



## **TOWN COUNCIL PUBLIC MEETING AGENDA**

### **December 20, 2022 - 6:30 PM**

#### **PLEDGE OF ALLEGIANCE**

#### **MOMENT OF SILENCE**

#### **CALL TO ORDER/ROLL CALL:**

\_\_\_ Robert H. Carnahan, Ward 1  
\_\_\_ John Foreman, Ward 2  
\_\_\_ Julie Rivera, Ward 3  
\_\_\_ Ralph Miller, Ward 4  
\_\_\_ Colleen Schieben, Ward 6

\_\_\_ Richard Sharpe, Ward 7, Vice-President  
\_\_\_ Randell Niemeyer, Ward 5, President  
\_\_\_ Jennifer Sandberg, Clerk-Treasurer  
\_\_\_ Chris Salatas, Town Manager  
\_\_\_ David Austgen, Town Attorney

#### **PRESENTATION: Awards**

- a. Corporal Richard Pennington, Police Department
- b. Battalion Chief James Schultz, Fire Department

#### **ELECTION OF OFFICERS and APPOINTMENTS for 2023:**

##### **1. Election of Town Council Officers:**

**Town Council President:**

**Town Council Vice President:**

##### **2. Town Council Liaison and Committee Member Appointment; Appointments to Boards and Commissions:**

#### **PUBLIC COMMENT (*on agenda items*):**

#### **CONSENT AGENDA:**

1. **Town Grounds Use Approval for the Beach, Lion's Den, and Restrooms:**
  - a. Moto on Ice (Event days: January 1, 8, 2, 15, 22, 29 and February 5, 12, 19, 26, weather permitting. Note: They will set up on the Saturdays prior the Sundays with an event)
  - b. Hanover School Education Foundation Annual Penguin Plop (March 5, 2023)
2. **Claims:** All Town Funds: \$1,081,160.84; Wastewater Operating: \$157,244.99; Water Utility: \$180,679.82-; Storm Water: \$58,068.22; Payroll: 12/8/2022 - \$368,535.87; and November Remittances: \$179,177.45
3. **Manual Journal Entries:** November 1, 2022 – November 30, 2022

#### **ORDINANCES & RESOLUTIONS:**

1. **Ordinance No. 1436** – 2023 Salary Ordinance Second Reading (*1<sup>st</sup> Reading December 6, 2022*)
2. **Ordinance No. 1440** – Salary Ordinance Amendment, Job Descriptions:
  - a. Amending the Technology Director Job Description
  - b. Creating the Part-Time Division Chief of the Marine Unit Job Description for Division
3. **Ordinance No. 1441** – 2023 Salary Ordinance Amendment
4. **Ordinance No. 1442** – Enacting a Supplement to the Town Code of Ordinances

**BZA/PLAN COMMISSION:**

1. Extensions of Letters of Credit for Summer Winds Development LLC:
  - a. Summer Winds, Unit 2, to December 20, 2023, **in the amount of \$279,817.13**
  - b. Summer Winds, Unit 3, to December 23, 2023, **in the amount of \$14,575.48**

**NEW BUSINESS:**

1. Approval of Board of Zoning Appeals Meeting Time Change for Y2023 from 6 p.m. to 6:30 p.m.
2. Adoption of Strategic Plan
3. Y2023 Austgen Legal Services Agreement
4. Approve Chris Salatas, Town Manager, as the authorized signatory to execute all CCMG 2022-1 and 2022-2 documents

**REPORTS:**

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

**WRITTEN COMMUNICATION:**

1. Building Department Report
2. Christopher B. Burke Report
3. Veridus Report

**PUBLIC COMMENT:**

**SPECIAL PRESENTATION:** Presentation of Award – Chris Salatas

**ADJOURNMENT:**

**PRESS SESSION:**

**NEXT MEETING:** Tuesday, January 3, 2023 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.*



Hanover Schools Education Foundation

Hanover Schools Education Foundation  
9520 W. 133rd Ave.  
Cedar Lake, IN 46303  
Tax ID #: 0165668555  
hsef@hanover.k12.in.us

December 14, 2022

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 9 classroom grants in 2022, totaling \$18,677 in opportunities for our students and teachers.

Our next Penguin Plop is scheduled for Saturday, March 4, 2023. We would like to use the facilities at the Town Complex: beach, Lions Den Shelter and the public restrooms, with electricity available as well. We would be utilizing these areas from 8:00 am to noon.

The success of this fundraiser allows us to meet the needs of our students seeking a secondary education and it also allows our teachers to offer amazing new lessons with the additional funds they are awarded for their classrooms.

We will be paying the \$50 Facility Permit fee. We greatly appreciate your support of Hanover Schools Education Foundation.

If you have any questions, please contact me at (219) 374-4141 ext. 109240 or you can email me at [JSawaska@netDSB.com](mailto:JSawaska@netDSB.com).

Sincerely,

Jeff Sawaska

Hanover Schools Education Foundation Treasurer

**HAND IN HAND FOR EDUCATION**

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**December 20, 2022**

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|----------------|----------------|
| ALL TOWN FUNDS | \$1,081,160.84 |
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| WASTEWATER OPERATING | \$157,244.99 |
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| WATER UTILITY | \$180,679.82 |
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| STORM WATER | \$58,068.22 |
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| PAYROLL 12/8/22 | \$368,535.87 |
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| NOV REMITTANCES | \$179,177.45 |
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**TOWN OF CEDAR LAKE, LAKE COUNTY, INDIANA**

**ORDINANCE NO. 1436**

**AN ORDINANCE AMENDING TOWN SALARY ORDINANCE NO. 1400 ESTABLISHING JOBS AND SALARIES TO BE PAID CERTAIN OFFICES, POSITIONS, AND JOBS WITHIN THE TOWN OF CEDAR LAKE FOR THE YEAR 2023, 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 **2023**.

**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.*

|                    |                         |                     |                        |
|--------------------|-------------------------|---------------------|------------------------|
| Mon, Jan 2, 2023   | New Year's Day Observed | Mon, Sep 4, 2023    | Labor Day              |
| Mon, Jan 16, 2023  | Martin Luther King Day  | Tues, Nov 7, 2023   | Election Day           |
| Mon, Feb 20, 2023  | Presidents' Day         | Fri, Nov 10, 2023   | Veterans' Day Observed |
| Fri, April 7, 2023 | Good Friday             | Thurs, Nov 23, 2023 | Thanksgiving Day       |
| Tues, May 2, 2023  | Primary Election Day    | Fri, Nov 24, 2023   | Day after Thanksgiving |
| Mon, May 29, 2023  | Memorial Day            | Fri, Dec 22, 2023   | Christmas Eve Observed |
| Tues, Jul 4, 2023  | Independence Day        | Mon, Dec 25, 2023   | Christmas Day          |

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

|                    |                  |                     |                        |
|--------------------|------------------|---------------------|------------------------|
| Sun, Jan 1, 2023   | New Year's Day   | Thurs, Nov 23, 2023 | Thanksgiving Day       |
| Fri, April 7, 2023 | Good Friday      | Fri, Nov 24, 2023   | Day after Thanksgiving |
| Sun, Apr 9, 2023   | Easter Sunday    | Sat, Dec 24, 2023   | Christmas Eve          |
| Mon, May 29, 2023  | Memorial Day     | Sun, Dec 25, 2023   | Christmas Day          |
| Tues, Jul 4, 2023  | Independence Day | Sat, Dec 31, 2023   | New Year's Eve         |
| Mon, Sep 4, 2023   | Labor Day        |                     |                        |

**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 DECEMBER, 2022.**

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

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

\_\_\_\_\_  
Richard Sharpe, Vice President

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

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

\_\_\_\_\_  
Julie Rivera, Ward 3

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

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

ATTEST:

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



## TOWN OF CEDAR LAKE

EXHIBIT A

## SCHEDULE OF 2023 SALARIES AND WAGES

| Department                                | Employee Description       | Position Type | Pay Base       | 2023 Bi-<br>Weekly<br>Maximum | 2023 Hourly<br>Maximum | GEN (%)                                  | MVH (%) | LCSW (%) | WW (%) | WTR (%) | SWD (%) | RDC (%) | Parks (%) | Total (%) |
|---|----------------------------|---------------|----------------|-------------------------------|------------------------|--|---------|----------|--------|---------|---------|---------|-----------|-----------|
| Clerk-Treasurer                           | Clerk-Treasurer            | Elected       | Salary-Exempt  | \$ 2,115.38                   |                        | 50.0%                                    | 0.0%    | 0.0%     | 22.0%  | 18.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | Clerk-Treasurer - IAMC     | Elected       | Salary-Exempt  | \$ 2,307.69                   |                        | 50.0%                                    | 0.0%    | 0.0%     | 22.0%  | 18.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | Clerk-Treasurer - CMC      | Elected       | Salary-Exempt  | \$ 2,500.00                   |                        | 50.0%                                    | 0.0%    | 0.0%     | 22.0%  | 18.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | Clerk-Treasurer - CPFIM    | Elected       | Salary-Exempt  | \$ 2,692.31                   |                        | 50.0%                                    | 0.0%    | 0.0%     | 22.0%  | 18.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | Clerk-Treasurer - MMC      | Elected       | Salary-Exempt  | \$ 2,884.62                   |                        | 50.0%                                    | 0.0%    | 0.0%     | 22.0%  | 18.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | Chief Deputy               | Full-time     | Salary-Exempt  | \$ 1,706.50                   |                        | 50.0%                                    | 0.0%    | 0.0%     | 22.0%  | 18.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | Chief Deputy - IAMC        | Full-time     | Salary-Exempt  | \$ 1,815.75                   |                        | 50.0%                                    | 0.0%    | 0.0%     | 22.0%  | 18.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | Chief Deputy - CMC         | Full-time     | Salary-Exempt  | \$ 1,925.00                   |                        | 50.0%                                    | 0.0%    | 0.0%     | 22.0%  | 18.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | Chief Deputy - CPS         | Full-time     | Salary-Exempt  | \$ 2,103.38                   |                        | 50.0%                                    | 0.0%    | 0.0%     | 22.0%  | 18.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | Deputy Clerk               | Full-time     | Hourly         |                               | \$ 22.00               | 0.0%                                     | 0.0%    | 0.0%     | 55.0%  | 33.0%   | 12.0%   | 0.0%    | 0.0%      | 100.0%    |
|   | Deputy Clerk - IAMC        | Full-time     | Hourly         |                               | \$ 23.50               | 0.0%                                     | 0.0%    | 0.0%     | 55.0%  | 33.0%   | 12.0%   | 0.0%    | 0.0%      | 100.0%    |
|   | Payroll/Benefits Clerk     | Full-time     | Hourly         |                               | \$ 19.25               | 35.0%                                    | 0.0%    | 0.0%     | 30.0%  | 30.0%   | 5.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Town/Utility Billing Clerk | Full-time     | Hourly         |                               | \$ 16.00               | 18.0%                                    | 0.0%    | 0.0%     | 36.0%  | 36.0%   | 10.0%   | 0.0%    | 0.0%      | 100.0%    |
|   | Accounts Payable Clerk     | Full-time     | Hourly         |                               | \$ 16.00               | 18.0%                                    | 0.0%    | 0.0%     | 36.0%  | 36.0%   | 10.0%   | 0.0%    | 0.0%      | 100.0%    |
| Town Council & Administration             | Town Manager               | Full-time     | Salary-Exempt  | \$ 4,644.23                   |                        | 50.0%                                    | 0.0%    | 0.0%     | 20.0%  | 20.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | Technology Director        | Full-time     | Salary-Exempt  | \$ 2,784.86                   |                        | 50.0%                                    | 0.0%    | 0.0%     | 20.0%  | 15.0%   | 15.0%   | 0.0%    | 0.0%      | 100.0%    |
|   | Administrative Assistant   | Full-time     | Salary-Exempt  | \$ 1,720.00                   |                        | 50.0%                                    | 0.0%    | 0.0%     | 20.0%  | 20.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | Town Council President     | Elected       | Monthly        | ---- \$1,208.55               | per month ----         | 50.0%                                    | 0.0%    | 0.0%     | 20.0%  | 20.0%   | 10.0%   | 0.0%    | 0.0%      | 100.0%    |
|   | Town Council Member        | Elected       | Monthly        | ---- \$1,114.05               | per month ----         | 50.0%                                    | 0.0%    | 0.0%     | 20.0%  | 20.0%   | 10.0%   | 0.0%    | 0.0%      | 100.0%    |
|   | Custodian                  | Full-time     | Hourly         |                               | \$ 17.85               | 60.0%                                    | 0.0%    | 0.0%     | 20.0%  | 20.0%   | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Custodian (PT)             | Part-time     | Hourly         |                               | \$ 13.50               | 60.0%                                    | 0.0%    | 0.0%     | 25.0%  | 0.0%    | 15.0%   | 0.0%    | 0.0%      | 100.0%    |
|   | Utility Account Specialist | Part-time     | Hourly         |                               | \$ 100.00              | 0.0%                                     | 0.0%    | 0.0%     | 42.0%  | 42.0%   | 16.0%   | 0.0%    | 0.0%      | 100.0%    |
|   | Recording Secretary        | Full-time     | Hourly         |                               | \$ 18.37               | 50.0%                                    | 0.0%    | 0.0%     | 15.0%  | 15.0%   | 15.0%   | 5.0%    | 0.0%      | 100.0%    |
| Planning, Zoning & Building               | Planning Director          | Full-time     | Salary-Exempt  | \$ 3,269.23                   |                        | 50.0%                                    | 0.0%    | 0.0%     | 20.0%  | 20.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | Building Administrator     | Full-time     | Salary-Exempt  | \$ 2,423.07                   |                        | 50.0%                                    | 0.0%    | 0.0%     | 20.0%  | 20.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | Building Coordinator       | Full-time     | Hourly         |                               | \$ 21.00               | 50.0%                                    | 0.0%    | 0.0%     | 20.0%  | 20.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | Planning Secretary         | Full-time     | Hourly         |                               | \$ 16.82               | 75.0%                                    | 0.0%    | 0.0%     | 10.0%  | 10.0%   | 5.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Building Inspector         | Full-time     | Hourly         |                               | \$ 30.28               | 50.0%                                    | 0.0%    | 0.0%     | 20.0%  | 20.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | On-Call Building Inspector | On-Call       | Per Inspection |                               | \$ 21.06               | 50.0%                                    | 0.0%    | 0.0%     | 20.0%  | 20.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | Code Enforcement Officer   | Full-time     | Hourly         |                               | \$ 25.00               | 100.0%                                   | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
| Public Works (Streets, Parks & Utilities) | Operations Director        | Full-time     | Salary-Exempt  | \$ 2,999.08                   |                        | 0.0%                                     | 30.0%   | 0.0%     | 25.0%  | 25.0%   | 20.0%   | 0.0%    | 0.0%      | 100.0%    |
|   | Public Works Director      | Full-time     | Salary-Exempt  | \$ 2,999.08                   |                        | 0.0%                                     | 25.0%   | 0.0%     | 27.0%  | 23.0%   | 25.0%   | 0.0%    | 0.0%      | 100.0%    |
|   | Superintendent - PW        | Full-time     | Hourly         |                               | \$ 29.09               | 0.0%                                     | 25.0%   | 0.0%     | 27.0%  | 23.0%   | 25.0%   | 0.0%    | 0.0%      | 100.0%    |
|   | Superintendent - WW        | Full-time     | Hourly         |                               | \$ 29.09               | 0.0%                                     | 0.0%    | 0.0%     | 100.0% | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Superintendent - Water     | Full-time     | Hourly         |                               | \$ 29.09               | 0.0%                                     | 0.0%    | 0.0%     | 0.0%   | 100.0%  | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Foreman/Technician - WW    | Full-time     | Hourly         |                               | \$ 26.40               | 0.0%                                     | 0.0%    | 0.0%     | 100.0% | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Foreman/Technician - Water | Full-time     | Hourly         |                               | \$ 26.40               | 0.0%                                     | 0.0%    | 0.0%     | 0.0%   | 100.0%  | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Foreman - PW               | Full-time     | Hourly         |                               | \$ 25.49               | 0.0%                                     | 20.0%   | 20.0%    | 20.0%  | 20.0%   | 20.0%   | 0.0%    | 0.0%      | 100.0%    |
|   | Foreman - WW               | Full-time     | Hourly         |                               | \$ 25.49               | 0.0%                                     | 0.0%    | 0.0%     | 50.0%  | 50.0%   | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Foreman - Water            | Full-time     | Hourly         |                               | \$ 25.49               | 0.0%                                     | 0.0%    | 0.0%     | 50.0%  | 50.0%   | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Crew Leader - PW           | Full-time     | Hourly         |                               | \$ 23.68               | 0.0%                                     | 0.0%    | 0.0%     | 25.0%  | 50.0%   | 25.0%   | 0.0%    | 0.0%      | 100.0%    |
|   | Crew Leader - Other        | Full-time     | Hourly         |                               | \$ 23.68               | ----- Dependent on job description ----- |         |          |        |         |         |         |           | N/A       |
|   | Mechanic                   | Full-time     | Hourly         |                               | \$ 22.35               | 0.0%                                     | 25.0%   | 0.0%     | 25.0%  | 25.0%   | 25.0%   | 0.0%    | 0.0%      | 100.0%    |
|   | Crew Worker                | Full-time     | Hourly         |                               | \$ 21.93               | ----- Dependent on job description ----- |         |          |        |         |         |         |           | N/A       |
|   | Administrative Assistant   | Full-time     | Hourly         |                               | \$ 18.94               | 0.0%                                     | 33.0%   | 0.0%     | 23.0%  | 23.0%   | 21.0%   | 0.0%    | 0.0%      | 100.0%    |

## TOWN OF CEDAR LAKE

EXHIBIT A

## SCHEDULE OF 2023 SALARIES AND WAGES

| Department  | Employee Description                      | Position Type | Pay Base        | 2023 Bi-Weekly Maximum          | 2023 Hourly Maximum | GEN (%) | MVH (%) | LCSW (%) | WW (%) | WTR (%) | SWD (%) | RDC (%) | Parks (%) | Total (%) |
|---|---|---------------|-----------------|---------------------------------|---------------------|---------|---------|----------|--------|---------|---------|---------|-----------|-----------|
| <i>Public Works employees that hold the following certifications will receive the stated additional amount per hour. DSM or WTR 2 may be combined with one CDL certification.</i> |   |               |                 |                                 |                     |         |         |          |        |         |         |         |           |           |
|   | IN DSM-Distribution System Medium License | Full-time     | Hourly          |                                 | \$ 1.44             |         |         |          |        |         |         |         |           |           |
|   | WT2                                       | Full-time     | Hourly          |                                 | \$ 1.68             |         |         |          |        |         |         |         |           |           |
|   | CDL A                                     | Full-time     | Hourly          |                                 | \$ 1.20             |         |         |          |        |         |         |         |           |           |
|   | CDL B                                     | Full-time     | Hourly          |                                 | \$ 0.96             |         |         |          |        |         |         |         |           |           |
| <i>On-Call Duty - A scheduled employee will be paid \$50.00. The employee shall be compensated for a minimum of one (1) hour of 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>                           |   |               |                 |                                 |                     |         |         |          |        |         |         |         |           |           |
| Parks and Rec   | Park Director                             | Full-time     | Salary-Exempt   | \$ 3,269.23                     |                     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Administrative Assistant                  | Full-time     | Hourly          |                                 | \$ 21.50            | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Recreation Coordinator                    | Full-time     | Salary-Exempt   | \$ 2,307.69                     |                     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Maintenance Foreman                       | Full-time     | Hourly          |                                 | \$ 26.44            | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Park Crew Worker                          | Full-time     | Hourly          |                                 | \$ 21.93            | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Open Space Groundskeeper                  | Part-time     | Hourly          |                                 | \$ 15.00            | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Program Instructor                        | Part-time     | Per class       | ----- \$50.00                   | per class -----     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Recreation Aide                           | Part-time     | Hourly          |                                 | \$ 12.50            | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Soccer Referee                            | Part-time     | Hourly          |                                 | \$ 12.50            | 0.0%    | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 100.0%    | 100.0%    |
| Boards and Commissions  | Board of Safety                           | Part-time     | Per meeting     | --- \$111.00                    | per meeting ---     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | JMOB                                      | Part-time     | Per meeting     | --- \$111.00                    | per meeting ---     | 0.0%    | 0.0%    | 0.0%     | 100.0% | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Storm Water Management                    | Part-time     | Per meeting     | --- \$111.00                    | per meeting ---     | 0.0%    | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 100.0%  | 0.0%    | 0.0%      | 100.0%    |
|   | Plan Commission                           | Part-time     | Per meeting     | --- \$111.00                    | per meeting ---     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | BZA                                       | Part-time     | Per meeting     | --- \$111.00                    | per meeting ---     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | RDC                                       | Part-time     | Per meeting     | --- \$111.00                    | per meeting ---     | 0.0%    | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 100.0%  | 0.0%      | 100.0%    |
|   | Unsafe Building Commission                | Part-time     | Per meeting     | --- \$111.00                    | per meeting ---     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
| <i>Boards and commissions are paid per meeting attended, payable semi-annually in July and December.</i>  |   |               |                 |                                 |                     |         |         |          |        |         |         |         |           |           |
| Police  | Police Chief                              | Full-time     | Salary-Exempt   | \$ 3,269.23                     |                     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Deputy Chief                              | Full-time     | Salary Non-Exen | \$ 3,000.00                     |                     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Commander                                 | Full-time     | Salary Non-Exen | \$ 2,915.05                     |                     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Lieutenant                                | Full-time     | Salary Non-Exen | \$ 2,799.17                     |                     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Sergeant                                  | Full-time     | Salary Non-Exen | \$ 2,717.41                     |                     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Corporal                                  | Full-time     | Salary Non-Exen | \$ 2,643.82                     |                     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Patrolman First Class                     | Full-time     | Salary Non-Exen | \$ 2,582.95                     |                     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Patrolman                                 | Full-time     | Salary Non-Exen | \$ 2,508.46                     |                     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Probationary Patrolman                    | Full-time     | Salary Non-Exen | \$ 2,427.61                     |                     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Code Enforcement Officer                  | Part-time     | Hourly          |                                 | \$ 21.00            | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Administrative Assistant                  | Full-time     | Hourly          |                                 | \$ 22.90            | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | FT Clerk                                  | Full-time     | Hourly          |                                 | \$ 19.70            | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | PT Clerk                                  | Part-time     | Hourly          |                                 | \$ 18.79            | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Crossing Guard                            | Part-time     | Hourly          |                                 | \$ 15.00            | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | VIPS Stipend                              | Volunteer     | Per Call Out    |                                 | \$ 15.75            | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | VIPS Lieutenant                           | Volunteer     | Stipend         | ----- \$1,000.00 annually ----- |                     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | VIPS Sergeant                             | Volunteer     | Stipend         | ----- \$500.00 annually -----   |                     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Police Officer First Class*               |               |                 | \$ 2,928.14                     |                     | N/A     | N/A     | N/A      | N/A    | N/A     | N/A     | N/A     | N/A       | N/A       |

\* Certified to Indiana Public Employees' Retirement Fund, rate is fixed.

