

March  
2008

# Quest



## A League of Our Own



Mark your calendars for  
**June 8 - 12**

### Lighting the Way to the Future!

The Indiana League of Municipal Clerks and Treasurers will be gathering in Evansville, Indiana to celebrate the 72nd Annual Conference.

Our President Retha Hicks, Conference Chairs: Kay Brown, Remington, Kathryn Chrapliwy, Walkerton, Deb Twitchell, Angola and myself, Janet Jaros of Noblesville want to **WELCOME** all of you.

We will also be welcomed by the Aztar Hotel and Convention Center and the LeMerigot Hotel. There will be opportunities for education, making new friends and yes, having fun. The hotel sits along the beautiful Ohio River.

On Monday we start the conference with Institute and Academy classes. Monday evening will be the welcome party with carriage rides through historic Evansville.

Tuesday morning State Board of Accounts will start their school. The Opening session, in the afternoon, will have you tapping your feet to the beat. That evening we will venture off site to Bosse Field. This is where the film *A League of Their Own* was filmed. We will have a picnic and tour the facility. Games will be played, not by the professional ball players but by the professional Clerks and Treasurers. I have heard that "Harry Carey" may stop by.



Wednesday we will continue with State Board of Accounts. (these are called meetings). Wednesday night we will have a banquet and dancing with music provided by Endless Summer.

Closing session will be Thursday morning.

Registration and hotel information have been included in this edition of the *Quest*. So come on down! We look forward to meeting all of the new Clerks and Treasurer's as well as our old friends during this exciting week!



### Indiana League of Municipal Clerks & Treasurers **ELECTED LEAGUE OFFICERS**

<b>President</b>	Retha Hicks, IAMC, MMC Clerk-Treasurer - Winona Lake
<b>Vice-President</b>	Larry Breese, IAMC, MMC Clerk-Treasurer - Greenfield
<b>Secretary</b>	Laura Baker, IAMC, CMC Clerk-Treasurer - Etna Green
<b>Treasurer</b>	Dave Shafer, IAMC, CMC Clerk-Treasurer - Munster
<b>Immediate Past President</b>	Robin Riley, IAMC, CMC, CPFA Clerk-Treasurer - Hometown

Laura Baker  
IAMC, CMC  
Secretary  
ILMCT

# ILMCT's Secretary

*A Clerk-Treasurer's Journey*

## On The Long Winding Road

**H**ave you ever been out on a drive and you thought it would be fun to take "that road" over there? "That road" is a road you have not been down before and thought it would be fun and adventurous to take a journey down "that road."

Well I took that road back on January 1, 1996, when I took office as the clerk-treasurer for the Town of Etna Green. Wow, what an adventure that road has been. The first mile or so I got lost, quickly one of the first things I did was stop and ask for directions. It was incredible how everyone was so helpful all it took was picking up the phone and calling another clerk-treasurer or Charlie Pride with the State Board of Accounts. So I hope both old and new clerks will depend on those of us who are there for you. Let's make the next four years a record of clerk-treasurers and

clerks who complete our term. I know the first couple miles down that road were overwhelming and sometimes frustrating, but if you continue down the road you will have experiences that are both rewarding and memorable.

There were several wonderful stops along the way. My first stop was what we clerks call the "Institute and Academy". This was a week of networking and classes. I can't tell you how important this week is to your success as clerk or clerk-treasurer. What you learn from the classes and networking is a benefit to you and your community.

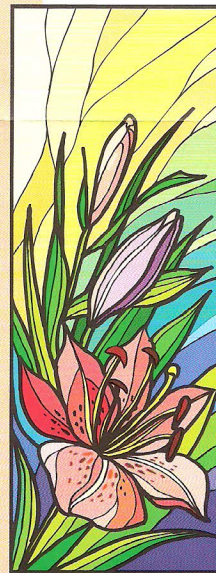
My journey as clerk-treasurer has had a lot of detours, pot-holes, black ice and other eventful moments to make the journey a part of my life that has affected who I am today. My journey has had wonderful moments with friends along with personal and professional accomplishments.

Don't feel like you are driving "solo", there are plenty of experience co-pilots to help you along the winding road as clerk-treasurer. Make sure you take those stops needed to re-charge your battery and "Educate Up".

My journey will take me home to my husband Barry of 28 years, my two daughters Rachelle (21) and Renee' (18), who were waiting to hear how my journey has been. (My dog Duke, cat Trixie and two bunnies sometimes have to hear about it too.)



