

## MINUTES OF JANUARY 9<sup>TH</sup>, 2012 TOWN COUNCIL MEETING

The regular meeting of the Town Council of Clear Lake, Indiana was held at the Town Hall on Monday, January 9<sup>th</sup>, 2012 at 7:00 p.m. Present were Council Members Robert Lewis, Sue Williams and Alan Korte. Also present was Town Superintendent, Bob Hull. There were sixteen citizens who signed the guest register.

Council President, Robert Lewis called the meeting to order at 7:00 p.m. by asking those in attendance to stand and recite the Pledge of Allegiance.

The first order of business was to elect the Clear Lake Town Council President and Vice-President.. Sue Williams made the motion to nominate Bob Lewis for President and George Schenkel for Vice-President. All in favor and the motion passed.

The appointments to the Town of Clear Lake Plan Commission for 2012 from the Town Council were Bob Lewis, Sue Williams and George Schenkel.

Bob Lewis asked the council for any additions or corrections to the Council minutes from the December 12th, 2011 meeting. There being no additions or corrections, Bob asked for a motion to approve the minutes as presented. Alan Korte made the motion to accept the minutes as presented, seconded by Sue Williams, all were in favor and the motion passed.

Due to the absence of the Clerk/Treasurer, Bob Lewis gave the Treasurer's Report for the month of December, which is attached to the minutes and proceeded with the Voucher Register for the following funds from December 13<sup>th</sup>, 2011 thru January 9<sup>th</sup>, 2012.

Total disbursements from checking accounts are as follows:

General Fund	\$29,090.62
Sanitation Fund	11,979.00
Sewer Fund	<u>226,847.87</u>
Total Amount of Vouchers	\$267,916.49

Warrants to be approved were included in the Voucher Register. Bob Lewis asked for a motion to accept the Treasurer's Report and the Voucher Register with Warrants. A motion was made by Sue Williams to accept the Voucher Register with Warrants as presented, seconded by Alan Korte, all in favor and the motion passed.

### REPORTS

#### MARSHAL'S REPORT –

Due to the Marshal's absence, Alan Korte gave the Marshal's Report  
The police department responded to the following incidents in December 2011:

- 2 background investigations
- 1 funeral escort
- 1 assist for the Fremont Police
- 1 dog running at large
- 1 property damage crash

There were no major problems around the lake and the Marshal and his two Deputies continue to alternate patrol days and times. The phone calls from County dispatch were at a minimum, but there were several calls from residents to the mobile phone. The Marshal will be working with the Deputies on scheduling and how best to police the town.

#### FIRE DEPARTMENT –

Sue Williams reported that the Fremont Fire Department made 50 calls for the month of December with two medical assists to the Town of Clear Lake, one Water Rescue in the Town of Clear Lake and one medic assist in Clear Lake Township. The annual report from the Fremont Fire Department had a total of 581 calls of which 34 were to the Town of Clear Lake and 22 to Clear Lake Township.

#### ZONING ADMINISTRATOR – Bob Hull reported for Amy Schweitzer – December 2011

There was one Improvement Location Permit issued in December.

- Alex Connett @ 700 Lake Drive, new foundation

#### BZA –

Complete minutes from November special meeting

- Cancelled December meeting
- BZA Rules of Procedure

#### OTHER –

- Research, site visits, discussion and correspondence about permits, projects and violations:
  1. Krebs – clarification of our “Lake Accessory” district
  2. Dirig @ 42 Lake Drive
  3. Compliance checks for active 2010 & 2011 ILPs
  4. Build address database for properties impacted by new flood map

Total hours worked – 26.25

#### TOWN SUPERINTENDENT

SEWER DEPARTMENT – There were no issues for the month of December.

During the month of December there were 10 locates, 3 alarm calls, 6 pumps replaced or repaired and the average daily flow was 29,775 gallons per day.

STREET DEPARTMENT – Due to the break-down of the leaf-vac on loan from the Northeast Solid Waste Management District the Town hired M & C Trenching to collect the remaining leaves for a cost of \$2900.

