

**TOWN OF DUNE ACRES
COUNCIL MINUTES
September 23, 2015**

The Town of Dune Acres Town Council met for its regular monthly meeting on Wednesday, September 23, 2015 at the Town Hall. Council President John Sullivan called the meeting to order at 7:00 p.m., with Council Members Rich Hawksworth and Lou Mellen and Clerk-Treasurer Carolyn Mellen and Attorney Dan Whitten in attendance. Council President Sullivan opened the meeting with the Pledge of Allegiance.

SWEARING IN OF NEW CLERK-TREASURER:

Council Member Mellen moved to approve Jeannette Bapst as Clerk-Treasurer, seconded by Council Member Rich Hawksworth, and passed unanimously. Attorney Whitten administered the oath of office. Bapst is completing the term of outgoing Clerk-Treasurer Carolyn Mellen.

APPROVAL OF MINUTES:

Council Member Mellen moved that the minutes for the August 18, 2015 Town Council meeting be approved as presented. Council Member Hawksworth seconded, and the minutes passed unanimously.

FINANCIAL REPORT :

BANK BALANCES 08/31/2015

Porter State Bank	\$193,400.74
TrustIndiana	\$191,381.21
Adjustments	
Record Balance	\$384,781.95

*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 September 1, 2015**

FUNDS	BALANCE	APP BAL.	% Left
GENERAL	\$95,984.74	\$ 153,484.73	42
MOTOR VEHICLE HIGHWAY	\$ 31,339.55	\$ 33,777.27	56
LOCAL ROAD & STREET	\$ 5,142.17	\$ 4,898.50	81
PARK & RECREATION	\$ 7,389.38	\$ 6,072.61	49
DONATIONS *	\$ 20,119.00		
RAINY DAY FUND*	\$ 131,930.78		
CCI	\$ 1,507.75	\$ 240.02	48
CCD	\$ 26,412.04	\$ 9,480.72	59
CEDIT	\$ 19,887.07	\$ 15,352.24	96
RIVERBOAT REVENUE SHARING	\$ 3,019.73	\$ 1,705.95	85
Clubhouse Dune Restor. Grant	\$ 15,000.00	\$15,000	100
Levy Excess Fund*	\$ 52.77		
Construction Security Dep*	\$ 25,000.00		
SalesTaxClubHouseRental*	\$ 157.45		
ClubHouseRentalDeposit*	\$ 150.00		
TOTAL FUNDS	\$ 383,092.43		

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

PAYMENT OF CLAIMS:

Council Member Hawksworth moved the claims for the month of September 2015 in the amount of \$54,503.73 be approved. Council Member Mellen seconded and the motion passed unanimously.

CORRESPONDENCE RECEIVED:

A letter from the Indiana Public Access Counselor was received in response to a formal complaint filed by Dune Acres resident Cheryl Evans. Evans' complaint alleged the Town violated the Access to Public Records Act. It was the opinion of the Counselor "that the Town of Dune Acres and the Town of Dune Acres Plan Commission has not violated the Access to Public Records Act."

COMMISSIONERS REPORTS:

BEACH: Council Members reported that the buoys had been removed. One was lost this year.

BUILDING: Rich Hawksworth moved for approval of a demolition permit for the fire damaged house at 6 Shore Drive, pending receipt of necessary documents, seconded by Council Member Mellen, and passed unanimously. Hawksworth also informed the Council that a building permit application and payment were received for improvements at 15 Oak Drive. The permit was approved by the council at its February meeting.

ENVIRONMENT: Council Member Hawksworth reported that the fall Town Clean-up has been scheduled for October 24th. It was his understanding that the chipper would be scheduled for the following weekend.

FIRE AND ENGINEERING: Mark Bapst and Irv Call reported on recent work completed on the clubhouse fire system. There was an issue with the compressor. Call and Bapst worked with State Line on testing the unit which is now in working order. The Council approved purchase of necessary equipment to complete a compressor timeclock indicator test. It was also reported that issues with existing alarm system connections (Frontier) and security camera data connections (Comcast) had been resolved.

MAINTENANCE: Council Member Mellen reported that Commissioner Dick Taylor requested consideration of purchasing a sickle bar mower in 2016 that would trim 3-4 feet along roadsides. Roadsides are now being manually trimmed with a weed wacker. Estimated cost is \$3,000. It was noted that trimming procedures along roads need to be addressed. Some areas are being cut too short, which may create erosion conditions, while other areas are increasingly overgrown with trees and shrubs, presenting driving and walking hazards. Purchasing a liquid salt spreader to be operated by Town maintenance personnel was also discussed. This may be reviewed in more detail in the future.

PARKS: Commissioner Kelly Klein requested a new skating rink liner and miscellaneous park supplies estimated to cost \$1500. Council Member Mellen motioned to approved expenditures, seconded by Council Member Hawksworth, and passed unanimously. Klein also reported that skating rink stairs would be installed soon and that a black tarp for covering the white liner during the summer was under consideration. She said a resident would make a Frisbee golf setup available for the Town next spring if a suitable location could be identified. Bill Nixon reported that tennis court work was complete (paid invoice on this month's claims docket.)

SECURITY: Commissioner Cecilia Call questioned whether her request for remote control gate access for the clubhouse entry drive was still under consideration. Council members stated that review of clubhouse use was underway by both the Council and the community at large through a Dune Acres Civic Improvement Foundation (DACIF) initiative. With new security cameras in place and new community uses of "clubhouse dune" anticipated, it is likely that the gates will be kept open for residents.