### We Extend Our Sympathy



*Jack Kelham, late of Auburn, died on January 5 following a battle with cancer. He is the eldest brother of Jennie DePaolo, Clerk-Treasurer for the City of Garrett.*

*Ernest "Ernie" Slabaugh, custodian of Nappanee City Hall until his retirement in 2006, passed away September 11, 2007. He was the father of Nappanee Clerk-Treasurer, Kim Ingle.*

*Elgie Tatman, former Clerk-Treasurer of the Town of Syracuse, passed away November 14, 2007. She retired in 2003 after 14 years of service to her community.*

*Tricia Abbott's father, Michael Abbott, died November 20 following an illness. Tricia is the Accounting Supervisor in Munster.*

*Former long-time Clerk-Treasurer Judy Companik of St. John lost her mother, Lucille Kertis, November 5, 2007. Judy was the full time care provider for her mother the past several years.*

*Marjorie Davidson, Clerk-treasurer of Alamo, a small town in Montgomery County passed away the third week of October, 2007.*

*Jim Higgins' (London Witte) father passed away unexpectedly December 18, 2007.*

## Farewell Dinner

by Janice Malinowski

It may have been a dreary, rainy night in Dyer, Indiana on January 10, 2008, on the outside but inside Gino's Steakhouse Restaurant it was merry and festive. Many Clerk-Treasurers, Chief Deputies, many friends from Northwest Indiana, along with his lovely wife, Linda, gathered together to honor Tom Hoffman at his farewell dinner. A delicious meal was served, memories were revisited and a good time was had by all.

Tom has obtained both his IAMC and CMC accreditations. He has devoted many hours in the IT area for the Indiana League of Municipal Clerks and Treasurers League. One can certainly find all his assets, so to speak,



invaluable as both a Clerk-Treasurer and his devotion to the ILMCT League.

After serving as a police officer in Dyer for 20 years, and a Clerk-Treasurer for 12 years, Tom felt it was time to take a break from public service. While he is working for Joe Neeb, Town Manager for Dyer, setting up a five year financial plan, April, 2008 is his target date for a real retirement. Tom will be missed by all, but we know he is only a phone call away.

**Tom Hoffman**  
Dyer, IN  
Retires

## Mentors: Helping Clerks and Treasurers Succeed!

The ILMCT Mentoring Committee this year is co-chaired by Jennifer Shell and Jan Unger. Each municipal election year is always a challenge as there is a large group of retiring and newly elected Clerks and Clerk-Treasurers. The Indiana League of Municipal Clerks and Treasurers want all of the new Clerks and Clerk-Treasurers to succeed at their jobs. The Mentoring Committee is here to help with that success.

We are presenting a class at the ILMCT's 13th Annual Institute & Academy in Muncie, on March 10th titled *Nuts & Bolts of the Office of the Clerk Treasurer*. The class is intended for Clerk-Treasurers in their first term to provide basic information and resources to get through the first year with confidence. Topics are; monthly duties, definitions, funds, payroll, budget and budget orders, taxes, CTAR, ledger of receipts and disbursement, ledger of appropriations, transfers, resolutions, ordinances, claims and minutes. We will have a format where we will be flexible and answer questions as they arise.

Listed below are members of the Mentoring Committee. These members have volunteered to help, not only new Clerk-Treasurers, but some of us "old" Clerk-Treasurers as well. There are new issues that come up in our respective cities and towns, which we have not had to deal with before. We can always count on our peers to help out with an ordinance, resolution, or just give good advice on a particular situation they have had experience with. Also, a Clerk or Clerk-Treasurer from a neighboring city or town may be able to offer advice. We have found that all the Clerks and Clerk-Treasurers we have spoken with, to be more than willing to share information.

### Mentor Committee

*Co-Chair:* Jennifer Shell, IAMC, Clerk-Treasurer –  
Gaston, [ctgaston@sbcglobal.net](mailto:ctgaston@sbcglobal.net)  
Or 765-358-4005

*Co-Chair:* Jan Unger, IAMC, CMC, Clerk-Treasurer –  
Cicero, [cicero.clerktreasurer@insightbb.com](mailto:cicero.clerktreasurer@insightbb.com)  
Or 317-984-4900

Rae Baker Gipson, Clerk-Treasurer - Rising Sun  
Janice Malinowski, Clerk-Treasurer - Schererville  
Jayne Deckard, Clerk-Treasurer - Princeton  
Kim Flynn, IAMC, Clerk-Treasurer - Lyons  
Jill Runkle, IAMC, CMC, Clerk-Treasurer - Akron  
Jay Southwood, IAMC, CMC, Clerk-Treasurer - Shelburn  
Jane Jordon, IAMC, Clerk-Treasurer - Burns Harbor  
Sherry Clem, Clerk-Treasurer - New Pekin  
Julie Kline, IAMC, Clerk-Treasurer - Syracuse  
Teresa Glenn, Clerk-Treasurer - Greencastle  
Beth Neff, Clerk-Treasurer - Yorktown  
David Kinder, Clerk-Treasurer - Sellersburg  
Tatsy Hayes, Clerk-Treasurer - Hudson  
Patricia Abbott, IAMC, CMC, Accounting Supv - Munster

*At times, you may need in-office assistance. The following former Clerk-Treasurers can provide you professional assistance in your office and will require financial arrangements.*

Linda Blocher - 765-522-3451 or [lblocher@tds.net](mailto:lblocher@tds.net)  
Marilyn Chittick - 765-654-6870  
Kackie Chrapliwy - 574-586-7544 or 574-220-2924 (cell)  
or [Kackie@walkerton.org](mailto:Kackie@walkerton.org)  
Dennis Clouse - 765-348-6025  
Tom Hoffman - will be available in April 1st, contact Jan or Jennifer for contact information.

