



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

Call To Order:

Mr. Holsti called the Park Board Public Meeting to order on Thursday, October 5, 2023, at 5:32 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; and Greg Marquardt. A quorum was attained.

Also present: Hope Tauber, Recreation Coordinator; and Sharon D'Apice, Administrative Assistant

Absent: Paul Rodriguez; Jennifer Sandberg, Clerk-Treasurer; Chris Salatas, Town Manager; Colleen Scheiben, Town Council Liaison; Ralph Miller, Council Member; David Austgen, Town Attorney; Mindi Buchler, Parks & Recreation Superintendent;

Presentations:

1. Emberly's Smiles

Mr. Holsti advised that the meeting would start with a presentation by Emberly's Smiles. Rachel Brazil, Emerbley's mom explained that Emberly was born with Rett Syndrome. She was non-verbal and used a device called the Tobii that had pictures on it to communicate. The pictures look just like the ones on the communication board. They would also use the picture cards around their home and out in the community. This organization is a non-profit. It is in memory of Emerbly who passed away in December 2020. The main focus is to put these boards in parks around the area for individuals with special needs to use. The goal is to make these as accessible to as many parks as they can in Northwest Indiana. Rachel explained how the Communication Board can be used. Rachel also gave information about their organization and how they pay for the communication boards. To have them installed in park is no cost, you just need to give permission. They give three boards to every city. If additional boards are needed, they will reach out to local business for sponsorship. The boards are aluminum metal and are anti-graffiti and can withstand the elements of nature.

Mr. Holsti explained that the Parks Department is in the starting phase of a Master Plan and that, the Department is unsure what we are going to do with the parks. Mr. Holsti also commented that we could schedule some time so that Mindi could learn a little about the Communication Boards and see if there

are a couple parks that could immediately benefit from having a communication board. Mr. Hosti commented that we would be more than happy to have Emberly's Smiles in the community.

Consent Agenda:

- 1. September 7, 2023 Meeting Minutes**
- 2. Claims: Parks & Rec General Fund: \$19,249.22; Park Impact Fee Fund: \$3,588.58; Parks & Rec Non-Reverting Fund: \$211.70; Clubhouse Non-Reverting Fund: \$2,295.81; Total Expenditures: \$25,345.31**
- 3. Donations: Cedar Lake Strack and Van Til donated water, hot dogs and buns for the Kiwanis Dog Park event. Corky's Dogg House donated 150 free hot dog coupons and dog treats.**

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

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

Old Business:

- 1. Approve amended minutes from May, June, and July that corrected Dale Holsti's name from Dave**

Mr. Holsti commented that the first item under old business is to approve the amended minutes from May, June and July that corrected Dale Holsti's name from Dave.

Mrs. Miller made a motion to approve the amended minutes and Mr. Marquardt seconded the motion. The motion was passed unanimously by roll-call vote.

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

- 2. Five-Year Master Plan**

Mr. Holsti commented that legal did get back to him today and we are not in a position to approve. He is looking to defer it to the November meeting.

Mr. Marquardt made a motion to defer the Five-Year Master Plan until the November meeting and Mrs. Miller seconded the motion. The motion was passed unanimously by roll-call vote.

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

New Business:

1. Recommendation to Town Council for the 2024 Activity Fee Schedule

Mr. Holsti commented that the first item under new business is the recommendation to Town Council for the 2024 Activity Fee Schedule.

Mr. Holsti commented that there was discussion from Mindi regarding the 7-day dog pass for one dog or two dogs. There was discussion of people come to our community on vacation and needing a short-term pass. Discussion ensued regarding the 7-day dog pass. Dog Park 7-Day Pass for 1 dog is not to exceed \$20.00 and a 7-day Pass for 2 dogs is not to exceed \$25.00.

Mrs. Miller made a motion for a recommendation to Town Council for the 2024 Activity Fee Schedule and Mr. Marquardt seconded the motion. The motion was passed unanimously by roll-call vote.

Mr. Marquardt Aye

Mrs. Miller 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 is absent so Mr. Holsti read the Superintendents Report. The dog park opened on the September 18th, Strack and Van Til, True Value and Corky's Dogg House donated to this event. Hanover Vet Clinic, Landheim and the Cedar Lake K9 Unit were onsite for the grand opening. Letters have been sent thanking them for their support. So far, we have 30 memberships sold to the dog park as of today. The fence at Kiwanis Park has also been installed.

Mr. Hoslti commented that RecDesk is up and running, there has been some growing pains but it has given the community the ability to register for programs, memberships and facility rentals online.

Mr. Holsti commented that the AED devices have been purchased from Stryker and they should be here in about 3 weeks. Pierce from Stryker did drop off a loaner unit. The AED's are also compatible with the fire departments defibrillators. Chief Fisher will be doing the inspections on the AEDs. Current staff are CPR/AED Certified.

The Superintendent's Report also included information about the picnic tables. The picnic tables that we are looking at can be branded and numbered.

Mr. Holsti updated the board about staffing. The department now has a Maintenance Foreman, his name is Josh Banhart, he has design and landscaping experience. Jerry Porter, part-time crew worker is a retired

Cedar Lake police and public works employee. Jordan Roy, who has a very diverse background of landscaping and maintenance.

The council has allocated \$20,000 of funds for the Taylor Ice Festival. Faith Church will be a secondary shuttle location in addition to Lemon Lake County Park. Marketing materials and event program details which will be released to the public soon to help promote the event.

Mr. Holsti also commented that there is a quarterly program newsletter for the remainder of 2023 that is broken down by youth, family friendly and senior programs.

3. Recreation Coordinator's Report

Ms. Tauber updated the board that Tot Time has ended and was asked if there can be another in the winter and in the spring. Ms. Tauber commented that Clean the Parks Day is this Saturday, there is a youth group and a few others coming to clean up the parks and pick-up litter. Senior Games will be a new program that will begin on October 23 and will be on the last Monday of each month. Trunk or Treat will be held on October 28th from 12:00 - 2:30.

Mr. Holsti commented that the Senior Fitness class will be extended until the end of the year. He noted the program needs to break even for the remainder of 2023 or it will be discontinued.

Written Communications: None was had.

Public Comment: None was had.

Adjournment Mr. Marquardt made a motion to adjourn the meeting at 6:05 pm and Mrs. Miller seconded the motion. The next meeting will be November 2, 2023 at 5:30 pm.

TOWN OF CEDAR LAKE PARK BOARD

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.