

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

January 8, 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), and Member Carol Wood.

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 December 9, 2025, Meeting**– Member R. Rutkowski made the motion to approve the Minutes of the December 9, 2025, Meeting; motion seconded by Member G. Clem; 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 an interest rate at 3.67% as of 12/31/2025. Interest rates will continue to be reviewed monthly to secure the best interest rates possible for the IBCD. Total interest received YTD 2025 was \$47,206. Chairman Clem moved \$300,000 from Trust IN to First Internet Bank CDs, which have a rate of 4.11% until September 2026.
 - ii. Chairman Clem reported that he has prepared 2026 spreadsheets for use.
 - iii. Member D. Doolin made the motion to approve Resolution 2026-01: Transfer of 2025 General Fund Surplus to Rainy Day Fund. The motion was seconded by Member J. Dunlap and was approved by unanimous voice vote (5-Yes, 0-No).
 - iv. Chairman Clem will begin the AFR (Annual Financial Report) process on Gateway.
 - v. Chairman Clem reported that follow up is needed regarding 811 and respective billing.
 - vi. Chairman Clem discussed Google Voice phone and messaging service options and details.
 - vii. Member C. Wood made the motion to approve the Updated IBCD Board Member Board Meeting Pay & Additional Compensation Policy. The motion was seconded by Member R. Rutkowski and was approved by unanimous voice vote (5-Yes, 0-No).
 - viii. Member J. Dunlap made the motion to approve the Capital Assets/Inventory Policy. The motion was seconded by Member D. Doolin and was approved by unanimous voice vote (5-Yes, 0-No).
 - ix. Chairman Clem has updated a draft of IBCD data back up procedures, which will be presented at the February meeting.
 - x. The 2026 Internal Controls meeting will take place around the 3rd week of February.

- b. Board Member Report- Member C. Wood:

January 8, 2026

- i. **Website Updates-** Member Wood and Clerk Holmgren have completed several updates to the website, including content updates on the Pay My Bill page, FAQ page, and News pages.
 - ii. **Google Software Discussion-** Member Wood has received information regarding possible Google Software pricing for IBCD. Discussion continues regarding Google versus Microsoft software comparisons for processes.
- c. Financial Statements/Financial Clerk Reports- reviewed by Clerk K. Holmgren.
- i. There was \$55,043 collected in resident sewer fees for 2025.
 - ii. There was \$399.00 in outstanding sewer fees for 2025 quarter 4 and quarter 3&4 combination delinquent residents. This was amongst 6 residents. There are two residents approaching the threshold of no payments received in 6 months or greater, on 1/11/26 and 1/24/26. Member J. Dunlap made the motion to approve sending these two residents notices of disconnect on 1/12/26 and 1/25/26, respectively. The motion was seconded by Member D. Doolin and was approved by unanimous voice vote (5-Yes, 0-No).
 - iii. The December 2025 financial reports and comparative 2025 January – 2025 December financial reports were reviewed.
 - iv. The annual letter and bill format for 2026 have been received well. Residents and staff are happy with the updates. Over twice the revenue, compared to last year at this time, has been received thus far for 2026 sewer fees. The board thanked Clerk Holmgren and board members involved with the billing process for their work.
- d. Legal Report- 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.
 - ii. Attorney Barkes reported that he has no current updates regarding information from his contact at the Porter County Highway Department regarding proposed projects. Barkes 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.
 - iv. Attorney Barkes reported that 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-
 - 1. Chairman Clem reported that a step station light was recently not working and is now functioning.
 - 2. Chairmen Clem reported that a manhole was opened and reinspection may be needed and treatment options explored.
 - 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 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.

5. 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.
 6. 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.
 7. 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 C. Wood 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 (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 7:50 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 February 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
January Monthly Report
For Meeting on February 12, 2026
Submitted By: Nathan Howell**

- On January 30, 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 – 12.4/12.3		Pump 2 – 10.9/108	
L ₁	29.0	L ₁	28.5				
L ₂	26.5	L ₂	28.0	FLA =	14.0	FLA =	14.0
L ₃	29.2	L ₃	30.0	Panel Amp Meter	-10.0	Panel Amp Meter	-9.0
GPM	175	GPM	165				
FLA =	30	FLA =	29				
Panel Amp Meter	-28	Panel Amp Meter	- 28				

1284 Brummitt L.S.	- 11.2	1780 Indian Boundary	- 11.2
1501 Indian Boundary	- 10.7	1800 Indian Boundary	- 18.2
1505 Indian Boundary	- 11.4	1475 Indian Boundary	- 16.5

- 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 heater at the Indian Boundary Road Lift Station burned through the wire. Superior Pumping installed a used heater they had at no cost to the District.
- 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	1,407,705	69:27:46	68:32:28	
Graham Drive	669,153	65:31:21	49:17:06	
1284 Brummitt		3:28:29		
1501 Indian Boundary		1:35:53		
1505 Indian Boundary		2:54:47		
1780 Indian Boundary		2:20:48		
1800 Indian Boundary		54:47		
1475 Indian Boundary		2:42:11		

