

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

**March 11, 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

Financial Clerk: Katie Holmgren (KH)

1. **Approval of the Minutes of the February 11, 2025, Meeting and of the Minutes of the February 11, 2025 Annual 2025 Meeting**– Member C. Wood made the motion to approve the minutes of the January 21, 2025 meeting, motion seconded by Member J. Dunlap; 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 4.32% as of 2/28/2025. Interest rates will continue to be reviewed monthly to secure the best interest rates possible for the IBCD. Total interest received YTD 2025 was \$7,700.
    - ii. Chairman Clem has met with DLZ regarding obtaining updated costs for engineering for an emergency pump system at Indian Boundary Road. The expected cost is now close to \$60,000. This would require a competitive RFP. Chairman Clem will report back on the process at the next meeting.
    - iii. The annual internal controls meeting will be on 3/18/2025 at 7PM via executive session.
    - iv. Chairman Clem discussed some options for phone relay service applications. Chairman Clem will report back with more information.
    - v. Chairman Clem reported the AFR was submitted and reviewed.
    - vi. Chairman Clem continues to work on the preparation of proposal for cleaning and camera work of sewer lines.
  - b. Board Member Report- Carol Wood
    - i. **IOT(Indiana Office of Technology) & Tyler Tech. Updates**- Member Wood reported that she and Clerk Holmgren attended a meeting with Tyler Tech regarding a service called Prompt Pay. Next, Member Wood reported on the new website creation updates. A draft of the website will be presented to the Board at the 4/8/2025 meeting.
    - ii. **Capital Assets**- Member Wood and Clerk Holmgren will work on updating IBCD's capital asset and or inventory process/policy.
    - iii. **Back up Processes** – no updates.
  - c. Financial Statements/Financial Clerk Reports- reviewed by Clerk K. Holmgren.

- i. The website is up to date.
- ii. There has been \$33,000 collected in resident sewer fees for 2025.
- iii. There was \$371.50 in outstanding delinquent fees, plus penalties, at the end of Q4 2024. This was amongst 5 residents. Three residents remained delinquent greater than 6 months. Member J. Dunlap made the motion to approve sending the residents greater than 6 months delinquent letters of disconnect, motion seconded by Member D. Doolin; motion approved by unanimous voice vote (5-Yes, 0-No).
- iv. The February 2025 financial reports were reviewed.

d. Legal Report- 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.
- 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.

e. Service Manager Report-Presented by Chairman G. Clem

- i. Project List:
  - 1. Chairman Clem has contacted D&M regarding excavation needed on 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.
  - 3. Chairman Clem has contacted MCO to do manhole inspections.
  - 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.
  - 6. 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

March 11, 2025

5. Claims- reviewed by Clerk K. Holmgren. Member D. Doolin made the motion to approve the claims as sent electronically by the Clerk, motion seconded by Member R. Rutkowski; 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 7:57 PM, motion seconded by Member C. Wood; motion approved by unanimous voice vote (5-Yes, 0-No).

Signed this 8th day of April 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**  
**March Monthly Report for Meeting on April 8, 2025**  
**Submitted By: Nathan Howell**

- On March 31, 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 88,867,328.

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 – 12.2/12.4		Pump 2 – 10.5/10.5	
L <sub>1</sub>	28.0	L <sub>1</sub>	29.5				
L <sub>2</sub>	28.7	L <sub>2</sub>	27.8	FLA =	14.0	FLA =	14.0
L <sub>3</sub>	29.2	L <sub>3</sub>	28.7	Panel Amp Meter –8.0		Panel Amp Meter –8.0	
GPM	170	GPM	186				
FLA =	30	FLA =	28				
Panel Amp Meter –28		Panel Amp Meter – 28					

1284 Brummitt L.S. - 10.6

1501 Indian Boundary - 11.0

1505 Indian Boundary - 11.8

1780 Indian Boundary - 12.8

1800 Indian Boundary - 18.5

1475 Indian Boundary - 17.5

- The pumps at 1475 & 1800 Indian Boundary Road are drawing higher current. We checked voltage when the pumps were running and when they were off. We did not see much voltage drop when they ran. We also checked the amperage at the 1800 Station after the junction box to see if possibly the connections were not good at the splice. We did not see any difference. We will continue to monitor this. We may need to try a different pump. This visit showed that the amps have increased. We will try to schedule a site visit to place pressure gauges on the two stations.
- Superior Pumping Services was on site to install the new lift station pump at the Indian Boundary Road Lift Station. We requested them to provide an estimate to rebuild the existing pump. The existing pump is old but may be able to be rebuilt.
- On March 15, 2025, there was a power outage at the Indian Boundary Road Lift Station. It occurred around 2:30 a.m. We checked the situation at about 6:30 a.m. and found the manhole near the lift station beginning to seep out of the lid. We continued to monitor it as it gradually increased in flow. NIPSCO was in the area, so we waited for them to restore power. It appeared the outage was isolated to a small area around the station. They restored power around 7:50 a.m. and the flow from the manhole stopped at 8:00 a.m. We sent an incident report to IDEM. It should be noted that the flow during this event seemed to be higher than normal due to wet weather. There are sources of clear water entering the system during rain events.
- The Omnisite flows, based on run times, are inaccurate. It is about ½ 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	2,279,450	97:33:47	92:08:07	3/15 Power outage
Graham Drive	1,112,837	110:23:28	80:36:19	
1284 Brummitt		5:14:32		
1501 Indian Boundary		4:50:49		
1505 Indian Boundary		8:28:13		
1780 Indian Boundary		5:12:28		
1800 Indian Boundary		1:13:35		
1475 Indian Boundary		25:17		