**Jennifer Shell**  
IAMC  
Gaston

**Jan Unger**  
IAMC, CMC  
Cicero

# Reference Section

## Answers • Ideas • Advice

### TrustINDiana — Open for business

From the  
Office of  
**Richard E.  
Mourdock**  
State  
Treasurer

TrustINDiana, Indiana's local government investment pool, is open for business!

First, a special thank you to several fine Clerk-Treasurers: Retha Hicks (Winona Lake), Michael Griffin (Highland), and Judy Rhodes (West Lafayette) who selflessly donated their knowledge, time, and energy in helping create TrustINDiana.

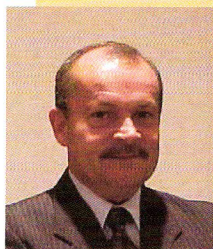
On January 30, 2008, we officially launched TrustINDiana with a press conference at the Indiana Statehouse. At the press conference, I discussed the objectives of TrustINDiana, introduced MBIA Asset Management as the selected manager, and formally introduced Kelly Mitchell, former Cass County Commissioner, as the asset pool's director. I am extremely pleased that my office is now able to provide an additional financial option to local government entities.

As the nation's newest local government investment pool, TrustINDiana will offer local government officials a new investment option while providing total liquidity and competitive yields. For the first time, local governments can invest in the same instruments as State government, which consistently offer greater yield while maintaining strict guidelines for preservation of capital. Also, the economies of scale will result in lower costs for investing.

One of the benefits of the TrustINDiana management system is that all account holders will be able to access their accounts and make transactions through the TrustINDiana website. The electronic management system offers great flexibility in reporting and can be tailored for the needs of each participant. I am confident that as local government officials learn about the benefits of TrustINDiana the fund will rapidly grow.

To open a TrustINDiana account, please contact Kelly Mitchell. Diversifying your investment portfolio is always a good idea, and the benefits offered by our new fund will bring competition for public dollars to more communities. Remember, every dollar in interest earned is a dollar that does not have to be collected in taxes!

If you have any questions or need additional information, please contact Kelly Mitchell, TrustINDiana's Director, at [kemitchell@tos.in.gov](mailto:kemitchell@tos.in.gov) or toll free at 888-860-6242.



**Charlie  
Pride**  
State Board  
of Accounts

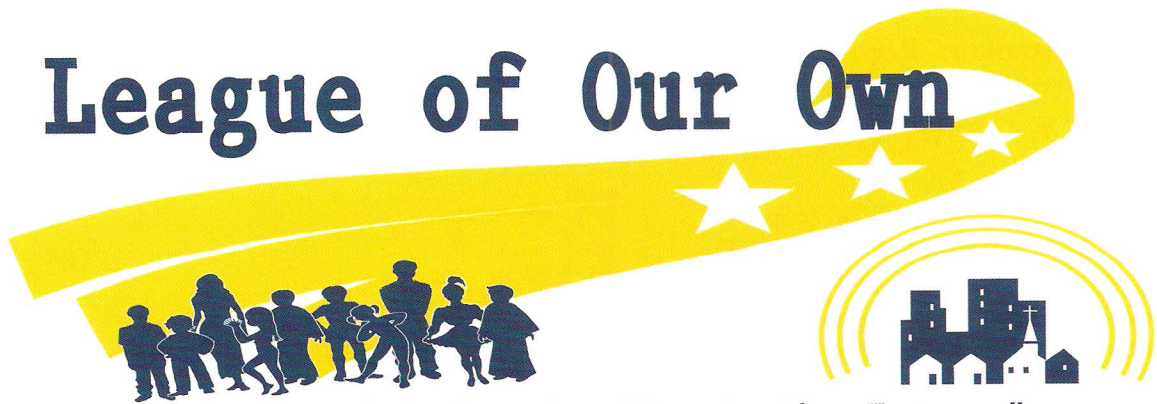
#### Ask Charlie

[cpride@sboa.in.gov](mailto:cpride@sboa.in.gov)

**Q** Can clothing and equipment allowances be paid to police officers and firefighters in advance?

**A** No. Payments of clothing and equipment allowances to city and town police officers and firefighters should be made only after service has been rendered. Since such payments are limited to active police officers and firefighters, an allowance for a person retiring during the year should be prorated to the date of retirement.

# A League of Our Own



"Lighting the Way to the Future"

**Indiana League of Municipal Clerks and Treasurers  
72nd Annual Conference & State Board of Accounts School  
Evansville, Indiana (CST)  
June 8 – 12, 2008**

**Evansville is in a league of our own!**

Tuesday evening, we will visit historic Bosse Field, the third oldest ballpark in the country, where "A League of Their Own" was filmed! Don't miss the exotic animal and plant species at Mesker Park Zoo and Amazonia, the only rainforest in the Midwest! If history is your game, explore Evansville's five museums, including the Reitz Home and LST 325, an authentic World War II ship. For non-stop entertainment, have fun at the District at Aztar! Unwind after a long day by taking a relaxing stroll along the riverfront Greenway passage!

