

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



October 17, 2023

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	Ward 1	Present	John Foreman	At Large
	Board Member			Board Member	
Present	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	Absent	David Austgen	
	Board Member			Town Attorney	

NEW BUSINESS

1. **Approval of Minutes – September 19, 2023**

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

2. **Consider Peerless Midwest’s Well Test Drilling Geolocation Services Proposal, former Howkinson Farm**

3. **Consider Sheehy Well & Pump Co.’s Well Test Drilling Proposal, former Howkinson Farm**

Mr. Salatas requested items 2 and 3 be deferred to a later meeting. Mr. Carnahan made a motion to defer items 2 and 3 to the November 21, 2023 meeting. A second was made by Colleen Schieben. Roll Call: Carnahan – Yes, Miller – Yes, Schieben – Yes, Foreman – Yes, Sharpe – Yes, Recupito – Yes. Vote 6 – 0.

4. **NIES Pay Request No. 8 for East Side Water Utility Elevated Storage Tank payable to Caldwell Tanks, Inc. in the amount of \$91,208.25**

Mr. Salatas reported this is work payable up until this point. This is not the final pay request. Caldwell Tanks is in the process of ordering additional pumps in order to fill the tank so they can chlorinate it and test it. Mr. Carnahan asked if they are still within what they thought the initial cost would be. Mr. Salatas stated they are still on target.

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

5. **Future Water Capacity Needs Planning Discussion** – Mr. Salatas stated there are no additional comments. Will address items 2 and 3 at the November 21st meeting.

6. **Written Report**

- a. **Fund Report** – Clerk-Treasurer Sandberg reported the cash and expenditure reports were previously sent out last week. At this time there is nothing new to report. The end of the year is quickly approaching. Not only are they working on finalizing the budget but they are still awaiting the exit of the State Board of Accounts. Mr. Carnahan discussed the monthly bills paid to Lowell for the sewer billing. Mr. Carnahan stated the total of the bills is \$180,524.29. Ms. Sandberg stated that total is inclusive of the outstanding debt as well as the estimated operations and maintenance cost. This is where the recapture comes in annually after receipt of the McMahon report. The other charges are related to the current capital projects that have already been approved by JMOB. The Town pays 50% of those capital improvements. Mr. Carnahan further discussed the McMahon report that is completed annually. He discussed the Town previously underpaying. The report is a compilation of the finances. Mr. Carnahan stated Sue Haase analyzes the report and works for us. Ms. Sandberg stated yes, Sue is Town staff and is the Utility Accounting Specialist. She reviews everything related to the utilities. Ms. Sandberg clarified that in previous years, the Town underpaid due to not being properly billed at the time that capital projects were occurring. Mr. Carnahan asked if that would no longer occur. Ms. Sandberg stated it is still dependent on what the operation and maintenance costs work out to annually. A brief discussion continued on claims and where they are posted.

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- 7. Consultant(s) & Staff Report(s)**
 - a. Engineering – NIES** – No report.
 - b. Director of Operations/Superintendent** – No report.
 - c. Town Attorney** – No report.

- 8. JMOB Report** – Mr. Salatas reported they are working to schedule with Lowell. It is anticipated the next meeting will be November 14, 2023 at Lowell at 5PM.

PUBLIC COMMENT

Kenny Dashel, 14321 Lake Shore Drive, stated he has been listening and it is the first he knew that Cedar Lake pays Lowell for the sewer. He discussed the annual bill. He asked if there was anyone from Cedar Lake that oversees the assessment. Ms. Sandberg stated the Town gets copies of everything compiled by McMahon related to the financials. The Town sends that to the Utility Accounting Specialist on staff, Sue Haase, and she reviews everything. Prior to her being on staff, she was a consultant and, in that role, has been a part of the Cedar Lake utilities for years. Ms. Sandberg stated Sue is extremely knowledgeable in her role and reviews everything that comes across. Mr. Dashel stated he was not hearing any of that as being reviewed. Mr. Carnahan stated he did state that. Mr. Dashel state he missed that.

ADJOURNMENT President Recupito called the meeting to adjournment at approximately 6:56 PM.

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Nick Recupito

Richard Sharpe

John C. Foreman

Robert Carnahan

Julie Rivera

Ralph Miller

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.
(5) Any additional information required under section 3.5 or 3.6 of this chapter or any other statute that authorizes a governing body to conduct a meeting using an electronic means of communication.