INDIAN BOUNDARY CONSERVANCY DISTRICT
MONTHLY TREASURER'S REPORT
January 2026

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	\$471,316.70
Total Receipts	\$1,363.55
Total Disbursements	\$31,963.26
Ending Balance	\$440,716.99

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	\$387,056.07
Total Receipts	\$1,202.18
Total Disbursements	\$0.00
Ending Balance	\$388,258.25

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	\$232,237.42
Total Receipts	\$20,729.40
Total Disbursements	\$0.00
Ending Balance	\$252,966.82

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	\$164,015.24
Total Receipts	\$22,381.36
Total Disbursements	\$5,020.32
Ending Balance	\$181,376.28

TOTAL FUNDS ON DEPOSIT

Description	Amount
Total of All Accounts	\$1,263,318.34

CERTIFICATES OF DEPOSIT (CD) INVESTMENTS

Institution	Description	Amount	Maturity
First Internet Bank	Form 350 Certificates of Deposit (GF, CIF, RDF, SUF)	\$402,971.43	September 2026

The CD total of \$402,971.43 is included in the Total Funds on Deposit shown above.

ACCOUNTS PAYABLE VOUCHER REGISTER
Indian Boundary Conservancy District

For Period 12/9/25 to 1/8/26

DATE FILED	CLAIM NUMBER	NAME OF CLAIMANT	FUND	VOUCHER	ALLOWED	CHECK NUMBER	MEMORANDUM
1/8/2026		KATHERINE HOLMGREN	SUF	\$ 866.78	\$ 866.78	1457	2025 DECEMBER PAYROLL
1/8/2026		NIPSCO	SUF	\$ 341.00	\$ 341.00	1458	POWER - 1845 INDIAN BOUNDARY LIFT -#400298 & GRAHAM W/O ARCHITECT LIFT #401167
1/8/2026		D&M EXCAVATING, INC.	SUF	\$ 1,050.00	\$ 1,050.00	1459	LOCATES: A28434, A28830, A29237, A29342
1/8/2026		BOYCE	SUF	\$ 408.90	\$ 408.90	1460	#INV124143: (2) RECEIPT BOOKS
1/8/2026		OMNISITE	SUF	\$ 2,320.00	\$ 2,320.00	1461	#104049: 1 YEAR WIFELESS SERVICE/24 HR. REPORTING FOR LIFT STATIONS
1/8/2026		INDIANA DEPARTMENT OF REVENUE	SUF	\$ 33.64	\$ 33.64	ACH	2025 DECEMBER STATE & LOCAL PAYROLL TAXES - SEWER FUND PORTION
				\$ 5,020.32	\$ 5,020.32		TOTAL SUF FUND
1/8/2026		GEORGE CLEM	GEN	\$ 782.32	\$ 782.32	1340	ADDITIONAL COMPENSATION CLAIM - 2025 DECEMBER
1/8/2026		CHESTERTON UTILITY	GEN	\$ 9,918.16	\$ 9,918.16	1341	TREATMENT: 11/26/2025 - 12/30/2025
1/8/2026		IONOS	GEN	\$ 14.42	\$ 14.42	DC	WEB HOSTING : 12/25/2025 - 1/24/2026: #202059337275
12/29/2025		USPS	GEN	\$ 50.70	\$ 50.70	DC	POSTAGE
12/26/2025		USPS	GEN	\$ 241.80	\$ 241.80	DC	STAMPS - 2026 ANNUAL RESIDENT LETTER & PAYMENT COUPONS & REGULAR POSTAGE ON-HAND
12/31/2025		HORIZON BANK	GEN	50.00	50.00	ACH	POSITIVE PAY SERVICE - VIA AGREEMENT
12/31/2025		THE CINCINNATI INSURANCE COMPANY	GEN	300.00	300.00	DC	#2000821794: PUBLIC EMPLOYEE BOND RENEWAL: 12/31/25 - 12/31/26
1/8/2026		KATHERINE HOLMGREN	GEN	893.45	893.45	1342	2025 CLOSING/2026 OPENING EXTRA DUTIES PAY
12/29/2025		COLUMN	GEN	101.66	101.66	DC	2026 ANNUAL MEETING LEGAL NOTICE: #97E2FFC5-0006
1/8/2026		NORTON	GEN	85.58	85.58	DC	NORTON ANTIVIRUS SOFTWARE RENEWAL
12/12/2025		BLACHLY, TABOR, BOZIK & HARTMAN, LLC	GEN	16,860.00	16,860.00	1339	#127: LEGAL SERVICES 12/03/2024 - 11/30/2025
1/8/2026		INDIANA DEPARTMENT OF REVENUE	GEN	65.03	65.03	ACH	2025 DECEMBER STATE & LOCAL PAYROLL TAXES - GENERAL FUND PORTION
12/14/2025		AMAZON.COM	GEN	144.28	144.28	DC	#111-7480452-3943456 & #111-1685067-6822642: ENVELOPES & LABELS FOR 2026 ANNUAL BILLING & LETTERS
				\$29,507.40	\$29,507.40		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.

Date 1/8/2026 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 19 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of **\$ 34,527.72**

Date this 8TH Day of January 2026

SIGNATURES OF GOVERNING BOARD