

**THE MINUTES OF THE MEETING  
OF THE  
INDIAN BOUNDARY CONSERVANCY DISTRICT**

**February 12, 2026**

K. Holmgren did a formal roll call of board members and members present were:

Chairman George Clem (GC), Vice Chairman Jon Dunlap (JD), Member Dan Doolin (DD), Member Ray Rutkowski (RR) – via telephone, and Member Carol Wood.

No members of the public were present.

Attorney: IBCD Attorney Colby Barkes was present.

Financial Clerk: Katie Holmgren (KH)

The Board reconvened at 7:06 PM after the 2026 Annual Meeting.

1. **Approval of the Minutes of the January 8, 2026, Meeting**– Member R. Rutkowski made the motion to approve the Minutes of the January 8, 2026, Meeting. The motion was seconded by Member D. Doolin and was approved by unanimous voice vote (5-Yes, 0-No).
2. Reports
  - a. Chairman
    - i. Chairman G. Clem reported on interest rates from local financial institutions and TRUST IN. TRUST IN had an interest rate of 3.65% as of 1/31/2026. Interest rates will continue to be reviewed monthly to secure the best interest rates possible for the IBCD. Total interest received YTD 2026 was \$2,472. Chairman Clem reported that \$400,000 has been moved from Trust IN to First Internet Bank CDs, which have a rate of 4.11% until September 2026.
    - ii. Chairman Clem has completed the 2025 AFR on Gateway. Clerk Holmgren will cross check the report and Chairman Clem will submit by March 1, 2026.
    - iii. Chairman Clem reported that the Board will meet via Executive Session on 2/19/2026 for the purpose of annual employee internal controls training.
    - iv. Chairman Clem reported that follow up is needed regarding 811 and respective billing.
    - v. Chairman Clem discussed Google Voice phone and messaging service options and details. Member C. Wood will assist in clarifying details and with implementation.
    - vi. Chairman Clem reported that the district’s capital asset procedures have been updated and that there were no purchases at or above threshold made in 2025.
    - vii. Chairman Clem will work with Clerk Holmgren on data back up procedures.
    - viii. The Board agreed via consensus to approve the 2026 MCO Agreement.
    - ix. The Board reviewed the invoice with increased rates received from Bross Self Storage and approved via consensus to pay this invoice.
  - b. Board Member Report- Member C. Wood:
    - i. **Google vs. Microsoft Software Discussion**- No updates.
    - ii. **Website Updates**: Member C. Wood discussed updating the Tank Pumping Schedule to show in a web-accessible format. Clerk Holmgren will update. Chairmen Clem also

requested an update to the content language explaining the link to the Town of Chesterton's Rate Ordinance. Clerk Holmgren will update.

- c. Financial Statements/Financial Clerk Reports- reviewed by Clerk K. Holmgren.
  - i. There was \$27,500 collected in resident sewer fees for 2026, trending slightly higher than this time last year.
  - ii. There was \$311.00 in outstanding sewer fees for 2025 quarter 4 and quarter 3&4 combination delinquent residents. This was amongst 4 residents. There is 1 resident remaining past 6 months due, who has until 2/25/2026, before the disconnect process will begin. Prompt pay continues to be utilized as a payment reminder tool. Clerk Holmgren asked the Board if they would prefer prompt pay reminders sent towards the end of February to those residents who had not yet made either an annual or quarterly payment due 3/31/2026. The Board agreed via consensus for Clerk Holmgren to initiate these reminders towards the end of February.
  - iii. The January 2026 financial reports were reviewed.
  - iv. Clerk Holmgren reported state and federal tax reporting and tasks have been completed for 2025.
  - v. Clerk Holmgren reported that she has prepared the 2025 annual engagement uploads and has uploaded them to the Gateway site. Chairman Clem will cross check by March 1, 2026.
  
- d. Legal Report- Attorney Colby Barks:
  - i. There have been no updates from the Shirley Heinze board/legal regarding the Indian Boundary Lift Station. Attorney Barks will check into the concept of prescriptive easement.
  - ii. Attorney Barks reported that he has no current updates regarding information from his contact at the Porter County Highway Department regarding proposed 2026 projects. Barks will report back when the information is available.
  - iii. There have been no updates regarding the Graham Lift Station. It was previously decided by IBCD/legal to proceed without the easement and or via use of prescriptive easement. There are plans to install an equipment box at this location.
  - iv. There have been no updates from the Porter County Highway Department regarding the Indian Boundary Road lift station update.
  