Salary Non-Exempt Employees are due overtime after 86 hours worked per pay period.

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 \$1,500 paid semi-annually with the first pays of June and December and included with regular pay.

VIPS Stipend - December through May activity payable first pay July. June through November activity payable first pay in December. VIPS Officer Stipends payable semi-annually on the first pays in July and December.

## TOWN OF CEDAR LAKE

EXHIBIT A

## SCHEDULE OF 2023 SALARIES AND WAGES

|   |                                    |               | 2023 Bi-Weekly  |         | 2023 Hourly               |         |         |          |        |         |         |         |           |           |
|---|------------------------------------|---------------|-----------------|---------|---------------------------|---------|---------|----------|--------|---------|---------|---------|-----------|-----------|
| Department  | Employee Description               | Position Type | Pay Base        | Maximum | Maximum                   | GEN (%) | MVH (%) | LCSW (%) | WW (%) | WTR (%) | SWD (%) | RDC (%) | Parks (%) | Total (%) |
| Fire  | Fire Chief                         | Full-time     | Salary-Exempt   | \$      | 3,269.23                  |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Deputy Chief                       | Full-time     | Salary-Exempt   | \$      | 2,884.62                  |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Battalion Chief                    | Full-time     | Salary Non-Exen | \$      | 2,586.62                  |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | EMS Division Chief                 | Full-time     | Salary Non-Exen | \$      | 2,525.08                  |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Captain FF/Paramedic               | Full-time     | Salary Non-Exen | \$      | 2,495.47                  |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Firefighter/Paramedic**            | Full-time     | Salary Non-Exen | \$      | 2,477.81                  |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Firefighter/EMT                    | Full-time     | Salary Non-Exen | \$      | 1,909.09                  |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Probationary Firefighter/Paramedic | Full-time     | Salary Non-Exen | \$      | 1,961.20                  |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | EMS Billing Clerk                  | Full-time     | Hourly          |         | \$                        | 18.18   | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Firefighter/Paramedic              | Part-time     | Hourly          |         | \$                        | 20.41   | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Firefighter/EMT                    | Part-time     | Hourly          |         | \$                        | 15.94   | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Division Chief Marine Unit         | Part-time     | Hourly          |         | \$                        | 15.00   | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Firefighter                        | Part-time     | Hourly          |         | \$                        | 15.00   | 100.0%  | 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 are to receive \$350 paid annually with the last pay of January and included with regular pay.                         |                                    |               |                 |         |                           |         |         |          |        |         |         |         |           |           |
| Salary Non-Exempt Employees are due overtime after 106 hours worked per pay period.   |                                    |               |                 |         |                           |         |         |          |        |         |         |         |           |           |
| Volunteer Fire Department   |                                    |               |                 |         |                           |         |         |          |        |         |         |         |           |           |
|   | Training Officer                   | Volunteer     | Stipend         | ----    | \$1,000.00 annually ----  |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Fire Inspector                     | Volunteer     | Stipend         | ----    | \$1,000.00 annually ----  |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Assistant Chief                    | Volunteer     | Stipend         | ----    | \$750.00 annually ----    |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Battalion Chief                    | Volunteer     | Stipend         | ----    | \$500.00 annually ----    |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Captain                            | Volunteer     | Stipend         | ----    | \$300.00 annually ----    |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Lieutenant                         | Volunteer     | Stipend         | ----    | \$200.00 annually ----    |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Car/Clothing Allowance             | Volunteer     | Stipend         | ----    | \$200.00 annually ----    |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Fire Response                      | Volunteer     | Per Call-Out    | -----   | \$15.75 per callout ----- |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Training Pay                       | Volunteer     | Per Session     | -----   | \$15.75 per callout ----- |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
| Volunteer fire dispatch and training pay compensation activity from December through May payable in July, June through November activity payable in December. |                                    |               |                 |         |                           |         |         |          |        |         |         |         |           |           |
| Stipends are paid semi-annually with the first pay in July and December.  |                                    |               |                 |         |                           |         |         |          |        |         |         |         |           |           |

## Notes:

All wages for hourly employees may be lower than stated.

Hourly and bi-weekly 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.: 1440**

**AN ORDINANCE AMENDING TOWN ORDINANCE NO. 1064, BEING: “AN ORDINANCE ESTABLISHING JOB EMPLOYMENT DESCRIPTIONS FOR THE TOWN OF CEDAR LAKE, REPEALING ALL ORDINANCES AND TOWN CODE SECTIONS, OR PORTIONS THEREOF, IN CONFLICT HEREWITH; AND ALL MATTERS RELATED HERETO”, AMENDING THE JOB DESCRIPTIONS OF THE FULL-TIME TECHNOLOGY DIRECTOR JOB POSITION AND CREATING A PART-TIME DIVISION CHIEF OF THE MARINE UNIT POSITION FOR THE TOWN, AND ALL MATTERS RELATED THERETO.**

**WHEREAS**, the Town Council of the Town of Cedar Lake, Lake County, Indiana (hereinafter the “Town Council”), has previously adopted its Ordinance No. 1064 on October 20, 2009, establishing a Job/Employment Description for the Town of Cedar Lake; and

**WHEREAS**, the Town Council has reviewed growth and staffing needs for the Town, specifically a position of Full-Time Technology Director and a Part-Time Division Chief of the Marine Unit; and

**WHEREAS**, the Town Council has determined, after such review, that the need to add a Full-Time Technology Director and a Part-Time Division Chief of the Marine exists; and

**WHEREAS**, the Town Council, upon its review, has determined it appropriate, advisable, and in the best interests of the residents of the Town, that the Full-Time Technology Director employment position job description of the Town should be amended and a Part-Time Division Chief of the Marine Unit employment position job description of the Town should be created; and

**WHEREAS**, the Town Council has now determined it appropriate and advisable to add the aforementioned Job Descriptions for the employees of Town for the benefit of the citizens and residents of the Town of Cedar Lake.

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

**SECTION ONE:** That the Job Description for a Full-Time Technology Director, attached to this Amendatory Ordinance as Exhibit “A” and the Job Description for a Part-Time Division Chief of the Marine Unit, attached to this Amendatory Ordinance as Exhibit “B”, is hereby adopted and approved.

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

**SECTION THREE:** That 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 THIS 20<sup>th</sup> DAY OF DECEMBER 2022, BY  
THE TOWN COUNCIL OF THE TOWN OF CEDAR LAKE, LAKE COUNTY, INDIANA.**

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

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Randell C. Niemeyer, President

---

Richard Sharpe, Vice-President

---

Robert H. Carnahan, Member

---

John C. Foreman, Member

---

Colleen Schieben, Member

---

Ralph Miller, Member

---

Julie Rivera, Member

ATTEST:

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Jennifer N. Sandberg, IAMC, CMC, CPFIM  
Clerk-Treasurer

**EXHIBIT A**  
**TOWN OF CEDAR LAKE**  
**POSITION DESCRIPTION**  
**TECHNOLOGY DIRECTOR**

**CLASS TITLE:** Technology Director  
**LOCATION:** Administration  
**DEPARTMENT:** Administration  
**EMPLOYMENT LEVEL:** Salaried/Exempt

**GENERAL PURPOSE**

The Technology Director is a member of the Department's Administrative Team who works closely with the Town Manager, Director of Operations, Chief of Police, and Fire Chief of the Town of Cedar Lake to sustain and grow programs and services.

**SUPERVISION RECEIVED**

The Technology Director is an administrative position who works under the direct supervision of the Town Manager.

**SUPERVISION EXERCISED**

None.

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

The essential duties and responsibilities contained herein shall serve as common examples; however, the following duties and responsibilities do not constitute an exhaustive list.

- ❑ Care for the information technology needs of the Town of Cedar Lake Public Facilities, including all Town Departments.
- ❑ Provide training, guidance and streamlining of processes.
- ❑ Works with Department Heads and supervisors to sustain and grow programs and services.
- ❑ Representative for the Cedar Lake Police on the Lake County Data Sharing Committee (Spillman Board).
- ❑ Technical liaison between the Cedar Lake Police & Fire and Southcom.
- ❑ Produce and maintain forms used by the Cedar Lake Police Department.

- ❑ Care for the plant operations of the Public Facilities and scheduling outside contractors for any work to be done, in the absence of a Director of Operations.
- ❑ Care for, ordering and maintaining emergency equipment in vehicles (sirens, lights, etc.).
- ❑ Care for, ordering and maintaining communication equipment in vehicles, including MDT's Mobile Computers and radio systems.
- ❑ Care for CCT systems within the Cedar Lake Public Facilities.
- ❑ Design and implement cost saving procedures and protocols utilizing technology to replace paper.
- ❑ Help-Desk for individual concerns of employees in their day-to-day operations.
- ❑ Assist other Town Department Heads with various tasks as needed.
- ❑ Operates a vehicle when necessary to travel for Town business matters.
- ❑ Attend seminars and workshops related to information technology or public safety duties and responsibilities.

### DESIRED MINIMUM QUALIFICATIONS

*Job Standards:* Any combination of education and experience providing the required skill and knowledge is qualifying. Typical qualifications would be equivalent to:

- A. High school diploma or GED
- B. Five (5) years of increasingly responsible related experience in the technology field or any equivalent combination of related education and experience

*Skills:*

- A. Ability to effectively meet and deal with public; ability to communicate effectively verbally and in writing; ability to handle stressful situations
- B. Ability to establish and maintain effective working relationships with employees, supervisors, other departments, Officials, and the public; ability to communicate effectively verbally and in writing

- C. Ability to utilize network termination tools, punch-downs, crimping tools and cable testing and verification equipment
- D. Ability to utilize vehicle electrical tools, crimping, soldering and test equipment

*Knowledge:*

- A. Proficiency with PCs, devices, mobile telephones, specifically mobile data units, computer software and applications, and learn new technologies as they become relevant
- B. General knowledge of office equipment, including fax machine, copier, telephone, calculator, and shredder
- C. Knowledge of vehicle electronic systems
- D. Knowledge of computer network design and installation
- E. Knowledge of network cable installation in relation to building codes, NFPA and ANSI/TIA standards and requirements
- F. Knowledge and experience in facility management including electrical, plumbing and HVAC
- G. Knowledge and experience with CCTV and access control systems

**PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the position.

While performing the duties of this job, the employee is frequently required to sit and talk or hear, use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms.

Duties often require work outside of the traditional office environment including construction sites, parks, and nature areas.

The employee must occasionally lift and/or move up to twenty-five (25) pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

**WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.



Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the position.

The noise level in the work environment is usually quiet.

### SELECTION GUIDELINES

The Technology Director is hired by the Town Council with the recommendation of the Town Manager.

Approval: \_\_\_\_\_  
Supervisor

Approval: \_\_\_\_\_  
Appointing Authority

Effective Date: \_\_\_\_\_

**EXHIBIT B**

**TOWN OF CEDAR LAKE  
POSITION DESCRIPTION  
Division Chief of The Marine Unit**

**CLASS TITLE:** Division Chief of Marine Unit  
**DEPARTMENT:** Fire Department  
**DIVISION:** Public Safety  
**LOCATION:** Fire Department  
**EMPLOYMENT LEVEL:** Part time  
**DATE:** 12-13-22

**GENERAL PURPOSE:**

Reporting to the Deputy Chief, the Division Chief of Marine Unit will administer, plan, direct and control all aspects of the fire department marine unit of all types, all equipment on the boats and dive truck and activities of the department as authorized by the Town of Cedar Lake and the State of Indiana. Administrative duties comprise planning apparatus maintenance, directing, and controlling fire department activities including help with recruitment of personnel for future marine unit positions, recommendation to the Deputy chief for the purchase of equipment for the apparatus and a member of new equipment committees.

**DUTIES AND RESPONSIBILITIES:**

- Plan direct and supervise through shift officers the activities of the fire departments maintenance of equipment.
- Have training programs developed and implemented in accordance with accepted standards to improve the understanding and skill of all staff in apparatus driving, operating and equipment awareness.
- Ensure adequate records are kept of all required maintenance and training.
- Ensure that all local government policies and processes are adhered to.
- Maintain an effective working relationship with all local government departments like public works and carry out such additional duties as requested by the Chief.
- Ensure that inquiries and complaints regarding fire department activities or responsibilities are handled promptly, efficiently, effectively and with courtesy, Deputy Chief to be notified immediately.
- Oversees the daily Inspections and Training of staff on the equipment.
- Successfully complete the Cedar Lake Fire Dept skills trainings and eventually receive, when classes become available, all certifications through the National Fire Academy, Indiana State Fire Marshal's office, Indiana Department of Homeland Security to the level of Driver Operator Engine, Aerial, Tender. Extensive Boat training, and have Emergency Medical Experience to assist where needed.
- Other duties as assigned relative to the position or needed during extreme emergencies.
- Will give a Bi-annual report on the status and condition of the depts fleet.

- Will give equipment recommendations to the Chiefs
- Extensive knowledge of Boat operations

### **ORGANIZATIONAL RELATIONSHIP:**

Battalion Chief, Deputy Fire Chief, Fire Chief.

### **SUPERVISION RECEIVED:**

Works under the general supervision of the Battalion Chief's and Deputy Chief

### **SUPERVISION EXERCISED:**

May assist and/or coordinate the work of other members of the Cedar Lake Fire Department.

### **KNOWLEDGE:**

Extensive Knowledge driving skills and complicated math skills. Boat and dive operations, Basic Knowledge of symptoms of medical emergencies and of appropriate responses to such emergencies as well as Training in emergency medical procedures, and in patient assessment techniques. Knowledge of the Firefighting standards set forth by the State of Indiana

### **DESIRED MINIMUM QUALIFICATIONS:**

- A. Graduation from high school education or GED equivalent; and
- B. 12 months experience as a Indiana State Certified Firefighter I/II
- C. Experience as a Indiana State Fire Strategy and Tactics
- D. Certified ERDI Diver
- E. Ice Diver
- F. Emergency Medical Experience

### **TOOLS AND EQUIPMENT:**

Operations of Emergency medical aid unit, ambulance unit or 1<sup>st</sup> responder unit, fire apparatus, Boats, fire pumps, hoses, and other standard firefighting equipment, ladders, radio, pager, personal computer, phone.

### **PHYSICAL DEMANDS:**

The work environment characteristic described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works in outside weather conditions. The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and / or humid conditions, fumes, or airborne particles, toxic or caustic chemicals, risk of electrical shock and vibration.

The noise level in the work environment is usually moderate, except during certain firefighting, Dive operations or EMS activities when noise levels may be loud.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The position description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

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Employee Signature

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Date

---

Supervisor Signature

---

Date



November 23, 2022

To: Cedar Lake Town Council  
7408 Constitution Ave  
Cedar Lake, IN 46303

From: Cedar Lake Board of Safety  
Cedar Lake, IN 46303

**RE: Fire Department Job Description - Division Chief of Marine Unit**

Dear Cedar Lake Town Council:

At the Tuesday, November 22, 2022 Cedar Lake Board of Safety meeting, the Board discussed their support of the Job Description for Division Chief of the Marine Unit of the Cedar Lake Fire Department.

The Cedar Lake Board of Safety made motion and voted unanimously 5:0 to send Favorable Recommendation to the Cedar Lake Town Council to consider approval of the Cedar Lake Fire Department Job Description of Division Chief of the Marine Unit.

Please consider this at your next Town Council meeting for approval. If you have any questions, please let me know.

Sincerely,

A black rectangular redaction box covering the signature of Lester C. Kaper.

Lester C. Kaper  
Cedar Lake Board of Safety Chairman

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

**ORDINANCE NO. 1441**

**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.**

**WHEREAS**, the Town Council of the Town of Cedar Lake, Lake County, Indiana, has reviewed 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 year **2023**; and

**WHEREAS**, the Town Council of the Town of Cedar Lake, Lake County, Indiana, has been advised that modifications and amendments to Town **Salary Ordinance No. 1436** are necessary and appropriate based upon circumstances reported to the Town Council, and

**WHEREAS**, the Town Council of the Town of Cedar Lake, Lake County, Indiana, having reviewed the circumstances and considered all recommendations, and being duly advised, now concurs that it is advisable, necessary, appropriate, and in the best interests of the residents of the Town of Cedar Lake, that Town **Salary Ordinance No. 1436** be amended to add/revise job positions, and salaries to be paid to such positions, and all related amendments.

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

**SECTION ONE:** That the following assignments and compensations be amended and added to the Section entitled Fire Department in Town Ordinance No. 1436, as amended from time to time, to read and provide as follows:

Fire Department  
Battalion Chief

Full-Time, Salary NE

Not to exceed \$2,586.62  
Payable 100% General

**SECTION TWO:** That this amendment shall be for the pay date beginning January 5, 2023.

**SECTION THREE:** That all existing Ordinances, or parts thereof, in conflicts with the provisions of this Ordinance, are hereby deemed null, void, and of no legal effect, and are specifically repealed.

