



Town Council Public Meeting  
December 1, 2020

**PLAN:**

**1. Letter of Credit: Centennial Phase 12**

**P12-13**

Motion: \_\_\_\_\_ 1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup>

Carnahan	Foreman	Miller	Schieben	Sharpe	Rivera	Niemeyer	Vote
Yes   No	Yes   No	Yes   No	Yes   No	Yes   No	Yes   No	Yes   No	-

**NEW BUSINESS:**

**1. Pavement Maintenance Asset Management Plan**

Motion: \_\_\_\_\_ 1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup>

Carnahan	Foreman	Miller	Schieben	Sharpe	Rivera	Niemeyer	Vote
Yes   No	Yes   No	Yes   No	Yes   No	Yes   No	Yes   No	Yes   No	-

**2. 2021 Insurance Renewal**

Motion: \_\_\_\_\_ 1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup>

Carnahan	Foreman	Miller	Schieben	Sharpe	Rivera	Niemeyer	Vote
Yes   No	Yes   No	Yes   No	Yes   No	Yes   No	Yes   No	Yes   No	-

**3. Sustainability Plan**

**P14-17**

Motion: \_\_\_\_\_ 1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup>

Carnahan	Foreman	Miller	Schieben	Sharpe	Rivera	Niemeyer	Vote
Yes   No	Yes   No	Yes   No	Yes   No	Yes   No	Yes   No	Yes   No	-

**REPORTS:**

1. Town Council
2. Town Attorney
3. Clerk-Treasurer
4. Town Manager
5. Director of Operations
6. Police Department
7. Fire Department

**WORK SESSION:**

1. Town Investment & Fund Management and Policy Ordinance Matters
2. Personnel Policy
3. Ecosystem Restoration Financial Analysis

**WRITTEN COMMUNICATION:**

**PUBLIC COMMENT:**

**ADJOURNMENT:**

**PRESS SESSION:**

**NEXT MEETING: Tuesday, December 15, 2020 at 7:00 pm**

*The Town of Cedar Lake is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding accessibility of the meeting or the facilities, please contact the Cedar Lake Town Hall at (219) 374-7400.*



Penguin  
PLOP

**Hanover Schools Education Fund**  
**P.O. Box 645**  
**Cedar Lake, IN 46303**

'20 NOV 23 10:18AM

October 20, 2020

Dear Cedar Lake Town Council,

The Hanover Schools Education Foundation is pleased with the partnership with the Town of Cedar Lake. The results of the Penguin Plop enabled us to award 10 scholarships and 6 classroom grants. Totaling over \$11,000.00 in opportunities for our students and teachers.

Our next Penguin Plop is scheduled for Saturday, March 6, 2021. We are looking to seek the use of these facilities at the Town Complex; beach, Lion's Den shelter, VIPS building, and the restrooms. We would be utilizing these areas from 8 am to 11 am.

This fund raiser has double in funds raised each year. This success doubles our ability to meet the needs of our students seeking a secondary education. Also, our teachers have offered amazing new lessons with the additional funds they were awarded for their classrooms.

We are asking you waive the fees for this event. We greatly appreciate your support of education.

If you have any questions please contact me at 219-306-2919 or email [maryjoandickson@yahoo.com](mailto:maryjoandickson@yahoo.com)

Sincerely,

Mary Joan Dickson  
Board Member

**TOWN OF CEDAR LAKE, LAKE COUNTY, INDIANA**

**ORDINANCE NO. 1370**

**AN ORDINANCE AMENDING TOWN SALARY ORDINANCE NO. 1370 ESTABLISHING JOBS AND SALARIES TO BE PAID CERTAIN OFFICES, POSITIONS, AND JOBS WITHIN THE TOWN OF CEDAR LAKE FOR THE YEAR 2021, AND REPEALING ALL ORDINANCES, OR PARTS THEREOF, IN CONFLICT THEREWITH.**

**WHEREAS**, pursuant to the provisions of Title 36 of the Indiana Code, as amended from time to time, the salaries, wages, and compensation of the Town Council, Clerk-Treasurer, Municipal Employees, Wastewater Utility Employees, Storm Water Utility Employees, Waterworks Utility Employees, Boards, Commissions and Inspectors shall be as the Town Council, by Ordinance, may direct; and

**WHEREAS**, the Town Council of the Town of Cedar Lake, Lake County, Indiana, finds it appropriate to set forth a schedule of salaries, wages, and compensation for said Officers, Employees, Boards, Commissions, Inspectors and Compensated Volunteers for the calendar year **2021**.

**NOW, THEREFORE, BE IT ORDAINED** that the schedule of salaries, wages, and compensation be established for the calendar year by the Town Council as attached as **Exhibit "A"**:

In addition to the above salary schedules, the following definitions of Employment and Services shall apply to all Appointed and Elected positions.

**Employment**, as defined by the provisions of IC 22-4-8 *et seq.*, as amended from time to time, subject to the other provisions of this Town Salary Ordinance, also as amended from time to time, means service, including service in interstate commerce performed for remuneration or under any contract of hire, written or oral, expressed or implied. Services performed by an individual for remuneration shall be deemed to be employment subject to this Ordinance, as amended from time to time, irrespective of whether the common-law relationship of master and servant exists.