- e. Service Manager Report-Presented by Chairman G. Clem
  - i. Project List: Chairman Clem-
    1. Chairman Clem reported that manholes need to be inspected via a 10-year or 5-year cycle. Chairman Clem will discuss with Nathan of MCO regarding a plan and treatment options.
    2. Chairman Clem commented, "Underground pipes and manholes are inspected via camera for inventory purposes. Above ground, regarding the lift stations, the main two are inspected monthly by MCO. The smaller lift stations are on electronic monitoring via SCADA.
    3. Chairman Clem reported that a contractor is needed to do small work on manholes on Brummitt and Indian Boundary Road.

4. Chairman Clem has received communication from Superior Pumping to do the 2024/2025 lift station inspection reports. The inspections for 2023/2024 were completed, and we are waiting for the reports.
  5. RFPs to rebuild Indian Boundary Lift Station - no updates for now. Chairman Clem has also contacted DLZ regarding possible engineering plans for installation of backup systems on the same footprint as the existing lift station.
  6. Chairman Clem is waiting for information regarding rebuilding the actual pump lines for the Indian Boundary Lift Station.
  7. Chairman Clem reported that a couple of the step stations registered high amperage. The system is working well in general. We also have spare pumps. More follow up to come.
3. Old Business-
- a. The manhole that was partially covered needs a three-inch lift ring. Cost and installation are currently being explored.
  - b. Lift Station wet wells concrete is starting to spall. Chairman Clem has been working with Nathan of MCO on specifications for rework. Specifications have been received from Chesterton Utilities and there are no updates.
  - c. MCO completed manhole inspection and Chairman Clem has received the written report. Chairman Clem will prepare RFPs for repair.
4. New Business – None.
5. Claims- reviewed by Clerk K. Holmgren. Member C. Wood made the motion to approve the claims as sent electronically by the Clerk. The motion was seconded by Member J. Dunlap and was approved by unanimous voice vote (5-Yes, 0-No).
6. Comments from the Public - no public present.
7. Adjournment- Member R. Rutkowski made the motion to adjourn the meeting at 8:17 PM. The motion was seconded by Member D. Doolin and was approved by unanimous voice vote (5-Yes, 0-No).

February 12, 2026

Signed this 12th day of March 2026 by:

\_\_\_\_\_  
CHAIRMAN- GEORGE CLEM

\_\_\_\_\_  
VICE CHAIRMAN- JON DUNLAP

\_\_\_\_\_  
RAYMOND RUTKOWSKI

\_\_\_\_\_  
DANIEL DOOLIN

\_\_\_\_\_  
CAROL WOOD

Attest: \_\_\_\_\_  
FINANCIAL CLERK/SECRETARY

Acronyms:

CIF – Cumulative Improvement Fund, SBOA – State Board of Accounts, MCO – Maintenance Managers, Nathan Howell (NH), MH – Manhole, STEP – Septic Tank Effluent Pumping, D&M – Sewer maintenance contractor, DLGF – [Indiana Department of Local Government Finance](#)

**THE MINUTES OF THE MEETING  
OF THE  
INDIAN BOUNDARY CONSERVANCY DISTRICT**

**2026 Annual Meeting  
February 12, 2026**

Board Members present:

George Clem (GC), Chairman; Vice Chairman, Jon Dunlap (JD);  
C. Wood (CW); Ray Rutkowski (RR) – via telephone, and Member D. Doolin (DD)  
Attorney: Colby Barkes  
Financial Clerk: Katie Holmgren (KH)

**Annual 2026 meeting was called to order at 7:00 PM.**

No members of the public were present.

A hard copy notice of annual meeting was posted at Chesterton Town Hall at 726 Broadway, Chesterton, IN 46304. Notice of the annual meeting was published 2/20/2026 in the Northwest Indiana Times. Notice was also posted on IBCD's website 12/16/2026.