OLD BUSINESS:

Ordinance 2015-7, 2016 Budget, 1st reading. The Ordinance for the 2016 budget was read by title as previously reviewed at the 6:30 PM Public Hearing. Council Member Mellen moved to approve the ordinance on first reading, seconded by Council Member Hawksworth, and approved unanimously.

Ordinance 2015-06, Building Permit Fees, 2nd reading. Council Member Mellen motioned to approved the ordinance, seconded by Council Member Hawksworth, and passed unanimously. Ordinance adopted.

NEW BUSINESS:

Discussion was held on changing the Town watercraft ordinance (chapter 42) to eliminate the permitting and permission to use personal water craft (PWC) – jet skis – in Dune Acres. The Council charged Attorney Whitten with reviewing the Ordinance and developing revised verbiage.

Information was provided on National Park Service (NPS) prescribed burns that are planned for several areas in Dune Acres and surrounding NPS parkland. The customary public notices will be distributed once dates and times are established. A motion for approval was made by Council Member Mellen, seconded by Council Member Hawksworth, and approved unanimously.

No discussion was held on the Doyle Property Agenda item as matters were still with the Plan Commission.

OTHER MATTERS:

Discussion was held regarding public access to Town beaches.

With no other matters duly brought before the Town Council, the meeting was adjourned at 7:40 p.m.

JOHN SULLIVAN, Town Council President

RICH HAWKSWORTH, Town Council Member

LOU MELLEEN, Town Council Member

JEANNETTE E. BAPST, Clerk-Treasurer

CLAIMS FOR SEPTEMBER 2015

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Atha W. Belsha	Security Pay Period 08/01/15-08/31/15	\$ 1,746.54
Carolyn S. Mellen	Clerk-Treasurer Office	\$ 1,053.87
Glenn Brown	Security Pay	\$ 627.33
Harold E. King	Security Pay	\$ 473.07
Mark J Taylor	Maintenance Pay	\$ 1,524.51
Philip A Lepley	Security Pay	\$ 1,674.55
Sean T Grubbs	Security Pay	\$ 1,345.20
Terry R Trout	Security Pay	\$ 1,004.45
Bernie Olis	Security Pay	\$ 534.88
Electronic Federal Tax Payment System	Payroll Liabilities for Pay Period	\$ 3,094.50
IN Tax	Payroll Liabilities for Pay Period	\$ 546.27
Republic Services - Able Disposal#715	Monthly collection	\$ 117.05
Nipsco	Electric at Mineral Springs & RT 12	\$ 14.18
	Gas/Electric at Town Hall - East Road	\$ 94.68
	Gas at Clubhouse	\$ 30.59
	Gas/Electric at Pump House	\$ 100.30
	Electric at Tennis Court	\$ 20.51
	Electric at 4 Shore Drive Pump	\$ 33.27
	Electric at Security Office	\$ 108.46
Verizon Wireless	Security Cell	\$ 43.75
Frontier	Security/PumpHouse phones & clubhouse monitor	\$ 275.30
	Town Hall/Internet/Phone	\$ 88.40
IAWC	Water to Security Office -	\$ 28.35
	Water to Clubhouse/maintenance barn	\$ 58.04
Pinkerton Fuels & Lubricants	Fuel For Town Vehicles	\$ 267.28
Hopkins' Ace Hardware	Wasp Foam	\$ 12.98
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	Rug Doctor - Town Hall carpet cleaning	\$ 61.96
ABC Burglar & Fire Alarm Corp	monthly monitoring - Town Hall	\$ 30.00
Menards Portage	Wasp Killer - Town Hall	\$ 9.76
	Paint supplies for Handicap spot at beach	\$ 49.77
	Sealbest asphalt, paint supplies-Handicap spot	\$ 198.65
	Maintenance supplies	\$ 55.20
Chase Credit Card	Rapid Fax	\$ 9.95
Professional Pest Management	Sept. Service - Quarterly	\$ 50.00
Pride Toilet Co.	Augustand Sept. rental at East Beach	\$ 220.00
Anton Insurance Agency	New Bond - Jeannette Bapst	\$ 167.00
State Line Fire Systems	Inspection& Testing of Sprinkler system Clubhouse	\$ 350.00
K-Mart	Security Supplies	\$ 77.11
Action Fire Equipment Inc.	Clubhouse Range Inspection-2links installed	\$ 120.00
	Find & repair broken lighting wire under deck-Clubhouse	\$ 75.00
DK Eelctric	4/9-8/21/15 invasive work	\$ 1,759.61
Ecorealm LLC (Sandy O'Brien)	Keys to historical cabinet	\$ 8.56
Bob Hartmann	State of Indiana Flag for Front Entrance	\$ 40.58
Tom Roberts	Return of Clubhouse Security Deposit	\$ 500.00
Alan Stock	Quarterly Monitoring Electronic Fire System	\$ 75.00
Martin Security	Remove Swim Buoys- unloading & storage	\$ 1,795.00
South Shore Marina	Oil Change - Jeep Patriot	\$ 29.95
Reeder Auto Service Center	Stripe bball court - 2nd bill with tennis court	\$ 500.00
Perm-A-Seal	Wheel Bearing & Hub Assembly-Maint. Truck	\$ 389.34
Auto Clinic Inc	West Road and crack filling Mineral Springs	\$33,000.00
Blacktop Specialists, LLC		
TOTAL CLAIMS FOR SEPT. 2015		\$54,503.73