

**TOWN OF DUNE ACRES
COUNCIL MINUTES
May 17, 2016**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, May 17, 2016 at the Town Hall. Council President Rich Hawksworth called the meeting to order at 7:05 p.m., with Council Member Alexander Stemer, Clerk-Treasurer Jeannette Bapst, and Attorneys Dan Whitten and Adam Mindel in attendance. President Hawksworth opened the meeting with the Pledge of Allegiance.

APPROVAL OF MINUTES:

It was moved and seconded that the minutes for the April 19, 2016, Town Council Meeting and minutes for the May 10, 2016, Town Council Meeting be approved as presented. Motion passed unanimously.

FINANCIAL REPORT :

BANK BALANCES 04/30/2016

Porter State Bank	\$139,341.99
TrustIndiana	\$191,728.66
Adjustments	
Record Balance	\$331,070.65

*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 April 30, 2016

FUNDS	BALANCE	APP BAL.	% Left
GENERAL	\$ 63,445.37	\$274,044	74
MOTOR VEHICLE HIGHWAY	\$ 23,299.27	\$ 60,000	100
LOCAL ROAD & STREET	\$ 4,045.70	\$ 1,673	29
PARK & RECREATION	\$ 2,499.60	\$ 8,000	100
DONATIONS *	\$ 25,285.00		
RAINY DAY FUND*	\$ 131,930.78		
CCI	\$ 1,198.99	\$ 379	37
CCD	\$ 29,984.85	\$ 20,800	94
CEDIT	\$ 28,378.75	\$ 20,000	100
RIVERBOAT REVENUE SHARING	\$ 3,019.73	\$ 1,500	100
CLUBHOUSE DUNE GRANT	\$ -9,375.00		
Construction Security Dep*	\$ 17,500.00		
SalesTaxClubHouseRental*	\$ 178.45		
ClubHouseRentalDeposit*	\$ 3,150.00		
TOTAL FUNDS	\$ 324,541.49		

Bapst presented the April month-end financial report. It was moved and seconded to approve the financial report. Motioned passed unanimously.

Information regarding a one-time special distribution of Local Option Income Tax was presented.

PAYMENT OF CLAIMS:

It was moved and seconded that claims for the month of May 2016, #5332 - #5358, in the amount of \$45,978.41 be approved. Motion passed unanimously.

It was noted that legal expense relative to litigation initiated by a town resident currently totals \$8,437.

CORRESPONDENCE RECEIVED:

A letter was received from the BBC thanking the town and Beach Commissioner Rob Carstens for hosting the May 9th beach filming of a science documentary.

A letter was received from resident Adele Simmons regarding safety concerns on Mineral Springs Road, at the hill north of the security office. She requested a line be painted in the middle of the road. After discussion, the Council agreed by consensus to paint a line. The area will be reviewed over time to determine if the line positively impacts driving behaviors.

COMMISSIONERS REPORTS:

BEACH: Beach Commissioner Rob Carstens reported that a replacement buoy was ordered, as approved at the last Council meeting. He was working on coordinating buoy installation with Porter Beach to reduce costs, but wasn't sure if a cooperative arrangement would materialize due to conflicting schedules. He was also working to secure a contractor to complete sand grading at East Beach and at the Ridge Beach access point.

Discussion was held regarding sand dune erosion and town signage that had been installed to eliminate 'social paths' across the East Beach dune. Carstens recommended a designated path from the beach to the portable toilets. He said residents need an easier route from the beach to the toilets, and if one path is set aside, the goal of dune restoration is more attainable. It was agreed that Carstens would review the signage and work with Mark Taylor on facilitating changes. Lowering the signs was also recommended to improve beach appearance. Carstens will also continue education efforts regarding the benefits of protecting sand dunes from erosion.

BUILDING: Building Commissioner Tom Roberts requested approval of Building Permit #2016-06, 64 East Road, roofing project \$12,000, and Occupancy Permit #2016-02, 32 Circle Drive. It was moved and seconded to approve the permits. Motion passed unanimously.

