

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

August 12, 2025

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 Carol Wood (CW), and Member Ray Rutkowski (RR).

No members of the public were present.

Attorney: IBCD Attorney Colby Barkes was present.

Financial Clerk: Katie Holmgren (KH)

Chairman George Clem called the meeting to order at 7:00 PM.

1. **Approval of the Minutes of the July 8, 2025, Meeting**– Member R. Rutkowski made the motion to approve the minutes of the July 8, 2025 meeting, motion seconded by Member C. Wood; motion 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 the best interest rate at 4.31% as of 7/31/2025. Interest rates will continue to be reviewed monthly to secure the best interest rates possible for the IBCD. Total interest received YTD 2025 was \$26,600.
 - ii. Chairman Clem reported that R&R Visual has finished their inspection. We are waiting for the reports.
 - iii. Chairman Clem reported that there was an issue with the Indian Boundary Road lift station regarding a bad heater and contacts. Superior Pumping installed a new contact and heater. Also, MCO replaced a bad float. Four spare floats were purchased.
 - iv. Chairman Clem has been working on drafting an RFP for the emergency pump system for Indian Boundary Road. The expected cost is about \$60,000. We will move forward without an easement from PCHD (Porter County Highway Department). There are no updates currently.
 - v. Chairman Clem discussed some options and details for phone relay service applications. Chairman Clem will report back with more information, as well as confirmation regarding services that possess inbound and outbound calling via the same line.
 - vi. Chairman Clem and Clerk Holmgren are working on getting an updated listing of financial institutions for municipalities regarding future CD/money market options.
 - vii. Chairman Clem reviewed the 2026 budget and tax levy by fund. The budget workshop with DLGF was on 8/1/2025. Member D. Doolin made the motion to approve the 2026 budget and tax levy as presented, motion seconded by Member J. Dunlap; motion approved by unanimous voice vote (5-Yes, 0-No). The 2026 Budget & Levy Hearing will be held on 9/9/2025 at 7PM. The 2026 Budget & Levy Adoption will be on 10/14/2025 at 7PM.
 - viii. A discussion regarding homeowner agreements and information on the website occurred.

- ix. A discussion regarding potential sewer fee increases occurred. No further updates for now.
- b. Board Member Report- Carol Wood
 - i. **Website Updates**- The new in.gov website continues to be reviewed. Board Member Wood has a listing of updates which will be reviewed and processed.
 - ii. **Email Migration**- No updates.
 - iii. **Capital Assets**- Member Wood and Clerk Holmgren will work on updating IBCD's capital asset and or inventory process/policy. No updates.
 - iv. **Back up Processes** – No updates.
 - v. **Policy – COI, WC, & Bond Requirements for Contractors**- Member R. Rutkowski made the motion to approve the policy for Vendor COI, WC, & Bond Requirements for Contractors, motion seconded by Member J. Dunlap; motion approved by unanimous voice vote (5-Yes, 0-No).
- c. Financial Statements/Financial Clerk Reports- reviewed by Clerk K. Holmgren.
 - i. There has been \$51,000 collected in resident sewer fees for 2025.
 - ii. There was \$147 in outstanding sewer fees for 2025 quarter 2. This was amongst 4 residents.
 - iii. The July 2025 financial reports were reviewed.
 - iv. IBCD term information has been added to the “Customer Service” page of the website.
- d. Legal Report- Chairman George Clem on behalf of IBCD Attorney Colby Barkes
 - i. There have been no updates from the Shirley Heinze board/legal regarding the Indian Boundary Lift Station. Attorney Barkes will check into the concept of prescriptive easement and will record the deed and or easement that was previously signed.
 - ii. Attorney Barkes reported that he is waiting on information from his contact regarding the Porter County Highway Department proposed projects. Barkes will report back when the information is available, specifically regarding the area near the Indian Boundary Road Lift Station.
 - 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.
 - iv. Attorney Barkes will provide an update on the petition for increasing additional compensation and meeting pay for board members.
 - v. Attorney Barkes will follow up on possible sewer fee increases and or surcharge processes in reference to ordinance and rate study requirements.
- e. Service Manager Report-Presented by Chairman G. Clem
 - i. Project List:
 - 1. Chairman Clem has contacted D&M regarding excavation needed on 1501 Honeyshade. More follow up to come.
 - 2. Chairman Clem reported that a contractor is needed to do small work on manholes on Brummitt and Indian Boundary Road. A contractor is needed for Brummitt Road sewer pipe work where there are roots plugging the lines. Homeowners would pay for excavation and IBCD would pay for the seal, in

reference to policy. Also, on Honeyshade, a possible anti-cave box by crane may possibly be needed for the repair. This is more expensive work that the homeowner is responsible for fixing. There is a reoccurring repair issue on Arbor Drive, which the contractor has been and needs to be consulted with regarding. The ground has been sunken in this area.