**SECTION FOUR:** 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 FIVE:** That this Amendatory Ordinance shall take effect, and be in full force and effect, from and after 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 20<sup>th</sup> DAY OF DECEMBER, 2022.**

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

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

\_\_\_\_\_  
Richard Sharpe, Vice-President

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

\_\_\_\_\_  
John Foreman, Member

\_\_\_\_\_  
Julie Rivera, Member

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

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

ATTEST:

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

## TOWN OF CEDAR LAKE

EXHIBIT A

## SCHEDULE OF 2023 SALARIES AND WAGES

| Department                                | Employee Description       | Position Type | Pay Base       | 2023 Bi-<br>Weekly<br>Maximum | 2023 Hourly<br>Maximum | GEN (%)                                  | MVH (%) | LCSW (%) | WW (%) | WTR (%) | SWD (%) | RDC (%) | Parks (%) | Total (%) |
|---|----------------------------|---------------|----------------|-------------------------------|------------------------|--|---------|----------|--------|---------|---------|---------|-----------|-----------|
| Clerk-Treasurer                           | Clerk-Treasurer            | Elected       | Salary-Exempt  | \$ 2,115.38                   |                        | 50.0%                                    | 0.0%    | 0.0%     | 22.0%  | 18.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | Clerk-Treasurer - IAMC     | Elected       | Salary-Exempt  | \$ 2,307.69                   |                        | 50.0%                                    | 0.0%    | 0.0%     | 22.0%  | 18.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | Clerk-Treasurer - CMC      | Elected       | Salary-Exempt  | \$ 2,500.00                   |                        | 50.0%                                    | 0.0%    | 0.0%     | 22.0%  | 18.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | Clerk-Treasurer - CPFIM    | Elected       | Salary-Exempt  | \$ 2,692.31                   |                        | 50.0%                                    | 0.0%    | 0.0%     | 22.0%  | 18.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | Clerk-Treasurer - MMC      | Elected       | Salary-Exempt  | \$ 2,884.62                   |                        | 50.0%                                    | 0.0%    | 0.0%     | 22.0%  | 18.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | Chief Deputy               | Full-time     | Salary-Exempt  | \$ 1,706.50                   |                        | 50.0%                                    | 0.0%    | 0.0%     | 22.0%  | 18.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | Chief Deputy - IAMC        | Full-time     | Salary-Exempt  | \$ 1,815.75                   |                        | 50.0%                                    | 0.0%    | 0.0%     | 22.0%  | 18.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | Chief Deputy - CMC         | Full-time     | Salary-Exempt  | \$ 1,925.00                   |                        | 50.0%                                    | 0.0%    | 0.0%     | 22.0%  | 18.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | Chief Deputy - CPS         | Full-time     | Salary-Exempt  | \$ 2,103.38                   |                        | 50.0%                                    | 0.0%    | 0.0%     | 22.0%  | 18.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | Deputy Clerk               | Full-time     | Hourly         |                               | \$ 22.00               | 0.0%                                     | 0.0%    | 0.0%     | 55.0%  | 33.0%   | 12.0%   | 0.0%    | 0.0%      | 100.0%    |
|   | Deputy Clerk - IAMC        | Full-time     | Hourly         |                               | \$ 23.50               | 0.0%                                     | 0.0%    | 0.0%     | 55.0%  | 33.0%   | 12.0%   | 0.0%    | 0.0%      | 100.0%    |
|   | Payroll/Benefits Clerk     | Full-time     | Hourly         |                               | \$ 19.25               | 35.0%                                    | 0.0%    | 0.0%     | 30.0%  | 30.0%   | 5.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Town/Utility Billing Clerk | Full-time     | Hourly         |                               | \$ 16.00               | 18.0%                                    | 0.0%    | 0.0%     | 36.0%  | 36.0%   | 10.0%   | 0.0%    | 0.0%      | 100.0%    |
|   | Accounts Payable Clerk     | Full-time     | Hourly         |                               | \$ 16.00               | 18.0%                                    | 0.0%    | 0.0%     | 36.0%  | 36.0%   | 10.0%   | 0.0%    | 0.0%      | 100.0%    |
| Town Council & Administration             | Town Manager               | Full-time     | Salary-Exempt  | \$ 4,644.23                   |                        | 50.0%                                    | 0.0%    | 0.0%     | 20.0%  | 20.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | Technology Director        | Full-time     | Salary-Exempt  | \$ 2,784.86                   |                        | 50.0%                                    | 0.0%    | 0.0%     | 20.0%  | 15.0%   | 15.0%   | 0.0%    | 0.0%      | 100.0%    |
|   | Administrative Assistant   | Full-time     | Salary-Exempt  | \$ 1,720.00                   |                        | 50.0%                                    | 0.0%    | 0.0%     | 20.0%  | 20.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | Town Council President     | Elected       | Monthly        | ---- \$1,208.55               | per month ----         | 50.0%                                    | 0.0%    | 0.0%     | 20.0%  | 20.0%   | 10.0%   | 0.0%    | 0.0%      | 100.0%    |
|   | Town Council Member        | Elected       | Monthly        | ---- \$1,114.05               | per month ----         | 50.0%                                    | 0.0%    | 0.0%     | 20.0%  | 20.0%   | 10.0%   | 0.0%    | 0.0%      | 100.0%    |
|   | Custodian                  | Full-time     | Hourly         |                               | \$ 17.85               | 60.0%                                    | 0.0%    | 0.0%     | 20.0%  | 20.0%   | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Custodian (PT)             | Part-time     | Hourly         |                               | \$ 13.50               | 60.0%                                    | 0.0%    | 0.0%     | 25.0%  | 0.0%    | 15.0%   | 0.0%    | 0.0%      | 100.0%    |
|   | Utility Account Specialist | Part-time     | Hourly         |                               | \$ 100.00              | 0.0%                                     | 0.0%    | 0.0%     | 42.0%  | 42.0%   | 16.0%   | 0.0%    | 0.0%      | 100.0%    |
|   | Recording Secretary        | Full-time     | Hourly         |                               | \$ 18.37               | 50.0%                                    | 0.0%    | 0.0%     | 15.0%  | 15.0%   | 15.0%   | 5.0%    | 0.0%      | 100.0%    |
| Planning, Zoning & Building               | Planning Director          | Full-time     | Salary-Exempt  | \$ 3,269.23                   |                        | 50.0%                                    | 0.0%    | 0.0%     | 20.0%  | 20.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | Building Administrator     | Full-time     | Salary-Exempt  | \$ 2,423.07                   |                        | 50.0%                                    | 0.0%    | 0.0%     | 20.0%  | 20.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | Building Coordinator       | Full-time     | Hourly         |                               | \$ 21.00               | 50.0%                                    | 0.0%    | 0.0%     | 20.0%  | 20.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | Planning Secretary         | Full-time     | Hourly         |                               | \$ 16.82               | 75.0%                                    | 0.0%    | 0.0%     | 10.0%  | 10.0%   | 5.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Building Inspector         | Full-time     | Hourly         |                               | \$ 30.28               | 50.0%                                    | 0.0%    | 0.0%     | 20.0%  | 20.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | On-Call Building Inspector | On-Call       | Per Inspection |                               | \$ 21.06               | 50.0%                                    | 0.0%    | 0.0%     | 20.0%  | 20.0%   | 5.0%    | 5.0%    | 0.0%      | 100.0%    |
|   | Code Enforcement Officer   | Full-time     | Hourly         |                               | \$ 25.00               | 100.0%                                   | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
| Public Works (Streets, Parks & Utilities) | Operations Director        | Full-time     | Salary-Exempt  | \$ 2,999.08                   |                        | 0.0%                                     | 30.0%   | 0.0%     | 25.0%  | 25.0%   | 20.0%   | 0.0%    | 0.0%      | 100.0%    |
|   | Public Works Director      | Full-time     | Salary-Exempt  | \$ 2,999.08                   |                        | 0.0%                                     | 25.0%   | 0.0%     | 27.0%  | 23.0%   | 25.0%   | 0.0%    | 0.0%      | 100.0%    |
|   | Superintendent - PW        | Full-time     | Hourly         |                               | \$ 29.09               | 0.0%                                     | 25.0%   | 0.0%     | 27.0%  | 23.0%   | 25.0%   | 0.0%    | 0.0%      | 100.0%    |
|   | Superintendent - WW        | Full-time     | Hourly         |                               | \$ 29.09               | 0.0%                                     | 0.0%    | 0.0%     | 100.0% | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Superintendent - Water     | Full-time     | Hourly         |                               | \$ 29.09               | 0.0%                                     | 0.0%    | 0.0%     | 0.0%   | 100.0%  | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Foreman/Technician - WW    | Full-time     | Hourly         |                               | \$ 26.40               | 0.0%                                     | 0.0%    | 0.0%     | 100.0% | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Foreman/Technician - Water | Full-time     | Hourly         |                               | \$ 26.40               | 0.0%                                     | 0.0%    | 0.0%     | 0.0%   | 100.0%  | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Foreman - PW               | Full-time     | Hourly         |                               | \$ 25.49               | 0.0%                                     | 20.0%   | 20.0%    | 20.0%  | 20.0%   | 20.0%   | 0.0%    | 0.0%      | 100.0%    |
|   | Foreman - WW               | Full-time     | Hourly         |                               | \$ 25.49               | 0.0%                                     | 0.0%    | 0.0%     | 50.0%  | 50.0%   | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Foreman - Water            | Full-time     | Hourly         |                               | \$ 25.49               | 0.0%                                     | 0.0%    | 0.0%     | 50.0%  | 50.0%   | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Crew Leader - PW           | Full-time     | Hourly         |                               | \$ 23.68               | 0.0%                                     | 0.0%    | 0.0%     | 25.0%  | 50.0%   | 25.0%   | 0.0%    | 0.0%      | 100.0%    |
|   | Crew Leader - Other        | Full-time     | Hourly         |                               | \$ 23.68               | ----- Dependent on job description ----- |         |          |        |         |         |         |           | N/A       |
|   | Mechanic                   | Full-time     | Hourly         |                               | \$ 22.35               | 0.0%                                     | 25.0%   | 0.0%     | 25.0%  | 25.0%   | 25.0%   | 0.0%    | 0.0%      | 100.0%    |
|   | Crew Worker                | Full-time     | Hourly         |                               | \$ 21.93               | ----- Dependent on job description ----- |         |          |        |         |         |         |           | N/A       |
|   | Administrative Assistant   | Full-time     | Hourly         |                               | \$ 18.94               | 0.0%                                     | 33.0%   | 0.0%     | 23.0%  | 23.0%   | 21.0%   | 0.0%    | 0.0%      | 100.0%    |



## TOWN OF CEDAR LAKE

EXHIBIT A

## SCHEDULE OF 2023 SALARIES AND WAGES

| Department  | Employee Description                      | Position Type | Pay Base        | 2023 Bi-Weekly Maximum          | 2023 Hourly Maximum | GEN (%) | MVH (%) | LCSW (%) | WW (%) | WTR (%) | SWD (%) | RDC (%) | Parks (%) | Total (%) |
|---|---|---------------|-----------------|---------------------------------|---------------------|---------|---------|----------|--------|---------|---------|---------|-----------|-----------|
| <i>Public Works employees that hold the following certifications will receive the stated additional amount per hour. DSM or WTR 2 may be combined with one CDL certification.</i> |   |               |                 |                                 |                     |         |         |          |        |         |         |         |           |           |
|   | IN DSM-Distribution System Medium License | Full-time     | Hourly          |                                 | \$ 1.44             |         |         |          |        |         |         |         |           |           |
|   | WT2                                       | Full-time     | Hourly          |                                 | \$ 1.68             |         |         |          |        |         |         |         |           |           |
|   | CDL A                                     | Full-time     | Hourly          |                                 | \$ 1.20             |         |         |          |        |         |         |         |           |           |
|   | CDL B                                     | Full-time     | Hourly          |                                 | \$ 0.96             |         |         |          |        |         |         |         |           |           |
| <i>On-Call Duty - A scheduled employee will be paid \$50.00. The employee shall be compensated for a minimum of one (1) hour of 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>                           |   |               |                 |                                 |                     |         |         |          |        |         |         |         |           |           |
| Parks and Rec   | Park Director                             | Full-time     | Salary-Exempt   | \$ 3,269.23                     |                     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Administrative Assistant                  | Full-time     | Hourly          |                                 | \$ 21.50            | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Recreation Coordinator                    | Full-time     | Hourly          |                                 | \$ 20.95            | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Maintenance Foreman                       | Full-time     | Hourly          |                                 | \$ 26.44            | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Park Crew Worker                          | Full-time     | Hourly          |                                 | \$ 21.93            | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Open Space Groundskeeper                  | Part-time     | Hourly          |                                 | \$ 15.00            | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Program Instructor                        | Part-time     | Per class       | ----- \$50.00                   | per class -----     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Recreation Aide                           | Part-time     | Hourly          |                                 | \$ 12.50            | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Soccer Referee                            | Part-time     | Hourly          |                                 | \$ 12.50            | 0.0%    | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 100.0%    | 100.0%    |
| Boards and Commissions  | Board of Safety                           | Part-time     | Per meeting     | --- \$111.00                    | per meeting ---     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | JMOB                                      | Part-time     | Per meeting     | --- \$111.00                    | per meeting ---     | 0.0%    | 0.0%    | 0.0%     | 100.0% | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Storm Water Management                    | Part-time     | Per meeting     | --- \$111.00                    | per meeting ---     | 0.0%    | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 100.0%  | 0.0%    | 0.0%      | 100.0%    |
|   | Plan Commission                           | Part-time     | Per meeting     | --- \$111.00                    | per meeting ---     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | BZA                                       | Part-time     | Per meeting     | --- \$111.00                    | per meeting ---     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | RDC                                       | Part-time     | Per meeting     | --- \$111.00                    | per meeting ---     | 0.0%    | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 100.0%  | 0.0%      | 100.0%    |
|   | Unsafe Building Commission                | Part-time     | Per meeting     | --- \$111.00                    | per meeting ---     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
| <i>Boards and commissions are paid per meeting attended, payable semi-annually in July and December.</i>  |   |               |                 |                                 |                     |         |         |          |        |         |         |         |           |           |
| Police  | Police Chief                              | Full-time     | Salary-Exempt   | \$ 3,269.23                     |                     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Deputy Chief                              | Full-time     | Salary Non-Exen | \$ 3,000.00                     |                     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Commander                                 | Full-time     | Salary Non-Exen | \$ 2,915.05                     |                     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Lieutenant                                | Full-time     | Salary Non-Exen | \$ 2,799.17                     |                     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Sergeant                                  | Full-time     | Salary Non-Exen | \$ 2,717.41                     |                     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Corporal                                  | Full-time     | Salary Non-Exen | \$ 2,643.82                     |                     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Patrolman First Class                     | Full-time     | Salary Non-Exen | \$ 2,582.95                     |                     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Patrolman                                 | Full-time     | Salary Non-Exen | \$ 2,508.46                     |                     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Probationary Patrolman                    | Full-time     | Salary Non-Exen | \$ 2,427.61                     |                     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Code Enforcement Officer                  | Part-time     | Hourly          |                                 | \$ 21.00            | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Administrative Assistant                  | Full-time     | Hourly          |                                 | \$ 22.90            | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | FT Clerk                                  | Full-time     | Hourly          |                                 | \$ 19.70            | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | PT Clerk                                  | Part-time     | Hourly          |                                 | \$ 18.79            | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Crossing Guard                            | Part-time     | Hourly          |                                 | \$ 15.00            | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | VIPS Stipend                              | Volunteer     | Per Call Out    |                                 | \$ 15.75            | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | VIPS Lieutenant                           | Volunteer     | Stipend         | ----- \$1,000.00 annually ----- |                     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | VIPS Sergeant                             | Volunteer     | Stipend         | ----- \$500.00 annually -----   |                     | 100.0%  | 0.0%    | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Police Officer First Class*               |               |                 | \$ 2,928.14                     |                     | N/A     | N/A     | N/A      | N/A    | N/A     | N/A     | N/A     | N/A       | N/A       |

\* Certified to Indiana Public Employees' Retirement Fund, rate is fixed.

Salary Non-Exempt Employees are due overtime after 86 hours worked per pay period.

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 \$1,500 paid semi-annually with the first pays of June and December and included with regular pay.

VIPS Stipend for 2022 - December through May activity payable first pay July. June through November activity payable first pay in December. VIPS Officer Stipends payable semi-annually on the first pays in July and December.

## TOWN OF CEDAR LAKE

EXHIBIT A

## SCHEDULE OF 2023 SALARIES AND WAGES

|   |                                    |               | 2023 Bi-Weekly  |         | 2023 Hourly               |         |         |          |        |         |         |         |           |           |
|---|------------------------------------|---------------|-----------------|---------|---------------------------|---------|---------|----------|--------|---------|---------|---------|-----------|-----------|
| Department  | Employee Description               | Position Type | Pay Base        | Maximum | Maximum                   | GEN (%) | MVH (%) | LCSW (%) | WW (%) | WTR (%) | SWD (%) | RDC (%) | Parks (%) | Total (%) |
| Fire  | Fire Chief                         | Full-time     | Salary-Exempt   | \$      | 3,269.23                  |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Deputy Chief                       | Full-time     | Salary-Exempt   | \$      | 2,884.62                  |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Battalion Chief                    | Full-time     | Salary Non-Exen | \$      | 2,586.62                  |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | EMS Division Chief                 | Full-time     | Salary Non-Exen | \$      | 2,525.08                  |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Captain FF/Paramedic               | Full-time     | Salary Non-Exen | \$      | 2,495.47                  |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Firefighter/Paramedic**            | Full-time     | Salary Non-Exen | \$      | 2,477.81                  |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Firefighter/EMT                    | Full-time     | Salary Non-Exen | \$      | 1,909.09                  |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Probationary Firefighter/Paramedic | Full-time     | Salary Non-Exen | \$      | 1,961.20                  |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | EMS Billing Clerk                  | Full-time     | Hourly          |         | \$                        | 18.18   | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Firefighter/Paramedic              | Part-time     | Hourly          |         | \$                        | 20.41   | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Firefighter/EMT                    | Part-time     | Hourly          |         | \$                        | 15.94   | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Division Chief Marine Unit         | Part-time     | Hourly          |         | \$                        | 15.00   | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Firefighter                        | Part-time     | Hourly          |         | \$                        | 15.00   | 100.0%  | 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 are to receive \$350 paid annually with the last pay of January and included with regular pay.                         |                                    |               |                 |         |                           |         |         |          |        |         |         |         |           |           |
| Salary Non-Exempt Employees are due overtime after 106 hours worked per pay period.   |                                    |               |                 |         |                           |         |         |          |        |         |         |         |           |           |
| Volunteer Fire Department   |                                    |               |                 |         |                           |         |         |          |        |         |         |         |           |           |
|   | Training Officer                   | Volunteer     | Stipend         | ----    | \$1,000.00 annually ----  |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Fire Inspector                     | Volunteer     | Stipend         | ----    | \$1,000.00 annually ----  |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Assistant Chief                    | Volunteer     | Stipend         | ----    | \$750.00 annually ----    |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Battalion Chief                    | Volunteer     | Stipend         | ----    | \$500.00 annually ----    |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Captain                            | Volunteer     | Stipend         | ----    | \$300.00 annually ----    |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Lieutenant                         | Volunteer     | Stipend         | ----    | \$200.00 annually ----    |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Car/Clothing Allowance             | Volunteer     | Stipend         | ----    | \$200.00 annually ----    |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Fire Response                      | Volunteer     | Per Call-Out    | -----   | \$15.75 per callout ----- |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
|   | Training Pay                       | Volunteer     | Per Session     | -----   | \$15.75 per callout ----- |         | 100.0%  | 0.0%     | 0.0%   | 0.0%    | 0.0%    | 0.0%    | 0.0%      | 100.0%    |
| Volunteer fire dispatch and training pay compensation activity from December through May payable in July, June through November activity payable in December. |                                    |               |                 |         |                           |         |         |          |        |         |         |         |           |           |
| Stipends are paid semi-annually with the first pay in July and December.  |                                    |               |                 |         |                           |         |         |          |        |         |         |         |           |           |

## Notes:

All wages for hourly employees may be lower than stated.

