

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

April 30, 2019

**Special Public Meeting Advertised for 6:00 PM
Conducted at the Cedar Lake Town Hall
Pledge of Allegiance & Moment of Silence**



Roll Call:

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

NEW BUSINESS

1. Approval of Minutes – April 16, 2019

This item was removed from the agenda.

2. Written Report

a. Fund Reports

Clerk Treasurer Sandberg stated there wasn't change from the last meeting and she had nothing new to report. President Niemeyer asked if she had numbers for those reports. Ms. Sandberg replied that the numbers remain the same as the ones previously sent. Mr. Niemeyer asked for these reports to be a part of their packet for future meetings. Attorney Austgen asked if we work on arrearages of one month for the report and if that's why nothing has changed. Ms. Sandberg explained there hasn't been a docket since the last meeting for council to approve expenditures. Nothing has been entered yet because the next council meeting isn't until May 21, 2019. Updated reports will be available for the next Utility Board meeting.

3. Consultant(s) & Staff Report (s)

a. NIES – Sewer System Evaluation Survey, Phase 1

Engineer Simstad presented a report on the wastewater treatment capacity. The report was based on the 2017 – 2018 MRO reports. Mr. Simstad explained the report in detail. He is still awaiting data from Lowell to further analyze the capacity. There may be between 2900 to 3900 available taps for Lowell and Cedar Lake combined for a four to five year growth. Mr. Niemeyer reported that he had a conversation with Chris Salatas, Lowell Town Council President, about arranging a joint meeting to discuss capital projects. Mr. Salatas agreed. Lowell Town Manager, Jeff Sheridan, and Town Administrator Murr are to work on scheduling. Discussion followed on future growth and its impact. Attorney Austgen asked Mr. Simstad to talk about wet weather flows and IDEM's view. Mr. Simstad's commented that Lowell is a CSO (Combined Sewer Overflow) community and they have to report the flows. The MRO reports tend to be fairly modest. They coincide with failures of infrastructure inside the plant. There have been issues that were reported but Lowell has not been reprimanded based on that. Mr. Austgen added that what has to happen in this design activity is recognition to have an increase permitted capacity from IDEM. Mr. Simstad feels funds are best spent focusing on areas where maintenance has been deferred or ignored for the past several years. Discussion followed on areas in most need of maintenance.

Mr. Simstad presented a proposal for a sewer system evaluation survey. The cost for the survey was not to exceed \$67,250.00. Engineer Simstad and staff would focus on areas that would give the best bang for the buck, citing the Lauerman and Morse Street lift stations.

President Niemeyer suggested deferring the proposal due to the fact that the board previously looked at putting out an RFQ for engineering services including Nies. He would like the Town Administrator and Town Attorney to have time to work on the RFQ. They can then look at those things and decide upon the team or people that we want to move forward with. Robert Carnahan motioned to defer this item with second by Julie Rivera. Motion carried by voice vote: 5 Ayes, 0 Nays.

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President Niemeyer asked the Board to give direction to the Town Administrator and Town Attorney to put together a request for qualifications for engineering services for the Utility Board. Ralph Miller motioned to have the Town Administrator and Town Attorney work together on an RFQ with second by Julie Rivera. Motion carried by voice vote: 5 Ayes, 0 Nays.

- b. Director of Operations/Superintendent
Operations Director Tim Kubiak noted that Wastewater Superintendent Tony Perez, Water Superintendent Ryan Kuiper, and Water Foreman Brandon Szamatowicz, put together the report in front of them. Almost everything was in disarray two years ago. The report shows before and after photos of lift stations. Mr. Kubiak reported that they now have portable generators for the lift stations and there have been big improvements in the infrastructure. President Niemeyer asked Mr. Perez what was on his priority list. Mr. Perez replied that lift station five is in the process of being fully rehabilitated. There is a plan in place for total pump replacements. Discussion followed on other lift station improvements. President Niemeyer commended everyone for a fantastic report. Town Administrator Murr added that there are twenty-five lift stations that four guys are maintaining. Mr. Austgen commented on the need for documentation such as this for the future.
- c. Town Administrator
Ms. Murr had started research on putting together a meeting with Lake Dale and is still doing some research. There was a resolution from 1996 to evaluate Lake Dale for having its own wastewater system outside of Cedar Lake. Board Member Carnahan provided a set of financials from the Lake Dale Regional Waste District dated September, 2002. President Niemeyer asked that the financials be distributed and work to get updated financials on the Lake Dale Regional Waste District.
- d. Town Attorney
Attorney Austgen was really energized by the reports from the sewer department. It was greatly appreciated. When you're dealing with IDEM, state officials and financials and permitting, everything they do means a lot.

4. Utility Projects:

- a. Water Supply
Ms. Murr stated the elevated tank has been designed. The tank will be located in Krystal Oaks and have a capacity of 250,000 gallons. Discussion followed concerning financing. Attorney Austgen asked if this board would consider the beginning of informational process for citizens and rate payers. Mr. Niemeyer answered that it is a necessary part of this process.
- b. Rates & Charges:
Attorney Austgen explained the system development charge process that is going before the IURC Commission. A hearing is scheduled for May 14, 2019. The commission has ninety days to rule on whether they will accept the position on the system development charges. A system development fee of \$3,500.00 is being sought. That is per each new permit for the east side. Mr. Niemeyer added that the new development fee will help pay for a new system.
- c. Wastewater:
 - i. West Side Interceptor
Ms. Murr reported the need for expansion of the West Side Interceptor. There was a meeting with someone wanting to annex into the south end of Town but right now they lack the capacity to allow it. We need to look into financing and the next steps we want to take. Design will take some time, there's going to be land acquisition and many different components. A lengthy discussion ensued on the planning stage of the interceptor. Attorney Austgen suggested the Board directive for creating an engineering RFQ include a financial strategy from the financial advisors. Mr. Niemeyer indicated this was an independent RFQ that is project based not service based. Mr. Parker motioned to direct creating a RFQ for the project and the engagement of financial services for Phase 1 of the West Side Interceptor with second by Ms. Rivera. Motion carried by voice vote: 6 Ayes, 0 Nays.

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JMOB meeting reports will be added to future agendas. The JMOB Board rejected the bid for the EQ basin liner and the bid for the interceptor rehab project at their meeting on April 25, 2019. The Town of Lowell has hired Wessler Engineering as their new engineering firm.

PUBLIC COMMENT:
None

ADJOURNMENT: President Niemeyer called the meeting to adjournment at approximately 7:45PM.

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

Randy Niemeyer, President

Richard Sharpe, Vice President

Robert H. Carnahan

John Foreman

Julie Rivera

Ralph Miller

ATTEST:

Greg Parker

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.