

TOWN OF LONG BEACH
TOWN COUNCIL SPECIAL MEETING
at Town Hall via In Person / Zoom
November 17, 2022
2:35 p.m.

All Council members Bob Lemay, Mary Lou McFadden, Mike Johnstone, John Kocher, John Wall, Clerk-Treasurer Perry, Police Chief Mark Swistek, and Attorney Chris Willoughby of Braje, Nelson & Janes, were present at Town Hall. ALCO TV was present for recording this meeting and it is also being recorded for the record on Zoom where 2 others were viewing this meeting.

Pledge of Allegiance with meeting called to order by Lemay at 2:35 PM.

New Business –

John Wall started discussion about the SCBA equipment the Fire Department has that they wanted to donate. Council discussed options for the compressor, and seven tanks, after which Lemay made the motion and McFadden seconded it to give it all to the Fire Department and if it's sold, the Fire Department could possibly give the Town receipts of sale. Passed with 4 ayes, 1 recusal (John Wall).

Chief Swistek addressed the council regarding the police department donation account the police department currently holds at Horizon Bank. Clerk-Treasurer Perry most recently questioned the department's holding of such account and previously stated he hasn't seen this account and that the Clerk-Treasurer's office should be in charge of all finances, including this bank account, through his office. After giving detailed information of the history of how the account was opened and maintained over the years, even prior to Swistek's hiring, Swistek stated he wants this information on record (included as part of these minutes as an attachment). He requests the council to "ask the Town Attorney to draft an ordinance that specifically outlines the deposit of donation funds and the approved use/expenditures of the funds, similar to other cities and Towns." He attached a sample of Michigan City Common Council's Ordinance No. 4443. Swistek then offered his corrective action plan to council. Lemay made a motion to have Attorney Willoughby draft an ordinance similar to Michigan City's ordinance 4443 and have ready for review at December's council meeting. Seconded by Mike Johnstone and passed 5 – 0. Swistek then asked, and it was approved by council, for expenditures up to \$500.00 be made on Swistek's town credit card and expensed to the proper "internal fund account in Civic" created by Clerk-Perry's office for the new "Police Donation Account". Anything over \$500 will go through the internal control process within the Clerk's office and will appear on the monthly check registry for approval by the council at their regular monthly council meetings. All monthly bank reconciliations will be conducted through the Clerk's office, along with invoices and receipts for all expenditures. Swistek stated he closed the Horizon Bank account this morning. He then handed the bank cashier's check along with the account folder to Clerk-Treasurer Perry for safekeeping and the next corrective action by the Clerk's office. All bank statements from January 2021 through November 2022 were also handed to Clerk Perry at the meeting.

Second reading of the salary ordinance was tabled until the December council meeting.

Clerk-Treasurer Perry wanted his salary addressed. He recommends the council increase his salary to \$50,000/yr.; currently at \$36,400/yr. Kocher says he believes it is on the low-end and suggests taking the current and Perry's proposed, add together, and divide by 2. Kocher makes that motion; second by Wall but does not pass. 2 ayes– 3 nays Johnstone makes the motion to take the salary to \$50,000/yr.; Kocher seconds the motion but it does not pass. 2 ayes – 3 nays. Lemay makes to the motion to leave the salary as is; McFadden seconds the motion but it does not pass. 2 ayes – 3 nays. Johnstone makes a motion to move the salary to \$48,000/yr.; Kocher seconds the motion but it does not pass. 2 ayes – 3 nays. Lemay makes a motion to table the discussion; McFadden seconds to motion and it passes with 3 ayes – 2 nays.

Public Comments – Anita Remijas, 2300 Florimond Dr, commented on the Clerk-Treasurer's salary and how the council will get their proper results. She questioned the Clerk's office "returned checks" talked about in October's meeting. Johnstone responded.

There were no additional **Council Comments** before Lemay makes a motion and McFadden seconds to adjourn the meeting; approved 5-0.

Meeting adjourned at 3:09 PM.

Respectfully submitted,

Deanna Carlson,

Deputy Clerk