



TOWN OF CEDAR LAKE PARK BOARD MEETING MINUTES
Cedar Lake Town Hall, 7408 Constitution Avenue
April 4, 2024, at 5:30 pm

Call To Order:

Mr. Holsti called the Park Board Public Meeting to order on Thursday, April 4, 2024, at 5:31 pm, with its members attending on-site. The Pledge of Allegiance was recited by all.

Roll Call:

Members Present: Dale Holsti, President; Paul Rodriguez, Vice-President; Sarah Miller. A quorum was attained.

Also present: Mindi Ray, 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: Greg Marquardt

Consent Agenda:

- 1. Minutes:** March 2024 Meeting
- 2. Claims:** Parks & Rec General Fund: \$76,577.52; Park Impact Fee Fund: \$-; Parks & Rec Non-Reverting Fund: \$1,613.82; Clubhouse Non-Reverting Fund: \$660.81
Total Expenditures: \$78,852.15
- 3. Donations:** Cedar Lake Sons of the American Legion \$100 for the Easter Egg Hunt; Yancey's House of Carpet \$100 for the Easter Egg Hunt; Kubal's Holiday Inc. donated \$40 for the Easter Egg Hunt; Corky's Dogg House donated 6 Easter baskets; Aron Schurke State Farm donated an Easter Basket; Illiana Heating and Air Conditioning, Inc. donated an Easter basket; Sportsmen Den donated an Easter basket; Faith Church of Cedar Lake donated an Easter basket; Jostes & Glynn, LLP donated an Easter basket; ; Cedar Lake Chamber of Commerce donated 5 Easter baskets; Bethel Church Cedar Lake donated 10 Easter baskets; Morkes Chocolates of Cedar Lake donated 23 Chocolate Easter Suckers; Family Express donated 9 dozen cookies.

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.

April 4, 2024

Mrs. Miller Aye

Mr. Rodriguez Aye

Mr. Holsti Aye

Old Business:

1. Taylor Ice Festival

Mrs. Ray updated the board that the Farmer’s Market is now in an agreement. Mrs. Ray wanted to know if the festival this year will still be ran as a committee or as an internal parks department with The Museum at Lassen’s Resort and the Cedar Lake Farmer’s Market. Mrs. Ray stated that she would also like the two council liaisons to sit on the committee. Mr. Holsti stated that he does like the idea of a committee and would like to add two community members to the committee. If interested they can submit an email to the parks department. Discussion ensued.

2. Park Maintenance Shop

Mr. Holsti updated the board that there has been discussion between Mrs. Ray and Mr. Kubiak that the Monastery Clubhouse property is still the ideal location for the Park’s Maintenance Shop. Specifications, details and cost is still needed. Discussion ensued.

Mr. Rodriguez made a motion to defer discussion of park maintenance shop to the June meeting and Mrs. Miller seconded the motion. The motion was passed unanimously by roll-call vote.

Mrs. Miller Aye

Mr. Rodriguez Aye

Mr. Holsti Aye

3. Town Grounds Use and Management by Parks Department

Mrs. Ray stated that she does not have clear directive and direction pertaining to the use and the financial responsibilities of the buildings and the grounds itself on town grounds. The parks department staff is maintaining the grounds. Mrs. Ray stated that there is a \$14,000 shelter improvement project and would like to know if that is the responsibility of the park board to repair. Discussion ensued.

Mr. Holsti commented that he needed a motion to Amend the Agenda under new business for item number two to add the BMI Licensing as submitted by Mrs. Ray for music licensing for park events.

Mr. Rodriguez made a motion to amend the agenda to add discussion of the BMI Contract and Mrs. Miller seconded the motion. The motion was passed unanimously by roll-call vote.

Mrs. Miller Aye

Mr. Rodriguez Aye

Mr. Holsti Aye

New Business:

1. Park Foundation

Mr. Rodriguez stated that he will summarize the By-Laws. "The ownership of the Foundation currently falls under the Town Council as presently written. Town Council appoints Park Board members and no members of the Park Board may sit on the Foundation Board. The Town Manager currently would act as the liaison between the Foundation and the Town of Cedar Lake. Amendments to the By-Laws may be made by the Board of Directors but the Town Council would have to appoint the board first in order to make those amendments." There has been a large amount of time that the foundation has not been active and it would be necessary to have some professional help to get this moving forward or at least some help from community members that have been part of this foundation in the past. The way the park foundation by-laws are presently written the Park Board does not have the ownership or the authority to properly reactivate the foundation or to appoint the members, but they are willing to assist in getting it restarted. Mr. Holsti stated that it is important to get the Park Foundation re-established and that they would need Town Council to start this as the By-Laws are written. Mr. Rodriguez stated that there will be a need to recruit community members to the Park Foundation. Discussion ensued.

