

## MINUTES OF FEBRUARY 13<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, February 13<sup>th</sup>, 2012 at 7:00 p.m. Present were Council Members Robert Lewis, George Schenkel, Sue Williams and Alan Korte. Also present were Town Superintendent, Bob Hull, Town Attorney, Neal Blythe and Town Marshal, John Gonya and Deputy Rich McCarty. Special guests were Chad Hoover from the Steuben County GIS and Frank Carlton from the Steuben County Plan Commission. There were 20 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.

Bob Lewis asked the council for any additions or corrections to the Council minutes from the January 9<sup>th</sup>, 2012 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.

The Clerk/Treasurer did not have a Treasurer's Report for January 2012

Total disbursements from checking accounts are as follows:

General Fund	\$50,267.36
Sewer Fund	<u>18,086.65</u>
Total Amount of Vouchers	\$68,354.01

Warrants to be approved were included in the Voucher Register. Bob 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 were in favor and the motion passed.

### REPORTS

MARSHAL'S REPORT – Marshal Gonya reported the following for January 2012:

- 2 background investigations
- 2 VIN checks
- 1 HIN check
- 1 attempted burglary
- 1 drug arrest after conducting a traffic stop
- 1 suspicious vehicle complaint
- 3 assists for Fremont Police Department
- 1 assist for the Fremont Fire Department

There was a little more activity in January, but still pretty quiet. There may be more patrolling by the Fremont police in the coming months. Their newest officer has been assigned to the late evening shift and will be driving through Clear Lake periodically to supplement the patrols by the Clear Lake Police. In a few months they will have another officer graduating from the Academy who will be available for additional overnight hours.

FIRE DEPARTMENT – Sue Williams reported that the Fremont Fire Department made 56 calls for the month of January. There were two fire alarms to the Town of Clear Lake and two medical assists in Clear Lake Township.

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

There were two Improvement Location Permits issued in January.

- McClain @ 1226 Quiet Harbor, residential remodel, drainage and foundation work
- Dirig @ 42 Lake Drive new single-family dwelling

BZA –

- “Certification of Action Taken” for 2010 variances
- Working on list of BZA cases since 2005 to determine if there is a need of “Certificate of Action Taken”
- New Rules of Procedures for BZA
- Case #2012-01 Clear Lake Yacht Club variance preparation

PLAN COMMISSION –

- Discussion for 2012 agenda
- Preparation for February meeting

OTHER –

- Research, site visits, discussion and correspondence about permits, projects and violations:
  - 1. Powers @ 22 Lake Drive – discussion on lake yard patio/deck
    2. Jones @ 780 Lake Drive – residential addition
    3. erosion control
    4. vapor barrier research
    5. flood map correspondence
    6. year-end – accomplishments, file organization, e-mails

Total hours worked – 37.75

TOWN SUPERINTENDENT – Bob Hull reported that he is getting quotes for fire extinguishers for the Town Hall and the Street Barn.

A quote for the doors and trim for the basement project was presented from Home Lumber in New Haven, IN for \$2,279.13. After some discussion a motion was made by Sue Williams and seconded by George Schenkel for the Town to go forward with the purchase of the doors & trim.

SEWER DEPARTMENT – There were no major problems in the month of January

There were 5 locates, 4 alarm calls, several pumps replace or repaired and an average daily flow of 29,775 gallons per day.

### STREET DEPARTMENT

- Most of the month was devoted to working with Council President, Bob Lewis on street renaming and working with the Steuben County GIS on the renumbering of the streets.
- A total of 31.5 hours was spent snow plowing in January. Another load of salt has been ordered this month.
- There are four dead Ash trees on Fountain Beach that will need to be cut down. Bob is researching whose responsibility they are.

### BILLING DEPARTMENT

GARBAGE – The four accounts filed in small claims have a court date for early March.

SEWER – Currently there are 5 liens filed and 293 property owners have signed-up for auto-draw on their sewer accounts.

DIRECTORY – Laura continues to work on the directory changes. Other than the official street changes, please have personal changes to her by May 1<sup>st</sup>.

LITIGATION UPDATE – Town attorney, Neal Blythe

The delinquent accounts for garbage fees have been filed in small claims and the property owners have asked the judge for a hearing. The hearing date will be early March.

UNFINISHED BUSINESS – Street Renaming

Bob asked for a motion to close the council meeting and open the public meeting for discussion with the property owners on this issue. Sue Williams made the motion to close the council meeting and open the public meeting and the motion was seconded by Alan Korte. Bob Lewis went over the time line for the project and Bob Hull addressed questions posed by property owners along with Chad Hoover from the Steuben County GIS Department and the Marshal and Deputy from the Clear Lake Police Department. After much discussion Bob Lewis asked for a motion to close the public meeting and re-open the council meeting. The motion was made by George Schenkel and seconded by Sue Williams.