Hourly and bi-weekly 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. 1442**

**AN ORDINANCE ADOPTING AND ENACTING A SUPPLEMENT TO THE CODE OF ORDINANCES OF THE TOWN OF CEDAR LAKE, LAKE COUNTY, INDIANA**

**WHEREAS**, American Legal Publishing Corporation of Cincinnati, Ohio has completed the 2022 S-32 Supplement to the Code of Ordinances of the Town of Cedar Lake, which supplement contains all ordinances and index of all resolutions of a general nature enacted since the prior supplement to the Code of Ordinances which are based on or make references to sections of the Indiana Code; and

**WHEREAS**, it is the intent of the Cedar Lake Town Council to accept these updated sections in accordance with the changes of the law of the State of Indiana;

**NOW, THEREFORE, BE IT ORDAINED** by the Town Council of the Town of Cedar Lake, Lake County, Indiana, as submitted by American Legal Publishing Corporation of Cincinnati, Ohio, and as attached hereto, be and the same is hereby adopted by reference as if set out in its entirety.

**SECTION 1.** That the 2022 S-32 Supplement to the Code of Ordinances of the Town of Cedar Lake, Lake County, Indiana as submitted by American Legal Publishing Corporation of Cincinnati, Ohio, and as attached hereto, be and the same is hereby adopted by reference as if set out in its entirety.

**SECTION 2.** Such supplement shall be deemed published as of the day of its adoption and approval by the Cedar Lake Town Council and the Clerk-Treasurer of the Town of Cedar Lake is hereby authorized and ordered to inset such supplement into the copy of the Code of Ordinances kept on file in the Office of the Clerk-Treasurer.

**ALL OF WHICH IS APPROVED AND ADOPTED, THIS 20<sup>TH</sup> DAY OF DECEMBER, 2022, BY THE TOWN COUNCIL OF THE TOWN OF CEDAR LAKE, LAKE COUNTY, INDIANA**

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

\_\_\_\_\_  
Richard Sharpe, Vice President

\_\_\_\_\_  
Robert H. Carnahan

\_\_\_\_\_  
John Foreman

\_\_\_\_\_  
Julie Rivera

\_\_\_\_\_  
Ralph Miller

ATTEST:

\_\_\_\_\_  
Colleen Schieben

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

**Cedar Lake IN**  
**(2022 S-32 - November 2022)**  
**Kathy Donnermeyer**

| <i>Ord. No.</i> | <i>Date</i> | <i>Description</i>                   | <i>Disposition</i> |
|-----------------|-------------|--------------------------------------|--------------------|
| 1373            | 1-19-21     | job employment descriptions          | NA                 |
| 1374            | 1-19-21     | salary ord.                          | NA                 |
| 1375            | 1-19-21     | development                          | TSO V              |
| 1376            | 3-2-21      | annexation                           | TSO I              |
| 1377            | 2-16-21     | rezoning                             | TSO III            |
| 1378            | 3-16-21     | re establishing cumulative dev. fund | 32.54              |
| 1379            | 3-16-21     | salary ord.                          | NA                 |
| 1380            | 4-20-21     | park fee schedule                    | 32.25 (See 99.35)  |
| 1381            | 5-4-21      | vacation                             | TSO II             |
| 1382            | 4-20-21     | ARPA grant fund                      | 32.79E             |
| 1383            | 4-20-21     | adopting ord.                        | front              |
| 1384            | 5-4-21      | salary ord.                          | NA                 |
| 1385            | 5-18-21     | water utility rules                  | 54.04 (history)    |
| 1386            | 6-15-21     | refuse and recyclable fees           | 97.12              |
| 1387            | 6-1-21      | rezoning                             | TSO III            |
| 1388            | 7-6-21      | salary ord.                          | NA                 |
| 1389            | 6-21-22 (?) | rezoning                             | TSO III            |
| 1390            | 9-7-21      | waterworks improvements              | TSO V              |
| 1391            | 8-17-21     | golf cart usage                      | 76.43              |
| 1394            | 12-7-21     | annexation                           | TSO I              |
| 1395            | 12-7-21     | annexation                           | TSO I              |
| 1396            | 9-7-21      | rezoning                             | TSO III            |
| 1397            | 6-7-22      | water utility charges                | NA                 |
| 1398            | 9-21-21     | rezoning                             | TSO III            |
| 1399            | 10-19-21    | appropriations and tax rates         | NA                 |
| 1400            | 11-16-21    | salary ord.                          | NA                 |
| 1401            | 12-7-21     | emergency and med services fees      | 32.26              |

|      |          |                                      |                      |
|------|----------|--------------------------------------|----------------------|
| 1402 | 3-1-22   | zoning regulations                   | 154.01 adopt by ref. |
| 1403 | 12-7-21  | salary ord.                          | NA?                  |
| 1404 | 12-7-21  | ecosystem restoration project        | 32.79A               |
| 1405 | 12-7-21  | bidders on public works projects     | 32.110 et seq.?      |
| 1406 | 12-21-21 | job descriptions                     | NA                   |
| 1407 | 1-18-22  | rezoning                             | tso III              |
| 1408 | 1-18-22  | salary ord.                          | NA                   |
| 1409 | 2-15-22  | lease agreement                      | TSO IV               |
| 1410 | 2-1-22   | salary ord.                          | NA                   |
| 1411 | 2-1-22   | Dept. of parks and recreation        | 99.01                |
| 1412 | 5-17-22  | annexation                           | TSO I                |
| 1413 | 4-19-22  | re establishing cumulative dev. fund | 32.54                |
| 1414 | 4-19-22  | electronic meetings policy           | 30.31                |
| 1415 | 5-17-22  | salary ord.                          | NA                   |
| 1416 | 5-17-22  | rezoning                             | TSO III              |
| 1417 | 6-7-22   | vacation                             | TSO II               |
| 1418 | 6-21-22  | zoning text amendment                | 154.01 (history)     |
| 1419 | 6-7-22   | rezoning                             | TSO III              |
| 1420 | 6-7-22   | amending bidders                     | 32.110 et seq?       |
| 1421 | 7-5-22   | rezoning                             | TSO III              |
| 1422 | 8-16-22  | annexation                           | TSO I                |
| 1423 | 9-6-22   | ward boundaries                      | 30.03                |
| 1424 | 7-19-22  | water rates and charges changes      | NA                   |
| 1425 | 7-5-22   | zoning change                        | TSO III              |
| 1426 | 9-6-22   | annexation                           | TSO I                |
| 1427 | 7-19-22  | water rules                          | 54.04 (history)      |
| 1428 | 8-2-22   | salary ord.                          | NA                   |
| 1429 | 9-20-22  | vacation                             | TSO II               |
| 1430 | 9-20-22  | salary ord.                          | NA                   |
| 1431 | 9-20-22  | fire dept. special revenue fund      | 32.79F               |



Loan Center  
9204 Columbia Avenue  
Munster, Indiana 46321  
219.853.7500

December 20, 2022

Town Council  
Town of Cedar Lake  
Town Hall  
7408 Constitution Ave.  
Cedar Lake, Indiana 46303

Ladies and Gentlemen:

Peoples Bank, at the request of Summer Winds Development, LLC, has provided its Irrevocable Standby Letter of Credit No. [REDACTED], for Unit 2, in the amount of Two Hundred Seventy-Nine Thousand Eight Hundred Seventeen and 13/100 Dollars (\$279,817.13), dated December 20, 2022, in your favor, which is enclosed herewith. This will certify that Dustin Gorelick, Vice President, Business Banker, is authorized to provide and execute the enclosed Irrevocable Standby Letter of Credit, the signature appearing on said Letter of Credit is authentic, and Peoples Bank has complied with all banking laws and requirements and other laws in connection with the issuance of such Letter of Credit.

Sincerely,

Gregory Bracco, SVP  
Chief Business Banking Officer

Enclosure: Letter of Credit No. CL7637LC

GB/ns



Loan Center  
9204 Columbia Avenue  
Munster, Indiana 46321  
219.853.7500

**IRREVOCABLE STANDBY LETTER OF CREDIT No. [REDACTED]**

**Issuance Date:** December 20, 2022

**Expiration Date:** December 20, 2023

**Amount:** \$279,817.13

(maximum aggregate face amount)

**Issuing Bank:**

Peoples Bank  
9204 Columbia Avenue  
Munster, IN 46321  
Attn: Commercial Loan Department  
Telephone: 219-853-7500

**In Favor of Beneficiary:**

Town Council  
Town of Cedar Lake  
7408 Constitution Avenue  
P.O. Box 707  
Cedar Lake, IN 46303

**For the Account of Applicant:**

Summer Winds Development, LLC  
40 E. Joliet Street, Suite 1B  
Schererville, IN 46375

Re: Summer Winds Development, LLC Unit 2, Cedar Lake, Indiana

Ladies and Gentlemen:

Please be advised that Peoples Bank ("Issuer") has established our Irrevocable Standby Letter of Credit No. [REDACTED] in an aggregate amount of Two Hundred Seventy-Nine Thousand Eight Hundred Seventeen and 13/100 Dollars (\$279,817.13) (the "Letter of Credit"), at the request and for the account of Summer Winds Development, LLC ("Developer") in favor of the Town of Cedar Lake, Indiana ("Beneficiary"). For information only, we are informed that this Letter of Credit is for the purpose of insuring Applicant's proper construction and installation of the following onsite improvements for the Summer Winds Development Subdivision Unit 2 (the "Improvements"). The improvements are in the amounts and content in the November 18, 2020 Christopher B. Burke Engineering, LLC, letter report attached as Exhibit A:

|                        |               |
|------------------------|---------------|
| Remaining Improvements | \$ 160,734.03 |
| Contingency (10%)      | \$ 16,073.40  |

|                        |                      |
|------------------------|----------------------|
| Performance LOC (110%) | \$ <u>176,807.43</u> |
|------------------------|----------------------|

|  |                             |
|--|-----------------------------|
| <b>Max Reduction (25%) of improvements</b> | <b>\$ <u>279,817.13</u></b> |
| <b>Total Letter of Credit</b>              |                             |

The face amount of this Letter of Credit shall be reduced from time to time by means of our amendment upon acceptance by the Beneficiary of any of the Improvements. The Beneficiary will notify us in writing that they accepted the specific Improvements and release us from payment hereunder and that the amount of this Letter of Credit will be so reduced by such amount.

In the event the Developer defaults in its obligation to construct and install the Improvements mentioned above, and it becomes necessary for the Beneficiary to make such installation or to complete the same, Peoples Bank will pay any sight drafts up to but not exceeding in the aggregate the amount available under this Letter of Credit presented to it by 12:00 P.M. on or before December 20, 2023.

All drafts drawn hereunder must be identified as “drawn under Peoples Bank Letter of Credit No. [REDACTED] dated December 20, 2022.” This Letter of Credit is restricted to the undersigned by the Beneficiary and payment of said drafts is subject to failure to complete the required Improvements for Summer Winds Development, Unit 2. Drafts must be accompanied by the following documentation:

1. This Letter of Credit and all original amendments, if any, so that any payment made pursuant to it may be recorded thereon; and
2. A duly and manually signed and dated statement from an authorized Officer of the Town of Cedar Lake stating that the Developer has failed to complete the required improvements for Summer Winds Development and the construction and installation of the Developer is not acceptable, together with estimated costs and an explanation of all defects, which explanation must be certified by Cedar Lake’s Town Engineer, or some other registered professional engineer, and has been provided to the Developer prior to the drawing drawn or to be drawn under the Peoples Bank Letter of Credit.

Any amendments to the terms of this credit must be in writing over authorized signature of an officer of Peoples Bank. All draws must be received by 12:00 P.M. on or before December 20, 2023, at the Issuer’s address listed above.

This Irrevocable Standby Letter of Credit is governed by the laws of the State of Indiana and is issued subject to the International Standby Practices 1998 (ISP98), International Chamber of Commerce Publication No. 590.

Sincerely,



Dustin Gorelick, VP  
Business Banker

DG/ns



ACCEPTED according to its terms this \_\_\_\_\_ day of \_\_\_\_\_.

TOWN COUNCIL  
TOWN OF CEDAR LAKE, INDIANA

By \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Clerk/Treasurer



November 18, 2020

Town of Cedar Lake  
7408 Constitution Avenue  
P. O. Box 707  
Cedar Lake, Indiana 46303

Attention: Plan Commission

Subject: Summer Winds, Unit 2  
Performance Letter of Credit Reduction  
(CBBEL Project No. 060015.00017)

Dear Plan Commission Members:

As requested, Christopher B. Burke Engineering, LLC (CBBEL) staff has reviewed a request from the Applicant to reduce the current Performance Letter of Credit based on installed and inspected infrastructure. Record drawings have been submitted for all public infrastructure within this unit and completed items have been removed in accordance with this review. We recommend that the Performance Letter of Credit be reduced to \$279,817.13. This represents the maximum reduction of 25% from the original Letter of Credit. Retainage was withheld from various items due to outstanding comments related to the record drawings and inspections. All installed infrastructure has been inspected by Town staff and CBBEL. The revised estimate is attached to this letter.

All improvements shall be constructed in accordance with the Town's Development Standards and all applicable Town, County, State and Federal regulations. The Applicant is required to obtain all Town, County, State and Federal permits required for the construction of this project.

If you have any questions or concerns, please do not hesitate to call.

Sincerely,

A black rectangular box redacting the signature of Donald C. Oliphant.

Donald C. Oliphant, PE, CFM, CPESC  
Town Engineer

Encl: Estimated Cost of Construction

cc: Town Administrator – (via email)  
Town Director of Operations – (via email)  
Town Building Administrator – (via email)  
Town Attorney – (via email)  
Tim Dinga – Armani – (via email)  
Jack Huls, DVG – (via email)

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Town of Cedar Lake  
Summer Winds, Unit 2  
Recommended Reduced Performance Letter of Credit as of 11/18/20  
Subdivision Improvements Included in the 11/18 Final Plat Portion  
(CBBEL Project 060015.00017)

| Description   | Unit | Qty  | Unit Price  | Cost                 | Partial Reduction |
|---|------|------|-------------|----------------------|-------------------|
| <b>Sanitary Sewer Improvements (McAllister Quote)</b> |      |      |             |                      |                   |
| 48" SMH   | EACH | 10   | \$ 3,200.00 | \$ 32,000.00         |                   |
| 8" PVC SDR 26   | LF   | 2366 | \$ 28.00    | \$ 66,248.00         |                   |
| 6" SAN SVC  | EACH | 67   | \$ 600.00   | \$ 40,200.00         |                   |
| Tie-in to Existing SAN                                | EACH | 0    | \$ 1,200.00 | \$ -                 |                   |
| Road Structural Backfill                              | SF   | 250  | \$ 14.00    | \$ 3,500.00          |                   |
| <b>Sanitary Sewer Subtotal</b>                        |      |      |             | <b>\$ 141,948.00</b> |                   |
| <b>Watermain Improvements (McAllister Quote)</b>      |      |      |             |                      |                   |
| 8" DIP WM   | LF   | 2512 | \$ 31.00    | \$ 77,872.00         |                   |
| Hydrant   | EACH | 8    | \$ 4,000.00 | \$ 32,000.00         |                   |
| 8" VB   | EACH | 11   | \$ 1,400.00 | \$ 15,400.00         |                   |
| 8" 45 Degree Bend                                     | EACH | 18   | \$ 550.00   | \$ 9,900.00          |                   |
| 8x8 Tee   | EACH | 5    | \$ 600.00   | \$ 3,000.00          |                   |
| 2" Blow Offs  | EACH | 1    | \$ 500.00   | \$ 500.00            |                   |
| 8 to 8 Hot Tap  | EACH | 1    | \$ 4,800.00 | \$ 4,800.00          |                   |
| 1" Service Pipe                                       | EACH | 67   | \$ 575.00   | \$ 38,525.00         |                   |
| B Box   | EACH | 67   | \$ 570.00   | \$ 38,190.00         |                   |
| Road Structural Backfill                              | LF   | 500  | \$ 17.60    | \$ 8,800.00          |                   |
| <b>Watermain Subtotal</b>                             |      |      |             | <b>\$ 228,987.00</b> |                   |
| <b>Storm Sewer Improvements (McAllister Quote)</b>    |      |      |             |                      |                   |
| 72" CB  | EACH | 1    | \$ 2,800.00 | \$ 2,800.00          | 50%               |
| 60" CB  | EACH | 2    | \$ 2,300.00 | \$ 4,600.00          | 50%               |
| 48" CB/MH   | EACH | 26   | \$ 1,800.00 | \$ 46,800.00         | 50%               |
| 30" INL   | EACH | 10   | \$ 1,360.00 | \$ 13,600.00         | 50%               |
| 18" FES (w/ grate)                                    | EACH | 1    | \$ 1,250.00 | \$ 1,250.00          | 50%               |
| 12" RCP   | LF   | 671  | \$ 18.00    | \$ 12,078.00         | 50%               |
| 15" RCP   | LF   | 772  | \$ 21.00    | \$ 16,212.00         | 50%               |
| 18" RCP   | LF   | 1608 | \$ 23.00    | \$ 36,984.00         | 50%               |
| 24" RCP   | LF   | 431  | \$ 25.00    | \$ 10,775.00         | 50%               |
| 6" PVC, SDR 26  | LF   | 42   | \$ 12.00    | \$ 504.00            | 50%               |
| 6" Underdrain for Overflow Swale                      | LF   | 480  | \$ 10.00    | \$ 4,800.00          | 50%               |
| Yard Drain  | EACH | 4    | \$ 250.00   | \$ 1,000.00          | 50%               |
| Road Structural Backfill                              | LF   | 250  | \$ 15.00    | \$ 3,750.00          | 50%               |
| 4" Stubs  | EACH | 67   | \$ 500.00   | \$ 33,500.00         | 50%               |
| Underdrain at Curb Structure                          | LF   | 1400 | \$ 7.00     | \$ 9,800.00          | 50%               |
| <b>Storm Sewer Subtotal</b>                           |      |      |             | <b>\$ 198,453.00</b> |                   |
| <b>Roadway Improvements (W&amp;K Quote)</b>           |      |      |             |                      |                   |
| Aggregate Base Course - 10"                           | SY   | 8210 | \$ 18.00    | \$ 147,780.00        |                   |
| HMA Binder Course - 3"                                | SY   | 8210 | \$ 13.50    | \$ 110,835.00        |                   |
| HMA Surface Course - 1.5"                             | SY   | 8210 | \$ 6.00     | \$ 49,260.00         |                   |
| Tack Coat   | SY   | 8210 | \$ 0.35     | \$ 2,873.50          |                   |
| Geogrid   | SY   | 8210 | \$ 2.50     | \$ 20,525.00         |                   |
| Concrete Curb - Rolled (18")                          | LF   | 4680 | \$ 20.00    | \$ 93,600.00         |                   |

| Description                                     | Unit        | Qty          | Unit Price         | Cost                   | Partial Reduction |
|---|-------------|--------------|--------------------|------------------------|-------------------|
| ADA Ramps/DWEs                                  | EACH        | 0            | \$ 500.00          | \$ -                   |                   |
| PCC Sidewalk - 4" with Subbase (85 ft.)         | SY          | 47           | \$ 33.49           | \$ 1,574.03            |                   |
| <i>Street Lights</i>                            | <i>EACH</i> | <i>8</i>     | <i>\$ 5,000.00</i> | <i>\$ 40,000.00</i>    |                   |
| <i>Street Signs</i>                             | <i>EACH</i> | <i>20</i>    | <i>\$ 180.00</i>   | <i>\$ 3,600.00</i>     |                   |
| <b>Roadway Improvements Subtotal</b>            |             |              |                    | <b>\$ 470,047.53</b>   |                   |
| <b>Mass Excavation (McAllister Quote)</b>       |             |              |                    |                        |                   |
| <i>Install Stabilized Construction Entrance</i> | <i>LS</i>   | <i>0</i>     | <i>\$ 4,570.00</i> | <i>\$ -</i>            |                   |
| <i>Stripping Topsoil to Stockpile</i>           | <i>CY</i>   | <i>825</i>   | <i>\$ 3.20</i>     | <i>\$ 2,640.00</i>     |                   |
| <i>Stripping Topsoil to Fill Non-Structural</i> | <i>CY</i>   | <i>4675</i>  | <i>\$ 3.20</i>     | <i>\$ 14,960.00</i>    |                   |
| <i>Cut/Fill ROW</i>                             | <i>CY</i>   | <i>1815</i>  | <i>\$ 5.00</i>     | <i>\$ 9,075.00</i>     |                   |
| <i>Cut/Fill Pond</i>                            | <i>CY</i>   | <i>0</i>     | <i>\$ 5.00</i>     | <i>\$ -</i>            |                   |
| <i>Respread Topsoil for Pond</i>                | <i>CY</i>   | <i>0</i>     | <i>\$ 3.25</i>     | <i>\$ -</i>            |                   |
| <i>Subgrade ROW</i>                             | <i>SY</i>   | <i>17600</i> | <i>\$ 1.00</i>     | <i>\$ 17,600.00</i>    |                   |
| <i>Backfill Curb</i>                            | <i>LF</i>   | <i>4680</i>  | <i>\$ 2.10</i>     | <i>\$ 9,828.00</i>     |                   |
| <i>Storm Easement Grading</i>                   | <i>SY</i>   | <i>3025</i>  | <i>\$ 3.20</i>     | <i>\$ 9,680.00</i>     |                   |
| Overflow Ditch Common Excavation                | CY          | 520          | \$ 15.00           | \$ 7,800.00            | 50%               |
| <i>Erosion Control/Seeding</i>                  | <i>LS</i>   | <i>1</i>     | <i>\$ 8,250.00</i> | <i>\$ 8,250.00</i>     |                   |
| <b>Mass Excavation Subtotal</b>                 |             |              |                    | <b>\$ 79,833.00</b>    |                   |
| <b>Improvements</b>                             |             |              |                    | <b>\$ 1,119,268.53</b> |                   |
| <b>3% Inspection Fee</b>                        |             |              |                    | <b>\$ 33,578.06</b>    |                   |
| <b>(Already Installed/Inspected)</b>            |             |              |                    | <b>\$ 962,434.50</b>   |                   |
| <b>Remaining Improvements</b>                   |             |              |                    | <b>\$ 156,834.03</b>   |                   |
| <b>Max Reduction (25%)=</b>                     |             |              |                    | <b>\$ 279,817.13</b>   |                   |
| <b>Performance LOC (110%) =</b>                 |             |              |                    | <b>\$ 172,517.43</b>   |                   |

Note: Italicized items have been inspected and accepted.

