



CEDAR LAKE UNSAFE BUILDING DEPARTMENT MEETING MINUTES
CEDAR LAKE TOWN HALL, 7408 CONSTITUTION AVENUE, CEDAR LAKE, INDIANA
August 17, 2022, at 6:00 PM

CALL TO ORDER:

Mr. Sharpe called the Unsafe Building Department meeting to Order at 6:00 PM on Wednesday, August 17, 2022, with its members attending on-site. The Pledge of Allegiance was recited by all.

ROLL CALL:

Members Present: Colleen Schieben; Dennis Wilkening, Vice Chairman; and Richard Sharpe, Chairman. A quorum was attained.

Also Present: Ryan Deutmeyer, Town Attorney; Chris Salatas, Town Manager; Tony Gatto, Building Inspector; and Ashley Abernathy, Recording Secretary.

Absent: None.

MINUTES:

Mr. Sharpe entertained a motion to approve the Minutes of July 20, 2022, Meeting. A motion was made by Mr. Wilkening and seconded by Ms. Schieben to approve the same. The motion passed unanimously by roll call vote:

Ms. Schieben Aye

Mr. Wilkening Aye

Mr. Sharpe Aye

New Business:

1. 7120 W 132nd Place – Kubal

Mr. Sharpe stated the next order of business was for the property located in the vicinity of 7120 West 132nd Place which had been deferred from the June 15, 2022 Unsafe Meeting.

Ms. Abernathy advised the Board that Mr. Gary Kubal contacted her at the Town and advised her they have closed on the property. Due to the address not being updated in Lake County GIS or with the Utilities Department no notification was able to be sent to the new owner. However, Lake County GIS updated earlier in the day, and the new owner's information is now displayed.

Mr. Sharpe advised on sending notification to the new Owner to appear at the September 21, 2022 Meeting.

A motion was made by Ms. Schieben and seconded by Mr. Wilkening to defer this item to the September Meeting and to notify the new Owner to be present at the next meeting. Motion passed unanimously by roll-call vote:

Ms. Schieben Aye

Mr. Wilkening Aye

Mr. Sharpe Aye

2. 8120 Lake Shore Drive –Schane’s Bar & Grill

Mr. Sharpe stated the next order of business was for the property located in the vicinity of 8120 Lake Shore Drive and there has been an Unsafe Report completed for this property.

Mr. Bobby Schane and his counsel Mr. Joseph Bianchi, Ashford Law Group, were present for this property.

Mr. Schane advised the property had caught fire on November 19, 2021, and he had been requested to appear at the Unsafe Meeting to discuss their intentions. They intend to sell the property, and they have a potential purchaser who is present. They attempted to obtain a permit for clean-up and had been denied receiving a permit.

Mr. Bianchi stated Mr. Schane is currently working with the Public Service Adjustors LLC to determine mitigation of losses. This mitigation includes evaluating for the restoration or demolition of the property. A representative from that company intended to be present; however, that person was unable to attend the meeting. He requested a deferral for this item and provide a further update to the Board.

Mr. Deutmeyer inquired what the intentions are for clean-up of the property. Mr. Schane responded the potential buyer attempted to obtain a Building Permit. However, the Building Permit was denied. When the Building Permit was denied, he contacted Town Council President Randy Niemeyer. Mr. Niemeyer advised him the Unsafe Board was attempting to contact him and requesting his presence at the August 17, 2022 Meeting.

Mr. Salatas advised the parcel is a metes-and-bound parcel and will need to go through the One Lot Subdivision process and to bring the property up to current Town Standard or obtain waivers. Due to when the fire occurred on the property, it has exceeded the 6 months of being abandoned and has lost all legal non-conforming status. The loss of the legal non-conforming status will require variances granted from the BZA.

Mr. Deutmeyer advised that based on the comments by Mr. Salatas, it would be the determination of the Board if they would grant the potential buyer time create the necessary applications. It should be noted that there are individuals present for the property and no concrete plans have been presented other than they are selling the property. His recommendation is having a concrete plan of some form related to this property.

Ms. Schieben asked if the potential buyer is currently present. Mr. Schane responded in the affirmative. Ms. Schieben asked the purchaser what their intentions are. Mr. Willis Sexton, **9866 N 130 W, Lake Village, IN**, stated his intentions are to purchase the property, and he had assumed the grandfather clause was still in effect. However, they have since been advised that clause is no longer in effect. Their concern is if the plat or a variance is not approved, there is no work able to occur on the property. Discussion ensued.

