

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

December 9, 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), and Member Ray Rutkowski (RR). Member Carol Wood (CW) was absent.

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 November 11, 2025, Meeting**– Member R. Rutkowski made the motion to approve the Minutes of the November 11, 2025, Meeting; motion seconded by Member J. Dunlap; motion approved by unanimous voice vote (4-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 at 3.81% as of 11/30/2025. Interest rates will continue to be reviewed monthly to secure the best interest rates possible for the IBCD. Total interest received YTD 2025 was \$44,079. Chairman Clem will review and possibly move more funds from TRUST IN to First Internet Bank CDs.
 - ii. Chairman Clem reported that the copy of IBCD's 2026 1782 Notice from DLGF has been approved, which completes the 2026 Budget Process.
 - iii. Chairman Clem reported on tank inspection seal repair by a contractor. The contractor could possibly seal where the customers' pipes come into the tank. There is difficulty doing this from the outside, so the vendor could possibly perform the work from the inside.
 - iv. Chairman Clem reported that follow up is needed regarding 811 and respective billing.
 - v. 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.
 - vi. Chairman Clem discussed some options and details for phone relay service applications with Google Voice and explained that he has created and tested a phone number account with the vendor. Chairman Clem's Google Voice number will be added to the 2026 annual letter and website.
 - vii. Attorney Barkes reported that the board compensation petition was completed on 11/24/2025. A draft of an updated Board Member Meeting Pay & Additional Compensation Policy will be presented for vote at the 1/8/2026 meeting.
 - viii. Capital Asset & Inventory policy updates were discussed. Maintenance asset valuation thresholds were discussed and will be followed up on at the next meeting.

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- ix. Member D. Doolin made the motion to approve Resolution 2025-02- Amending 2024-03- Customer Lien & Disconnect Policy. The motion was seconded by Member R. Rutkowski and approved by unanimous voice vote (4-Yes, 0-No). The resolution will be posted to the website.
 - x. Chairman Clem will review and update a billing update letter draft regarding testing results and or rate increases regarding Chesterton Utilities rates to Duneland School Corporation regarding Brummitt School. The letter will be mailed in January when the new rates from Chesterton Utility are adjusted.
 - xi. Member D. Doolin made the motion to approve Resolution 2025-03: Authorizing Audit Costs to be Paid out of Rainy-Day Fund. The motion was seconded by Member G. Clem and was approved by unanimous voice vote (4-Yes, 0-No).
 - xii. Chairman Clem and Board Member Wood will work on updating a back-up procedure for IBCD data and will present the procedure at a future meeting.
 - xiii. Chairman Clem reviewed Google Workspace vs. Microsoft 365 and stated IBCD will continue to use Microsoft 365 for certain tasks.
 - xiv. Schedule 2026 Internal Controls Meeting:
- b. Board Member Report- Chairman George Clem on behalf of Member C. Wood:
- i. **Website Updates-** The new in.gov website continues to be reviewed. Member Wood has a listing of updates which will be reviewed and processed. Chairman Clem encouraged Board Members to review the FAQ page and to provide their feedback. A broader review of website content will be forthcoming.
 - ii. **Calendar Updates** – Member Wood has completed several calendar updates for the 2026 meeting events.
 - iii. **Email Migration-** Member Wood submitted a request to IOT regarding information on switching to Gmail/Googleworks.
- c. Financial Statements/Financial Clerk Reports- reviewed by Clerk K. Holmgren.
- i. There has been \$53,800 collected in resident sewer fees for 2025.
 - ii. There was \$277.00 in outstanding sewer fees for 2025 quarter 3 delinquent residents. This was amongst 6 residents.
 - iii. The November 2025 financial reports were reviewed.
 - iv. The annual letter and bill format for 2026 were presented. Member J. Dunlap made the motion to approve the 2026 annual letter & billing drafts. The motion was seconded by Member D. Doolin and was approved by unanimous voice vote (4-Yes,0-No).
- 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 projects. Barks will report back when the information is available.