Items Fully Removed

Items Partially Removed at Noted Amount



Loan Center  
9204 Columbia Avenue  
Munster, Indiana 46321  
219.853.7500

December 23, 2022

Town Council  
Town of Cedar Lake  
Town Hall  
7408 Constitution Ave.  
Cedar Lake, Indiana 46303

Ladies and Gentlemen:

Peoples Bank, at the request of Summer Winds Development, LLC, has provided its Irrevocable Standby Letter of Credit No. [REDACTED] for Unit 3, in the amount of Fourteen Thousand Five Hundred Seventy-Five and 48/100 Dollars (\$14,575.48), dated December 23, 2022, in your favor, which is enclosed herewith. This will certify that Dustin Gorelick, Vice President, Business Banker, is authorized to provide and execute the enclosed Irrevocable Standby Letter of Credit, the signature appearing on said Letter of Credit is authentic, and Peoples Bank has complied with all banking laws and requirements and other laws in connection with the issuance of such Letter of Credit.

Sincerely,

[REDACTED]

Gregory Bracco, SVP  
Chief Business Banking Officer

Enclosure: Letter of Credit No. CL7638LC

GB/ns



Loan Center  
9204 Columbia Avenue  
Munster, Indiana 46321  
219.853.7500

## IRREVOCABLE STANDBY LETTER OF CREDIT

**Issuance Date:** December 23, 2022

**Expiration Date:** December 23, 2023

**Amount:** \$14,575.48

(maximum aggregate face amount)

**Issuing Bank:**

Peoples Bank  
9204 Columbia Avenue  
Munster, IN 46321  
Attn: Commercial Loan Department  
Telephone: 219-853-7500

**In Favor of Beneficiary:**

Town Council  
Town of Cedar Lake  
7408 Constitution Avenue  
P.O. Box 707  
Cedar Lake, IN 46303

**For the Account of Applicant:**

Summer Winds Development, LLC  
40 E. Joliet Street, Suite 1B  
Schererville, IN 46375

Re: Summer Winds Development, LLC Unit 3, Cedar Lake, Indiana

Ladies and Gentlemen:

Please be advised that Peoples Bank ("Issuer") has established our Irrevocable Standby Letter of Credit No. [REDACTED] in an aggregate amount of Fourteen Thousand Five Hundred Seventy-Five and 48/100 Dollars (\$14,575.48) (the "Letter of Credit"), at the request and for the account of Summer Winds Development, LLC ("Developer") in favor of the Town of Cedar Lake, Indiana ("Beneficiary"). For information only, we are informed that this Letter of Credit is for the purpose of insuring Applicant's proper construction and installation of the following onsite improvements for the Summer Winds Development Subdivision Unit 3 (the "Improvements"). The improvements are in the amounts and content in the November 18, 2020 Christopher B. Burke Engineering, LLC, letter report attached as Exhibit A:

|  |                           |
|--|---------------------------|
| Remaining Improvements                     | \$9,460.90                |
| Contingency (10%)                          | \$ 946.09                 |
| Performance LOC (110%)                     | <u>\$10,406.99</u>        |
| <b>Max Reduction (25%) of improvements</b> | <u><b>\$14,575.48</b></u> |
| <b>Total Letter of Credit</b>              |                           |

The face amount of this Letter of Credit shall be reduced from time to time by means of our amendment upon acceptance by the Beneficiary of any of the Improvements. The Beneficiary will notify us in writing that they accepted the specific Improvements and release us from payment hereunder and that the amount of this Letter of Credit will be so reduced by such amount.

In the event the Developer defaults in its obligation to construct and install the Improvements mentioned above, and it becomes necessary for the Beneficiary to make such installation or to complete the same, Peoples Bank will pay any sight drafts up to but not exceeding in the aggregate the amount available under this Letter of Credit presented to it by 12:00 P.M. on or before December 23, 2023.

All drafts drawn hereunder must be identified as “drawn under Peoples Bank Letter of Credit No. [REDACTED] dated December 23, 2022.” This Letter of Credit is restricted to the undersigned by the Beneficiary and payment of said drafts is subject to failure to complete the required Improvements for Summer Winds Development, Unit 3. Drafts must be accompanied by the following documentation:

1. This Letter of Credit and all original amendments, if any, so that any payment made pursuant to it may be recorded thereon; and
2. A duly and manually signed and dated statement from an authorized Officer of the Town of Cedar Lake stating that the Developer has failed to complete the required improvements for Summer Winds Development and the construction and installation of the Developer is not acceptable, together with estimated costs and an explanation of all defects, which explanation must be certified by Cedar Lake’s Town Engineer, or some other registered professional engineer, and has been provided to the Developer prior to the drawing drawn or to be drawn under the Peoples Bank Letter of Credit.

Any amendments to the terms of this credit must be in writing over authorized signature of an officer of Peoples Bank SB. All draws must be received by 12:00 P.M. on or before December 23, 2023, at the Issuer’s address listed above.

This Irrevocable Standby Letter of Credit is governed by the laws of the State of Indiana and is issued subject to the International Standby Practices 1998 (ISP98), International Chamber of Commerce Publication No. 590.

Sincerely,

[REDACTED]  
Dustin Gorelick, VP  
Business Banker

DG/ns



November 18, 2020

Town of Cedar Lake  
7408 Constitution Avenue  
P. O. Box 707  
Cedar Lake, Indiana 46303

Attention: Plan Commission

Subject: Summer Winds, Unit 3  
Performance Letter of Credit Reduction  
(CBBEL Project No. 060015.00017)

Dear Plan Commission Members:

As requested, Christopher B. Burke Engineering, LLC (CBBEL) staff has reviewed a request from the Applicant to reduce the current Performance Letter of Credit based on installed and inspected infrastructure. Record drawings have been submitted for all public infrastructure within this unit and completed items have been removed in accordance with this review. We recommend that the Performance Letter of Credit be reduced to \$14,575.48. This represents the maximum reduction of 25% from the original Letter of Credit. Retainage was withheld from various items due to outstanding comments related to the record drawings and inspections. All installed infrastructure has been inspected by Town staff and CBBEL. The revised estimate is attached to this letter.

All improvements shall be constructed in accordance with the Town's Development Standards and all applicable Town, County, State and Federal regulations. The Applicant is required to obtain all Town, County, State and Federal permits required for the construction of this project.

If you have any questions or concerns, please do not hesitate to call.

Sincerely,

A black rectangular redaction box covering the signature of Donald C. Oliphant.

Donald C. Oliphant, PE, CFM, CPESC  
Town Engineer

Encl: Estimated Cost of Construction

cc: Town Administrator – (via email)  
Town Director of Operations – (via email)  
Town Building Administrator – (via email)  
Town Attorney – (via email)  
Tim Dinga – Armani – (via email)  
Jack Huls, DVG – (via email)

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Town of Cedar Lake  
Summer Winds, Unit 3  
Recommended Performance Letter of Credit as of 11/18/20  
Subdivision Improvements Included in the 11/19 Final Plat Portion  
(CBBEL Project 060015.00017)

| Description                              | Unit | Qty   | Unit Price  | Cost         | Partial Reduction |
|--|------|-------|-------------|--------------|-------------------|
| <b>Sanitary Sewer Improvements</b>       |      |       |             |              |                   |
| 48" SMH                                  | EACH | 0     | \$ 3,200.00 | \$ -         |                   |
| 8" PVC SDR 26                            | LF   | 0     | \$ 28.00    | \$ -         |                   |
| 6" SAN SVC                               | EACH | 0     | \$ 600.00   | \$ -         |                   |
| Tie-in to Existing SAN                   | EACH | 0     | \$ 1,200.00 | \$ -         |                   |
| Road Structural Backfill                 | SF   | 0     | \$ 14.00    | \$ -         |                   |
| Sanitary Sewer Subtotal                  |      |       |             | \$ -         |                   |
| <b>Watermain Improvements</b>            |      |       |             |              |                   |
| 8" DIP WM                                | LF   | 0     | \$ 31.00    | \$ -         |                   |
| Hydrant                                  | EACH | 0     | \$ 4,000.00 | \$ -         |                   |
| 8" VB                                    | EACH | 0     | \$ 1,400.00 | \$ -         |                   |
| 8" 45 Degree Bend                        | EACH | 0     | \$ 550.00   | \$ -         |                   |
| 8x8 Tee                                  | EACH | 0     | \$ 600.00   | \$ -         |                   |
| 2" Blow Offs                             | EACH | 0     | \$ 500.00   | \$ -         |                   |
| 10 to 8 Hot Tap                          | EACH | 0     | \$ 5,525.00 | \$ -         |                   |
| 1" Service Pipe                          | EACH | 0     | \$ 575.00   | \$ -         |                   |
| B Box                                    | EACH | 0     | \$ 570.00   | \$ -         |                   |
| Road Structural Backfill                 | LF   | 0     | \$ 17.60    | \$ -         |                   |
| Watermain Subtotal                       |      |       |             | \$ -         |                   |
| <b>Storm Sewer Improvements</b>          |      |       |             |              |                   |
| 30" MH                                   | EACH | 1     | \$ 1,200.00 | \$ 1,200.00  |                   |
| 12" RCP                                  | LF   | 76    | \$ 18.00    | \$ 1,368.00  |                   |
| 6" Underdrain for Overflow Swale         | LF   | 480   | \$ 10.00    | \$ 4,800.00  |                   |
| Yard Drain                               | EACH | 3     | \$ 250.00   | \$ 750.00    |                   |
| 3" Stubs                                 | EACH | 7     | \$ 500.00   | \$ 3,500.00  | 50%               |
| Underdrain at Curb Structure             | LF   | 200   | \$ 7.00     | \$ 1,400.00  |                   |
| Storm Sewer Subtotal                     |      |       |             | \$ 13,018.00 |                   |
| <b>Roadway Improvements</b>              |      |       |             |              |                   |
| Aggregate Base Course - 10"              | SY   | 494   | \$ 19.00    | \$ 9,386.00  |                   |
| HMA Binder Course - 3"                   | SY   | 494   | \$ 15.00    | \$ 7,410.00  |                   |
| HMA Surface Course - 1.5"                | SY   | 494   | \$ 7.00     | \$ 3,458.00  |                   |
| Tack Coat                                | SY   | 494   | \$ 0.35     | \$ 172.90    |                   |
| Geogrid                                  | SY   | 494   | \$ 2.50     | \$ 1,235.00  |                   |
| Concrete Curb - Rolled (18")             | LF   | 296   | \$ 20.00    | \$ 5,920.00  |                   |
| ADA Ramps/DWEs                           | EACH | 0     | \$ 500.00   | \$ -         |                   |
| PCC Sidewalk - 4" with Subbase (785 ft.) | SY   | 148   | \$ 37.00    | \$ 5,476.00  |                   |
| Street Lights                            | EACH | 0     | \$ 5,000.00 | \$ -         |                   |
| Street Lights - Decorative               | EACH | 0     | \$ 6,000.00 | \$ -         |                   |
| Street Signs                             | EACH | 3     | \$ 180.00   | \$ 540.00    |                   |
| Striping                                 | LS   | 0     | \$ 2,250.00 | \$ -         |                   |
| Roadway Improvements Subtotal            |      |       |             | \$ 33,597.90 |                   |
| <b>Mass Excavation</b>                   |      |       |             |              |                   |
| Install Stabilized Construction Entrance | LS   | 1     | \$ -        | \$ -         |                   |
| Stripping Topsoil to Stockpile           | CY   | 675   | \$ -        | \$ -         |                   |
| Stripping Topsoil to Fill Non-Structural | CY   | 3825  | \$ -        | \$ -         |                   |
| Cut/Fill ROW                             | CY   | 200   | \$ 7.00     | \$ 1,400.00  |                   |
| Cut/Fill Pond                            | CY   | 11200 | \$ -        | \$ -         |                   |
| Respread Topsoil for Pond                | CY   | 1200  | \$ -        | \$ -         |                   |
| Subgrade ROW                             | SY   | 494   | \$ 2.00     | \$ 988.00    |                   |
| Backfill Curb                            | LF   | 296   | \$ 3.00     | \$ 888.00    |                   |
| Storm Easement Grading                   | SY   | 0     | \$ 3.20     | \$ -         |                   |
| Overflow Ditch Common Excavation         | CY   | 370   | \$ 18.00    | \$ 6,660.00  | 50%               |
| Erosion Control/Seeding                  | LS   | 1     | \$ 1,750.00 | \$ 1,750.00  |                   |
| Mass Excavation Subtotal                 |      |       |             | \$ 11,686.00 |                   |
| Improvements                             |      |       |             | \$ 58,301.90 |                   |
| 3% Inspection Fee                        |      |       |             | \$ 1,749.06  |                   |
| (Already Installed/Inspected)            |      |       |             | \$ 48,841.00 |                   |
| Remaining Improvements                   |      |       |             | \$ 9,460.90  |                   |
| Max Reduction (25%) =                    |      |       |             | \$ 14,575.48 |                   |
| Performance LOC (110%) =                 |      |       |             | \$ 10,406.99 |                   |

Note: Italicized items have been inspected and accepted.

Items Fully Removed

Items Partially Removed at Noted Amount

## Cedar Lake Town Council 2023 Strategic Objectives

All,

Strategic objectives for the Town Council for our 2023-2026 agenda: the previous Ball State University and 2020 Strategic Plan need updating due to completion of multiple stated objectives within those Plans. It is important to have a roadmap for the years ahead to help guide Council and Staff actions to ensure that we are being good stewards of the Town of Cedar Lake. The following document is meant to be a working document that will be amended as objectives are completed or to meet changing external factors.

### 1. First responders:

**General** – Mental health counselor on retainer or social worker on staff, aim to reduce burnout rate, intervention training for domestic violence and drug addiction response.

### 2. Fire Dept:

**Staffing** – Measure the needs of the department based on call volume data and overtime. Review of staffing needs between two stations and of marine response activities. Creation of 5-year Staffing Plan. Review of staffing training and certifications.  
**Equipment** – Review 5-year Capital Plan for key implementation dates. Review equipment rotation and replacement plan, plan for large ticket equipment purchases. Tie plans to funding mechanisms.

**Wages** – Continue to work on leadership position wages.

**Facilities** – Station 14 underway, review of Station 12 remodel needs. Consider future ambulance substation on south side of Town.

### 3. Police Dept:

**Staffing** – Measure departmental needs based on the growth of the community and the per shift coverage. Review of marine response activities, annual festival response, VIPS response, and future bike patrol with increased sidewalk/trail connectivity. Creation of 5-year Staffing Plan.

**Equipment** – Review of 5-year Capital Plan for key implementation dates. Review equipment rotation and replacement plan, plan for large ticket equipment purchases. Tie plans to funding mechanisms. Review possible technology upgrades and update policies to reflect technological changes.

**Wages** – Continue to work on leadership position wages.

**Facilities** – New Police Headquarters underway. Review of possible future VIPS building.

#### 4. Public Works:

**Staffing** – Measure departmental needs based on the growth of the community. Creation of 5-year Staffing Plan. Review of current talent, talent deficiencies within the department, and where the most specific talent is needed to address the growth, modernization, and management of the utilities. Review of training needs for the department. Digitization and modernization of workflow and monitoring of work product.

**Equipment** – Creation and review of 5-year Capital Plan for key implementation dates. Review of needs in the utilities to meet growth within the community. Review of equipment use, fleet tracking, and technology upgrades throughout the Department.

**Wages** – Leadership position wage increases. Review of license and credential pay.

**Facilities** – Review of possible new location for a new Public Works Building/Campus. Review of possible locations for equipment storage.

#### 5. Building Department:

**Staffing** – Measure departmental needs based on the growth of the community. Creation of 5-year Staffing Plan. Continue Staff training regarding best practices, inspection, code enforcement, and MS4. Implement technology upgrades to make workflow more efficient.

**Wages** – Leadership position wage increases. Review of license and credential pay.

#### 6. Administrative/Utilities:

**Staffing** – Measure departmental needs based on the growth of the community. Creation of 5-year Staffing Plan. Creation of an HR Sub-Department and policy updates to Town Employee Manual. Implement technology upgrades to make workflow more efficient. Continued training for staff.

**Wages** – Leadership position wage increases. Review of Administration position wages based on skill.

**Facilities** – Begin visioning and planning process for new Town Hall. Modifications to existing Town Hall to accommodate increased staff. Review of technology needs for administration and financial management tools.

The above listed items are operational and administrative and is meant to serve as a guide. While staff manages day-to-day activities, it is our duty to make sure that the Town of Cedar Lake has the capacity and talent to properly serve the people we work for. The following items are legislative, fiscal, infrastructure, and quality-of-life related which will serve as a guide for our public service.

## 1. Utilities:

**General** – Time new projects to commence when old debts roll off to leverage our financial resources and keep pace with community growth. Review rates so that utilities are not subsidized by tax back bonds or operating funds. Review of needs to meet community expansion. Creation of 5-year Plans for staffing and equipment that are tied to funding sources. Planning for future Public Works campus. Identify funding sources for final phases of Lake Ecosystem Restoration Project in specifically regarding alum treatment.

**Stormwater** – Structure rate increases to coincide with 5-year Plans. Capital needs based financial plans and budgeting. Increase staff and equipment capacity to meet the ongoing maintenance and repair needs. Review of existing needs in areas of Town not developed under modern standards. Consideration of Stormwater Superintendent position to bring greater accountability to the department. Creation of a Stormwater SDC charge, repeal of non-residential credit, and increase in MS4 subdivision inspection fees.

**Water** – Continue Well exploration and future water tower location to meet community needs. Update Water Utility Master Plan to include aggressive timeline for system looping, unification of the system, and servicing the US41 Commercial Corridor. Planning of future water treatment facility. Review of technology upgrade needs. Begin process of removing the Town from the IURC to properly serve the community. Capital needs based financial plans, budgeting, and creation of 5-year Plans tied to funding sources and rates.

**Sewer** – Planning for future sewer interceptor lines and possible sewer treatment plant. Analysis of lift stations to eliminate lift stations through development when possible. Review of technology needs. Continue to eliminate infiltration into the system. Capital needs based financial plans, budgeting, and creation of 5-year Plans tied to funding sources and rates.

