

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

September 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), Member Carol Wood (CW), and Member Ray Rutkowski (RR). Vice Chairman Jon Dunlap (JD) attended remotely via telephone.

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 7:04 PM after the conclusion of the 9/9/2025 Special Meeting.

1. **Approval of the Minutes of the August 12, 2025, Meeting**– Member R. Rutkowski made the motion to approve the minutes of the August 12, 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 4.32% as of 8/31/2025. Interest rates will continue to be reviewed monthly to secure the best interest rates possible for the IBCD. Total interest received YTD 2025 was \$32,000. Chairman Clem, acting in his role of Chief Financial Officer, started the process to open CD accounts at First Internet Bank (Carmel, IN). The CDs will be 12M or less in term and will help maintain interest revenue.
 - ii. Chairman Clem reported that he had received communication from Chesterton Utilities Superintendent, D. Ryan, regarding a projected approximate 4% increase in rates. Chairman Clem has adjusted IBCD's budget to reflect this.
 - iii. Chairman Clem reported that R&R Visual has finished their inspection. D&M has started tank pumping.
 - iv. Chairman Clem reported that we now have four spare float switches on hand for the Indian Boundary Lift Station.
 - 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. Chairman Clem will report back with more information, as well as confirmation regarding services that possess inbound and outbound calling via the same line.
 - vii. Chairman Clem reported that the updated agreement for the financial clerk and petition for updated board member meeting and additional compensation pay is in progress. Attorney

Barkes reported that the board compensation petition has been filed and will provide follow-up when available.

- b. Board Member Report- Carol 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.
 - ii. **Email Migration-** No updates.
 - iii. **Capital Assets-** Member Wood and Clerk Holmgren will work on updating IBCD's capital assets and or inventory process/policy. No updates.
 - iv. **Back up Processes** – No updates.
- c. Financial Statements/Financial Clerk Reports- reviewed by Clerk K. Holmgren.
 - i. There has been \$51,600 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 August 2025 financial reports were reviewed.
- 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.
 - ii. Attorney Barkes reported that he has 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 surcharge processes in reference to ordinance and rate study requirements. A notice will be provided for distribution when necessary to affected customers (Duneland School Corporation).
- e. Service Manager Report-Presented by Chairman G. Clem
 - i. Project List:
 - 1. Chairman Clem reported that there are no updates regarding excavation on Arbor and Violet.
 - 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.
 - 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 C. Wood 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 7:44 PM, motion seconded by Member G. Clem; motion approved by unanimous voice vote (5-Yes, 0-No).

September 9, 2025

Signed this 14th day of October 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](#)

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No members of the public were present.

Attorney: IBCD Attorney Colby Barkes was present.

Financial Clerk: Katie Holmgren (KH)

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

1. The 2026 Budget & Levy notice was displayed and reviewed.
2. Chairman G. Clem opened the public hearing and public comment portion at 7:02 PM. No public were present, and no one spoke for or against the 2026 budget and tax levy. Member D. Doolin made the motion to close the public comment portion and public hearing at 7:03 PM, motion seconded by Member C. Wood; motion approved by unanimous voice vote (5-Yes, 0-No).

Signed this 14th day of October 2025 by:

CHAIRMAN- GEORGE CLEM

VICE CHAIRMAN- JON DUNLAP

RAYMOND RUTKOWSKI

DANIEL DOOLIN

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**Indian Boundary Conservancy District
September Monthly Report
For Meeting on October 14, 2025
Submitted By: Nathan Howell**

- 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 97369160.

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	28.2	L ₁	28.0				
L ₂	27.3	L ₂	27.6	FLA =	14.0	FLA =	14.0
L ₃	28.5	L ₃	28.7	Panel Amp Meter –6.0		Panel Amp Meter –6.0	
GPM	178	GPM	175				
FLA =	30	FLA =	29				
Panel Amp Meter –28		Panel Amp Meter – 28					

1284 Brummitt L.S. - 11.4
1501 Indian Boundary - 10.7
1505 Indian Boundary - 11.1

1780 Indian Boundary - 12.6
1800 Indian Boundary - 17.5
1475 Indian Boundary - 13.3

- The pumps at 1475 & 1800 Indian Boundary Road are drawing higher current.
- We will have the site box installed at the Graham Drive Station within a month.
- The Graham Drive Lift Station high alarm light was not working. We replaced the bulb and siliconed the shade to the socket.
- 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	1,328,115	55:00:51	64:39:41	
Graham Drive	467,495	45:10:41	34:59:58	
1284 Brummitt		5:00:07		
1501 Indian Boundary		24:23		
1505 Indian Boundary		2:28:29		
1780 Indian Boundary		2:00:22		
1800 Indian Boundary		50:39		
1475 Indian Boundary		3:40:38		

