

PENDING APPROVAL

Minutes
Long Beach Town Council
Town Hall
Long Beach, Indiana
May 14, 2012

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

Also present were Fire Chief Dave Albers, Police Chief Sulkowski, Street Superintendent Tom Dolph, Attorney Jim Thorne and Clerk/Treasurer Bill deFuniak. Approximately 36 residents were in attendance.

Approval of Minutes – Mr. Schaefer noted that two set of Minutes needed to be approved. The Minutes of April 9, 2012 and Minutes of the Special Meeting held on April 20, 2012. Mr. Schaefer noted a change to the Minutes of April 9, 2012 as follows:

Page 4, under Water Ordinance, changed to read as follows:

Mr. Schaefer introduced an Ordinance which includes new fees for tap-on charges. The new fee is \$1,250.00 for up to a 1" line. The fee for a line over 1" is time and material with a minimum charge of \$2,000.00.

MOTION to approve the April 9, 2012 Minutes was made and seconded and approved by a unanimous vote.

MOTION to approve the Minutes of April 20, 2012 was made and seconded and approved by a unanimous vote.

Police Department Report – Chief Sulkowski delivered a report for the month of April, 2012. Chief Sulkowski reported that there were 244 calls 46 walk-ins and a breakdown of the traffic and ordinance violations was presented. Overtime hours - 51.5. It was noted that Cody's retirement and transfer of ownership is pending paperwork from Attorney Thorne.

Police Commission Report – Robert Schaefer reported that the Police Commission met on May 2, 2012. Summer rentals was discussed and in an effort to help regulate the summer rental process it was recommended that a lease will be required to be filed with the Town Clerk and a copy of the Lease will need to be available in the rental home. The Police Dept. and Attorney Thorne are working on a letter to be sent to individuals who advertise for weekly rentals. Once the modifications are approved the letter will be sent to the Plan Commission for approval and then the Town Council for approval.

Mr. Schaefer noted that the Police will be patrolling the beach with the ATV's this summer and has made contact with the DNR regarding same. Two police cars need to be replaced and the Chief is working on that matter.

Mr. Schafer stated that Officer Babcock was accepted into the Homeland Security Program and will be going to Chicago to assist during the NATO conferences.

The next Police Commission meeting is scheduled for June 6, 2012 at 8:30 A.M.

Fire Department Report - Chief Albers delivered a report for the month of April, 2012. To date there have been 13 Fire Calls, 10 of those in Long Beach, 3 in Duneland Beach. 18 Medical calls to date this year, 15 of those were in Long Beach, 3 in Duneland Beach. Average response time for Fire calls was 3.42 minutes; average response time for Medical calls was 4.53 minutes. The estimated value of donated hours to the Town is \$22,400.

Fire Commission Report – Mr. Schaefer noted that there was no Fire Commission meeting last month and that the Commission will be meeting on a quarterly basis in the future.

Street Department Report - Tom Dolph noted that Spring leaf pick up is completed. The swing set at the Community Center has been replaced and the area will be mulched. Bids for street paving have been received and will be reviewed and brought to the next Town Council meeting.

Jane Neulieb noted that the residents at the Beach Forum requested that the parking lot behind the Town Hall be parking for residents, guests and local businesses only. Also, no parking allowed at Stop 24. A sticker program could be initiated. Chief Sulkowski noted that parking is allowed for non-residents at this time. This is in an effort to maintain control at Stop 24 during the summer. It was noted that this should be forwarded to the Plan Commission for review and recommendation.

Park Board – Jane Neulieb recapped the activities of the Park & Recreation Board at their April meeting. It was noted that the viewing area at Stop 28 was discussed as a possible site for a garden dedicated to Mrs. Pugh.

It was noted that the pack it in, pack it out program for the bus stops has been cancelled and garbage cans will be available at the stops.

The day camp summer program will run from June 18 through July 27. Tennis lessons will also be offered.

The next Park & Recreation Board meeting is scheduled for May 23, 2012 at 7:00 P.M.

Community Center Report – Patrick McDonald noted that he attended an energy conservation conference sponsored by NIPSCO and plans to evaluate and make recommendations as to the Town Hall and the Community Center.

Mr. McDonald noted that he is in the process of getting estimates for roof repair at the Community Center.

Jane Neulieb noted that the gym needs to be cleaned. Also, an appraisal will be obtained for the Community Center.