**Lighting the way to the future through education!**

Monday, you will have the opportunity to earn credit towards your continuing education and certifications by attending these classes.  
*Your Role in Local Government* (IIMC Institute/Academy Class; Category II, 3 hours)

What role should the Clerk/Clerk-Treasurer play in local government? What are the roles of the Clerk/Clerk-Treasurer and Mayor or Town Manager? Of the Clerk/Clerk-Treasurer and the Council? How are they to interact? Does the Indiana Code clearly define these roles? Who is the "boss" of the Clerk/Clerk-Treasurer? This session will provide helpful insights to these questions from the legal and practical side. Clerks/Clerk-Treasurers, Mayors, Council Members will discuss these roles and how each can learn to appreciate and support the others. This will help both new and experienced Clerks and Clerk-Treasurers to develop a more sharply defined understanding of their role in local government.

*Potpourri from a Past President* (IIMC Institute/Academy Class; Category III, 3 hours)

Susan L. Morrow, MMC (Plainfield Charter Township Clerk, Belmont, Michigan)

Oh no!! Not another day at the office!! Some - ol', same - ol'. It's off to work we go!!! Get ready to change your tune with lots of practical ideas which have come from your cohorts and from some other surprise places!! This interactive class will be fun and inspirational. Our afternoon presenter brings with her a wealth of knowledge and experience to share with us in a fascinating way. Susan has been in office for 24 years. She has chaired several IIMC committees, served as Region V Director and most recently as the IIMC President from 2005-2006. She will be sharing an assortment of ideas and experiences that will be sure to inform and entertain. Come and learn and laugh with us.

**State Board of Accounts School**

*(State Board of Accounts School registration and related travel expenses may be paid from the General Fund from any money not otherwise appropriated.)*

For officials who are unable to attend the full conference, State Board of Accounts School is an opportunity to focus on education by attending events on Tuesday and Wednesday or Wednesday. Hear from the State Board of Accounts on the latest laws affecting cities and towns. Also presenting information will be representatives from the Department of Local Government Finance, the Public Employees' Retirement Fund, the Indiana Department of Revenue, and the Internal Revenue Service.

*Tuesday and Wednesday registration* includes the Welcome Reception (Monday evening), Opening Business Session, State Board of Accounts School, evening at Bosse Field, Exhibit Hall, President's Reception, Annual Banquet, and Closing Business Session breakfast buffet (Thursday morning).

*Wednesday registration* includes evening at Bosse Field (Tuesday evening), State Board of Accounts School, Exhibit Hall, President's Reception, Annual Banquet, and Closing Business Session (Thursday morning).

**Registration Form**  
**ILMCT 72<sup>nd</sup> Annual Conference & State Board of Accounts School**  
**Evansville, Indiana (CST)**  
**Registration Deadline: Friday, May 23, 2008**

Full Name: \_\_\_\_\_

Please check applicable designations:

- |  |  |
|--|--|
| <input type="checkbox"/> IAMC (Indiana Accredited Municipal Clerk) | <input type="checkbox"/> MMC (Master Municipal Clerk)                  |
| <input type="checkbox"/> CMC (Certified Municipal Clerk)           | <input type="checkbox"/> CPFA (Certified Public Finance Administrator) |

Title: \_\_\_\_\_ Preferred Name for Badge: \_\_\_\_\_

Municipality/Company: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Full Name of Guest Registering for Conference: \_\_\_\_\_

If applicable, please check one:       Guest                       First Time Attendee                       Past President

Registration Fee	Received By May 23	After May 23
<input type="checkbox"/> Full Registration ILMCT Members . . . . .	\$360	\$410
<input type="checkbox"/> Full Registration Nonmembers of ILMCT . . . . .	\$460	\$510
<i>Includes entry and meals to all conference events Monday through Thursday, including Institute/Academy class, Welcome Reception, State Board of Accounts School, Opening Business Session, evening at Bosse Field, Exhibit Hall, President's Reception, Annual Banquet, and Closing Business Session.</i>		
<input type="checkbox"/> State Board of Accounts School (Tuesday and Wednesday). . . . .	\$310	\$360
<i>Includes entry and meals to Welcome Reception (Monday evening), State Board of Accounts School, Opening Business Session, evening at Bosse Field, Exhibit Hall, President's Reception, Annual Banquet, and Closing Business Session (Thursday morning).</i>		
<input type="checkbox"/> State Board of Accounts School (Wednesday) . . . . .	\$210	\$260
<i>Includes entry and meals to evening at Bosse Field (Tuesday evening), State Board of Accounts School, Exhibit Hall, President's Reception, Annual Banquet, and Closing Business Session (Thursday morning).</i>		
<input type="checkbox"/> President's Reception/Annual Banquet (Wednesday evening) . . . . .	\$ 60	\$ 75
<input type="checkbox"/> Guest . . . . .	\$200	\$250
<i>The guest registration fee must accompany a full registration and is restricted to those who are not municipal officials and who have no professional interest at the conference. The fee includes admission to all conference events and meals.</i>		

**To assist conference organizers with food and beverage tallies, please check conference events that you plan to attend. These events are included in the registration fee.**