Attorney C. Barkes swore in Member R. Rutkowski for an unopposed 4-year term on the Board.

Member D. Doolin made the motion to nominate G. Clem as Chairman. The motion was seconded by Member C. Wood and was approved by unanimous voice vote (5-Yes, 0-No). Member D. Doolin made the motion to close the nomination process, nominating G. Clem as Chairman. The motion was seconded by Member C. Wood and was approved by unanimous voice vote (5-Yes, 0-No).

Chairman G. Clem made the motion nominate Member J. Dunlap as Vice Chairman. The motion was seconded by Member D. Doolin and was approved by unanimous voice vote (5-Yes, 0-No). Chairman G. Clem made the motion to close the nomination process, nominating Member J. Dunlap as Vice Chairman. The motion was seconded by Member D. Doolin and was approved by unanimous voice vote (5-Yes, 0-No).

Attorney Barkes opened the meeting for public comment at 7:05 PM. No members of the public were present. Attorney Barkes closed the public comment section of the meeting at 7:06 PM.

Member J. Dunlap made the motion to adjourn the annual meeting at 7:06PM. The motion was seconded by Member C. Wood and was approved by unanimous voice vote (5-Yes, 0-No).

Signed this 12th day of March 2026 by:

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Chairman- George Clem

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Vice Chairman- Jonathan Dunlap

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Board Member – Daniel Doolin

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Board Member – Raymond Rutkowski

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Board Member – Carol Wood

Attest:

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Financial Clerk/Secretary

Acronyms:

CIF – Cumulative Improvement Fund

SBOA – State Board of Accounts

MCO – Maintenance Managers, Nathan Howell (NH), company

MH – Manhole

STEP – Septic Tank Effluent Pumping

D&M – Sewer maintenance contractor

DLGF – [Indiana Department of Local Government Finance](#)

**THE MINUTES OF THE MEETING  
OF THE  
INDIAN BOUNDARY CONSERVANCY DISTRICT**

**Executive Session: 2026 Internal Controls Training  
February 19, 2026**

Board Members present:

George Clem (GC), Chairman; Vice Chairman, Jon Dunlap (JD), Ray Rutkowski (RR), and Member D. Doolin (DD).

C. Wood (CW) was absent.

Financial Clerk: Katie Holmgren (KH)

**The executive session meeting was called to order at 7:30 PM for the purpose of annual employee internal controls training.**

No members of the public were present.

Member J. Dunlap made the motion to adjourn the meeting at 8:45 PM. The motion was seconded by Member R. Rutkowski and was approved by unanimous voice vote (5-Yes, 0-No).

Signed this 12th day of March 2026 by:

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Chairman- George Clem

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Vice Chairman- Jonathan Dunlap

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Board Member – Daniel Doolin

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Board Member – Raymond Rutkowski

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Board Member – Carol Wood

Attest:

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Financial Clerk/Secretary

Acronyms:

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**Indian Boundary Conservancy District  
February Monthly Report  
For Meeting on March 12, 2026  
Submitted By: Nathan Howell**

- On February 27, 2026, MCO went to the Graham Drive Lift Station and checked on the panel which was operating properly. The high alarm float was checked, and it was operating properly. OmniSite called our phone which indicated proper operation of the alarm system. We checked Indian Boundary Road Lift Station for operations, and all seemed to be operating satisfactorily. The high alarm float was checked which turned on the strobe and OmniSite called our phone.

We met the Town of Chesterton at the Indian Boundary Lift Station to get the pump station flow readings. The totalizer reading was 102970056.