INDIAN BOUNDARY CONSERVANCY DISTRICT
MONTHLY TREASURER REPORT

		2025	September
General Fund			
GF Horizon Bank	Beginning Balance	\$	483,779.78
GF TrustIndiana	Receipts	\$	1,552.14
GF HB Money Market	Disbursement	\$	21,416.17
GF MM TrustIndiana	Ending Balance	\$	463,915.75
Cumulative Improvement			
	Beginning Balance	\$	369,649.31
CIF Horizon Bank	Receipts	\$	1,272.06
CIF TrustIndiana	Disbursement	\$	-
	Ending Balance	\$	370,921.37
Rainy Day			
	Beginning Balance	\$	229,175.64
RDF Horizon Bank	Receipts	\$	791.64
RDF TrustIndiana	Disbursement	\$	-
	Ending Balance	\$	229,967.28
Sewer Operating			
	Beginning Balance	\$	180,545.10
SUF Horizon Bank	Receipts	\$	827.87
SUF TrustIndiana	Disbursement	\$	5,227.15
	Ending Balance	\$	176,145.82
CD Investments			
Form 350		\$	-
Total in all Accounts		\$	1,240,950.22

I hereby certify that this report is true and correct.	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%; border-bottom: 1px solid black;">Financial Clerk</td> </tr> <tr> <td style="border-bottom: 1px solid black;">Chairman</td> </tr> </table>	Financial Clerk	Chairman
Financial Clerk			
Chairman			

ACCOUNTS PAYABLE VOUCHER REGISTER
Indian Boundary Conservancy District

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

DATE FILED	CLAIM NUMBER	NAME OF CLAIMANT	FUND	VOUCHER	ALLOWED	CHECK NUMBER	MEMORANDUM
9/9/2025		KATHERINE HOLMGREN	SUF	\$ 864.05	\$ 864.05	1434	2025 AUGUST PAYROLL
9/9/2025		NIPSCO	SUF	\$ 341.00	\$ 341.00	1435	POWER - 1845 INDIAN BOUNDARY LIFT -#400146 & GRAHAM W/O ARCHITECT LIFT #401011
9/9/2025		MCO	SUF	\$ 820.20	\$ 820.20	1436	INV31978: 2025 JUNE MONTHLY SERVICES
9/9/2025		U.S. TREASURY	SUF	\$ 447.53	\$ 447.53	1437	2025 Q3 FEDERAL 941 PAYROLL TAXES - SEWER FUND PORTION
9/9/2025		SUPERIOR PUMPING SERVICES, LLC	SUF	\$ 2,418.00	\$ 2,418.00	1438	#4080: 7/31/25 LIFT STATION REPAIRS & SIZE 2 MOTOR STARTER & OVERLOAD BLOCK
9/9/2025		INDIANA DEPARTMENT OF REVENUE	SUF	\$ 36.37	\$ 36.37	ACH	2025 AUGUST STATE & LOCAL PAYROLL TAXES - SEWER FUND PORTION
9/9/2025		D&M EXCAVATING, INC.	SUF	\$ 300.00	\$ 300.00	1439	LOCATES: #A28363, #A28544
				\$ 5,227.15	\$ 5,227.15	TOTAL SUF FUND	
9/9/2025		GEORGE CLEM	GEN	\$ 708.96	\$ 708.96	1319	ADDITIONAL COMPENSATION CLAIM # 25-08
9/9/2025		RAYMOND RUTKOWSKI	GEN	\$ 88.62	\$ 88.62	1320	ADDITIONAL COMPENSATION CLAIM # JULY 2025
9/9/2025		R&R VISUAL, INC.	GEN	\$ 11,910.36	\$ 11,910.36	1321	#9893: PIPELINE COMBO CLEANING @ 5.671.6 FT.: 7/28-25 - 7/31/25
9/9/2025		CHESTERTON UTILITY	GEN	\$ 8,158.41	\$ 8,158.41	1322	TREATMENT: 6/30/2025 - 7/31/2025
9/9/2025		U.S. TREASURY	GEN	\$ 413.10	\$ 413.10	1323	2025 Q3 FEDERAL 941 PAYROLL TAXES - GENEARL FUND PORTION
9/9/2025		INDIANA DEPARTMENT OF REVENUE	GEN	\$ 33.57	\$ 33.57	ACH	2025 JULY STATE & LOCAL PAYROLL TAXES - GENERAL FUND PORTION
8/12/2025		ELECTRICAL.COM	GEN	\$ 560.64	\$ 560.64	DC	T133545: CONERY FLOAT/LEVEL SWITCH & 1 YEAR EXTENDED WARRANTY
9/9/2025		IONOS	GEN	\$ 14.42	\$ 14.42	DC	WEB HOSTING : 8/25/2025 - 9/24/2025; #202057068582
8/31/2025		HORIZON BANK	GEN	\$ 50.63	\$ 50.63	ACH	POSITIVE PAY SERVICE- JUNE2025 - VIA AGREEMENT
				\$21,938.71	\$21,938.71	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.

9/9/2025
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.

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 16 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$ 27,165.86

Date this 9TH Day of September 2025

SIGNATURES OF GOVERNING BOARD