The numbering for Point Park Drive is now complete. Letters have been sent to the residents, post office, fire and police, Clear Lake Zoning, Steuben Communications, EMS and GIS. The Post Office and Steuben County GIS have asked to have the changes given them incrementally rather than all at once. We will pass the changes on as they are completed.

The street drain near 182 Lake Drive has been cleaned and is working again.

Property Management Services has installed a new roof and siding on the garage that was moved from the old Town Hall location on Outer Drive.

### BILLING DEPARTMENT

GARBAGE – There are four accounts that the Town’s attorney is still working on with Small Claims Court. There have been several complaints about missed trash pick-up only because the residents are not getting their trash out before Sanitation Solutions begins their route. Trash needs to be out by the street before 6:30 a.m. on Monday mornings.

SEWER – The Town has received payment on and released 10 liens in December. We currently have 294 property owners signed-up for auto-draw. There were no additional generator permits issued for the month of December.

UNFINISHED BUSINESS – LITIGATION UPDATE – Neal Blythe was absent.

### NEW BUSINESS

ORDINANCE 2011-12: 3<sup>RD</sup> READING – AN ORDINANCE RELATING TO THE COMPENSATION TO BE RECEIVED BY EACH MEMBER OR ALTERNATE OF THE PLAN COMMISSION AND THE BOARD OF ZONING APPEALS.

Bob Lewis read the ordinance and asked for a motion to suspend the council meeting and open the public meeting. The motion was made by Alan Korte, seconded by Sue Williams, all were in favor and the motion passed.

There was no public discussion and Bob Lewis asked for a motion to close the public meeting and open the council meeting. The motion was made by Sue Williams, seconded by Alan Korte, all were in favor and the motion passed.

Bob asked for a motion to pass Ordinance 2011-12 on the 3<sup>rd</sup> reading. Alan Korte made a motion to accept Ordinance 2011-12 it was seconded by Sue Williams and the motion passed.

### NEW BUSINESS

STEUBEN COUNTY ECONOMIC DEVELOPMENT CORPORATION REPORT –

Bob Lewis explained that the new executive director of the Corporation, David Koenig was the Town of Clear Lake’s representative at Region 3. The number of board members is being reduced from 17 members to 9 members in an effort to have a board that is more flexible. Bob asked for a vote of confidence to have Dave Harris continue as the Town’s representative with the Corporation. Having a representative with the Corporation will allow the Town to be involved with County business with such matters as the Public Beach at Clear Lake. Sue Williams made the recommendation to have Dave Harris continue being the representative from the Town of Clear Lake with the Steuben County Economic Development Corporation, Alan Korte seconded all were in agreement.

## WATER QUALITY COMMITTEE

Annie Skinner reported that there has been some vandalism at the spillway at Koeneman Lake. There have been rocks thrown into the spillway and the walkway has been overturned. If anybody witnesses this behavior, please let them know that this damages the stability of the dam.

## STREET RENAMING

Bob Lewis explained that he and Bob Hull have been working with the Steuben County Departments of Emergency Management and Communications on the renaming and numbering of the streets in the city limits. Those streets in the city limits that have an odd number on the even side of the street will need to be renumbered along with the old four digit numbers that used to be in the county. This process could also include properties going either direction from that property to correct the numbering issue. Lake Drive is going to be changed to designate East Clear Lake Drive, South Clear Lake Drive and West Clear Lake Drive. These changes will facilitate any EMS vehicle finding your location when you have a 911 emergency at the lake.

## PROJECTS FOR 2012

Arcadia Beach and Channel Drive are on the repaving schedule for this spring. Bob Lewis continues to work with the County Commissioners on what they intend to do with the public beach. The Commissioners will need to commit to better upkeep of the property and paving of the road. Consideration is also being given to closing the road to through traffic.

The Town will continue their support of the efforts of the Water Quality Committee this year.

Codification of future ordinances – the town is looking into the possibility of codifying our ordinances as they are adopted in an effort to reduce the cost of codification every year or two.