Mr. Deutmeyer asked Mr. Sexton if he has intentions to make the applications to the BZA and Plan Commission to begin the process. Mr. Sexton responded if he had guarantees that everything would be passed, then he would proceed with the required applications. Ms. Schieben advised he would need to appear in front of the respective boards to receive their feedback.

Ms. Schieben commented in order for the Board to make any determinations, they need to know Mr. Sexton's intentions making the petitions. Mr. Sexton reiterated he is not certain on making the petitions without being guaranteed he will get favorable answers. Ms. Schieben stated no one could provide that answer to him, and he would need to appear in front of those boards. Discussion ensued.

Mr. Salatas advised Mr. Sexton could make a Concept Plan application for the Plan Commission, which would allow for discussion that could lead to the platting process. The BZA application would need to occur simultaneously with the Plan Commission application to ensure any requested waivers and variances are approved concurrently.

Mr. Wilkening asked Mr. Gatto if the building is structurally sound on the inside. Mr. Gatto responded he could not report on the integrity of the interior, as he has not been inside the building. Fire Chief Wilkening would have a better assessment of the integrity of the interior.

A motion was made by Ms. Schieben and seconded by Mr. Wilkening to defer this item to the September Meeting and for a decision to be made by that meeting on the intentions for the building with clean-up occurring around the property, and for the Demolition Order to be re-issued. Motion passed unanimously by roll-call vote:

Ms. Schieben Aye
Mr. Wilkening Aye
Mr. Sharpe Aye

3. 13716 Birch Street - Blanton

Mr. Sharpe stated the next order of business was for the property located in the vicinity of 13716 Birch Street which had been deferred from the July 20, 2022 Unsafe Meeting.

Mr. Roger Blanton stated he intends on remodeling the property and was waiting for cooler weather to remodel the property. His nephew who had lived next to the property had taken care of the property; however, he has since moved and is no longer tending to the property.

Mr. Sharpe asked Mr. Blanton when he intended to start working on the property. Mr. Blanton stated he wanted to begin work on the property in September.

Ms. Schieben asked if the property was repairable. Mr. Gatto responded a walk-through could be conducted before a permit is issued.

A motion was made by Ms. Schieben and seconded by Mr. Wilkening to defer this item to the September Meeting and for the Owner to have obtained a Building Permit by the September 21, 2022 Meeting for renovations to the property, provided Mr. Gatto deems the property repairable. Motion passed unanimously by roll-call vote:

Ms. Schieben Aye

Mr. Wilkening Aye

Mr. Sharpe Aye

4. 14407 Fairbanks – Prairie Oak Holdings LLC

Mr. Sharpe stated the next order of business was for the property located in the vicinity of 14007 Fairbanks and a Demolition Order had been issued at the July 20, 2022 Meeting.

Ms. Abernathy advised the Board she had sent the property owners Certified Mail requesting their presence. No response was received.

Mr. Deutmeyer noted the Demolition Order was placed around August 1, 2022. When reviewing the files for this property, an error occurred on mailing out the Certified Letter to Prairie Oak Holdings LLC regarding the same. They do not recommend the secondary order at this time and for the initial Demolition Order to be re-issued.

A motion was made by Ms. Schieben and seconded by Mr. Wilkening to re-issue the initial Demolition Order and defer this item to the September Meeting. Motion passed unanimously by roll-call vote:

Ms. Schieben Aye

Mr. Wilkening Aye

Mr. Sharpe Aye

5. 7020 W 139th Place – INACQ LLC (formerly Crum)

Mr. Sharpe stated the next order of business was for the property located in the vicinity of 7020 W 139th Place.

Mr. Eddie Tarver, **1348 Benton Street, Gary, IN**, stated they will be closing on the property on this upcoming Friday. They intend on demolishing the existing house and intend on developing the property.

Mr. Sharpe asked Mr. Tarver for his intentions once they close on the property. Mr. Tarver responded his first step would be becoming a licensed contractor with the Town, pull the required building permits, and sell the property once developed. They intend to buy other lots near this property and are hoping to have this house demolished by the September meeting.