**Roads** – Consideration of Road Impact Fee to meet the growing community's needs. Creation of Throughfare Plan and identify future roundabout locations to make travel through the community more efficient. Tie Asset Management Plan to funding sources, annual CCMG applications, and 5-year Plans to maximize Town funds. Continue to build sidewalk corridors throughout the community to provide multiple modes of transportation throughout the community.

## 2. Parks:

**Budget** - Utilize Park Impact Fee funds to improve and/or build parks which qualify for this funding. Identify Miscellaneous Revenue which may be used for one-time investments. Re-establish Park Impact Fee when applicable. Creation of 5-year Plans for staff and equipment that is tied to funding sources.

**Projects** – Creation of a trail corridor around the lake to facilitate non-motorized pedestrian conveyance toward parks. Updating of the Parks Master Plan. Master Planning for the Parrish & 155<sup>th</sup> Park as a Regional Sportsplex Park. Development of inclusive/handicap park amenities. Review Public-Private Partnerships within Parks and Recreation. Planning for water related park amenities to follow Lake Ecosystem Restoration Project. Plan for new band shell at Town Complex.

**Staffing** - Measure departmental needs based on the growth of the community following approval of new park budget. Possible need for lifeguards with aquatic activities.

**Facilities** – Begin visioning and planning for building to house staff and review of facilities for park equipment.

### 3. Finances:

**Budgets** – The Council Affairs Committee should meet periodically to discuss current budget expenditures and cash flows. Regular updates to the sustainability plan should be made to coincide with ongoing and future projects. Annual evaluation of employee pay distributions. Apply zero based budgeting and create a robust rainy-day fund. Regular reports to the Town Council on financial position.

**Insurance** – Evaluate insurance needs and coverage before adoption of Town budget. Review of Department changes pertaining to insurance needs.

**Wages** – Work on data driven wage adjustments as justified to stay competitive. Department head wage discussions during the budget process.

**Staffing** – Review of staffing needs to meet ongoing building needs. Implement training for board/commission members as well as staff.

**Projects** – Create a Master Plan for the Town Complex. Build a new Town Hall to accommodate increased staff and document storage. Build a new Public Works Campus to accommodate increased staff and storage of equipment.

### 5. Economic Development:

**Policies** – Update Town Comprehensive Master Plan to reflect changes in vision relating to economic development. Focus on US41 Commercial Corridor and identify areas to attract lodging. Utilize Lakefront Liquor Licenses to attract restaurants. Work on Planning and Zoning processes to clarify and help petitioners through the process. Work on overlay districts where appropriate and clarify issues in the new zoning ordinance.

**Entity** – Town Council to become the RDC to facilitate economic development. Create an Economic Development Corporation seeded with TIF funds for the express purpose of investing in projects which provide greater tax revenue to the community and job opportunities for residents.

### 6. Vendor/consultant:

**General** – Evaluate vendor relationships for capacity related to the projects that they assist with. Utilize RFP/RFQs specific for each project of substantial size. Hire consultants based on their skillset and experiences that are needed by the Town.

Thank you all for reviewing these strategic objectives. These items are of utmost importance to the health of the Town of Cedar Lake. By accomplishing these strategic objectives that this document outlines we will better serve our community, residents, and effectively manage the growth that is occurring.

Chris Salatas

The Town Council of the Town of Cedar Lake, Lake County, Indiana, did approve and accept the 2023 Strategic Objectives, as updated, by a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ against on the 20th day of December, 2022.

Accepted by:

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Randell Niemeyer, Town Council President

Attest:

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Jennifer Sandberg, IAMC, CMC, CPFIM  
Clerk-Treasurer

## CONTRACT AGREEMENT

AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_ and between the TOWN OF CEDAR LAKE, LAKE COUNTY, INDIANA, acting by and through its Town Council, hereafter called "Client", and the Law Firm of AUSTGEN KUIPER JASAITIS P.C., hereafter called "Attorney".

For and in consideration of the payment of sums of money required to be made herein and the mutual terms and conditions hereof, the Parties hereto agree as follows:

1. That pursuant to a Motion duly adopted by Client on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the Client agrees to, and does hereby, employ Attorney to act in its behalf as its Legal Counsel during the tenure of this Agreement, for calendar year 2023, subject to the terms hereof.

2. That Client will pay Attorney the sum of One Hundred Thirty Dollars (\$130.00) per hour for professional services rendered by Attorney and Fifty Dollars (\$50.00) per hour for services rendered by any non-professional Legal Assistant, to the Client under the terms hereof. Such professional services to be limited to the matters pertaining to the Civil Town matters, including Town Council, Plan Commission, Board of Zoning Appeals, Board of Stormwater Management, Board of Safety, Redevelopment Commission, and all other Boards and Commissions of the Town, and shall additionally include matters pertaining to the Municipal Sanitary Sewer System Utility of the Town, as well as Water Utility of the Town, and shall exclude all matters covered by the other terms hereof or other Contracts entered into by the Parties hereto, except for prior annual Employment Contracts.

3. That professional services, as used herein, shall, upon request, include, but not be limited to, having Attorneys David M. Austgen, Timothy R. Kuiper, Michael J. Jasaitis, Ryan A. Deutmeyer, Jeff K. Williams, or in their absence, a member of the Firm, present at the regular monthly meetings of the Client pertaining to such matters.

4. That professional services, as used herein, shall include any services in connection with the issuance and/or sale of any bonds, capital financing, or other securities, or any such other items as covered by separate Agreement, which hourly rate

shall be noted on said separate Agreement.

5. That Attorney shall provide Client with a monthly Statement indicating the number of hours worked in the performance of the professional services contemplated by this agreement for Client, as well as expenses incurred on Client's behalf.

6. That Attorney shall be reimbursed for transportation expenses at the current applicable IRS approved rate for mileage, for telephone expenses, facsimile costs, postage/ mailing expenses, and for photocopy costs all of which may be incurred relative to the performance of professional services for Client, and such other expenses as may be agreed upon from time to time. Transportation expenses shall not be reimbursed unless the services performed for Client are performed outside of Lake County, Indiana. For performance of services beyond said County, the mileage therefore shall be computed from Attorney's Office in Lake County, Indiana, or from the point of departure.

7. That either of the Parties to the Agreement shall have the right to terminate this Agreement upon provided Thirty (30) days written notice thereof to the other Party. Such notice shall be served, in person, on Client at Clerk-Treasurer's Office, 7408 Constitution Avenue, Cedar Lake, Lake County, Indiana, 46303; and on Attorney at 130 North Main Street, Crown Point, Indiana, 46307, and shall set forth the date of termination.

IN WITNESS WHEREOF, the Parties have hereunto set their hands and seals on the date and year first above written.

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

\_\_\_\_\_  
President

ATTEST:

AUSTGEN KUIPER JASAITIS P.C.

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

By: \_\_\_\_\_  
David M. Austgen



**VERIFICATION OF WORK ELIGIBILITY STATUS**

I, David M. Austgen, with Austgen Kuiper Jasaitis P.C. (hereinafter called "Contractor"), understands and agrees that it is required to enroll in and verify the work eligibility status of all employees hired after the date of this contract through the E-Verify program. This requirement shall be waived if the E-Verify program ceases to exist. For the purposes of this paragraph, the "E-Verify program" means the electronic verification of work authorization program of the Illegal Immigration Reform and Immigration Responsibility Act of 1996 (P.L. 104-208), Division C, Title IV, s. 403(a), as amended, operated by the United States Department of Homeland Security or a successor work authorization program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work authorization status of newly hired employees under the Immigration Reform and Control Act of 1986 (P.L. 99-603).

An authorized representative of the Contractor has signed the attached affidavit concerning the employment of unauthorized aliens.

I, David M. Austgen, a duly authorized agent of Contractor, declare under the penalties for perjury that Contractor does not employ unauthorized aliens to the best of its knowledge and belief.

AUSTGEN KUIPER JASAITIS P.C.

By: \_\_\_\_\_  
David M. Austgen

Date: \_\_\_\_\_

STATE OF INDIANA       )  
                                  ) SS:  
COUNTY OF LAKE       )

Before me, the undersigned, a Notary Public in and for said County and State, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, personally appeared David M. Austgen, and acknowledged the execution of the foregoing Affidavit. In Witness Whereof, I have hereunto subscribed my name and affixed my official seal.

\_\_\_\_\_

**AFFIDAVIT**  
**CONCERNING EMPLOYMENT**  
**OF UNAUTHORIZED ALIENS**

I am a duly authorized Officer of Austgen Kuiper Jasaitis P.C. (hereinafter "Contractor"), and I hereby certify that as of the date of this Affidavit, Contractor, does not employ any "unauthorized aliens" as that term is defined in 8 U.S.C. 1324a(h)(3).

**8 U.S.C. 1324a(h)(3) Definition of unauthorized alien:** *As used in this section, the term "unauthorized alien" means, with respect to the employment of an alien at a particular time, that the alien is not at that time either:*

*(A) an alien lawfully admitted for permanent residence, or*

*(B) authorized to be so employed by this chapter or by the Attorney General.*

I SWEAR AND AFFIRM UNDER THE PENALTIES FOR PERJURY THAT THE FOREGOING REPRESENTATIONS ARE TRUE.

AUSTGEN KUIPER JASAITIS P.C.

By: \_\_\_\_\_  
David M. Austgen

Date: \_\_\_\_\_

STATE OF INDIANA       )  
                                      ) SS:  
COUNTY OF LAKE       )

Before me, the undersigned, a Notary Public in and for said County and State, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, personally appeared David M. Austgen, and acknowledged the execution of the foregoing Affidavit. In Witness Whereof, I have hereunto subscribed my name and affixed my official seal.

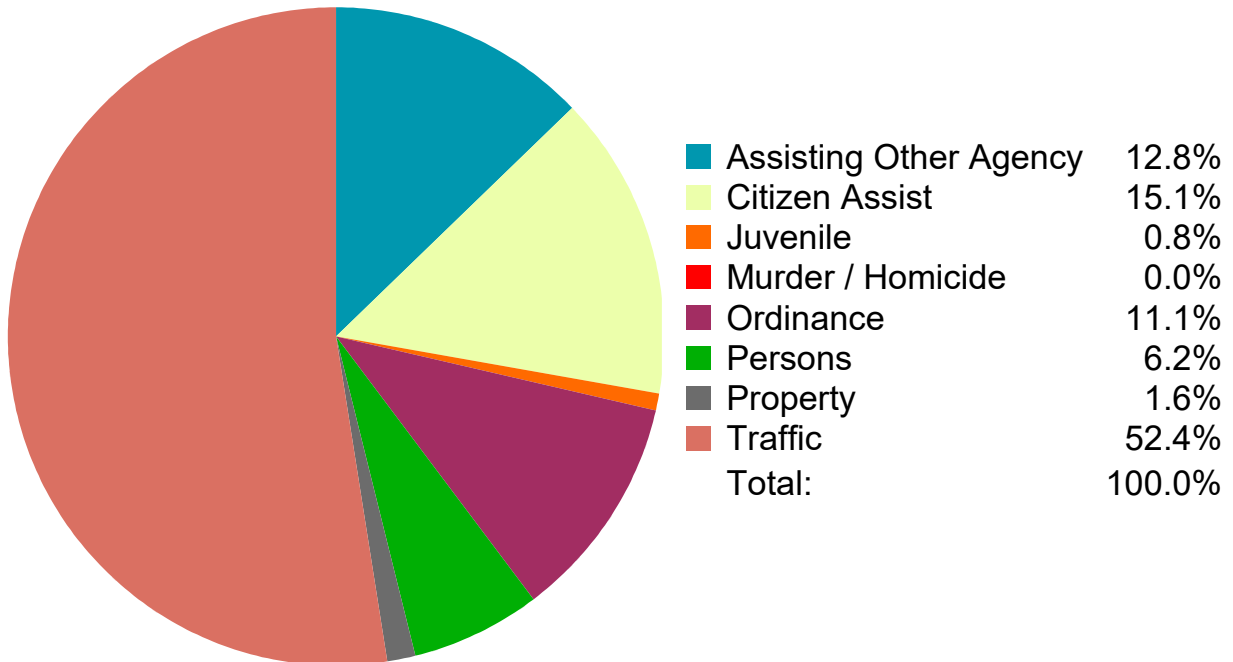
\_\_\_\_\_

**CEDAR LAKE POLICE DEPARTMENT  
INCIDENT AND CALLS FOR SERVICE REPORT  
November 2022 and Year-To-Date 2022**

| Incident Type   | Month Total | Year Total |
|---|-------------|------------|
| Incidents Assisting Other Agency (Including Fire and EMS) | 122         | 1428       |
| Incidents related to Citizen Assists:                     | 143         | 2382       |
| Incidents related to Juveniles:                           | 8           | 88         |
| Incidents related to Murder/Homicide:                     | 0           | 0          |
| Incidents related to Ordinances:                          | 105         | 1390       |
| Incidents related to Persons:                             | 59          | 729        |
| Incidents related to Property:                            | 15          | 326        |
| Incidents related to Traffic:                             | 498         | 5028       |
| Incidents Not Classified:                                 | 0           | 3          |

|                |            |              |
|----------------|------------|--------------|
| <b>Totals:</b> | <b>950</b> | <b>11374</b> |
|----------------|------------|--------------|

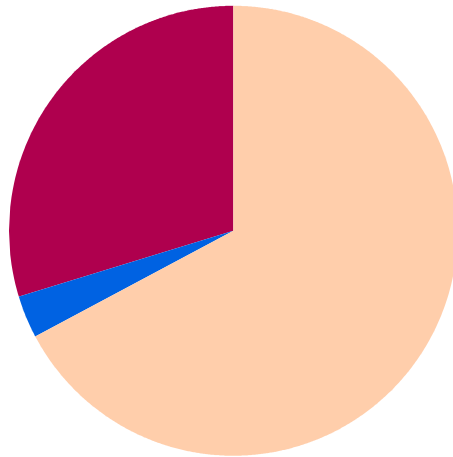
**Average Daily Calls For Service: 34.16**



**CITATION REPORT**  
**November 2022 and Year-To-Date 2022**

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**State Violations: 86**  
**Town Traffic Violations: 4**  
**Town Ordinance Violations: 38**  
**Other Violations: 0**  
**Total for November: 128**  
**Year To Date: 1,790**



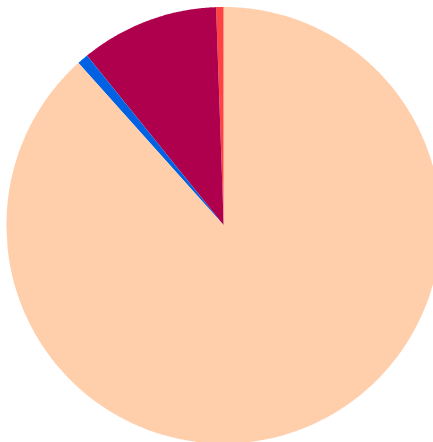
|                           |               |
|---------------------------|---------------|
| State Violations          | 67.2%         |
| Town Traffic Violations   | 3.1%          |
| Town Ordinance Violations | 29.7%         |
| Other Violations          | 0.0%          |
| <b>Total:</b>             | <b>100.0%</b> |

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**WARNING REPORT**  
**November 2022 and Year-To-Date 2022**

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**State Violations: 355**  
**Town Traffic Violations: 3**  
**Town Ordinance Violations: 42**  
**Other Violations: 2**  
**Total for November: 402**  
**Year To Date: 4,080**



|                           |               |
|---------------------------|---------------|
| State Violations          | 88.3%         |
| Town Traffic Violations   | 0.7%          |
| Town Ordinance Violations | 10.4%         |
| Other Violations          | 0.5%          |
| <b>Total:</b>             | <b>100.0%</b> |

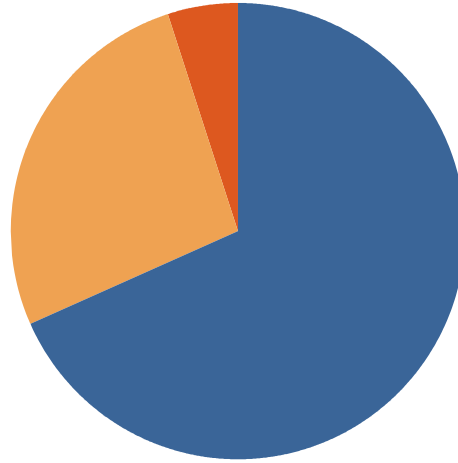
**ARREST REPORT**  
**November 2022 and Year-To-Date 2022**

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**Total Arrests: 19**  
**Total Charges Filed: 41**  
**Misdemeanor: 28**  
**Felony: 11**  
**Infraction: 0**  
**Not Classified /**  
**Warrant: 2**

**Year-To-Date**

**Total Arrests: 315**  
**Total Charges Filed: 574**

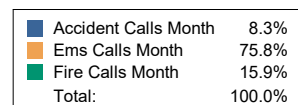
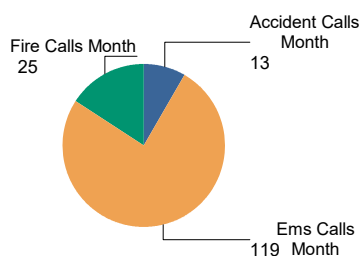
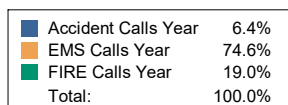
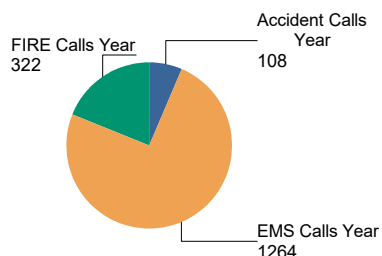


|                  |               |
|------------------|---------------|
| ■ Misdemeanor    | 68.3%         |
| ■ Felony         | 26.8%         |
| ■ Infraction     | 0.0%          |
| ■ Not Classified | 4.9%          |
| <b>Total:</b>    | <b>100.0%</b> |

# Cedar Lake Fire Department

## Monthly Summary Report

### 1/1/2022 to 11/30/2022



**Average Daily Calls for Service: 5.20**

### Yearly Totals

|                 |     |
|-----------------|-----|
| 911 HANGUP      | 1   |
| Agency Assist   | 6   |
| Animal Bite     | 1   |
| Child Abuse     | 1   |
| Citizen Assist  | 1   |
| Death Investgtn | 1   |
| Disturbance     | 1   |
| Dom. Battery    | 1   |
| Domestic Dist   | 4   |
| EMS Abdominal   | 24  |
| EMS Allergic    | 11  |
| EMS Animal Bite | 5   |
| EMS Assault     | 22  |
| EMS Back Pain   | 17  |
| EMS Bleeding    | 23  |
| EMS Breathing   | 131 |
| EMS Burns       | 3   |
| EMS Chest Pain  | 59  |
| EMS Choking     | 8   |
| EMS Death       | 13  |
| EMS Diabetic    | 49  |
| EMS Eye Injury  | 1   |
| EMS Fall        | 164 |
| EMS Full Arrest | 17  |
| EMS Gunshot     | 2   |
| EMS Headache    | 4   |
| EMS Heart Prob  | 33  |
| EMS Heat / Cold | 3   |
| EMS Lift Assist | 102 |
| EMS Misc        | 5   |
| EMS Mutual Aid  | 18  |
| EMS Overdose    | 21  |
| EMS Pregnancy   | 2   |
| EMS Psych       | 70  |
| EMS Seizure     | 43  |
| EMS Sick Person | 216 |
| EMS Stabbing    | 2   |
| EMS Standby     | 11  |
| EMS Stroke      | 26  |
| EMS Trauma      | 37  |
| EMS Uncons      | 74  |
| EMS Unknown     | 48  |
| FIRE Alarm      | 64  |
| FIRE Appliance  | 1   |
| FIRE Assist     | 12  |
| FIRE Brush      | 5   |