Community Center Update from Debbie Steele Semla - representing the Community Center Committee gave a report and recommendations regarding the Community Center. It was noted that a name change from, The Old School Community Center to, The Long Beach Community Center be recommended to the Council for approval. It was noted that a cleaning service is needed at the building. Ms. Semla further noted that the Committee would request that the former Kindergarten room be preserved as a Historical Room and room for public use. She noted the architectural history of the room and requested that this room be secured. Also requested were the Courtyard Room and the Gym. It was noted that the kitchen is in need of a stove.

Improvements such as a directory in the Lobby, a kiosk for information, and a sign in book for visitors were recommended. Also it was noted that the Center needs a Director to coordinate all activities at the Center. It was recommended that Bear Forest be recreated.

A Historical Walkway Project was proposed as a fundraiser for the Center. Bricks printed with names would be sold and then installed in the front entryway. A portion of the sidewalk will be removed to be replaced with the bricks.

Water Board Report – Robert Schaefer stated that the Water Board met and there will be a change on the water bill to reflect additional sales tax. The water bill explanation is, now on the Town Website for review.

The next Water Board meeting is scheduled for May 21, 2012 at 9:00 A.M.

Budget and Finance - Pete Byvoets noted that the Budget & Finance Committee met on May 9, 2012 and areas being discussed include: salaries and benefits of Town employees; insurance; credit card for the Town; consolidation of contracts to the Clerk's office; and evaluation of the dispatch service. Pete noted that the Town has received money from the County for the 2008 tax period.

Pete Byvoets noted that a previous 1792 Notice from the State Board of Accounts reduced by \$65,000 the amount received from the County for the budget year 2008; however, that amount may be recovered. An additional 1792 Notice for the 2009 budget year was received and it stated that \$103,000 may not be received by the Town from the County due to lack of documentation. The information that was requested was supplied to the State and hopefully, that money will be recovered by the Town.

Discussion followed regarding open citations and uncollected fines. It was noted that the fines should be run through the Clerk's office. In particular, the house on Indianapolis and the house with the pool that has no fence.

It was noted that the new server is scheduled to be installed this week.

Building Commission - Pat McDonald noted that the Building Commission has not met. Mr. Byvoets stated that he has asked the Building Commission to meet to discuss various matters referred by the Advisory Plan Commission and he inquired why we have a building commission that doesn't meet.

Pat McDonald noted that the Building Commission did have an emergency meeting to discuss and issue the Stop Work Order for 1405 Lake Shore Drive. He indicated that they are trying to schedule a meeting; however, scheduling is a problem. Mr. Byvoets noted that he has been asking for a meeting since February and nothing happens. He would like the Building Commission to discuss certain matters and make recommendations to the Advisory Plan Commission. Pat McDonald noted that a meeting will be scheduled with the week.

Jane Neulieb inquired if there are minutes to the Building Commission meeting and it was noted that they are turned in to the Town but are not on the website. The last meeting was in April, 2012.

Full discussion followed regarding the need for the Building Commission to be accessible and responsive.

Mr. Doug Waters, Long Beach Realty, indicated that he sent a Freedom of Information Act Notice, FOIA, to the Town in regard to the matter of the building at 1405 Lake Shore Drive. To date, he has received information from Mr. deFuniak, Pete Byvoets and Jane Neulieb. He is requesting that all Board members respond to the FOIA. Mr. Waters inquired about the weekly reports that are required to be submitted regarding the construction process. Pete Byvoets requested the Building Commission to put together a chronological report of events for this project. Also, Mr. Waters inquired why a stop work order is not ordered until these matters are worked out.

Full discussion followed and it was noted that the FOIA will be complied with and information will be sent to the Clerk's office for processing.

Building Permit Report - Bill deFuniak noted that there were 16 permits issued and a total cost of construction is \$249,226.00; fees of \$1,800. 4 electrical permits were issued for a total of \$678.00; fees of \$67.80.

MOTION was made to accept the reports as submitted, seconded and approved unanimously.

Deferred Compensation - Bill deFuniak reported on a 457(b) plan that would enable employees to contribute to a retirement plan with no cost to the Town. He recommended that employees who work over 800 hrs. a year be able to contribute to this plan. Bob Angelo moved to approve the plan, seconded by Jane Neulieb, all approved.

Revision of the View Ordinance - Mr. Byvoets noted that the Advisory Plan Commission is proceeding to work on the revision of the view ordinance as it relates to septic tanks. A land use attorney has been retained as well as recommendation for an engineering firm. In order to move this process along, Pete Byvoets requested that Haas Engineering be approved to work with the attorney to proceed with the septic ordinance. A cost will be estimated at \$2,500.00. Motion seconded by Pat McDonald. Motion approved by all present.