Roberts reported on recent communication with the owner of 24 Circle Drive. Plan Commission approval is needed on a proposed porch extension, and issues regarding the currently non-compliant extension were being worked out. Roberts also noted that the project at 15 Oak Drive, under Dune Acres contractor Mark Hull, is going well.

ENVIRONMENT: President Rich Hawksworth noted the first quarterly report for the Lake Michigan Coastal Program Grant had been submitted and reimbursement is expected soon.

MAINTENANCE: Maintenance Commissioner Dick Taylor reported on a number of recently completed jobs including repairs to the beach toilet shelter, installation of tennis court screens and shelter, and mowing. Plans for merry-go-round refurbishing and beach deck staining will move forward when the weather improves.

PARKS: Parks Commissioner Kellie Klein presented a proposal to install a playground swing designed for children with special needs. She said local residents Tina and Jim Read have pledged a donation to fund the purchase. The Council agreed to the proposal and thanked Kellie and the Reads for initiating this important town enhancement.

Klein then reported on ice rink improvements that she hoped would be supported by the Dune Acres Civic Improvement Foundation (DACIF.) DACIF President Bobbi Taylor said the foundation board would consider the grant request at its June meeting. Tentative plans call for a railing, fire pit stones, ice entry gate, and benches. The Council agreed to proceed with proposed improvements should DACIF provide funding.

ENGINEER: Town Engineer Irv Call discussed the Shore Drive/Clubhouse wire project that was approved by the Town Council in April. Call will begin necessary equipment purchases and contact NIPSCO regarding service applications. It was noted that DACIF will pay 50% of project cost up to \$4000 as part of their Clubhouse Dune Master Plan project that identified burying power lines as a priority measure.

ROADS: President Hawksworth reported for Road Commission John Sullivan that inspection of roads was recently completed. Sullivan plans to carry out patching and crack sealing this year, with major repairs scheduled for 2017. 2016 Road funds will be appropriated for future work.

SECURITY: Commissioner Bill Griffin recommended the hire of security employee Terry Cornwell for seasonal summer employment. A motion was made and seconded to approve the recommendation to hire. Motion passed unanimously. Griffin expected current security employee Sean Grubbs to resign from Dune Acres for a full time job in Chesterton.

Griffin then presented a proposal for security upgrades totaling \$5000 which included new cameras and software from Martin Security, along with a new computer. The Council approved the proposal by consensus.

OLD BUSINESS:

Discussion and First Reading of Amendments to Chapters 18 & 42 of the Town Code. President Hawksworth said that changes to noted ordinances had been discussed at a public work session on April 13th and at the Town Council Meeting on April 19th. Redlined versions were emailed to residents for input and posted on the town website. Many constructive suggestions had been received. Hawksworth said further input would be sought prior to First Reading.

Extensive discussion was held regarding Chapter 42. Residents were asked to submit their suggestions in writing to datownclerk@frontier.com, with 'ordinances' as the subject. Additional discussion will take place at the June 21, 2016 Town Council Meeting. Attorney Dan Whitten will prepare a legal report on the issue of watercraft on public beaches for the June 21st meeting.

NEW BUSINESS:

Board of Zoning Appeals. William Nixon resigned from the BZA following his appointment to the Plan Commission.

Duneland YMCA Race Proceeds. Council Member Stemer said that resident Howard Silverman had asked the Town Council to decline proceeds relative to hosting the May 14th Duneland YMCA Community Race. After discussion, it was moved and seconded to decline proceeds. Motions passed unanimously.

Over 200 runners and walkers participated in the race, including a number of Dune Acres residents. Meeting attendees were overwhelming in favor of supporting the town's ongoing association with the YMCA.

