



TRUSTEE OF HANOVER TOWNSHIP

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Township Trustee
Kevin Toth

Hanover Township Board
Marilyn Kaper
Charles Kortokrax
Richard Niemeyer

Hanover Township Board Meeting

Monthly Meeting

Wednesday June 5, 2024

6:00 p.m.

Agenda

- A. Call Meeting to Order
- B. Prayer
- C. Pledge to the Flag
- D. Roll Call-Establish Quorum
- E. Minutes of Previous Meeting
- F. Old Business:
 1. None
- G. New Business:
 1. Fire Department Reports
 2. St John Redevelopment Commission correspondence on TIF
 3. Food Pantry Donations and Grant Funds
 4. 2025 LOIT request to Lake County Council
- H. Any and All
- I. Adjournment

Hanover Township Advisory Board Meeting

Wednesday February 7, 2024

A meeting of the Hanover Township Advisory Board was called to order at 6:00pm followed by Prayer offered by Charlie Kortakrax and the Pledge of Allegiance recited by all in attendance.

Roll call as follow: Board member present were Charles Kortakrax Vice President and Marilyn Kaper. Richard Niemeyer present on the telephone.

Also in attendance was Keving Toth, Trustee and Terri Blagojevic and Beth Tate, staff members.

Charles Kortakrax made a motion to approve the January 2, 2024 meeting minutes, Marilyn Kaper seconded the motion. All in favor, motion carried. 2-0

Old Business:

None

New Business:

The Annual Financial Report was given to the board. Discussion took place, Richard Niemeyer asked about the expenditures for the Park and Recreation Fund. Terri explained that the detailed expenditures were on page 12 and 13 of the report.

It was moved by Maralyn Kaper and seconded by Charlie Kortakrax to approve the 2023 Annual Financial Report in full. All in favor motion carries 2-0.

Employee Manual was presented by Kevin Toth. A few minor changes to reiterate that hourly employees would not be entitled to any benefits.

It was moved by Charles Kortakrax and seconded by Marilyn Kaper to approve the changes to the employee manual as written. All in favor motion carries 2-0.

Cemetery Guidelines were presented by Kevin Toth, he explained we were waiting on the attorney to review verbiage on lot transfers. He also explained addition to the current guidelines is a fee for internment of second cremains in one lot will be an extra charge of \$200.00

It was moved by Marilyn Kaper and seconded by Charles Kortakrax to approve the \$200.00 extra charge at this time. All in favor, motion carries 2-0. The entire Cemetery Guidelines will be reviewed once legal has responded at the next meeting.

2023 Investment Report was presented to the board as a matter of fact. It was moved by Marilyn Kaper and seconded by Charles Kortokrax to accept the 2023 Investment Report. All in favor, motion carries 2-0.

Any and All:

Kevin Toth stated Centier, was pulling the ATM machine out sometime in April. He suggested that we entertain other atm companies utilizing the space. The board members agreed that we should advertise to see if any other companies would be interested in renting the space.

Charles Kortakrax asked if we had any Maintance/Improvement projects that we need to attend to. Kevin state that new carpet will be going into the office. There is no new projects that he foresees at this time.

Charlie Kortakrax made a motion to adjourn the meeting and Marilyn Kaper seconded the motion. All in favor motion carries 2-0

Richard Niemeyer, President

Charles Kortakrax, Vice President

Marilyn Kaper, Secretary

Hanover Township Advisory Board Meeting

Wednesday April 4, 2024

A meeting of the Hanover Township Advisory Board was called to order at 6:00pm followed by Prayer offered by Charlie Kortakrax and the Pledge of Allegiance recited by all in attendance.

Roll call as follow: Board members present were Richard Niemeyer, President; Charlie Kortakrax Vice President. Absent were Marilyn Kaper, Secretary. A quorum was established.

Also in attendance was Kevin Toth, Trustee and Terri Blagojevic and Beth Tate, staff members.

Old Business:

Cemetery Guidelines: Charlie Kortakrax made a motion to adopt the German Methodist Guidelines, Richard Niemeyer seconded the motion. All in favor motion carries.

Employee Manual Updates: Trustee wanted to clarify the part time employee and the PTO payout. Clarification can be found on page 9 and 10 of the employee manual. Charlie Kortakrax made a motion to update the employee manual with changes regarding Part time at will employees and how the PTO time is paid out to the employees that earn PTO hours. Richard Niemeyer seconded the motion. All in favor motion carries.

New Business:

Fire Department Reports: A discussion took place regarding fire department reports and the most recent fire in Hanover Township.

Trustee stated that he had been contacted from a company that is interested in the ATM space. The owner of the company does not want to pay a monthly rental he would rather pay per transaction. The board discussed that Centier would restore the parking lot back to the way it was before the ATM was put in. Charlie would like the office to get a quote to restore the parking lot in the event a new company would pull out. Further discussion took place. The trustee and board

member expressed concern of the cost to restore the parking back to its original use.

Discussion took place to allow organization to use our video camera to record their meetings.

There being no further business, it was moved by Charlie and seconded by Richard that the board meeting be adjourned.

Richard Niemeyer, President

Charles Kortokrax, Vice President

Marilyn Kaper, Secretary