



TOWN OF CLEAR LAKE, INDIANA
REGULAR TOWN COUNCIL MEETING
February 17, 2020

The regular meeting of the Town Council of Clear Lake, Indiana was held at the Town Hall on Monday February 17, 2020 at 7:00 p.m. Present were Town Council President Molly Weber, Town Council Members Darin Thorp, Bonnie Brown, Roger Dammeier, and Erick Strasser. Also present were Clerk/Treasurer - Jessica Swander, Town Marshal - Chris Emerick, Superintendent- Bob Hull and Zoning Administrator Jim Lonabarger. There were seven property owners signed the guest register.

Molly Weber called the meeting to order at 7:00 p.m. and led the sighting of the Pledge of Allegiance.

COUNCIL ACTIONS:

1. Approval of minutes from the Regular Town Council meeting held on Monday, January 20, 2019 at 7:00 p.m. Molly Weber presented the minutes to the Council. Molly Weber then asked for any additions or correction. None were given.

Darin Thorp made a motion to accept the Regular Town Council minutes as presented. Seconded by Roger Dammeier. Motion passed.

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:	\$88,353.10
Sewer Funds:	<u>\$28,940.73</u>
Total Disbursements	\$117,293.83

Darin Thorp made a motion to approve the Voucher Register with Warrants. Seconded by Roger Dammeier. Motion passed.

UNFINISHED BUSINESS:

1. Marine Patrol Update- Chris Emerick gave an update of the Marine Patrol Boat. Thayer Marine would have the boat ready for pick up next week. Once the boat is pick up graphics would be installed along with equipment.

NEW BUSINESS:

1. Street Bids- Casey Erwin from DLZ Engineering presented Council with Bids opened and read out loud earlier in the day during the public meeting. Bids presented were as follows.

	PT. 1 Penner Drive	PT. 2 Lake Site Court Culvert	
API Construction Corp.	\$114,937.20	\$174,289.20	TOTAL: \$289,226.40
Brooks Construction CO., INC	\$119,689.25	\$153,737.75	TOTAL: \$273,427.00
E&B Paving, INC	\$114,341.75	\$139,657.25	TOTAL: \$253,999.00

Roger Dammeier made a motion to accept the bids as opened and read aloud on Monday February 17, 2020 at 10a.m. Seconded by Darin Thorp. Motion passed.

Roger Dammeier made a motion to approve and sign the notice of Award for the 2020 Street projects to E&B Paving, INC. for \$253,999.00 including Parts 1 and 2. Seconded by Darin Thorp. Motion passed.

Roger Dammeier made a motion to approve and sign form 96 as submitted by E&B Paving, Inc. Which includes notice to proceed issued upon receipt INDOT Funds. Seconded by Darin Thorp. Motion passed.

Roger Dammeier made a motion to sign CCMG paperwork and submittal back to INDOT, and execution of Owner Contractor Agreement outside of the meeting upon receipt of agreement from contractor, CCMG paperwork will be emailed back to INDOT by Friday February 21, 2020. Seconded by Darin Thorp. Motion passed.

2. Marine Patrol Authorization Form- Christ Emerick read out loud an authorization form allowing Rex Snider and John Shannon Temple, employees of the Town, to sign paperwork upon receipt and purchase of the new Marine Patrol Boat.

Roger Dammeier made a motion to approve Authorization Form allowing Rex Snider and John Shannon Temple to sign on behalf of the Town of Clear Lake form related to the purchase Marine Patrol Boat. Seconded by Darin Thorp. Motion passed

3. Region 3A- Molly Weber announced that Bob Hull has volunteered to represent the Town for the Regions 3A.
4. Plan Commission Recommendation- Erick Strasser presented Plan Commissions recommendation to deny 723 South Clear Lake Drives, Norton, request to rezone from LA to SR. Council discussed reasons to pass and reasons to deny the request.

Bonnie Brown made a motion to approve 723 South Clear lake Drive, Norton, Zoning request to change from LA to SR. Seconded by Darin Thorp. Molly Weber then asked for a roll call vote.

Bonnie Brown Vote- Yes, Erick Strasser Vote- No, Darin Thorp Vote- Yes, Molly Weber Vote- No, Roger Dammeier Vote- No. Motion did not pass.

5. Lock Box- Darin Thorp and Jessica Swander spoke about contents of the Towns Lock box located at Farmers State Bank which consists of old deeds, photographs, and letters from many years ago. The papers filed in the lock box needs to be gone through and see if there is a need to continue the lock box.

Darin Thorp made a motion to pull the lock box, go through the contents, identify documents and disburse accordingly. Seconded by Roger Dammeier. Motion passed.

6. Department Leads- Molly Weber assigned Departments Leads for Council as follows; Roger Dammeier will be staying with Streets, Sewer, and picking up the Towns Website. Erick Strasser will be the point person for Plan Commission. Darin Thorp will be doing Legal, Handbook, IT, and adding the Police Department. Molly Weber will be continuing with the Fire Department. Monthly meeting will be rotating between Council Members.
7. Handbook- Darin Thorp updated Council with recommended changes to the Handbook per New Focus HR. Changes included what defines and Eligible Employee and the second change was Military Family Leave. Changes were due to the fact we are a Municipality with fewer than fifty employees.

Roger Dammeier made a motion to make the recommended changes to our current handbook sections 602 and 601. Seconded by Molly Weber. Motion passed.

8. Sewer Easement- Bob Hull presented the Sewer Easement to Council for the Kinder property at 354 East Clear Lake Drive and his recommendation to approve.

Darin Thorp made a motion to approve the Sewer Easement at 354 East Clear Lake Drive. Seconded by Roger Dammeier. Motion passed.

REPORTS:

1. Financial Report – Jessica Swander presented the financial report showing financials through January 31, 2020. Report is on file.
2. Marshal’s Report – Chris Emerick gave an update on the activities at and around Clear Lake over the last month. Report is on file.

3. Fire Department – Molly Weber gave an update on the fire department runs. Report is on file.
4. Zoning Administrator – Jim Lonabarger gave an update on the number of cases and what has transpired in the PC/ZA office.
5. Superintendent – Bob Hull updated the Council on the sewer/street department activities over the last month. Bob spoke about the need in the near future for an order of Grinders. Bob Hull also let council know he needed to make a purchase above his limit and use the emergency limit for a pump for the Condos. Report on file.

Roger Dammeier made a motion for Bob Hull make a purchase of 10 grinders when he deems it necessary. Seconded by Darin Thorp. Motion passed.


COUNCIL REPORT:

GENERAL DISCUSSION:

There being no further business or discussions President Molly Weber adjourned the meeting at 8:08 p.m.



Darin Thorp, Council Vice President



Attest: Jessica Swander, Clerk/Treasurer