**Services** as defined by the provisions of IC 22-4-8 *et seq.*, as amended from time to time, subject to the other provisions of this Town Salary Ordinance, also as amended from time to time, shall be considered an individual's entire service performed as an employee of the Town, including any services performed which are subject to contribution solely by reason of liability for any federal tax against which credit may be taken for contributions paid into a state unemployment compensation fund. However, services performed after December 31, 1977, by an individual in the any of the following capacities is excluded as services for employment purposes:

1. An elected official;
2. A member of a legislative body or of the judiciary of a state or political subdivision;
3. An employee serving on a temporary basis in the case of fire, snow, storm, earthquake, flood, or similar emergency;
4. An individual in a position which, under the laws of the State, is designated as:
  - a. A major non-tenured policymaking or advisory position; or
  - b. A policymaking or advisory position the performance of the duties of which ordinarily does not require more than eight (8) hours per week.

- c. Service performed after March 31, 1981, by an individual whose service is part of an unemployment work relief or work training program assisted or financed in whole by any federal agency or an agency of this state or a political subdivision of this state, by an individual receiving such work relief or work training is excluded.

**Longevity Pay:** In addition to the above salary schedules and added definitions, the following longevity pay shall apply to all full-time employees, and the Clerk-Treasurer, including sworn officers of the Metropolitan Police Department, and sworn officers of the Fire Department. Longevity pay is considered a benefit of payment based upon an amount of time of service in employment to the Town.

After 3 years of service:	\$15.00 per pay
After 8 years of service:	\$30.00 per pay
After 13 years of service:	\$45.00 per pay
After 16 years of service:	\$60.00 per pay
After 19 years of service:	\$75.00 per pay

**Holiday Pay:** Holidays (full days, 8 hours) to be observed with pay as follows for all full-time civilian employees, and the Clerk-Treasurer. Holidays are New Year's Day, Martin Luther King Day, President's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving and the day after, Christmas Eve and Christmas Day. If a holiday occurs on Saturday, the Friday before such day shall be designated as holiday with pay, and if the holiday occurs on Sunday, the Monday after such day shall be designated as holiday with pay. Primary and General Election days are granted as paid holidays only when there is an election year. *Refer to the Police Department Standard Operating Procedure (SOP) concerning Sworn Police Officers.*

Fri, Jan 1, 2021	New Year's Day	Mon, Sep 6, 2021	Labor Day
Mon, Jan 18, 2021	Martin Luther King Day	Thurs, Nov 11, 2021	Veterans' Day Observed
Mon, Feb 15, 2021	Presidents' Day	Thurs, Nov 25, 2021	Thanksgiving Day
Fri, April 2, 2021	Good Friday	Fri, Nov 26, 2021	Day After Thanksgiving
Mon, May 31, 2021	Memorial Day	Fri, Dec 24, 2021	Christmas Eve
Mon, Jul 5, 2021	Independence Day Observed	Mon, Dec 27, 2021	Christmas Day Observed

*Holidays to be observed with pay as follows for all full-time and part-time Fire personnel.*

Fri, Jan 1, 2021	New Year's Day	Mon, Sep 6, 2021	Labor Day
Fri, April 2, 2021	Good Friday	Thurs, Nov 25, 2021	Thanksgiving Day
Sun, Apr 4, 2021	Easter Sunday	Fri, Dec 24, 2021	Christmas Eve
Mon, May 31, 2021	Memorial Day	Sat, Dec 25, 2021	Christmas Day
Sun, Jul 4, 2021	Independence Day	Fri, Dec 31, 2021	New Year's Eve

**Group Health Insurance:** Each eligible employee shall be provided health, vision, and dental insurance at the cost of 10% of the monthly premium charged and paid by the Town, payable monthly. The Town will pay 90% of the monthly premium charged to the Town for such coverage. Notwithstanding anything in the foregoing sentence to the contrary, the Town employee shall pay 10% of the monthly premium charged to the Town for whatever coverage the employee selects.

**Recording Secretary Compensation:** Full-time employees acting as Recording Secretary for a Board or Commission shall be paid their regular hourly rate from the appropriate budget, and may qualify for overtime compensation.

**Waiver of Payment and Compensation:** Per IC 36-5-3-6, only Elected Officials can waive receipt of payment of compensation for services. Any waivers shall be in written submission to the

Clerk-Treasurer before January 1 of the year covered by the notice. The Official understands that the notice is irrevocable beginning January 1 of the year covered. Upon receipt of such waiver, the Clerk-Treasurer shall report the same to the Town Council.

**Bi-weekly wages for all hourly and salaried employees may be lower than stated. Bi-weekly amounts stated are not to exceed. Hourly rates shown for employees may be rounded.**

**Emergency Fire Service Response:** All Employees of the Town who are also delineated as Members of the Cedar Lake Volunteer Fire Department, a not-for-profit entity, shall be permitted to respond to any fire or emergency-related call which the Town Volunteer Fire Department ordinarily and necessarily responds to while said Employee is engaged in his/her duties and responsibilities as a Town Employee. In the event an Employee elects to respond to the fire or emergency-related call for which the Town Volunteer Fire Department ordinarily responds, then said Employee shall be paid the regular wage or salary which the Employee is entitled to under the terms and provisions of this Ordinance, as amended from time to time, without loss or penalty. In the event an Employee elects to respond to a fire or emergency-related call while working as a Town Employee, that Employee shall not be entitled to receipt of, nor shall be paid by the Town Volunteer Fire Department, and the only compensation of the Employee shall be that of the wages or salaries to which that Employee is entitled and no other.

All existing Ordinances, or parts thereof, in conflict with the provisions of this Ordinance, are hereby deemed null, void, and of no legal effect, and are specifically repealed.

If any section, clause, provision or portion of this Ordinance shall be held to be invalid or unconstitutional by any Court of competent jurisdiction, such decision shall not affect any other section, clause, provision or portion of this Ordinance.

This Ordinance shall take effect, and be in full force and effect, from and after its passage by the Town Council of the Town of Cedar Lake, Lake County, Indiana, in conformance with applicable law.

