



TOWN OF CLEAR LAKE, INDIANA  
Special Session TOWN COUNCIL MEETING  
January 24th, 2022

The Special Session meeting of the Town Council of Clear Lake, Indiana was held at the Town Hall on Monday January 24, 2022, at 6:00PM. Present were Town Council President Darin Thorp, Council Members Dan Rippe, Brent Schlosser, Molly Weber, and George Schenkel joined via teleconference. Also present was Clerk/Treasurer - Jessica Swander. There were two property owners who signed the guest register.

Council President Darin Thorp called the meeting to order at 6:00PM and led the sighting of the Pledge of Allegiance.

Dan Rippe requested the President allow him a moment to speak before Council before proceeding to the agenda. Darin Thorp gave Dan the floor.

Dan Rippe stated that at the January 18, 2022, council meeting Council approved executive appointments for the two open plan commission seats. It was noted by Council person Brent Schlosser that the alternate for the BZA and Plan commission was no longer in place. Dan stated that he has a nomination to make for the alternate and would like to get concurrence from Council so that all appointments were in place prior to the first meeting.

Dan Rippe made a motion to amend the agenda pertaining Unfinished Business be changed to include Executive Appointments. Seconded by Brent Schlosser. Motion passed.

UNFINISHED BUSINESS:

1. Ordinance Amending Sanitation Rate was discussed by Dan Rippe. Dan asked if there were any questions.

Molly Weber asked if it was passed and when it would go into effect.

Dan Rippe stated that it would become effective thirty days after adoption. Which for billing purposes would be March 1<sup>st</sup>, 2022.

Dan Rippe made a motion to read out loud Ordinance Amending Sections of Chapter 52, Town of Clear Lake, Indiana Code of Ordinances 2022-01 for the seconded and final reading. Seconded by Molly Weber. Motion passed.

Dan Rippe read out loud Ordinance Amending Sections of Chapter 52, Town of Clear Lake, Indiana Code of Ordinances 2022-01 in its entirety.

Dan Rippe made a motion to open to the public for comments and questions. Seconded by Brent Schlosser. Motion passed.

Resident Don Luepke asked how often the rate changes, what the funds go towards, and is this the same increase that the residents will receive every year. Don also asked how the town came up with the number and what happens when a resident has already paid for the entire year.

Dan Rippe stated that the current ordinance allows for a five percent increase per year as the current ordinance Sanitation Contract increases annually by five percent. However, the increase annually had not been passed onto the residents.

Dan Rippe stated that residents should not receive this amount of an increase annually.

Jessica Swander stated that it goes towards the collection cost, administrative, and operational costs.

Brent Schlosser stated that the Town had hired Baker Tilly who analyzed the Fund and helped the Town Council decide on the amount of the increase.

Jessica Swander stated that the \$2.50 would be effective March 1<sup>st</sup>, 2022, and for those residents who have paid ahead will owe an additional \$25.00 for the year, due to the increase.

Evelyn Schlosser asked if there is a change in the corral.

Dan Rippe stated that there is no change to the current corral usage. Dan stated that it could be something that might change for how the corrals are current used when new bids are submitted for a new Sanitation collection for the Town due to automatic armed trucks.

Dan Rippe made a motion to close public comment. Seconded by George Schenkel. Motion passed.

Dan Rippe made a motion to approve and adopt Ordinance Amending Sections of Chapter 52, Town of Clear Lake, Indiana Code of Ordinances 2022-01. Seconded by George Schenkel. Motion passed.

2. Sewer Rate Study actions were update by Dan Rippe. On January 18, 2022, Accounting Firm, Baker Tilly Municipal Advisors, presented to Council and the Public, the draft results of the requested Sewer Rate Study. The discussion was thorough and complete, resulting in 8 action items, which have been completed and direction provided to Baker Tilly, who is currently updating the study

Action #1: Consider breaking out the Fremont treatment costs separately from other operational expenses. Response: The TOCL would like to use a similar approach as the sanitation ordinance appendix A, which allows the TOCL to adjust for changes in the Fremont Treatment Costs.

Action #2: Review basis for inflation rate of 3% Response: With today's inflation already at 7% overall and long range anticipated inflation of 2.9% in 2023 and 2.5% in 2024-2027 using a 3% rate will never recover the 2022 shortfall. Please adjust the inflation rate to a breakeven % over the duration of the study.

Action #3: Consider including an employee salary increase for years beyond 2022. Response: Yes, please add into the study an employee salary increases of 4.5% for 2023, 2024, 2025 and 2026.

Action #4: Correct the current rate. Response: Attached are Council minutes and a letter sent to the residents indicating a pass-through increase of \$5.47 to the 2017 rates. Please adjust the rates in the Present column accordingly.

Action #5: Review the assumptions associated with litigation costs. Response: The litigation costs are currently established by using a 4-year average. A discussion with the Towns attorney used legal filings compared to 2021 and resulted in an estimate of 50%. Since both basis of estimates resulted in a similar number, the litigation estimate in the current rate study should remain unchanged.

Action #6: Consider applying ARP funds toward the improvement fund. Response: The TOCL is considering other important TOWN infrastructure projects with long term recurring benefits for the ARP funds. The rate study should not consider this in its analysis.

