

**TOWN OF DUNE ACRES  
COUNCIL MINUTES  
June 21, 2016**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, June 21, 2016 at the Town Hall. Council President Rich Hawksworth called the meeting to order at 7:00 p.m., with Council Member Alexander Stemer, Council Member Peter Bomberger, 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 May 17, 2016, Town Council Meeting be approved as presented. Motion passed unanimously.

**FINANCIAL REPORT :**

**BANK BALANCES 05/31/2016**

Porter State Bank	\$109,533.36
TrustIndiana	\$191,798.65
Adjustments	
Record Balance	\$301,332.01

\*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 May 31, 2016**

FUNDS	CASH BALANCE	APP BAL.	% Left
GENERAL	\$ 45,637.99	\$252,716.00	68
MOTOR VEHICLE HIGHWAY	\$ 23,877.81	\$ 60,000	100
LOCAL ROAD & STREET	\$ 4,542.69	\$ 1,673	29
PARK & RECREATION	\$ 2,365.85	\$ 7,866	98
DONATIONS *	\$ 25,573.00		
RAINY DAY FUND*	\$ 131,930.78		
CCI	\$ 1,198.99	\$ 379	37
CCD	\$ 24,902.51	\$ 15,717	71
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*	\$ 10,000.00		
SalesTaxClubHouseRental*	\$ 178.45		
ClubHouseRentalDeposit*	\$ 3,150.00		
LOIT	\$ 3,538.00		
TOTAL FUNDS	\$ 298,919.55		

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

Information regarding the June property tax distribution was provided. The town collected 55% of 2016 anticipated revenue.

**PAYMENT OF CLAIMS:**

It was moved and seconded that claims for the month of June 2016, #5359 - #5400, in the amount of \$50,246.54 be approved. Motion passed unanimously.

**CORRESPONDENCE RECEIVED:**

The Town Council recognized Mr. Charles Ray of the Duneland Engineering Group for donating professional services to the Dune Acres Civic Improvement Foundation.

**COMMISSIONERS REPORTS:**

**BEACH:** Beach Commissioner Rob Carstens reported on his continuing work on buoy installation. The vendor reported barge problems and poor weather as reasons for delay. Carstens anticipated installation this week.

All agreed that the sand grooming at East Beach and at the Ridge Beach access went well and thanked Carstens for overseeing that project.

Carstens reported on the June 9<sup>th</sup> town cleanup conducted by Maintenance Commissioner Dick Taylor, Maintenance Employee Mark Taylor, and himself. All debris around the clubhouse was discarded except for two boat trailers. The trailer owners have been identified and are working on removal. In addition, many items were removed from East Beach including accumulated logs, abandoned grills and chairs, and other miscellaneous articles.

Carsten is currently reviewing all watercraft on East beach, stating a number have been there several years and appear to be abandoned. He is working on locating the owners.

Carstens shared his concern about a report made to town security over the weekend that non-registered vehicles were parking at town beach lots. Security officers checked all vehicles and found all were registered. Carstens said the person who made the report should identify themselves so that the unnecessary measures taken by town officials and staff this weekend can be controlled going forward.

**BUILDING:** Building Commissioner Tom Roberts requested approval of Building Permit #2016-07, 64 East Road, exterior painting/staining project, \$13,600; Building Permit #2016-08, 60 East Road, major remodeling, \$259,076; Building Permit #2016-09, 76 East Road, landscaping, \$24,289; and Building Permit #2016-10, 24 Circle, porch extension and dormers, \$30,815. It was moved and seconded to approve the permits. Motion passed unanimously.

Roberts was given approval by the Town Council to work with Commissioner Bill Griffin on random checks of contractors and construction sites in town. Roberts hoped periodic monitoring would improve security for residents and ensure adherence to town building codes that are aimed at protecting property values.

**ENVIRONMENT:** Clerk-Treasurer Bapst presented a report detailing special contributions from residents designated for environmental protection.