- |                           |  |
|---------------------------|--|
| <b>Monday, June 9</b>     | <input type="checkbox"/> Lunch – Institute/Academy Class                         |
|                           | <input type="checkbox"/> Welcome Reception                                       |
| <b>Tuesday, June 10</b>   | <input type="checkbox"/> Continental Breakfast – State Board of Accounts School  |
|                           | <input type="checkbox"/> Lunch – State Board of Accounts School                  |
|                           | <input type="checkbox"/> Dinner – Bosse Field                                    |
| <b>Wednesday, June 11</b> | <input type="checkbox"/> Continental Breakfast – Exhibit Hall                    |
|                           | <input type="checkbox"/> Lunch – State Board of Accounts School and Exhibit Hall |
|                           | <input type="checkbox"/> President's Reception and Banquet                       |
| <b>Thursday, June 12</b>  | <input type="checkbox"/> Breakfast Buffet – Closing Business Session             |

## Conference Schedule

(Evansville is in the Central Standard Time zone.)

### *Sunday, June 8*

4:00 PM – 6:00 PM  
Conference Registration  
4:00 PM – 8:00 PM  
Executive Committee Events

### *Monday, June 9*

7:00 AM – 9:00 AM  
2:00 PM – 6:00 PM  
Conference Registration  
8:00 AM – 9:00 AM  
Institute/Academy Class Registration  
9:00 AM – 4:00 PM  
Institute/Academy Class  
Noon – 1:00 PM  
Institute/Academy Class Lunch  
6:00 PM – 8:00 PM  
Welcome Reception

### *Tuesday, June 10*

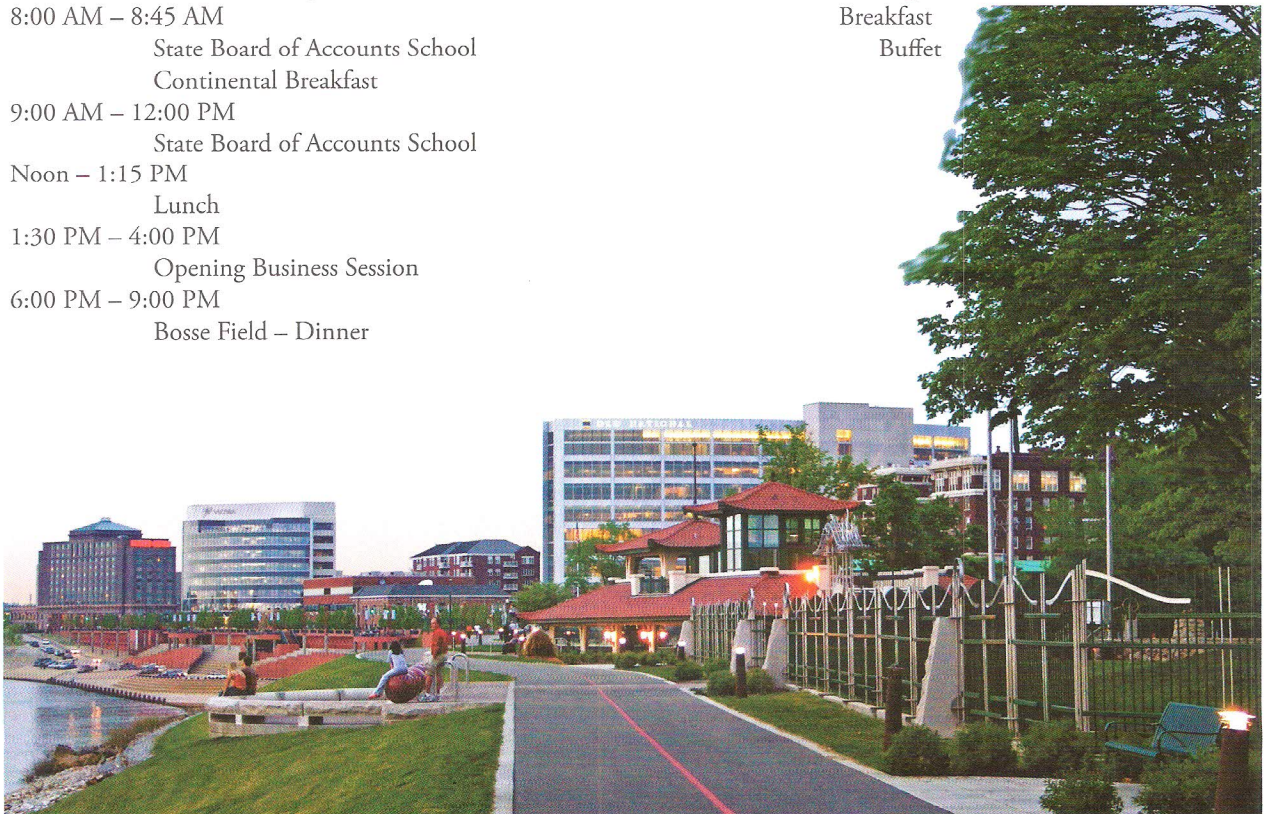
7:00 AM – 9:00 AM  
2:00 PM – 5:00 PM  
Conference Registration  
8:00 AM – 8:45 AM  
State Board of Accounts School  
Continental Breakfast  
9:00 AM – 12:00 PM  
State Board of Accounts School  
Noon – 1:15 PM  
Lunch  
1:30 PM – 4:00 PM  
Opening Business Session  
6:00 PM – 9:00 PM  
Bosse Field – Dinner