Mr. Gatto discussed if they are unable to have the house demolished by the next meeting, he requests that the building is secured as that is a concern for the neighbor. Mr. Tarver agreed to the same.

A motion was made by Ms. Schieben and seconded by Mr. Wilkening to defer this item and for an update to be provided to the Board at their September 21, 2022 Meeting. Motion passed unanimously by roll-call vote:

Ms. Schieben Aye
Mr. Wilkening Aye
Mr. Sharpe Aye

6. 9320 W 142nd Avenue – Midland Trust Company as Custodian fbo Pamela Broadway Account #1716575

Mr. Sharpe stated the next order of business was for the property located in the vicinity of 9320 West 142nd Avenue and that Title Work had been requested at the July 20, 2022 Meeting.

Mr. Deutmeyer stated the Title Work has come back and they have the Demolition Orders prepared, if that is the direction of the Board.

Mr. Sharpe asked if there was anyone present for this property. Ms. Abernathy advised Ms. Broadway has reached out regarding the property and there are two individuals are attending online via Zoom. However, she is not certain if either one of them are for this property.

Mr. Wilkening asked Mr. Gatto about the Unsafe Report and the determination of the property being unsafe. Mr. Gatto responded Indiana State Code determines that a house can be deemed unsafe if it is determined to be a nuisance.

Mr. Gatto noted some of the unsafe properties are repairable. However, no work is being done to repair the properties.

Mr. Deutmeyer advised if the decision of the Board is to move forward with the demolition of the property, they have the Demolition Order prepared.

A motion was made by Ms. Schieben and seconded by Mr. Wilkening to proceed with the Demolition Order. Motion passed unanimously by roll-call vote:

Ms. Schieben Aye
Mr. Wilkening Aye
Mr. Sharpe Aye

Ms. Abernathy advised Ms. Pamela Broadway has now joined via Zoom.

Ms. Broadway, **17144 Point Drive, Orland Park, IL**, stated she purchased the property and due to unforeseen circumstances, the timeline and finances for the property went awry. They will begin to start work on the project during the cooler months of the year, as the house does not have air conditioning.

Mr. Sharpe asked Ms. Broadway if she was the owner of the property. Ms. Broadway responded in the affirmative. Mr. Sharpe asked Mr. Deutmeyer to confirm that with the results from the Title Work. Mr. Deutmeyer responded the Title Work shows the Midland Trust Company as the owner. His assumption is there is a trust agreement in place.

Ms. Broadway clarified her IRA is the technical owner of the property and she is the individual in charge of the estate. They will update the interior and exterior of the property. Mr. Gatto advised no work can currently occur on the property due to no active permit. Discussion ensued.

Mr. Gatto inquired when Ms. Broadway assumed ownership of the property. Ms. Broadway responded December 2020 and discussed why no work has been done since she obtained the property.

Mr. Gatto advised the garage on the property is not repairable and is the primary complaint from the neighbors. Ms. Broadway stated her intentions are to demolish the garage. It did not appear repairable to her.

A motion was made by Ms. Schieben and seconded by Mr. Wilkening to withdraw the previously passed motion to proceed with the Demolition Order. Motion passed unanimously by roll-call vote:

Ms. Schieben Aye
Mr. Wilkening Aye
Mr. Sharpe Aye

A motion was made by Ms. Schieben and seconded by Mr. Wilkening to defer this item to the September 21, 2022 Meeting with the Owner having a 60-day demolition permit pulled for the garage by the September Meeting and any permits for the house will be discussed at the September Meeting. Motion passed unanimously by roll-call vote:

Ms. Schieben Aye
Mr. Wilkening Aye
Mr. Sharpe Aye

7. 13947 Hobart Street – Wease (Deferred from the June 15, 2022 meeting)

Mr. Sharpe stated the next order of business was for the property located in the vicinity of 13947 Hobart Street.

Mr. Deutmeyer commented to his understanding, this property is part of an estate and is conveyed to three siblings. The property is now vested in the name of the three children of Mr. Wease.

Mr. Patrick Wease, **11510 N State Road 10, Demotte, IN** and Mr. David R. Dargo, Law Offices of Charles P. Dargo, representation for Mr. Wease, were present for this property.

Mr. Dargo advised they have submitted the correct paper work to the Recorder's Office and to the Probate Courts. There had been a request for Affidavits of Devolution. Corrections had to be made for proper legal descriptions. Currently, they are awaiting to hear from the Recorder's Office.