**ENGINEERING:** Town Engineer Irv Call provided an update on the clubhouse wiring project, which includes upgrading service to 3-phase and burying wires. Discussion was held on purchasing an electrical cabinet from an individual in Iowa through ebay. Call was given authorization to pursue project supplies as needed. Councilmember Bomberger asked if outsourcing the project to a contractor had been considered.

**MAINTENANCE:** Maintenance Commissioner Dick Taylor provided more details on the June 9<sup>th</sup> town cleanup. He hoped another dumpster could be rented later in the summer to continue clearing the town of accumulated debris. Taylor also reported on plans to identify dead and nuisance trees around town, in order to establish a multi-year budget for ongoing maintenance.

**PARKS:** Parks Commissioner Kellie Klein reported the ADA swing had been installed. She thanked the Read family for funding the purchase. Klein then stated that she had discussed ice rink improvements with a local contractor, had received a quote for \$1900, and submitted a grant request to the Dune Acres Civic Improvement Foundation for funding. She hoped DACIF would support the ice rink enhancement project.

**ROADS:** As a follow-up to discussion at last month's Council meeting regarding waste service provider trucks damaging town roads, Bapst presented a report with information from Waste Management and Republic Services. Both companies are currently using the lightest trucks in their fleets. Both indicated they would instruct drivers to avoid fast stops and starts which put stress on pavement.

Bapst presented information on the state Community Crossings Matching Grant whereby \$150 million will be distributed to cities, towns and counties in Indiana for road improvement. It is a competitive grant, application due July 30, 2016. Approximately \$50,000 would be requested by the town, which essentially doubles the customary annual road improvement budget. It was moved and seconded to authorize the Clerk-Treasurer to apply for grant funds.

The Indiana Department of Transportation Annual Certification of Jurisdiction Miles report was presented. Bapst was authorized to certify as required.

SECURITY: Commissioner Bill Griffin provided an update on security technology upgrades completed to date. He said the new system greatly improves the effectiveness of the town surveillance program.

Griffin then presented information on the police report published in the Chesterton Tribune, stating he was working one-on-one with the Dune Acres resident who made the report.

The resignation of security employee Sean Grubbs, effective May 31, 2016, was announced. Mr. Grubbs has moved to a full time job with the Chesterton Police Department.

Commissioner Griffin was asked to submit an article for the Beachcomber advising residents about procedures to follow when faced with an emergency or potential crime situation.

OLD BUSINESS:

Discussion on Amendments to Chapters 18 & 42 of the Town Code. President Hawksworth thanked residents for their helpful and constructive input relative to proposed changes to town ordinances.

Attorney Whitten spoke on the issue of beach jurisdiction. He stated that last year, the circuit court, under Magistrate Judge Paul Cherry, ruled clearly and specifically that the federal government had jurisdiction on the beach, notwithstanding high water mark and riparian right designations. He said any challenge to this ruling would be lengthy and costly and recommended against it.

It was suggested by President Hawksworth that revised ordinances remain silent on regulating or registering any type of watercraft used during the summer months on town park beaches. It was further suggested that town residents wanting to store watercraft on town park beaches during the winter months obtain a permit to do so.

Extensive discussion was held regarding the proposal. Councilman Stemer said he was not in favor of any step that would create problems for residents or that would negatively affect their historic, normal use of town park beaches. Councilman Bomberger agreed with the goal of getting unwanted items off the beach, but cautioned against measures that might interfere with National Park Service jurisdiction. Whitten said towns have the authority to keep town park beaches clean and in an acceptable condition for residents – which would include either allowing the storage of boats on town property, or clearing boats from town park property during the off-season. No consensus was reached and the matter was tabled.

NEW BUSINESS:

Authorization Request, Dune Acres Civic Improvement Foundation. DACIF President Bobbi Taylor and Clubhouse Hill Master Plan Chair Jane Dickey presented the landscape plan completed by local landscape architect Stuart Franzen. Town Council approval was requested to complete two facets of the plan: 1) installation of block boulders along the north border of the existing parking lot, and 2) refresh the lot's current crushed limestone surface with Michigan glacial aggregate. They reported the aggregate would pack down sufficiently to accommodate wheel chairs. The DACIF Board had fully approved and appropriated project cost for these two facets. The Council agreed by consensus to authorize these improvements.