### Monthly Totals

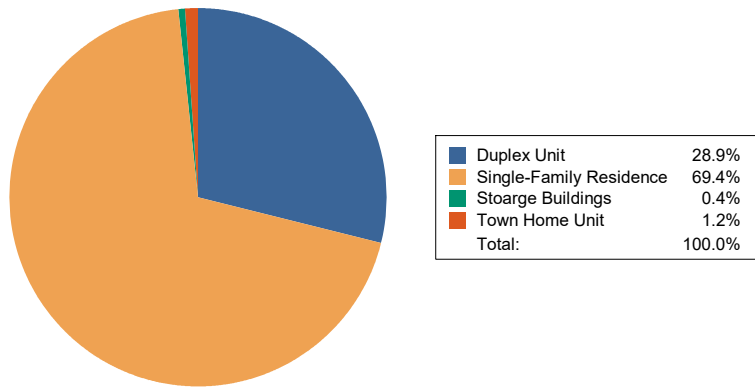
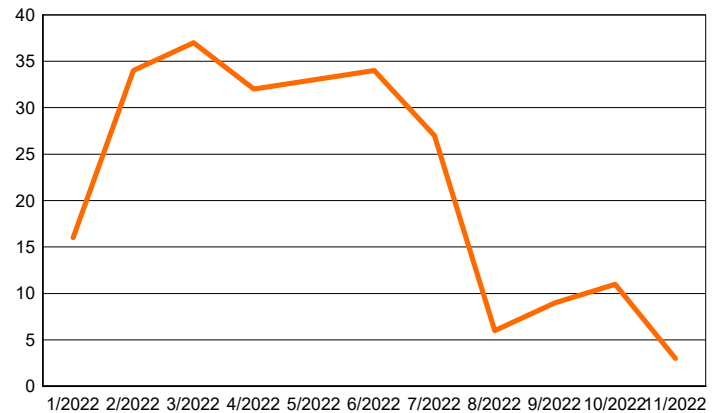
|                         |            |
|-------------------------|------------|
| 911 HANGUP              | 1          |
| Child Abuse             | 1          |
| EMS Abdominal           | 2          |
| EMS Assault             | 3          |
| EMS Bleeding            | 3          |
| EMS Breathing           | 9          |
| EMS Chest Pain          | 7          |
| EMS Choking             | 2          |
| EMS Death               | 1          |
| EMS Diabetic            | 7          |
| EMS Fall                | 21         |
| EMS Full Arrest         | 1          |
| EMS Headache            | 1          |
| EMS Heart Prob          | 4          |
| EMS Lift Assist         | 11         |
| EMS Mutual Aid          | 3          |
| EMS Psych               | 4          |
| EMS Seizure             | 6          |
| EMS Sick Person         | 9          |
| EMS Standby             | 2          |
| EMS Stroke              | 2          |
| EMS Trauma              | 7          |
| EMS Uncons              | 10         |
| EMS Unknown             | 4          |
| FIRE Alarm              | 2          |
| FIRE Assist             | 1          |
| FIRE Brush              | 1          |
| FIRE CO Alarm           | 1          |
| FIRE Gas IN             | 3          |
| FIRE Gas OUT            | 1          |
| FIRE Inspection         | 1          |
| FIRE Investigat         | 2          |
| FIRE Misc               | 2          |
| FIRE Mutual Aid         | 5          |
| FIRE Odor               | 1          |
| FIRE Outside            | 1          |
| FIRE Smoke Out          | 2          |
| FIRE Structure          | 1          |
| FIRE Utility            | 1          |
| PI Accident             | 13         |
| Suicide                 | 1          |
| <b>Total for Month:</b> | <b>160</b> |

|                 |       |
|-----------------|-------|
| FIRE CO Alarm   | 11    |
| FIRE Dive Rescu | 1     |
| FIRE Elevator   | 1     |
| FIRE Gas IN     | 15    |
| FIRE Gas OUT    | 12    |
| FIRE Hazmat     | 2     |
| FIRE Inspection | 14    |
| FIRE Investigat | 6     |
| FIRE Misc       | 13    |
| FIRE Mutual Aid | 45    |
| FIRE Odor       | 7     |
| FIRE Outside    | 12    |
| FIRE Rubbish    | 4     |
| FIRE Search     | 1     |
| FIRE Smoke      | 3     |
| FIRE Smoke Odor | 2     |
| FIRE Smoke Out  | 6     |
| FIRE Standby    | 7     |
| FIRE Structure  | 29    |
| FIRE Training   | 1     |
| FIRE Utility    | 27    |
| FIRE Vehicle    | 8     |
| FIRE Washdown   | 2     |
| FIRE Water Resc | 11    |
| Lockout         | 1     |
| Missing Person  | 1     |
| Open Burning    | 1     |
| Overdose        | 3     |
| PD Accident     | 1     |
| PI Accident     | 107   |
| Suicidal Subj   | 6     |
| Suicide         | 1     |
| Suicide Attempt | 2     |
| Welfare Check   | 4     |
| <hr/>           |       |
| Total for Year: | 1,730 |

**Town of Cedar Lake****Office of Building, Zoning, and Planning**

7408 Constitution Ave - PO Box 707 - Cedar Lake, IN 46303

Tel (219) 374-7000 - Fax (219) 374-8588

**Report of All New Construction Permits****1/1/2022 to 11/30/2022****Grouped by Month****New Construction Type****Permits by Month****January 2022**Residential New Construction Permits: **16**New Residential Construction Value: **\$3,887,995**New Construction Permits: **16**Total Value of Construction for January: **\$3,887,995****February 2022**Residential New Construction Permits: **34**New Residential Construction Value: **\$9,152,245**New Construction Permits: **34**Total Value of Construction for February: **\$9,152,245****March 2022**Residential New Construction Permits: **36**New Residential Construction Value: **\$8,487,980**Commercial New Construction Permits: **1**New Commercial Construction Value: **\$1,186,721**New Construction Permits: **37**Total Value of Construction for March: **\$9,674,701****April 2022**Residential New Construction Permits: **32**New Residential Construction Value: **\$7,880,630**New Construction Permits: **32**Total Value of Construction for April: **\$7,880,630****May 2022**Residential New Construction Permits: **33**New Residential Construction Value: **\$9,258,039**New Construction Permits: **33**Total Value of Construction for May: **\$9,258,039**



**June 2022**Residential New Construction Permits: **34**New Residential Construction Value: **\$8,649,380**New Construction Permits: **34**Total Value of Construction for June: **\$8,649,380**

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**July 2022**Residential New Construction Permits: **27**New Residential Construction Value: **\$6,061,650**New Construction Permits: **27**Total Value of Construction for July: **\$6,061,650**

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**August 2022**Residential New Construction Permits: **6**New Residential Construction Value: **\$1,488,225**New Construction Permits: **6**Total Value of Construction for August: **\$1,488,225**

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**September 2022**Residential New Construction Permits: **9**New Residential Construction Value: **\$2,026,995**New Construction Permits: **9**Total Value of Construction for September: **\$2,026,995**

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**October 2022**Residential New Construction Permits: **11**New Residential Construction Value: **\$2,592,060**New Construction Permits: **11**Total Value of Construction for October: **\$2,592,060**

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**November 2022**Residential New Construction Permits: **3**New Residential Construction Value: **\$742,030**New Construction Permits: **3**Total Value of Construction for November: **\$742,030**

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Total New Construction Permits: **242**Total Value of New Construction: **\$61,413,950**Total Residential New Construction Permits: **241**Total Value of New Residential Construction: **\$60,227,229**Total Commercial New Construction Permits: **1**Total Value of New Commercial Construction: **\$1,186,721**Total School New Construction Permits: **0**

Total Value of New School Construction:

## Town of Cedar Lake

### Office of Building, Zoning, and Planning

7408 Constitution Ave - PO Box 707 - Cedar Lake, IN 46303

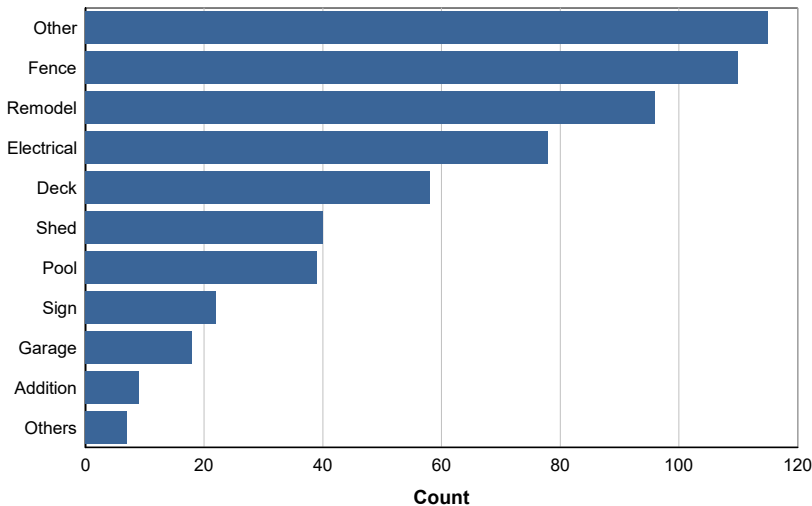
Tel (219) 374-7000 - Fax (219) 374-8588



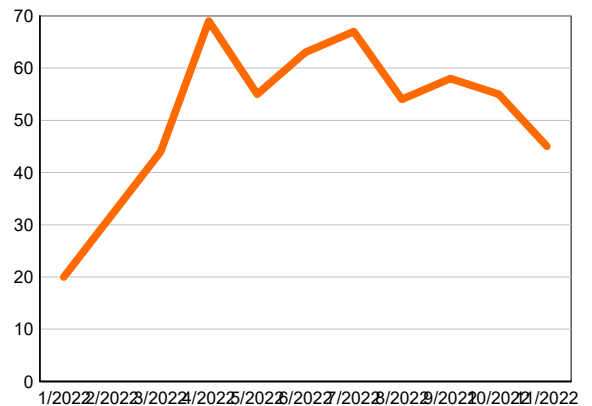
## Report of All Other Permits

1/1/2022 to 11/30/2022

Grouped by Month



### Permits by Month



### January 2022

Other Residential Permits: 17

Other Commercial Permits: 1

Other Open Space Permits: 2

Total of Other Permits: 20

Other Residential Permits Value: \$288,222

Other Commercial Permits Value: \$1

Other Open Space Permits Value: \$6,500

Total Value of All Other Permits: \$294,723

### February 2022

Other Residential Permits: 25

Other Commercial Permits: 6

Other Church Permits: 1

Total of Other Permits: 32

Other Residential Permits Value: \$261,632

Other Commercial Permits Value: \$1,262,258

Other Church Permits Value: \$150,000

Total Value of All Other Permits: \$1,673,890

### March 2022

Other Residential Permits: 39

Other Commercial Permits: 3

Other School Permits: 1

Other Industrial Permits: 1

Total of Other Permits: 44

Other Residential Permits Value: \$455,025

Other Commercial Permits Value: \$12,690

Other School Permits Value: \$56,310

Other Industrial Permits Value: \$20,000

Total Value of All Other Permits: \$544,025

### April 2022

Other Residential Permits: 61

Other Commercial Permits: 7

Other Municipal Permits: 1

Total of Other Permits: 69

Other Residential Permits Value: \$580,946

Other Commercial Permits Value: \$340,873

Other Municipal Permits Value: \$4,000

Total Value of All Other Permits: \$925,819

**May 2022**

Other Residential Permits: **47**  
Other Commercial Permits: **6**  
Other Municipal Permits: **2**  
Total of Other Permits: **55**

Other Residential Permits Value: **\$681,207**  
Other Commercial Permits Value: **\$159,650**  
Other Municipal Permits Value: **\$1,308,000**  
Total Value of All Other Permits: **\$2,148,857**

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**June 2022**

Other Residential Permits: **53**  
Other Commercial Permits: **8**  
Other Open Space Permits: **2**  
Total of Other Permits: **63**

Other Residential Permits Value: **\$500,049**  
Other Commercial Permits Value: **\$48,738**  
Other Open Space Permits Value: **\$8,025**  
Total Value of All Other Permits: **\$556,811**

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**July 2022**

Other Residential Permits: **58**  
Other Commercial Permits: **8**  
Other Church Permits: **1**  
Total of Other Permits: **67**

Other Residential Permits Value: **\$885,190**  
Other Commercial Permits Value: **\$51,950**  
Other Church Permits Value: **\$1**  
Total Value of All Other Permits: **\$937,141**

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**August 2022**

Other Residential Permits: **47**  
Other Commercial Permits: **4**  
Other School Permits: **1**  
Other Municipal Permits: **2**  
Total of Other Permits: **54**

Other Residential Permits Value: **\$906,771**  
Other Commercial Permits Value: **\$72,120**  
Other School Permits Value: **\$17,520**  
Other Municipal Permits Value: **\$115,000**  
Total Value of All Other Permits: **\$1,111,411**

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**September 2022**

Other Residential Permits: **53**  
Other Commercial Permits: **4**  
Other Church Permits: **1**  
Total of Other Permits: **58**

Other Residential Permits Value: **\$937,982**  
Other Commercial Permits Value: **\$59,947**  
Other Church Permits Value: **\$84,500**  
Total Value of All Other Permits: **\$1,082,429**

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**October 2022**

Other Residential Permits: **50**  
Other Commercial Permits: **2**  
Other Open Space Permits: **3**  
Total of Other Permits: **55**

Other Residential Permits Value: **\$755,148**  
Other Commercial Permits Value: **\$951**  
Other Open Space Permits Value: **\$55,850**  
Total Value of All Other Permits: **\$811,949**

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**November 2022**

Other Residential Permits: **38**  
Other Commercial Permits: **3**  
Other School Permits: **1**  
Other Open Space Permits: **3**  
Total of Other Permits: **45**

Other Residential Permits Value: **\$465,982**  
Other Commercial Permits Value: **\$3,561**  
Other School Permits Value: **\$21,800,000**  
Other Open Space Permits Value: **\$215,000**  
Total Value of All Other Permits: **\$22,484,543**

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Grand Total of Other Permits: **562**

Grand Total Value of All Other Permits: **\$32,571,599**



December 16, 2022

Town Council  
Town of Cedar Lake  
7408 Constitution Avenue  
P. O. Box 707  
Cedar Lake, Indiana 46303

Attention: Chris Salatas – Town Manager

Re: Town Engineer Report for December 20, 2022 Town Council Meeting  
(CBBEL Project No.: 060015.00001)

Dear Council Members:

This letter summarizes Christopher B. Burke Engineering, LLC (CBBEL) Town Engineer activities for reporting and action (as necessary) for the December 20, 2022 Town Council Meeting. This report covers activities for the period of November 11, 2022 through December 16, 2022.

### **1) Cedar Lake Dredging and Sediment Dewatering Facility Project**

CBBEL has received as-built topography of the SDF from Dyer and are currently reviewing the volume calculations. We are also reviewing final quantities for the work with a possible final pay application submitted to the Town just after the new year.

A virtual kickoff meeting was held with Dredge America, Town personnel, CBBEL personnel, and other stakeholders on November 28<sup>th</sup> for Stage 2 work. CBBEL is currently completing a change order to allow Dredge America to start dredging on April 15<sup>th</sup> with moratorium over the Memorial Day, 4<sup>th</sup> of July, and Labor Day holiday weekends.

### **2) MS4 Coordination**

The new IDEM MS4 General Permit requires additional measures to track post-construction water quantity and water quality control measures associated with private developments of one (1) acre or larger. Burke staff have begun assembling data to meet these new requirements. This will be an on-going process to also convert old Part B requirements to the new permit's required format.

### **3) NIRPC/State Legislature/INDOT/IDNR Updates**

The application window for the NIRPC TIP Notice of Funding Availability (NOFA) 2024-2028 was open from October 20<sup>th</sup> and closed on November 18<sup>th</sup> (12:00 CST). Applications will be reviewed by topical committees from December 2<sup>nd</sup> to January 27<sup>th</sup>, 2023. A final list of

projects will be reviewed and approved by the NIRPC Technical Planning Committee on February 14, 2023.

A meeting was held at NIRPC on November 28<sup>th</sup> to discuss current fiscal year projects being impacted by inflationary costs and how that affects the overall TIP liquidity. The results of the meeting were shuffling of projects in current and future years to balance money in the program. Several LPAs agreed to push back currently programmed projects into later years to accommodate escalated project costs. This will likely affect available funds in the current NOFA and make the project submittals even more competitive.

Applications were submitted on November 18<sup>th</sup> to NIRPC by CBBEL on behalf of the Town for the following projects:

1. Founders Creek Multi-Use Path from 133<sup>rd</sup> Avenue to Town Hall grounds. This application has been submitted in previous TIPs, but was not selected.
2. West Lakeshore Drive Sidewalk Corridor from the Western Railroad Overpass to the Cline Avenue Roundabout. This project was submitted for past NOFA's but was not selected. The application excluded the railroad crossing to score better and included a revised construction estimate.
3. Morse Street Sidewalk Corridor from 133<sup>rd</sup> Avenue to 145<sup>th</sup> Avenue. This will exclude the western side from 133<sup>rd</sup> Avenue to the Town Hall grounds that is already included in a previous TIP. This project was presented in phases due to its high construction cost.
4. 133<sup>rd</sup> Avenue Sidewalk Gap from Faith Church to Robin's Nest Subdivision. This also included the raising of 133<sup>rd</sup> Avenue to prevent future flooding. This project was broken into two separate applications due to recommendations from NIRPC staff. The raising of the 133<sup>rd</sup> Avenue roadway to eliminate a flooding condition was submitted under the Environmental category, while the sidewalk was submitted under the Complete Streets category.

#### 4) Other Funding Opportunities

- **IDNR – Division of Outdoor Recreation, Next Level Trails Program:** *No Change from Previous Report.* IDNR – Division of Outdoor Recreation will administer the program in conjunction with INDOT. All non-motorized trail types are eligible, but consideration will be given to multi-use trail types. Eligible costs are trail construction, land acquisition, design and engineering, and basic trail amenities. The grant program requires an 80/20 match with minimum and maximum requests of \$200,000 and \$2 million, respectively. There will be \$10 million available for locally significant projects. More information can be found at <https://www.in.gov/dnr/outdoor/9800.htm>. Based on discussions with NIRPC, it is our understanding that this program will have an additional call later this year.

Appraisals were received from the Vale Appraisal Group on March 31<sup>st</sup> and American Valuation Appraisal Services in early June for parcels within the proposed trail corridor. The next step would be to engage the landowners to receive signed letters of intent.

- **Community Crossing Grant, 2022-1, 133<sup>rd</sup> Avenue Striping and Paving:** The final pay application and balancing change order were provided to Town staff on November 30<sup>th</sup>. The project came in \$24,777.66 under budget. This project will require close-out documentation through the INDOT CCMG program.
- **Community Crossing Grant, 2022-2:** The Town received notification on December 6<sup>th</sup> that both projects were awarded funds in the amount of \$79,550.00. This will include the resurfacing and patching of 137<sup>th</sup> Avenue from Parrish Avenue to the railroad. The other application included the crack sealing of several roadways on the west side of the lake. The two applications will be bid as one project and are required to have signed contracts by April 6, 2023. The award letter is included with this letter.

## **5) Parrish Ave, Vermillion St/Hilltop St, Highland Subdivision (High Grove, Phase 2)**

All projects have been completed and CBBEL is finalizing close-out documents.

Parrish Avenue: The final pay application and balancing change order were provided to Town staff on December 1<sup>st</sup>. The project came in \$225,147.74 over budget due to poor soil conditions and subsequent undercutting.

Highland Subdivision: The final pay application and balancing change order were provided to Town staff on December 1<sup>st</sup>. The project came in \$63,877.96 under budget.

Vermillion/Hilltop Streets: The final pay application and balancing change order were provided to Town staff on December 1<sup>st</sup>. The project came in \$65,258.62 under budget.

The total cost of the projects was \$3,272,212.10. This was \$96,011.16 over the plan budget or a 2.9% increase. These projects will require close-out documentation through the INDOT CCMG program.