Basement finishing – the basement is being finished to provide storage space for records from the Water Quality Committee, History Committee, Clear Lake Association, Lions Club and the Clear Lake Township Land Conservancy. This will provide a central location for permanent records.

Bridge at Round Lake – Council continues to work with the County Commissioners on repairs to the bridge. Bob Lewis does not know how long this financial relationship will continue.

Street Signs – new street signs will be ordered and installed after all of the changes have been confirmed.

Leaf pick-up program – the participation in the fall of 2011 is estimated to have been 75 – 80% of lake properties with over 800 cubic yards of leaves delivered to the Fremont Waste Water facility. The Town is looking to continue the program for 2012 through Northeast Indiana Solid Waste Management in Ashley.

Annual Deer Hunt – the Department of Natural Resources conducted the deer hunt again in 2011 with the elimination of nine deer. They expect to continue culling the herd in 2012.

There being no further business at 8:40 p.m. Bob Lewis asked for a motion to adjourn. Alan Korte made the motion to adjourn and it was seconded by Sue Williams.

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Robert E. Lewis, President

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Kay A. Kummer, Clerk/Treasurer

**TOWN OF CLEAR LAKE  
CASH & INVESTMENT BALANCES  
DECEMBER 31, 2011**

GENERAL FUND CASH BEG BAL – Dec. 1, 2011	\$239,490
CASH RECEIPTS FOR DECEMBER	22,023
PROPERTY TAX – DECEMBER	132,951
SALE OF CERTIFICATES OF DEPOSIT	225,000
CASH DISBURSEMENTS FOR DECEMBER	<u>134,469</u>
GENERAL FUND CASH END BAL – DEC. 31, 2011	<b>\$484,995</b>
GENERAL FUND CD'S AS OF DECEMBER 31, 2011	
Major Moves – \$127,000 @ .50% matures 12/05/2012	127,000
Cum Cap Devel – \$150,000 @ .50% matures 12/05/2012	<u>150,000</u>
	\$277,000
<b><u>TOTAL CASH &amp; INVEST GEN FUND DEC 31, 2011</u></b>	<b><u>\$761,995</u></b>
GARBAGE FUND CASH BEG BAL – DEC. 1, 2011	\$37,402
CASH RECEIPTS FOR DECEMBER	125,218
CASH DISBURSEMENTS FOR DECEMBER	<u>113,912</u>
GARBAGE FUND CASH END BAL – DEC. 31, 2011	<b>\$48,708</b>
GARBAGE FUND CD'S AS OF DECEMBER 31, 2011	
First Fed Sav CD \$100,000 @ .50% matures 12/05/2011	\$100,000
<b><u>TOTAL CASH/INVEST GARB FUND DEC. 31, 2011</u></b>	<b><u>\$148,708</u></b>
SEWER FUND CASH BEG BAL – DEC. 1, 2011	\$258,790
CASH RECEIPTS FOR DECEMBER	71,248
SALE OF CERTIFICATES OF DEPOSIT	260,000
CASH DISBURSEMENTS FOR DECEMBER	19,733
BOND & INTEREST SEMI-ANNUAL PAYMENT	<u>210,979</u>
SEWER FUND CASH END BAL – DEC. 31, 2011	<b>*\$359,326</b>
SEWER FUND CD'S AS OF DECEMBER 31, 2011	

First Federal Sav CD \$250,000 @ .50%, mat 12/05/2012	250,000
First Federal Sav CD \$250,000 @ .50%, mat 12/05/2012	250,000
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>
	\$850,000

**TOTAL CASH & INVESTMENTS DEC. 31, 2011** **\$1,209,326**

\*Includes Sinking Fund for Bond & Interest is 0 (\$21,780 will be set aside monthly during 2012 for semi-annual payments), \$75,769 for replacement of sewer capital assets and Debt Service Reserve Cash of \$261,827, for final bond payment, leaving \$21,730 for operating as of December 31, 2011.

**Bond Indebtedness as of DECEMBER, 2011 is \$2,277,000**