



REGULAR SCHEDULED COUNCIL MEETING

Tuesday, February 21, 2023 – 7:00 p.m.

[Join Zoom Meeting](#) – Link listed on website

<https://us06web.zoom.us/j/6479705713?pwd=bGoxRjllTXNXeWRhQlcrVzljaHUwdz09>

[OR Join Via Phone:](#) (646) 931-3860

Meeting ID: 647 970 5713

Passcode: Clear

AGENDA

- 1. Call to OrderCouncil President
- 2. Pledge of Allegiance Council and Attendees
- 3. Zoom Instructions Robert Hawley
- 4. Approval of Meeting Agenda

- 5. Election of Officers
 - I. Council President..... Council
 - II. Council Vice President..... Council
 - III. Council Secretary Council
 - IV. Department Appointments..... Council
 - V. Plan Commission Council

- 6. Approval of Monthly Reports
 - a. Minutes from December 20, 2022..... Council
 - b. Minutes from January 17, 2023 Council
 - c. Dec/Jan Voucher Register & Warrant Nathan Striker
 - d. Jan/Feb Voucher Register & Warrant Nathan Striker

- 7. Monthly Reports
 - a. Financial Report..... Nathan Striker
 - b. Marshal’s Report Chris Emerick
 - c. Fire Department Report Brent Schlosser
 - d. Zoning Administrator’s Report Robert Hawley
 - e. Superintendent Report..... Guy Rodgers
 - f. Council Member’s Reports Council

- 8. Unfinished Business Council
 - a. Golf Cart penalties and registration fee Council
 - b. Marshals previous vehicle (Tahoe) Council
 - c. GIS System unedited version accessible..... Council

- 9. New Business
 - a. Ordinance Amending Salary for 2023 Council
 - b. Certificate of Appointment Steuben County Econ Dev Council
 - c. Certificate of Appointment Region 3A Council
 - d. Approval to Advertise CCMG Project for Bid Council
 - e. Fee Schedule Update Council
 - f. DLZ Work Order Agreement Council
 - g. Future of Our Roads Committee Council
 - h. Reestablishing the CCD Fund Council

- 10. General Discussion Council & Attendees

- 11. Adjournment..... Council President

Please Note: Agenda items listed are those reasonably anticipated and may be discussed at the meeting. Not all items listed may necessarily be discussed and there may be other items not listed that may be brought up for discussion.



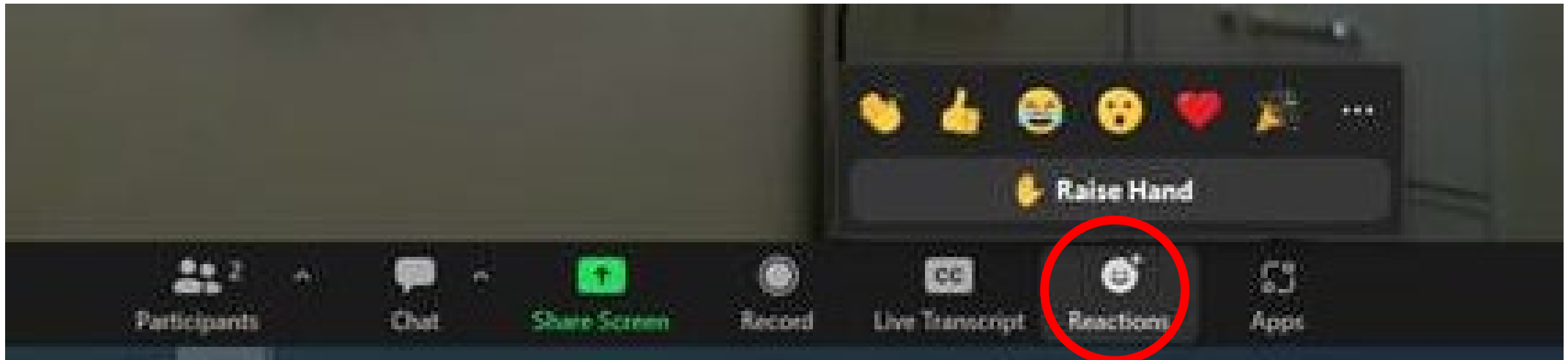
Next Council meeting:

Tuesday, March 21, 2023 @7:00 p.m.

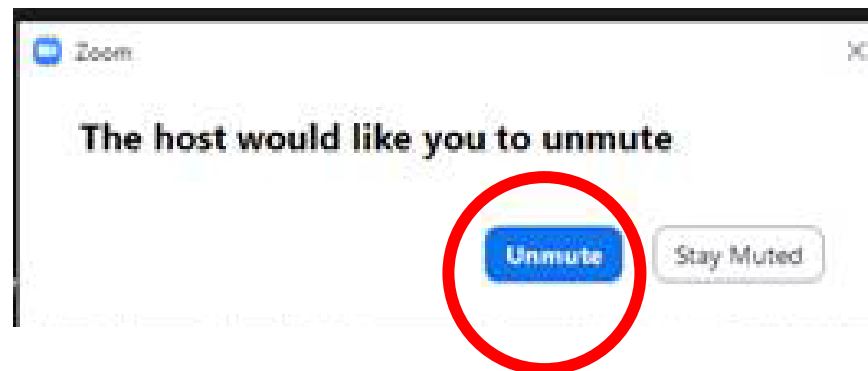
Please Note: Agenda items listed are those reasonably anticipated and may be discussed at the meeting. Not all items listed may necessarily be discussed and there may be other items not listed that may be brought up for discussion.

Public Feedback

- Chairman or President will open up the meeting for public input
- Raise your hand using the Reaction button



- You will be unmuted by host and you will also need to unmute yourself.





TOWN OF CLEAR LAKE, INDIANA
REGULAR TOWN COUNCIL MEETING
December 20, 2022

The Regular Council meeting of the Town Council of Clear Lake, Indiana was held at the Town Hall on Tuesday, December 20, 2022, at 7:00PM. Present were Town Council President Darin Thorp, Council Members Brent Schlosser, Dan Rippe, George Schenkel and Molly Weber. Clerk/Treasurer - Jessica Swander, Street & Sewer Superintendent- Guy Rodgers, Zoning Administrator – Robert Hawley, and Marshal – Chris Emerick was also in attendance. There were thirteen residents who signed the guest register and eight attended via Zoom.

Council President Darin Thorp called the meeting to order at 7:00 p.m. starting with the sighting of the Pledge of Allegiance.

Zoom instructions were given by Robert Hawley.

Molly Weber made a motion that Salary Ordinance be added as item C under new business. Brent Schlosser seconded the motion. Motion passed.

COUNCIL ACTIONS:

1. Approval of minutes from the Regular Town Council meeting held November 15, 2022, at 7:00PM. Darin Thorp presented the minutes to the Council. Darin then asked for any additions or corrections. No Corrections were given.

George Schenkel made a motion to pass the Regular Town Council minutes as they were presented. Seconded by Molly Weber. Motion carried.

2. Approval of minutes from the Special Town Council meeting held Monday, December 5, 2022, at 7:00PM. Darin Thorp presented the minutes to the Council. Darin then asked for any additions or corrections. No Corrections were given.

Molly Weber made a motion to pass the Special Town Council minutes as presented. Seconded by Brent Schlosser. Motion passed.

3. 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:	\$103,579.06
Sewer Funds:	<u>\$70,237.26</u>
Total Disbursements:	\$173,816.32

George Schenkel made a motion to accept the Voucher Register with Warrants. Seconded by Dan Rippe. Motion passed.

REPORTS:

1. Financial Report – Jessica Swander presented the financial report showing financials through November 30, 2022. Report is on file.
2. Marshal's Report- Chris Emerick discussed Marshal activity around the lake. Report is on file.
3. Fire Department Report- Brent Schlosser read the Fire Department Report. Report is on file.
4. Zoning Administrator- Robert Hawley discussed activity around the lake. Report is on file.
5. Superintendent- Guy Rodgers discussed activity around the lake. Report is on file.

COUNCIL REPORTS:

1. Molly Weber – Attended a Zoom meeting hosted by R3A that focused on the state requiring a service line inventory being required by the EPA, due the fall of 2024, verifying that the town has no lead or copper. Molly stated that the GIS system should help with this. Molly stated that she had investigated the possibility of grants or loans to help with this, noting that loans were more probable.
2. Molly Weber discussed website stating that Jennifer Smith-Sattison had done a good job building the new site and that it should help with getting the Town survey out to residents for completion.
3. Molly Weber discussed training for the new Clerk-Treasurer Christine Crawford.

Molly Weber made a motion that Council approve funding for Keystone software training for the new Clerk/Treasurer, Christine Crawford, on January 3, 2023. Dan Rippe asked if there were any other dates available. Jessica Swander responded there were no other dates in January 2023. George Schenkel seconded the motion. Motion carried.

Molly Weber made a motion that Council approve payment for additional training for Christine Crawford by Jessica Swander, paid by 1099, at her current rate of \$1,802.24, biweekly, as needed for the month of January 2023. George Schenkel seconded the motion. Motion carried.

4. Darin Thorp – Update on the GIS system. Darin investigated the ability to log-in to the GIS system, per George’s request at the last board meeting, and has confirmed that this will be possible. Darin also stated that he had received an email from GIS stating that they have collected 403 grinders, 54 catch basins, and 8 manhole covers.

Unfinished Business:

1. Dan Rippe informed Town Council that Town of Clear Lake was approved for the INDOT Community Crossing Grant on December 6, 2022. Dan stated that the Grant requires several things to be accomplished as soon as possible.
 - A. Council needs to notify INDOT who will have signing authority.
 - B. DLZ needs to be given authorization to complete survey, design, create bid packages, and establish various permits.
 - C. At this point INDOT will issue a Local Roads and Bridges matching grant agreement to the Towns designated authority to sign.
 - D. Town needs to advertise for bids.
 - E. All final documents need to be submitted to INDOT no later than April 6, 2023.

Dan stated that INDOT would issue a purchase order to transfer money to the Town of Clear Lake in the April-July 2023 time frame. Construction would need to be completed over the summer of 2023 (4-6 months). Dan further stated that once all of this was completed the Town could apply for another grant from INDOT in July 2023.

Dan Rippe moved to introduce Resolution 07-2022, Resolution of the Town Council of the Town of Clear Lake Indiana Concerning Authorization of INDOT Agreements. Brent Schlosser seconded the motion. Motion carried.

Dan Rippe read Resolution 07-2022, Resolution of the Town Council of the Town of Clear Lake Indiana Concerning Authorization of INDOT Agreements in its entirety.

George Schenkel asked if council would need to approve the document to signed. Jessica Swander and Molly Weber explained that a specific person would need to be named as a designated signer, as the document would not be a hard copy, but rather an online docu-sign document.

Dan Rippe made a motion to nominate Darin Thorp as the individual authorized by Town Council to be authorized to sign. Brent Schlosser seconded the motion. Motion carried.

Dan Rippe motioned to open for public comment. Brent Schlosser seconded the motion. Motion carried.

Resident Molly Nagle asked which Council person was Darin Thorp.

Brent Schlosser motioned to close public comment. Molly Weber seconded the motion. Motion carried.

Dan Rippe motioned to suspend the rules to read Resolution 07-2022 Resolution of the Town Council of the Town of Clear Lake Indiana Concerning Authorization of INDOT Agreements by title only for the second reading. George Schenkel seconded the motion. Motion carried.

Dan Rippe read Resolution 07-2022 Resolution of the Town Council of the Town of Clear Lake Indiana Concerning Authorization for Execution of INDOT Agreements by title only.

Dan Rippe moved to pass Resolution 07-2022 Resolution of the Town Council of the Town of Clear Lake Indiana Concerning Authorization for Execution of INDOT Agreements adding Darin Thorp as an authorized signer. George Schenkel seconded the motion. Motion carried.

Dan Rippe moved to authorize DLZ to complete the required surveys, final designs, create a public review of the final designs, create a bid package for each project, and establish all necessary permits. Molly Weber seconded the motion. Motion carried.

Molly Weber asked for discussion on what the total project timeline would be.

Brent Schlosser motioned to open for public comment. Dan Rippe seconded the motion. Motion carried.

Todd Thurber from DLZ stated he would put together a schedule based on authorization, getting documents back and lining up with Council meetings as best as he can, but it will be very general. Having to submit everything by the April 6th deadline, puts accepting the bids time frame of March. The advertising bid package would need to be done by the end of February, beginning of March, to award and sign the contract at the March meeting. Todd commented that he would try to have the survey done by the end of December, to have the final design complete by the third week of February.

Molly asked that the final design be given to council members a couple of weeks prior to the February council meeting.

Jessica Swander mentioned that bids need to be published in the paper 17 and 10 days prior to a bid meeting, and that there could be the need for a special session.

Resident Kathy Schenkel asked if the process could be sped up so that the public would have time to review it, possibly a rendering of the project by January 2023.

Todd from DLZ said not by the end of January.

George Schenkel stated he has spoken to people who said that the presentation given was missing pieces.

Dan Rippe motioned to close public comment. Molly Weber seconded the motion. Motion carried.

2. Outstanding Check List was discussed by Dan Rippe. Dan requested an update on the status of contacting residents on the list.

Molly Weber commented that there was no update regarding the list. Jessica Swander stated that by state law the checks need to be voided.

Dan Rippe read 2017 Indiana Code 5.11.10.5-2 and 2018 Indiana Code 5.11.10.5-3, it is important for the Clerk-Treasurer to address these checks by December 31, 2022.

Dan Rippe moved to void all the listed checks documented and provided to council. Molly Weber seconded the motion. Motion carried.

New Business:

1. Ordinance Sanitation pick-up was discussed by Dan Rippe.

Dan Rippe moved to introduce Town of Clear Lake, Indiana Ordinance No. 2022-16, Ordinance Amending Sections of Chapter 52, Town of Clear Lake Indiana, Code of Ordinances. Brent Schlosser seconded the motion. Motion carried.