### *Wednesday, June 11*

7:00 AM – 9:00 AM  
Conference Registration  
7:30 AM – 4:00 PM  
Exhibit Hall  
7:30 AM – 8:45 AM  
Continental Breakfast with Exhibitors  
9:00 AM – 11:30 AM  
State Board of Accounts School  
11:30 AM – 12:45 PM  
Lunch with Exhibitors  
1:00 PM – 3:00 PM  
State Board of Accounts School  
3:00 PM – 3:45 PM  
Break with Exhibitors – Prizes  
4:00 PM – 5:30 PM  
Conference Networking Suite  
6:00 PM – 1:00 AM  
President's Reception and Banquet

### *Thursday, June 12*

8:30 AM – 10:00 AM  
Closing Business Session  
Breakfast  
Buffet



## Conference Registration ~ Registration Deadline Friday, May 23

Mail completed registration form with check made payable to ILMCT:

ILMCT  
c/o Debra A. Twitchell, IAMC/MMC/CPFA  
Clerk-Treasurer  
210 North Public Square  
Angola, IN 46703-1960  
260-624-2668

## Hotel Reservations ~ Reservation Deadline Friday, May 23

The Casino Aztar Hotel and the Aztar Executive Conference Center is the host site. The LeMerigot Evansville is located next door to the Casino Aztar Hotel. Except for off site events, all conference events will be held in the Aztar Executive Conference Center located in the Casino Aztar Hotel.

Conference attendees should make hotel reservations directly with the hotel. Check in time is 4:00 p.m. and check out time is 11:00 a.m. Only registered conference attendees and exhibitors may occupy a room in the ILMCT conference hotel block.

### Casino Aztar Hotel

[www.casinoaztar.com](http://www.casinoaztar.com)  
421 NW Riverside Drive  
Evansville, IN 47708  
800-544-0120 or 812-433-4000  
Room rate: \$85.00 (block no. 4879)

### LeMerigot Evansville

[www.lamerigotevansville.com](http://www.lamerigotevansville.com)  
615 NW Riverside Drive  
Evansville, IN 47708  
800-544-0120 or 812-433-4000  
Room rate: \$129.00 (block no. 1130)

## Full Registration Includes

Entry to all conference Business Sessions, ILMCT Institute/Academy class, Welcome Reception, State Board of Accounts School, evening at Bosse Field, Exhibit Hall, President's Reception, and Annual Banquet.

## Cancellation Policy

Written cancellations received on or before Friday, May 30 will be refunded less a \$50 administrative fee. Cancellations should be faxed to 260-665-9164, or sent to [dtwitchell@angolain.org](mailto:dtwitchell@angolain.org). No refunds after May 30. ILMCT is not responsible for hotel reservations or cancellations.

## Late Registration

*The registration deadline is Friday, May 23.* Registrations after this date add \$50. Late or onsite registration may not guarantee meals.

## Conference Attire

Except for the evening at Bosse Field and the Annual Banquet, business casual attire is suggested for conference events. For the evening at Bosse Field, wearing your favorite baseball team jersey or casual attire is recommended. For the Annual Banquet, business dressy or cocktail attire is suggested. Event room temperature may vary beyond ILMCT control; please wear layers of clothing for your comfort.

## Door Prizes ~ \$200 Cash Door Prizes, Exhibit Hall Grand Prize, and City of Nappanee Quilt

Please bring a door prize. Door prize drawings are held during various events. Deliver door prizes to the conference registration area.

In addition, \$200 cash door prizes will be given away during the Opening Business Session on Tuesday and during the Closing Business Session on Thursday.

On Wednesday in the Exhibit Hall at 3:45 p.m., the grand door prize will be given away. Jones & Henry Engineers have generously donated a computer as the grand door prize. Registrants must have an exhibitor card completed to be eligible for the grand door prize. You must be present to win.

The City of Nappanee and the Nappanee Senior Center have graciously donated a handmade quilt which will be given away during the Banquet on Wednesday evening.

## Special Needs

ILMCT will make all conference events accessible to you. If you require special arrangements, or a special diet, please notify ILMCT by sending requests to Janet Jaros at [jjaros@noblesville.in.us](mailto:jjaros@noblesville.in.us). ILMCT may not be able to accommodate such requests the day of the event.



# Dear Diary

## Nappanee Tornado

**October 18, 2007**

October 18, 2007 an F3 Tornado hit Nappanee at 10:18 PM. The tornado started just outside of Bourbon, IN and stayed on the ground, gaining strength, following a southwesterly to northeasterly path, ending about three miles northeast of Nappanee. Within our City limits the tornado ravaged 1 Christian School, 1 Church, 308 residences, 27 industrial buildings, and 10 commercial buildings. The City Department of Streets and Sanitation buildings were in the direct path of the storm. Many other homes, farms and businesses in Marshall, Kosciusko and Elkhart County were lost in the storm. Estimated damages storm wide exceeded \$70,000,000.

