



TOWN OF CLEAR LAKE, INDIANA  
REGULAR TOWN COUNCIL MEETING  
December 21st, 2020

The Regular Council meeting of the Town Council of Clear Lake, Indiana was held at the Town Hall and by teleconference on Monday, December 21st, 2020 at 7:00PM. Present were Town Council President Darin Thorp, Council Members Bonnie Brown, Brent Schlosser, Dan Rippe, and Tyson Johnston. Also present were Clerk/Treasurer - Jessica Swander, Marshal- Chris Emerick, and Street & Sewer Superintendent - Guy Rodgers. There were three residents who signed the guest register.

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

COUNCIL ACTIONS:

1. Approval of minutes from the Regular Town Council meeting held on Monday November 16th, 2020 at 7:00PM. Darin Thorp presented the minutes to the Council. Darin Thorp then asked for any additions or corrections. None were given.

Dan Rippe made a motion to accept the Regular Town Council minutes as presented. Seconded by Brent Schlosser. Motion passed.

Darin Thorp asked council to start go down to New Business items b. and c. prior to approval of the Voucher Register and Warrants.

NEW BUSINESS:

1. Lake Side Ct and Penner Drive payment app 1 and 2 were presented by Jessica Swander. Dan Rippe asked Todd from DLZ several questions about the placement of the box culvert and if there was a possibility of erosion to the surrounding property. The embankment might discharge more on one side then the other. Todd said that the angle of the flow through the pipe should remain the same. Todd from DLZ agreed to come back and look to confirm the placement.

Brent Schlosser made a motion to approve and for Darin Thorp to sign Pay App 1 for \$9,354.10. Seconded by Tyson Johnston. Motion Passed.

Dan Rippe made a motion to approve and for Darin Thorp to sign Pay App 2 for \$113,739.02 after confirmation is made that the placement of the box culvert is correct. Seconded by Brent Schlosser. Motion Passed.

Darin Throp moved back up on the agenda to Council Actions.

COUNCIL ACTIONS:

2. Approval of Voucher Register with Warrants – Jessica Swander presented the Voucher Register with Warrant details.

Disbursements on the Voucher Register are as follows:

Operating Funds:	\$185,517.43
Sewer Funds:	<u>\$51,859.45</u>
Total Disbursements	\$237,376.88

Bonnie Brown made a motion to accept the Voucher Register with Warrants with Conditions on Pay App 2 with Dan Rippe's confirmation on placement of the box culvert on Lake Side Ct. Once confirmation is made payment can be made. Seconded by Dan Rippe. Motion passed.

UNFINISHED BUSINESS:

1. Town of Fremont Fire Chief was introduced by Brent Schlosser. Fire Chief Eric Hufnagle described what a Fire Territory is and the benefits to a Fire Territory and to the Town of Clear Lake. Tax Levy for the Town of Clear Lake residents was discussed and the revenue to the Town of Fremont if the Town of Clear Lake were to enter a Fire Territory with Fremont. Eric Hufnagle discussed staffing, the need for a new building, and the ability to keep up with equipment and the need for Fremont to start a Fire Territory. The number of call outs have increased every year and when the need rises so does the cost. Council members asked many questions regarding cost, personnel, the cost of a new fire station building, staffing, equipment, a Fire Territory board, and our current contract with the Fire Department. Council ended the discussion to table for now until they can do more research.
2. Notice of Award West Clear Lake Drive and Clear Lake Cove was presented that was signed by council prior. The agreement forms still needed to be signed. Todd from DLZ was able to answer questions presented by council on final completion date of July. Completion would be monitored closely so that it does not interfere with holiday traffic around the Town.

Dan Rippe made a motion to approve and sign the Agreement form for West Clear Lake Drive and Clear lake Cove. Seconded by Tyson Johnston. Motion passed.

3. Notice of Award for Grinder Station Installations was presented by Dan Rippe. API was the awarded contractor with the quotes that were submitted at the December 11, 2020 meeting.

Dan Rippe made a motion to pass and sign the notice of award to API. Seconded by Brent Schlosser. Motion passed.

4. Steuben County Economic Development Agreement was presented and discussed by Darin Thorp.

Bonnie Brown made a motion to accept and sign the Steuben County Economic Development Agreement as presented. Seconded by Tyson Johnston. Motion passed.

5. M & C Trenching payment amount was discussed by Dan Rippe and the need to expand to other companies for emergency services. Quotes for on call services were presented to council from Parish Excavating as Mike at M&C would no longer like to provide on call services for emergencies. He agreed to leave the monthly amount the same, but we would have until April to implement the second source. M & C Trenching would still provide services to the Town, but not with emergency on call once our second source was implemented. Parish Excavating does not charge a monthly on call fee.

#### New Business:

1. ZA Recommendation from Plan Commission was presented by Bonnie Brown. With a recommendation to approve Travis Holcomb at \$34.00 per hour.

Bonnie Brown made a motion to hire and bring Travis Holcomb onto payroll at \$34.00 per hour. Seconded by Brent Schlosser. Motion passed.

2. Cares Act was discussed by Jessica Swander. The Town of Clear Lake received the full amount allotted to them by submitting payroll for the Marshals from March 1, 2020- September 30, 2020. The total amount received was \$11,193.00. A new fund was created called the Cares Act Payroll Fund. With these funds Jessica Swander Requested to pay the Marshals from July 6, 2020- December 20, 2020 the 20% hazard pay that was approved in the Resolution for Covid-19 pay 01-2020 on April 13, 2020. Which totaled around \$6,000. The rest would still stay in the payroll budget and would roll into unappropriated money into the General Fund. Since the State was supposed to open at stage the week of July 6<sup>th</sup> the emergency 20% hazard pay was stopped. The Town is eligible for an additional 10% for promotion of public safety. Chris Emerick is working on gathering information for our website to apply for the additional funds.

Brent Schlosser made a motion to pay the Marshals the 20% hazard pay that stopped on July 6<sup>th</sup> through December 20<sup>th</sup> due to the verbiage on Resolution 01-2020. Seconded by Bonnie Brown. Motion passed.

3. Annual Nepotism policy was presented to Council for signatures.
4. Covid-19 sick time policy was discussed by Tyson Johnston that New Focus HR had recommended to wait and see what January 1 Federal Law would be as the current one expires on December 31<sup>st</sup>, 2020 and a new one has not been passed. At this time no new sick Covid-19 policy would be in place.

REPORTS:

1. Financial Report – Jessica Swander presented the financial report showing financials through November 30th, 2020. Report is on file.
2. Marshals Report- Chris Emerick discussed Marshal activity around the lake. Report is on file.

Chris gave an update on the new street signs that had just arrived, and they will be up soon.

3. Fire Department Report- Brent Schlosser read the Fire Department Report. Report is on file.
4. Zoning Administrator- Bonnie Brown discussed activity around the lake. Report is on file.
5. Superintendent- Guy Rodgers discussed activity around the lake. Report is on file.

Update was given on the fall leaf pick up and work that had been done on the leaf vac.

COUNCIL REPORT:

GENERAL DISCUSSION:

There being no further business or discussions Council President Darin Thorp Adjourned the meeting at 9:47p.m.

  
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Darin Thorp, Council President

  
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Attest: Jessica Swander, Clerk/Treasurer