Resolution 2016-2; Rainy Day Fund Transfer. It was moved and seconded to approve Resolution 2016-2. Motion passed unanimously. The resolution authorizes the Clerk-Treasurer to make transfers necessary for the state Community Crossing Matching Fund Grant.

1<sup>st</sup> Reading, Ordinance Amendment; Chapter 2, Article IV, Division 1, Section 2-130, Rainy Day Fund. It was moved and seconded to approve the first reading of proposed ordinance amendment. Motion passed unanimously. The amendment is proposed to meet State Board of Accounts and Department of Local Government Finance regulations relative to the state Community Crossing Matching Fund Grant.

OTHER MATTERS:

A question from the floor regarding the Lake Michigan Coastal Program Grant was addressed.

The next meeting of the Town Council is July 19, 2016.

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

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RICH HAWKSWORTH, Town Council President

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PETER BOMBERGER, Town Council Member

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ALEXANDER STEMER, Town Council Member

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JEANNETTE E. BAPST, Clerk-Treasurer

CLAIMS FOR June, 2016

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
NIPSCO	Gas and Electric	\$ 14.02
Frontier	Security Phone and Internet	\$ 76.35
Payroll	June payroll, gross	\$12,946.74
Payroll, Net	June payroll, net	\$10,259.82
EFTPS	June payroll, fed w/h, fica/med	\$ 3,097.77
Indiana Dept of Revenue	June payroll, state w/h	\$ 579.58
Verizon	Security Mobile Phone	\$ 44.18
Republic	Waste Service	\$ 96.80
Frontier	Town Hall Phone and Internet	\$ 88.57
Indiana American Water	Water	\$ 24.56
NIPSCO	Gas and Electric	\$ 182.80
NIPSCO	Gas and Electric	\$ 201.69
AAA State of Play	Playground Swing	\$ 686.15
ABC Burglar Alarm	Town Hall Security	\$ 30.00
Applied Ecological Services	Clubhouse Dune Restoration	\$ 1,750.00
Capital One -VISA	Security and Vehicle Supplies	\$ 53.88
Bill Griffin	Security Supplies Reimbursement	\$ 33.99
Datagraphics	Office and Security Supplies	\$ 203.64
Down To Earth, Inc.	Sprinkler Maintenance	\$ 116.00
Ecorealm, LLC	Environmental Work	\$ 133.80
VOID		
Hopkins Ace Hardware	Maintenance Supplies	\$ 11.09
Interstate Rentals	Skid Steer Rental	\$ 485.00
Menards	Maintenance Supplies	\$ 224.26
VOID		
Pinkerton Oil	Vehicle Fuel	\$ 160.85
Porter Health	Drug Screen	\$ 35.00
Pride Portable Toilet	Beach	\$ 110.00
Quill Office Products	Security Supplies	\$ 179.16
Riggs Mower	Chipper Rental	\$ 195.00
Sinclair Recreation	Playground Slide Installation	\$ 1,500.00
Star Uniforms	Security Uniforms	\$ 560.68
Town of Dune Acres	Deposit	\$ 150.00
Sharon Tutlewski	Deposit Refund	\$ 500.00
Susan Kahler	Deposit Refund	\$ 500.00
Town of Porter	Fire Protection Contract	\$ 9,025.50
WA Recycling Services	Dumpsters, April and June	\$ 1,125.00
Comcast	Clubhouse Phone, Internet	\$ 172.75
Indiana American Water	Clubhouse Water	\$ 54.91
Pride Portable Toilet	Beach	\$ 110.00
Bedrock and Boulder	Beach Dozing	\$ 560.00
Martin Security	Security Upgrades	\$ 3,967.00
<b>TOTAL CLAIMS FOR</b>	<b>JUNE, 2016</b>	<b>\$50,246.54</b>