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

Molly Weber asked for a clerical correction.

Dan Rippe motioned for public comment. Brent Schlosser seconded the motion. Motion carried.

Resident Molly Nagle asked if the trash was still Washler.

Dan Rippe stated it was the same company however a new contract and a different truck.

Resident Matt Rippe asked what the changes in the trucks are.

Dan Rippe stated that the new trucks would be effective in January and changing from a rear load truck to an auto load truck.

Dan Rippe motioned to close public comment. Brent Schlosser seconded the motion. Motion carried.

Brent Schlosser motioned for the ordinance to be read by title only. Dan Rippe seconded the motion. Motion carried.

Dan Rippe read Ordinance No. 2022-16 Ordinance Amending Sections of Chapter 52, Town of Clear Lake Indiana, Code of Ordinances by title only.

Dan Rippe motioned to pass Ordinance No. 2022-16 Ordinance Amending Sections of Chapter 52, Town of Clear Lake Indiana, Code of Ordinances with the corrections, capitalize C for Clear and L for Lake. Brent Schlosser seconded the motion. Motion carried.

2. Attorney Contract – Renewal of Contract for Hawk, Haynie, Kammeyer, & Smith was discussed by Dan Rippe.

Dan Rippe motioned to open for public comment. Brent Schlosser seconded the motion. Motion carried.

No public comment.

Molly Weber motioned to close public comment. George Schenkel seconded the motion. Motion carried.

Dan Rippe moved to approve the contract as written. George Schenkel seconded the motion. Motion carried.

3. Amended Salary Ordinance was discussed by Molly Weber.

Molly Weber moved to read Ordinance 2022-17, An Ordinance to Amend Ordinance 2022-12 Setting Salaries and Wages of the Officers and Employees for The Town of Clear Lake Indiana for the Year 2023 with corrections related to health insurance. George Schenkel seconded the motion. Motion carried.

Molly Weber read Ordinance 2022-17, An Ordinance to Amend Ordinance 2022-12 Setting Salaries and Wages of the Officers and Employees for The Town of Clear Lake Indiana for the Year 2023 with corrections related to health insurance in its entirety.

Molly Weber made a motion to approve Ordinance 2022-17, An Ordinance to Amend Ordinance 2022-12 Setting Salaries and Wages of the Officers and Employees for The Town of Clear Lake Indiana for the Year 2023 with corrections related to health insurance with a correction. Seconded by George Schenkel. Motion passed.

Training & Review

George Schenkel reviewed the Comprehensive Plan. George Schenkel and Robert Hawley asserted the importance of addressing this.

General Discussion

Molly Weber discussed from old minutes what to do with the Tahoe owned by the Town of Clear Lake. Molly Weber asked that it be discussed at the next meeting. Molly Weber also asked that Town Council meetings be kept to a time minimum.

George Schenkel discussed concerns about the road project and Todd Thurber's reports, that he stated were excellent. George referred to a half an inch worth of email of concerns about the roads. He stated that the methodology is picking the roads. George asked what the policy is on drainage and asked that a policy statement be developed specifically stating what it is. George Schenkel asked that a drainage policy be discussed next month.

Darin Thorp and Council discussed Brent Schlosser's seat on the Council, and that he is reappointed to the seat for another term by default as no one ran for his seat.

Darin Thorp stated it was bittersweet to say good-bye to Jessica Swander and thanked her for everything she has done and that she had made the Town that much better.

Tyson Johnston asked about the grading system used by the town and asked if it was a state driven process and if it takes a piece from end to end not small sections.

Todd Thurber stated that it was a state driven process.

There being no further business or discussions, Council President Darin Thorp adjourned the meeting at 8:25 p.m.

Darin Thorp, Council President

Attest:

TOWN OF CLEAR LAKE, INDIANA
REGULAR TOWN COUNCIL MEETING

January 17, 2023

The Regular Council meeting of the Town Council of Clear Lake, Indiana was held at the Town Hall on Tuesday, January 17, 2023 at 7:00PM. Present were Town Council President Darin Thorp, Council members George Schenkel, Brent Schlosser, Dan Rippe and Molly Weber. Street and Sewer Superintendent-Guy Rodgers, Zoning Administrator-Robert Hawley, Billing Clerk-Jennifer Sattison and Marshal-Chris Emerick were also in attendance. There were 11 residents in attendance and 4 attended via Zoom.

Council President Darin Thorp called the meeting to order at 7PM. The Pledge of Allegiance was then recited.

Zoom instructions were provided by Robert Hawley.

Molly Weber asked to have all Council and employees introduce themselves.

Council President Darin Thorp stated after discussion with our legal counsel because of our vacancy in the Clerk Treasurer it was recommended that looking at the agenda that we table items 4, 5, 6a and item 8, all the new business. Items were Election of Officers (Council President, Council VP, Council Secretary, Department Appointments and Plan Commission), Approval of Monthly Reports (Minutes from December 20, 2022 and Voucher Register and Warrant, Financial Monthly report and all New Business (Ordinance Amending Salary for 2023, Certificate of Appointment to Steuben County Economic Development and Certificate of Appointment Region 3A). Motion was made by Darin Thorp and seconded by Brent Schlosser. Motion passed.

REPORTS:

1. Marshal's report: Chris Emerick presented his report and report is on file.
2. Fire Department report: Brent Schlosser presented report and report is on file.
3. Zoning Administrator: Robert Hawley presented his report and report is on file.
4. Superintendent: Guy Rodgers presented his report and report is on file.
5. All departments then presented their respective Metrics which can be found on the TOCL website on the Metrics tab.

COUNCIL REPORTS:

Dan Rippe presented a report he has pulled together titled: Closer Look @ DLZ Alternate Approach. Molly Weber made a motion to open for public comment, motion was seconded by Brent Schlosser.

Resident Kathy Schenkel asked why when some roads are built on sand and others built on swamp why we would need to start over with the roads. Dan responded and asked Todd Thurber for verification, that there are engineering solutions for roads in wet areas that entail a special process to distribute the load over larger areas.

Resident John Wilhelm suggested that the TOCL move forward with a Road Committee and to ask for input from residents who have expertise in the area of roads and construction and to not wait to get started on this.

Resident Brian Weber asked for clarification on the aggressive approach and cost difference per mile on roads that are projected to last 8-10 years vs 15-20 years. Dan stated he used DLZ's re grind and resurface costs which were 2:1.

Todd Thurber from DLZ stated all items covered and he had nothing to add.

Resident Jim Nevin asked if the TOCL bids out the engineering work. Darin responded that it was not bid out as they are almost identical to other firms.

Molly Weber made the motion to close public comment which was seconded by Brent Schlosser.

UNFINISHED BUSINESS:

George Schenkel asked Darin Thorp if there was an update on when the GIS system would be available to other Council members and residents to view via the website. Darin stated that it is 'coming soon'.

NEW BUSINESS:

Dan Rippe stated that he and Robert Hawley have been looking at the ILP fee schedule and that Council will need to approve any updates. Dan shared this will come to Council in February with the intent to approve in March. Dan shared that TOCL current fee schedule has been in place since 2016.

TRAINING AND REVIEW:

Robert Hawley presented the Zoning Ordinance training along with some history and why this is so important to a community.

GENERAL DISCUSSION:

Council and residents in attendance extended a thank you to all the first responders.

Molly Weber suggested that in the spirit of managing the residents time and keeping the meetings flowing that Council consider posting the Department Metrics on the website and changing the order of the meetings so both unfinished and new business would occur prior to monthly reports. This would allow residents not to have to stay to the end of the meeting for key information that may/may not yet be posted on the website. Dan Rippe said he was fine as long as Department heads provided a brief overview of their metrics during their report.

Molly Weber asked if the TOCL had any follow up to do on Clear Lake Cove as there are still residents with sandbags in the driveways and at their back doors. Guy Rodgers stated no action was required and that all the work was complete. Guy also stated that if a resident needed he or Denver to pick up the sandbags to contact him.

Resident Kay Kummer stated this was a good meeting.

Resident Todd Rumsey stated that Council should consider a consent agenda to group items like routine reports to help keep the meetings moving along.

With no further business or discussion, Molly Weber made a motion adjourn and Brent Schlosser seconded. Motion passed and Council President Darin Thorp adjourned the meeting at 8:06PM.

Darin Thorp, Council President _____

Nathan Striker, Attest _____

ACCOUNTS PAYABLE TOWN of CLEAR LAKE
Voucher Register for Operating Funds & Sewer Fund

For Period from 12/21/2022 through 01/17/2023

2023							
DATE FILED	VOUCHER NUMBER	NAME OF CLAIMANT	FUND	AMOUNT OF VOUCHER	Appropriation	CHECK/WARRANT NUMBER	MEMORANDUM
5-Jan	Pay Fund	PAYROLL	General	\$6,933.78	Payroll/benefits	EFT	C/Trea.B.Clerk.ZA & Police/Council
5-Jan	Pay Fund	PAYROLL	MVH	\$2,202.56	Payroll/benefits	EFT	T.Manager & T. Worker
5-Jan	Pay Fund	PAYROLL	Sanitation	\$521.23	Payroll/benefits	EFT	C/Trea.B.Clerk
5-Jan	Pay Fund	Inpers	MVH	\$229.15	Inpers Town Ex	EFT	Employer retirement contribution
5-Jan	Pay Fund	Inpers	General	\$415.82	Inpers Town Ex	EFT	Employer retirement contribution
5-Jan	Pay Fund	Inpers	Sanitation	\$54.24	Inpers Town Ex	EFT	Employer retirement contribution
18-Jan		Farmers State Bank Visa	General	\$250.00	Training		AIM Training Material
18-Jan		Farmers State Bank Visa	General	\$114.19	Meetings		Fremont & End of year meetings
18-Jan		Farmers State Bank Visa	Lit	296.98	Equipment		Hard drive & card reader
18-Jan		Farmers State Bank Visa	General	\$15.00	Other Prof.		Car Wash
18-Jan		Wex	General	\$129.27	Fuel		Marshal Fuel
19-Jan		M & C Trenching	MVH	\$3,539.50	Other Prof.		708 SCLD - Catch basin
18-Jan		Jessica Swander	General	\$1,802.04	Training		Training (1/2 - 1/13)
20-Jan		Midwest Essentials	General	\$72.00	Office Supplies		Cups
20-Jan		Fremont Hardware	MVH	\$64.54	Supplies		Gas Can spout & nozzles
20-Jan		Higbee Welding	MVH	\$168.22	Equip. Repairs		Snowplow Repairs
19-Jan		Boyce	General	\$518.07	Operating Supp		Tax paperwork & checks
19-Jan		Dunworth Automotive	MVH	\$188.04	Supplies		Tractor Battery (1/2), snow plow accessories
20-Jan		Menards	General	\$243.86	Building Maint		Shelves & Softener Salt
20-Jan		IACP	Lit	\$190.00	Dues		Active Dues
20-Jan		New Focus HR, LCC	General	\$320.00	Other Prof		Hourly Consulting for Molly Weber
19-Jan		Fremont Sand & Gravel	MVH	\$37.90	Sand & Salt		Sand for roads
3-Jan		First Net AT & T	General	\$66.93	Telephone/Int		Marshals, MIFI and ZA Phone
19-Jan		Galls	Lit	\$163.83	Uniforms & Supp		Stinger LED/Stinger DS Held Holster
19-Jan		Kiesler Policy Supply	Lit	\$492.00	Uniforms & Supp		Ammo
18-Jan		DLZ	CCD	\$3,545.44	Engineering		2022 CCMG App 2022-2
24-Jan		KPC Media Group	General	\$24.00	Other Charges	EFT	Monthly newspaper
18-Jan		Midsolve	General	\$495.85	Other Prof		Technician
19-Jan		Applied Innovation	CCD	\$98.59	Other Prof		Printer Use
18-Jan		Mediacom	General	\$219.74	Telephone/Int	EFT	Fax/Internet
18-Jan		UE payment	General	\$68.09	Unemployment		4th Q UE pmt
19-Jan		4 Voice	General	\$150.69	Telephone/Int		Phones
15-Jan		Town of Clear Lake Sewer	General	\$95.44	Sewage	EFT	Monthly Town Hall and Barn Sewage
18-Jan		NIPSCO	General	\$7.98	Electric		Light Replacement
18-Jan		NIPSCO	General	\$25.57	Electric		Tornado sirens - 3
23-Jan		NIPSCO	General	\$999.08	Electric/Gas	EFT	Town Hall & Barn electric/Heat
5-Jan		NIPSCO	General	\$2,209.17	Street Lights	EFT	Town Street Lights
20-Jan		Hawk, Haynie, Kammeyer & Smith	General	\$368.00	Attorney Fees		General

ACCOUNTS PAYABLE TOWN of CLEAR LAKE
Voucher Register for Operating Funds & Sewer Fund

