

TOWN OF CLEAR LAKE, INDIANA
REGULAR TOWN COUNCIL MEETING
February 11, 2019

The regular meeting of the Town Council of Clear Lake, Indiana was held at the Town Hall on Monday February 11, 2019 at 7:00 p.m. Present were Council President Darin Thorp and members Bruce Spangler, Roger Dammeier, Bonnie Brown and Molly Wehrenberg. Also present were Clerk/Treasurer - Jessica Swander, Town Marshal - Chris Emerick, and Town Superintendent - Bob Hull. There were eight property owners and 2 employees who signed the guest register.

Council President, Darin Thorp called the meeting to order at 7:00 p.m. and Darin Thorp led the sighting of the Pledge of Allegiance.

Molly Wehrenberg made a motion to rearrange the agenda to allow guest speakers to go present first. Seconded by Bonnie Brown. Motion passed.

1. TOCL Website – Greg Griffis gave a presentation on a new proposed website. Greg’s presentation included examples of additional websites he currently administers. The cost of the new website was discussed and additional quotes to administer the Town’s website was requested.
2. Employee Handbook – Patrick McKenna, from New Focus HR, presented the proposed Employee Handbook for the Town. Patrick explained all the sections and which section could and could not be changed. The Council will take the recommendations under advisement and decide how to proceed with the rollout of the handbook.

COUNCIL ACTIONS:

1. Approval of minutes from the Regular Town Council meeting held on Monday, January 14, 2019 at 7:00 p.m. Darin Thorp presented the minutes to the Council and asked for any additions or correction. Non were given.

Roger Dammeier made a motion to accept the Regular Town Council minutes as presented. Seconded by Molly Wehrenberg. Motion passed.

2. Approval of Voucher Register with Warrants – Jessica Swander presented the Voucher Register with Warrants details. There were no questions regarding the Voucher Register with Warrants.

Disbursements on the Voucher Register are as follows:

Operating Funds:	\$38,115.06
Sewer Funds:	\$74,972.07
Total Disbursements	\$113,087.13

Roger Dammeier made a motion to approve the Voucher Register as presented. Seconded by Bruce Spangler. Motion passed.

UNFINISHED BUSINESS:

1. Employee Handbook was presented by New Focus HR, Patrick McKenna at the beginning of the meeting (see minutes from above).

NEW BUSINESS:

1. TOCL Website – Town of Clear Lake website presentation by Greg Griffis was done at the beginning of the meeting (see minutes from above).
2. TOCL – IT Evaluation – President Darin Thorp presentation the results of an IT evaluation conducted by a local IT supplier. The evaluation revealed that the TOCL needed to invest in more modern hardware and software. Additional steps need to be taken with regards to cyber security and protection of secure information.
 - a. Other areas reviewed included the current processes for the Town’s financial software and the proper use of personal and Town email.
 - b. The initial assessment to bring the Town’s systems up to date are between \$25K-\$35K.
 - c. The Council requested additional quotes be solicited.
3. Town of Fremont – Darin presented a Sewer Rate settlement agreement in which both the TOCL and the Town of Fremont legal counsels worked on to avoid any litigation over the sewer rates.

Bruce Spangler made a motion to sign the Sewer Rate Settlement Agreement with the Town of Fremont. Seconded by Bonnie Brown. Motion passed.

4. PC, BZA, ZA Appointments – Bonnie Brown explained that the Plan Commission had a candidate for the position of Zoning Administrator. It was the Plan Commission’s recommendation to hire Gary Johnston for Zoning Administrator.

Bonnie Brown made the motion to approve the hire of Gary Johnston as the TOCL’s Zoning Administrator. Seconded by Molly Wehrenberg. Motion passed.

Plan Commission – Darin Thorp informed the Council that a correction to the January 14th Town Council meeting was needed. Darin informed the Council that the Town’s Legal Counsel had given the opinion that the appointment of Mr. Chris Folland to the Plan Commission in January was valid. The Town Counsel did mention that the way the appointment was conducted was “Clear as mud”.

A motion was made by Bonnie Brown for President Darin Thorp to write a letter to Mr. Folland requesting his formal resignation to Plan Commission. Motion seconded by Bruce Spangler. Motion passed.

Bonnie Brown discussed the appointment the Counsel needed to make to the BZA including a member and an alternate. Bonnie recited the Indiana Code on the appointments.

Bonnie Brown made a motion to appoint Kit Tyler to the BZA. Seconded by Roger Dammeier. Motion passed.

Bonnie Brown made a motion to appoint Bruce Moody to be an Alternate to BZA. Seconded by Molly Wehrenberg. Motion passed.

Bonnie Brown proposed to allow only one Alternate and not up to three alternates, as allowed.

Motion was made by Bruce Spangler to allow only one BZA Alternate. Seconded by Molly Wehrenberg. Motion passed.

5. Sewer Lift Station Assessment – Darin Thorp informed the Council that Bob Hull and he would be meeting with DLZ to discuss the status of the Town’s lift station and potential rebuilding of the station in the near future.

REPORTS:

1. Financial Report – Jessica Swander presented the financial report showing financials through January 31st, 2019. Darin Thorp ask for any questions or concerns with none given. Report is on file
2. Marshal’s Report - Chris Emerick gave an update on the activities at and around Clear Lake over the last month. Chris brought up the need for speed radar signs that were in the 2019 budget. The Council discussed locations and how the units would operate. Report is on file.

A Motion was made by Roger Dammeier to authorize the purchase of two Portable Speed Radars already designated in the 2019 budget. Seconded by Molly Wehrenberg. Motion passed.

Chris Emerick discussed the AED’s through the Town and the need to replace some expired batteries. A lengthy discussion on where the AEDs were located and who should pay for the batteries took place.

Roger Dammeier made a motion to purchase two batteries for the AEDs. Seconded by Molly Wehrenberg. Motion passed.

3. Fire Department - Molly Wehrenberg gave an update on the fire department runs. Report is on file.
4. Zoning Administrator - Bonnie Brown gave an update on the number of case and what has transpired in the PC/ZA office. No report on file
5. Superintendent – Bob Hull updated the Council on the sewer/street department activities over the last month.

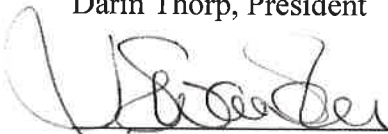
- a. Bob reviewed the time allocations for himself and Guy.
- b. Sewer Statistics – Bob gave a rundown of the number of locates, alarms, grinder pump data and lift station numbers.
 - i. Bob discussed individual grinder locations they are working on around the lake.
- c. Street Department – Bob discussed the difficulties with the ice and snow over the last month. The Town has been purchasing salt from The City of Angola. On January 14th another 18 tons of salt was purchased to fill the barn. Bob report that 15 tons had been used this year.
- a. Bob discussed the equipment held up pretty well for the extreme temperatures. There were some problems with the tractor and the 550-dump truck jelling up. Guy had both units back up and running quickly.
- b. Bob had called Dinkmar to discuss the Town’s leaf vacuum. The company had not started to diagnose the issue yet.

GENERAL DISCUSSION:

There being no further business or discussions President Thorp Adjourned the meeting at 9:26 p.m.



Darin Thorp, President



Attest: Jessica Swander, Clerk/Treasurer