

## **PENDING APPROVAL**

### **Minutes Long Beach Town Council Town Hall Long Beach, Indiana February 13, 2012**

Following the Pledge of Allegiance, the meeting was called to order at 7:00 P.M. by Robert Schaefer. The following Council members were present: Robert Schaefer, Jane Neulieb, Patrick McDonald, Robert Angelo and Peter Byvoets.

Also present were Fire Chief Dave Albers, Police Chief Sulkowski, Street Superintendent Tom Dolph, Clerk/Treasurer Bill deFuniak and Attorney Jeff Thorne. Approximately 20-25 residents were in attendance.

**Approval of Minutes** – On motion made and seconded, the Minutes of January 9, 2012 were approved by a unanimous vote of all present.

**Police Department** – Chief Sulkowski delivered a report for the month of January, 2012. There were 182 dispatched calls, 35 courtesy phone calls and 4,948 miles of patrol. Expended were 934 hours and 28 hours of overtime.

**Police Commission** – Mr. Schaefer stated that the Police Commission met on February 1, 2012 and the only topic of discussion was the fiber optic system. This system will facilitate the town's communication center. The next Police Commission meeting is scheduled for March 7, 2012 at 8:30 A.M.

**Volunteer Fire Department** – Chief Albers delivered a report for the month of January, 2012. Chief Albers stated that there have been 6 calls year to date, with 2 of those calls to Duneland Beach. 10 medical calls, all in Long Beach. The average response time for medical calls is 6.1 minutes, and the average response time for fire calls is 5 minutes. The Chief noted that these times will decrease as the weather improves.

In sum, The Chief stated that 176 work hours were donated to the Town for the month with an estimated value of \$7,200.

The Chief also noted that a Fire Department Forum/Open House was held on January 30, 2012 and he stated that residents could view the presentation online at the ALCO website as the presentation was videotaped. The PowerPoint presentation is available on the Town Website.

Jane Neulieb thanked the Chief for the presentation that was held on January 30, 2012. Mrs. Neulieb stated that during the presentation it was noted that in 2011 Volunteer Fire Department was not paid the amount of approximately \$27,000.00. Mrs. Neulieb stated that every effort should be made to pay the Volunteer Fire Department the amount that is owed to them.

**Fire Commission** – Mr. Schaefer stated there is no report for the Fire Commission for January. It was noted that the meetings will continue to be held on the first Tuesday of the month at 7:00 P.M. The next meeting is scheduled for March 6, 2012 at 7:00 P.M.

**Street Department** – Mr. Tom Dolph reported that he has been working on lighting at the Community Center, both inside and outside. The hoop on Floral Trail has been removed and the hoop on Elbridge Way will be taken care of before the end of the month. Mr. Dolph noted that there was a problem with the hydraulics on one of the trucks that it is being repaired.

Mr. McDonald noted that he accompanied Tom during the last snow storm and he stated that the new trucks handled the hills in town. Mr. McDonald also noted that Tom works many long hours during the snow season and thanked him for his dedication to the Town.

**Park Board** – No report at this time.

**Community Center** - Mr. McDonald stated that there was an issue with a heating unit; however, it was repaired. Also, two bids were received for repair of the stucco near the front entrance. The bids were not approved at this time and it was recommended that the project be tabled at this time in order to gather more information.

**Water Board** – Mr. Schaefer stated that all the meters were read for January and that the Water Department employees are working on mapping out the location of the fire hydrants. It was noted that some hydrants may need to be replaced. There are 136 hydrants within the Town. The next Water Board meeting is scheduled for February 27, 2012 at 9:00 A.M.

**Building Permit Report** – Mr. deFuniak reported that for the month of January, 2012, there were 6 permits totaling \$178,000.00 were issued and 2 electrical permits for a total of \$171.00 were issued.

Mrs. Neulieb inquired if there were any major construction projects on the horizon. Mr. deFuniak indicated that there are some in the process of being reviewed.