For Period from 12/21/2022 through 01/17/2023

2023							
DATE FILED	VOUCHER NUMBER	NAME OF CLAIMANT	FUND	AMOUNT OF VOUCHER	Appropriation	CHECK/WARRANT NUMBER	MEMORANDUM
20-Jan		Hawk, Haynie, Kammeyer & Smith	CCD	\$46.00	Attorney Fees		Plan Commission
20-Jan		Hawk, Haynie, Kammeyer & Smith	General	\$3,120.00	Attorney Fees		HFLP v NEVIN and TOCL
		TOTAL ATTORNEY		\$3,534.00			
18-Jan		Washler, Inc.	Sanitation	\$13,296.24	Trash service		Trash Collection
		TOTAL OPERATING FUNDS		\$43,799.03			
		SEWER					
5-Jan	Pay Fund	PAYROLL	Sewer	\$3,330.19	Payroll/benefits	EFT	B.Clerk,T.Manager & T.Worker
5-Jan	Pay Fund	Inpers	Sewer	\$346.47	PERF town exp.	EFT	Employer retirement contribution
3-Jan		Farmers State Bank	Sewer	\$98.49	Other Prof	EFT	Check Processing Fee
31-Dec		Farmers State Bank	Sewer	\$20.00	Other Prof	EFT	ACH Set Up fee
18-Jan		Farmers State Bank Visa	Sewer	\$420.00	Postage		Sewer Letters
18-Jan		Farmers State Bank Visa	Sewer	\$415.07	Supplies		No smoking signs, Paper towels, bottled water
19-Jan		Alliance of Indiana	Sewer	\$191.40	Dues		Annual membership dues
19-Jan		Wex	Sewer	\$232.11	Supplies		Fuel Sewer
3-Jan		First Net AT & T	Sewer	\$110.37	Telephone/Int		Sewer Lines X3
19-Jan		Indiana Underground Plant Prot	Sewer	\$77.90	Other Prof Serv		82 - 4th Quarter Ticket Fee (Per Ticket)
19-Jan		Dunworth Automotive	Sewer	\$84.51	Supplies		Tractor Battery (1/2)
19-Jan		Menards	Sewer	\$99.99	Supplies		Hose & Caulk
20-Jan		CEM Supply	Sewer	\$7,072.89	Other Prof Serv		Grinder Rebuilds
20-Jan		Bank-A-Count Corp.	Sewer	\$665.42	Other Charges		Sewer Coupon Books, Letters and Mailing (194)
20-Jan		USA Blue Book	Sewer	\$966.69	Supplies		Marking Paint, Marking Flags & Repair Lids
20-Jan		Unifirst Corp	Sewer	\$150.24	Prof. Services		Uniform rental - 8 weeks (12/20,12/27,1/3, 1/10)
19-Jan		Steve Jennings	Sewer	\$24.00	Supplies		3 - 5 gallons of water
10-Jan		Town of Fremont	Sewer	\$5,555.11	Sewage		Monthly processing plus online pmt service fee
23-Jan		NIPSCO	Sewer	\$447.06	Electric	EFT	Lift station electrical usage
23-Jan		NIPSCO	Sewer	\$1,095.54	Electric	EFT	Grinders electrical usage
20-Jan		Hawk, Haynie, Kammeyer & Smith	Sewer	\$3,480.00	Attorney Fees		Hoagland Sewer & Hoagland Boundary
		TOTAL SEWER FUND		\$24,883.45			
		TOTAL ALL FUNDS		\$68,682.48			

I here by certify that each of the above listed vouchers and the invoices or bills attached there to are true and correct and I have audited same in accordance with IC5-11-10-1.6.

Date	ALLOWANCE OF VOUCHERS			
17-Jan-23				

(IC5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing.)

We have examined the vouchers listed on the forgoing accounts payable voucher register consisting of 3 pages, totaling \$68682.48

Dated February 21, 2023				
X		X	X	
X		X	X	
SIGNATURE OF GOVERNING BOARD				

ACCOUNTS PAYABLE TOWN of CLEAR LAKE
Voucher Register for Operating Funds & Sewer Fund

For Period from 01/18/2023 through 02/20/2023

2023								
DATE FILED	VOUCHER NUMBER	NAME OF CLAIMANT	FUND	AMOUNT OF VOUCHER	Appropriation	CHECK/WARRANT NUMBER	MEMORANDUM	
19-Jan	Pay Fund	PAYROLL	General	\$6,375.83	Payroll/benefits	EFT	C/Trea.B.Clerk.ZA & Police/Council	
19-Jan	Pay Fund	PAYROLL	MVH	\$1,961.51	Payroll/benefits	EFT	T.Manager & T. Worker	
19-Jan	Pay Fund	PAYROLL	Sanitation	\$526.34	Payroll/benefits	EFT	C/Trea.B.Clerk	
19-Jan	Pay Fund	Inpers	MVH	\$204.09	Inpers Town Ex	EFT	Employer retirement contribution	
19-Jan	Pay Fund	Inpers	General	\$416.67	Inpers Town Ex	EFT	Employer retirement contribution	
19-Jan	Pay Fund	Inpers	Sanitation	\$54.77	Inpers Town Ex	EFT	Employer retirement contribution	
2-Feb	18554	Payroll	General	\$7,362.97	Payroll/benefits	EFT	C/Trea.B.Clerk,ZA & Police/Council	
##	2-Feb	18555	Payroll	MVH	\$2,665.39	Payroll/benefits	EFT	T.Manager & T. Worker
	2-Feb	18556	PAYROLL	Sanitation	\$458.60	Payroll/benefits	EFT	C/Trea.B.Clerk
	2-Feb	18559	Inpers	MVH	\$351.59	Inpers Town Ex	EFT	Employer retirement contribution
	2-Feb	18559	Inpers	Sanitation	\$34.90	Inpers Town Ex	EFT	Employer retirement contribution
	2-Feb	18559	Inpers	General	\$309.26	Inpers Town Ex	EFT	Employer retirement contribution
	7-Feb	18633	Nipsco	General	\$8.20	electric	16583	122 outer dr
##	7-Feb	18634	Nipsco	General	\$2,199.31	electric	EFT	Street Lights
##	7-Feb	18636	Nipsco	General	\$58.75	pro/serv	16584	Printer Usage
	7-Feb	16585	us postal service	General	\$120.00	supplies	16585	Stamps
	7-Feb	18622	A T and T	General	\$66.97	telephone	16577	Internet Police and Zoning
	7-Feb	18624	Boyce forms	General	\$1,290.00	pro/serv	16578	Training
	7-Feb	18627	AIM	General	\$1,502.00	pro/serv	16579	Yearly Dues
	7-Feb	18628	Town of Fremont	sewer	\$7,897.84	sewer treat	3337	Sewage Treatment
##	7-Feb	18629	Staples Credit plan	General	\$95.97	office sup	16580	Office Supplies
##	7-Feb	18632	Galls	LIT	\$181.37	supplies	16582	Gun Mount and Batteries
	7-Feb	16587	Nipsco	General	\$8.49	electric	16587	Lakeside Ct Siren
	16-Feb	18656	PAYROLL	General	\$6,572.16	Payroll/benefits	EFT	C/Trea.B.Clerk,ZA & Police/Council
	16-Feb	18656	PAYROLL	MVH	\$1,847.37	Payroll/benefits	EFT	T.Manager & T. Worker
	16-Feb	18656	Payroll	Sanitation	\$583.88	Payroll/benefits	EFT	C/Trea.B.Clerk
	16-Feb	18670	Perf	General	\$630.81	Payroll/benefits	EFT	Employer retirement contribution
	16-Feb		Uni first					
	21-Feb		Selective Insurance	General	\$7,076.00	insurance		Town Insurance quarterly bill
	17-Jan		Kiesler Policy Supply	LIT	\$226.80	supplies		Ammo
	28-Jan		Mediacom	General	\$220.12	internet		Internet
	23-Feb		Nipsco	General	\$8.49	siren		Prospect st Siren
	21-Feb		Nipsco	General	\$1,093.00			
##	23-Feb		Nipsco	General	\$491.59	Heat	EFT	Town Hall Heat
	23-Feb		Nipsco	General	\$404.43	electric	EFT	Town Hall Electric
	23-Feb		Bratemans	LIT	\$69.99	supplies		Clothing
	24-Feb		Applied Innovation	General	\$51.46	other prof		Copier Services
	27-Jan		KFG	MVH	\$414.33	supplies		Snowplow Repairs
	17-Jan		Menards	General	\$26.61	supplies		Office Supplies

ACCOUNTS PAYABLE TOWN of CLEAR LAKE
Voucher Register for Operating Funds & Sewer Fund

For Period from 01/18/2023 through 02/20/2023

2023							
DATE FILED	VOUCHER NUMBER	NAME OF CLAIMANT	FUND	AMOUNT OF VOUCHER	Appropriation	CHECK/ WARRANT NUMBER	MEMORANDUM
17-Jan		Menards	mvh	\$45.05	other supply		Office Supplies
17-Jan		Menards	lit	\$110.94	other supply		Office Supplies
25-Feb		Stueben REMC	General	\$117.26	other supply		Security Light
##	11-Jan	Amazon	General	\$21.36	supplies		Hooks for work truck
	12-Jan	Amazon	General	\$96.97	supplies		Copy Paper
	27-Jan	GoDaddy	General	\$599.76	pro/serv		Web services
	27-Jan	Amazon					
	19-Jan	esri	General	\$75.34	pro/serv		Online Viewer
	27-Jan	DLZ	MVH	\$13,717.17	cc		community crossings
	27-Jan	DLZ	MVH	\$3,545.44	cc		community crossings
	4-Mar	Domain Listings	General	\$288.00	internet		Web Services
	6-Mar	Staples Credit plan	General	\$36.30	office supplies		Office Supplies
	26-Feb	Visa	General	\$2,381.88	supplies		Balance Due?
	3-Mar	Wex	General	\$190.37	Gas		Gas
##	16-Feb	Hawk, Haynie, Kammeyer & Smith	General	\$1,675.00	Attorney Fees		General
	16-Feb	Hawk, Haynie, Kammeyer & Smith	General	\$75.00	Attorney Fees		BZA
	16-Feb	Hawk, Haynie, Kammeyer & Smith	General	\$2,075.00	Attorney Fees		Plan Commision
	16-Feb	Hawk, Haynie, Kammeyer & Smith	General	\$5,148.00	Attorney Fees		HFLPV. Nevin and Toel
	15-Feb	Greenmark	MVH	\$2,283.37	Repairs		Street Tractor Repair
		TOTAL ATTORNEY	#REF!				
	18-Jan	Washler, Inc.	Sanitation	\$13,296.24	Trash service		Trash Collection
		TOTAL OPERATING FUNDS		\$99,646.31			
		SEWER					
	19-Jan	Pay Fund PAYROLL	Sewer	\$3,096.31	Payroll/benefits	EFT	B.Clerk,T.Manager & T.Worker
	19-Jan	Pay Fund Inpers	Sewer	\$322.13	PERF town exp.	EFT	Employer retirement contribution
	2-Feb	Pay Fund PAYROLL	Sewer	\$3,705.30	Payroll/benefits	EFT	B.Clerk,T.Manager & T.Worker
	2-Feb	Pay Fund PAYROLL	Sewer	\$463.16	PERF town exp.	EFT	Employer retirement contribution
	2-Feb	18623 First Net AT & T	Sewer	\$110.72	Telephone/Int	3334	Sewer Lines X3
	7-Feb	18637 Tom Sompson	Sewer	\$675.00	sewer	3338	Install Electric on Grinder
	7-Feb	18639 Bank-A-Count Corp.	Sewer	\$8.32	Prof. Services	3339	Coupon Books
	16-Feb	18658 PAYROLL	Sewer	\$3,062.70	Payroll/benefits	EFT	B.Clerk,T.Manager & T.Worker
##	16-Feb	18667 Inpers	Sewer	\$378.40	PERF town exp.	EFT	Employer retirement contribution
	16-Feb	Unifirst Corp	Sewer	\$37.56	Supplies		Clothing
	23-Feb	Nipsco	Sewer	\$388.52	electric	EFT	Grinder
	23-Feb	Nipsco					
	17-Jan	Menards	Sewer	\$346.96	office supplies		Office Supplies
##	27-Jan	Amazon	Sewer	\$79.98	Supplies		Lights for Sewer Tractor
	10-Feb	TS Electric	Sewer	\$200.00	Other Prof Serv		Grinder Service

ACCOUNTS PAYABLE TOWN of CLEAR LAKE
Voucher Register for Operating Funds & Sewer Fund

For Period from 01/18/2023 through 02/20/2023

2023							
DATE FILED	VOUCHER NUMBER	NAME OF CLAIMANT	FUND	AMOUNT OF VOUCHER	Appropriation	CHECK/ WARRANT NUMBER	MEMORANDUM
31-Jan		Barnes and Thornberg	Sewer	\$12,868.00	Prof. Services		Attorney Fees
19-Jan		M and C Trenching	Sewer	\$6,523.25	supplies		335 Penner Dr
26-Feb		Visa	Sewer	\$79.98	Supplies		Amazon bill
3-Mar		Wex	Sewer	\$268.89	Gas		Gas
16-Feb		Hawk, Haynie, Kammeyer & Smith	Sewer	\$1,560.00	Attorney Fees		Hoagland Sewer & Hoagland Boundary
		TOTAL SEWER FUND		\$34,175.18			
		TOTAL ALL FUNDS		\$133,821.49			
I here by certify that each of the above listed vouchers and the invoices or bills attached there to are true and correct and I have audited same in accordance with IC5-11-10-1.6.							
Date	ALLOWANCE OF VOUCHERS						
17-Jan-23							
(IC5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing.)							133821.49
Dated this 21st day of February 2023							
X		X		X			
X		X		X			
SIGNATURE OF GOVERNING BOARD							

