

MINUTES OF MARCH 12TH, 2012 TOWN COUNCIL MEETING

The regular meeting of the Town Council of Clear Lake, Indiana was held at the Town Hall on Monday, March 12th, 2012 at 7:00 p.m. Present were Council Members Robert Lewis, George Schenkel and Chris Folland. Also present were Town Superintendent, Bob Hull and Town Attorney, Neal Blythe. There were 10 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 then asked for a moment of silence for the passing of Larry Cutshal, a long time resident of Clear Lake.

The approval of the Town Council and Executive Council meetings from February 13th, 2012 were not approved, due to a lack of a quorum for those meetings.

The Clerk/Treasurer gave the Treasurer's Reports for January and February 2012 and they will be attached to the minutes.

Bob Lewis asked for a motion to approve the Treasurer's Reports. Chris Folland made a motion to accept the Treasurer's Reports for January & February 2012, it was seconded by George Schenkel, all were in favor and the motion passed.

Total disbursements from the checking accounts are as follows:

General Checking	\$30,448.99
Sewer Checking	<u>11,758.68</u>
Total Amount of Vouchers	\$42,207.67

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, it was seconded by Chris Folland, all were in favor and the motion passed.

REPORTS – Chris Folland gave the Marshal's report

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

- 3 background investigations
- 3 VIN checks
- 2 agency assists for Fremont
- 2 agency assists for Steuben County
- 1 suspicious vehicle complaint
- 1 unsecured residence
- 1 traffic citation issued for expired plates

The storage units on 850E were broken into recently. Please keep an eye out for suspicious vehicles and report them immediately.

FIRE DEPARTMENT – Chris Folland reported that the Fremont Fire Department made 43 calls for the month of February. There were two medical assists in the Town of Clear Lake.

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

There were three Improvement Location Permits issued in February.

- Mark & Ruthie Jones @ 276 Lake Drive, residential remodel, second story addition
- Robert Adams @ 276 Lake Drive, landscaping/gazebo
- Clear Lake Yacht Club @ 186 Lake Drive, flatwork per variance

BZA –

- Preparation for February 20th meeting
- Clear Lake Yacht Club staff report, findings
- Riedeman @ 126 Chapel Drive filing for April 16th meeting
- Completion of nine “Certification of Action Taken” for 2009, 2010 and some of 2011 variances.

PLAN COMMISSION –

- Preparation for February 6th meeting
- Minutes from February 6th meeting
- Riedeman @ 126 Chapel Drive Admin. Subdivision
- Comprehensive Plan review and proposal for update
- Floodplain map update for Plan Commission
- Executive Committee meeting

OTHER –

- Research, site visits, discussion and correspondence about permits, projects and violations:
 - 1. RV Brochure
 2. Coffman @ 124 Terrace Drive
 3. Demolition permit updates

Total hours worked – 44.25

TOWN SUPERINTENDENT – Robert Hull

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

There were 4 sewer locates, 4 alarm calls, 12 pumps replaced or repaired and an average daily flow of 29,775 gallons per day.

STREET DEPARTMENT

- Most of the month was devoted to street numbers and names for the month. The Marina wanted a county road name and number that was assigned to them by the county. West Bay was changed to Clear Lake Cove. Chad Hoover from the county found a few mistakes and they have been corrected. As soon as Chad finishes reviewing the numbers, Laura will be sending the notices to the home owners.
- A total of 9 hours were spent plowing snow in February.
- New street signs have been ordered and will be installed by the end of the month. All private drives will be yellow with black letters and public roads will be green with white letters.
- A time needs to be set for a spring leaf pick-up so that the leaf-vac can be reserved. It was determined that May 8th would be the spring leaf pick-up.

Bob also reported that Bill Brown from the Steuben County Emergency Management Department has received enough grant money for two new tornado sirens that will be installed at Clear Lake. This will save the Town about \$20,000 per siren. Bob will be working with Bill and Chad Hoover to determine a new location for the second siren. The siren at the Public Beach will be placed at the same location.

BILLING DEPARTMENT – No Report, Laura has been spending most of her time on the street renaming and numbering.

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

LITIGATION UPDATE – Town attorney, Neal Blythe

The Hoagland Limited Family Partnership deck case has been moved from LaGrange County to DeKalb County under the jurisdiction of Judge Wallace.

The three sewer connections for the Hoagland Limited Family Partnership are still in the discovery stage.

Two of the delinquent accounts for garbage fees had their hearing with the Judge and the lawsuits were dismissed due to bankruptcy filing and vacated property. One property owner will be paying his account along with attorney fees and one had to be refilled and will go to small claims in May.

The attorney for Mrs. Landemeier has sent a settlement agreement to the Town's Attorney to be discussed with the Town Council.

NEW BUSINESS

COUNCIL APPOINTMENTS

Bob Lewis asked for a motion to appoint Chris Folland to the Plan Commission to fill the vacancy due to the retirement of Kathleen Sue Williams from the Town Council. George

Schenkel made the motion to appoint Chris Folland to the position, the motion was seconded by Bob Lewis, all were in favor and the motion passed.

