

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

April 21, 2020

**Public Meeting Advertised for 6:30 PM
Conducted at the Cedar Lake Town Hall
Pledge of Allegiance & Moment of Silence**



In an effort to maintain transparency and accessibility while keeping accordance with the Governor's Executive Orders relating to COVID-19, the Utility Board meeting limited in person attendance but the live broadcast was streamed and can be viewed at <https://cedarlakein.org/view-town-meetings/> Questions and comments were accepted electronically and instructions can be found on the agenda or on the Town's website.

Roll Call:

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

**Town Administrator Murr and Council Members Carnahan, Sharpe, and Schieben participated remotely. Vice President Miller presided over the meeting.*

NEW BUSINESS

1. Approval of Minutes – February 18, March 3, 2020 and March 17, 2020

A motion to approve minutes was made by Randy Niemeyer with second by John Foreman. Vice President Miller called for a voice vote. Voice vote: 7 Ayes 0 Nays.

2. Written Report

- a. Fund Report – Clerk Treasurer Sandberg noted the major expenditure was for the manhole rehabilitation project.

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

- a. Engineer - NIES
 - i. West Side Sanitary Interceptor Update - Neil Simstad stated permits for IDEM, CSX and Lake County have been submitted. The IDEM permit is expected in two to three weeks, waiting on response on CSX permit, and Lake County has approved preliminary application for occupancy within right of way,
 - ii. East Side Sanitary Sewer Inspection (ESSSI) Update - Mr. Simstad is waiting on metering data to include in the next report. The next step as part of the initial phase is to move forward incorporating video data in a report for manhole rehabilitation.
 - iii. SSES Update – The SSES is on hold waiting for Public Works completion of videoing and inspection.
 - iv. Water Utility Assets, Maintenance & Capital Improvement Plan – The Maintenance & Capital Improvement Plan is completed, submitted, reviewed and was a part of the IURC Rate Case submittal. Mr. Niemeyer asked for highlights for East and West Sides. Mr. Simstad replied the major issues for the East Side were moving forward with the water tower construction, the production facility and connection of the two systems. The major issue for the West Side short term is the replacement of Utopia's steel water mains that are failing at a significant rate. Long term, looking at a million gallon ground storage with additional facilities and high capacity pumps for the ability to move forward in the future. The East Side soil borings results are in. Mr. Niemeyer asked when official action for the location of the tower can take place. Mr. Simstad stated IDEM approved the permit, the location is somewhat irrelevant. Mr. Niemeyer asked Ralph and Rick to put the exact location of the water tower on the next Utility Board agenda. Mr. Austgen asked about the time period for the bid specs. Mr. Simstad stated the plans are complete, IDEM verified via email. Bid dates, pre-bid meeting, advertisement and bid award meeting need to be set up: recommended waiting until CSX permit is in hand and have all required acquisitions. Mr. Carnahan discussed the water main replacements in Utopia. Mr. Niemeyer asked if an engagement agreement for the Utopia Project was

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prudent. Mr. Simstad stated firstly it would be prudent to work with Tim Kubiak and the Utility Department for scope of what they want focused on, in what manner and period of time. Mr. Austgen asked about deadlines and target dates for WSSSI construction documents to bid out. The plans and specifications are complete and in a position to be ready to advertise for bids within a week or two, but the CSX Occupancy permit hasn't been approved yet and the easements haven't been acquired. The easiest issue to deal with is the County. They only need an insurance requirement that the awarded contractor list Lake County Commissioners as an also insured. Mrs. Murr stated the Utopia Water Main Project was in the Capital Plan, as a part of the Bond Ordinance and part of the Capital Improvement Plan. She recommended Mr. Simstad submit an engagement proposal to design the project as a whole. Mr. Simstad will provide an engagement proposal letter for the next meeting.

- b. Director of Operations/Superintendent
 - i. Operation & Maintenance Report – There has been limited operation of the camera due to having split crews. Hopefully the split will come to an end soon. Discussion followed on the WSSSI project progress and upcoming actions. Working to get water main upgrades in Summer Winds to be part of their commercial development. Mr. Forman stated the owner of the property at 125th and Parrish reported damage to the yard from the contractor installing the lift station. Mr. Kubiak will have the damage repaired when time and weather permits.
 - c. Town Administrator – Mrs. Murr stated work is in progress to schedule a JMOB meeting. Judy Walters sent March figures that were forwarded to Sue Haase. Work continues with Neil on flow data and customer count.
 - d. Town Attorney – Mr. Austgen reported the petition has been filed with the IURC for water rates being sought; a 13.81% overall increase. It should be done by next February.
4. **JMOB Report** – Previously Reported.
5. **Easement Agreement** – Mr. Austgen explained the water main agreement that runs up Birchwood to 129th, a Schilling entity owned the connector to the water main. Randy Niemeyer made a motion to approve the agreement with second by John Foreman. Voice vote: 7 Ayes 0 Nays.

PUBLIC COMMENT - None

ADJOURNMENT Vice President Miller adjourned the meeting at approximately 7:00 PM.

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Richard Sharpe, President

Ralph Miller, Vice President

Robert H. Carnahan

John Foreman

Julie Rivera

Randy Niemeyer

ATTEST:

Colleen Schieben

Jennifer N. Sandberg, IAMC
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.