



TOWN OF CEDAR LAKE PARK BOARD MEETING MINUTES
Cedar Lake Town Hall, 7408 Constitution Avenue
September 7, 2023, at 5:30 pm

Call To Order:

Mr. Holsti called the Park Board Public Meeting to order on Thursday, September 7, 2023, at 5:30 pm, 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 Rodriguez and Greg Marquardt. A quorum was attained.

Also present: Chris Salatas, Town Manager; Colleen Scheiben, Town Council Liaison; Ralph Miller, Council Member; David Austgen, Town Attorney; Mindi Buchler, Parks & Recreation Superintendent; Hope Tauber, Recreation Coordinator; and Sharon D'Apice, Administrative Assistant

Absent: Jennifer Sandberg, Clerk-Treasurer

Consent Agenda:

1. **August 3, 2023 Meeting Minutes**
2. **Claims: Parks & Rec General Fund: \$25,563.77; Park Impact Fee Fund: \$2,400.00; Parks & Rec Non-Reverting Fund: \$1,229.60; Clubhouse Non-Reverting Fund: \$3,949.49;**
3. **Total Expenditures: \$33,142.86**
4. **Donations: JMA Architects \$500; James CDJR (Jeep Dealership) of Cedar Lake \$1,000; RAL Landscaping In-kind donation of 1 12-14' Concolor Fir Christmas Tree, 1 8' Fraser Fir Christmas Tree and 2 Christmas Tree Stands.**

Mr. Rodriguez made a motion to approve the Consent Agenda and Mrs. Miller seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Marquardt Aye
Mrs. Miller Aye
Mr. Rodriguez Aye
Mr. Holsti Aye

Old Business:

1. Adopt Kiwanis Dog Park Rules and Regulations Resolution No. 2023-2-PB

Mr. Holsti commented that the first item under old business is to adopt the Kiwanis Dog Park Rules and Regulations Resolution No. 20023-2-PB.

Mrs. Miller read that the Board of Parks and Recreation Resolution No. 2023-2-PB a resolution of the Town of Cedar Lake, Lake County, Indiana, Board of Parks and Recreation establishing rules and regulations for the use of the town Kiwanis Dog Park Facility and all matters related thereto.

Mr. Holsti commented that the rules and regulations state that memberships are valid for the calendar year January 1st through December 31st. However, people signing up starting on September 18th will have their membership good until December 31, 2024 as part of the initial sign up.

Mr. Rodriguez made a motion to approve the Consent Agenda and Mr. Marquardt seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Austgen commented that he wanted to make sure that the rules and regulations were distributed to the public as soon as possible. Ms. Buchler commented that the Kiwanis Dog Park Membership packet does include the rules and regulations and it is posted on our website. The Kiwanis Dog Park sign that will be placed in the park will also have the rules and regulations posted as well. Ms. Buchler also commented that the rules and regulations are fees have been approved. She wanted to note that memberships purchased in 2023 will expire in December of 2024.

New Business:

1. Motion to Amend Ordinance No. 1472 (Uniform Allowance – Full Time Crew are to receive \$350, payable annually)

Mr. Holsti commented that the first item under new business is the Motion to Amend Ordinance No. 1472 Uniform Allowance – Full Time Crew are to receive \$350, payable annually.

Mrs. Miller read that Ordinance No. 1472 an Ordinance amending town salary ordinance No. 1436 establishing jobs and salaries to be paid certain offices, positions, and jobs within the Town of Cedar Lake for the calendar year 2023 and repealing all ordinances, or parts thereof, in conflict therewith.

Mr. Holsti commented that he would like to see a uniform allowance mechanism similar to that of his full-time employer. Discussion ensued. Mr. Holsti concluded he would like to have a follow-up meeting with the Town Manager and Clerk Treasurer to discuss options for next year.

Mr. Marquardt made a motion to send this to counsel for approval and Mr. Rodriguez seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Marquardt Aye
Mrs. Miller Aye
Mr. Rodriguez Aye
Mr. Holsti Aye

2. Motion to Amend May, June and July minutes to correct Dale Holsti's name.

Mr. Holsti commented the next item under new business is the motion to amend May, June and July minutes to correct Dale Holsti's name.

Mr. Rodriguez made a motion to amend May, June and July minutes to correct Dale Holsti's name and Ms. Miller seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Marquardt Aye
Mrs. Miller Aye
Mr. Rodriguez Aye
Mr. Holsti Aye

Reports:

1. Clerk Treasurer's Report

Mrs. Sandberg is absent and Mr. Holsti reviewed the report and everything seemed to be normal operating business.

2. Superintendent's Report

Ms. Buchler commented that the staff has been trained in CPR and AED through Cedar Lake Fire Department. She stated the department is in the purchasing process of two AED units, one portable and one to be placed at the Clubhouse.

Ms. Buchler also stated that park rules signs for all of our parks should be printed soon. Ms. Buchler commented that signage helps give patrons direction and allows enforceable action when rules are not followed.

Applications are being accepted until September 13th for a full-time park maintenance foreman.

The Superintendent Report also included updates about the Taylor Ice Festival. The committee is continuing to meet and plan. She discussed the logistics of parking and running a shuttle from Lemon Lake County Park to Town Grounds. The Kiwanis Dog Park Grand Opening Event is on September 17th, from 12-3 pm. Ms. Buchler highlighted the event summary to include; a dog costume contest, a pet blessing, Cedar Lake's K9 demonstration, Landheim Training Center training sessions and Hanover Veterinarian offering discounted microchip opportunities while onsite. True Value and Stracks have donated goods to help offset costs of this event.

Mr. Holsti took the opportunity to address the recent vandalism at Kiwanis Park. He has asked Cliff to begin quoting and discussing security cameras for heavily trafficked park areas with Mindi. Discussion ensued regarding cameras.

3. Recreation Coordinator's Report

Ms. Tauber updated the board about the new upcoming programs. Tot time will start on September 12th. The Daddy Daughter Dance will be held on Sunday, October 13th. The Bat Education class with Rebecca

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Koetz from Purdue Extension is for children and the Fall Gardening Class is for adults. Senior Games will be another new program that will be added in October. Seniors will be able to play board and card games. The family ornament painting party will be held on November 9th and the fee will be \$5 per family. The Birds of Prey from Humane Indiana Wildlife will be held on December 8th at 5:00 pm.

Stem Club and some of the other school aged youth programs had a time change due to the school bus time change this school year.

Written Communications: None was had.

Public Comment: None was had.

Adjournment: Mr. Rodriguez made a motion to adjourn the meeting at 5:54 pm and Mr. Marquardt seconded the motion. The next meeting will be October 5, 2023 at 5:30 pm.

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Dale Holsti, Member

Greg Marquardt, Member

Sarah Miller, Member

Paul Rodriguez, Member

ATTEST:

Sharon D'Apice, Recording Secretary

These minutes 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 section 3.5 or 3.6 of this chapter or any other statute that authorizes a governing body to conduct a meeting using an electronic means of communication.