

**TOWN OF DUNE ACRES  
COUNCIL MINUTES  
November 17, 2015**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, November 17, 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 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 20, 2015, Town Council meeting be approved as presented. Council Member Mellen seconded, and the minutes passed unanimously.

**FINANCIAL REPORT :**

**BANK BALANCES  
10/31/2015**

Porter State Bank	\$133,383.21
TrustIndiana	\$191,419.00
Adjustments	
Record Balance	\$324,802.21

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

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

FUNDS	BALANCE	APP BAL.	% Left
GENERAL	\$79,247.01	\$ 107,247.01	29
MOTOR VEHICLE HIGHWAY	\$ 743.72	\$ 743.72	4
LOCAL ROAD & STREET	\$ 4,982.19	\$ 3,238.05	53
PARK & RECREATION	\$ 4,874.38	\$ 3,557.61	28
DONATIONS *	\$ 23,034.00		
RAINY DAY FUND*	\$ 131,930.78		
CCI	\$ 1,507.75	\$ 240.02	48
CCD	\$ 26,412.04	\$ 9,480.72	59
CEDIT	\$ 21,979.07	\$ 15,352.24	96
RIVERBOAT REVENUE SHARING	\$ 3,019.73	\$ 1,705.95	85
Levy Excess Fund*	\$ 52.77		
Construction Security Dep*	\$ 25,000.00		
SalesTaxClubHouseRental*	\$ 227.45		
ClubHouseRentalDeposit*	\$ 650.00		
TOTAL FUNDS	\$ 323,660.89		

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 November 2015, #5124-#5165, in the amount of \$28,280.24 be approved. Council Member Mellen seconded and the motion passed unanimously.

#### CORRESPONDENCE RECEIVED:

Notification was received from the Indiana Department of Environmental Management regarding a public input period for a current NIPSCO permit.

#### COMMISSIONERS REPORTS:

**BUILDING:** Rich Hawksworth reported that construction is nearly complete at the Truax home, with occupancy expected the first of December, and the Nau home is still underway. Plan Commission President Tom Cornwell had an initial meeting with the Krug family regarding new construction at that property. It was noted that Truax's had not yet applied for an occupancy permit.

**ENGINEERING:** Irv Call reported that the power line running from Shore Drive to the pump house caisson located below the clubhouse had gone down on November 8<sup>th</sup>. The line has been disabled by town representatives and NIPSCO. Numerous repair options were discussed. It was the consensus of the Council to abandon the existing power line and meter at Shore Drive, and run a new 3-phase power line from the maintenance building to the caisson. Expenditure for supplies was approved up to \$2,000.00. Irv will proceed with completing this project using town volunteers.

**ENVIRONMENT:** Rich Hawksworth reported that the October town cleanup went very well, with approximately 50 volunteers working on clearing brush, removing invasive plants, and cleaning the beach. He thanked Environmental Commissioner Robin Tennant for her successful efforts in bringing residents together to benefit the town.

**ROADS:** It was announced that Mark Hull had submitted his resignation as Road Commissioner, effective immediately.

The proposal from Jon's Tree Service for 2015-16 snow plowing was reviewed. Councilman Rich Hawksworth moved to approve the agreement as presented, seconded by Councilman Mellen and passed unanimously. Jon's will be contacted to review procedures and to mark off roadside landmarks as needed.

**SECURITY:** Irv Call reported for Commissioner Cecilia Call, that the security office currently maintains home access devices (keys, garage door openers) for approximately 88 residents.

#### OLD BUSINESS:

**Deer Cull Permit.** President Sullivan reported that an application for this year's town deer cull had been submitted to the Indiana Department of Natural Resources. If approved, the cull would begin at the end of January. There were no comments or questions about the application.

**YMCA Community Run.** Councilman Hawksworth moved to approve Dune Acres hosting the YMCA "Exploring Duneland One Race at a Time" 5k/10/2k Walk/Run proposed for May 14, 2016, seconded by Councilman Mellen and passed unanimously.

#### NEW BUSINESS:

Lake Michigan Coastal Program (LMCP) Grant. Councilman Hawksworth reviewed the timeline and goals of the grant to environmentally restore a portion of the east face of clubhouse dune. A Request for Proposal (RFP) had been distributed, with three proposals received in response. Councilman Hawksworth motioned to approve a contract up to \$17,500 with Applied Ecological Services for phase one of the project, seconded by Councilman Mellen and passed unanimously. Contract work will include removing non-native plants, removing and/or killing non-native and invasive tree species, and terracing.