3. Chairman Clem has contacted MCO to do manhole inspections. The manhole at Brummitt needs inspected. The idea of the Porter County Highway Department possibly setting the rings was discussed.
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. Also, Superior Pumping found that an adapter is required to connect the old coupling to the new pump that was recently purchased. Chairman Clem has confirmed with the vendor that there is a spare pump for the Graham Lift Station. A new quote will be needed for the installation of the new equipment at the Indian Boundary Lift Station.
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. The station is functional currently with the new pump. The other pump is being repaired.
6. Chairman Clem is waiting for information regarding rebuilding the actual pump lines for the Indian Boundary Lift Station.
7. Chairman Clem reported that the Indian Boundary Road lift station is functioning. There were two step stations drawing high amps. Pressure readings were taken.

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 R. Rutkowski made the motion to approve the claims as sent electronically by the Clerk, motion seconded by Member C. Wood; motion 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 8:12 PM, motion seconded by Member D. Doolin; motion approved by unanimous voice vote (5-Yes, 0-No).

August 12, 2025

Signed this 9th day of September 2025 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](#)



**Indian Boundary Conservancy District
August Monthly Report
For Meeting on September 9, 2025
Submitted By: Nathan Howell**

1. On August 29, 2025, 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 96119136.

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 – 12.3/12.2		Pump 2 – 11.0/11.0	
L ₁	29.9	L ₁	29.9				
L ₂	28.2	L ₂	28.3	FLA =	14.0	FLA =	14.0
L ₃	29.5	L ₃	29.7	Panel Amp Meter –6.0		Panel Amp Meter –6.0	
GPM	176	GPM	175				
FLA =	30	FLA =	28				
Panel Amp Meter –28	Panel Amp Meter – 28						

1284 Brummitt L.S.	- 11.5	1780 Indian Boundary	- 11.5
1501 Indian Boundary	- 10.8	1800 Indian Boundary	- 16.3
1505 Indian Boundary	- 11.5	1475 Indian Boundary	- 16.2

2. The pumps at 1475 & 1800 Indian Boundary Road are drawing higher current. We will try to investigate further this month. We checked the amperage of the stations at 1780 and 1800 Indian Boundary Road while both pumps were running and also when only one was running. 1780 was 16.3 alone and when 1800 was running it increased to 12.7 amps. 1800 was 17.6 alone and increased to 17.6 when both were running. This is what would be expected if both pumps were connected to the same force main. This appears to be the case.
3. The Omnisite flows based on run times are inaccurate. It is about half the actual amount. We will investigate the problem.

Pumping Station Summary

Pumping/Alarm Summary	Gallons/Month	Hours		Alarms
		Pump 1	Pump 2	
Indian Boundary	1,434,125	62:47:13	73:48:24	
Graham Drive	525,861	55:05:25	43:11:59	
1284 Brummitt		5:10:48		
1501 Indian Boundary		57:52		
1505 Indian Boundary		3:33:36		
1780 Indian Boundary		2:28:02		
1800 Indian Boundary		1:11:35		
1475 Indian Boundary		2:59:41		