ALL OF WHICH IS PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE  
TOWN OF CEDAR LAKE, LAKE COUNTY, INDIANA, THIS \_\_\_\_\_ DAY OF  
\_\_\_\_\_, 2020.

TOWN OF CEDAR LAKE, LAKE COUNTY, INDIANA, TOWN COUNCIL

\_\_\_\_\_  
Randell Niemeyer, President

\_\_\_\_\_  
Julie Rivera, Vice President

\_\_\_\_\_  
Robert H. Carnahan, Ward 1

\_\_\_\_\_  
John Foreman, Ward 2

\_\_\_\_\_  
Ralph Miller, Ward 4

\_\_\_\_\_  
Colleen Schieben, Ward 6

ATTEST:

\_\_\_\_\_  
Richard Sharpe, Ward 7

\_\_\_\_\_  
Jennifer N. Sandberg, IAMC  
Clerk-Treasurer

Department	Employee Description	Position Type	Pay Base	2021 Bi-Week Salary	2021 Hourly Maximum	GEN (%)	MVH (%)	LCSW (%)	WW (%)	WTR (%)	SWD (%)	RDC (%)	Parks NR (%)	Total (%)
Town Council & Administration	Town Council President	Elected	N/A	--- \$1,117.55 per month ---	---	25.0%	0.0%	0.0%	25.0%	25.0%	25.0%	0.0%	0.0%	100.0%
	Town Council Member	Elected	N/A	--- \$1,030.00 per month ---	---	25.0%	0.0%	0.0%	25.0%	25.0%	25.0%	0.0%	0.0%	100.0%
	Town Manager	Full-time	Salary Executive	\$3,461.54		36.0%	0.0%	0.0%	36.0%	18.0%	5.0%	5.0%	0.0%	100.0%
	Technology Director	Full-time	Salary/Exempt			50.0%	0.0%	0.0%	20.0%	15.0%	15.0%	0.0%	0.0%	100.0%
	Administrative Assistant	Full-time	Hourly	\$2,575.00	\$18.54	35.0%	0.0%	0.0%	35.0%	17.5%	7.5%	5.0%	0.0%	100.0%
	Custodian	Part-time	Hourly		\$12.61	60.0%	0.0%	0.0%	25.0%	0.0%	15.0%	0.0%	0.0%	100.0%
	Recreation Coordinator	Part-time	Hourly		\$17.00	50.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	50.0%	100.0%
	Utility Account Specialist	Part-time	Hourly		\$100.00	0.0%	0.0%	0.0%	50.0%	25.0%	25.0%	0.0%	0.0%	100.0%
	Recording Secretary <sup>as</sup>	Part-time	Hourly		\$12.00									0.0%
	<i>*Payable from the appropriate fund(s) based on meeting type. Full-time employees acting as Recording Secretary shall be paid their regular hourly rate and may qualify for overtime compensation.</i>													
Planning, Zoning & Building	Planning Director	Full-time	Salary/Exempt	\$2,773.08		25.0%	0.0%	0.0%	42.5%	0.0%	27.5%	5.0%	0.0%	100.0%
	Building Administrator	Full-time	Salary/Exempt	\$2,115.39		40.0%	0.0%	0.0%	40.0%	0.0%	20.0%	0.0%	0.0%	100.0%
	Building Coordinator	Full-time	Hourly		\$18.54	40.0%	0.0%	0.0%	40.0%	0.0%	20.0%	0.0%	0.0%	100.0%
	Planning Secretary	Part-time	Hourly		\$15.55	25.0%	0.0%	0.0%	42.5%	0.0%	27.5%	5.0%	0.0%	100.0%
	On Call Building Inspector	On Call	Per Inspection		\$20.47	40.0%	0.0%	0.0%	40.0%	0.0%	20.0%	0.0%	0.0%	100.0%
	Inspector/Code Enforcement Officer (PT)	Part-time	Hourly		\$19.48	50.0%	0.0%	0.0%	25.0%	0.0%	25.0%	0.0%	0.0%	100.0%
	Building Inspector	Full-time	Hourly		\$20.47	40.0%	0.0%	0.0%	40.0%	0.0%	20.0%	0.0%	0.0%	100.0%
	Clerk-Treasurer	Elected	Salary/Exempt	\$1,957.00		41.0%	0.0%	0.0%	31.0%	18.0%	5.0%	5.0%	0.0%	100.0%
	Clerk-Treasurer IAMC	Elected	Salary/Exempt	\$1,986.36		41.0%	0.0%	0.0%	31.0%	18.0%	5.0%	5.0%	0.0%	100.0%
	Clerk-Treasurer - CMC	Elected	Salary/Exempt	\$2,016.15		41.0%	0.0%	0.0%	31.0%	18.0%	5.0%	5.0%	0.0%	100.0%
Clerk-Treasurer	Clerk-Treasurer - CPS	Elected	Salary/Exempt	\$2,046.40		41.0%	0.0%	0.0%	31.0%	18.0%	5.0%	5.0%	0.0%	100.0%
	Clerk-Treasurer - CPM	Elected	Salary/Exempt	\$2,087.34		41.0%	0.0%	0.0%	31.0%	18.0%	5.0%	5.0%	0.0%	100.0%
	Clerk-Treasurer - MMC	Elected	Salary/Exempt	\$2,475.21		41.0%	0.0%	0.0%	31.0%	18.0%	5.0%	5.0%	0.0%	100.0%
	Chief Deputy	Full-time	Salary/Exempt	\$1,548.17		45.0%	0.0%	0.0%	32.0%	18.0%	5.0%	0.0%	0.0%	100.0%
	Chief Deputy - IAMC	Full-time	Salary/Exempt	\$1,627.17		45.0%	0.0%	0.0%	32.0%	18.0%	5.0%	0.0%	0.0%	100.0%
	Chief Deputy - CMC	Full-time	Salary/Exempt	\$1,698.61		45.0%	0.0%	0.0%	32.0%	18.0%	5.0%	0.0%	0.0%	100.0%
	Chief Deputy - CPS	Full-time	Salary/Exempt	\$1,742.32		45.0%	0.0%	0.0%	32.0%	18.0%	5.0%	0.0%	0.0%	100.0%
	Chief Deputy - CPM	Full-time	Salary/Exempt	\$1,786.86		45.0%	0.0%	0.0%	32.0%	18.0%	5.0%	0.0%	0.0%	100.0%
	Deputy Clerk	Full-time	Hourly		\$18.54	0.0%	0.0%	0.0%	55.0%	33.0%	12.0%	0.0%	0.0%	100.0%
	Deputy Clerk - IAMC	Full-time	Hourly		\$18.88	0.0%	0.0%	0.0%	55.0%	33.0%	12.0%	0.0%	0.0%	100.0%
Town/Utility Billing Clerk Supervisor	Deputy Clerk - CMC	Full-time	Hourly		\$19.25	0.0%	0.0%	0.0%	55.0%	33.0%	12.0%	0.0%	0.0%	100.0%
	Payroll/Benefits Clerk	Full-time	Hourly		\$18.54	35.0%	0.0%	0.0%	40.0%	20.0%	5.0%	0.0%	0.0%	100.0%
	Town/Utility Billing Clerk Supervisor	Full-time	Hourly		\$18.17	18.0%	0.0%	0.0%	40.0%	32.0%	10.0%	0.0%	0.0%	100.0%
	Town/Utility Billing Clerk	Full-time	Hourly		\$16.17	18.0%	0.0%	0.0%	40.0%	32.0%	10.0%	0.0%	0.0%	100.0%
	Town/Utility Billing Clerk (PT)	Part-time	Hourly		\$11.33	0.0%	0.0%	0.0%	55.0%	33.0%	12.0%	0.0%	0.0%	100.0%
	Accounts Payable Clerk	Full-time	Hourly		\$16.50	42.5%	0.0%	0.0%	35.0%	17.5%	5.0%	0.0%	0.0%	100.0%
	Accounts Payable Clerk	Part-time	Hourly		\$11.33	41.0%	0.0%	0.0%	36.0%	18.0%	5.0%	0.0%	0.0%	100.0%
	<i>For each designation successfully achieved by an employee, including the Clerk-Treasurer, they shall be compensated the additional amount reflected in the salary ordinance.</i>													

