

ST. JOHN TOWNSHIP BOARD MEETING MINUTES

Tuesday, February 25, 2025; 5:30 P.M.

**St. John Township Community Center, 1515 W. Lincoln Highway, Schererville, IN 46375
Main Meeting Room**

Meeting was called to order at 5:33 p.m. by Chairman, Lisa Elder, and opened with the Pledge of Allegiance.

PRESENT:

BOARD MEMBERS

- Lisa Elder, Chairman
- Michael Quigley, Secretary
- Eric J. Stanich, Member

TRUSTEE

- Cathy J. Lareau

TOWNSHIP ATTORNEY

- Adam J. Sedia

LAKE HILLS VOLUNTEER FIRE DEPT.

- Steve Michalak, Fire Chief
- Tom Van Vleet, Deputy Chief
- Missy Michalak, Lake Hills Board President

CITIZEN INPUT

None

REPORTS

1. Fire Department Reports

a. Lake Hills Fire Department January 2025 Financial Reports, January 2025 Calls and EMS Reports

Chief Michalak went over the Calls Report first. He stated January was busy. The Mutual Aid with the Towns of St. John and Schererville is now displayed differently on the report. It is split showing whether it is Fire or EMS Call. Chief explained he will soon get more clarification on the EMS Report under the Billing Details. He stated that the write offs are Medicaid and Medicare. Discussion followed regarding the Medicaid and Medicare billing. Chief also explained the “Total outstanding accounts (Accounts Receivable)” is the amount that was written off which he thinks is a running total since the start of ALS. He will get clarification on this also. There was discussion about a change in the wording of the “Total outstanding accounts (Accounts Receivable)” for clarification. Stanich requested a breakdown of the \$305,492.78 under “Total outstanding accounts (Accounts Receivable)”. Michalak, Lake Hills Board President, referenced the newly submitted Chase Bank Checking December 2024 reconciled report that was not balanced when previously submitted at the January Board meeting. When previously submitted, there were duplicate transactions which made it not balance. Michalak stated First Financial Savings only does quarterly statements because interest is only accumulated every 3 months. She will be closing this savings account in March and the First Financial Checking account

will be closed in a month or two. There was a discussion about the Counter Withdrawal on the First Financial Checking report. Michalak briefly went over the January 2025 Chase Checking and Savings accounts reconciliation reports.

Elder accepted the Lake Hills Fire Department January 2025 Financial Reports, January 2025 Calls and EMS Reports as a matter of record.

Lareau asked for an update and timeline for Crowe LLP. Lake Hills Board President, Michalak, stated Crowe LLP is waiting for more documents and will possibly meet with the Lake Hills Board on Tuesday, March 4th, for a Zoom meeting. Crowe's recommendations will then be forwarded to Lareau and the Township Board will be able to review them at the March or April Board meeting. There were brief discussions regarding the recommendations already discussed with Crowe LLP and internal controls.

Attorney Sedia clarified the obligations of the Service Agreement between the Township and Lake Hills Volunteer Fire Department.

2. Trustee Report

Lareau gave an update on the sign installation. New conduit must be run and Lareau went through the steps needed to move forward with the new conduit. The Township has the permit, sign is ordered and an estimated time of 5 weeks for install was given. Lareau added she approved a boring sample for the cemetery and has not received an update. She then made known to the Board that the St. John Economic Development is having a public hearing February 26, 2025 and their invite was emailed to them. Lastly, Lareau gave a review of the ITA Conference in Indianapolis regarding the House bill wanting to get rid of Townships. She stated the Trustee of Winfield is the new ITA Regional Director and Lareau is now the ITA Coordinator for Lake County and explained possible future plans to talk with the Lieutenant Governor and other representatives regarding Township budgets. Attorney Sedia questioned the status of the bill to which Lareau answered it is unknown to her at this time.

3. Attorney Report

Attorney Sedia presented his nine- month Johnson and Bell Ltd. itemized charges for 2024 to the Board. He did not have his charges from his three-month job at Christensen Hsu Sipes LLP (CHS). There were no questions.

4. Board Reports

None

OLD BUSINESS

1. Approval of January 28, 2025 Board Meeting Minutes

Quigley made a motion to approve the January 28, 2025 Board Meeting minutes as submitted. Stanich seconded the motion.

Elder called for a vote. Motion carried 3-0.

NEW BUSINESS

1. Township Assistance Report January 2025

There were no questions.

Elder accepted the Township Assistance Report January 2025 as a matter of record.

2. Township Financial Report January 2025

Lareau pointed out the Fund Balance sheets for both banks equal each other. She then explained the Centier Bank reconciliation was initially off thirty cents. A check was written for thirty cents more than the bank had debited. This bank error was resolved.

Elder accepted the Township Financial Report January 2025 as a matter of record.

ANY AND ALL OTHER BUSINESS THAT MAY COME BEFORE THE TOWNSHIP BOARD

Lareau stated there was a house fire in St. John over the weekend. She explained that the Red Cross offered aid to the resident and the Township Assistance Director shared details regarding possible FEMA assistance.

- 1. The next scheduled meeting of the Township Board to be held Tuesday, March 25, 2025 at 5:00 p.m. in the Community Center Hall.**

ADJOURNMENT

Quigley made the motion to adjourn the meeting. Stanich seconded the motion.

Elder called for a vote. Motion carried 3-0.

Meeting was adjourned at 6:34 p.m

Lisa Elder, Chairman

Michael Quigley, Secretary

Eric J. Stanich, Member

Submitted and Attested by Cathy J. Lareau, Trustee