## **6) Town Street Committee**

- Shades (East of Morse St and North of 141<sup>st</sup> Avenue): *No Change from Previous Report.* CBBEL was directed to finalize design of the subdivision roadway and storm sewer improvements for a possible inclusion in the 2023-1 CCMG call. The 2023-1 CCMG call will open on January 3<sup>rd</sup> and close January 27, 2023 (4:00 CST). A phasing plan was provided to Town staff for evaluation. The road committee also recommended that curb and gutter be removed (where possible) from the plan and new lighting fixtures be attached to existing poles. CBBEL has contacted NIPSCO to obtain their lighting inventory of the subdivision.
- 131<sup>st</sup> Place and Morse Street: *No Change from Previous Report.* CBBEL received the survey on October 4<sup>th</sup> and provided it to the Town for review. We are awaiting direction on how to proceed.
- 133<sup>rd</sup> Avenue West Striping: The final pay application and balancing change order were provided to Town staff on November 30<sup>th</sup>. The project came in \$833.15 under budget.
- Parrish Avenue North Crack Sealing: *No Change from Previous Report.* Pavement Solutions completed crack sealing of Parrish Avenue from the north corporate limit to 133<sup>rd</sup> Avenue. We are awaiting invoicing.

- Asset Management Plan Updates: The updated asset management plan was submitted to the LTAP DMS on November 23<sup>rd</sup>. The LTAP certification letter was received and is attached to this letter.

## 7) Redevelopment Commission

CBBEL is completing the following projects for the Redevelopment Commission:

- Morse Street Corridor Pedestrian Path/Watermain: Plan preparation is on-going. CBBEL is currently completing plans for the watermain extension from the new Lighthouse well to 137<sup>th</sup> Avenue to facilitate connection of the new safety building. This extension will include stub laterals at each public street and extension down Constitution Avenue to the Lighthouse Restaurant. This project is scheduled to bid in February/March. Coordination has begun between CBBEL personnel and the safety building engineering team.

## 8) Plan Commission

CBBEL has been completing civil review and coordination activities for the following proposed developments:

- Harvest Creek PUD (formerly Silver Meadows): CBBEL issued a revised comment letter on November 30<sup>th</sup>.
- Bugaboo Subdivision: *No Change from Previous Report.* CBBEL provided a comment letter to the Applicant on August 11<sup>th</sup> and is awaiting a response.
- Henn's Family 2<sup>nd</sup> Addition: CBBEL issued a letter to the Applicant on November 29<sup>th</sup> regarding the Final Plat. We have no further comments.
- Railside Business Park: CBBEL is currently reviewing this application.
- Subdivision Ordinance/Development Standards Manual Update: CBBEL has begun updates to the DSM and is currently on-going. CBBEL provided a draft update of the Subdivision Ordinance on November 3<sup>rd</sup>.

## 9) Stormwater Management Board

CBBEL provided a list of projects to the Storm Board at their November 14<sup>th</sup> meeting. These projects were discussed throughout 2022. The 2023 storm board budget was also discussed at this meeting to determine which projects may be funded.

7513 W. 136<sup>th</sup> Lane, Woodland Shores: The landowner noted stormwater issues located on his property. The property is located in a low area of 136<sup>th</sup> Avenue with several small drain tiles servicing the area. It was recommended that the drain tiles and corresponding downstream storm sewer system be televised by Public Works. Depending on these results, CBBEL will prepare an existing conditions hydraulic model of the system utilizing survey from a 2007 roadway capital improvement project to determine existing capacity. **The revised plans and cost estimate were presented to the Storm Board at the June 14<sup>th</sup> meeting. The project was taken under advisement pending funding. No Change.**

9080 W. 129<sup>th</sup> Place, Woodland Hills 1<sup>st</sup> Addition Subdivision: This project was released for construction at the September Storm Board. The project will most likely be completed by

Public Works staff or an outside pre-approved storm contractor. **No Change.**

Woods of Cedar Creek: Town staff has reviewed documentation on acquired easements prior to the Phase 1 project being completed. Three residents did not provide access before the Phase 1 project. Two of those parcels are under new ownership and staff will reach out to determine if a Phase 2 project is possible. **It is our understanding that this coordination will not proceed until funding is identified.**

6425 W. 145<sup>th</sup> Avenue: It is our understanding that the remainder of this storm sewer system was camera'd on October 14<sup>th</sup>. CBBEL is awaiting results to determine any necessary repairs or improvements. If repairs or improvements are necessary, then any right of access restrictions will have to be determined. **No Change.**

141<sup>st</sup> Place & Cottage Grove Avenue: Public Works camera'd the cross-culvert last week and found the north tie-in culverts were buried; most likely by the property owner. Public Works and CBBEL are coordinating efforts to correct the issue. **No Change.**

9000 W. 130<sup>th</sup> Court, Woodland Hills Subdivision: The homeowner attended the October Storm Board meeting stating the existing storm sewer at the west end of the cul-de-sac had collapsed. It is our understanding that the Town will camera this line soon to determine corrective actions. **No Change.**

9725 W. 129<sup>th</sup> Place, Monastery Woods South Subdivision: CBBEL recommended that this item be removed from the agenda as it appears to be a homeowner related issue.

50/50 Rearyard Drainage Program: CBBEL prepared draft guidelines for the board's review. The purpose of this program would allow for a cost share with the homeowner to install rearyard drainage in older pre-platted subdivisions with little to no existing storm sewer. The cost share would be capped at \$5,000 for the homeowner and costs above this cap would be incurred by the Town. No vote was made at the meeting. **No Change.**

Stormwater Master Plan: CBBEL is preparing a proposal for the completion of a Town-wide Stormwater Master Plan. This plan would include mapping of the Town's entire storm sewer network, identification of system problem areas, hydrologic/hydraulic modeling of specific areas, public participation meetings, and a final plan report detailing future projects and cost estimates. **This proposal will be presented to the Town later at a later date.**

## **10) Building Department**

CBBEL has been completing site plan and as-builts for individual lots. CBBEL has also been completing on-going development reviews in the following subdivisions/projects: Summer Winds, Birchwood Farms, Rose Garden Estates, Ledgestone, Centennial, Centennial Villas/Estates, Beacon Pointe, Beacon East, Beacon West (Phases 5-7), Lakeside, Hanover Central Middle/Elementary School, Hanover Central High School Athletic Fields, Cedar Lake Storage, Lakeview Business Park, and Offshore Estates. MCM 4 construction inspections are also being completed at each development, where applicable.

Ordinance Updates: CBBEL will be continuing updates to the Town's Development



Standards Manual and Stormwater Ordinances throughout 2022-23. CBBEL will also update the Town's lighting inventory. CBBEL has been in contact with NIPSCO Electric about acquiring current lighting inventories for the Town. **No Change.**

Thank you for allowing us to provide you with these Town's engineering services. If you have any questions or concerns, please do not hesitate to call.

Sincerely,

A black rectangular box redacting the signature of Donald C. Oliphant.

Donald C. Oliphant, PE, CFM, CPESC, CPMSM  
Civil Engineer

L060015 Council Report 121622.docx

CC: Town Manager  
Planning Director  
Director of Operations  
Building Administrator  
Town Attorney

Attachments: Project Status Report  
All Projects Schedule  
INDOT 2022-2 CCMG Award Letter  
LTAP Certification Letter

# Town of Cedar Lake – Project Status Report

## Christopher B. Burke Engineering, LLC

updated 12/16/22

| Job No.      | Description  | Budget            | Deliverable(s)                                      | Status   | Deadline(s)           |
|--------------|--|-------------------|---|--|-----------------------|
| 060015.00001 | Town Council   | n/a               | Town Council Report for 12/20/22 meeting            | Completed  | 12/16/22              |
| 060015.00002 | Plan Commission  | n/a               | Plan Reviews & LOC Inspections                      | Plan Commission Meetings and Review of Plan Applications. See letter for details.  | ongoing               |
| 060015.00003 | Stormwater Management Board                                  | n/a               | Review and reporting concerning agenda action items | Reviewing items as requested and reporting status to Storm Board. See letter for details.  | ongoing, as requested |
| 060015.00006 | Stormwater Cost of Services Study                            | n/a               | ERU calculation review                              | Ongoing review of ERU calculations for parcels requested by Town.  | ongoing, as requested |
| 200323       | Cedar Lake Dredging and Sediment Dewatering Facility Project | n/a               | Construction Plans/Construction Observation         | <p>CBBEL has received as-built topography of the SDF from Dyer and are currently reviewing the volume calculations. We are also reviewing final quantities for the work with a possible final pay application submitted to the Town just after the new year.</p> <p>A virtual kickoff meeting was held with Dredge America, Town personnel, CBBEL personnel, and other stakeholders on November 28<sup>th</sup> for Stage 2 work. CBBEL is currently completing a change order to allow Dredge America to start dredging on April 15<sup>th</sup> with moratorium over the Memorial Day, 4<sup>th</sup> of July, and Labor Day holiday weekends.</p> <p>– see 12/16/22 Council Report for details.</p> | ongoing               |
| 090043       | MS4 Coordination   | \$19,400 (annual) | MS4 Coordination Services & Development             | <p>The new IDEM MS4 General Permit requires additional measures to track post-construction water quantity and water quality control measures associated with private developments of one (1) acre or larger. Burke staff have begun began assembling data to meet these new requirements. This will be an on-going process to also convert old Part B requirements to the new permit's required format.</p> <p>– see 12/16/22 Council Report for details.</p>  | ongoing               |
| TBD          | Parrish Ave, Vermillion St/Hilltop St, Highland Subdivision  | \$238,000         | Construction Observation                            | <p>All projects have been completed and CBBEL is finalizing close-out documents.</p> <p><u>Parrish Avenue:</u> The final pay application and balancing change order were provided to Town staff on December 1<sup>st</sup>. The project came in \$225,147.74 over budget due</p>   | ongoing               |

# Town of Cedar Lake – Project Status Report

## Christopher B. Burke Engineering, LLC

updated 12/16/22

| Job No. | Description | Budget | Deliverable(s) | Status   | Deadline(s) |
|---------|-------------|--------|----------------|--|-------------|
|         |             |        |                | <p>to poor soil conditions and subsequent undercutting.</p> <p><u>Highland Subdivision:</u> The final pay application and balancing change order were provided to Town staff on December 1<sup>st</sup>. The project came in \$63,877.96 under budget.</p> <p><u>Vermillion/Hilltop Streets:</u> The final pay application and balancing change order were provided to Town staff on December 1<sup>st</sup>. The project came in \$65,258.62 under budget.</p> <p>The total cost of the projects was \$3,272,212.10. This was \$96,011.16 over the plan budget or a 2.9% increase. These projects will require close-out documentation through the INDOT CCMG program. – see 12/16/22 Council Report for details.</p> |             |

Cedar Lake All Projects' Schedules

|   | 2022 |   |   |   |   |   |   |   |   |    |    |    | 2023 |   |   |   |   |   |   |   |   |    |    |    | 2024 |   |   |   |   |   |   |   |   |    |    |    |  |  |
|---|------|---|---|---|---|---|---|---|---|----|----|----|------|---|---|---|---|---|---|---|---|----|----|----|------|---|---|---|---|---|---|---|---|----|----|----|--|--|
|   | 1    | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 1    | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 1    | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 |  |  |
| Vermillion/Hilltop and Highland Subdivision |      |   |   |   |   |   |   |   |   |    |    |    |      |   |   |   |   |   |   |   |   |    |    |    |      |   |   |   |   |   |   |   |   |    |    |    |  |  |
| Construction                                |      |   |   |   |   |   |   |   |   |    |    |    |      |   |   |   |   |   |   |   |   |    |    |    |      |   |   |   |   |   |   |   |   |    |    |    |  |  |
| Parrish Avenue                              |      |   |   |   |   |   |   |   |   |    |    |    |      |   |   |   |   |   |   |   |   |    |    |    |      |   |   |   |   |   |   |   |   |    |    |    |  |  |
| Construction                                |      |   |   |   |   |   |   |   |   |    |    |    |      |   |   |   |   |   |   |   |   |    |    |    |      |   |   |   |   |   |   |   |   |    |    |    |  |  |
| 133rd Avenue Resurfacing & Striping (CCMG)  |      |   |   |   |   |   |   |   |   |    |    |    |      |   |   |   |   |   |   |   |   |    |    |    |      |   |   |   |   |   |   |   |   |    |    |    |  |  |
| Construction                                |      |   |   |   |   |   |   |   |   |    |    |    |      |   |   |   |   |   |   |   |   |    |    |    |      |   |   |   |   |   |   |   |   |    |    |    |  |  |
| Stage 1 - Sediment Dewatering Facility      |      |   |   |   |   |   |   |   |   |    |    |    |      |   |   |   |   |   |   |   |   |    |    |    |      |   |   |   |   |   |   |   |   |    |    |    |  |  |
| Construction                                |      |   |   |   |   |   |   |   |   |    |    |    |      |   |   |   |   |   |   |   |   |    |    |    |      |   |   |   |   |   |   |   |   |    |    |    |  |  |
| Stage 2 - Cedar Lake Dredging               |      |   |   |   |   |   |   |   |   |    |    |    |      |   |   |   |   |   |   |   |   |    |    |    |      |   |   |   |   |   |   |   |   |    |    |    |  |  |
| Construction                                |      |   |   |   |   |   |   |   |   |    |    |    |      |   |   |   |   |   |   |   |   |    |    |    |      |   |   |   |   |   |   |   |   |    |    |    |  |  |



# INDIANA DEPARTMENT OF TRANSPORTATION

100 North Senate Avenue  
Room N758  
Indianapolis, Indiana 46204

PHONE: (855) 463-6848

**Eric Holcomb, Governor**  
**Michael Smith, Commissioner**

December 06, 2022

Cedar Lake  
Randy Niemeyer  
7408 Constitution Avenue, PO Box 707  
Cedar Lake, IN 46303

RE: Community Crossing Matching Grant Fund 2022-2

Dear Randy Niemeyer:

The Indiana Department of Transportation (INDOT) has completed the review and selection of projects for funding in the 2022-2 Community Crossings Matching Grant Fund Program. Your community has preliminarily been awarded \$79,550.00 in Community Crossings Matching Grant Funds based upon your estimates from your project application(s). INDOT will be transmitting an award letter in the upcoming weeks.

The Community Crossings Matching Grand Funds, which are administered by INDOT, will be used for funding up to 50 percent of the construction of your project or the purchase of materials. These grant dollars will enable you to help build and improve Indiana's infrastructure.

The state of Indiana looks forward to partnering with all Hoosier communities, both urban and rural, to invest in road and bridge infrastructure projects. Improvement to local roads and bridges will bring about economic development, create jobs, and strengthen local transportation networks for all of Indiana.

Sincerely,

Eric J. Holcomb, Governor

Michael Smith, INDOT Commission



December 1, 2020

Cedar Lake, Indiana

RE: Approval Letter for 2020 Pavement Asset Management Plan

To Whom It May Concern,

Thank you for submitting Cedar Lake's Asset Management Plan. It has been determined that your 2020 Pavement Asset Management Plan has met all the criteria required from the INDOT approved template and is complete.

Use this approval letter for the 2021 (calendar year) Community Crossings Matching Grant Program's application. Please note that you will need to submit your asset management plan each year by December 1<sup>st</sup> to be eligible for the following year's Community Crossing Matching Grant Program.

Sincerely,

A black rectangular box redacting the signature of Patrick A. Conner.

Patrick A. Conner, PE  
LTAP Research Manager



# Cedar Lake Monthly Report - November

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## Veridus Recommendations

**Date:** December 19, 2022

**Submitted For:** Cedar Lake Town Officials

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Completed priorities for remainder of 2022 and updates on work to date:

- Next Steps for Lakeshore Bluffs development – revised MOU is pending
- Redistricting completed
- Discussed updates and next steps on public safety building
- Discussed next steps and initial tasks for the Sports Complex
- Research and due diligence for parks planning efforts
- Veridus drafting RFP for Parks Master Plan
- Job description benchmarking for Park Director position

## Lakeshore Bluffs

- Sent letter on behalf of Town to Schilling requesting a letter of intent to move project forward, February 2022
- Town Attorney drafted a non-binding MOU with Schilling to move the project forward
- In process of identifying next steps for the Town, pending Schilling response to Town MOU.
- Park Land was transferred to RDC
- Schilling received the MOU, pending review, follow up meeting and next steps will be scheduled and review of next steps road map for redevelopment
- Veridus has followed up on MOU multiple times, especially in the month of October with no response
- Revised MOU has been sent and is pending
- Need Schilling to send proforma information
- Identifying additional commercial development examples
- Veridus POC: Alaina Shonkwiler - Project Executive

## Public Safety Building

- Continued Weekly design coordination meetings with K2M and DS Architecture
  - Completed the Program and Needs Evaluation for both Police and Fire
  - Completed process to select BOT Developer - GM Development / Core Construction were selected
  - Completed schematic design for final review
    - Refined site design and schematic plans
    - Building elevations
    - Renderings
    - Cost estimate – Preliminary cost estimate was provided with schematic design. This will be verified by Core Construction
    - Currently working on Cost estimates to confirm GMP before proceeding to design development documents
  - Completed 25% design development package
    - Design development will be completed by the end of January
-



## Cedar Lake Monthly Report - November

- Geotechnical survey has been completed
- Topographic and boundary survey are completed
- Working toward closing bond
- Veridus POC: David Rainey – Director Owners Representation

### Sports Complex

- Veridus to work with Context design to produce an initial sketch showing high level fit of sports park concept
- Timeline for Master Plan is approximately 8 – 10 weeks with Context for Phase 1 Planning and design of similar athletics campuses occurs in the four (4) basic stages:
  - **Stage I Preliminary Master Planning & Budget Forecasting proposed initial scope of work**
  - Stage II Schematic Design & Cost Validation *projected future scope*
  - Stage III Technical Design, Construction Plans & Permitting *projected future scope*
  - Stage IV Construction Phase Support *projected future scope*
- Received Context quote **for Phase 1 Preliminary Master Planning & Budget Forecasting** \$16,800 + \$1000 for reimbursables for the below scope of work (attached):
  - a) Meet with Town staff and stakeholders to confirm program, caliber, and extents of the desired complex.
  - b) Validate short- and long-term objectives for the facility.
  - c) Prepare sketch concepts, organizational strategies, and develop overall campus design for discussion with the Client.
  - d) Incorporate feedback from the Client into a final Master Plan solution.
  - e) Generate a preliminary budget forecast, in conjunction with Veridus Group, based upon the approved concept direction.
  - f) Present the preliminary findings and preliminary budget to the Client.
  - g) Generate a color-rendered Master Plan that includes sports fields, auxiliary building locations, pedestrian and vehicular circulation, parking areas, trail networks, potential entry features, and other primary functions.
  - h) Generate a color-rendered Phase I plan that depicts initial development investment and timeline.
  - i) Attend up to two (2) virtual working sessions with Client to share progress updates.
  - j) Attend up to two (2) in-person working sessions or presentations with Client and stakeholders.
- This will likely be a 2023 project align with focus on parks master plan and a parks comp plan
- Veridus POC: Alaina Shonkwiler - Project Executive

### Building Fee Assessment

- Veridus completed an assessment of 20 communities per request of Town Manager for building and pertinent permit fees
- Comparable communities were selected from three categories based on similarity to Cedar Lake's population, population growth, or if the community was a lakefront community
- Fee and permit comparisons were provided for the following topics:
  - Residential construction
  - Commercial construction





## Cedar Lake Monthly Report - November

- Accessory buildings
- Fences
- Remodels
- Demolitions
- Garages
- Signs
- Decks
- Charges for photocopies of documents
- Analysis was completed July 11<sup>th</sup> and sent to Town Manager

### **Town Center Complex – Comprehensive Master Plan Update**

- June 30<sup>th</sup> Veridus met with representatives from the Historical Association and Museum
- Presentation for a master plan of a potential land area adjacent to town hall for the purposes of tourism and creating a downtown destination
- Discussion with Town Manager and Council representatives about integration of Parks Department/Cedar Lake Parks Board and this proposed project into an update for the Comprehensive Master Plan from 2021
- Alaina is drafting RFP for Parks Master Plan
- Review of slide deck from Historical Association and proposed land use planning for the area ongoing
- Veridus working with town manager to schedule date in November to meet with leaders from council, town staff, Parks Board, and the Historical Society
  - Meeting will review Town Center Complex presentation and integration of town complex needs

### **Park Director Job Assessment and Position Description**

- Identifying at least 10 different park director job descriptions to benchmark for new Cedar Lake Park Director role
  - Met with Indiana Park & Recreation Association for guidance and to connect with member communities
- Developing matrix that compares each job description with information including, salary, benefits, and responsibilities
- Presentation of initial findings to Cedar Lake Park Board January 5, 2023
- Will help create final position description and job posting