aye

Ms. Miller Aye

Mr. Holsti Aye

### **2. Approval of In-Kind Donation of BINGO prizes from Lisa Wozniakowski from Blue Ribbon Realty.**

Ms. Tauber explained that she received a call from a realtor named Lisa Wozniakowski from Blue Ribbon Realty and she wished to donate some BINGO prizes. She brought in cups filled with Starbucks gift cards, tea, hot cocoa, and candies nicely wrapped. There were about \$100 worth of prizes. Mr. Holsti suggested that Ms. Tauber send a Thank-you letter and Ms. Tauber agreed to do that. A motion to approve the donation of the BINGO prizes was made by Mr. Rodriguez and the motion was seconded by Ms. Miller. Motion passed unanimously by roll-call vote.

Mr. Rodriguez Aye

Mr. Marquardt Aye

Ms. Miller Aye

Mr. Holsti Aye

## **Resolutions:**

### **1. Approval of Resolution No. 2023-1-PB**

Mr. Austgen explained that Ms. Tauber worked on the costs and fees for the activities involved in participation of soccer. The draft will make it easy to amend as more activities and events are added. The recommendation by the Park Board for this resolution will allow town council to except and adopt the activity fee schedule. Ms. Miller read the title of the resolution. Mr. Austgen suggested that this be placed on the Town Council agenda and Mr. Salatas stated that it will be on the Town Council agenda. Mr. Holsti asked for a motion to adopt resolution number one, Mr. Marquardt made a motion to adopt resolution number one, and Mr. Rodriguez seconded the motion to approve. Motion passed unanimously by roll-call vote.

Mr. Rodriguez Aye

Mr. Marquardt Aye

Ms. Miller Aye

Mr. Holsti Aye

## **Old Business:**

### **1. Capital Improvement Project: Pickle Ball Court**

Mr. Holsti stated that there was no new discussion to be had on the pickle ball court and suggested that until we have new information that this item be tabled from the agenda. Mr. Austgen said that a developer might decide to donate a plot and suggested that we remove it from the agenda until more information becomes available. Mr. Rodriguez made a

motion to remove this item from the agenda and Ms. Miller seconded the motion. Motion passed unanimously by roll-call vote.

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

## **2. Approval of Upcoming Programs**

Ms. Tauber spoke of new programs added which include a Bird Identification class, a composting class, a beekeeping class, and a gardening class. The beekeeping class would cost the Park Board \$100 for the speaking fee. The gardening class is donation based. These classes would be free to the public to attend. Ms. Miller questioned whether we know that there would be a desire for the beekeeping class and Ms. Tauber said that in speaking to some of the seniors at other programs there did seem to be an interest among them and that they stated that they would attend. Mr. Rodriquez motioned to approve programs and the cost of \$100 for the beekeeping class pending the approval of the Park Board budget, and Mr. Marquardt seconded the motion. Motion passed unanimously by roll-call vote.

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

### **New Business:**

#### **1. Approval of Park Board Budget**

Mr. Holsti stated that the Park Board was graced with a generous budget, he thanked Mr. Rodriquez, Ms. Sandberg, and Mr. Salatas for their help and explained that we need to approve the budget before we begin to use it. Ms. Miller made a motion to approve the budget and Mr. Marquardt seconded the motion to approve. Motion passed unanimously by roll-call vote.

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

#### **2. Approval of Purchase of Trash Cans for the Parks**

Mr. Holsti stated the need for trash cans and Mr. Salatas described the features desired in the new trash cans. Some quotes were looked at and Mr. Salatas stated that he would like to first purchase one trash can to see the quality before to committing to purchase of several cans. Mr. Holsti requested a motion to approve purchase of one trash can to evaluate. Ms. Miller made the motion to purchase one can and to evaluate more quotes. Mr. Marquardt seconded the motion. Motion passed unanimously by roll-call vote.

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

### **3. Approval of pre-filled Easter Eggs for the Easter Egg Hunt**

Ms. Schieben stated that the Parks Department could take the Easter Egg Hunt and that she would help. Ms. Tauber reviewed the quotes for pre-filled Easter Eggs. Discussion was had about the amount of eggs needed and the cost. Mr. Holsti expressed the need for a motion to approve the purchase of Easter Eggs not to exceed \$1,000.00 and the date of the Easter Egg Hunt to be set. Ms. Miller made the motion to approve the purchase of the eggs and Mr. Rodriguez seconded the motion. Motion passed unanimously by roll-call vote.

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

### **4. Approval of the purchase of Audio/Visual Equipment**

Mr. Holsti explained the need for audio/visual equipment for both the programs and for renting the clubhouse. Complaints from people that they can't hear the speaker have been made and for presenters to be able to teach a class or do a presentation it would be helpful to have microphones and a projection screen. Also, aside from Parks events it would be nice for people who rent the clubhouse for weddings, funerals, showers, etc. to be able to have a slide show of pictures. It would also help to have a slideshow during the Parks' events to advertise for other events, and have community information scrolling on the TV as well. Mr. Marquardt questioned who would be in charge of making sure the remote did not get lost and the equipment would not get damaged. Cliff came in through the speaker and said that there would be no remote, there would be one button on the TV itself to turn it on and raise and lower the volume and the screen. It would be mounted to the wall and be easy to use. Cliff would like to get more quotes for the equipment and would like to defer this until the February meeting when more information and other price quotes are available. Mr. Marquardt made a motion to defer approval until we get more pricing and Ms. Miller seconded the motion. Motion passed unanimously by roll-call vote.

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

### **Project Updates:**

#### **1. Clerk Treasurer's Report**

Ms. Sandberg stated that there are going to be reports next month. This month the only expense was for the soccer goals. The end of the year traditionally things get wrapped up.

#### **2. Recreation Coordinator's Report**

Ms. Tauber spoke of the various events, the attendance at each event. Ms. Tauber noted the upcoming events and their dates, times, and a description of each event. She further discussed some of the events and programs that she is looking into and what she has found prices for, and who would be willing to partner to do events. She spoke of her three volunteers and how tremendously helpful they have been. Four more people have come forward to become volunteers and they need to turn in an application and do a background check. Advertising has been done on Facebook, the Town Planner, X-Rock Region News, the Lowell Tribune, and through email lists. Word of mouth has also been a helpful tool. Cliff noted that the alert system can be used for people who want to sign up for event notifications. Ms. Schieben noted

that the newsletter is now monthly and it used to be sent out monthly. She questioned whether we could do that again. Ms. Sandberg stated that would have to be a discussion of the Park Board and a decision if that's an expense that they would take on. Currently, the quarterly bulletin is put together by Margaret and it is paid for by the Redevelopment Commission's General Budget. Mr. Holsti noted that he would like there to be a quote for the little soccer goals and other equipment needed for the next Park Board Meeting. Discussion was had about the amount of goose waste near the water's edge on the sidewalk. Mr. Salatas noted that Ms. Miller had done research on plants that might deter geese.

**Written Communication:**

None was had.

**Public Comment:**

None was had.

**Adjournment:**

Ms. Miller made a motion to adjourn and Mr. Marquardt seconded the motion. Mr. Holsti adjourned the meeting at 7:20 PM. The next meeting will be on February 2, 2023 at 6:00 PM.

Park Board  
January 5, 2023  
TOWN OF CEDAR LAKE PARK BOARD

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Dale Holsti, Member

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Greg Marquardt, Member

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Sarah Miller, Member

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Paul Rodriguez, Member

ATTEST:

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Hope Tauber, 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 January 5, 2023