All address changes will take effect on April 1<sup>st</sup>, 2012. Official letters will be sent to all property owners prior to the effective date.

NEW BUSINESS – Robert Troll Service Award

Bob Lewis presented Sue Williams with the Robert Troll Service Award for her four years of service on the Clear Lake Town Council. Sue had tendered her resignation to the council effective February 14<sup>th</sup>, 2012.

There being no further business at 8:30 p.m. Bob Lewis asked for a motion to adjourn. Alan Korte made the motion to adjourn it was seconded by George Schenkel, all were in favor and the motion passed.

---

Robert E. Lewis, President

---

Attest: Kay A. Kummer, Clerk/Treasurer

**TOWN OF CLEAR LAKE  
CASH & INVESTMENT BALANCES  
JANUARY 31, 2012**

BEGINNING CASH BAL – JAN 1, 2012	
GENERAL FUND	\$91,655
MOTOR VEHICLES & HIGHWAY	36,871
MAJOR MOVES	336
LOCAL ROADS & STREETS	8,515
ECONOMIC DEVELOPMENT INCOME TAX	20,247
PUBLIC SAFETY INCOME TAX	18,809
RAINY DAY	70,103
MISCELLANEOUS FUNDS	5,306
CUMULATIVE CAPITAL DEVELOPMENT	<u>233,152</u>
	<b>484,994</b>
<u>CASH RECEIPTS FOR JANUARY</u>	
GENERAL FUND	\$7,177
MOTOR VEHICLES & HIGHWAY	414
LOCAL ROADS & STREETS	361
ECONOMIC DEVELOPMENT INCOME TAX	1,104
PUBLIC SAFETY INCOME TAX	2,211
CLEAR LAKE CONSERVANCY	<u>5,000</u>
	<b>16,267</b>
<u>CASH DISBURSEMENTS FOR JANUARY</u>	
GENERAL FUND	\$22,849
MOTOR VEHICLES HIGHWAY	962
CUMULATIVE CAPITAL DEVELOPMENT	<u>4,320</u>
	<b>\$28,131</b>
OPERATING FUNDS CASH ENDING BAL – JAN 31, 2012	<b>\$473,130</b>
Major Moves – \$127,000 @ .50% matures 12/01/2012	127,000
Cum Cap Development – \$150,000 @ .50% matures 12/01/2012	<u>150,000</u>
	<b>\$277,000</b>
<b><u>TOTAL CASH AND INVEST OPER. FUNDS JAN 31, 2012</u></b>	<b><u>\$750,130</u></b>
SANITATION FUND CASH BEGINNING BAL – JAN 1, 2012	<b>\$48,707</b>
CASH RECEIPTS FOR JANUARY	0
CASH DISBUSEMENTS FOR JANUARY	<u>6,961</u>
SANITATION FUND CASH ENDING BAL – JAN 31, 2012	<b>\$41,746</b>
SANITATION FUND CD’S AS OF JANUARY 31, 2012	
First Federal Savings CD \$100,000 @ .50% matures 12/05/2012	100,000
<b><u>TOTAL CASH AND INVEST SANITATION JAN 31, 2012</u></b>	<b><u>\$141,746</u></b>

SEWER FUND CASH BEGINNING BALANCE – JAN 1, 2012	<b>\$359,399</b>
CASH RECEIPTS FOR JANUARY	52,010
CASH DISBURSEMENTS FOR JANUARY	<u>14,153</u>
SEWER FUND CASH ENDING BALANCE – JAN 31, 2012	<b>*397,256</b>
SEWER FUND CD'S AS OF JANUARY 31, 2012	
First Federal Savings CD \$250,000 @ .50% matures 12/05/2012	250,000
First Federal Savings CD \$250,000 @ .50% matures 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>
	<b>850,000</b>
<b><u>TOTAL CASH AND INVESTMENTS JAN 31, 2012</u></b>	<b><u>\$1,247,256</u></b>

\*Includes Sinking Fund for Bond & Interest of \$ 21,780 (\$21,780 is set aside monthly for semi-annual payments), \$76,618 for replacement of sewer capital assets and Debt Service Reserve Cash of \$261,827, for final bond payment, leaving \$37,031 for operating as of January 31, 2012.

**Bond Indebtedness as of January 31, 2012 is \$2,277,000**