

## **TOWN OF CEDAR LAKE**

7408 Constitution Ave – PO Box 707 – Cedar Lake, IN 46303

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### Town of Cedar Lake Updates Steps to Slow the Spread of COVID-19

The Town of Cedar Lake in an effort to slow the spread of novel coronavirus (COVID-19) has announced the following proactive efforts. The measures being taken are not to limit or halt any of the governmental services the Town provides to our citizens. We will continue to provide quality services and have available personnel to assist you with any issues you are having.

As a result of the evolving Coronavirus (COVID-19) situation, and in compliance with Indiana Governor's Executive Orders, for a period of two weeks, beginning at 5:00 pm today, March 23, 2020, continuing until 8:00 am on April 7, 2020, the Town of Cedar Lake is expanding its social distance practices for its buildings, departments and facilities. The following new practices will become effective immediately:

Access to Town Hall, Public Works, and Cedar Lake Clubhouse will be closed to the public. Staff will be working and available by telephone and email during normal business hours. We have suspended all in-person services.

Police, Fire and Emergency Services – all are operational. Please refer to the police department and fire department directives. Golf Cart permits by mail or drop box only.

#### Town Hall & Administration

Building Department - builders are to communicate with the building department via telephone or email. Building permit forms and Contractor License applications are available online. Schedule appointments for building permit transactions and inspections by calling (219) 374-7400. A no-contact box has been placed in the Town Hall entryway.

Recreation Programs – Easter Egg Hunt scheduled for April 3, 2020 is cancelled.

Spring Soccer 2020 has been postponed until April 20<sup>th</sup>. Soccer registration will continue, submit registration via US mail or drop box at the Town Hall; questions email [events@cedarlakein.org](mailto:events@cedarlakein.org) or call (219) 374-7400 x119.

#### Parks

Public parks are open, for outdoor activity provided that there is compliance with Social Distancing Requirements. As per the Indiana Governor's Executive Order, public access to playgrounds may increase the spread of COVID-19 and are closed. Public Restrooms on the town grounds will be closed.

Clubhouse & Shelter rentals – no future rentals are being taken at this time. Those who have upcoming dates may request a transfer to a future date or request a refund. All rentals scheduled through April 6, 2020 are cancelled.

#### Clerk-Treasurer's office

Utility Bills – payment options:

- US mail, Drop Box at Town Hall or Demotte State Bank in Cedar Lake. Payments should be securely sealed in an envelope. Cash payments are discouraged.
- Online – [www.cedarlakein.org](http://www.cedarlakein.org); by phone at (855) 246-9327 with a credit card, however, there is a processing fee;
- Sign up for Automatic Withdrawal – the form is available on the website or call the utility department at (219) 374-7000.

Clerk-Treasurer's office (continued)

Alarm Permits – by mail or drop box only.

Dog Tags – By mail or drop box only, extend due date to April 30, 2020 or price increases.

No payments will be accepted personally in town hall.

The Cedar Lake Town Council has waived water utility shut-offs for March and April as well as waiver of the late fees.

Meetings:

In compliance with the Governor of Indiana's Order, all public meetings scheduled through April 6, 2020 are cancelled.

- Cedar Lake Storm Water Board meeting scheduled for March 24, 2020 at 7 pm is cancelled.
- Cedar Lake Metropolitan Police Commission meeting scheduled for March 25, 2020 is cancelled.
- Plan Commission Work Session scheduled for April 1, 2020 is rescheduled to April 8, 2020 at 7 pm.
- Cedar Lake Town Council meeting is scheduled for April 7, 2020 at 7 pm.

Meetings will be held in compliance with the Indiana Governors Order and Open Door Law. The link to the live broadcast is <https://cedarlakein.org/view-town-meetings/>.

Public Works & Utility

Public Access to the facility is closed. All dumpster access/drop off of electronics and tires are suspended until further notice. Saturday "Clean Up" dates are cancelled for March and April. Please call (219) 374-7478. Utility staff will not enter residences to read or change meters unless in an emergency.

Garbage & Recycling Pick-up - Republic has stated that trash collection will continue for the town's residential routes and contracted services.