

**TOWN OF DUNE ACRES  
COUNCIL MINUTES  
October 18, 2016**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, October 18, 2016 at the Town Hall. Council President Rich Hawksworth called the meeting to order at 7:05 p.m., with Council Member Alexander Stemer, Council Member Peter Bomberger, Clerk-Treasurer Jeannette Bapst, and Attorney Adam Mindel representing Dan Whitten in attendance.

**APPROVAL OF MINUTES:**

It was moved and seconded that the minutes for the September 20, 2016 Town Council Meeting be approved as presented. Motion passed unanimously.

**FINANCIAL REPORT:**

**BANK BALANCES 09/30/2016**

Porter State Bank	\$189,623.96
TrustIndiana	\$192,105.01
Adjustments	
Record Balance	\$381,728.97

\*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 30, 2016**

FUNDS	CASH BALANCE	APP BAL.	% Left
GENERAL	\$ 105,905.95	\$146,042	39
MOTOR VEHICLE HIGHWAY	\$ 6,128.16	\$ 12,565	21
LOCAL ROAD & STREET	\$ 4,501.40		0
PARK & RECREATION	\$ -948.11	\$ 636	7
DONATIONS *	\$ 25,393.81		
RAINY DAY FUND*	\$ 131,930.78		
CCI	\$ 1,038.72		
CCD	\$ 22,352.22	\$ 7,292	33
CEDIT	\$ 23,543.53	\$ 11,780	54
RIVERBOAT REVENUE SHARING	\$ 2,595.41		0
CLUBHOUSE DUNE GRANT	\$ .00		
Construction Security Dep*	\$ 10,000.00		
SalesTaxClubHouseRental*	\$ 213.45		
ClubHouseRentalDeposit*	\$ 1,500.00		
LOIT	.00		
Local Road & Bridge Grant Fund	\$46,972.50		
TOTAL FUNDS	\$ 381,127.82		

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

Bapst then presented a report that detailed annual clubhouse expenses. Scheduled expenses such as utilities, fire protection, and insurance were \$9,300. Minor repairs completed year-to-date, including, but not limited to, chimney tuck-pointing, window replacement and septic pumping, totaled \$8,500. Additional repairs of \$10,000 were expected before December. Since most of these expenses are paid with tax revenue (gross 2016 clubhouse rental income \$2,500), all homeowners are regularly funding the building's operation. Clubhouse Coordinator Ivan Chermel is expected to present an alternate rental policy in the coming months that may better serve residents.

**PAYMENT OF CLAIMS:**

It was moved and seconded that claims for the month of October 2016, #5506 - #5536, in the amount of \$136,155.65 be approved. Motion passed unanimously.

#### CORRESPONDENCE RECEIVED:

Notification was received from the Indiana State Board of Accounts that the Town audit for calendar years 2012, 2013, 2014, and 2015 will start November 7, 2016.

Confirmation was received from the Porter County Voters Registration office that the Town Hall will serve as a polling site for the November 8, 2016 election, hours 6:00 AM to 6:00 PM.

An email from a resident who is concerned about the bill proposed by Congressman Visclosky that retitles the *Indiana Dunes National Lakeshore* to the *Indiana Dunes National Park* was shared and discussed. A copy of the proposed bill was reviewed. Attorney Mindel will review the language and report back to the Council if issues other than name change are addressed.

#### COMMISSIONERS REPORTS:

**BEACH:** Correspondence with Beach Commissioner Rob Carstens that addressed swim buoys was discussed. A number of buoys were lost this season. Estimated costs for replacement are significant. Carstens planned on reviewing town needs and working with residents on soliciting donations.

Carstens was also working on implementation of new Ordinances that address storing boats on Town Park beaches during the off season.

**BUILDING:** Clerk-Treasurer Bapst presented Building Permits for approval as recommended by Building Commissioner Tom Roberts: Permit #2016-13, 3 Beach Drive, \$13,279, roof replacement; Permit #2016-14, 76 East Road, \$33,468, roof replacement; and Permit #2016-15, 20 Ridge Drive, \$18,000, roof replacement. It was moved and seconded to approve the permits. Motion passed unanimously.

**ENVIRONMENTAL:** Environmental Commissioner Robin Tennant said several homeowners would be formally requesting Council review of current Ordinances that prohibit controlled burns on private property. She explained the environmental and cost benefits of controlled burns, and noted that many property owners are directly adjacent to areas that are regularly burned by the Town or National Lakeshore. It was noted the Indiana Department of Environmental Management (IDEM) regulates the permitting process. Any change to Town Ordinance that would allow burns on private property means homeowners would individually work through the IDEM application, approval, and public notification process.

