

**TOWN OF DUNE ACRES  
COUNCIL MINUTES  
November 18, 2014**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, December 1, 2014 at the Town Hall. Council President John Sullivan called the meeting to order at 7:30 p.m., with Council Members Rich Hawksworth and Lou Mellen and Clerk-Treasurer Carolyn Mellen and Attorney Alan Mendell in attendance. Council President Sullivan opened the meeting with the Pledge of Allegiance.

**APPROVAL OF MINUTES:**

Council Member Hawksworth moved that the minutes for the October 21, 2014 Town Council meeting be approved as presented. Council Member Mellen seconded, and the minutes passed unanimously.

**FINANCIAL REPORT AS OF: October 31, 2014**

**DEPOSITORY BALANCE AS OF 10/31/2014**

Porter State Bank	\$134,568.63
TrustIndiana	\$191,273.67
Any Adjustments	1797.77
Record Balance	\$327,640.07

1213.79 Deposit in Transit;                      583.98 Payroll adjus

\*Those funds marked with an asterisk are designated monies and can only be spent for the designated purchase.

**BREAK DOWN OF FINANCES AMONG FUNDS  
As of November 1, 2014**

FUNDS	BALANCE	APP BAL.	BAL LEFT
GENERAL	\$76,735.86	\$ 115,381.14	34%
MOTOR VEHICLE HIGHWAY	\$ 18,710.69	\$ 26,426.00	37%
LOCAL ROAD & STREET	\$ 7,263.76	\$ 5,644.58	71%
PARK & RECREATION	\$ 13,528.40	\$ 10,659.06	48%
DONATIONS *	\$ 7,438.00		
RAINY DAY FUND*	\$ 131,930.78		
CCI	\$ 1,296.93	\$ 961.68	86%
CCD	\$ 22,455.18	\$ 10,811.72	81%
CEDIT	\$ 19,181.04	\$ 15,106.12	75%
RIVERBOAT REVENUE SHARING	\$ 2,504.63	\$ 350.18	32%
Construction Security Dep*	\$ 25,000.00		
SalesTaxClubHouseRental*	\$ 194.80		
ClubHouseRentalDeposit*	\$ 1,400.00		
<b>TOTAL FUNDS</b>	<b>\$327,640.07</b>	<b>\$ 185,340.48</b>	

Town Council Member Mellen moved that the financial report be accepted. Town Council Member Hawksworth seconded, and the financial report was accepted.

**PAYMENT OF CLAIMS:** Council Member Hawksworth moved that the claims for the month of November, 2014 in the amount of \$56,724.52 be approved. Council Member Mellen seconded and the motion passed unanimously.

**CORRESPONDENCE:** A letter by Ruth Dyerly requesting 24 hour security at the gate instead of the security guard making patrols was discussed. In a letter from Harry Petrakis, he suggests “we put out an entreaty for our younger, stronger residents to adopt an elderly neighbor, one who lives alone, or even an elderly couple who could use assistance.” Finally, we received a letter from Telamon; an opportunity to put in a solar farm on our property to receive revenue. The Town Council will discuss all three issues.

**COMMISSIONERS REPORTS:**

**BUILDING:** Rich Hawksworth reported that there has been a complaint about contractor debris causing flat tires on Circle Dr. He will talk to the contractors up there.

**ENGINEER:** Recently there have been a couple of calls on the Fire System at the Clubhouse due to a limb falling on a line. Irv thinks we should have an annual test on all the emergency water/fire systems up there. He feels that the whole system is marginally operable.

**ENVIRONMENT:** Robin Tenant is fundraising for environmental money.

OLD BUSINESS: Security Systems: Council Member Mellen reported that they are awaiting a 2<sup>nd</sup> bid before proceeding with the integration of security cameras with the monitoring of the water system of the fire suppression system.

Security/Patrols: Since the Security Commissioner was not present, Council President Sullivan asked if there were any comments from the audience regarding this topic. Residents Laura Hagen and Sharon Snyder both spoke in favor of the security personnel staying in the security office as to have a continual presence rather than go on nightly patrols.

Council Member Mellen announced that landscapers and a bigger force of contractors that are coming into town are going to be required to be registered in 2015. The Town Council hopes this will help us know who is in our town and may be useful in future theft investigations. Council Member Hawksworth gave more details of the proposed Ordinance for contractors and tradespersons including landscapers: the fee will be \$25 annually. The registration will include the contractor to have a placard issued from Dune Acres to be displayed.

Council Member Hawksworth read Ordinance No. 2014-06," Building and Building Regulations. An Ordinance of the Town Council of the Town of Dune Acres, Indiana Amending Chapter 10, Article II Section 10-30 of the Dune Acres Town Code By the Amendment of the Section Entitled "Contractor/Tradesperson Registration" by title only. Council Member Mellen moved that the Ordinance 2014-6 be accepted with its first reading by title only. Town Council Member Hawksworth seconded the motion and the motion passed unanimously. Council Member Hawksworth moved that they suspend the rules to read the Ordinance a second time. Council Member Mellen seconded the motion and the motion passed unanimously. Town Council Member Hawksworth read the Ordinance 2014-06 by title only a second time. Council Member Mellen moved to accept the ordinance. Council Member Hawksworth seconded the motion and the Ordinance passed unanimously.