OTHER MATTERS:

DACIF Report. DACIF President Bobbi Taylor reported to the Town Council on foundation activities, including the Clubhouse Dune Master Plan project chaired by Jane Dickey and Bill Spence. Current focus of the Master Plan is as follows:

Power Lines: DACIF has committed \$4000 toward the clubhouse wire project so that power lines that currently run across the parking lot and across the lake view are buried.

Landscaping: The foundation has hired a local landscape architect to develop a detailed garden plan for the site which will include installation of hardscape and plantings (botanicals and natives.) Once the plan is received and the foundation board allocates funding, Town Council approval will be requested to proceed.

Maintenance Building: Resident architect Tony Belluschi, resident contractor Dave Rearick, the Duneland Group engineering firm, and others have consulted with DACIF on possible improvements to the maintenance building. New siding and removal of the pitched roof, in order to develop a multi-use rooftop deck, is being proposed. Taylor requested authorization from the Council for DACIF to pursue these improvements with the Plan Commission. The Council agreed by consensus for DACIF to pursue Plan Commission approval.

Taylor also reported that DACIF will be hosting an 'Architecture and Art' program at the clubhouse in July. It will feature a local artists' sale coordinated by foundation board member Irene Newman, followed by Tony Belluschi's presentation of the PBS documentary that featured his historic family home located in Portland, Oregon (designed by his father, a renowned Portland architect.)

The Town Council thanked Taylor and the DACIF Board for their hard work on town improvements.

Political Signs. Hawksworth said he had several calls from residents regarding a political sign in Dune Acres and asked for direction from Whitten on town response. Whitten said towns may, through ordinance, regulate the time, place and manner of political sign placement on private property, and may fully regulate or disallow political signs on town property and rights-of-way.

Directory. Lou Roberts said the new town directory is at the printer and she expects delivery in the next couple weeks.

The next meeting of the Town Council is June 21, 2016.

With no other matters duly brought before the Town Council, the meeting was adjourned at 8:40 p.m.

RICH HAWKSWORTH, Town Council President

PETER BOMBERGER, Town Council Member

ALEXANDER STEMER, Town Council Member

JEANNETTE E. BAPST, Clerk-Treasurer

CLAIMS FOR MAY, 2016

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
NIPSCO	Gas and Electric	\$ 14.19
Payroll	May payroll, gross	\$12,010.47
Payroll, Net	May payroll, net	\$ 9,477.60
Indiana Dept of Revenue	May payroll, state and county w/h	\$ 547.19
EFTPS	May payroll, federal w/h, fica/med	\$ 2,904.48
Verizon Wireless	Security Mobile	\$ 44.18
Frontier	Security and Town Hall Phone	\$ 164.99
NIPSCO	Gas and Electric	\$ 451.77
Republic Services	Waste Service	\$ 96.80
ABC Alarm	Town Hall Security	\$ 30.00
Capital One VISA	Signage and PC Service	\$ 153.74
Gametime	Playground slide	\$ 5,082.34
Hopkins Ace Hardware	Maintenance Supplies	\$ 126.89
Menards – Portage	Maintenance Supplies	\$ 407.42
Pinkerton Oil	Vehicle Fuel	\$ 160.89
Reeder's Auto Service	Silverado Oil change	\$ 26.15
Riggs Mowers	Chipper Rental, replacement part	\$ 262.62
Tilden Enterprises, Inc.	Maintenance Supplies	\$ 75.99
Atty. Dan Whitten	Legal Services	\$ 5,694.00
Chuck Samila	Electric Inspection, Nau	\$ 65.00
Star Uniform	Badge, Brown	\$ 85.00
Indiana American Water	Clubhouse and Security	\$ 73.97
Menards - Valparaiso	Maintenance Supplies	\$ 69.98
Comcast	Clubhouse Phone and Internet	\$ 172.75
Bren-Mark	Clubhouse Window Wash	\$ 280.00
Town of Dune Acres	Occupancy Permit, Nau	\$ 100.00
Peter Nau	Construction Deposit Refund	\$ 7,400.00

TOTAL CLAIMS FOR MAY, 2016 \$45,987.41