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- 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 reported that no letters of interest for the upcoming expiring term of Board Member Rutkowski were received. Member R. Rutkowski will be sworn in for another term at the February Annual 2026 Meeting.
 - e. Service Manager Report-Presented by Chairman G. Clem
 - i. Project List: Chairman Clem reported that there have not been any updates from MCO.
 - 1. Chairman Clem reported that a contractor is needed to do small work on manholes on Brummitt and Indian Boundary Road.
 - 2. 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 and will be followed up on.
 - 3. 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.
 - 4. 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.
 - 5. Chairman Clem is waiting for information regarding rebuilding the actual pump lines for the Indian Boundary Lift Station.
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 J. Dunlap made the motion to approve the claims as sent electronically by the Clerk. The motion was seconded by Member R. Rutkowski and was approved by unanimous voice vote (4-Yes, 0-No).
6. Comments from the Public - no public present.
7. Adjournment- Member R. Rutkowski made the motion to adjourn the meeting at 8:03 PM. The motion was seconded by Member J. Dunlap and was approved by unanimous voice vote (4-Yes, 0-No).

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Signed this 8th day of January 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](#)



**Indian Boundary Conservancy District
December Monthly Report
For Meeting on January 8, 2026
Submitted By: Nathan Howell**

- On December 30, 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 101490984.

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 – 12.5/12.5		Pump 2 – 10.3/10.5	
L ₁	27.2	L ₁	28.2				
L ₂	27.2	L ₂	28.4	FLA =	14.0	FLA =	14.0
L ₃	29.0	L ₃	30.6	Panel Amp Meter –10.0		Panel Amp Meter –6.0	
GPM	172	GPM	170				
FLA =	30	FLA =	29				
Panel Amp Meter –28		Panel Amp Meter – 28					

1284 Brummitt L.S. - 11.2
1501 Indian Boundary - 10.7
1505 Indian Boundary - 11.7

1780 Indian Boundary - 11.6
1800 Indian Boundary - 18.7
1475 Indian Boundary - 13.0

- 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.
- The significant rain event on December 28, 2025, caused Indian Boundary Road Lift Station, Graham Lift Station and 1501 Indian Boundary Road to go into high level alarm for many hours.
- The strobe on the Indian Boundary Road Lift Station was not working. The spare we had did not work either. Took it to the shop and got it working and installed it on December 31, 2025.
- 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	1,694,842	70:21:46	94:54:46	High WW 12/28
Graham Drive	769,869	75:00:13	57:04:03	High WW 12/28
1284 Brummitt		4:15:07		
1501 Indian Boundary		7:13:55		High WW 12/28
1505 Indian Boundary		3:11:50		
1780 Indian Boundary		1:20:40		
1800 Indian Boundary		1:20:40		
1475 Indian Boundary		7:37:11		

INDIAN BOUNDARY CONSERVANCY DISTRICT
MONTHLY TREASURER REPORT

		2025	December
General Fund			
GF Horizon Bank	Beginning Balance	\$	483,779.78
GF TrustIndiana	Receipts	\$	85,223.58
GF HB Money Market	Disbursement	\$	64,169.01
GF MM TrustIndiana	Ending Balance	\$	471,316.70
GF Investment			
Cumulative Improvement			
CIF Horizon Bank	Beginning Balance	\$	373,386.33
CIF TrustIndiana	Receipts	\$	13,669.74
CIF First Internet Bank	Disbursement	\$	-
CIF Investment	Ending Balance	\$	387,056.07
Rainy Day			
RDF Horizon Bank	Beginning Balance	\$	231,492.18
RDF TrustIndiana	Receipts	\$	745.24
RDF Investment	Disbursement	\$	-
	Ending Balance	\$	232,237.42
Sewer Operating			
SUF TrustIndiana	Beginning Balance	\$	164,854.96
SUF Horizon Bank	Receipts	\$	2,187.60
SUF Investment	Disbursement	\$	3,027.32
	Ending Balance	\$	164,015.24
CD Investments			
Form 350		\$	-
Total in all Accounts			
		\$	1,254,625.43