Installed by the TOWN OF CLEAR LAKE-2019

Fund Report

All Funds

From 01/01/2023 Thru 01/31/2023

Grouped By Bank Number

Ordered By Bank Number, Fund Number


FUND TITLE	BALANCE BEG OF YEAR	REVENUE YTD	DISBURSED YTD	BALANCE BEG OF MONTH	REVENUE MTD	DISBURSED MTD	CURRENT BALANCE
**Bank Number 0							
1101 GENERAL FUND	297947.69	386868.63	369948.83	318864.72	15545.66	19542.89	314867.49
2201 MOTOR VEHICLE HIGHWAY	158647.39	138800.76	77480.41	225175.32	3387.93	8595.51	219967.74
2202 LOCAL ROAD & STREET	13367.27	11691.98	0.00	24115.65	943.60	0.00	25059.25
2203 MVH - RESTRICTED	20556.14	8011.50	296.98	27927.13	640.51	296.98	28270.66
2228 LAW ENFORCE CONT. ED	2290.29	904.00	31.85	3162.44	0.00	0.00	3162.44
2236 RAINY DAY	60402.66	80000.00	12965.71	127436.95	0.00	0.00	127436.95
2240 LIT - PUBLIC SAFETY	71756.34	59588.50	72557.85	55032.07	4600.75	845.83	58786.99
2256 Opioid Unrestricted	0.00	318.32	0.00	318.32	0.00	0.00	318.32
2257 Opioid Restricted	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2300 Radar Signs and Supplies	170.02	0.00	0.00	170.02	0.00	0.00	170.02
2301 Police Department Marine Patrol	1055.00	650.00	0.00	1705.00	0.00	0.00	1705.00
2302 CLEAR LAKE ASSOCIATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2303 HANNA NATURE PRESERVE	350.00	0.00	0.00	350.00	0.00	0.00	350.00
2304 SPECIAL, MISC, ACTIVITIES DONATION	0.00	2000.00	1929.28	70.72	0.00	0.00	70.72
2400 CARES ACT PAYROLL FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2401 ARP- American Rescue Plan	38832.88	39126.86	12575.00	65384.74	0.00	0.00	65384.74
2402 L.ROAD/BRIDGE MATCH GRANT	169634.43	0.00	716.95	168917.48	0.00	0.00	168917.48
2500 CONTRACTOR BONDS	3000.00	6000.00	3000.00	6000.00	0.00	0.00	6000.00
4401 CUM CAP IMPROV - CIG TAX	5065.17	642.50	60.00	5647.67	0.00	0.00	5647.67
4402 CUM CAP DEVELOPMENT	397872.94	154422.34	156355.91	399484.81	0.00	3545.44	395939.37
4436 ECONOMIC DEVELOPMENT	92966.76	25465.83	0.00	116179.01	2253.58	0.00	118432.59
4440 MAJOR MOVES	99632.09	0.00	0.00	99632.09	0.00	0.00	99632.09
6601 SANITATION	7206.22	116226.05	117687.69	6901.16	0.00	1156.58	5744.58
8901 PAYROLL	0.00	372793.40	372793.40	0.00	26991.09	26991.09	0.00
SubTotal Bank Number 0	1440753.29	1403510.67	1198399.86	1652475.30	54363.12	60974.32	1645864.10


****Bank Number 2**


Installed by the TOWN OF CLEAR LAKE-2019
Fund Report

Page : 2
Date: 02/19/2023 02:09:25
FUNDACCOUNTS.FRX

FUND TITLE	BALANCE BEG OF YEAR	REVENUE YTD	DISBURSED YTD	BALANCE BEG OF MONTH	REVENUE MTD	DISBURSED MTD	CURRENT BALANCE
6201 SEWER - OPERATING FUND	65147.70	661261.48	586953.15	84967.68	74041.24	19552.89	139456.03
6202 SEWER - BOND & INTEREST	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6203 SEWER - UTL DEPRECIATION	28586.39	274802.46	115577.53	164309.83	23501.49	0.00	187811.32
6204 SEWER - DEBT SERV RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SubTotal Bank Number 2	93734.09	936063.94	702530.68	249277.51	97542.73	19552.89	327267.35
*** GRAND TOTAL ***	1534487.38	2339574.61	1900930.54	1901752.81	151905.85	80527.21	1973131.45

Town Of Clear Lake Police Department		Month	Areas of Concern or Note: Requesting \$2,607.00 for three ballistic vests for Snider, Harris and Patterson.							
2023		J A N								
Statistics										
	Monthly Hours Worked	201.5								
	Monthly Miles Driven	774								
	Monthly Aquatic Hours	0								
Clear Lake Police Department			Steuben County Sheriff's Office in Town of Clear Lake			Town of Clear Lake Total	Steuben County Sheriff's Office in Clear Lake Township			Grand Total
Code	Sub Total	3	Code	Sub Total	2	5	Code	Sub Total	11	16
100	Agency Assists	3	100	Agency Assists		3	100	Agency Assists		3
101	Alarm		101	Alarm	1	1	101	Alarm		1
102	Criminal Mischief		102	Criminal Mischief		0	102	Criminal Mischief	1	1
106	Property Damage Crash		106	Property Damage Crash		0	106	Property Damage Crash	2	2
109	Structure Fire Residential		109	Structure Fire Residential		0	109	Structure Fire Residential	1	1
112	Welfare Check		112	Welfare Check	1	1	112	Welfare Check		1
114	Suspicious		114	Suspicious		0	114	Suspicious	1	1
116	Animal Problem		116	Animal Problem		0	116	Animal Problem	1	1
125	Warrant Service		125	Warrant Service		0	125	Warrant Service	1	1
127	Invasion of Privacy		127	Invasion of Privacy		0	127	Invasion of Privacy	2	2
128	Child Molesting		128	Child Molesting		0	128	Child Molesting	1	1
129	Mental Problem		129	Mental Problem		0	129	Mental Problem	1	1
Detailed Reports Available			Detailed Reports Available				Detailed Report Available			

Town Of Clear Lake Fire Department Report		Month	Areas of Concern or Note: Discussing potential contract with Fremont Fire Department. Current Fire Contract ends in 2023.		
2023		J A N			
Statistics					
	TOCL Incidents	5			
	Mutual Aid	2			
	Region Totals	9			
Fire Department Activity within the Town of Clear Lake			Fire Department Activity within Clear Lake Township		
Code	Sub Total	5	Code	Sub Total	4
100	Asssit-Agency (Mutual Aid)	2	100	Asssit-Agency (Mutual Aid)	
103	Asssit - Medical	1	103	Asssit - Medical	1
107	Alarm	1	107	Alarm	2
110	C.O. Investingation	1	110	C.O. Investingation	
133	Fire - Structure		133	Fire - Structure	1
Detailed Reports Available			Detailed Reports Available		

Town Of Clear Lake Fire Department		Month											Grand Total	
		J a n	F e b	M a r	A p r	M a y	J u n	J u l	A u g	S e p	O c t	N o v		D e c
2023														
	Statistics													
	TOCL Incidents	5	0	0	0	0	0	0	0	0	0	0	0	5
	Mutual Aid	2												2
	Region Totals	9	0	0	0	0	0	0	0	0	0	0	0	9
Fire Department Activity within the Town of Clear Lake														0
Code	Sub Total	5	0	0	0	0	0	0	0	0	0	0	0	5
Detailed Report Available Upon Request														
Fire Department Activity within Clear Lake Township														
Code	Sub Total	4	0	0	0	0	0	0	0	0	0	0	0	4
Detailed Report Available Upon Request														

TOCL Zoning Administrator Report

February 21, 2023



ILP's Issued:

Month: 0 Year: 0 After-the-Fact: 0 ILP not required: 2

ILP #	Date	Applicant	Property Address	Property Owner	Description

Plan Commission:

Meeting Date: 2-7-2023 @ 7PM

- Election of Officers
 - o Bill Hanna – President
 - o Dan Rippe – Vice President
 - o Jim Haugel – Executive Committee
- PC is pushing 2022-02 UDO Amendment to the next phase (Public Involvement/ Feedback).
- Reviewed and Adopted Amendments to the rules of procedure for the PC.

Case #	Hearing Date	Applicant	Property Address	Application Type	Status

BZA:

Meeting Date: 2-14-2023 @ 7PM

- Election of Officers
 - o Jim McClain – Chairman
 - o Kit Tyler – Vice Chairman
- Reviewed and Adopted amendment to the rules of procedure for the BZA.

Case #	Hearing Date	Applicant	Property Address	Application Type	Status

Projects:

- UDO Update: 2022-02
 - o Proposed amendment for LA Accessory Structure Standards
- Comprehensive Plan:
 - o Pending further quotes
- Unsafe Hewes Home
 - o Limited progress due to weather conditions, plan to contact owner at the end of the month to discuss moving forward in 2023. Trusses delivered on site.

Zoning Administrator Updates:

- Continuing to create flow process sheets.
- Updating files for metric tracking
- Fee schedule updates
- Tahoe Mileage:
 - o 54655 164 miles since October
 - Trip to Shipshewana for Class
 - Used around lake for inspections and meeting with residents.
 - o Since the Marshalls are no longer utilizing the Tahoe, I've been using it to meet with residents, check on projects, as well as other town business. Having the identifying marks on it makes it easy for residents to identify who is showing up.



SUPERINTENDENT'S REPORT

Tuesday, February 21st, 2023 – 7:00 p.m.

1. Time Allocation
 - a. Guy – 195.5 hours
 - b. Denver – 176.50 hours
 - c. Other – Road Cut Permits – 0, 0 Demo Permits and 0 letter of non-objection
2. Sewer Department Statistics
 - a. Locates – 26
 - b. Alarm calls – 7
 - c. Grinder pumps
 - i. Replaced – 3
 - ii. Repaired – 0
 - iii. Set-Up – 2
 - iv. New or repaired pumps ready to be placed into the system – 8 (10 still boxed) 3 remain.
 - d. Average flow 20971 GPD (Gallons per day)
3. Sewer Department Summary
 - a. I have estimates for two new liberty grinder stations, two replacement pumps and a power cord.
 - b. Sewer truck mileage for the month 434.
4. Street Department Summary
 - a. Tractor went in for repairs for a faulty injection pump.
 - b. Street truck milage 329.

Guy Rodgers
Street/Utility superintendent

ORDINANCE NO. 2009 - 6

**AN ORDINANCE REGULATING THE USE AND REGISTRATION OF GOLF CARTS
WITHIN THE TOWN OF CLEAR LAKE**

SUMMARY:

This ordinance regulates the use and regulation of golf carts inside the corporate limits of the Town of Clear Lake.

_____ Recorder's Office Publish Public Hearing
_____ Auditor's Office _____
_____ Clerk's Office Publish O/R after adoption
_____ Other _____
_____ Clerk-Treasurer

**BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF CLEAR LAKE,
INDIANA:**

1. The purpose of this ordinance is to provide for the regulation of use and registration of golf carts within the corporate limits of the Town of Clear Lake.
2. Definitions: For purposes of this ordinance, the following terms shall have the definitions provided:
 - A. "Financial Responsibility" shall have the meaning given in Indiana Code 9-25-4-1, et seq as it now reads, or is subsequently amended.

B. "Flashing Lamps" shall have the meaning given in Indiana Code 9-21-9-4 as it now reads, or is subsequently amended.

C. "Golf Cart" shall be defined as: a four wheeled motor vehicle originally and specifically intended to transport one or more individuals and golf clubs for the purpose of playing golf.

D. "Public Street" shall be defined as: All property dedicated or intended for public highway, freeway, or roadway purposes or subject to public easements, therefore.

E. "Registration Certificate" shall be defined as the certificate issued by the Town of Clear Lake Clerk-Treasurer signifying all initial requirements of Golf Cart registration have been satisfied.

F. "Slow Moving Vehicle Emblem" shall have the meaning given in Indiana Administrative Code 205 IAC 1-1 et seq as it now reads or is subsequently amended.

3. It shall be unlawful to operate a Golf Cart on any Public Street within the corporate limits of the Town of Clear Lake except as specifically authorized by this Ordinance.

4. Any Golf Cart operated on a Public Street within the corporate limits of the Town of Clear Lake shall be registered with the Town of Clear Lake, shall pay a registration fee as provided herein, and shall comply with all the requirements of this Ordinance. Registration forms shall be available at the Clear Lake Town Hall and the registration fee shall be paid to the Clear Lake Clerk-Treasurer.

5. Registration fees shall be as follows:

A. Registration, which shall be valid for two (2) calendar years from the date of issuance of the Registration Certificate, for a fee of forty dollars (\$40.00).

- Registration, which shall be valid for two (2) calendar years from the date of issuance of the Registration Certificate, for a fee of eighty dollars (\$80.00). – Alternate Option 1-
- Registration, which shall be valid for one (1) calendar year from the date of issuance of the Registration Certificate, for a fee of fifty dollars (\$50.00). – Alternate Option 2-
- Registration, which shall be valid for two (2) calendar years from the date of issuance of the Registration Certificate, for a fee of ninety dollars (\$90.00) or shall be valid for one (1) calendar year from the date of issuance of the Registration Certificate, for a fee of fifty dollars (\$50.00). – Alternate Option 3-

B. Temporary registration, which may be purchased for a period of time not to exceed five (5) consecutive days for a fee of Ten Dollars (\$10.00).

- Temporary registration, which may be purchased for a period of time not to exceed five (5) consecutive days for a fee of Twenty Dollars (\$20.00) – Alternate Option 1-

- Temporary registration, which may be purchased for a period of time not to exceed seven (7) consecutive days for a fee of Ten Dollars (\$25.00) – Alternate Option 2-

6. The then current Registration Certificate shall be maintained and displayed on or about the Golf Cart at all times that the Golf Cart is in operation on any Public Street within the Town of Clear Lake.

7. At the time of registration, the registrant owner or operator of the Golf Cart shall provide the Vehicle Identification Number, the applicable registration fee, and proof of Financial Responsibility as defined herein.

8. No person may operate a Golf Cart on a Public Street within the Town of Clear Lake without coverage of Financial Responsibility as defined herein.

9. Prior to issuance of a Registration Certificate, the Golf Cart shall be inspected by the Town Marshall, or Deputy Town Marshall, to ensure that the Golf Cart complies with all of the requirements of this Ordinance.

10. All Golf Carts operating on Public Streets within the corporate limits of the Town of Clear Lake shall be operated pursuant to the terms of this ordinance, shall obey all rules of the road and traffic regulations of the State of Indiana and Town of Clear Lake and shall display the following:

A. The Registration Certificate issued by the Town of Clear Lake as required herein.

B. A Slow Moving Vehicle Emblem as defined herein.

C. Flashing Lamps as defined herein.

D. If the Golf Cart is operated after sunset and before sunrise, it must display headlamps, which shall be mounted in the front of the Golf Cart and which shall be visible from a distance of five hundred (500) feet.