The Council also needed to appoint two members to the Board of Zoning Appeals to act as alternates. After canvassing citizens of the Town the two people to accept a nomination as alternate to the Board were Erin Culler and Roger Dammeier. Bob Lewis asked for a motion to appoint Erin Culler and Roger Dammeier as alternates to the Board of Zoning Appeals. The motion was made by Chris Folland, it was seconded by George Schenkel all were in favor and the motion passed.

There being no further business at 7:40 p.m. Bob Lewis asked for a motion to adjourn. Chris Folland made the motion to adjourn and 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>
	484,994
<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>
	16,267
<u>CASH DISBURSEMENTS FOR JANUARY</u>	
GENERAL FUND	\$22,849
MOTOR VEHICLES HIGHWAY	962
CUMULATIVE CAPITAL DEVELOPMENT	<u>4,320</u>
	\$28,131
GENERAL FUND CASH ENDING BAL – JAN 31, 2012	\$473,130
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>
	\$277,000
<u>TOTAL CASH AND INVEST GEN FUND JAN 31, 2012</u>	<u>\$750,130</u>

SANITATION FUND CASH BEGINNING BAL – JAN 1, 2012	\$48,707
CASH RECEIPTS FOR JANUARY	0
CASH DISBURSEMENTS FOR JANUARY	<u>6,961</u>
SANITATION FUND CASH ENDING BAL – JAN 31, 2012	\$41,746
SANITATION FUND CD'S AS OF JANUARY 31, 2012	
First Federal Savings CD \$100,000 @ .50% matures 12/05/2012	100,000
<u>TOTAL CASH AND INVEST SANITATION JAN 31, 2012</u>	<u>\$141,746</u>
SEWER FUND CASH BEGINNING BALANCE – JAN 1, 2012	\$359,399
CASH RECEIPTS FOR JANUARY	52,010
CASH DISBURSEMENTS FOR JANUARY	<u>14,153</u>
SEWER FUND CASH ENDING BALANCE – JAN 31, 2012	*397,256
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>
	850,000
<u>TOTAL CASH AND INVESTMENTS JAN 31, 2012</u>	<u>\$1,247,256</u>

*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

**TOWN OF CLEAR LAKE
CASH & INVESTMENT BALANCES
FEBRUARY 29, 2012**

BEGINNING CASH BAL – FEB 1, 2012	
GENERAL FUND	\$75,983
MOTOR VEHICLES & HIGHWAY	36,323
MAJOR MOVES	336
LOCAL ROADS & STREETS	8,876
ECONOMIC DEVELOPMENT INCOME TAX	21,351
PUBLIC SAFETY INCOME TAX	21,020
RAINY DAY	70,103
MISCELLANEOUS FUNDS	10,306
CUMULATIVE CAPITAL DEVELOPMENT	<u>228,832</u>
	473,130
<u>CASH RECEIPTS FOR FEBRUARY</u>	
GENERAL FUND	\$7,583
MOTOR VEHICLES & HIGHWAY	512
LOCAL ROADS & STREETS	366
ECONOMIC DEVELOPMENT INCOME TAX	1,104
PUBLIC SAFETY INCOME TAX	<u>2,211</u>
	11,776
<u>CASH DISBURSEMENTS FOR FEBRUARY</u>	
GENERAL FUND	\$28,370
MOTOR VEHICLES HIGHWAY	803
MISCELLANEOUS FUNDS	8,096
CUMULATIVE CAPITAL DEVELOPMENT	<u>6,547</u>
	43,816
GENERAL FUND CASH ENDING BAL – FEB 29, 2012	\$441,090
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>
	\$277,000
<u>TOTAL CASH AND INVEST GEN FUND FEB 29, 2012</u>	<u>\$718,090</u>

SANITATION FUND CASH BEGINNING BAL – FEB 1, 2012	\$41,746
CASH RECEIPTS FOR FEBRUARY	0
CASH DISBURSEMENTS FOR FEBRUARY	<u>6,961</u>
SANITATION FUND CASH ENDING BAL – FEB 29, 2012	\$34,785
SANITATION FUND CD'S AS OF FEBRUARY 29, 2012	
First Federal Savings CD \$100,000 @ .50% matures 12/05/2012	100,000
<u>TOTAL CASH AND INVEST SANI FUND FEB 29, 2012</u>	<u>\$134,785</u>

SEWER FUND CASH BEGINNING BALANCE – FEB 29, 2012	\$397,257
CASH RECEIPTS FOR FEBRUARY	72,491
CASH DISBURSEMENTS FOR FEBRUARY	<u>38,741</u>
SEWER FUND CASH ENDING BALANCE – FEB 29, 2012	*431,007
SEWER FUND CD'S AS OF FEBRUARY 29, 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>
	850,000
<u>TOTAL CASH AND INVESTMENTS FEB 29, 2012</u>	<u>\$1,281,007</u>

*Includes Sinking Fund for Bond & Interest of \$ 43,560 (\$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 \$49,002 for operating as of February 29, 2012.

Bond Indebtedness as of February 29, 2012 is \$2,277,000