

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



**December 21, 2021**

**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	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, IAMC	
	Board Member			Clerk-Treasurer	
Present	Ralph Miller	Ward 4	Present	Rick Eberly	
	Board Vice President			Town Manager	
Present	Randell Niemeyer	Ward 5	Present	David Austgen	
	Board Member			Town Attorney	

*\*Present via Zoom.*

**ELECTION OF OFFICERS**

**1. Utility Board President**

Randy Niemeyer nominated Richard Sharpe. A second was made by John Foreman. Roll call vote: Carnahan – Yes, Foreman – Yes, Rivera – Yes, Niemeyer – Yes, Schieben – Yes, Miller – Yes, Sharpe – Yes. Vote: 7 - 0.

**2. Utility Board Vice-President**

John Foreman nominated Ralph Miller. A second was made by Randy Niemeyer. Roll call vote: Carnahan – Yes, Foreman – Yes, Rivera – Yes, Niemeyer – Yes, Schieben – Yes, Miller – Yes, Sharpe – Yes. Vote: 7 - 0.

**NEW BUSINESS**

**1. Engineering Services consultant Appointment – NIES Engineering**

Howard Jones, NIES Engineering stated it has been a pleasure to serve the board this past year. They would relish the opportunity for the new year. Mr. Niemeyer asked what percentage is the price change over last year. Mr. Jones stated approximately 3%. He falls under Principal Level II. Mr. Simstad does as well. A brief discussion continued.

A motion to approve was made by Randy Niemeyer with second by Julie Rivera. Roll call vote: Carnahan – Yes, Foreman – Yes, Rivera – Yes, Niemeyer – Yes, Schieben – Yes, Miller – Yes, Sharpe – Yes. Vote: 7 - 0.

**2. Lakeview Business Park Water Recapture Agreement**

Mr. Austgen stated he has been in dialogue with Attorney Bower on the matter. They are reviewing final comments. He anticipates bringing the final agreement before them next month.

A motion to defer was made by Randy Niemeyer with second by John Foreman. Roll call vote: Carnahan – Yes, Foreman – Yes, Rivera – Yes, Niemeyer – Yes, Schieben – Yes, Miller – Yes, Sharpe – Yes. Vote: 7 - 0.

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**3. Written Report**

- a. Fund Report - Clerk-Treasurer Sandberg stated the cash and expenditure reports were previously sent out to the board. She shared the capital expenditures over the last year from the wastewater and water utility funds. She stated over the last year the biggest project was Lift Station #5. She stated a couple of control panels were purchased. They are in the process of purchasing a chipper and a small portion will be paid by the utilities. Mr. Sharpe asked about the total spent on Lift Station #5. Ms. Sandberg reported for this year the expenses totaled approximately \$214,000. Mr. Niemeyer stated during the budget meeting they talked with Corby about setting up some sort of yearly plan for Public Works for capital outlays. He asked if they got anywhere with that. Ms. Sandberg stated there are allotments within different funds. She would have to pull the budget to see the actual totals. Mr. Eberly added they original thought they could do \$200,000 but it was scaled back to \$100,000. A brief discussion occurred on capital expenditures.

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

- a. Engineer – NIES Engineering – Howard Jones
  - i. West Side Sanitary Interceptor Update – Bids are out and will be opened on January 14<sup>th</sup>. Award is to occur at the January 18<sup>th</sup> meeting.
  - ii. West Side Sanitary Interceptor Phase 2 Update – No update.
  - iii. East Side Sanitary Sewer Inspection Update – No update.
  - iv. SSES Update – No update.
  - v. Utopia Subdivision Water Main Replacement Design Engineering Update – Bids are out and will be opened on February 14<sup>th</sup>. Award is to occur at the February 15<sup>th</sup> meeting.
  - vi. Risk and Resilience – This exercise was completed in June. It identified potential risks. From this, they created an emergency response plan. Mr. Jones shared plans with the board. He stated it is a living document. He suggested they review annually. Mr. Niemeyer asked how the information is disseminated with department heads. Mr. Jones stated he worked with Ryan and Brandon on this. A lengthy discussion continued on the information contained in the plan as well as keeping it accessible and up to date. Mr. Eberly discussed circulating the ERP to the appropriate personnel. A brief discussion occurred on properly updating response plans and being ready for whatever may occur. It was discussed to have a meeting in the near future.
  - vii. Lighthouse Well Watermain Update – No update.
- b. Director of Operations/Superintendent
  - i. Operation & Maintenance Report – They are continuing with sump pump inspections. The manhole repairs are beginning on the east side. They should be relining in the next week.
- c. Town Attorney
  - i. Water Rates – The proceeding continues in Indianapolis for the system development charge. East side projects are dependent on the new rates.

**5. JMOB Report** – A meeting was suggested for February. They are awaiting to hear back from Lowell.

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**PUBLIC COMMENT**

None

**ADJOURNMENT** President Sharpe adjourned the meeting at approximately 6:30 PM.

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\_\_\_\_\_  
Richard Sharpe, President

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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.