Department	Employee Description	Position Type	Pay Base	2021 Bi-Week Salary	2021 Hourly Maximum	GEN (%)	MVH (%)	LCSW (%)	WW (%)	WTR (%)	SWD (%)	RDC (%)	Parks NR (%)	Total (%)
Boards and Commissions	Board of Safety	Appointed	Semi-annual	----- \$103.00 per meeting -----	-----	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	Storm Water Management	Appointed	Semi-annual	----- \$103.00 per meeting -----	-----	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%	0.0%	0.0%	100.0%
	Plan Commission	Appointed	Semi-annual	----- \$103.00 per meeting -----	-----	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	BZA	Appointed	Semi-annual	----- \$103.00 per meeting -----	-----	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	RDC	Appointed	Semi-annual	----- \$103.00 per meeting -----	-----	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%	0.0%	100.0%
	JMOB	Appointed	Semi-annual	----- \$103.00 per meeting -----	-----	0.0%	0.0%	0.0%	100.0%	0.0%	0.0%	0.0%	0.0%	100.0%
Public Works (Streets, Parks & Utilities)	<i>Amount paid is per meeting attended, payable semi-annually in July and December.</i>													
	Operations Director	Full-time	Salary	\$2,773.08		15.0%	15.0%	0.0%	25.0%	25.0%	20.0%	0.0%	0.0%	100.0%
	Superintendent - PW	Full-time	Hourly		\$27.19	0.0%	25.0%	0.0%	27.0%	23.0%	25.0%	0.0%	0.0%	100.0%
	Superintendent - Water	Full-time	Hourly		\$27.19	0.0%	0.0%	0.0%	0.0%	100.0%	0.0%	0.0%	0.0%	100.0%
	Superintendent - WW	Full-time	Hourly		\$27.19	0.0%	0.0%	0.0%	100.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	Foreman - PW	Full-time	Hourly		\$22.97	0.0%	25.0%	0.0%	27.0%	23.0%	25.0%	0.0%	0.0%	100.0%
	Foreman - WW	Full-time	Hourly		\$22.97	0.0%	0.0%	0.0%	100.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	Foreman - Utility	Full-time	Hourly		\$22.97	0.0%	0.0%	0.0%	50.0%	50.0%	0.0%	0.0%	0.0%	100.0%
	Crew Leader - PW	Full-time	Hourly		\$21.22	0.0%	0.0%	0.0%	25.0%	50.0%	0.0%	0.0%	0.0%	100.0%
	Crew Leader - Other	Full-time	Hourly		\$21.22	36.0%	0.0%	0.0%	0.0%	22.0%	20.0%	0.0%	0.0%	100.0%
	Crew Leader - Storm	Full-time	Hourly		\$21.22	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%	0.0%	0.0%	100.0%
	Crew Leader - WW	Full-time	Hourly		\$21.22	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	Mechanic	Full-time	Hourly		\$20.28	0.0%	25.0%	0.0%	25.0%	25.0%	0.0%	0.0%	0.0%	100.0%
	Crew Worker	Full-time	Hourly		\$20.28	0.0%	34.0%	0.0%	22.0%	22.0%	22.0%	0.0%	0.0%	100.0%
	Crew Worker	Full-time	Hourly		\$20.28	34.0%	0.0%	0.0%	0.0%	22.0%	22.0%	0.0%	0.0%	100.0%
	Crew Worker	Full-time	Hourly		\$20.28	0.0%	25.0%	0.0%	25.0%	25.0%	25.0%	0.0%	0.0%	100.0%
	Crew Worker	Full-time	Hourly		\$20.28	0.0%	0.0%	0.0%	34.0%	33.0%	33.0%	0.0%	0.0%	100.0%
	Crew Worker	Full-time	Hourly		\$20.28	0.0%	33.0%	0.0%	34.0%	0.0%	33.0%	0.0%	0.0%	100.0%
	Crew Worker	Full-time	Hourly		\$20.28	0.0%	0.0%	0.0%	34.0%	33.0%	33.0%	0.0%	0.0%	100.0%
	Crew Worker	Full-time	Hourly		\$20.28	0.0%	0.0%	0.0%	33.0%	0.0%	67.0%	0.0%	0.0%	100.0%
	Crew Worker	Full-time	Hourly		\$20.28	33.0%	0.0%	0.0%	34.0%	33.0%	33.0%	0.0%	0.0%	100.0%
	Crew Worker	Full-time	Hourly		\$20.28	0.0%	0.0%	0.0%	34.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	Crew Worker	Full-time	Hourly		\$20.28	0.0%	33.0%	0.0%	34.0%	0.0%	33.0%	0.0%	0.0%	100.0%
Parks & Rec (Non-Revert)	Administrative Assistant	Full-time	Hourly		\$18.53	0.0%	0.0%	0.0%	50.0%	22.0%	28.0%	0.0%	0.0%	100.0%
	Office Assistant(PT)	Part-time	Hourly		\$12.00	0.0%	33.0%	0.0%	23.0%	23.0%	21.0%	0.0%	0.0%	100.0%
	Crew Worker (PT)	Part-time	Hourly		\$12.75	0.0%	33.0%	0.0%	34.0%	0.0%	33.0%	0.0%	0.0%	100.0%
	Crew Worker (PT)	Part-time	Hourly		\$12.75	0.0%	0.0%	0.0%	50.0%	0.0%	50.0%	0.0%	0.0%	100.0%
	Open Space Groundskeeper (PT)	Part-time	Hourly		\$12.75	0.0%	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	<i>On-Call Duty - A scheduled employee will be paid \$50.00 The employee shall be compensated for a minimum of one (1) hour work when called in.</i>													
	<i>Uniform Allowance. Salaried and Full-Time Crew are to receive \$350, payable annually, with the last pay of September included with regular pay.</i>													
	Program Instructor	Part-time	Per class	----- \$50.00 per class -----	-----	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%	100.0%
	Rec Aide/Soccer Referee	Part-time	Hourly		\$11.85	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%	100.0%
	Soccer Official	Seasonal	Per Game	----- \$30.90 per game -----	-----	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%	100.0%
	Soccer Timer	Seasonal	Per Game	----- \$15.45 per game -----	-----	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%	100.0%