11. The operator of a Golf Cart on a Public Street within the corporate limits of the Town of Clear Lake must have a valid driver's license issued by the State of Indiana, or any of the State of the United States of America.

12. Golf Carts shall be equipped with a rear view mirror.

13. The number of occupants of a Golf Cart in operation on a Public Street within the corporate limits of the Town of Clear Lake shall be limited to the lesser number of persons for whom factory seating is installed on the Golf Cart or six (6) persons. The operator and occupants shall be properly seated at all times and no part of the body of the operator or occupants shall extend outside of the perimeter of the Golf Cart while the Golf Cart is in operation, except that the operator shall use proper traffic hand signals when required.

14. All persons of the age ten (10) years or less shall ride in the front seat of the Golf Cart.

15. A violation of the provisions of this ordinance shall be considered a Class C Infraction and shall result in fines and penalties as follows: 1st offense \$50.00 fine,

2nd offense \$75.00 fine, each additional offense \$100.00 fine. Additionally, if three or more violations of this ordinance occur within one calendar year, the registration of the Golf Cart, whether annually or daily, shall be suspended and the owner or operator of the Golf Cart shall not be eligible for another registration for one calendar year from the date of suspension.

A violation of the provisions of this ordinance shall be considered a Class C Infraction and shall result in fines and penalties as follows: 1st offense \$100.00 fine, 2nd offense \$200.00 fine, each additional offense \$300.00 fine. Additionally, if three or more violations of this ordinance occur within one calendar year, the registration of the Golf Cart, whether annually or daily, shall be suspended and the owner or operator of the Golf Cart shall not be eligible for another registration for one calendar year from the date of suspension. Alternate Option 1

16. Any fees or fines collected under this ordinance shall be deposited in the Town of Clear Lake General Fund.

BE IT FURTHER ORDAINED that this Ordinance shall be in full force and effect from and after its passage by the Town Council, and proper publication in a newspaper of daily circulation within Steuben County, Indiana.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

PASSED AND ADOPTED by the Town Council of the Town of Clear Lake, Indiana, this _____ day of _____, 2009.

ROBERT LEWIS
Board Member

ALAN KORTE
Board Member

BARRY WORL
Board Member

GEORGE SCHENKEL

Board Member

KATHLEEN SUE WILLIAMS

Board Member

ATTEST:

KAY KUMMER

Clerk-Treasurer

ORDINANCE NO 2023-01

AN ORDINANCE TO AMEND ORDINANCE NO 2022-12 SETTING SALARIES AND WAGES OF THE OFFICERS AND EMPLOYEES FOR THE TOWN OF CLEAR LAKE, INDIANA FOR THE YEAR 2023

WHEREAS, the Town Council on October 18, 2022, adopted Ordinance No. 2022-12 to establish salaries and wages of the officers and employees of the Town for 2023; and

WHEREAS, the Town Council adopted Ordinance 2022-17, to amend Ordinance No. 2022-12 Section 4 to reserve Section 4 for further action; and

WHEREAS, the Council desires to rename Section 4: LONGEVITY PAY; and

WHEREAS, the Council desires to incorporate the following language in Section 4:

Section 4: LONGEVITY PAY

All full-time employees and the Clerk-Treasurer will receive longevity pay for each full year of uninterrupted employment with the Town of Clear Lake. Absence when an employee is paid to include paid time off (PTO), holidays, bereavement leave, workers' compensation, or military leave does not constitute interruption of employment, but interruption of employment would result if an employee does not receive pay for more than 30 consecutive days. Longevity pay will be determined as follows:

<u>Years of Service</u>	<u>Amount</u>
• On the employee's one-year anniversary	\$1,000
• On the employee's second through fifth-year anniversary	\$1,250
• On the employee's sixth through ninth-year anniversary	\$1,500
• On the employee's tenth through fourteenth-year anniversary	\$1,750
• On the employee's fifteenth-year anniversary and beyond	\$2,000

Longevity pay will normally be paid on the pay date following an employee's anniversary date and will be used in the calculation of overtime for nonexempt employees. Payments will be made from each departments budget as follows:

- Clerk-Treasurer = General, Sewer, Sanitation
- Billing = General, Sewer, Sanitation
- Street = MVH
- Sewer = Sewer
- Zoning Administrator = General, MVH, Sewer

NOW THEREFORE, BE IT ORDAINED by the Town Council of the Town of Clear Lake, Indiana, that:

1. SECTION 4 of Ordinance No. 2022-12 is hereby amended as follows:

Section 4: LONGEVITY PAY

All full-time employees and the Clerk-Treasurer will receive longevity pay for each full year of uninterrupted employment with the Town of Clear Lake. Absence when an employee is paid to include paid time off (PTO), holidays, bereavement leave, workers' compensation, or military leave does not constitute interruption of employment, but interruption of employment would result if an employee does not receive pay for more than 30 consecutive days. Longevity pay will be determined as follows:

**CERTIFICATE OF APPOINTMENT
STEUBEN COUNTY ECONOMIC DEVELOPMENT CORPORATION**

STATE OF INDIANA)
) SS:
COUNTY OF STEUBEN)

TOWN OF CLEAR LAKE, the appointing authority, does hereby appoint (name of appointee)
_____ as the appointing authority’s representative to the
Steuben County Economic Development Corporation.

Said representative shall take office upon the date of appointment and the term of such
appointment shall expire on December 31, 2023.

Dated this _____ day of _____, 20____.

CLEAR LAKE TOWN COUNCIL
Appointing Authority

By: _____

Name: _____
President, Clear Lake Town Council
Town of Clear Lake, Indiana



December 15, 2022

RE: 2023 REGION 3-A BOARD OF DIRECTORS APPOINTMENT

Under Region 3-A Development and Regional Planning Commission's enabling legislation (I.C. 36-7-7) and our organizational by-laws, the full Board of Directors is appointed by member organizations on an annual basis. Please find the following included:

- 1) 2023 Region 3-A Board of Directors Certification
- 2) 2023 Region 3-A Board of Directors Meeting Schedule
- 3) Self-Addressed Envelope

At this time, we respectfully request that you provide your 2023 appointment for the Region 3-A Board of Directors. Region 3-A is a voluntary, co-operative, regional quasi-governmental entity providing regional coordination and technical assistance for Huntington, LaGrange, Noble, Steuben, Whitley and Wabash counties.

Please complete the enclosed 2023 Region 3-A Board of Directors Appointment Certification Form and return at your earliest convenience by mail, or scan and email to mbrinkman@region3a.org

Please contact me at 260.347.4714 with any questions you may have.

Regards,

Matt Brinkman
Executive Director
Region 3-A
mbrinkman@region3a.org



**2023 Region 3-A
Board of Directors Appointee
Certification**

I, _____,
Town Council President
Town of Clear Lake
hereby appoint:

NAME: _____

ADDRESS: _____

CITY, ST & ZIP: _____

TELEPHONE: _____

E-MAIL: _____

to serve on the
Board of Directors for
Region 3-A Development and Regional Planning Commission
during the year 2023 or until otherwise replaced.

Be it certified this _____ day of _____, 2023.

Authorized signature: _____



2023 Full Board Meeting Schedule:

- **March 16**
- **June 15**
- **September 21**
- **November 16**

All meetings will start at 5:30 P.M. and will be located at the Northeastern REMC in Columbia City. The address is 4901 East Park 30 Drive, Columbia City, IN 46725.

The executive board will meet monthly.



Fee Schedule Update 2022

TOWN OF CLEAR LAKE, FREMONT, IN 46737

Why increase fees?

- ▶ Mainly it should not be the responsibility of a community at whole to incur the cost to one's own property, regardless whether it is a permit, BZA Request or PC request.
- ▶ The current fee schedule was adopted December 12, 2016, and due to increasing costs the Town needs to review the current schedule.

Existing ILP Fees

Improvement Location Permits

Projects less than 200 square feet	\$100
Projects 200 square feet to 1,999 square feet	\$300
Projects 2,000 square feet to 2,999 square feet	\$400
Projects 3,000 square feet to 3,999 square feet	\$500
Projects 4,000 square feet or greater	\$600
Commercial projects of any size	\$600
Fence and/or Retaining Wall	\$75
Flatwork and/or Hardscaping	\$100
Signs, less than 50 square feet in area	\$50
Signs, 50 square feet in area or greater	\$1 per square foot
Outdoor Mechanical Equipment	\$50
Temporary Improvement Location Permit	\$50
Post Construction Improvement Location Permits	Regular Fee Tripled



111 Gecowets Drive Fremont IN 46737

(260) 495-9158 / (260) 495-5902 fax

www.townofclearlake.org

ILP Fee Schedule


Improvement Location Permits	
Projects less than 200 square feet	\$200
Projects 201 square feet to 1,999 square feet	\$300
Projects 2,000 square feet to 2,999 square feet	\$700
Projects 3,000 Square feet to 3,999 square feet	\$1000
Projects 4,000 square feet or greater	\$1500
Commercial projects of any size	\$2000
Sign ILP's	
Signs, less than 50 square feet in area	\$50
Signs, 50 square feet in area or greater	\$1 per square foot
Other ILP Fees	
Outdoor Mechanical Equipment	\$50
Flatwork and/or Hardscaping	\$100
Temporary Improvement Location Permit	\$50
Amendment to App/site plan	\$50
Post Construction Improvement Location Permits	Regular Fee Tripled
Site Plan Review (Non-resident ILP applicants)	\$50 per hour
Inspection Fees	
Pre-pour/ Stake Inspection	\$100
Rough in Inspection	\$100
Final Inspection	\$100
Reinspection	\$75
Demolition Permit	
Application Fee	\$100
Each additional structure	\$25
Post inspection fee	\$100

Proposed
(Changes
in RED)

Current

Administrative Appeal	\$300*
If BZA Chairman determines the Administrative Appeal will take more than one-half (1/2) hour.	\$600*
Variance (Development Standards or Use)	
First variance	\$300*
Each additional variance request on the application after the first	\$100
Applicant-requested Special Meeting**	
Plan Commission	\$1000
Board of Zoning Appeals	\$1000

Proposed


(260) 495-9158 / (260) 495-5902 ta
www.townofclearlake.or

BZA Schedule

Board of Zoning Appeals	
Administrative Appeal	\$450*
If BZA Chairman determines the Administrative Appeal will take more than one-half (1/2) hour.	\$600*
Variance (Development Standards)	
Residential	\$1000*
Each Additional	\$200*
All Other	\$1200*
Variance (Use Standards)	
First Variance	\$1500*
Each Additional	\$750*
Applicant-requested Special Meeting**	\$1000

BZA Fees

Fees have been increased for the following considerations:

- BZA Members
- Town officials review
- Use of legal counsel
- Cost of Noticing
 - Paper notice
 - Mailings

Special Exception	\$300*
Subdivision of Land	
Administrative Subdivision	\$150
Minor Subdivision	\$300*
Primary Plat first four (1-4) lots	\$300*
Primary Plat each additional (5+) lot after four	\$20/each lot
Secondary Plat	\$50
Zoning Map Amendment (Rezoning)	\$300 plus \$20 per acre*
Development Plan Approval	\$200
Planned Unit Development	\$1000 plus \$20 per acre*
Vacation of a Public Way	\$1000*
Applicant-requested Special Meeting**	
Plan Commission	\$1000
Board of Zoning Appeals	\$1000

Current

PC Fees

Proposed

Fees for the PC are mainly driven by the cost to review and to act on an application that has been submitted to the plan commission.

Planning Fee Schedule

Subdivision of Land	
Administrative Subdivision	\$450*
Minor Subdivision	\$400*
Primary Plat first four (1-4) lots	\$400*
Primary Plat each additional (5+) lot after four	\$50 each lot
Secondary Plat	\$200
Other Planning Fees	
Amendment	\$300*
Zoning Map	\$500 plus \$100 per acre*
Development Plan Approval	\$500
Planned Unit Development	\$3000 plus \$80 per acre*
Vacation of a Public Way	\$1500
Applicant-requested Special Meeting**	\$1250

UDO Requirements/ Affected Sections

- ▶ 1.24 (A) (4) Fee Schedule: Gives the Town Council the authority to Adopt, reject, or amend a fee schedule (By Ordinance)
- ▶ Such adoption will amend Ord. No. 2016-12
- ▶ The UDO does not have any sections that will need to be amended by the adoption of the Fee Schedule

Sources and References

- ▶ Carmel, IN (<https://www.carmel.in.gov/government/departments-services/community-services/applications-fees-permits>)
- ▶ Indianapolis, IN (<https://www.indy.gov/activity/land-use-petition-forms-and-fees>)
- ▶ Jasper, IN (<https://www.jasperindiana.gov/topic/index.php?topicid=22&structureid=13>)
- ▶ Fremont, IN (<https://townoffremont.org/bza.html>)
- ▶ Angola, IN (<https://www.angolain.org/departament/division.php?structureid=39>)



INNOVATIVE IDEAS
EXCEPTIONAL DESIGN
UNMATCHED CLIENT SERVICE

January 12, 2023

WORK ORDER PROPOSAL
2023 ON-CALL PROFESSIONAL SERVICES AGREEMENT FOR ENGINEERING SERVICES

Client: Town of Clear Lake
Title: Town Council
Address: 5950 Gecowets Drive
City: Fremont
State: Indiana Zip: 46737
Telephone: (260) 495-9158
Fax: (260) 495-5902
Estimated Start Date: January 1, 2023
Estimated End Date: December 31, 2023

DATE	SCOPE OF SERVICES
1/1/23 – 12/31/23	If requested or required, a minimum of one (1) DLZ staff member to be present at Town Council Meetings, and required staff for project designs of minor complexity, plan reviews, miscellaneous site visits, technical assistance, and any other assignment deemed necessary at the request of the Town Representative and/or Town Council for the period from January through December 31 st , 2023.

