

## MINUTES OF FEBRUARY 11<sup>TH</sup>, 2013 TOWN COUNCIL MEETING

The regular meeting of the Town Council of Clear Lake, Indiana was held at the Town Hall on Monday, February 11<sup>th</sup>, 2013. Present were Council Members Robert Lewis, George Schenkel, Chris Folland & Alan Korte. Also present were Town Superintendent, Bob Hull, Town Marshal, John Gonya and Phil Hibbert from DLZ Indiana. There were three citizens who signed the guest register.

Council President, Robert Lewis called the meeting to order at 7:05 p.m. by asking those in attendance to stand and recite the Pledge of Allegiance.

President, Robert Lewis asked if there were any additions or corrections to the minutes of the January 11<sup>th</sup>, 2013 Council meeting. Changes were noted by George Schenkel and the Clerk/Treasurer made note of these changes. Robert then asked for a motion to accept the minutes with changes. The motion was made by George Schenkel to accept the minutes as corrected, a second was made by Chris Folland. All council members present were in favor and the motion passed.

The Clerk/Treasurer gave the Treasurer's Report as of January 31<sup>st</sup>, 2013. Robert Lewis asked for a motion to approve the Treasurer's Report as presented. Chris Folland made a motion to accept the Treasurer's Report for January 31<sup>st</sup>, 2013 as presented, it was seconded by Alan Korte, all council members were in favor and the motion passed.

Total disbursements on the Voucher Register are as follows:

Operating Funds	\$43,559.75
Sewer Funds	<u>12,591.49</u>
Total Amount of Vouchers	\$56,151.24

Warrants to be approved were included in the Voucher Register. Robert Lewis asked for a motion to accept the Voucher Register with Warrants. A motion was made by George Schenkel to accept the Voucher Register with Warrants as presented, seconded by Alan Korte, all council members were in favor and the motion passed.

### REPORTS –

#### MARSHAL'S REPORT – John Gonya

- 2 background investigation
- 3 agency assist for Sheriff's Office
- 1 agency assist for Fremont Police Department
- 1 agency assist for Fremont Fire Department
- 2 suspicious vehicle complaints
- 1 VIN check
- 2 handgun permits

Officers have been doing radar monitoring on West Clear Lake Drive in response to complaints about ice fishermen speeding in the area. No citations have been issued to date.

The new Open Sky program that the County is using for radio communications has very limited coverage in the Clear Lake area. The limitations will require all police and fire departments to switch to VHF radios while working in the area for extended periods of time. Marshal Gonya

presented a quote for three Kenwood NX-200K VHF digital portable radios including accessories for a total cost of \$1,828.77. Council members agreed that the radios are a public safety issue and should be purchased.

FIRE DEPARTMENT – Chris Folland reported that the Fremont Fire Department made 52 calls in the month of January. There was one call to the Town of Clear Lake to recover a snow mobile from the ice and two medic assists in Clear Lake Township.

ZONING ADMINISTRATOR – Bob Hull reported for Amy Schweitzer – January 2012

There was one Improvement Location Permits issued in January.

- Kasota Contracting/Sweeney 280-#1 Lakeview Drive – interior remodel

PLAN COMMISSION –

- Prepare for February 4 meeting
  - Print 2012 Update to Comprehensive Plan
  - Develop next steps for Comprehensive Plan Update
  - Create Plan Commission binder per member request
- Administrative Subdivision
  - Bob Adams follow-up w/deadline
- Confirm that all UDO binders in office are up to date for new PC/BZA members

BZA –

- Certificate of Action Taken for two variances in 2012 and four variances in 2011
- Misc. correspondence on membership, binders and training.

OTHER –

Research, site visits, discussion and correspondence about permits, projects and violations:

- Year-end report for 2012
- Powers @ 22 WCLD
- Sattison @ 293 ECLD
- Reed @ 295 ECLD
- Houser Construction/Greiwe – 356 ECLD bathroom remodel
- Kasota Contracting – 70 WCLD review project early planning
- Backup files

Total hours worked – 23.5

TOWN SUPERINTENDENT – Bob Hull

SEWER DEPARTMENT

There were 33 sewer locates, 3 service calls, 3 pumps replaced, and an average daily flow of 22,571 gallons per day.

The high number of locates was due to the survey work along South Clear Lake Drive in preparation for the 2013 street project.

STREET DEPARTMENT

DLZ engineering contracted Drier & Maller out of Ohio to video the culvert pipes between 930 & 932 SCLD. The information provided will be used by Phil Hibbert from DLZ to determine the best method for making repairs.

Bob has started a new inventory system and maintenance record for the storm drains and culverts around the lake.

Street signs have been inventoried to facilitate control and reordering process.

The remainder of Bob's time was spent plowing snow, working on equipment and replacing street signs.

#### BILLING DEPARTMENT – Bob Hull

SOLID WASTE – The invoices for trash collection will be mailed out by the first week in April this year and will be due by May 1<sup>st</sup>. If payments are not received by May 15<sup>th</sup> outstanding accounts will be accessed a 10% last fee. For those customers signed up for auto-draw your designated accounts will be drafted on May 15<sup>th</sup>.