Department	Employee Description	Position Type	Pay Base	2021 Bi-Week Salary	2021 Hourly Maximum	GEN (%)	MVH (%)	LCSW (%)	WW (%)	WTR (%)	SWD (%)	RDC (%)	Parks NR (%)	Total (%)
Police	Police Chief	Full-time	Salary/Exempt	\$2,773.08		100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	Deputy Chief	Full-time NE	Salary	\$2,725.16		100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	Commander	Full-time NE	Salary	\$2,669.95		100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	Lieutenant	Full-time NE	Salary	\$2,588.23		100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	Sergeant	Full-time NE	Salary	\$2,512.63		100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	Corporal	Full-time NE	Salary	\$2,444.59		100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	Patrolman First Class	Full-time NE	Salary	\$2,388.31		100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	Patrolman Second Class	Full-time NE	Salary	\$2,319.43		100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	Probationary Patrolman	Full-time NE	Salary	\$2,244.67		100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	Administrative Assistant	Full-time Civilian	Hourly		\$20.98	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	FT Clerk	Full-time Civilian	Hourly		\$18.22	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	PT Clerk	Part-time Civilian	Hourly		\$17.38	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
Fire	VIPS Stipend	Volunteer	Per Call Out		\$15.00	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	Police Officer First Class Special*	Certified		\$2,928.14		100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	*Certified to Indiana Public Employees' Retirement Fund; rate is fixed.													
	Police Grants: Full-Time Officers shall receive 1.5 times their hourly rate of pay, in addition to their regular salary for work performed as outlined for each specific grant.													
	Uniform Allowance: Full-Time Officers are to receive \$1,300.00 paid semi-annually with the first pay of June and the first pay of December and included with regular pay.													
	VIPS Stipend for 2021 - December through May activity payable first pay July, June through November activity payable first pay in December.													
	Fire Chief	Full-time	Salary/Exempt	\$2,773.08		100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	Deputy Chief	Full-time	Salary/Exempt	\$2,623.08		100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	Battalion Chief/EMT	Full-time NE	Salary	\$2,092.97		100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	EMS Division Chief	Full-time NE	Salary	\$2,092.97		100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	Captain FF/Paramedic	Full-time NE	Salary	\$2,076.65		100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	Firefighter/Paramedic	Full-time NE	Salary	\$2,060.32		100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
Volunteer Fire Department	Firefighter/EMT	Full-time NE	Salary	\$1,534.46		100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	Probationary Firefighter/Paramedic	Full-time NE	Salary	\$1,904.08		100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	EMS Billing Clerk	Full-time Civilian	Hourly		\$16.82	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	Paramedic	Part-time	Hourly		\$18.87	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	EMT	Part-time	Hourly		\$14.75	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	Firefighter	Part-time	Hourly		\$14.75	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	Firefighter 1st Class Special**	Part-time	Hourly		\$14.75	100.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%
	**1977 Fire Pension Disability Fund 1st Class Firefighter Salary equals Paramedic Pay per Resolution No. 1227													
	Uniform Allowance: Full-Time Officers including the Fire Chief are to receive \$300 paid annually with the last pay of January and included with regular pay.													
	Training Officer	Volunteer	Stipend (Annual)	\$1,000.00		100.0%								
	Fire Inspector	Volunteer	Stipend (Annual)	\$1,000.00		100.0%								
	Deputy Chief	Volunteer	Stipend (Annual)	\$2,000.00		100.0%								
	Assistant Chief	Volunteer	Stipend (Annual)	\$750.00		100.0%								
Fire Dispatch	Battalion Chief	Volunteer	Stipend (Annual)	\$500.00		100.0%								
	Captain	Volunteer	Stipend (Annual)	\$300.00		100.0%								
	Lieutenant	Volunteer	Stipend (Annual)	\$200.00		100.0%								
	Car/clothing Allowance	Volunteer	Stipend (Annual)	\$200.00		100.0%								
	Fire Dispatch	Volunteer	Per Call Out		\$15.00	100.0%								
	Training Pay	Volunteer	Per Call Out		\$15.00	100.0%								
	Volunteer Fire Dispatch and Training Pay Compensation issued as follows: December through May activity payable in July, June through November activity payable in December.													
	Stipends are paid semi-annually with the first pay in July and December.													
	All wages for all hourly employees may be lower than stated. Hourly rates shown for employees may be rounded. Distributions may be adjusted beyond percentages shown based on type of work performed and budgetary constraints.													

