



April 16, 2019

Public Meeting Advertised for 7:00 PM  
Conducted at the Cedar Lake Town Hall  
Pledge of Allegiance & Moment of Silence

**Roll Call:**

Present	Robert H. Carnahan Council Member	Ward 1	Present	Greg Parker Council Member	Ward 6
Present	John Foreman Council Member	Ward 2	Present	Richard Sharpe Council Member	Ward 7
Present	Julie Rivera Council Member	Ward 3	Present	Jennifer N. Sandberg Clerk-Treasurer	
Present	Ralph Miller Council Member	Ward 4	Present	Jill Murr, CPM, IAMC, MMC Town Administrator	
Present	Randell Niemeyer Council Member	Ward 5	Present	David Austgen Town Attorney	

**ORGANIZATION – ELECTION OF OFFICERS**

President Foreman asked for nominations for president of the newly created Utility Board. Council Member Sharpe nominated Randell Niemeyer for president, second by Council Member Rivera. There were no other nominations. Roll call vote: Carnahan – Yes, Parker – Yes, Miller – Yes, Niemeyer – Yes, Sharpe – Yes, Rivera – Yes, Foreman – Yes. Vote: 7-0. Mr. Foreman turned the gavel over to President Niemeyer.

President Niemeyer asked for nominations for Vice-President. Julie Rivera nominated Robert Carnahan whom declined. John Foreman nominated Richard Sharpe. There were no other nominations. President Niemeyer called for a voice vote. 7 Ayes 0 Nays

Town Administrator Murr stated that Committees were added to the template to set the tone for this first meeting. Committees may be formed as necessary. Attorney Austgen added that he contemplates there will be work activities in several utilities that will be project oriented. The Board may want to have committees working with staff and consultants on those projects.

**NEW BUSINESS**

**1. Background/Function/Purpose**

President Niemeyer stated some of the challenges faced are directly related to the utilities. Our Purpose of Charter revolves around utilities. What we are doing here is to take action. Some of the function is to have meetings to direct action, have reports, and receive instant feedback. The purpose is to sustain the community.

**2. Meeting Schedule**

Meetings will be held the (3<sup>rd</sup>) third Tuesday of the month immediately following the Council Meeting. Special Meetings may be scheduled. President Niemeyer asked that a Special Meeting be held on April 30, 2019. Reports on the sewer utility capacity are needed immediately that can't wait. The Board agreed to hold a Special Meeting on Tuesday, April 30, 2019 at 6:00 PM.

**3. Written Report**

Clerk-Treasurer Sandberg reported that she previously emailed the fund reports to the board. President Niemeyer asked if she could disseminate the reports. He detailed what he was looking for in the reports. He would like updates on where they are at in our budgetary cycle and reports to monitor our cash health of the Sewer Utility. Clerk-Treasurer Sandberg stated that the Expenditure Report shows monthly expenditures for each fund and the Cash Balance Report shows the available funds.

**4. Consultant(s) Appointment**

Mr. Niemeyer stated the Board will have the authority to enter into agreements with consultants such as engineers and legal from the utility standpoint. Engineer Neil Simstad was asked to report on the percentage of Cedar Lake's sewer capacity at the next meeting. Mr. Simstad will also report on the System Development Fee process for the Water Utility.

**5. Consultant(s) & Staff Report (s)**

Mr. Niemeyer detailed the expectations of each Consultant and Staff member. Reports from engineers on utility matters are expected at every meeting. Director of Operations Tim Kubiak will report on functional items that are on the ground, their needs and improvement. Detailed documents are expected. Town Administrator Murr will provide reports along the same line as the Director of Operations. Reports are expected on

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MINUTES OF THE UTILITY BOARD**

policies that are being enacted along with progress reports. Mrs. Murr reported that Tim Kubiak, Neil Simstad and Waste Water Superintendent Tony Perez have been working on the sewer televising. They are working on a proposal for engineering services to analyze areas where there are flow issues. The proposal will be ready for next month's meeting. Town Attorney Austgen will go over items of legal jurisdiction and matters of policy in regards to our Lowell partner. Attorney Austen briefed the Board on the Town's Water Utility case in Indianapolis. The hearing date is set for May 14, 2019. Mr. Niemeyer is set to testify.

**6. Utility Operation & Maintenance**

Mr. Niemeyer stated this could be folded into the Director of Operations report. If there are any operational maintenance items of a financial matter, it can be acted upon at that point. Operations Director Kubiak reported that almost all of the sewer lift stations have been repaired or revamped in the last two years.

**7. Utility Projects (Capital) & Related**

**a. Water**

Mr. Niemeyer pointed out that the OUCC is very critical of the (3) three different tariffs the Town charges. Our goal is to grow the utility to where when we match those rates. It will actually benefit the customer and not be a rate shock. Another goal is getting to the point to look at the current financial structure as it relates to minimums. Attorney Austgen stated that the myopic nature of this is that they have not acknowledged that the Town has held those rates for (10) ten years. The Town has not gone back to ask for more. Every time we go before them, they comment on bringing the (3) three tariffs into a single tariff. The law/statute states you may have distinct classes of rate payers.

**b. Wastewater**

Mr. Niemeyer stated that when it comes to Capital Planning, it has to be plans with definite purpose. A capital project is in place for the West Side Interceptor.

**BOARD MEMBERS' COMMENT**

Mr. Foreman brought up the water tower. Engineer Simstad commented that you won't be able to fill the tower if you don't have the well capacity. Mr. Miller called Engineer Simstad because he saw Bloodhound in town. NIPSCO had called them in. Mr. Kubiak commented that his big concern is with JMOB. Everyone on the board should come to a meeting to see what is going on. He feels like we are more of a customer than a partner. Lowell fired the last two engineering firms without notification to Cedar Lake JMOB members. Discussion ensued on JMOB meeting topics and the operation of the plant. Mr. Carnahan asked when the last meeting with Lake Dale was. We are supposed to have annual meetings with them. Attorney Austgen informed the board that we have a contract with the Regional Waste District. Mr. Niemeyer stated that we need to get all of that information together.

**PUBLIC COMMENT**

Mary Joan Dickson, 8711 W. 132<sup>nd</sup> Pl, commented that with all of the capacity conversation, she is hoping enough capacity is reserved for the new school that will be built. There was no other public comment.

**ADJOURNMENT:** President Niemeyer called the meeting to adjournment at approximately 9:55 PM.

TOWN OF CEDAR LAKE, LAKE COUNTY, INDIANA  
MINUTES OF THE UTILITY BOARD

UTILITY BOARD OF THE CIVIL TOWN OF CEDAR LAKE, LAKE COUNTY, INDIANA

\_\_\_\_\_  
Randy Niemeyer, President

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Richard Sharpe, Vice President

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

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

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

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

ATTEST:

\_\_\_\_\_  
Greg Parker

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Jennifer N. Sandberg  
Clerk-Treasurer

The Minutes of the Cedar Lake Utility Board 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 IC 5-1.5-2-2.5.