Mr. Sharpe asked what would happen with the property once the deed is recorded properly. Mr. Wease advised they intend to sell the property. He has already been in contact with a real estate company that will sell the entirety of the property as one lump sum. They have been to the property to secure the building and clean up the property.

Mr. Wease discussed why the process is taking so long to get the property into their names due to a neighbor illegally attempting to Quit Claim Deed the property and selling it.

Ms. Schieben inquired about their anticipated timeline. Mr. Dargo responded his anticipation is for 30 to 60 days as all paperwork has been submitted. Discussion ensued regarding the property.

Mr. Deutmeyer asked Mr. Gatto if he has been back to the property. Mr. Gatto responded in the negative. There have been pictures submitted of the building secured and cleaned up. He is amenable to the property remaining as is for 30 to 60 days, provided the property is still maintained.

Mr. Gatto inquired if they would disclose that this property is Unsafe and will need demolished during the sale. Mr. Wease responded in the affirmative and discussed the neighbor who Quit Claim Deeded the property had sold the property in one day for \$30,000.

A motion was made by Ms. Schieben and seconded by Mr. Wilkening to defer this item to the October 19, 2022 Unsafe Meeting. Motion passed unanimously by roll-call vote:

Ms. Schieben Aye

Mr. Wilkening Aye

Mr. Sharpe Aye

Possible Unsafe

1. 7109 W 128th Avenue – Luigi Cagnina

Mr. Sharpe stated the first property under Possible Unsafe was for the property located in the vicinity of 7109 West 128th Avenue. Ms. Abernathy advised the Board the Unsafe Report is completed and located on the Meeting iPads.

Mr. Luigi Cagnina, **16120 Forest Avenue, Oak Forest, IL**, stated he had received a letter to appear at this Board and he would like to fix the house up. He has been working on cleaning up the outside of the property.

Ms. Schieben asked Mr. Gatto if he thought this house was repairable. Mr. Gatto stated he did not believe this property has a foundation.

Mr. Cagnina inquired if he could receive a copy of the Unsafe Report. Mr. Salatas responded in the affirmative. Ms. Abernathy advised Mr. Cagnina to provide her his e-mail address after the meeting, and she would send him the Unsafe Report.

Mr. Gatto advised an inspection would be needed prior to any Building Permit being issued. The owner would need to present his proposed plans and the foundation would need to be evaluated.

Mr. Deutmeyer asked if there was access to the property. Mr. Gatto responded there is. The garage is located in the front. Discussion ensued regarding the layout of the property on Lake County GIS.

A motion was made by Ms. Schieben and seconded by Mr. Wilkening to have the owner appear back on September 21, 2022, and for Mr. Gatto to provide his position on if a Building Permit is able to be pulled. Motion passed unanimously by roll-call vote:

Ms. Schieben Aye
Mr. Wilkening Aye
Mr. Sharpe Aye

Mr. Cagnina asked if he decided to demolish the house and construct a pre-fabricated house if that would be allowable. Mr. Salatas advised the use of pre-fabricated house is a different Zoning Classification and there would be a potential Rezone. Mr. Cagnina asked for a copy of the Zoning Ordinance. Mr. Salatas advised the Zoning Ordinance and Subdivision Control Ordinance are located on the Town's Website.

Mr. Gatto advised if the Owner is discussing a modular home, it would need to meet the required setbacks and size requirements.

2. 12901 Hilltop – Lomberger

Mr. Sharpe stated the second property under Possible Unsafe was for the property located in the vicinity of 12901 Hilltop. Mr. Sharpe asked Mr. Gatto if an Unsafe Report was created for this property. Mr. Gatto responded in the affirmative.

Mr. Michael Lomberger stated his intentions are that he would like to repair and live in the house. When he initially purchased the property, he thought it would just need some minor repairs. However, once he began doing work, he discovered that foundation repairs would be necessary. Mr. Lomberger discussed his plans for repairing the house.

Mr. Sharpe asked Mr. Lomberger how long he has been the owner of the property. Mr. Lomberger responded for approximately 4 years.

Mr. Sharpe commented it did not appear that any work has been done to the property. Mr. Lomberger commented there had been work done. Mr. Gatto clarified the discussion was for any work other than demolition work. Mr. Lomberger stated he began working on parts of the foundation walls and discussed the structure on the property.