Action #7: Review Commercial and Industrial Service fees updates. Response: This topic will be tabled until later in 2022. No action on current rate study.

Action #8: Consider adding a unique rental property category to the service fee schedule. Response: This topic will be tabled until later in 2022. No action on current rate study.

Darin Thorp stated that he liked the break down with separating Fremont from the other costs.

Brent Schlosser asked about it being written into the Ordinance that commercial rates can be changed and increased when it can be looked at in the future.

Dan Rippe said Appendix A is more of a reference for the Charge of the Town verses the charge to the Resident.

Molly asked if it would still be looked at in the future, put on a list of action items for later.

Dan Rippe said some options could be metered verses by the number of employees. He stated that it was worthy of pursuit, but it will take time to make sure it is done right.

Dan Rippe stated Baker Tilly will present the new Rate study with these action items and should be presented at the February 15, 2022 Council meeting.

3. Marshals Vehicle Bid Advertisement was discussed by Brent Schlosser. Brent stated that when establishing the 2022 budget it was noted the Marshal Vehicle is depreciating and needs to be replaced with updated policing equipment. The 2022 budget discussion also included repurposing of the current Marshal vehicle into a service vehicle for the Town Employees, including the Clerk- Treasurer and Zoning Administrator. Both pros and cons were discussed at that time, and it is in my opinion this topic warrants further discussion between the Town Council either now or at a future date. Once a delivery date is determined for the new Marshal vehicle, Council will have a better idea of the timeline required to make this decision. To fulfill Town objective #14, purchase of a new Marshals vehicle, including equipment, he would like to discuss and answer any questions they may have.

George Schenkel asked if the purchase of a new vehicle requires a trade in.

Brent Schlosser stated that it is not required to trade in a vehicle.

Darin Thorp stated that the bid process could be done in two processes with and without trade in.

Brent Schlosser made a motion to have the authority to specify and advertise for bids of purposes of a new Marshals vehicle to include a trade in and without a trade in. Seconded by Molly Weber. Motion passed.

4. BZA Alternate appointment was discussed by Dan Rippe.

Dan Rippe made a motion to accept Don Luepke as alternate for Plan Commission and the Board of Zoning Appeals. Seconded by Molly Weber. Motion passed.

#### NEW BUSINESS:

1. Town Electronic Equipment and Midsolv quote was introduced by Dan Rippe. Dan stated that to be consistent with Town Objective #2 Update Town Electronic Systems and the Towns 2022 budget he would like to get Council concurrence to move forward with the employee centric equipment. MidSolv, LLC located at 1560 S. Bill Deller Road, Angola, IN has served the Town of Clear Lake well in its management of our computer systems, security and data backups, a critical component to ensuring uninterrupted service.

MidSolv, LLC. Understanding our needs and current computer assets, has prepared a proposal for Council's consideration. He and Darin Thorp have worked with each department lead and MidSolv, LLC in defining the equipment configurations specified and proposed.

Equipment proposed in the estimate were as follows:

Xerox Laser Printer, Laptop, Digital Desk Phones, Desk phone for billing clerks' desk, conference room phone, monthly phone service, Apple iPad for each elected officials and appointee, Toughbook, and additional Office 365 with audio conferencing for conference room. The total price of the quote \$20,728.83.

Council discussed other items that are also needed but are being done with a different firm that specialize in that area of equipment.

Molly Weber asked if it included training.

Dan Rippe stated that it will include set up and showing users how to use it.

Dan Rippe made a motion to open to the public for comment. Seconded by Brent Schlosser. Motion passed.

Don Luepke stated he gets worried because it is a lot of money and to be aware of that the community and what they are paying for.

Darin Thorp stated that the community will start see better and quicker communication between the Town and the residents.

Evelyn Schlosser asked if the white boards that are in the Council room were advertised. She stated that she has friends in Florida and places and have questioned what is going on. She stated that if you are at the meeting, people can see them, but people that are here cannot.

Dan Rippe stated that once the Town has completed its objectives to improve the electronic systems and communication everything on the board can be projected on the screens and shared during a meeting if attending remotely.

George Schenkel stated that have everyone should be filling out the survey on how they want that communication.

Dan Rippe made a motion to close for public comment. Seconded by Molly Weber. Motion passed.

Molly Weber asked about adding licenses for users.

Dan Rippe stated it would be easy to add additional users.

Dan Rippe made a motion to approve and purchase the equipment in the estimate for \$20,728.83. Seconded by Brent Schlosser. Motion passed.

#### GENERAL DISCUSSION:

Molly Weber stated that she wanted to further discuss the Salary Ordinance in the future and the Street Parking.

Dan Rippe stated the survey should be going out in a few days.

George Schenkel stated that he would be on Thursday or Friday to sign the Ordinance that passed.

Resident Don Luepke stated that he appreciates the work that everyone is doing in relationship to the Town. He feels obligated to give roses to Dan because he has done so much for this organization for this Town and the Conservancy and it is deeply appreciated.

There being no further business or discussions President Darin Thorp Adjourned the meeting at 7:06p.m.



Darin Thorp, Council President



Attest: Jessica Swander, Clerk/Treasurer