The amperage of all the pumps were checked before leaving. Below you will find the readings:

Indian Boundary Lift Station				Graham Drive Lift Station			
Pump 1		Pump 2		Pump 1 – 12.7/12.5		Pump 2 – 11.0/11.8	
L <sub>1</sub>	27.8	L <sub>1</sub>	28.3				
L <sub>2</sub>	27.4	L <sub>2</sub>	28.5	FLA =	14.0	FLA =	14.0
L <sub>3</sub>	29.0	L <sub>3</sub>	30.4	Panel Amp Meter –10.0		Panel Amp Meter –9.0	
GPM	175	GPM	170				
FLA =	30	FLA =	29				
Panel Amp Meter –26		Panel Amp Meter – 27					

1284 Brummitt L.S. - 11.8	1780 Indian Boundary - 12.4
1501 Indian Boundary - 10.9	1800 Indian Boundary - 18.5
1505 Indian Boundary - 11.8	1475 Indian Boundary - 14.0

- The pumps at 1475 & 1800 Indian Boundary Road are drawing higher current - 1800 Indian Boundary seems to be getting worse.
- We will have the site box installed at the Graham Drive Station by Spring.
- While going through the Indian Boundary Road Lift Station, we found the lag pump was not operating. After going through the connections, we found a loose wire at one of the terminals. We reconnected and the pump is now operating.
- NIPSCO had a subcontractor onsite to upgrade the lines on Indian Boundary Road. This required a shutdown of the Main Lift Station. George and MCO both spoke and met with the contractor and NIPSCO on site. The shutdown was completed with no problems.
- The Omnisite flows, based on run times, are inaccurate. It is about half the actual amount. We will investigate the problem.

**Pumping Station Summary**

<b>Pumping/Alarm Summary</b>	<b>Gallons/Month</b>	<b>Hours</b>		<b>Alarms</b>
		<b>Pump 1</b>	<b>Pump 2</b>	
Indian Boundary	1,431,102	69:42:43	68:33:59	2/27 Power outage
Graham Drive	707,845	69:37:07	51:50:24	
1284 Brummitt		7:48:36		
1501 Indian Boundary		1:40:12		
1505 Indian Boundary		2:43:01		
1780 Indian Boundary		3:17:52		2/25 Power outage
1800 Indian Boundary		1:02:56		2/25 Power outage
1475 Indian Boundary		2:30:51		

Power outage due to NIPSCO line project

INDIAN BOUNDARY CONSERVANCY DISTRICT  
**MONTHLY TREASURER'S REPORT**  
February 2026

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**FUND ACTIVITY SUMMARY**

**General Fund**

This fund contains the following accounts: Horizon Bank (2), Trust Indiana Investment Accounts (2), and a First Internet Bank Certificate of Deposit.

Description	Amount
Beginning Balance	\$440,716.99
Total Receipts	\$1,178.73
Total Disbursements	\$10,404.08
<b>Ending Balance</b>	<b>\$431,491.64</b>

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**Cumulative Improvement Fund (CIF)**

This fund contains the following accounts: Horizon Bank, a Trust Indiana Investment Account, and a First Internet Bank Certificate of Deposit.

Description	Amount
Beginning Balance	\$388,258.25
Total Receipts	\$1,085.67
Total Disbursements	\$0.00
<b>Ending Balance</b>	<b>\$389,343.92</b>

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**Rainy Day Fund (RDF)**

This fund contains the following accounts: Horizon Bank, a Trust Indiana Investment Account, and a First Internet Bank Certificate of Deposit.

Description	Amount
Beginning Balance	\$252,966.82
Total Receipts	\$731.42
Total Disbursements	\$0.00
<b>Ending Balance</b>	<b>\$253,698.24</b>

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**Sewer Operating Fund (SUF)**

This fund contains the following accounts: Horizon Bank, a Trust Indiana Investment Account, and a First Internet Bank Certificate of Deposit.

Description	Amount
Beginning Balance	\$181,376.28
Total Receipts	\$11,763.73
Total Disbursements	\$4,948.58
<b>Ending Balance</b>	<b>\$188,191.43</b>

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**TOTAL FUNDS ON DEPOSIT**

Description	Amount
<b>Total of All Accounts</b>	<b>\$1,262,725.23</b>

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**CERTIFICATES OF DEPOSIT (CD) INVESTMENTS**

Institution	Description	Amount	Maturity
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First Internet Bank Form 350 Certificates of Deposit (GF, CIF, RDF, SUF): 4 CDs totaling \$404,241.95 September 2026

Note: The CD total of \$404,241.95 is included in the Total Funds on Deposit above.