SCOPE OF SERVICES

If requested or required, **attend Town Council meetings** to provide a status report on public works project assignments, **project designs, complete plan reviews as requested or assigned, make site visits to assess problems or concerns as requested, and any other assignment deemed necessary by the Town Representative or Town Council and provide technical assistance to the Town staff.** The estimated fee will be based on work assignments and hours associated to the assignments/rate schedule. A Supplement will be submitted should the requested level of effort exceed the proposed estimated fee or if the scope of services changes from what was proposed. Any design effort or other services as directed by the Town or Town Council and not described above (and not a part of this Scope of Services) will be considered Additional Services. If requested, these will be negotiated at the time of the request in the form of a work order.

COMPENSATION

For performing the above professional services, DLZ Indiana, LLC will be paid on a hourly rate basis plus reimbursable expenses per the agreed upon rate schedule submitted for 2023. Payment will be made monthly in proportion to services performed upon presentation of proper invoices, claims, and vouchers. DLZ



INNOVATIVE IDEAS
EXCEPTIONAL DESIGN
UNMATCHED CLIENT SERVICE

Indiana, LLC reserves the right to assess a service charge of 1.5% per month for any outstanding balance exceeding 30 days from the invoice date.

STANDARD TERMS AND CONDITIONS

The Standard Terms and Conditions, see Exhibit A, as set forth as attached, are incorporated here into and made part of this On-Call Professional Services Work Order Proposal. The Owner referred to in the Standard Terms and Conditions means Town of Clear Lake, Indiana.

If you approve and accept this proposal, please sign, date, and return one (1) copy of this work order for our records. Should you prefer to issue a Purchase Order as your official acceptance, we request that you reference this proposal in your paperwork.

Very truly yours,

DLZ INDIANA, LLC

Miguel A. Trevino, P.E., C.P.E.
Vice President

Casey M. Erwin, P.E.
Division Manager

APPROVED AND ACCEPTED
TOWN OF CLEAR LAKE
TOWN COUNCIL

President

Member

Member

Member

Member

ATTEST:

Clerk Treasurer

Date

**DLZ INDIANA, LLC
STANDARD FEE STRUCTURE
TOWN ENGINEERING
2023**

<i>Activity Code</i>	<i>Employee Classification</i>	<i>2023 Hourly Rate</i>
	Division Manager	\$190.00
	Department Manager	\$180.00
	Senior Project Manager	\$170.00
	Registered Land Surveyor	\$140.00
	Project Manager/Engineer IV	\$152.00
	Engineer III	\$130.00
	Engineer II	\$118.00
	Engineer I	\$105.00
	Designer II	\$98.00
	Designer I	\$90.00
	Technician/Survey Mapping Assistant	\$75.00
	Construction Observer Manager	\$115.00
	Construction Observer	\$98.00
	Clerical	\$65.00

<i>Activity Code</i>	<i>Crew Classification</i>	<i>2023 Hourly Rate</i>
	Topographic Survey Crew	\$145.00

<i>Reimbursable Expenses</i>	<i>2023 Rate</i>
Mileage	\$ * /mile
Reproduction, Sub-consultants, Equipment	Cost plus 10%

Rates are subject to revision on January 1, 2024.

*Mileage Reimbursement will follow the Government Guidelines per Mile.

Cost of living/inflation increases of 3 to 7% per annum can be anticipated.

DLZ'S STANDARD TERMS AND CONDITIONS

- 1. INVOICES AND PAYMENT:** Unless the parties have agreed otherwise, DLZ will submit monthly invoices to CLIENT for services performed in the prior month. Except to the extent CLIENT disputes in good faith all or a portion of a DLZ invoice, CLIENT will pay DLZ the invoiced amount within thirty (30) days from the date of the invoice; and, in default of such payment, agrees to pay all cost of collection, including reasonable attorney's fees, regardless of whether legal action is initiated. Invoiced amounts not in dispute will accrue interest at eight percent (8%) per annum after they have been outstanding for over thirty (30) days. If an invoiced amount not in dispute remains unpaid sixty (60) days after the date of the invoice, DLZ may, upon giving seven (7) days written notice of its intent to do so, suspend all project services until all unpaid invoiced amounts not in dispute are paid in full. If an invoice remains unpaid ninety (90) days after the date of the invoice, DLZ may, upon giving seven (7) days written notice of its intent to do so, declare CLIENT to be in breach of this agreement.
- 2. CONSTRUCTION SERVICES:** If DLZ's scope of services includes providing professional services during the project's construction phase, DLZ will not have control over or be responsible for contractor means, methods, techniques, sequences, procedures, or schedule, or the contractor's failure to comply with the construction contract documents or applicable laws, ordinances, rules or regulations. If DLZ provides construction inspection or observation services, DLZ will report to CLIENT all contractor deviations from the construction contract documents that come to DLZ's attention. However, such services are solely intended to enable DLZ to maintain familiarity with, and keep CLIENT informed of, the general progress and quality of the contractor's work, and not to require DLZ to perform exhaustive inspections of contractor work for its compliance with the construction contract documents, which shall remain solely contractor's responsibility.
- 3. CHANGES IN REQUIREMENTS:** In the event additional services are required due to a change, after the date of this agreement, in CLIENT's requirements, or in the applicable law, standards, or governmental requirements or policies, DLZ will be entitled to additional compensation for such additional services.
- 4. SURVEY STAKING:** If DLZ's scope of services includes survey layout, DLZ will not be responsible for subsequent disturbances of its layout except to the extent caused by DLZ or persons for whom it is responsible.
- 5. MISCELLANEOUS EXPENSES:** Except to the extent otherwise provided in this agreement, CLIENT is responsible for all third-party fees and charges including, without limitation, fees and charges for inspections, zoning or annexation applications, assessments, soils engineering, soils testing, aerial topography, permits, rights-of-entry, bond premiums, title company charges, blueprint and reproduction costs, and all other third-party fees and charges.
- 6. CHANGE OF SCOPE:** DLZ's scope of services in this agreement is based on facts known at the time of execution of this agreement, including, if applicable, information supplied by CLIENT. DLZ will promptly notify CLIENT in writing of any perceived changes to its scope of services required by new information or by persons or circumstances beyond DLZ's control, and the parties shall negotiate modifications to this agreement before DLZ begins performance of the revised scope.
- 7. SAFETY:** DLZ will take reasonable steps to protect the safety of its employees, and to perform its services in a safe manner. DLZ is not responsible for project safety other than with regard to its own services.
- 8. REUSE OF PROJECT DELIVERABLES:** CLIENT's use of any project documents or DLZ deliverables, including electronic media, for any purpose other than that for which such documents or deliverables were originally prepared, or alteration of such documents or deliverables without written verification or adaption by DLZ for the specific purpose intended, will be at CLIENT's sole risk.
- 9. OPINIONS OF CONSTRUCTION COST:** Any opinion of construction costs prepared by DLZ is supplied for the general guidance of the CLIENT only. Since DLZ has no control over competitive bidding or market conditions, DLZ cannot guarantee the accuracy of such opinions as compared to contractor bids or actual cost to CLIENT.
- 10. INSURANCE:** During the performance of its services and for two years thereafter, DLZ will maintain the following minimum insurance coverage: General Liability- \$1,000,000 per occurrence, \$2,000,000 general aggregate, \$2,000,000 products/completed operations aggregate, \$1,000,000 personal/advertising injury aggregate; Automobile Liability- \$1,000,000 combined single limit; Workers Compensation and Employers Liability- in conformance with statutory requirements, and \$1,000,000 employers liability; and Professional Liability- \$2,000,000 per claim and in the aggregate. Certificates evidencing such coverage will be provided to CLIENT upon request. If DLZ is providing construction phase services, CLIENT agrees to require its contractor to include DLZ as an additional insured on the contractor's General Liability and Automobile Liability insurance policies, and DLZ's above-listed coverage will be excess over the contractor's coverage, which will be primary.
- 11. INDEMNITY:** To the fullest extent permitted by law, each of the parties agrees to indemnify and save harmless the other party from and against all liability, damages, and expenses, including reasonable attorney's fees, sustained by the other party by reason of injury or death to persons or damage to tangible property, to the proportionate extent caused by the negligent acts or omissions of the indemnifying party or its employees.
- 12. CONSEQUENTIAL DAMAGES:** Neither party will be liable to the other for consequential, special, incidental, indirect, liquidated, or punitive damages.
- 13. LIABILITY:** No employee of DLZ or of its parent, subsidiary, or affiliated companies will be personally liable to CLIENT. DLZ's total liability to CLIENT, and any coverage of CLIENT as an additional insured under any of DLZ's insurance policies, for injuries, claims, losses, expenses or damages arising out of DLZ's services or this agreement from any causes including, but not limited to, DLZ's negligence, error, omissions, strict liability, or breach of contract, will not exceed the total compensation received by DLZ under this agreement.
- 14. DISPUTES:** Any claim or controversy arising out of or relevant to this agreement, or the breach thereof, shall be settled by binding arbitration in the state in which the project is located, in accordance with the rules of the American Arbitration Association, and judgment upon any award rendered by the arbitrator(s) may be rendered in any court having jurisdiction thereof.
- 15. STATUTE OF LIMITATIONS:** The parties agree that the time period for bringing claims regarding DLZ's Service's under this agreement expires on the earlier of one year after completion of the project, or two years after completion of DLZ's project services.
- 16. DELAYS:** DLZ is not responsible for delays caused by persons or circumstances for which DLZ is not responsible.
- 17. SHOP DRAWINGS:** If DLZ's scope of services includes reviewing shop drawings, such reviews are solely with regard to their general conformance with the design concept, and not for the purpose of reviewing or approving their accuracy, completeness, dimensions, quantities, constructability, compatibility with other construction components, or compliance with the requirements of the construction contract documents, all of which remain the contractor's responsibility. DLZ is not responsible for reviewing or approving the contractor's safety precautions or construction means, methods, sequences or procedures.
- 18. ACCEPTANCE:** Both parties will consider DLZ's initiation of services prior to execution of this agreement in order to accommodate CLIENT, at CLIENT's request, as CLIENT's formal acceptance of all of the terms and conditions in this agreement.
- 19. STANDARD OF CARE:** DLZ will perform its services with the care and skill ordinarily exercised by members of its profession currently practicing under similar conditions in the same locale. DLZ does not make, and expressly disclaims, any other warranties, express or implied, relating to its services including, without limitation, warranties of merchantability and fitness for a particular purpose. DLZ shall be entitled to rely on all CLIENT-provided information except to the extent otherwise stated in the agreement.