Mr. Deutmeyer stated his understanding was a Building Permit had been issued last year and asked what the nature of the work was for the permit. Mr. Gatto advised it was a permit to repair the foundation. Mr. Deutmeyer asked if those repairs have occurred. Mr. Gatto responded in the negative.

Mr. Deutmeyer advised the Board it was their discretion to grant an extension on the permit for a limited time or proceed with demolition of the property if they did not feel that the work would be complete in a timely fashion.

Ms. Schieben asked Mr. Gatto to further explain "Inadequate footing depth, rotted structure, and failed footing and wall on the east side of the home" listed in the Unsafe Report. Mr. Gatto responded that in addition that was built onto the house is not at the proper footing depth.

Ms. Schieben asked Mr. Gatto his opinion on if he felt this house was repairable by the home owner. Mr. Gatto responded he did not feel this was a project that could be done by the property owner alone, unless he is a masonry or concrete worker by trade.

Ms. Schieben stated the owner would need to hire a professional to conduct the repairs to the property. Mr. Lomberger advised he did not currently have the means to repair the east addition on the house. Ms. Schieben stated they are not able to pick parts of the house for repair. To her this house is extremely unsafe.

Mr. Deutmeyer advised obtaining the Title Work for this property and that no further permits be issued until the owner comes back with plans from a licensed contractor to repair the property. If that does not occur, the next steps would be to proceed with Demolition Order.

A motion was made by Ms. Schieben and seconded by Mr. Wilkening run the Title Work for this property and for the Owner to appear back at the September 21, 2022 Meeting with a licensed contractor and to present plans. Motion passed unanimously by roll-call vote:

Ms. Schieben Aye
Mr. Wilkening Aye
Mr. Sharpe Aye

Mr. Lomberger asked if he was unable to conduct any work on the property until after he comes back to the September Unsafe Meeting. Mr. Deutmeyer advised he was welcome to conduct what work he would like in accordance with the existing Building Permit until its expiration date of August 18, 2022. Mr. Lomberger asked what he was able to do until the next meeting. Mr. Deutmeyer responded he could talk to licensed contractors and obtain written plans to present to the Board.

3. 13632 Morse Street – Parker

Mr. Sharpe stated the third property under Possible Unsafe was for the property located in the vicinity of 13632 Morse Street.

Ms. Abernathy advised this property is located on Morse Street and the property had received a permit in 2019 that had been placed on hold until review by the Unsafe Board. The property had never been reviewed by the Unsafe Board and the permit had not been reviewed. The property was discussed with Mr. Salatas and he requested Mr. Gatto take a look at the property.

A motion was made by Ms. Schieben and seconded by Mr. Wilkening to defer this item and for an Unsafe Report to be conducted. Motion passed unanimously by roll-call vote:

Ms. Schieben Aye
Mr. Wilkening Aye
Mr. Sharpe Aye

4. 7029 W 135th Avenue – Donnie & Sandra Ward

Mr. Sharpe stated the fourth property under Possible Unsafe was for the property located in the vicinity of 7029 West 135th Avenue.

Mr. Salatas advised a concerned citizen reached out about this house and they will be waiting for an Unsafe Report.

A motion was made by Ms. Schieben and seconded by Mr. Wilkening to defer this item and for an Unsafe Report to be conducted. Motion passed unanimously by roll-call vote:

Ms. Schieben Aye
Mr. Wilkening Aye
Mr. Sharpe Aye

5. 7109 W 146th Avenue – Heavner

Mr. Sharpe stated the fifth property under Possible Unsafe was for the property located in the vicinity of 7109 West 146th Avenue.

Mr. Salatas advised this is similar to the previous address. A citizen complained about the property and Mr. Gatto has gone to the property and taken pictures. This will be waiting for the Unsafe Report, as well.

A motion was made by Ms. Schieben and seconded by Mr. Wilkening to defer this item and for an Unsafe Report to be conducted. Motion passed unanimously by roll-call vote:

Ms. Schieben Aye
Mr. Wilkening Aye
Mr. Sharpe Aye

6. 6599 Fernwood – Mogan

Mr. Sharpe stated the sixth property under Possible Unsafe was for the property located in the vicinity of 6599 Fernwood.

