



TOWN OF CEDAR LAKE PARK BOARD MEETING MINUTES
Cedar Lake Town Hall, 7408 Constitution Avenue
February 1, 2024, at 5:30 pm

Call To Order:

Mr. Rodriguez called the Park Board Public Meeting to order on Thursday, February 1, 2024, at 5:30 pm, with its members attending on-site and via Zoom. The Pledge of Allegiance was recited by all.

Roll Call:

Members Present: Paul Rodriguez, Vice-President; Sarah Miller and Greg Marquardt. A quorum was attained.

Members Present Via Zoom: Dale Holsti, President

Also present: Mindi Buchler, Parks & Recreation Superintendent; David Austgen, Town Attorney; Mary Joan Dickson, Town Council Liaison; Julie Rivera, Town Council Liaison; Jeff Bunge Town Manager; Greg Wiesemann, Recreation Coordinator; and Sharon D'Apice, Administrative Assistant

Absent: Jennifer Sandberg, Clerk-Treasurer

Presentation:

1. Brayden Denklau

Brayden is fifteen-years old and a sophomore at Hanover Central High School, he is also part of Boy Scout Troop 129. Brayden's biggest goal since joining the Boy Scouts was to be an Eagle Scout. A requirement to reach Eagle Scout is to create a project that benefits the community. Brayden asked for the Boards approval for a Take a Stick, Leave a Stick Board and a Tennis Ball Holder at Kiwanis Dog Park. The Take a Stick, Leave a Stick has many hooks so that sticks can be held on the board. The Tennis Ball Holder has a tray and many spots where tennis balls can be held and dispensed. Brayden stated that adding these amenities to the park can be a free way for dog owners to interact with their dogs and to give them exercise. Members of the Dog Park can donate and recycle their old tennis balls. Brayden would like to start his project early March and install in late March or early April.

Brayden stated that he will have volunteers from his Boy Scout Troop help him assemble the boards and that he is responsible for the cost of the Boards.

Brayden thanked the board and is very excited to move forward with the project.

Mr. Hoslti made a motion to add to the agenda approval of Brayden's project and Mr. Marquardt seconded the motion. The motion was passed unanimously by roll-call vote.

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

Introduction of Greg Wiesemann, Recreation Coordinator

Consent Agenda:

- 1. January 4, 2024 Meeting Minutes**
- 2. Claims: Parks & Rec General Fund: \$23,807.53; Park Impact Fee Fund: \$0; Parks & Rec Non-Reverting Fund: \$119.00; Clubhouse Non-Reverting Fund: \$5,580.68; Total Expenditures: \$29,507.21**
- 3. Donations: Funds for the memorial benches for Jason and Keith from Core Construction; and food donation from Culver's for the January Senior Social**

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. Rodriguez Aye
Mr. Holsti Aye

Old Business:

- 1. Approval of Park Board Budget**

Ms. Buchler updated the board that Mrs. Sandberg was able to work things out with the financial planner and the original budget that was proposed has been approved.

Mr. Marquardt made a motion to approve the Park Board budget and Mr. Holsti seconded the motion. The motion was passed unanimously by roll-call vote.

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

New Business:

1. Kiwanis Park Pour & Play

Ms. Buchler updated the board that the Park's Department is working with Emberly's Smiles on a Nonverbal Communication Board for Kiwanis Park. Ms. Buchler stated that it was hard to find a good place to install the board, since there was a concern for accessibility. Kiwanis Park could be the first park that could benefit from a Pour and Play surface. This update would make the playground ADA compliant. The quotes were presented to the Park Board to make a consideration. The consideration to use a park impact fee since the park is still under construction. The Pour and Play surface has a seven-year warranty through the company and the life span of the surface is fifteen to twenty years. The rubber mulch that is currently there will be relocated to a park that has wood mulch. Mr. Bunge asked if there are any grants for this type of project. Ms. Buchler stated that most towns have ADA funds available. Mr. Rodriguez stated that he'd like more information on the warranty if some work is done in house and that there are funding sources available. Ms. Buchler stated she would look into that for the board.

Mr. Holsti made a motion to defer to March Meeting 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

2. Kiwanis Park Security Cameras

Ms. Buchler stated that Kiwanis Park has had some vandalism. Ms. Buchler's stated that cameras were part of the plan before the park was installed. Cliff Wroe, IT Director recommended 3 or 4 cameras. This would be funded from the park impact fee. Discussion ensued.

Mr. Holsti made a favorable recommendation to Town Council to spend up to \$2,500 using park impact fees and Mr. Marquardt seconded the motion. The motion was passed unanimously by roll-call vote.