The Future of Our Roads

Preserving Lifestyle Benefits of Asphalt Roads
within Towns Budget

D. Rippe

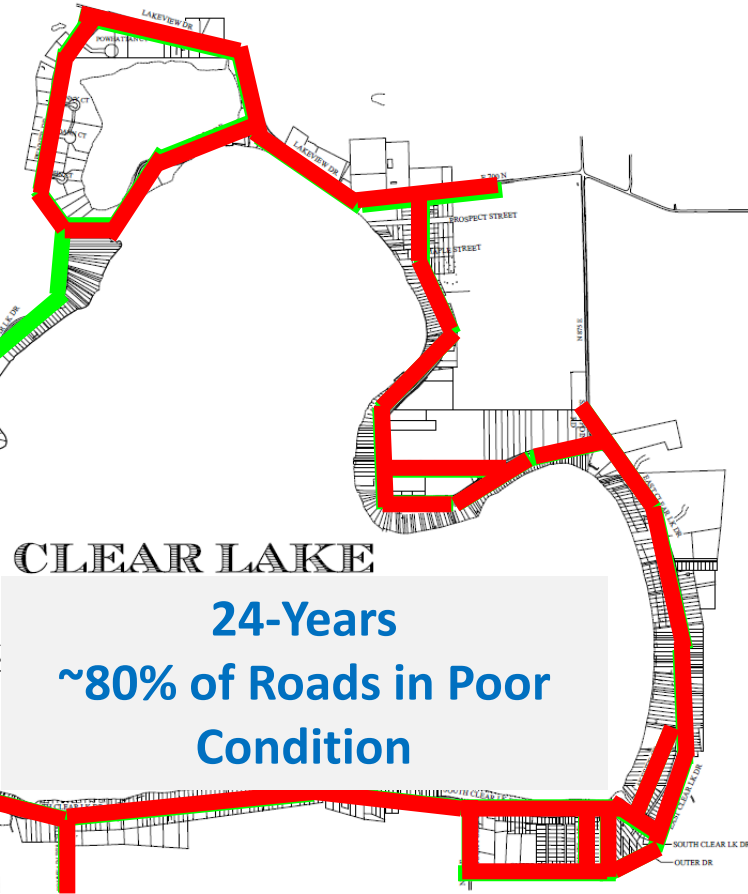
February 13, 2023

Asphalt Roads: A Critical Element To Our Community's Lifestyle

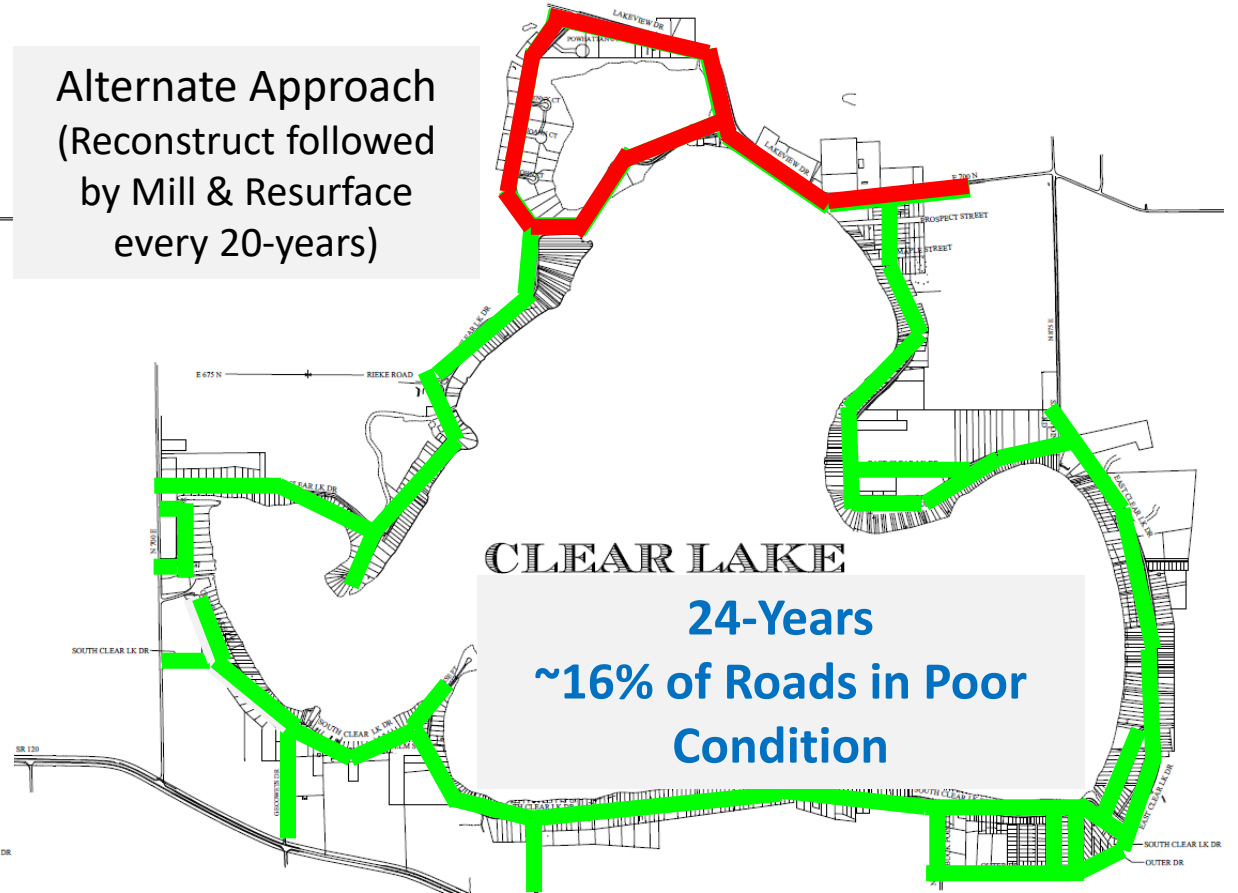
- Lifestyle benefits
 - Physical well being: Walking, Jogging, Biking, Skateboarding, In-line Skating, Golf Carting, Strollers, etc.
 - Safe and smooth access for residential passenger vehicles and handicap/mobility equipment
 - Facilitates property improvements: Construction, landscaping, lawns, gardens, etc.
 - Enables access of critical services: Emergency, sanitation, town maintenance, and home delivery
 - Improves property value

Increased Road Lifespan Required To Sustain Asphalt Road Surface w/o CCMG

Current Approach
(Mill & Resurface every
7-years)



Alternate Approach
(Reconstruct followed
by Mill & Resurface
every 20-years)



Will require TOCL to change its maintenance to
less expensive chip seal surface

■ PASER 10-4
■ PASER 3-1

Comparison of Road Surfaces: Chip Seal Vs. Asphalt



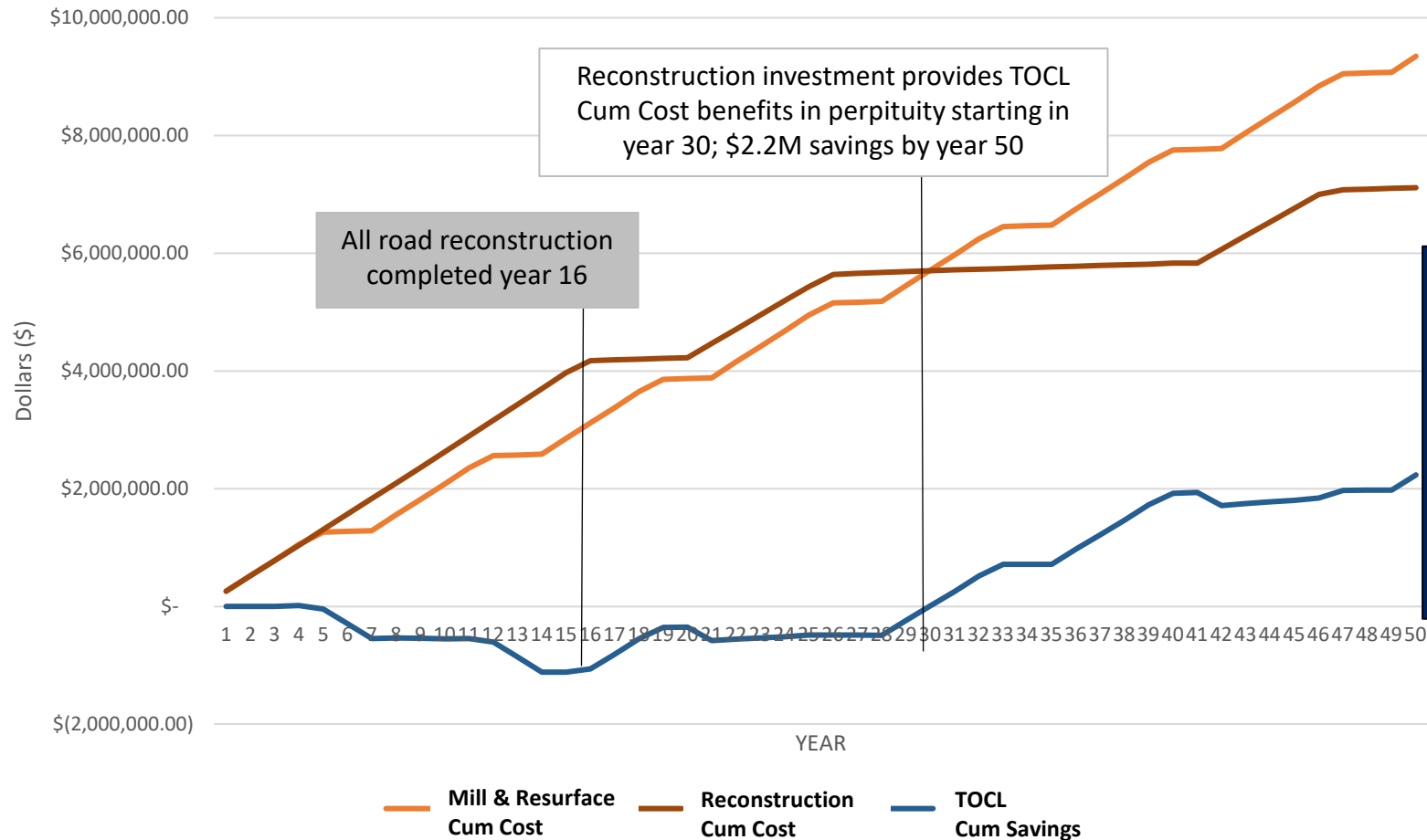
N 925 E by
Long Lake
2/12/23



Clear Lake
Cove
2/12/23

Investment in Increased Road Lifespan Also Returns Significant Long-Term Savings

TOCL Road Policy Cum Cost Comparison
Mill & Resurface (7-Yr Lifespan) vs. Reconstruction (20-Yr Lifespan)



\$2.2M Savings
 (Additional \$1.1M every 10-Yrs in perpetuity)

Road Reconstruction Requirements Starts with a Vision

- Vision Statement: Establish a network of roads which enhances the community lifestyle at the lowest overall cost
 - Lifestyle
 - Physical well being: Walking, Jogging, Biking, Skateboarding, In-line Skating, Golf Carting, Strollers, etc.
 - Safe and smooth access for residential passenger vehicles and handicap/mobility equipment
 - Facilitates property improvements: Construction, landscaping, lawns, gardens, etc.
 - Enables access of critical services: Emergency, sanitation, town maintenance, and home delivery
 - Lowest Overall Cost
 - **Use CCMG to incrementally improve road lifespan over next 16 years**
 - Engineering firms and coring samples identified premature road failure driven by lack of roadbed structure & poor drainage
 - **Maintenance costs shall be \leq Towns annual tax levy for road maintenance (~\$260K)**

Implementing the Vision via Road Requirements

Road Requirements For Enhanced Community Lifestyle at Lowest Overall Cost

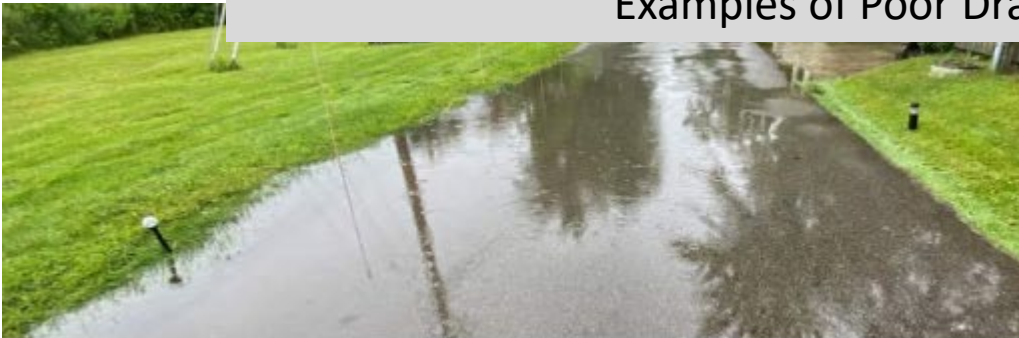
- Lifestyle: Asphalt surface
- Lowest Overall Cost: Increase lifespan (Lifespan defined in terms of PASER: Duration road condition is within a PASER of 10-3) to ensure maintenance costs will be \leq Towns annual tax levy
- Climate: Annual freeze/thaw cycles
- Drainage System (Note: more detail on slide 7):
 - Capacity: 10-year storm (1.91 in/hr)
 - Must exist within the road ROW and any discharge routed directly to the lake will be filtered
 - No standing water on road surface following storm event
 - Compliant with constraints for each road segment
 - Accounts for existing additional loads
- Structural Components:
 - Design Limit Load (DLL) based on Indiana Size and Weight Laws under Title 9 Article 20 (Maximum allowed gross weight is 80,000 lbs.) to handle weight of construction traffic
- Maintenance:
 - Annual filling minor cracks and sealcoating as necessary
 - Allow for surface mill and resurface

Recommendation: Use CCMG program until all town roads have been improved

Drainage Requirements In More Detail

- Capacity: 1.91 in/hr (10-year storm event)
- Must exist within the road ROW or Road edges if no ROW exists
- Keep roadway free of standing water
- Ensure surface water falling on the roadway enters the drainage system
- Prevent ponding along roadway from seeping back onto road surface
- Underlying road structure shall dissipate moisture
- Prevent road stormwater from flooding adjacent properties
- Discharge routed directly to the lake will be filtered
- Accounts for existing additional loads

Examples of Poor Drainage on TOCL Roads



West Clear Lake Dr (Near Lakeview)



Quiet Harbor

Recommendation: Form Road Committee To Formulate Road Policy & Associated Processes

- Form a committee to create a road policy for consideration by Council by July 2023
- Suggested Committee products
 - Vision and Mission statement for TOCL roads
 - Develop road policy containing
 - Input from Subject Matter Experts (SME), Superintendent, Community, Legal, Clerk Treasurer, Zoning, others as necessary
 - Vision and Mission statements
 - Overall construction and maintenance cost
 - Sustainability assessment based on Town's budget
 - Ensure UDO stormwater management requirements apply to roads
 - Governing requirements for structural, drainage and maintenance of roads to be applied to each road project
 - History of road maintenance/replacement cost, miles, dates, locations, PASER data to further validate current lifespan estimates
 - Develop a road standard and specifications to identify a minimum set of standards, promoting consistency and uniformity of roads within the Town of Clear Lake (e.g.; WASTEWATER UTILITY STANDARDS AND SPECIFICATIONS)
 - Develop associated processes to support road policy (ex. Developing the 5,10 and 15-year plan, Selecting the right drainage approach for each road segment, Identify performance measurement against plan (Metric examples: PASER, Lifespan, Implementation schedule, cost, others?))
- Include Road Maintenance into next Comprehensive Plan survey
- Next step, assign members to begin organizing and detail planning
 - Council (1-2)
 - Resident
 - Resident
 - Engineering Firm
 - Paving Contractor

Back Up Material

Resident Feedback Influence On Requirements

- How does drainage relate to extended lifespan of road?
 - Extending our roads lifespan is a prescription of establishing the correct structural elements to support the loads imparted by construction vehicles followed by proper drainage to prevent damage from the environment
 - Reference drainage system and structural requirements on slide 6
 - DLZ and ERI engineering experience qualitatively list it as very important
- Can we use the traditional swales instead of storm sewers?
 - Yes, where we have sufficient road right of way area for swale
 - Drainage Requirement: Must exist within the road ROW or Road edges if no ROW exists
 - 10-year rain event and infiltration rate used to configure swale design where sufficient road right of way is available
 - Drainage Requirement: Capacity: 1.91 in/hr (10-year storm event)
- What environmental impact does this extensive drainage cause?
 - Drainage Requirement: Discharge routed directly to the lake will be filtered