ACCOUNTS PAYABLE VOUCHER REGISTER  
Indian Boundary Conservancy District

For Period 1/8/26 to 2/12/26

DATE FILED	CLAIM NUMBER	NAME OF CLAIMANT	FUND	VOUCHER	ALLOWED	CHECK NUMBER	MEMORANDUM
2/12/2026		KATHERINE HOLMGREN	SUF	\$ 893.45	\$ 893.45	1462	2026 JANUARY PAYROLL
2/12/2026		NIPSCO	SUF	\$ 341.00	\$ 341.00	1463	POWER - 1845 INDIAN BOUNDARY LIFT -#400920 & GRAHAM W/O ARCHITECT LIFT #401801
2/12/2026		INDIANA UNDERGROUND PLANT PROTECTION	SUF	\$ 35.15	\$ 35.15	1464	INV-22968: 4TH QUARTER 2025 TICKET FEES
2/12/2026		MCO	SUF	\$ 534.30	\$ 534.30	1465	#INV32468: 2025 NOVEMBER MONTHLY SERVICES
2/12/2026		D&M EXCAVATING, INC.	SUF	\$ 3,110.00	\$ 3,110.00	1466	LOCATES: A29445, A29399, A29481, A29503, A29501, A28858, A29525, A29526, A29508
2/12/2026		INDIANA DEPARTMENT OF REVENUE	SUF	\$ 34.67	\$ 34.67	ACH	2026 JANUARY STATE & LOCAL PAYROLL TAXES - SEWER FUND PORTION
				<b>\$ 4,948.57</b>	<b>\$ 4,948.57</b>	<b>TOTAL SUF FUND</b>	
2/12/2026		GEORGE CLEM	GEN	\$ 782.32	\$ 782.32	1343	ADDITIONAL COMPENSATION CLAIM - 2026 JANUARY
1/23/2026		AMAZON.COM	GEN	\$ 30.87	\$ 30.87	DC	#111-6303473-6989868: BATTERIES & LABELS FOR LABEL MAKER
2/12/2026		CHESTERTON UTILITY	GEN	\$ 8,364.63	\$ 8,364.63	1344	TREATMENT:12/30/2025 - 1/30/2026
1/7/2026		STAPLES	GEN	\$ 84.99	\$ 84.99	DC	BANKERS BOXES
2/12/2026		BROSS SELF STORAGE	GEN	\$ 1,176.00	\$ 1,176.00	1345	3/1/26 - 2/28/27 STORAGE UNIT RENTAL FEE
2/12/2026		IONOS	GEN	\$ 14.42	\$ 14.42	DC	WEB HOSTING : #
1/31/2026		HORIZON BANK	GEN	\$ 51.19	\$ 51.19	ACH	POSITIVE PAY SERVICE - VIA AGREEMENT
1/31/2026		MICROSOFT	GEN	\$ 139.09	\$ 139.09	DC	RENEWAL OF MICROSOFT SOFTWARE SUBSCRIPTION
1/27/2026		USPS	GEN	\$ 11.26	\$ 11.26	DC	1 CERTIFIED MAILING FOR DELINQUENT NOTIFICATION & POSTAGE FOR TAX MAILING
1/13/2026		USPS	GEN	\$ 10.48	\$ 10.48	DC	1 CERTIFIED MAILING FOR DELINQUENT NOTIFICATION
2/12/2026		INDIANA DEPARTMENT OF REVENUE	GEN	\$ 30.36	\$ 30.36	ACH	2026 JANUARY STATE & LOCAL PAYROLL TAXES - GENERAL FUND PORTION
				<b>\$10,695.61</b>	<b>\$10,695.61</b>	<b>TOTAL GENERAL FUND</b>	

**\*\*Bold** claims indicate charges already deducted from bank account.

		<b>INDICATES CLAIM PAID VIA MANUAL CLAIM PROCESS</b>					
				<b>\$0.00</b>	<b>TOTAL CUMULATIVE IMPROVEMENT FUND</b>		

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Date 2/12/2026 Financial Clerk \_\_\_\_\_

**ALLOWANCE OF VOUCHERS**

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing or bills attached thereto.

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 17 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of **\$ 15,644.18**

Date this    12TH Day of February 2026

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\_\_\_\_\_  
SIGNATURES OF GOVERNING BOARD