Discussion was held regarding disposal of resulting tree and plant chippings. The RFP called for removing the chips from town, but options including distribution along the Mineral Springs Road path will be reviewed.

Discussion was held regarding the project budget and whether this was the only planned environmental expenditure. It was noted that environmental expenditures are expected to continue in general, and for specific projects as they are identified. This will not be the town's only funded project.

OTHER MATTERS:

It was noted that Howard Silverman resigned from maintaining the town website and distributing email information notices to residents. Clerk-Treasurer Bapst will oversee notifications and the website will be moved to another volunteer.

Cheryl Evans suggested the Council specially recognize Cecilia Call for her many years as Police Commissioner, stating it is one of the most demanding, and sometimes thankless jobs in Dune Acres.

Tom Roberts asked about the high water level in Cowles Bog and whether the cattails would be burned at some point. Standing water was attributed to beaver dams. No information was available on cattail burn plans.

Discussion was held on winter status of the Clubhouse. The Council agreed to maintain a minimum heat of 50 degrees, and to not drain water lines.

With no other matters duly brought before the Town Council, the meeting was adjourned at 7:50 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 MELLEN, Town Council Member

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JEANNETTE E. BAPST, Clerk-Treasurer

CLAIMS FOR NOVEMBER 2015

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	Payroll clearing accounts	
Payroll Clearing		
	Payroll Pay Period	\$ 1,673.43
Atha W. Belsha	10/01/15-10/31/15	
	Clerk-Treasurer Office	\$ 913.12
Jeannette Bapst		
	Security Pay	\$ 712.62
Glenn Brown		
	Security Pay	\$ 242.70
Harold E. King		
	Maintenance Pay	\$ 1,524.51
Mark J Taylor		
	Security Pay	\$ 1,604.21
Philip A Lepley		
	Security Pay	\$ 1,367.85
Sean T Grubbs		
	Security Pay	\$ 844.20
Terry R Trout		
	Security Pay	\$ 590.42
Bernie Olis		
	Payroll Liabilities for Pay	\$ 3,052.16
Electronic Federal Tax Payment	Period	
	Payroll Liabilities for Pay	\$ 548.59
IN Tax	Period	
	correction, October	\$ -
Payroll fund		
	clubhouse phone, internet	\$ 189.73
Comcast		
	Town Hall/Internet/Phone	\$ 276.81
Frontier		

	Mineral Springs and Rt 12	\$ 14.54
Nipsco		
	Security cell phone	\$ 43.71
Verizon		
	monthly monitoring - Town Hall	\$ 30.00
ABC Burglar & Fire Alarm Corp		
	surge protector	\$ 104.41
Bowman Electronics		
	tax forms	\$ 7.34
A.E. Boyce		
	jeep tire	\$ 113.84
Dean's Tire Pros & Auto		
	clubhouse dishwasher repair	\$ 1,465.57
Ecolab		
	maintenance supplies	\$ 21.98
Hopkins Ace Hardware		
	water service, security	\$ 28.35
Indiana American Water		
	water service, clubhouse	\$ 71.14
	plan commission stamp	\$ 34.49
Kramer and Leonard		
	fire system upgrade	\$ 620.00
Martin Security Systems		
	maintenance supplies	\$ 91.60
Menards - Portage		
	security supplies	\$ 68.80
K-Mark		
	tennis court	\$ 20.00
NIPSCO		
	security office	\$ 113.29
	pump house	\$ 120.95
	town hall	\$ 92.94
	clubhouse	\$ 64.56
	vehicle fuel	\$ 212.58
Pinkerton Oil		
	beach	\$ 110.00
Pride Toilet		
	monthly service and extra container	\$ 392.30
Republic Services		
	environmental reimbursement	\$ 40.99
Richard Hawksworth		
	oil	\$ 26.28
Riggs Outdoor Power		
	tree removal, environmental	\$ 1,490.00
Ross Tree Worx LLC		
	Olis uniform	\$ 203.85
Star Uniform		
	legal fees	\$ 7,512.50
Whitten & Whitten		
	clubhouse rental deposit return	\$ 450.00
Rob Carstens		
	clubhouse rental deposit withheld	\$ 50.00
Town of Dune Acres		
<b>TOTAL CLAIMS FOR NOVEMBER 2015</b>		<b>\$28,280.24</b>