



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

Call To Order:

Mr. Holsti called the Park Board Public Meeting to order on Thursday, December 7, 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; Mr. Rodriguez and Greg Marquardt. A quorum was attained.

Also present: Sharon D'Apice, Administrative Assistant; David Austgen, Town Attorney; Mindi Buchler, Parks & Recreation Superintendent;

Absent: Colleen Scheiben, Town Council Liaison; Jennifer Sandberg, Clerk-Treasurer; Chris Salatas, Town Manager

Consent Agenda:

1. **November 2, 2023 Meeting Minutes**
2. **Claims: Parks & Rec General Fund: \$17,291.67; Park Impact Fee Fund: \$3,008.64; Parks & Rec Non-Reverting Fund: \$1,371.67; Clubhouse Non-Reverting Fund: \$6,855.49; Total Expenditures: \$28,527.47**
3. **Donations: James Chrysler Dodge Jeep Ram of Cedar Lake \$300 donation. In-Kind Donations from Leo's a 15' Christmas tree, Twisted Sugar 8 dozen sugar cookies, Cedar Lake Strack and Van Til frosting and sprinkles and Morkes Chocolates s'more's chocolates.**

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

New Business:

Mr. Holsti stated that they need a Motion to add an item under new business. The new business is an amendment to the Salary Ordinances regarding staff bonuses. Mr. Rodriguez made a motion to amend the agenda and Mrs. Miller seconded the motion.

Mr. Marquardt No
Mr. Rodriguez Aye
Mrs. Miller Aye
Mr. Holsti Aye

Mr. Rodriguez asked, "if this was just to amend the agenda?" Mr. Holsti stated that since the bonuses would be coming out of the 2023 funds it would have to be done at this meeting.

1. Salary Ordinance Amendment

Mr. Holsti commented that this would result in making a favorable or non-favorable recommendation to the Town Council. Mrs. Miller read the ordinance by title, "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." The amendment to the ordinance was created to provide some compensation to the Operations Director and the Public Works Superintendent for their work before the Parks Superintendent was hired. Mr. Holsti stated that discussion with the town manager had occurred earlier in the year regarding extra compensation for their help and extra job duties. Mr. Austgen commented that he was not consulted about the ordinance and wanted that to be on the record. Mr. Rodriguez asked if the board has to specify the amount or does that need to be recommended to town council. Mr. Holsti informed the board that the clerk treasurers' recommendation was that the board sets an amount in a recommendation to the town council. Discussion ensued.

Mr. Marquardt made a motion to defer this to the January 2024 meeting and Mr. Rodriguez seconded the motion. Discussion ensued.

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

Reports:

1. Clerk Treasurer's Report

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

2. Superintendent's Report

Ms. Buchler updated the board that there was a piece of agility equipment that was reported defective and it will be replaced at no cost. Ms. Buchler would like to remind the public that if there is an issue or concern about the parks to please contact the park office.

The Superintendent's Report also included that she will be meeting with Emberly's Smiles in January at Kiwanis Park as a possible first location for the communication board.

The Boy Scout, Brenden Denklau is not quite ready to present his project, he will reach out when he is ready to present.

Ms. Buchler also updated the board about the Indiana Park and Recreation convention that she attended with the Recreation Coordinator.

Context Design will tour the parks in December for the Five-Year Master Plan. Ms. Buchler stated that the Context Design needs to start meetings with the stakeholders and anyone interested in becoming a stakeholder please contact the park board.

Taylor Ice Fest overall was a good event. There will be an exit meeting regarding the Taylor Ice Fest with the committee members and anyone else that wants to give their input. The first night was rainy and the turnout was not what was expected. The second day of the event had full busses all night and everyone seemed happy to be there.

A final report of the Taylor Ice Festival, including an itemized budget report will be ready for the next town council meeting.

The Taylor Ice Fest had 280 attendees on Friday and around 1,100 on Saturday. Mr. Holsti thanked the Parks Team, Public Works Department, Cedar Lake VIPS and Crown Point EMA, Cedar Lake Police Department, Faith Church, and Lemon Lake Park. He also thanked the City of Crown Point for use of their trolley, Iliana Christian and Cedar Lake Ministries for the buses. Mr. Holsti also wanted to thank the Taylor Family for lighting the tree.

3. Recreation Coordinator's Report

Ms. Tauber is absent and Ms. Buchler read the Recreation Coordinator Report. She noted due to low enrollment, STEM Club will be retired for a while. The Kids Art Class had low attendance in November probably due to the Thanksgiving Holiday per the report. The Family Ornament Painting was a great program. Some of the ornaments ended up on the Town Christmas Tree. Bingo, Adult Paint Class and Senior Fitness Program are strong programs at this time.

Written Communications: Mr. Holsti commented that an email stated that at the entry point of the dog park is muddy and was concerned of seniors slipping and falling. This is currently being addressed by the department.

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Let the record reflect that Mr. Holsti on behalf of the board wanted to publicly thank Colleen Scheiben, Rick Sharpe and Ralph Miller for all their help the past two years and for helping get the Parks Department started.

Public Comment: None

Adjournment Mrs. Miller made a motion to adjourn the meeting at 6:07 pm and Mr. Rodriguez seconded the motion. The next meeting will be January 4, 2024 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.