The Council discussed the fact that a fee is collected when the permit is applied for, but the check is not cashed, it is held until the permit is approved or returned if the permit is not approved. The Council indicated that they will be looking into the permit process in the near future.

Mrs. Neulieb indicated that several residents have inquired about the status of the septic tank located at 2060 Lake Shore Drive. Mrs. Neulieb indicated that she contacted LaPorte County Health Dept. and received a copy of a letter sent early last Spring to the homeowner. The letter gave the homeowner 30 days to relocate the septic tank.

Full discussion followed and a motion was made and seconded to instruct Mr. Thorne to write a letter to the County and inquire what action, if any, is pending in this matter. Motion approved unanimously.

A motion was made and seconded to approve the above reports as presented. The motion was approved by all present.

Also, after each Report, Mr. Schaefer announced the appointment of members of the various Committees and Commissions. A copy of the Committee appointments is attached hereto as a part of these Minutes. The Council was asked how these appointments were made and it was noted that names were submitted to the Council President and he made the appointments. Mrs. Neulieb noted that the Town Website should have a form that residents could fill out and submit to the Town if they wish to volunteer so a list of names would be available.

## **Old Business**

**Community Center / Clerk - Treasurer Transition** - Mr. Byvoets indicated that he has been working on reviewing this subject in detail and he reported that the transition of the new Town Clerk has been going very well. He noted that the Community Center can be handled by the Town Clerk and his office.

Full discussion followed regarding the Community Center. Mr. Byvoets indicated that the status of the Community Center is not certain. Mr. Byvoets indicated that he has reviewed the leases, interviewed some of the tenants, and has reviewed the general ledger with regard to the Community Center. It was noted that

the lessees are not paying for utilities and that the average the rent is \$3.00 per sq. ft. It was also noted that approximately 95% of the rentals are commercial.

Mr. Byvoets indicated that a thorough review of the Community Center is needed as the building is 80 years old and is, or will be, in need of major repairs. It was noted that a new boiler was installed about 1½ years ago and one-third of the roof was replaced, however, the remainder of the roof will need to be replaced. It was noted that total operational costs need to be determined which include for example, repairs, utilities, supplies, insurance and payroll from the public works and water department who spend time at the building doing miscellaneous repairs.

Mr. Schaefer indicated that a Community Center Committee has been established and will review this matter in full.

**Website Update** – Mr. Byvoets noted that the website is up and running, but it is still a work in progress. Files have been transferred to the new site as well as copies of the Council minutes which are now online and available for review.

### **New Business**

**Town Server Proposal** – Mr. deFuniak reviewed with the Council the need for a new server for the Town computer system. It was noted that a bid from Dell included a laptop computer that would be used to produce financial reports that are not currently available with the system we have now. The laptop would also provide another work station. Mr. deFuniak indicated that funds were available in the riverboat account for this upgrade.

Two bids were reviewed and upon motion duly made and seconded, the Council approved the acceptance of the bid from Dell Computer in the amount of \$8,402.00.

**Garbage/Leaf Pickup** - Mr. Byvoets reviewed the refuse contract and the Ordinance regarding same, and noted that there are certain areas within Long Beach that pay for refuse pickup to Michigan City through their sanitary district billing. This includes anyone who has a sewer and is connected to the Michigan City Sanitary District. There are approximately 75 homes with this situation. Mr. Byvoets proposed an amendment to the Ordinance that would permit any resident of Long Beach who pays Michigan City Sanitary District for refuse pickup to be exempt from paying for the service from Long Beach. However, the amendment would not include leaf pickup. All residents of Long Beach will be assessed for leaf pickup.

Mrs. Neulieb asked for a history of how an agreement was made years ago with the residents of the Cove with regard to refuse pickup in violation to our Refuse Ordinance.

Full discussion followed and a motion was made, seconded and approved to direct Mr. Thorne to draft an Amendment to the Garbage and Refuse Removal Ordinance, to reflect that all residents pay for refuse with the exception of the residents that are connected to the Michigan City Sanitary District, and all residents are required to pay for leaf pickup.