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

3. Instructor Agreement

Ms. Buchler stated that the Parks Department has not had the ability to hire instructors with certain skill sets for programming and wished to establish an instructor agreement. Mr. Austgen's office prepared an agreement that the Parks Department can hire and background check an instructor as an independent contractor.

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

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

4. Approve the Frequency of Background Check on Staff, Volunteers & Instructors

Mr. Rodriguez commented how often should we do background checks on staff, volunteers and instructors. Mr. Holsti stated that he would like annual back ground checks. Discussion ensued.

Mr. Holsti made a motion that the Cedar Lake Parks Department create its own policy by resolution implementing annual background checks for staff, volunteers and instructors and Mr. Marquardt 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. Rodriguez reviewed the report and [stated he believed](#) everything seemed to be normal operating business.

2. Superintendent's Report

Ms. Buchler updated the board regarding the Five-Year Master Plan that stakeholders and Steering Committee Members have been identified. The Stakeholders and Steering Committees will begin meeting the 15th and 16th of February. The Steering Committee is Dale Holsti, Park Board President, Greg Marquardt, Park Board Member, Mary Joan Dickson, Town Council Liaison, Mindi Buchler, Superintendent of Parks, Gayle Brannon, Community Member and Aron Schurke, Cedar Lake State Farm. The Stakeholders will be identified as someone who also has an interest in the community, it could also be someone who the Parks Department can create a partnership with in the future. The Stakeholders will be the Cedar Lake Boys and Girls Club, Cedar Lake Youth Baseball, Cedar Lake Girls Softball, The Legacy Foundation, Cedar Lake Fraternal Order of Eagles and the Dean and Barbara White Foundation.

Ms. Buchler stated that the Recreation Coordinator Mr. Wiesemann has joined our team and working on community engagement opportunities for the department.

Ms. Buchler spoke on the senior events she hosted while hiring the Recreation Coordinator. She was able to survey them and identified they would like to make Bingo a Senior only Bingo. The Seniors also gave input on speakers, trip ideas and community ideas.

The art piece behind Town Hall was looking for benches. Ms. Buchler stated that she worked with Chief Fisher and he secured the donation from CORE. Ms. Buchler ordered the memorial benches in memory

of two previous employees Jason Dees and Keith Wood. The benches will have cast iron plaques with their names engraved on them.

3. Recreation Coordinator's Report

Mr. Wiesemann stated that Hanover Central and Crown Point School systems will help get the Parks Department information out to the community. Lake Central School has also been contacted to see how their volunteer programming works.

Mr. Wiesemann wants to create an opportunity for the local businesses and organizations to have more involvement with the Parks Department during community events.

The Adult and Kids Paint Class will be returning in March.

There has been some discussion on a Challenger Camp and a Kids Summer Camp.

Written Communication: None

Public Comment:

Grace Marla, 3318 Morse Street, commented that she just applied for an ADA Recreational Grant. She stated there are a lot of grants out there for ADA Parks & Recreation.

Kevin Toth, 9725 B W. 129th Place, commented that he wanted more information on the budget from the Taylor Ice Fest. Mr. Toth wanted to know what the profit was for the Cedar Lake Farmers Market from the Taylor Ice Fest. Ms. Buchler stated that we partnered with the Cedar Lake Farmer's Market at no cost. She also stated, Cedar Lake Farmer's Market assisted in offsetting costs with entertainment and vendors. Mr. Holsti commented that the money provided from the Town Council was unsolicited by the Park Board.

Gayle Brannon, 7014 W. 139th Place, commented that if the cameras at Kiwanis Park included the internet access fee. Ms. Buchler commented that per Mr. Wroe there is already internet access established at Kiwanis Dog Park.

Ms. Brannon commented that it appears that there is a bond or lien against Potawatomi Park. Ms. Brannon also wanted to know if Potawatomi Park is part of the Master Plan and if there is a lien or bond on Potawatomi would that prevent it from staying on the Master Plan. Ms. Buchler commented that she was unaware of there being a lien on Potawatomi. She confirmed Potawatomi Park is to be included Master Plan unless someone has a reason to as why it wouldn't. Mr. Bunge commented that he and Ms. Buchler will look into seeing if Potawatomi Park has a lien or bond on the property.

Adjournment Mrs. Miller made a motion to adjourn the meeting at 6:34 pm and Mr. Marquardt seconded the motion. The next meeting will March 7, 2024 at 5:30 pm.

TOWN OF CEDAR LAKE PARK BOARD

Dale Holsti, President

Greg Marquardt, Member

Sarah Miller, Member

Paul Rodriguez, Vice-President

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.