**TOWN OF CEDAR LAKE, LAKE COUNTY, INDIANA****ORDINANCE NO. 1372**

**AN ORDINANCE RECLASSIFYING CERTAIN LANDS IN THE TOWN OF CEDAR LAKE, LAKE COUNTY, INDIANA, FOR ZONING PURPOSES, AND AMENDING TOWN ORDINANCE NO. 496, BEING:**

**"AN ORDINANCE REPLACING ZONING ORDINANCE NO. 278, ENTITLED CEDAR LAKE, INDIANA, ZONING ORDINANCE, PASSED AND ADOPTED BY THE BOARD OF TRUSTEES OF THE TOWN OF CEDAR LAKE, INDIANA, AND ALL AMENDMENTS PASSED SUBSEQUENT THERETO, REPEALING ZONING ORDINANCE NO. 278, ALL AMENDMENTS THERETO, AND ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith, ESTABLISHING NEW COMPREHENSIVE ZONING REGULATIONS FOR THE TOWN OF CEDAR LAKE, AND PROVIDING FOR THE ADMINISTRATION, ENFORCEMENT AND AMENDMENT THEREOF, IN ACCORDANCE WITH THE PROVISIONS OF THE INDIANA STATE STATUTES."**

**PASSED BY THE TOWN COUNCIL OF THE TOWN OF CEDAR LAKE, LAKE COUNTY, INDIANA, THE 13TH DAY OF DECEMBER, 1989, AND ALL AMENDMENTS PASSED SUBSEQUENT THERETO.**

**WHEREAS**, the Owner of the land hereinafter described filed a petition with the Plan Commission of the Town of Cedar Lake, Lake County, Indiana, and Petitioner, for the rezoning of said property from Title X – Residential Multiple-Family (R-M) Zoning District Classification to Title VIII - Residential (R-2) Zoning District Classification; and

**WHEREAS**, the Plan Commission of the Town of Cedar Lake, Lake County, Indiana (hereinafter, the “Plan Commission”), has heretofore on the 18<sup>th</sup> day of November, 2020, held a Public Hearing pursuant to notice as prescribed by applicable law, on such Petition, and other matters pertaining thereto; and

**WHEREAS**, the Plan Commission, at the conclusion of the afore-described Public Hearing, certified its FAVORABLE RECOMMENDATION on such Petition to the Town Council of the Town of Cedar Lake, Lake County, Indiana, related to said petition for rezoning.

**NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF CEDAR LAKE, LAKE COUNTY, INDIANA:**

**SECTION ONE:** That the Zoning Ordinance of the Town of Cedar Lake, Lake County, Indiana, the same being Town Ordinance No. 496, as amended, and the Zoning Map of the Town of Cedar Lake, Lake County, Indiana, each be, and the same are hereby amended to reclassify the following described parcel of real estate from Title X – Residential Multiple-Family (R-M) Zoning District Classification to Title VIII - Residential (R-2) Zoning District Classification, to-wit:

Lots 27 in Lynnsway Unit 1, in the Town of Cedar Lake, as per plat thereof, recorded in plat book 95, page 27, in the Office of the Recorder of Lake County, Indiana.

**SECTION TWO:** That all existing Town Code Sections and Ordinance, or parts thereof, in conflict with the provisions of this Ordinance, are hereby deemed null, void, and of no legal effect, and are specifically repealed.

**SECTION THREE:** If any section, clause, provision, or portion of this Ordinance shall be held to be invalid or unconstitutional by any Court of competent jurisdiction, such decision shall not affect any other section, clause, provision, or portion of this Ordinance.