INDIAN BOUNDARY CONSERVANCY DISTRICT  
MONTHLY TREASURER REPORT

		2025	March
<b>General Fund</b>			
GF Horizon Bank	Beginning Balance	\$	422,283.46
GF TrustIndiana	Receipts	\$	1,477.98
GF HB Money Market	Disbursement	\$	9,268.89
GF MM TrustIndiana	Ending Balance	\$	414,492.55
<b>Cumulative Improvement</b>			
	Beginning Balance	\$	342,589.41
CIF Horizon Bank	Receipts	\$	1,201.48
CIF TrustIndiana	Disbursement	\$	-
	Ending Balance	\$	343,790.89
<b>Rainy Day</b>			
	Beginning Balance	\$	224,357.41
RDF Horizon Bank	Receipts	\$	799.66
RDF TrustIndiana	Disbursement	\$	-
	Ending Balance	\$	225,157.07
<b>Sewer Operating</b>			
	Beginning Balance	\$	174,106.79
SUF Horizon Bank	Receipts	\$	9,953.13
SUF TrustIndiana	Disbursement	\$	1,887.55
	Ending Balance	\$	182,172.37
<b>CD Investments</b>			
Form 350		\$	-
<b>Total in all Accounts</b>		<b>\$</b>	<b>1,165,612.88</b>

**I hereby certify that  
this report is true and  
correct.**

Financial Clerk

Chairman



ACCOUNTS PAYABLE VOUCHER REGISTER  
Indian Boundary Conservancy District

For Period 2/11/25 to 3/11/25

DATE FILED	CLAIM NUMBER	NAME OF CLAIMANT	FUND	VOUCHER	ALLOWED	CHECK NUMBER	MEMORANDUM
3/11/2025		KATHERINE HOLMGREN	SUF	\$ 864.05	\$ 864.05	1402	2025 FEBRUARY PAYROLL
3/11/2025		NIPSCO	SUF	\$ 395.00	\$ 395.00	1403	POWER - 1845 INDIAN BOUNDARY LIFT -#401281 & GRAHAM W/O ARCHITECT LIFT #401966
3/11/2025		INDIANA DEPARTMENT OF REVENUE	SUF	\$ 36.37	\$ 36.37	ACH	2025 JANUARY STATE & LOCAL PAYROLL TAXES - SEWER FUND PORTION
3/11/2025		U.S. TREASURY	SUF	\$ 592.13	\$ 592.13	1404	2025 Q1 FEDERAL 941 PAYROLL TAXES - SEWER FUND PORTION
				\$ 1,887.55	\$ 1,887.55	TOTAL SUF FUND	

3/11/2025		GEORGE CLEM	GEN	\$ 708.96	\$ 708.96	1298	ADDITIONAL COMPENSATION CLAIM # 25-03
3/11/2025		LEE ENTERPRISES, INC.	GEN	\$ 27.55	\$ 27.55	1299	#500052518: 2025 ANNUAL MEETING LEGAL NOTICE
3/11/2025		CHESTERTON UTILITY	GEN	\$ 6,780.24	\$ 6,780.24	1300	TREATMENT: 1/31/2025 - 2/28/2025
3/11/2025		BROSS SELF STORAGE	GEN	\$ 1,140.00	\$ 1,140.00	1301	#2060: STORAGE UNIT RENTAL: 3/1/2025 - 2/28/2026
3/11/2025		U.S. TREASURY	GEN	\$ 367.20	\$ 367.20	1302	2025 Q1 FEDERAL 941 PAYROLL TAXES - GENERAL FUND PORTION
3/11/2025		INDIANA DEPARTMENT OF REVENUE	GEN	\$ 29.84	\$ 29.84	ACH	2025 JANUARY STATE & LOCAL PAYROLL TAXES - GENERAL FUND PORTION
3/11/2025		IONOS	GEN	\$ 12.50	\$ 12.50	DC	WEB HOSTING : 2/25/2025 - 3/25/2025: #202054045984
		HORIZON BANK	GEN	50.42	50.42	ACH	POSITIVE PAY SERVICE - VIA AGREEMENT
				\$9,116.71	\$9,116.71	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.

3/11/2025  
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.

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 12 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$ 11,004.26

Date this 11 Day of March 2025

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SIGNATURES OF GOVERNING BOARD