Lake Michigan Coastal Program Grant administered by the DNR; Council Member Hawksworth explained that he applied for this grant about a year ago and a few things needed to be done such as an archaeologist report confirming there were no ancient burial grounds on the dune. He received the grant approval agreement – a \$15,000 matching grant. He thinks the Town will actually only have to pay \$8-10,000 with the rest in donations or labor in kind. The work will be done on the east side of Clubhouse dune. Council Member Hawksworth moved that the agreement with the Indiana DNR for this grant be approved. Council Member Mellen seconded the motion and the motion passed unanimously. The Archaeological Site Assessment as well as the grant agreement was signed by the three Councilmen.

Mark Hull, Roads Commissioner reported that the roads projects have been completed for the year. He has sourced extra salt should we need it. He reported that the Ice Rink was almost completed. It still needs a little asphalt patching. Hull reported that Bill Spence has offered to pay for the patching. He estimates \$2500 to pay for the screening around the rink and woodchip paths.

NEW BUSINESS: 2014 Holiday bonuses/ Salaries – This will be discussed at an Executive Meeting in the near future.

Anonymous Donation for Leaf Collector: Discussion tabled since Maintenance Commissioner was not present.

Council President Sullivan reported that several roof shingles were blown off the Clubhouse after the last big storm. He is receiving bids.

With no other matters duly brought before the Town Council, the meeting was adjourned at 8:12 p.m.

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JOHN SULLIVAN, Town Council President

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RICH HAWKSWORTH, Town Council Member

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LOU MELLEEN, Town Council Member

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CAROLYN MELLEEN, Clerk-Treasurer

CLAIMS FOR NOVEMBER 2014

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Atha W. Belsha	Security Pay Period 10/1/2014-10/31/2014	\$ 1,667.77
Carolyn S. Mellen	Clerk-Treasurer Office	\$ 1,050.62
Diane Bartley	Security Pay	\$ 741.29
Glenn Brown	Security Pay	\$ 713.78
Harold E. King	Security Pay	\$ 556.93
Justin O Kooken	Security Pay	\$ 335.43
Mark J Taylor	Maintenance Pay	\$ 1,500.54
Philip A Lepley	Security Pay	\$ 1,535.24
Sean T Grubbs	Security Pay	\$ 528.98
Terry R Trout	Security Pay	\$ 457.52
Electronic Federal Tax Payment System	Payroll Liabilities for Pay Period	\$ 2,800.70
IN Tax	Payroll Liabilities for Pay Period	\$ 468.92
Republic Services - Able Disposal#715	Monthly collection	\$ 94.00
Nipsco	Electric at Mineral Springs & RT 12	\$ 15.27
	Gas/Electric at Town Hall - East Road	\$ 88.20
	Gas at Clubhouse	\$ 73.72
	Gas/Electric at Pump House	\$ 158.43
	Electric at Tennis Court	\$ 22.96
	Electric at 4 Shore Drive Pump	\$ 34.19
	Electric at Security Office	\$ 122.49
Verizon Wireless	Security Mobile Phone	\$ 43.48
	Security/PumpHouse phones & clubhouse monitor	\$ 215.49
Frontier	Town Hall/Internet/Phone	\$ 87.57
IAWC	Water to Security Office -	
	Water to Clubhouse/maintenance barn	
Pinkerton Fuels & Lubricants	Fuel for Town Vehicles	\$ 352.85
Hopkins' Ace Hardware	clock & battery for security, filter for maint.	\$ 18.64
ABC Burglar & Fire Alarm Corp	Monthly monitoring	
	B & C Oil, carpet protector, lopper-Clean up	
Menards Portage	Supplies	\$ 84.12
	Movers Dolly	\$ 19.79
	Lock & Key -security lock box	\$ 4.59
Chase Credit Card	Rapid Fax	\$ 9.95
	Brother - Parts for Clerk's copying machine	\$ 269.66
	Mitered Drain Inc.- Drain in pavement @ Town Hall	\$ 362.88
	Century Pipe & Supply	\$ 26.05
	Pioneer Lumber - Ice Rink	\$ 5,112.50
Down To Earth	Winterized Sprinkling System Clubhouse	\$ 92.00
Data Graphics	Security Signs	\$ 14.00
Martin Security Systems	Replace fire control panel, Labor	\$ 820.00
Riggs Outdoor Power	Sharpen Chains - saws	\$ 56.00
	4 Hour Chipper Rental 11/7/2014	\$ 195.00
	Chainsaw purchase	\$ 328.64
Boyce Forms	Tax Forms	\$ 3.63
Bedrock and Boulders	Resurface side street off of Crest	\$ 4,500.00
	Resurface 750' of West Rd.	\$18,900.00
	Paving 320' of Summit	\$ 7,600.00
Heinold & Feller Lawn Equipment	Saw maintenance	\$ 13.20
Duneland Chamber of Commerce	2014 Membership Dues	\$ 260.00
	Reimbursement for payment to Bernal's- Envir. Help	\$ 600.00
Robin Tennant	boarding ice skating rink	\$ 3,767.50
Sandcastle Landscaping/Groundsguys		
TOTAL CLAIMS FOR NOVEMBER 2014		\$56,724.52