

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

February 21, 2023

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



Roll Call:

| | | | | | |
|---------|--------------------|--------|---------|--|----------|
| Present | Robert H. Carnahan | Ward 1 | Present | John Foreman | At Large |
| | Board Member | | | Board Member | |
| Absent | Julie Rivera | Ward 2 | Present | Richard Sharpe | At Large |
| | Board Member | | | Board Vice-President | |
| Present | Nick Recupito | Ward 3 | Present | Jennifer N. Sandberg, IAMC, CMC, CPFIM | |
| | Board President | | | Clerk-Treasurer | |
| Present | Ralph Miller | Ward 4 | Present | Chris Salatas | |
| | Board Member | | | Town Manager | |
| Present | Colleen Schieben | Ward 5 | Present | David Austgen | |
| | Board Member | | | Town Attorney | |

NEW BUSINESS

1. Approval of Minutes – January 17, 2022

A motion to accept and waive the reading of the minutes was made by John Foreman with second by Colleen Schieben. Roll Call: Carnahan – Yes, Miller – Yes, Schieben – Yes, Foreman – Yes, Sharpe – Yes, Recupito – Yes. Vote 6 – 0.

2. NIES Pay Request No. 1 for the Krystal Oaks Utility Elevated Storage Tank payable to Dixon in the amount of \$10,501

Mr. Simstad explained this is for Dixon Engineering in the amount of \$10,501. The provided specialty services related to the elevated storage tank. Mr. Carnahan asked Mr. Simstad what he does when he reviews. Mr. Simstad stated they review the itemized pay requests as well as the weld submittals. All items such as pictures and documentation for the specialty services. Mr. Carnahan asked if he goes out to check any of it. Mr. Simstad stated they do site inspections. The work done by Dixon Engineering is in addition to those similar to what is on the agenda for AES for specialty services regarding the foundation.

A motion to approve was made by Colleen Schieben with second by Ralph Miller. Roll Call: Carnahan – Yes, Miller – Yes, Schieben – Yes, Foreman – Yes, Sharpe – Yes, Recupito – Yes. Vote 6 – 0.

3. NIES Pay Request No. 2 for the Krystal Oaks Utility Elevated Storage Tank payable to Dixon in the amount of \$1,500

Mr. Simstad stated this is similar to the last item. This is for the weld inspections for the elevated storage tank. Mr. Carnahan asked why they didn't do it as one instead of individually. Mr. Simstad reported because of the way the subcontractors submitted the invoices. They didn't quite make the last meeting. They opportunity to submit two separately was given.

A motion to approve was made by John Foreman with second by Ralph Miller. Roll Call: Carnahan – Yes, Miller – Yes, Schieben – Yes, Foreman – Yes, Sharpe – Yes, Recupito – Yes. Vote 6 – 0.

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4. NIES Pay Request No. 2 for the West Side Sanitary Sewer Interceptor Project 1 payable to LGS Plumbing, Inc., in the amount of \$279,164.32

Mr. Simstad reported this is for the west side. It is a routine monthly pay request for items installed. Those items have been reviewed and inspected. This is in the amount of \$279,164.32. Mr. Foreman asked for Mr. Simstad to give the location. Mr. Simstad stated this begins at the equalization facility, south of 159th Avenue. It goes through the agricultural field where we have easements acquired. It continues to the north on Morse Street. There is a meeting scheduled in the next few weeks with the Lake County Highway Department. It is within their jurisdiction as it is out of the corporate limits but within the Town's utility district. It will continue north west to Cline Avenue. A brief discussion continued.

A motion to approve was made by Colleen Schieben with second by Ralph Miller. Roll Call: Carnahan – Yes, Miller – Yes, Schieben – Yes, Foreman – Yes, Sharpe – Yes, Recupito – Yes. Vote 6 – 0.