Mr. Rodriguez made a motion to defer discussion of Park Foundation to the May meeting and Mrs. Miller seconded the motion. The motion was passed unanimously by roll-call vote.

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

2. BMI Licensing

Mrs. Ray stated that after she attended the AIM Festivals, Events and Fireworks workshop it was identified that the town should be carrying a BMI Copyright License, this license is \$435 annually. Mr. Austgen stated that it is his recommendation that the Park Board be the signatory as the contracting party as to not expose the staff. Discussion ensued.

Mr. Rodriguez made a motion to accept the BMI Contract stipulated that the Park Board is the signatory and Dale Holsti signs acting as the President of the Park Board and Mrs. Miller seconded the motion. The motion was passed unanimously by roll-call vote.

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

Reports:

1. Superintendent's Report

Mrs. Ray updated the board that the John Deere Gator and landscape trailer for the maintenance crew is on site. The Parks Department now has eleven 8' recycled plastic picnic tables and 6 ADA recycled plastic picnic tables onsite. Mrs. Ray stated that the Parks Department will continue adding new tables yearly.

Mrs. Ray and Mr. Wiesemann will be attending the Business Showcase for the Chamber of Commerce on Saturday, April 6th.

Mrs. Ray also commented that she has been attending the Town Council Meetings twice monthly.

Mrs. Ray also updated the board that every member of the crew and the fitness instructor have been CPR and AED certified. The AED has now been placed at the Clubhouse. The department also has a portable one that is taken to events and the soccer fields.

The crew has started landscape projects when weather permits.

2. Recreation Coordinator's Report

Mr. Wiesemann thanked everyone for the community support and for the donations for the Easter Egg Hunt.

He also stated that there is still a need for a couple more referees and weather permitting soccer practices start next week and the games start on the 20th.

Mr. Wiesemann updated the board that there is a blood drive that we are hosting on June 5th at the Clubhouse.

The Family Sandcastle Challenge will be held on the beach on town grounds on June 8th.

Written Communication:

Mr. Holsti stated that he received an email from Krystle Wisner, 13131 Marquette Street, across the street from the basketball courts at Meyer Manor. For the record Mr. Holsti will read the email, "Good evening, I'm sure you remember me from last year with my concerns regarding the basketball court that is located steps away from our owned property. Well, it's about that time of year again because our garage has been hit twice already today. We just replaced siding on our home and garage this past fall. So, in addition to our vehicles parked in our own driveway. I am also concerned about the garage and home being damaged as well. I know I brought attention to this last year, but there wasn't an urgency to make any changes. Now, a year later, I am wondering if there is a plan to take some kind of action to this. This is seriously ridiculous. I should not have to feel uncomfortable in my own home because the entire town of Cedar Lake and beyond comes to this basketball court that pretty much sits in my front yard. Thank you. Krystle"

Mr. Holsti stated that he will read Ms. Abernathy from Planning's response. "I have attached a couple of pages from Zoning Ordinance 1402. These sections address fences located in front yards, style of fences, and what would be required to be proven to the Board of Zoning and Appeals in order for a Developmental Variance to be granted and approved, the sections that are being highlighted are Chapter 15 Fences and a section from Chapter 19 Administration and Enforcement, which covers what is required for the Board

of Zoning Appeals. Additionally, in reviewing the existing fence on the property, it appears that fence has been around for a period of time, as no permits appear to exist for that fence. As such, it is likely that fence was installed prior to the regulations that are now in place governing fences. Reviewing aerial imagery of the property on Lake County GIS, does show that the existing fence dates back to at least 1998. Please advise if there are any questions regarding either of these sections.”

Chapter 15 - FENCE REQUIREMENTS

15.1 Fences Located in Residential Zoning Districts:

Section A General Fence Regulations Applicable to All Residential Zoning Districts:

1. No fence shall be located in the front yard; a. Fences of a decorative nature may be allowed within front yards; maximum height shall be three (3) feet.
8. Fences shall not be constructed of chain link, wire, or an equivalent type of material adjacent to any street
7. **Variations from Development Standards of Zoning Ordinance:** The Board of Zoning Appeals shall approve or deny Variations from the development standards (such as height, bulk, or area) of the Zoning Ordinance, as amended from time to time. A Variance hereunder may only be approved upon a specific determination in writing that:
 - a. The approval will not be injurious to the public health, safety, morals and general welfare of the community;
 - b. The use and value of the area adjacent to the property included in the Variance will not be affected in a substantially adverse manner; and
 - c. The strict application of the terms of the Zoning Ordinance, as amended from time to time, will result in practical difficulties in the use of the property.

Mr. Holsti stated that there are two chain link fences acting as backstops there are no fences on the sides of the court. If the park was to be fenced off then this matter would have to be brought to the BZA. Discussion ensued.

Adjournment Mrs. Miller made a motion to adjourn the meeting at 6:40 pm and Mr. Rodriguez seconded the motion. The next meeting will May 2, 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.