**SECTION FOUR:** That this Ordinance shall take effect, and be in full force and effect, from and after its passage and adoption by the Town Council of the Town of Cedar Lake, Lake County, Indiana, in conformance with applicable law.

**ALL OF WHICH IS PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF CEDAR LAKE, LAKE COUNTY, INDIANA, THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2020.**

**TOWN OF CEDAR LAKE, LAKE COUNTY,  
INDIANA, TOWN COUNCIL**

\_\_\_\_\_  
Randell C. Niemeyer, President

\_\_\_\_\_  
Julie A. Rivera, Vice-President

\_\_\_\_\_  
Robert H. Carnahan, Council Member

\_\_\_\_\_  
John C. Foreman, Council Member

\_\_\_\_\_  
Ralph Miller, Council Member

\_\_\_\_\_  
Colleen Schieben, Council Member

\_\_\_\_\_  
Richard Sharpe, Council Member

ATTEST:

\_\_\_\_\_  
Jennifer N. Sandberg, IAMC,  
Clerk-Treasurer

STATE OF INDIANA     )  
                                      ) SS:  
COUNTY OF LAKE     )

CERTIFICATION

TO: CEDAR LAKE TOWN COUNCIL MEMBERS  
TOWN OF CEDAR LAKE,  
LAKE COUNTY, INDIANA

Pursuant to the requirements of applicable law, the Plan Commission of the Town of Cedar Lake, Lake County, Indiana, by its duly designated representative, hereby CERTIFIES to the Cedar Lake Town Council the application of Owners and Petitioners, **Lynnsway Development LLC**, for the **Rezone** being sought from Zoning Ordinance No. 496, as amended, from the current zoning of said property, Title X – Residential Multiple-Family (R-M) Zoning District to Title VIII – Residential (R-2) Zoning District. The property is located in the vicinity of 14627 Parrish Avenue, Cedar Lake, IN 46303, and is legally described as:

Lot 27 in Lynnsway, Unit 1, a subdivision in the Town of Cedar Lake, as per plat thereof, recorded in Plat Book 102 Page 20, in the Office of the Recorder of Lake County, Indiana.

The Cedar Lake Plan Commission hereby certifies its **Favorable Recommendation** to the Town Council for approval of a Residential (R-2) Zoning District amendment.

This Favorable Recommendation Certification is approved by a vote of **7** in favor, and **0** opposed, upon motion duly made and seconded, at the Plan Commission public meeting held on November 18, 2020.

TOWN OF CEDAR LAKE,  
LAKE COUNTY, INDIANA,  
PLAN COMMISSION

By: \_\_\_\_\_  
Jerry Wilkening, President

ATTEST:

\_\_\_\_\_  
Sarah Rutschmann, Recording Secretary



First Midwest Bank

**COPY**  
**ORIGINAL**

First Midwest Bank  
300 North Hunt Club  
Gurnee, IL 60031-2502

**IRREVOCABLE LETTER OF CREDIT # 215031625-205**

October 13, 2020

Town of Cedar Lake  
Attn: Department of Planning, Zoning and Building  
7408 Constitution Avenue  
Cedar Lake, IN 46303

Re: Phase 12 of the Centennial Subdivision

Gentlemen:

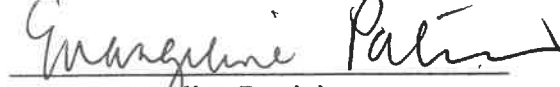
We hereby establish in your favor our Documentary Letter of Credit for the account of North Centennial Development LLC up to an aggregate amount of Ninety Eight Thousand Seventy Nine and 06/100 (\$98,079.06) U.S. DOLLARS which is available by presentation of your draft(s) at sight drawn on us bearing the clause: "Drawn under First Midwest Bank Documentary Letter of Credit No. 215031625-205, dated October 13, 2020."


The original of, and any amendments to, this Letter of Credit must accompany all draws. This Letter of Credit will expire at the close of the regular business day on October 13, 2023, and such drafts and any other required documents must be presented for payment and received by us on or before such date.

We hereby engage with drawers and/or bona fide holders that drafts drawn and negotiated in conformity with the terms of this credit will be duly honored on presentation and that drafts accepted in conformity with the terms of this credit will be duly honored at maturity.

This Letter of Credit shall be governed by and construed in accordance with the applicable laws of the State of Indiana, including the Uniform Commercial Code. Unless inconsistent with Indiana law, this Letter of Credit shall be governed by and construed in accordance with the International Standby Practices (ISP 98), as hereby expressly incorporated by reference.

**FIRST MIDWEST BANK**

  
BY: Evangeline Patricio  
ITS: Loan Operations Officer

  
BY: Allison Bishop  
ITS: Vice President

Saved as: northcentennial205ltr.doc

Irrevocable Letter of Credit No. 215031625-205

Subdivision/Entity: Centennial – Phase 12

ACCEPTED according to its terms this 17th day of November, 2020.

TOWN COUNCIL  
TOWN OF CEDAR LAKE, INDIANA

By: \_\_\_\_\_  
Randell C Niemeyer, Town Council President

ATTEST:

\_\_\_\_\_  
Jennifer Sandberg, Clerk-Treasurer

November 23, 2020

Mr. Randy Niemeyer, Council President  
And Members of the Town Council  
Town of Cedar Lake  
7408 Constitution Avenue  
Cedar Lake, Indiana 46303

**Re: Proposed Addendum to Accounting and Financial Consulting Services Agreement Dated August 11, 2020  
(Additional Services – Sustainability Plan – Lake ECO Project Feasibility Analysis)**

Thank you for requesting that O.W. Krohn & Associates, LLP (the “Municipal Advisor”) provide additional services for the Town of Cedar Lake (the “Town”) relative to accounting and municipal advisory services more fully described below and as set forth in the *Scope of Services*.