5. NIES Pay Request No. 1 for the Krystal Oaks Utility Elevated Storage Tank payable to AES in the amount of \$1,764

Mr. Simstad stated these are the 14- and 28-day compressive tests for the concrete. AES is the specialty contractor for the elevated tank foundation. The pay request is in the amount of \$1,764. Mr. Carnahan commented he saw the park is back in shape directly north of there. He asked about putting trees around. Mr. Simstad stated Tim is working on an alternate fence that meets Department of Homeland Security requirements and is more aesthetically pleasing. That will be a change order. Mr. Carnahan asked about additional costs. Mr. Simstad stated they don't have that yet but it is being worked on.

A motion to approve was made by Robert Carnahan with second by Richard Sharpe. Roll Call: Carnahan – Yes, Miller – Yes, Schieben – Yes, Foreman – Yes, Sharpe – Yes, Recupito – Yes. Vote 6 – 0.

6. NIES Pay Request No. 4 for the Utopia Subdivision Water Main Replacement Project payable to Gatlin Plumbing & Heating, Inc., in the amount of \$344,255.03

Mr. Simstad reported this is a routine pay request for materials secured and installed. This is pay request number 4 for Utopia in the amount of \$344,255.03. Mr. Recupito asked how many more pay requests they can expect. Mr. Simstad stated they can expect two to three more, depending on how quickly they work. They are moving quicker than the anticipated schedule. Based on engineering inspection services agreement, they expect to be significantly below what that contract amount is due to their efficiency. Mr. Carnahan asked about the funding mechanism. Mr. Salatas reported this is being funded out of the American Rescue Plan dollars that the Town received.

A motion to approve was made by Robert Carnahan with second by Colleen Schieben. Roll Call: Carnahan – Yes, Miller – Yes, Schieben – Yes, Foreman – Yes, Sharpe – Yes, Recupito – Yes. Vote 6 – 0.

7. Future Water Capacity Needs Planning Discussion

Mr. Salatas reported that County Councilman Randy Niemeyer reached out regarding the approximately \$160,000 that was approved by the County Council and dedicated to the Town of Cedar Lake. That is for water infrastructure on the east side of Town. A process is now in place for requesting those funds. The Town has been requested to send an invoice to County stipulating the amount requested and the funding purposes. The County Council will receive that then vote on and hopefully approve it and send it to the

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County Commissioners. The County Commissioners will accept and vote on it and create an interlocal agreement. That interlocal agreement will be sent to the Town of Cedar Lake for approval. It will be sent back to the County Commissioners who will then send it to the County Council to approve. Once approved by the County Council, payment will be sent to the Town of Cedar Lake. That is the process and the Town will begin moving forward. A brief discussion continued on the matter.

8. Written Report

- a. Fund Report – Clerk Treasurer Sandberg reported that the fund and expenditure reports were previously sent out. The utility budgets are included for the operating funds. She thanked Sue for her help in getting those expanded accounts complete. They will have more data now for future planning purposes. She cautioned this is year one of utility budgeting and she is interested to see how the year goes.

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

- a. Engineer - NIES
 - i. Sanitary Update – Mr. Simstad reported the west side sanitary sewer interceptor project 1 is proceeding. A pre-JMOB meeting was held last week. The JMOB meeting is scheduled for March. They are still digesting the projects and will report back next month.
 - ii. Water update – Mr. Simstad reported the water projects are proceeding as mentioned earlier. He spoke with Don from CBBEL. The Plan Commission is updating the Development Standard Manual. They have worked at a staff level for some minor updates to water and sanitary items in the standards. They have a couple minor things and will send those to Don for inclusion in the manual.
- b. Director of Operations/Superintendent
 - iii. Operation & Maintenance Report – No report.
- c. Town Attorney – No report.

- 10. JMOB Report** – The Joint Management Operations Board will meet on March 21st at 1PM at Lowell Town Hall.

PUBLIC COMMENT

None

ADJOURNMENT President Sharpe adjourned the meeting at approximately 6:53 PM.

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Richard Sharpe

Ralph Miller

Robert H. Carnahan

John Foreman

Julie Rivera

Nick Recupito

ATTEST:

Colleen Schieben

Jennifer N. Sandberg, IAMC, CMC, CPFIM
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.