

**TOWN OF DUNE ACRES
COUNCIL MINUTES
October 20, 2015**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, October 20, 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 Jeannette Bapst and Attorney Dan Whitten’s representative in attendance. Council President Sullivan opened the meeting with the Pledge of Allegiance.

APPROVAL OF MINUTES:

Council Member Mellen moved that the minutes for the September 23, 2015 Town Council meeting be approved as presented. Council Member Hawksworth seconded, and the minutes passed unanimously.

Council Member Hawksworth moved that the minutes from the September 23, 2015, 2016 Budget Hearing be approved as presented. Council Member Mellen seconded, and the minutes passed unanimously

FINANCIAL REPORT :

**BANK BALANCES
09/30/2015**

Porter State Bank	\$148,975.11
TrustIndiana	\$191,394.24
Adjustments	
Record Balance	\$340,369.35

**BREAK DOWN OF FINANCES AMONG FUNDS
As of October 1, 2015**

FUNDS	BALANCE	APP BAL.	% Left
GENERAL	\$80,353.34	\$ 134,996.00	37
MOTOR VEHICLE HIGHWAY	\$ 119.33	\$ 2,437.72	4
LOCAL ROAD & STREET	\$ 3,970.70	\$ 3,238.05	53
PARK & RECREATION	\$ 4,874.38	\$ 3,557.61	28
DONATIONS *	\$ 20,419.00		
RAINY DAY FUND*	\$ 131,930.78		
CCI	\$ 1,507.75	\$ 240.02	48
CCD	\$ 26,412.04	\$ 9,480.72	59
CEDIT	\$ 20,933.07	\$ 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*	\$ 192.45		
ClubHouseRentalDeposit*	\$ 150.00		

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

TOTAL FUNDS	\$ 333,935.34
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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 the claims for the month of October 2015, #5090-#5123, in the amount of \$17,571.27 be approved. Council Member Mellen seconded and the motion passed unanimously.

CORRESPONDENCE RECEIVED:

An email from resident Mary Chuman was received requesting a copy of the DNR Special Purpose Deer Control Permit, 2015-2016. This will be provided when available.

COMMISSIONERS REPORTS:

BEACH AND PARKS: Councilman Mellen reported that measurements were completed for the new ice skating rink liner and plans have been reviewed for the installation of ice rink stairs.

BUILDING: Rich Hawksworth reported that demolition is beginning at 6 Shore Drive, following the July, 2015 house fire there. Erosion control measures will be in place throughout the winter. Construction at three other home sites in Dune Acres is continuing. It was also noted that approximately six contractor registrations were process by the town in the last week.

ENGINEERING: Irv Call presented a written report to the Council covering several town issues.

ENVIRONMENT: Commissioner Robin Tennant spoke at length about her frustration with the town internet information system and about the Environmental Commission budget which had reportedly been reduced by \$2,000 for 2016 compared to 2015.

Tennant explained that following a request to have information disseminated to residents via the town email system about Saturday's Town Cleanup, she received more than one reply from the town volunteer who maintains the web site that he would not send out information. These replies also included insults directed at her personally and at her efforts as Town Environmental Commissioner. She said no Commissioner or Town Council member should be subject to such personal assaults.

Tennant then stated she opposed any and all cuts to the environmental budget. She cited environmental expenditures made by other municipalities, unique natural attributes of our town that must be maintained, and the commitment to stewardship required to ensure native plants are protected for future generations. There was discussion about the reported reduction. The Council said final allocation of the 2016 budget would be reviewed with Commissioners in January, 2016.

Tennant then reminded everyone about the October 24th Town Cleanup.

MAINTENANCE: Commissioner Dick Taylor reported that preparation for the Town Cleanup had begun. A dumpster for organic waste was delivered. Chipping will be done the following week.

In other business, Taylor said the tennis court nets were down and water was turned off at the courts. A new metal post will be installed this week for the outdoor grill.

SECURITY: Councilman Mellen noted ongoing discussion about 24/7 security. He proposed a town-wide workshop be scheduled in the near future to discuss security personnel and camera systems. He wants to ensure that residents are aware of what is in place and address outstanding questions.

Information was provided on the new Comcast internet service on clubhouse hill that has greatly improved security camera operations on the site. As part of this town installation project, Commissioners identified a way to upgrade the clubhouse fire monitoring system with new technology, lowering overall costs.

Mellen reported that the Town's practice of managing and distributing homeowner keys and garage openers from the security office was under review. He expects a change to the current system.

OLD BUSINESS:

Ordinance 2015-7, 2016 Budget, 2nd Reading and Adoption. The Ordinance for the 2016 budget was presented for 2nd reading and adoption; read by title only. Council Member Hawksworth moved to adopt the ordinance, seconded by Council Member Mellen, and approved unanimously. Bapst will upload the document onto the State Gateway Budget system.