SEWER – The new Keystone Billing software has been installed, all account balances have been transferred and the new program is working well.

#### LITIGATION UPDATE – No Report

#### UNFINISHED BUSINESS –

1. 5 – YEAR ROAD PLAN UPDATE: DLZ INDIANA ENGINEERS  
Phil Hibbert from DLZ Indiana reviewed the progress on the 2013 Street Projects. The bid drawings are being prepared with anticipated bid openings at the April Council meeting.

2. ORDINANCE 2012-07: THIRD READING – AN ORDINANCE VACATING AN ALLEY IN THE ISLAND VIEW ADDITION

President, Robert Lewis asked for a motion to read the ordinance by summary only. The motion was made by George Schenkel to read Ordinance 2012-07 by summary only. The motion was seconded by Chris Folland, all members present were in agreement and the motion passed.

President, Robert Lewis read Ordinance 2012-07 by summary only and asked for a motion to accept the ordinance on the third reading. Chris Folland made the motion to accept Ordinance 2012-07 Vacating an Alley in the Island View Addition on the third reading. The motion was seconded by George Schenkel. Council members voting aye were Bob Lewis, George Schenkel and Chris Folland and the motion passed. Council member Alan Korte abstained.

There being no further business to discuss a motion was made by Alan Korte at 8:15 p.m. to adjourn the meeting. The motion was seconded by Chris Folland and the meeting was adjourned.

Robert E. Lewis, President  
Attest: Kay A. Kummer, Clerk/Treasurer

**TOWN OF CLEAR LAKE  
CASH & INVESTMENT BALANCES  
JANUARY 31, 2013**

OPERATING FUNDS BEGINNING CASH BAL – JANUARY 1, 2013	
GENERAL FUND	\$73,540
MOTOR VEHICLES & HIGHWAY	26,476
MAJOR MOVES	978
LOCAL ROADS & STREETS	3,940
ECONOMIC DEVELOPMENT INCOME TAX	15,176
PUBLIC SAFETY INCOME TAX	38,544
RAINY DAY	83,603
MISCELLANEOUS FUNDS	11,037
CUMULATIVE CAPITAL DEVELOPMENT	<u>289,006</u>
	<b>\$542,300</b>
<u>CASH RECEIPTS FOR JANUARY</u>	
GENERAL FUND	\$10,740
MOTOR VEHICLES & HIGHWAY	552
LOCAL ROADS & STREETS	373
ECONOMIC DEVELOPMENT INCOME TAX	1,379
PUBLIC SAFETY INCOME TAX	2,617
MISCELLANEOUS FUNDS	<u>50</u>
	<b>\$15,711</b>
<u>CASH DISBURSEMENTS FOR JANUARY</u>	
GENERAL FUND	\$27,187
MOTOR VEHICLES HIGHWAY	8,159
ECONOMIC DEVELOPMENT INCOME TAX	<u>858</u>
	<b>\$36,204</b>
OPERATING FUNDS CASH ENDING BAL – JANUARY 31, 2013	<b>\$521,807</b>
Major Moves – \$127,000 @ .35% matures 12/01/2013	127,000
Cum Cap Development – \$150,000 @ .35% matures 12/01/2013	<u>150,000</u>
	<b>\$277,000</b>
<b><u>TOTAL CASH AND INVEST OPERATING FUNDS JANUARY 1, 2013</u></b>	<b><u>\$798,807</u></b>
SANITATION FUND CASH BEGINNING BAL – JANUARY 1, 2013	<b>\$34,663</b>
CASH DISBUSEMENTS FOR JANUARY	<u>6,962</u>
SANITATION FUND CASH ENDING BAL – JANUARY 31, 2013	<b>\$27,701</b>
SANITATION FUND CD’S AS OF JANUARY 31, 2013	
First Federal Savings CD \$100,000 @ .35% matures 12/05/2013	100,000
<b><u>TOTAL CASH AND INVEST SANITATION FUND JANUARY 31, 2013</u></b>	<b><u>\$127,701</u></b>

SEWER FUND CASH BEGINNING BALANCE – JANUARY 1, 2013	<b>\$179,118</b>
CASH RECEIPTS FOR JANUARY	65,549
CASH DISBURSEMENTS FOR JANUARY	<u>28,243</u>
<b>SEWER FUND CASH ENDING BALANCE – JANUARY 31, 2013</b>	<b>*\$216,424</b>
SEWER FUND CD'S AS OF JANUARY 31, 2013	
Flagstar Bank CD \$200,000 @ .95% matures 02/04/2013	200,000
Flagstar Bank CD \$150,000 @ .95% matures 02/04/2013	<u>150,000</u>
	<b>350,000</b>
<b><u>TOTAL CASH AND INVESTMENTS JANUARY 31, 2013</u></b>	<b><u>\$566,424</u></b>

\*Includes Sinking Fund for Bond & Interest of \$35,697, the Depreciation Fund balance is \$17,912 for replacement of sewer capital assets and Debt Service Reserve Cash of \$155,000, for final bond payment, leaving \$7,815 for operating as of JANUARY 31, 2013.

**Bond Indebtedness as of JANUARY 31, 2013 is \$1,510,000 – Final payment Dec. 31, 2019**