INDIAN BOUNDARY CONSERVANCY DISTRICT
MONTHLY TREASURER REPORT

		2025	August
General Fund			
GF Horizon Bank		Beginning Balance	\$ 490,736.69
GF TrustIndiana		Receipts	\$ 1,665.48
GF HB Money Market		Disbursement	\$ 8,622.39
GF MM TrustIndiana		Ending Balance	\$ 483,779.78
Cumulative Improvement			
		Beginning Balance	\$ 368,320.28
CIF Horizon Bank		Receipts	\$ 1,329.03
CIF TrustIndiana		Disbursement	\$ -
		Ending Balance	\$ 369,649.31
Rainy Day			
		Beginning Balance	\$ 228,349.31
RDF Horizon Bank		Receipts	\$ 826.33
RDF TrustIndiana		Disbursement	\$ -
		Ending Balance	\$ 229,175.64
Sewer Operating			
		Beginning Balance	\$ 181,776.83
SUF Horizon Bank		Receipts	\$ 1,717.33
SUF TrustIndiana		Disbursement	\$ 2,949.06
		Ending Balance	\$ 180,545.10
CD Investments			
Form 350		\$ -	
		Total in all Accounts	\$ 1,263,149.83

ACCOUNTS PAYABLE VOUCHER REGISTER
Indian Boundary Conservancy District

For Period 7/8/25

to 8/12/25

DATE FILED	CLAIM NUMBER	NAME OF CLAIMANT	FUND	VOUCHER	ALLOWED	CHECK NUMBER	MEMORANDUM
8/12/2025		KATHERINE HOLMGREN	SUF	\$ 864.05	\$ 864.05	1428	2025 JULY PAYROLL
8/12/2025		NIPSCO	SUF	\$ 341.00	\$ 341.00	1429	POWER - 1845 INDIAN BOUNDARY LIFT #400143 & GRAHAM W/O ARCHITECT LIFT #401048
8/12/2025		MCO	SUF	\$ 428.85	\$ 428.85	1430	INV31900: MAY 2025 MONTHLY SERVICES
8/12/2025		EUROFINS ENVIRONMENT TESTING NORTH CENTRAL, LLC	SUF	\$ 140.79	\$ 140.79	1431	#5000152252: QUARTERLY LIFT STATION TESTING 7/17/2025
8/12/2025		INDIANA DEPARTMENT OF REVENUE	SUF	\$ 36.37	\$ 36.37	ACH	2025 JULY STATE & LOCAL PAYROLL TAXES - SEWER FUND PORTION
8/12/2025		SUPERIOR PUMPING SERVICES, LLC	SUF	\$ 838.00	\$ 838.00	1432	#4055: HEATER WORK AT LIFT STATION; #4066: PUMP WORK AT LIFT STATION
8/12/2025		D&M EXCAVATING, INC.	SUF	\$ 300.00	\$ 300.00	1433	LOCATES: #A28248, A28257
				\$ 2,949.06	\$ 2,949.06		TOTAL SUF FUND

8/12/2025	GEORGE CLEM	GEN	\$ 708.96	\$ 708.96	1316	ADDITIONAL COMPENSATION CLAIM # 25-08
8/12/2025	RAYMOND RUTKOWSKI	GEN	\$ 88.62	\$ 88.62	1317	ADDITIONAL COMPENSATION CLAIM # JULY 2025
8/12/2025	CHESTERTON UTILITY	GEN	\$ 7,165.55	\$ 7,165.55	1318	TREATMENT: 6/30/2025 - 7/31/2025
7/9/2025	USPS	GEN	\$ 67.76	\$ 67.76	DC	CERTIFIED MAIL FOR 6 MONTHS OR GREATER DELINQUENT MAIL
8/12/2025	INDIANA DEPARTMENT OF REVENUE	GEN	\$ 33.57	\$ 33.57	ACH	2025 JULY STATE & LOCAL PAYROLL TAXES - GENERAL FUND PORTION
8/12/2025	IONOS	GEN	\$ 14.42	\$ 14.42	DC	WEB HOSTING : 7/25/2025 - 8/24/2025; #202056540014
7/10/2025	HORIZON BANK	GEN	\$ 50.98	\$ 50.98	ACH	POSITIVE PAY SERVICE- JUNE2025 - VIA AGREEMENT
			\$8,129.86	\$8,129.86		TOTAL GENERAL FUND

**Bold	claims indicate	charges already deducted from bank account.
		INDICATES CLAIM PAID VIA MANUAL CLAIM PROCESS

\$0.00 TOTAL CUMULATIVE IMPROVEMENT FUND

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.

8/12/2025

Date

Fiscal Officer

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.

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We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 14 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of

\$

11,078.92

Date this 12 Day of August 2025

SIGNATURES OF GOVERNING BOARD