

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



September 29, 2023

Special Public Work Session Meeting Advertised for 5:30 PM
Conducted at the Cedar Lake Town Hall
Pledge of Allegiance & Moment of Silence

Roll Call:

Present	Robert H. Carnahan	Ward 1	Present	John Foreman	At Large
	Council Member			Vice-President	
Present*	Julie Rivera	Ward 2	Present	Richard Sharpe	At Large
	Council Member			President	
Absent	Nick Recupito	Ward 3	Present	Jennifer N. Sandberg, IAMC, CMC, CPFIM	
	Council Member			Clerk-Treasurer	
Present	Ralph Miller	Ward 4	Present	Chris Salatas	
	Council Member			Town Manager	
Absent	Colleen Schieben	Ward 5	Present	David Austgen	
	Council Member			Town Attorney	

*Arrived at approximately 5:35PM.

PRESENTATION OF THE 2024 BUDGET

Clerk-Treasurer Sandberg welcomed everyone to the special work session for the 2024 Budget. She stated they do the work session so the information is presented before they have the public hearing and adoption meetings. She stated the public hearing is scheduled for next Friday, October 6, 2023, at 7:00PM. The adoption will be at the regular Town Council meeting on Tuesday, October 17, 2023. She introduced Corby Thompson with O.W. Krohn and Associates. Corby Thompson shared a presentation on the proposed 2024 budget. The presentation as well as supporting documents can be found on the Town's website at <https://cedarlakein.org/town-budget-and-finances/>. Following the presentation, a brief discussion occurred on PSAP costs.

PUBLIC COMMENT

Mary Joan Dickson, 8711 W. 132nd Place, asked what PSAP stood for. Clerk-Treasurer Sandberg responded Public Safety Answering Point. Mrs. Dickson asked if she had an estimation on the final order from the County. She asked about the 3% pay increase and if that comes out of the General Fund and utilities also. Mr. Thompson stated wages are allocated among the funds. Mrs. Dickson asked about the utility budgets and if it was public record anywhere.

Cheryl Parker, 7227 W. 136th Court, asked about expenses set at a certain amount and Mr. Thompson's comments regarding keeping a certain level of revenue. Mrs. Parker asked if there are quarterly forecasts that are updated. Mr. Thompson stated that is a schedule from the Sustainability Plan. It is essentially a projection of cash balances. The expenses are going up. The report shows expenses going up each year. Mrs. Parker asked if the revenues do not meet what was budgeted, and the budget expenses based on revenue, what do they do. She asked if there was an update. Mr. Thompson stated that is the purpose of doing the plan. He stated they would have to manage on the fly. The way the DLGF approves the budget, if you have the money, they will let you budget it. Technically, you cannot run out of money with the way the DLGF approves the budget. Mrs. Parker continued to discuss potential revenues. Mr. Thompson stated they do analyze the cash and that is the purpose of the Sustainability Plan. Mrs. Discussion continued on the matter. Mr. Carnahan stated they had anticipated building permits of 200 and they are not going to make that. He asked what they project for 2024. Mr. Thompson stated the schedule shared only has 100 building permits for 2024 and about 75 to 100 for years thereafter. They do anticipate the development to slow down and goes in line with discussions on the General Fund and it being at a breaking point. They cannot continue to give all of the increases they have been giving the last few years. They need to watch the budget going forward and be conservative in planning.

Mary Joan Dickson asked about contracts with the engineer and attorney. She asked if some of their contracts fall on the utilities.

Clerk-Treasurer Sandberg responded to comments made. She stated the salary ordinance reflects the allocations for positions within each department. She stated it is similar for professional contracts with the engineers or attorneys. Bills are received on a monthly basis. They allocate the bills according to the work services performed. She could not give a definitive timeframe of when final orders would be received. Mrs. Sandberg reported that they reconcile the Town's books on a monthly basis. They are able to pull expenditure reports and fund reports on a monthly basis. Those reports are shared with Council so they are aware of where the Town stands.

ADJOURNMENT President Sharpe called the meeting to adjournment at approximately 6:35 PM.

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

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

Richard Sharpe, President

John Foreman, Vice President

Robert H. Carnahan

Julie Rivera

Nicholas Recupito

Ralph Miller

ATTEST:

Colleen Schieben

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

The Minutes of the Cedar Lake Town Council are transcribed pursuant to IC 5-14-1.5-4(b), which states:

(b) As the meeting progresses, the following memoranda shall be kept:

- (1) The date, time, and place of the meeting.
- (2) The members of the governing body recorded as either present or absent.
- (3) The general substance of all matters proposed, discussed, or decided.
- (4) A record of all votes taken by individual members if there is a roll call.
- (5) Any additional information required under section 3.5 or 3.6 of this chapter or any other statute that authorizes a governing body to conduct a meeting using an electronic means of communication.