Thickness of Pavement at Core Locations

Table 1: Approximate Thickness of Pavement at Core Locations				
Street Name	Coring Number	Average Pavement Core Thickness, inches <i>(Figures 1.1 through 1.6 Show approximate Core Locations)</i>		
		Total Asphalt Pavement Thickness	Aggregate Thickness	Remarks
Quiet Harbor	PC-1	±2.4	±10.5	Brown, Sandy Gravel Product
Quiet Harbor	PC-2	±2.6	±11.25	Brown, Sandy Gravel Product
West Clear Lake Dr	PC-3	±5.1	±3	Brown, Sandy Gravel Product
West Clear Lake Dr	PC-4	±4.2	±12	Brown, Sandy Gravel Product
West Clear Lake Dr	PC-5	±7.9	±57	Brown, Fine Sand
West Clear Lake Dr	PC-6	±4.1	±14	Brown, Sandy Gravel Product
Lakeview Dr	PC-7	±4.8	±53	Brown, Fine Sand
Lakeview Dr	PC-8	±4.2	±10	Brown, Sandy Gravel Product
East Clear Lake Dr	PC-9	±2.7	±15	Brown, Sandy Gravel Product
Outer Dr	PC-10	±4	±7	Brown, Sandy Gravel Product
South Clear Lake Dr	PC-11	±3.8	±16	Brown, Sandy Gravel Product
South Clear Lake Dr	PC-12	±6	±7	Brown, Sandy Gravel Product



POINT PRECIPITATION FREQUENCY ESTIMATES

G.M. Bonnin, D. Martin, B. Lin, T. Parzybok, M.Yekta, and D. Riley

NOAA, National Weather Service, Silver Spring, Maryland

[PF tabular](#) | [PF graphical](#) | [Maps & aerials](#)

PF tabular

PDS-based point precipitation frequency estimates with 90% confidence intervals (in inches)¹										
Duration	Average recurrence interval (years)									
	1	2	5	10	25	50	100	200	500	1000
5-min	0.348 (0.310-0.392)	0.418 (0.370-0.469)	0.503 (0.444-0.565)	0.569 (0.502-0.639)	0.657 (0.577-0.735)	0.723 (0.633-0.807)	0.789 (0.689-0.881)	0.857 (0.744-0.956)	0.949 (0.817-1.06)	1.02 (0.871-1.14)
10-min	0.541 (0.481-0.610)	0.652 (0.577-0.733)	0.782 (0.691-0.878)	0.879 (0.776-0.986)	1.00 (0.882-1.12)	1.10 (0.959-1.22)	1.19 (1.04-1.33)	1.28 (1.11-1.43)	1.40 (1.20-1.56)	1.48 (1.27-1.66)
15-min	0.664 (0.590-0.747)	0.797 (0.706-0.896)	0.960 (0.848-1.08)	1.08 (0.954-1.21)	1.24 (1.09-1.39)	1.36 (1.19-1.52)	1.48 (1.29-1.65)	1.59 (1.38-1.78)	1.74 (1.50-1.94)	1.85 (1.59-2.07)
30-min	0.878 (0.781-0.989)	1.07 (0.945-1.20)	1.32 (1.16-1.48)	1.50 (1.33-1.69)	1.75 (1.54-1.96)	1.94 (1.70-2.17)	2.13 (1.86-2.38)	2.32 (2.02-2.59)	2.58 (2.22-2.88)	2.78 (2.38-3.10)
60-min	1.07 (0.953-1.21)	1.31 (1.16-1.47)	1.65 (1.46-1.85)	1.91 (1.69-2.14)	2.27 (2.00-2.54)	2.55 (2.24-2.85)	2.85 (2.49-3.18)	3.15 (2.74-3.52)	3.57 (3.07-3.98)	3.90 (3.34-4.36)
2-hr	1.26 (1.12-1.45)	1.54 (1.36-1.76)	1.95 (1.72-2.23)	2.27 (2.00-2.60)	2.72 (2.38-3.11)	3.09 (2.69-3.52)	3.48 (3.01-3.95)	3.88 (3.34-4.41)	4.46 (3.79-5.08)	4.92 (4.15-5.60)
3-hr	1.34 (1.19-1.55)	1.64 (1.45-1.88)	2.07 (1.82-2.37)	2.42 (2.13-2.77)	2.90 (2.54-3.32)	3.30 (2.87-3.78)	3.72 (3.22-4.25)	4.17 (3.57-4.77)	4.80 (4.07-5.50)	5.32 (4.46-6.09)
6-hr	1.60 (1.42-1.85)	1.93 (1.71-2.23)	2.44 (2.15-2.80)	2.85 (2.50-3.27)	3.44 (3.00-3.95)	3.94 (3.41-4.51)	4.47 (3.84-5.11)	5.04 (4.29-5.76)	5.87 (4.94-6.71)	6.56 (5.45-7.51)
12-hr	1.85 (1.64-2.13)	2.23 (1.98-2.56)	2.80 (2.47-3.21)	3.27 (2.88-3.75)	3.95 (3.45-4.50)	4.51 (3.92-5.14)	5.12 (4.42-5.83)	5.78 (4.94-6.57)	6.74 (5.68-7.65)	7.54 (6.28-8.55)
24-hr	2.13 (1.94-2.38)	2.56 (2.33-2.86)	3.20 (2.91-3.57)	3.71 (3.37-4.13)	4.43 (4.00-4.92)	5.03 (4.52-5.57)	5.65 (5.06-6.25)	6.31 (5.62-6.98)	7.25 (6.40-8.01)	8.01 (7.02-8.86)
2-day	2.44 (2.24-2.69)	2.92 (2.68-3.23)	3.60 (3.30-3.97)	4.15 (3.79-4.57)	4.92 (4.48-5.41)	5.54 (5.03-6.10)	6.19 (5.60-6.81)	6.87 (6.18-7.57)	7.83 (6.98-8.61)	8.60 (7.62-9.45)
3-day	2.62 (2.43-2.84)	3.13 (2.91-3.40)	3.83 (3.55-4.16)	4.38 (4.06-4.76)	5.16 (4.76-5.59)	5.78 (5.32-6.26)	6.42 (5.89-6.96)	7.09 (6.47-7.68)	8.01 (7.27-8.67)	8.73 (7.88-9.46)
4-day	2.80 (2.63-2.99)	3.34 (3.14-3.57)	4.05 (3.81-4.34)	4.62 (4.33-4.94)	5.40 (5.05-5.77)	6.02 (5.62-6.43)	6.65 (6.19-7.10)	7.30 (6.77-7.79)	8.18 (7.55-8.73)	8.87 (8.15-9.46)
7-day	3.28 (3.10-3.49)	3.91 (3.68-4.14)	4.68 (4.41-4.97)	5.29 (4.99-5.61)	6.12 (5.76-6.48)	6.77 (6.35-7.17)	7.42 (6.95-7.85)	8.09 (7.56-8.55)	8.97 (8.35-9.49)	9.64 (8.95-10.2)
10-day	3.74 (3.54-3.96)	4.42 (4.19-4.69)	5.26 (4.98-5.57)	5.92 (5.60-6.27)	6.81 (6.43-7.21)	7.51 (7.08-7.95)	8.21 (7.73-8.70)	8.91 (8.37-9.44)	9.85 (9.21-10.4)	10.6 (9.85-11.2)
20-day	5.05 (4.80-5.33)	5.95 (5.65-6.27)	6.98 (6.61-7.35)	7.80 (7.38-8.21)	8.90 (8.40-9.36)	9.75 (9.19-10.3)	10.6 (9.97-11.1)	11.5 (10.7-12.0)	12.6 (11.8-13.2)	13.5 (12.5-14.2)
30-day	6.29 (6.01-6.60)	7.38 (7.05-7.75)	8.54 (8.15-8.95)	9.43 (9.00-9.88)	10.6 (10.1-11.1)	11.5 (10.9-12.0)	12.3 (11.7-12.9)	13.2 (12.5-13.8)	14.2 (13.4-14.9)	15.0 (14.1-15.7)
45-day	8.00 (7.66-8.37)	9.37 (8.96-9.79)	10.7 (10.2-11.2)	11.8 (11.2-12.3)	13.1 (12.5-13.6)	14.1 (13.4-14.7)	15.0 (14.3-15.7)	15.9 (15.1-16.6)	17.1 (16.2-17.8)	17.9 (16.9-18.7)

Infiltration Rates by Soil Type

Hydrologic soil group	Infiltration rate (inches/hour)	Infiltration rate (centimeters/hour)	Soil textures	Corresponding Unified Soil Classification ^{Superscript text}
A	1.63 ^a	4.14	gravel sandy gravel silty gravels gravelly sands sand	GW - Well-graded gravels, fine to coarse gravel GP - Poorly graded gravel GM - Silty gravel SW - Well-graded sand, fine to coarse sand

Although a value of 1.63 inches per hour (4.14 centimeters per hour) may be used, it is **Highly recommended** that you conduct field infiltration tests or amend soils.^b See Guidance for amending soils with rapid or high infiltration rates and Determining soil infiltration rates (https://stormwater.pca.state.mn.us/index.php?title=Determining_soil_infiltration_rates).

Clear Lake Typ.

Hydrologic soil group	Infiltration rate (inches/hour)	Infiltration rate (centimeters/hour)	Soil textures	Corresponding Unified Soil Classification ^{Superscript text}
	0.8	2.03	sand loamy sand sandy loam	SP - Poorly graded sand
B	0.45	1.14	silty sands	SM - Silty sand
	0.3	0.76	loam, silt loam	MH - Elastic silt
C	0.2	0.51	Sandy clay loam, silts	ML - Silt
D	0.06	0.15	clay loam silty clay loam sandy clay silty clay clay	GC - Clayey gravel SC - Clayey sand CL - Lean clay OL - Organic silt CH - Fat clay OH - Organic clay, organic silt

A. RE: Proposed Financial Advisory and Accounting Services – Reestablish Cumulative Capital Development (“CCD”) Fund (Consulting Services)

DATE: February 17, 2023

This Scope Appendix is attached by reference to the above-named engagement letter (the “Engagement Letter”) between the Town of Clear Lake, Indiana (the “Client”) and Baker Tilly US, LLP and relates to services to be provided by Baker Tilly Municipal Advisors, LLP.

SCOPE OF WORK

Baker Tilly Municipal Advisors (“BTMA”) will perform the following services:

The Client anticipates the need to retain the services of BTMA to serve as Financial Consultants to the Client. The Client desires to retain BTMA on an as-needed basis throughout the term of this agreement and anticipates the services to be for accounting assistance and budgetary planning.

The following services are available to the Client in whole or in part at the direction of the Town Council (the “Council”) or other appointed Client representative.

B. Reestablish Cumulative Capital Development (“CCD”) Fund (Consulting Services)

1. Develop a timeline for the steps required to reestablish a Cumulative Capital Development Fund.
2. Assist the Client with preparation of State-required documents including the notice to taxpayers and establishing ordinance.
3. Attend one (1) Council meeting to discuss the establishing process and the estimated revenues to be generated from the tax rate.
4. Assist the Client to monitor completion of required steps of the process.
5. Assist the Client with tax impact calculations as requested.
6. Review the Cumulative Capital Development Fund tax rate in Gateway during the annual budget process.

COMPENSATION AND INVOICING

Fees for services set forth in the Scope Appendix will be billed at BTMA's standard billing rates based upon the actual time and expenses incurred, not to exceed three thousand five hundred dollars (\$3,500).

Standard Hourly Rates by Job Classification
1/1/2023

Partners / Principals / Directors	\$295.00	to	\$525.00
Managers	\$235.00	to	\$340.00
Consultants / Analysts	\$160.00	to	\$235.00
Support / Paraprofessional	\$115.00	to	\$175.00
Interns	\$110.00	to	\$145.00

- *Billing rates are subject to change periodically due to changing requirements and economic conditions. The fees billed will be the fees in place at the time services are provided. Actual fees will be based upon experience of the staff assigned and the complexity of the engagement.*

The above fees shall include all expenses incurred by BTMA with the exception of expenses incurred for mileage which will be billed on a separate line item. No such expenses will be incurred without the prior authorization of the Client. The fees do not include the charges of other entities such as rating agencies, bond and official statement printers, couriers, newspapers, bond insurance companies, bond counsel and local counsel, and electronic bidding services, including Parity[®]. Coordination of the printing and distribution of Official Statements or any other Offering Document are to be reimbursed by the Client based upon the time and expense for such services.

Billing Procedures

Normally, you will receive a monthly statement showing fees and costs incurred in the prior month. Occasionally, we may bill on a less frequent basis if the time involved in the prior month was minimal or if arrangements are made for the payment of fees from bond proceeds. The account balance is due and payable on receipt of the statement.

Nonattest Services

As part of this engagement, we will perform certain nonattest services. For purposes of the Engagement Letter and this Scope Appendix, nonattest services include services that the *Government Auditing Standards* refers to as nonaudit services.

We will not perform any management functions or make management decisions on your behalf with respect to any nonattest services we provide.

**SCOPE APPENDIX to
Engagement Letter dated: November 2, 2021
Between the Town of Clear Lake, Indiana and
Baker Tilly US, LLP**

In connection with our performance of any nonattest services, you agree that you will:

- > Continue to make all management decisions and perform all management functions, including approving all journal entries and general ledger classifications when they are submitted to you.
- > Designate an employee with suitable skill, knowledge, and/or experience, preferably within senior management, to oversee the services we perform.
- > Evaluate the adequacy and results of the nonattest services we perform.
- > Accept responsibility for the results of our nonattest services.
- > Establish and maintain internal controls, including monitoring ongoing activities related to the nonattest function.

Conflicts of Interest

Attachment A to the Engagement Letter contains important disclosure information that is applicable to this Scope Appendix.

We are unaware of any additional conflicts of interest related to this Scope Appendix that exist at this time.

Termination

This Scope Appendix will terminate according to the terms of the Engagement Letter.

If this Scope Appendix is acceptable, please sign below and return one copy to us for our files. We look forward to working with you on this important project.

Sincerely,

Paige E. Sansone

Paige E. Sansone, Partner

Signature Section:

The services and terms as set forth in this Scope Appendix are agreed to on behalf of the Client by:

Name: _____

Title: _____

Date: _____