**Overview:**

Our proposed scope of services relates to the planning, preparation and presentation of a comprehensive Sustainability Plan for the Town. The comprehensive Sustainability Plan will incorporate all significant governmental Town funds, enterprise funds and TIF districts. Following an assessment of the current fund balances, proposed reserves, expected revenues and estimated expenditures, we will compile the information for the proposed Sustainability Plan and assist the Town with public presentations and meetings. We will also provide additional services on request.

**Scope of Services:**

The services to be provided shall include, but are not limited to, the following duties, as necessary. Working directly with Town Officials, we would compile a model to produce a 5-year projection that incorporates the following:

**A. Sustainability planning and sensitivity analysis.**

- 1) Rate of growth and its effects on:
  - a. Assessed value, net assessed value, potential excess levy appeals and maximum property tax levy/rates
  - b. System development charges (utilities), park impact fees and planning/zoning/building fees
  - c. Local income taxes, miscellaneous revenues and other items dependent on population
  - d. Estimated TIF revenue and expenditures
  - e. Personnel planning for police, fire, public works and administrative staffing
  - f. Other changes in operation and maintenance or periodic maintenance expenditures
- 2) Capital improvement program:
  - a. Identification of Town’s capital needs and compilation of proposed capital improvement plans
  - b. Prioritization of capital needs: must do, should do, like to do
  - c. Development/formulation of an annual pay-go capital improvement allowance
  - d. Identification and planning for debt/bond funded projects
  - e. Identification of potential G.O., lease rental, utility revenue and TIF bond options for the capital improvement plans

**B. Revenue and expenditure analysis.**

In compiling historical information, we would inquire about fluctuations in historical revenues and expenditures to establish a basis for making fixed, known and measurable adjustments for future expenditures.

**C. Projection of revenues, expenditures and capital outlays.**

Based on the evaluation of historical information and using the 2021 budget as a baseline, as well as input from Town Officials, prepare a 5-year projection of cash flows. This would be inclusive of growth assumptions, capital needs and outlays, changes in personnel and staffing, as well as other known operational changes. Also included would be potential capital funding techniques, potential new resources from anticipated developments and other revenue enhancements that might be considered.

**D. Modeling for projections.**

This would be an extension of “A. & C.”, above, projection assumptions would be provided by Town Officials. Our role would be to establish a financial projection model for all significant governmental funds, enterprise funds and TIF funds that could be updated from year-to-year to assess the sustainability of various programs, personnel changes and capital project funding requirements.

**E. Attend meetings as requested; virtually and/or in-person.**

**F. Advise on changes in Federal or State laws and regulations concerning financial matters.**

**G. Cedar Lake ECO Project Feasibility Analysis.**

We will also assist the Town in exploring the feasibility of a proposed Lake ECO Project that would improve the quality of Cedar Lake and its ECO system. Services to be rendered in this endeavor would include determining the amount of project funding that the Town could reasonably afford by using potential resources from the Town’s TIF District revenues, available funds on hand and future Stormwater Management and Sewage Works user fees. Consideration may also be given to other “out of the box” funding techniques, such as establishing a Conservancy District that could be coterminous with the Town’s corporate boundaries.

**Fees and Invoicing:**

Fees charged for work performed are generally based on hourly rates, as set forth below, for the time expended unless other arrangements are mutually agreed on. Hourly rates for work performed by our professionals vary by individual and reflect the complexity of the engagement. Invoices are generally submitted monthly describing the services provided, time logs and a current billing amount. As always, should any questions arise regarding invoice amounts and service descriptions, please do not hesitate to call.

The Municipal Advisor's fees for the services described above shall be based on actual time charges and out of pocket expenses. Our 2020 professional staff billing rates are noted below:

<u>Standard Hourly Rates / Staff Classifications *</u>	
<i>Partners</i>	<i>\$255.00</i>
<i>Municipal Advisors</i>	<i>\$220.00</i>
<i>Sr. Consultants / Project Managers</i>	<i>\$200.00</i>
<i>Sr. Staff Accountants</i>	<i>\$155.00</i>
<i>Support Personnel</i>	<i>\$95.00</i>

- Billing rates are subject to change periodically due to changing requirements and economic conditions. However, the rates above will not be changed prior to June 30<sup>th</sup>, 2021. Actual fees will be based on the actual time expended, required experience of the staff assigned and complexity of the engagement.*

The estimated fee range for the Sustainability Plan services noted above are anticipated to fall within a range of \$25,000 to \$40,000. We will inform you of any unexpected circumstances that might impact our estimated fee range.

**Closing Comments:**

If the foregoing accurately represents the scope of additional services to be provided to the Town, we ask that you accept and execute this addendum in the space provided below. All other provisions, disclosures and disclaimers of our August 11, 2020 Agreement remain in effect.

If you have any questions, please let us know. We appreciate this opportunity to be of continued service to the Town of Cedar Lake.

Kindest regards,

O. W. Krohn & Associates, LLP

A stylized, handwritten signature in black ink that reads "Buzz".

Otto W. Krohn, CPA, CGMA  
Executive Partner

The Town of Cedar Lake hereby acknowledges and agrees to the foregoing Addendum to our August 11, 2020 engagement letter on this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

Town of Cedar Lake

By: \_\_\_\_\_  
Authorized Representative

CC: Mr. Rick Eberly, Town Manager  
Ms. Jill Murr, Town Administrator