

**TOWN OF DUNE ACRES  
COUNCIL MINUTES  
February 21, 2017**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, February 21, 2017, at the Town Hall. Council President Rich Hawksworth called the meeting to order at 7:10 p.m., with Council Members Alexander Stemer, 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 January 17, 2017 Town Council Meeting be approved as presented. Motion passed unanimously.

**FINANCIAL REPORT:**

**BANK BALANCES 01/31/2017**

Porter State Bank	\$171,291.86
TrustIndiana	\$212,458.28
Adjustments	
Record Balance	\$383,750.14

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

**BREAK DOWN OF FINANCES AMONG FUNDS**

**As of January 31, 2017**

FUNDS	CASH BALANCE 01-31-17	APP BAL.	% Left
GENERAL	\$132,140.43	\$340,977	94
MOTOR VEHICLE HIGHWAY	\$ 22,985.11	\$60,000	100
LOCAL ROAD & STREET	\$6,463.38	\$5,000	100
PARK & RECREATION	\$ 2,000.94	\$8,000	100
Donations *	\$ 26,053.81		
RAINY DAY FUND	\$ 131,930.78	\$50,000	100
CCI	\$ 1,283.92	\$1,000	100
CCD	\$ 26,837.56	\$20,000	100
LIT	\$ 22,351.30	\$20,000	100
RIVERBOAT REVENUE SHARING	\$ 2,597.84	\$3,000	100
Clubhouse Dune Grant*	\$ -3,946.12		
Construction Security Dep*	\$ 10,000.00		
SalesTaxClubHouseRental*	\$ 148.59		
ClubHouseRentalDeposit*	\$ 2,500.00		
Levy Excess Fund*	.00		
Local Road & Bridge Grant Fund*	.00		
<b>TOTAL FUNDS</b>	<b>\$ 383,347.54</b>		

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

**PAYMENT OF CLAIMS:**

It was moved and seconded that claims for the month of February 2017, #5628 - #5653, in the amount of \$46,183.00 be approved. Motion passed unanimously.

**CORRESPONDENCE RECEIVED:**

Insurance Renewal: James Anton of Anton Insurance made a presentation regarding the insurance renewal as provided to Council Members earlier in the month. Anton had sought quotes from multiple providers. It was moved and seconded to accept the proposal from HCC Public Risk for liability, property, inland marine, and auto coverage, along with the proposal from the Indiana Public Employee Plan (IPEP) for workers compensation, with a total coverage cost of \$14,158. Motion passed unanimously.

Dune Acres Civic Improvement Foundation (DACIF). DACIF President Bobbi Taylor presented the organization's annual report, noting that report details will be printed in the March Beachcomber. Taylor said DACIF had another successful annual appeal, with 59 residents contributing a total of \$13,775. DACIF is continuing their focus on the Clubhouse Master Plan. Developing a rooftop deck on the town's maintenance building will be pursued with the Plan Commission in March, with a projected completion date of July 4<sup>th</sup>.

#### COMMISSIONERS REPORTS:

**BEACH:** Beach Commissioner Rob Carstens had submitted a proposal from South Shore Marina, Inc. for 2017 buoy installation and removal, and for replacing all equipment needed to maintain the overall buoy count of 15. The \$10,438 proposal was approved, to be paid through a combination of town funds and a \$5,000 donation from resident John Gates.

**BUILDING:** Building Commissioner Tom Roberts updated the Council on construction projects underway throughout town, including work at 60 East Road, 15 Oak Drive, 2 Willow Lane, 38 East Road, and 31 Crest Drive.

He noted that the Plan Commission had approved a new home at 6 Redwood, along with demolition and replacement home at 21 Crest Drive. The Town Council will consider building permits for these two sites following receipt of applications and fees.

The Council announced that Plan Commission action was underway to address an unapproved structure at 54 Circle Drive.

**ENVIRONMENT:** Environmental Commissioner Robin Tennant received Council approval for scheduling the Spring Town Cleanup on "Earth Day," Saturday, April 22, 2017. Discussion was held about specially promoting the cleanup to celebrate general community environmental appreciation.