From the floor, Mr. James Neulieb stated that the documents indicated that an option to pay for refuse pick up has been around for many years and asked who approved this action. How could this have been happening when the Ordinance clearly states that all residents must pay for refuse pickup. Mr. Neulieb inquired that since no formal permission was given, who permitted this to happen. It was noted that several Council members lived in the area at the time and benefited from this action. In addition, what about the thousands of dollars that was paid to Able for a contract for 1100 homes when 1100 homes were not serviced.

Mr. Schaefer stated that these comments were noted.

Mr. Byvoets also noted that the contract with Able Refuse will need to be changed to reflect the fact that the homes in the Cove, Hidden Shores and a few homes along Moore Road and at Stop 13 are not included in the Town of Long Beach contract.

Mrs. Neulieb stated with regard to this subject that the council members and Town Attorney who live in the Cove or an area that this includes should recuse themselves due to what she considers a potential conflict of interest. Discussion followed and Attorney Thorne did not believe there to be a conflict of interest due to the fact that the motion is to prepare an amendment, not pass an amendment.

**LB Civic Association – Pillar Project** - Mr. Greg Alberding from the Civic Association indicated that the Civic Association would like to donate approximately \$38,000 to the Town to replace and repair the red brick entrance pillars that are located at various Stops along Lake Shore Drive. The Town Council and the residents at the meeting thanked Mr. Alberding and the Civic Association members for their generous contribution. It was noted that in previous years the Civic

Association has replaced the Bus Stop signs located at all stops and have provided many other contributions to the Town.

**Michigan City Triathlon – Michigan City Park Dept.** A representative from the Michigan City Park Dept. was in attendance to request permission to use Lake Shore Drive for the bicycle portion of the triathlon scheduled for Saturday, August 11, 2012. The event should be completed by 10:00 A.M. Discussion followed and on motion made and seconded, it was unanimously approved to grant permission to the Michigan City Park Department for the use of Lake Shore Drive for this event.

**Michiana Shores Police Contract** – Mr. deFuniak indicated that he received the Contract from the town of Michiana Shores. Mr. Byvoets moved to table the contract for now and indicated the need for further review of the services and costs involved.

**Home Office Study** - Mr. deFuniak informed the Council of the need to cross train the two employees who work at the Town Hall. It was noted that the Deputy Clerk needs to learn the water billing process as well as other functions. Mr. deFuniak recommend to the Council that these two employees be given the 3% increase that all full-time employees received this year, in lieu of the .25 cents an hour raise that they received. He also requested that the Deputy Clerk's hours be increased an additional 10 hours a week in order to have time to train and perform the additional duties. It was noted that the additional hours may be temporary and will be evaluated at a later date.

On Motion duly made and seconded, it was approved to accept these recommendations effective as of January 1, 2012. Mr. Thorne was requested to draft an Amendment to the Salary Ordinance to reflect these changes.

**Beach Issues** - Mrs. Neulieb indicated that there will be a meeting to discuss beach issues. These issues will not include ownership; however, will include topics such as a proposed curfew, bonfires on the beach, trash pickup etc.

The meeting will take place on Tuesday, March 6, 2012 at 6:30 at the Community Center. It is open to all residents.

**Claims Approval** – Mr. deFuniak reported the following claims for approval:

10200 through 10245 in the amount of \$74,322.44; and

Salaries in the amount of \$52,847.00

**Next Meeting Date** - Due to conflicts in schedules, the next meeting will be held on Monday, March 5, 2012 at 7:00 P.M. It was suggested that a notice to the News Dispatch be sent as well as noting the change on the Town Website.

**Adjournment** - With no further business to come before the Council, the meeting was adjourned at 8:45 P.M.

Respectfully submitted,

By: \_\_\_\_\_  
William de Funiak, Clerk Treasurer

Attachment:

List of Committee Appointments as of 1/1/2012