The evening of October 18, 2007 was stormy and the National Weather Service had issued several Thunder Storm Warnings and Tornado Warnings for northern Indiana. Our Emergency Service Departments were sent out twice on storm watch, once around 7:00 PM and the second time around 10:00 PM. The Chiefs activated our tornado sirens at approximately 10:13 PM. At approximately 10:15 PM one of our Police Officers called in from his location, about one mile south of Nappanee, with a physical sighting of a tornado on the ground. Our citizens had approximately a five-minute warning that the storm was upon us. Many citizens told me personally that they were saved because they heard our tornado sirens and took cover. Storm wide – seven people suffered minor injuries and had to seek medical attention – no one was killed.

The Nappanee Emergency Management Plan and NIMS were immediately activated. Our Emergency Command Center was a hub of activity. Yes, even the Clerk-Treasurer, was called into action. Pursuant to our Emergency Management Plan and NIMS, I prepared the written press releases for our Chiefs and Mayor. County Emergency Management responded within the hour, Emergency Services from four counties, State Police, County Police, INDOT, NIPSCO, IDEM, IDHS, were all in Nappanee in what seemed to be minutes.

\*\*ITEM #1 – Please, if your community has not completed your Emergency Management Plan or your NIMS training, do so as soon as possible. Because our plan was in place and training was complete – what could have been a chaotic situation was avoided. \*\*

**October 19, 2007 – DAY 1**

After the initial shock and after finding that everyone had survived the first concern was helping our citizens – housing, food, and clothing – those basic needs that we all take for granted. The Red Cross and Salvation Army responded immediately and we can never thank them enough. The City has designated shelters and many people in the unaffected areas opened their homes to friends and relatives. Our churches responded in mass, offering shelter, food, clothing and counseling. Our Emergency Services, with the help of many other agencies, worked to secure the area. Our Water and WWTP Utilities worked to shutoff water and repair water leaks throughout the area, along with NIPSCO, Embarq, and Mediacom.

\*\* ITEM # 2 – fire, gas leaks, electric wires on the ground, water leaks, trees and debris blocking access to areas, were all huge concerns the first day. Traffic control also became an issue – not only sightseers but people who wanted to respond to friends and family in their time of need. Be sure that your Emergency Management Plan addresses these issues.\*\*

At the same time the City had lost our Streets and Sanitation Department – buildings, some trucks and



equipment, two lift stations, two tornado sirens, two police cars, one ambulance and one fire truck were damaged. Our Street and Park Department employees worked to salvage what they could from the Street Department and moved everything to our Park Department buildings, as well as helping with debris removal in the affected area.

## Spotlight Nappanee

*Kim Ingle  
Clerk-Treasurer*

**Continued  
Next Page**

## Nappanee Tornado Continued

### October 20, 2007 – DAY 2

Where do you begin? The devastated area was exactly that, devastated. Trees, debris, personal belongings, houses, factories, recreational vehicles on top of recreational vehicles, cars and trucks, electric poles across streets – now it was time to think cleanup. In our Emergency Management Plan we contract with a local company to help with debris removal. That contractor brought in every man and piece of equipment they had. The Governor released INDOT to work, not only on the highways, but also anywhere in the City. INDOT came with equipment and people, along with many departments from neighboring Cities and Towns and the monstrous cleanup job began. \*\*ITEM # 3 – you can never be financially prepared for the cost of a disaster like this. Our private contractor hauled, mulched and ground up debris for 21 days. The final bill was \$303,000. The Elkhart County Waste Management District waived dumping fees to the City for sixty days, which really helped. \*\*

### October 21, 2007 – DAY 3

Mayor Thompson organized a Volunteer Cleanup Day. We made arrangements with the High School to park vehicles in their parking lot and use school buses to haul volunteers to the affected area for work details. We anticipated a response of five to six hundred individuals. Boy, were we wrong! We had approximately two thousand volunteers show up. We ran out of buses to transport them. The kindness and generosity in people's hearts, that day, will always be with me.

On the evening of Day 3, Mayor Thompson called for a special meeting with a small group of individuals to discuss recovery efforts, the FEMA Disaster designation and other relief efforts for all of the victims of the tornado and the City. From this meeting the NITRO group was born. NITRO is the Northern Indiana Tornado Relief Organization. The NITRO group consists of approximately fifty, help and relief organizations, with experience

in disaster relief, fund raising, construction, counseling and individual case management.

The City established a Tornado Victims Assistance Fund and on Day 4 received the first donation of \$10.00 for our survivors. To

date we have received \$655,000 to be used for relief to anyone affected by the tornado. NITRO established three committees, finance, case management and construction. All funds are distributed after review by case management and finance. We not only have the concern of those that lost their homes in the storm but those that lost their employment in our devastated industrial and commercial area.

### October 22, 2007 – DAY 4

We were no longer VICTIMS – we were SURVIVORS. The application for FEMA Disaster Relief was being prepared and damage assessments were being worked on daily.