A question was asked if the ordinance will be site specific as the beach is different along the shoreline of Long Beach and Mr. Byvoets noted that the Ordinance will not necessarily be one size fits all.

It was noted that the paperwork to transfer ownership of Cody to Officer Schooley was completed and a MOTION was made to proceed with the transfer, motion seconded and approved by all present.

ALCO TV Taping of Meetings - Mr. Schaefer noted that private sponsorship for the taping of the meetings has not been renewed, and the Town will need to pay for the continued taping of the meetings. The cost is \$2,000.00 per year.

MOTION to contract with ALCO to continue taping at a cost of \$2,000.00, all approved.

IT Support - Motion to proceed with obtaining information regarding IT Support for the Town. Motion seconded and approved by all present.

Budget Support - Pete Byvets noted the issues with the 1792 Notices and funds not received in previous years, that the Town needs to make sure these mistakes don't happen again. He recommended the hiring of Karl Cender to assist with the 2013 budget. It was recommended that a proposal outlining Mr. Cender's services and compensation be prepared and presented to the Council for recommendation.

Community Center Cleaning Agreement - Quality Carpeting provided a proposal for cleaning the Community Center. The contract is for 6 months, subject to review after 4 months. Motion was made to accept the agreement, seconded and approved by all present.

Motion to amend the 30 day rental agreement so that the tenant must provide a lease to the Town and a copy of the lease must be in the house. Motion seconded and approved by all present.

Chief Sulkowski stated that he is ready to move forward with the purchase of 2 new police cars in the amount of \$ 56,078. Two vehicles, a 2000 and a 2006 vehicle will be replaced. Discussion followed and a motion to approve the purchase of two police cars was recommended, seconded and approved by all present.

FROM THE FLOOR

Doug Waters asked for compliance with regard to matters outstanding at the 1405 Lake Shore Drive construction site. It was noted that the Building Commission will be able to address these issues. A Building Commission meeting will be scheduled with a week to review this matter in detail.

Mr. Gallagher inquired if the meeting with Attorney Michael Knight was scheduled, as recommended at the Special Meeting. It was noted that the meeting has not yet been scheduled. It will be scheduled as an Executive Session before the June Council meeting.

A resident inquired about the date of the Plan Commission. No date has been set yet due to the need for an engineering firm and attorney to assist at the Plan Commission. The date will be set and posted.

Mr. Neulieb inquired about the new sales tax on the water bond. Discussion followed and it was noted that it is part of the water that comes to homes, so it is included in the taxable amount.

Further, it was inquired if all building permits last month were approved by the Building Commissioner and it was noted that they were.

Mr. Neulieb inquired if an electrical inspector has been appointed at this time by the Building Commission.

Mr. Cannon inquired if the Building Commission should have a set meeting time and date similar to other Commissions.

Full discussion followed regarding the status of the building permit at 1405 Lake Shore Drive. It was noted that the Building Commission will set a date for the next meeting

Dean Uminski inquired about beach grooming and the process that is required. Full discussion followed with regard to beach grooming and it was noted that permits are required. The Building Commissioner has been out of town and has not yet reviewed the permits.

Mr. Napolitan, Stop 26 commented on the sand grooming and his need to maintain the area in front of his seawall.

Dr. Angelo noted that only the Building Commissioner can approve a building permit at this time. Mr. Schaefer noted that homeowners should submit permits

John Mengel inquired about the need for a permit for performing maintenance on property. He noted that changing the topography may require a permit, but maintaining what's there should not require a permit.

Pictures are required and the permit needs to be filled out specifically as to what type of work will be done.

Full discussion followed with regard to the need for the Building Commission to hold meetings at a set date and time in the future. Mr. Schaefer noted that the Police Commission meets once a month and he recommended that the Building Commission meet once a month as well. It was recommended that the meeting be held in the evening. It was noted that 48 hour notice is required for the meeting.

Mr. Schaefer reminded everyone that the 2 Big Hearts Run is scheduled for May 26, 2012.

Claims Approval – Mr. deFuniak noted that the claims for the month of April are as follows:

Check Nos. 10372 through 10413 in the amount of \$77,084.39; Salaries for April in the amount of \$53,885.10.

A Motion was made and seconded to approve the claims as presented. Motion carried unanimous vote of all present.

With no further business to come before the Council, the meeting was adjourned at 9:30 P.M.

Respectfully submitted,

By: _____
William deFuniak, Clerk Treasurer