Tennant is coordinating the November 5<sup>th</sup> Town Cleanup. Specific work details are being developed.

**PARKS:** It was noted the Dunes Acres Civic Improvement Foundation had declined Parks Commissioner Kellie Klein's ice rink improvement grant request at their October Board Meeting.

**ROADS:** President Hawksworth reported that paving on Mineral Springs Road and East Road was completed last month, along with patching and miscellaneous paving on auxiliary roads.

Council Member Bomberger asked that pedestrian safety be addressed. He said Indiana Code stipulates walkers should face traffic. In many instances, this is not happening, even where hills and curves are not a factor. An email reminding residents of safe walking protocol will be distributed.

#### OLD BUSINESS:

Second Reading and Adoption, Ordinance 2016-08, Amendment to Chapter 6, Article II. It was moved and seconded to approve second reading and adoption of Ordinance 2016-08.

Motion passed unanimously. The revised Ordinance changes Dog Licensing from a one-year license to a three-year license.

Emergency Access. Discussion about the East Road emergency gate was tabled until the land survey is completed.

NIPSCO Pipeline Project. Attorney Mindel reported on NIPSCO's request to install a new gas line under Mineral Springs Road, just north of the South Shore tracks. He said Mineral Springs Road would not be disturbed because boring will start a good distance from both the east and west side of the pavement. The line will be deep enough to eliminate the possibility of damage from minor ground disturbances. It was moved and seconded to authorize NIPSCO to install the gas line. Motion passed unanimously. Mindel will advise NIPSCO accordingly, along with providing information on the Town contractor registration process.

NEW BUSINESS:

Resolution 2016-05, Holiday Pay. It was moved and seconded to approve Resolution 2016-05, Holiday Pay Motion passed unanimously. The Resolution provides customary holiday pay to security and maintenance employees.

Deer Cull. It was moved and seconded to approve a Town Deer Cull in 2017. Motion passed unanimously. Coordinator John Sullivan will be directed to proceed with the Department of Natural Resources application process.

Clubhouse Rental. It was moved and seconded to approve a clubhouse rental scheduled for October 22, 2016. Motion passed unanimously.

OTHER MATTERS:

With no other matters duly brought before the Town Council, the meeting was adjourned at 7:50 p.m.

The next meeting of the Town Council is November 15, 2016.

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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 October, 2016

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Payroll, Gross	Oct. payroll, gross	\$ 12,361.88
Payroll, Net	Oct. payroll, net	\$ 9,894.41
NIPSCO	Gas and Electric	\$ 14.36
EFTPS	Oct. payroll, fed w/h, fica/medicare	\$ 2,866.25
Indiana Dept of Revenue	Oct. payroll, state w/h	\$ 546.91
Verizon Wireless	Security Mobile Phone	\$ 44.41
Frontier	Phone and Internet, TH, Gatehouse	\$ 154.22
NIPSCO	Gas and Electric	\$ 467.43
Action Fire Equipment	Equipment Service	\$ 132.00
Capital One VISA	Car Wash	\$ 4.00
Dean's Tire Pro	Security Vehicle Repairs	\$ 1,473.87
Doler Services	Clubhouse Furnace Repair	\$ 117.50
Hopkins Ace Hardware	Maintenance Supplies	\$ 51.97
Irv Call	Clubhouse Wiring Project	\$ 103.24
Menards, Portage	Maintenance Supplies	\$ 139.31
Pinkerton Oil	Vehicle Fuel	\$ 170.81
Postmaster	Stamps	\$ 94.00
Pride Toilet	Beach Toilet	\$ 110.00
Republic Services	Waste Services	\$ 96.80
Quill	Office Supplies	\$ 71.99
Richard Taylor	Clubhouse Deposit Refund	\$ 500.00
Tilden Enterprises	Maintenance Supplies	\$ 103.82
Walsh & Kelly	Paving	\$ 99,755.00
South Shore Marine	Buoy Removal	\$ 1,795.00
Wever's Tree Service	Tree Removal, Ridge Beach	\$ 1,000.00
Menards, Valparaiso	Maintenance Supplies	\$ 72.74
Comcast	Phone and Internet	\$ 323.33
Indiana American Water	Water, Clubhouse and Gatehouse	\$ 79.47
Professional Pest Mgmt	Pest Services	\$ 50.00
Whitten & Whitten	Legal Services	\$ 2,750.00
Cardno, Inc.	Clubhouse Dune Restoration, Seed	\$ 810.93
<b>TOTAL CLAIMS FOR</b>	<b>OCTOBER, 2016</b>	<b>\$136,155.65</b>