I hereby certify that this report is true and correct.	Financial Clerk
	Chairman

ACCOUNTS PAYABLE VOUCHER REGISTER
Indian Boundary Conservancy District

For Period

11/11/25

to

12/9/25

DATE FILED	CLAIM NUMBER	NAME OF CLAIMANT	FUND	VOUCHER	ALLOWED	CHECK NUMBER	MEMORANDUM
12/9/2025		KATHERINE HOLMGREN	SUF	\$ 893.13	\$ 893.13	1452	2025 NOVEMBER PAYROLL
12/9/2025		NIPSCO	SUF	\$ 341.00	\$ 341.00	1453	POWER - 1845 INDIAN BOUNDARY LIFT #400296 & GRAHAM W/O ARCHITECT LIFT #401174
12/9/2025		MCO	SUF	\$ 733.50	\$ 733.50	1454	2025 SEPTEMBER MONTHLY SERVICES: INV32261
12/9/2025		U.S. TREASURY	SUF	\$ 447.53	\$ 447.53	1455	2025 Q4 FEDERAL 941 PAYROLL TAXES - SEWER FUND PORTION
12/9/2025		INDIANA DEPARTMENT OF REVENUE	SUF	\$ 12.16	\$ 12.16	ACH	2025 NOVEMBER STATE & LOCAL PAYROLL TAXES - SEWER FUND PORTION
12/9/2025		D&M EXCAVATING, INC.	SUF	\$ 600.00	\$ 600.00	1456	LOCATES: A29026, A20937
				\$ 3,027.32	\$ 3,027.32		TOTAL SUF FUND
12/9/2025		GEORGE CLEM	GEN	\$ 710.80	\$ 710.80	1330	ADDITIONAL COMPENSATION CLAIM # 25-11
12/9/2025		GEORGE CLEM	GEN	\$ 1,575.12	\$ 1,575.12	1331	2024 DEC - 2025 NOVEMBER BOARD MEETING PAY
12/9/2025		JONATHAN DUNLAP	GEN	\$ 1,444.04	\$ 1,444.04	1332	2024 DEC - 2025 NOVEMBER BOARD MEETING PAY
12/9/2025		CAROL WOOD	GEN	\$ 1,554.88	\$ 1,554.88	1333	2024 DEC - 2025 NOVEMBER BOARD MEETING PAY
12/9/2025		RAYMOND RUTKOWSKI	GEN	\$ 1,445.19	\$ 1,445.19	1334	2024 DEC - 2025 NOVEMBER BOARD MEETING PAY
12/9/2025		DANIEL DOOLIN	GEN	\$ 1,554.88	\$ 1,554.88	1335	2024 DEC - 2025 NOVEMBER BOARD MEETING PAY
12/9/2025		U.S. TREASURY	GEN	\$ 1,698.30	\$ 1,698.30	1336	2025 Q4 FEDERAL 941 PAYROLL TAXES - GENERAL FUND PORTION
12/9/2025		CHESTERTON UTILITY	GEN	\$ 6,602.95	\$ 6,602.95	1337	TREATMENT: 10/31/2025 - 11/26/2025
12/9/2025		INDIANA DEPARTMENT OF REVENUE	GEN	\$ 303.65	\$ 303.65	ACH	2025 NOVEMBER STATE & LOCAL PAYROLL TAXES - GENERAL FUND PORTION
12/5/2025		D&M EXCAVATING, INC.	GEN	\$ 16,980.00	\$ 16,980.00	1338	#T 25 8772: TANK PUMPNG & CLEANING; VIDEO/VISUAL INSPECTIONS
11/30/2025		IONOS	GEN	\$ 14.42	\$ 14.42	DC	WEB HOSTING : 11/25/2025 - 12/24/2025 ; #202058745030
11/30/2025		HORIZON BANK	GEN	\$ 50.77	\$ 50.77	ACH	POSITIVE PAY SERVICE- NOVEMBER 2025 - VIA AGREEMENT
				\$33,935.00	\$33,935.00		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.

12/9/2025
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 ____ pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of

\$ 36,962.32

Dated this 9th Day of December 2025

SIGNATURES OF GOVERNING BOARD