**MAINTENANCE:** Maintenance Commissioner Dick Taylor said the uncommonly warm February weather has allowed for Spring clean-up activities to take place, including brush cutting on Mineral Springs Road. A \$1200 quote for removing the old pump house behind the Town Hall was secured, with work planned for April. Taylor recommended prompt action on burying the existing wires from the caisson to the maintenance building. He is working on securing specifications and quotes for the project to determine the most cost-effective method.

The Council directed Clerk-Treasurer Bapst to schedule a work session to review needed projects throughout town. The Council will discuss priority measures and fund allocation.

**PARKS:** Quotes were presented for repairs to the two north tennis courts as follows: Perm-A-Seal: #1 patching and surface: \$9,951, #2 asphalt and surface: \$26,238; Leslie Coatings: asphalt and surface: \$44,880. This and other projects will be considered at a separate town work session.

**ROADS:** Council President Hawksworth said Road Commissioner John Sullivan had discussed Mineral Springs Road high water concerns with the National Park Service. Sullivan was also consulting with paving contractor Walsh & Kelly regarding options to ensure Town ingress and egress on Mineral Springs Road is not compromised.

Town Maintenance person Mark Taylor is working on miscellaneous road patching.

**SECURITY:** Commissioner Bill Griffin reported the town-wide email advising residents of protocol for accessing Naloxone had been issued. He said the 8-hour-per week patrol added last year continues to be effective in identifying and addressing issues that occur at various times and locations throughout town.

OLD BUSINESS:

Cumulative Capital Development (CCD) Fund Rate Adjustment: Extensive discussion was held regarding the proposal to adjust the Town's CCD rate. A Public Hearing will be held on March 21, 2017, to receive additional input on the proposed rate of .0275 per \$100 assessed valuation.

NEW BUSINESS:

Mineral Springs Road. President Hawksworth continued the discussion of high water concerns on Mineral Springs Road. He asked attorney Mindel to review Town Ordinances that address animal control, and provide amendment recommendations so that action to address the beaver population would be permissible.

OTHER MATTERS:

Annual Easter Egg Hunt. Resident Sara Masloroff is organizing an Easter Egg Hunt to be held at the Town Park on Saturday, April 22<sup>nd</sup>.

Community Leaf Pick. A town-sponsored leaf pick up was requested. Dick Taylor will investigate options and report back to the Council.

Private Property Controlled Burns. Revising Town Ordinances to allow environmental controlled burns on private property was requested.

With no other matters duly brought before the Town Council, the meeting was adjourned at 8:30 p.m.

The next meeting of the Town Council is March 21, 2017.

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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 February , 2017

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Payroll, Gross	Feb. payroll, gross	\$ 13,229.80
Payroll, Net	Feb. payroll, net	\$ 10,570.71
Indiana Dept of Revenue	Feb. payroll, state w/h	\$ 581.45
EFTPS	Feb. payroll, fed w/h, fica/medi	\$ 3,089.75
Frontier	Phone and Internet, Security	\$ 81.98
Verizon	Security Mobile Phone	\$ 44.08
NIPSCO	Electric	\$ 16.30
Frontier	Phone and Internet, Town Hall	\$ 89.09
NIPSCO	Gas and Electric	\$ 1,023.80
Anton Insurance	Annual renewal	\$ 14,158.00
ABC Alarm	Town Hall Security	\$ 30.00
Datagraphics	Sign Laminate	\$ 6.20
David's Lawn Care	Salt Application	\$ 1,369.50
Capital One VISA	Rink signs/aid,return,domain,settlt	\$ 708.77
Indiana American Water	Water, Security, Clubhouse	\$ 106.43
Menards, Portage	Maintenance Supplies	\$ 163.04
Pinkerton Oil	Vehicle Fuel	\$ 124.58
Reeders Auto Service	Silverado repairs	\$ 255.08
Republic Services	Waste Service	\$ 96.80
Sleepy Hollow Lock & Key	Key Service	\$ 60.00
Tilden Enterprises	Maintenance Supplies	\$ 17.90
US Postmaster	Stamps, office	\$ 98.00
Hopkins Ace Hardware	Maintenance Supplies	\$ 47.97
Quill	Office Supplies	\$ 207.18
Jeannette Bapst	Postage reimbursement	\$ 6.59
<b>CLAIMS FOR FEB, 2017</b>		<b>\$46,183.00</b>