NEW BUSINESS:

Prior to commissioner reports, YMCA representative Ashley Hall spoke to the Council about YMCA programs. She then reviewed a proposal for "Exploring Duneland One Race at a Time" whereby running/walking races would be held in each of the Duneland communities: Chesterton, Burns Harbor, Porter, Dune Acres, and Beverly Shores. The proposed date for Dune Acres is May 14, 2016. The town would receive 25% of net race proceeds. The Council thanked Ms. Hall and said a decision would be communicated to her.

Bapst requested authorization to purchase a new payroll accounting module that would interface with the existing Keystone financial system. The Council agreed by consensus to proceed.

Bapst requested authorization to destroy nonpermanent records for years 1990-2003. The Council agreed by consensus to proceed. Bapst will submit the required state forms to the Indiana Archive and Records Administration and the Porter County Commission on Public Records.

Clubhouse rental requests were submitted by residents for 6-25-16 and 8-19-16. Both were approved by the Council.

Resolution 2015-5, Holiday Bonus was presented to the Council for approval. The resolution provides the same benefit to employees as in years past. Councilman Hawksworth moved to approve Resolution 2015-5, seconded by Councilman Mellen and passed unanimously.

A town hall sound amplification system to be used during Council meetings was discussed. All members felt the purchase of an amplification system would benefit residents who attend meetings. A grant request will be submitted to the Dune Acres Civic Improvement Foundation to fund the purchase. Rob Carstens will select a system appropriate for the space.

Council President Sullivan requested authorization to apply for this year's Deer Cull Permit. It was motioned by Councilman Sullivan, seconded by Councilman Mellen to apply for the permit. Motion passed unanimously.

OTHER MATTERS:

It was noted that long-time residents Rob and Sue Smith had sold their beachfront home and would be leaving Dune Acres. Sue was specially recognized by the Council and others present for her many volunteer contributions to the town, including but not limited to, Environmental Commissioner and Garden Club member.

It was noted that at this meeting, the Town had received a \$2,000 donation from residents Jack and Lucille Wehner in honor of our Environmental Commissioners and their hard work on maintaining town assets.

With no other matters duly brought before the Town Council, the meeting was adjourned at 8:00 p.m.

JOHN SULLIVAN, Town Council President

RICH HAWKSWORTH, Town Council Member

LOU MELLEEN, Town Council Member

JEANNETTE E. BAPST, Clerk-Treasurer

CLAIMS FOR OCTOBER 2015

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Frontier	phone service	\$ 108.56
Verizon Wireless	cell phone	\$ 43.75
NIPSCO	Electric at Mineral Sprgs & RT12	\$ 14.32
Payroll Clearing	Payroll clearing accounts	
Atha W. Belsha	Payroll Pay Period 09/01/15-09/30/15	\$ 1,527.20
Carolyn S. Mellen	Clerk-Treasurer	\$ 1,053.88
Glenn Brown	Security Pay	\$ 547.04
Harold E. King	Security Pay	\$ 662.12
Mark J Taylor	Maintenance Pay	\$ 1,524.51
Philip A Lepley	Security Pay	\$ 1,534.89
Sean T Grubbs	Security Pay	\$ 1,304.71
Terry R Trout	Security Pay	\$ 844.21
Bernie Olis	Security Pay	\$ 598.50
Electronic Federal Tax Pymt	Payroll Liabilities for Pay Period	\$ 2,923.56
IN Tax	Payroll Liabilities for Pay Period	\$ 520.70

Frontier	Town Hall/Internet/Phone	\$ 88.40
Comcast	clubhouse cameras, NEW	\$ 257.27
Republic Services	garbage pick up, monthly	\$ 96.80
Nipsco	Gas/Electric at Town Hall	\$ 110.50
	Gas at Clubhouse	\$ 33.05
	Gas/Electric at Pump House	\$ 100.26
	Electric at Tennis Court	\$ 20.12
	Electric at 4 Shore Drive Pump	\$ 33.18
	Electric at Security Office	\$ 76.88
ABC Burglar & Fire Alarm	monthly monitoring - Town Hall	\$ 30.00
Jeannette Bapst	reimbursement, notary bond	\$ 50.00
Datagraphics	Bapst signature & notary stamp	\$ 55.36
Ace Hardware	Chair caps, wasp killer	\$ 44.37
Indiana American Water	1450 Mineral Springs	\$ 23.98
	1 Clubhouse Dr.	\$ 49.30
Martin Security	Control panel service	\$ 65.00
Menards Portage	Down spout supplies	\$ 18.11
	Yellow strip paint, supplies	\$ 56.72
Pinkerton	Vehicle Fuel	\$ 216.48
Postmaster	Stamps, office	\$ 98.00
Quill	Calculator, tape disp, calendar	\$ 75.47
Star Uniform	Olis uniform	\$ 24.00
	King uniform	\$ 61.99
State Line Fire Systems	Air Compressor work	\$ 324.00
Tilden	Hand sanitizer	\$ 56.15
	Gloves	\$ 25.80
	Clubhouse supplies	\$ 177.15
Chase Card Services	Posts, wire	\$ 51.00
Chesterton Garden Center	Chemicals, environmental	\$ 2,043.98
TOTAL CLAIMS FOR OCTOBER 2015		\$17,571.27