\*\*ITEM # 4 – do not rely on the accuracy of the assessments as performed by FEMA, Homeland Security or even your County Emergency Management. When we had to take on our own recovery effort we found that these assessments were not accurate. The people doing those assessments do not know your City and therefore are not familiar with neighborhoods, addresses and actual locations of buildings. If it's possible have some of your own people do an assessment for your records. We have spent a month redoing the original assessments. \*\*

### October 23, 2007 – DAY 5 and BEYOND

Nappanee is recovering one day at a time. FEMA denied our application for Individual Assistance and denied our appeal to that decision. When the denial was received, NITRO became our sole resource for survivor assistance and recovery. Cases are presented for assistance on a weekly basis by the case management committee and approved by the finance committee for payment. My office is paying those bills through a fund that the City Council established, by ordinance, for this purpose. Donations to the Tornado Victims Assistance Fund are transferred to the Elkhart County Community Foundation, where they are held and disbursed to me on an as needed basis, as a grant.

From Day 1, I informed my department heads that I needed written documentation on every activity, every man hour, every donated hour, every piece of damage to City property, for what I was sure would be an application to FEMA for Public Assistance. I was soon to find out that FEMA Public Assistance was not an option – at this point the City had \$1.25 Million in damages and expenses – you needed a minimum of \$7.5 Million to apply for Public Assistance.

\*\*ITEM 5 – it is essential that you gather every item of documentation, copy invoices, track employees time, estimates for repairs and contractors costs. If FEMA or



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# Pride & Professionalism

I am so proud of my colleagues for continuing with their education. Their professionalism shows in how they run their offices and how they serve their communities. Janet and I look forward to presenting them with their certifications before the entire ILMCT at our 2008 Conference in Evansville.

I encourage everyone, if you have not started, to work towards becoming certified with our State Certification - Indiana Accredited Municipal Clerk (IAMC); the International Certifications - Certified Municipal Clerk (CMC), and Master Municipal Clerk (MMC); and, through the Association of Public Treasurers of the United States and Canada, the Certified Public Finance Administrator (CPFA).

*“Education is not the filling  
of a pail,  
but the lighting of a fire.”*  
William Butler Yeats

The certifications continue to role in! The following people have earned new certifications since were presented before the League at our banquet last June.

## Congratulations on your Certifications!

<b>CPFA</b>		
Robin Riley	Clerk-Treasurer	Huntertown
<b>IAMC</b>		
Sherry Clem	Clerk-Treasurer	New Pekin
<b>CMC</b>		
Sherry Sury	Clerk-Treasurer	St John
Julie Kline	Clerk-Treasurer	Syracuse
Amber Ragle	Deputy Clerk-Treasurer	Ellettsville
Donna Pappas	Clerk-Treasurer	Portage
Patricia Golden	Deputy Clerk Treasurer	Monticello
Jennifer Shell	Clerk-Treasurer	Gaston
Marcia Wilsak	Accounting Analyst	Munster
Jane Jordan	Clerk-Treasurer	Burns Harbor
Jane Kelly	Deputy Clerk-Treasurer	Princeton
Elaine Wellman	Clerk-Treasurer	Washington
<b>MMC</b>		
Debra Twitchell	Clerk-Treasurer	Angola
Larry Breese	Clerk-Treasurer	Greenfield
Janet Jaros	Clerk-Treasurer	Nobelsville

**Kay Brown**  
IAMC, MMC,  
CPFA  
Co-Chair

**Janet Jaros**  
IAMC, MMC  
Co-Chair

**ILMCT**  
Education/  
Professional  
Growth  
Committee

## Nappanee Tornado Continued

IDHS don't request this information, you will definitely need it for insurance claims.\*\*

As a city, it is impossible to put away enough funds to cover this kind of expense. I discovered my Rainy Day Fund was my best source of funds. I also asked the Council to postpone several projects planned from County Economic Development Income Tax funds and allow them to be used for tornado expenses. After insurance paid off on the City damages, the event still cost approximately \$600,000.00. The Indiana Department of Homeland Security has a disaster relief fund at their disposal and we requested consideration from them. The documentation to receive these funds is a lot like that which FEMA would require. The City was approved and received \$198,000.00 in relief; this was the first time this fund has been used by the State.

The financial ramifications to the City have been far reaching and will be long lasting. We lost sixty-five Water and Wastewater Utility customers the day of the storm. It is estimated that most of those customers will be back

on line at the end of a six-month period. We will suffer a loss in utility revenues of approximately \$60,000.00 per utility. Property owners are eligible to, petition for survey and reassessment of real and personal property partially or totally destroyed by disaster, through the DLGF, for the time period that they suffer the loss of their personal property. This reassessment will cause the City to suffer a shortfall in property taxes over the next two budget years.

## February 19, 2008 – DAY 124

There have been a number of disasters in the last 124 days. Our tornado becomes less significant in the big scheme of things. We think about how lucky we are every day. I wish I could thank all of you individually for your prayers, best wishes and offers of assistance. I know that is not possible – so for now – I would like to say “Thank you, everyone.”

