

ST. JOHN TOWNSHIP BOARD MEETING MINUTES

Tuesday, July 22, 2025; 6:00 P.M.

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

Meeting was called to order at 6:01 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
- Missy Michalak, Lake Hills Board President

REPORTS

1. Fire Department Reports

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

Lake Hills Board President, Missy Michalak, stated all is looking well with the finances. The First Financial Bank accounts will soon be closed. Lareau pointed out that all Fund Balance Sheets for each bank account for May and June all have the same dollar amount for each month as should be. Chief Michalak then briefly went over the May and June 2025 Calls and EMS Reports. He added he currently has three probationary firefighters in the academy.

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

b. Dyer Fire Department 2025 2nd Quarter Report

There were no questions.

c. Schererville Fire Department 2025 2nd Quarter Report

There were no questions.

d. St. John Fire Department 2025 2nd Quarter Report

Lareau stated the St. John Fire Department's April report was the only quarterly report submitted due to software issues. There were no questions.

Elder accepted the Dyer and Schererville Fire Departments 2025 2nd Quarter Reports and St. John Fire Department April Report pending May and June Reports next meeting as a matter of record.

2. Trustee Report

Lareau explained the 2026 Budget process has begun; she is working on it. She has a budget meeting with DLGF in August. Lareau briefly explained the cemetery erosion again. The engineers estimated the cost just for a metal piling wall that would permanently stop the erosion to be around \$400,000. To help cover the expenses for the cemetery repairs, she is going through the process with DLGF to request an Excess Levy Appeal. This is a one-time appeal. The DLGF decides if the Township will be granted the higher levy based on what needs to be done and the information they are provided. In the meantime, the engineer is going to have the cemetery hydroseeded in the fall to help slow the erosion until something permanent is done. Quigley questioned if the Township is still moving forward with the Town of Schererville to have the cemetery labeled an historical site. Lareau stated not as of now because there are a lot of requirements for the Town of Schererville to do that. The Town wanted to help the Township because if the cemetery would be labeled a historic site we could apply for possible grants. Currently, Lareau is looking for other avenues. If needed, the Township will revisit this with the Town of Schererville. They are still open to the process.

Lareau stated that due to new legislation, Townships are now required to complete a Capital Improvement Plan (CIP) each year. Lareau explained the budget must be completed first to put numbers in for the CIP. Lareau expressed concerns with the time frame given to the Townships to complete the CIP. Sedia explained the new legislation from HB1461. He explained legislation requires the CIP to be submitted to the County Council to review at its August meeting. County Council does not need to take any action or to approve it. September 30, 2025 is the critical deadline. If the CIP is not submitted to DLGF by then with Board approval, the Township will not get its share of the levy the Township is entitled to receive. Discussion followed on the time crunch and deadlines to get everything completed and to the County in August. Sedia stated he thinks new legislation will be passed next session to clean this up.

Lareau informed the Board GED is no longer meeting at the Township. She stated there was never a cost for them to meet in the Township basement. The Township even paid their phone bill. Lareau will be looking at ways the Township can utilize this empty space now. Sedia stated GED's complaints were not legitimate complaints to vacate the space. There was a brief discussion of some of their complaints. Lareau added she was told this location, up until this year, had the highest number of graduates compared to all the other locations. It was a very successful location.

Lareau informed the Board Tuesday, August 5th, is National Night Out. The Town of Schererville and Dyer will be having their National Night Out from 5-9pm. The Township will be supporting their National Night Out by having a table and handing out treat bags labeled "Township Assistance Available" with the Township phone number.

Lareau discussed the DAV Walk scheduled for August 23, 2025. There are currently a lot of sponsorships. She invited the Board to come out and to participate.

3. Attorney Report

Attorney Sedia went over new legislation not discussed previously in the meeting that went into effect at the beginning of the month. SB472 requires all local government units to adopt by the end of 2027 a technology resources policy and a cyber security policy that meets specific parameters. HB1134 expands the topics on which you can have an executive session. Sedia will amend the Township's form used to post Executive Sessions.

4. Board Reports

None

OLD BUSINESS

1. Approval of May 27, 2025 Board Meeting Minutes

There were no questions.

Quigley made a motion to approve the May 27, 2025 Board Meeting minutes as submitted. Stanich seconded the motion.

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

NEW BUSINESS

1. May and June 2025 Financials

Lareau indicated the Month End Fund Balance sheets are the same for Trust Indiana and Centier Bank. There were no questions.

Elder accepted the May and June 2025 Financials as a matter of record.

2. May and June 2025 Township Assistance Report

Lareau complimented the staff on their efforts of getting additional assistance from other sources other than the Township. She added the number of evictions and high utility bills has not ceased. The help from these other sources helps the Township stay within the budget and the clients to not get evicted and/or get their utilities disconnected. There was a brief discussion regarding line 39 and clarification needed of how the numbers are produced for that specific line.

Elder accepted the May and June 2025 Township Assistance Report as a matter of record.

3. Resolution 2025-07 Amending Employee Benefits Provisions in Employee Manual

Lareau explained these revisions are for employees' benefits received for time off. This includes vacation days, PTO, FMLA and holidays including birthday holidays and half/full days. These days will be calculated by hours versus days as they currently are done. There is also an amendment to the bereavement. The words "three consecutive" are being replaced by "three working days" only for immediate family which includes a parent, sibling, aunt or uncle.

Quigley made a motion to approve Resolution 2025-07 Amending Employee Benefits Provisions in Employee Manual. Stanich seconded the motion.

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

4. **Live Streaming Link of Meeting:** <http://www.youtube.com/@stjohntownshiptrustee.com>
Lareau explained as of July 1, 2025 there is legislation that all public meetings need to be streamed. They will be taped and live on YouTube and available on the Township website by a link. The requirement is to keep them 90 days but could be kept longer.

CITIZEN INPUT

None

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

1. **The next scheduled meeting of the Township Board to be held Tuesday, August 26, 2025 at 6:00 p.m.**
2. **Other**
None

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 6:30 p.m.

Lisa Elder, Chairman

Michael Quigley, Secretary

Eric J. Stanich, Member

Submitted and attested by Cathy J. Lareau, Trustee