Mr. Gatto advised he requested this property be placed on the list. There are two houses owned by the same owner, who has since passed away, that are deteriorating. This is the first address for the property, and he is waiting to obtain the second address. This property will need a report, as well.

A motion was made by Ms. Schieben and seconded by Mr. Wilkening to defer this item and for an Unsafe Report to be conducted. Motion passed unanimously by roll-call vote:

Ms. Schieben Aye
Mr. Wilkening Aye
Mr. Sharpe Aye

Update Items:

1. 7512 West 128th Lane – Ristevski (formerly Kelly)

Mr. Sharpe stated the first Order of business for Update Items was for the property located in the vicinity of 7512 West 128th Lane.

Mr. Simon Ristevski, **7101 Colorado Street, Merrillville, Indiana**, advised he has received the permits. However, Utilities has not released them due to previous liens and discussed the removal of the liens with the purchase at the tax sale. He has provided his paperwork to the Utilities Department and he is awaiting further communication.

Mr. Sharpe asked if he was now in ownership of the property. Mr. Ristevski responded in the affirmative and stated he does have a permit approved for the property. He is waiting on the release of the liens from the Utility Department to be able to pull the permit. As soon as he receives the permit, he will begin work on the property.

Ms. Abernathy advised the Deputy Clerk for the Utilities Department has been looking into this matter.

Ms. Schieben requested Mr. Ristevski come back to the Unsafe Meeting in October to provide an update.

2. 7220 W. 138th Place – Leonhardt

Mr. Sharpe stated the next Update Item was for the property located at 7220 W. 138th Place.

Mr. Gatto reported there is work being done on the property.

3. 6425 W. 141st – Ward

Mr. Sharpe stated the next Update Item was for the property located at 6425 W. 141st.

Mr. Gatto advised the property owner is still working on filling in the property. He had been unable to go by the property prior to this meeting to report any progress.

4. 6911 W 131st Avenue – J&D Son Rentals LLC

Mr. Sharpe stated the next Update Item was for the property located at 6911 West 131st Avenue.

Ms. Abernathy reported the Owner picked up the Building Permit before the last Unsafe Meeting. The Board requested he come to the September Meeting.

5. 7424 W 140th Place – Graves

Mr. Sharpe stated the next Update Item was for the property located at 7424 West 140th Place.

Mr. Deutmeyer advised there was still ongoing litigation. With the ongoing litigation, they are unable to proceed with the demolition.

6. 13336 Lemoore Street – Vogl

Mr. Sharpe stated the next Update Item was for the property located at 13336 Lemoore Street.

Mr. Gatto advised the Unsafe Structure has been demolished. Mr. Sharpe directed this property be removed from the Unsafe list.

7. 8816 W 141st Avenue – Bird

Mr. Sharpe stated the next Update Item was for the property located at 8816 West 141st Avenue.

Ms. Abernathy advised the updated Unsafe Report conducted by Mr. Gatto was included on the Meeting iPads.

Mr. Sharpe asked Mr. Deutmeyer for direction. Mr. Deutmeyer asked Mr. Gatto if there had been any significant change to the property. Mr. Gatto responded the property has become further dilapidated. Lake County GIS depicts the amount of garbage around the property.

Mr. Deutmeyer asked Mr. Gatto if his updated Unsafe Report determined that the property is Unsafe. Mr. Gatto responded in the affirmative.

Mr. Deutmeyer advised the Board with the completion of the Unsafe Report, notice can be sent to the owner to appear and updated Title Work would be needed.

Ms. Schieben requested this be moved back to active Unsafe items. Mr. Sharpe directed for updated Title Work to be run and for the owner to be notified to appear at the next Unsafe Meeting.

PUBLIC COMMENT: None was had.

ADJOURNMENT: Mr. Sharpe adjourned the meeting at 7:08 PM.

TOWN OF CEDAR LAKE UNSAFE BUILDING DEPARTMENT

Richard Sharpe, Chairman

Dennis Wilkening, Vice Chairman

Colleen Schieben, Member

ATTEST:

Ashley Abernathy, Recording Secretary

The Minutes of the Unsafe Building Department are transcribed pursuant to IC 5-14-15-4(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.

Cedar Lake Unsafe Building Department: Minutes of the August 17, 2022 Public Meeting