

**TOWN OF DUNE ACRES  
COUNCIL MINUTES  
April 18, 2017**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, April 18, 2017, at the Town Hall. Council President Rich Hawksworth called the meeting to order at 7:10 p.m., with Council Members Alexander Stemer, and 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 March 21, 2017 Town Council Meeting and March 21, 2017 Public Hearing be approved as presented. Motion passed unanimously.

**FINANCIAL REPORT:**

**BANK BALANCES 03/31/2017**

Porter State Bank	\$162,235.92
TrustIndiana	\$212,690.71
Adjustments	
Record Balance	\$374,926.63

\*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 March 31, 2017**

FUNDS	CASH BALANCE 03-31-17	APP BAL.	% Left
GENERAL	\$ 94,992.03	\$308,170	88
MOTOR VEHICLE HIGHWAY	\$ 23,939.60	\$60,000	100
LOCAL ROAD & STREET	\$ 7,424.16	\$5,000	100
PARK & RECREATION	\$ 1,855.16	\$7,854	98
Donations *	\$ 31,053.81		
RAINY DAY FUND	\$ 131,930.78	\$50,000	100
CCI	\$ 1,283.92	\$1,000	100
CCD	\$ 26,837.56	\$20,000	100
LIT	\$ 24,637.14	\$20,000	100
RIVERBOAT REVENUE SHARING	\$ 2,597.84	\$3,000	100
Clubhouse Dune Grant*	\$ -696.12		
Construction Security Dep*	\$ 25,000.00		
SalesTaxClubHouseRental*	\$ 169.59		
ClubHouseRentalDeposit*	\$ 2,800.00		
Local Road & Bridge Grant Fund*	.00		
TOTAL FUNDS	\$ 373,825.47		

Clerk-Treasurer Bapst presented the March 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 April 2017, #5684 - #5710, in the amount of \$40,536.28 be approved. Motion passed unanimously.

**CORRESPONDENCE RECEIVED:**

Prescribed Burns. A letter was received from a resident requesting additional burns be conducted on parkland to promote preservation of native plants and to reduce risk of wildfires. The resident also requested a change to Town Ordinance so that prescribed burns would be permitted on private property.

## COMMISSIONERS REPORTS:

**BEACH:** Beach Commissioner Rob Carstens confirmed progress on swim buoy installation and on the July 1, 2017 fireworks contract with Melrose Pyrotechnics.

Discussion was then held on beach grooming. In March, the council approved limited beach grooming that would remove ‘cliffs’ formed over the winter and provide safe beach access for residents. Limited grooming had been approved for East Beach and Ridge Beach; to be coordinated with Roads Commissioner John Sullivan and the annual parking lot sand clearing work. Carstens was now requesting expansion of the work onto private property in exchange for resident donations that would offset town costs. Attorney Mindel was asked to review the proposal. Carstens was told he would receive a response from the Council before the anticipated end-of-April work start date. It was noted that any grooming work conducted on beaches should not disturb Marram grass.

**BUILDING:** Building Commissioner Tom Roberts provided updates on the 11 active construction projects in town.

Roberts reported meeting with the contractors for 31 Crest Drive. The home remains incomplete after five years of construction. He said the April 4, 2017 letter from the town to the owners advising of permit extension fees due had been helpful in getting a meeting scheduled. Roberts recommended the collection of \$2670.50 in permit extension fees and setting a May 31<sup>st</sup> deadline for completion. Interior electrical finishing and exterior siding, drainage, and landscaping are among items identified for immediate attention.

Roberts said excavation work at 6 Shore Drive was moving quickly. Finding a location in town for the large amount of sand that was removed from the site proved challenging. However, Roberts stressed the importance of keeping sand removed from construction sites within the town and thought beach nourishment should be considered.

It was moved and seconded to approve Building Permit #2017-03, 6 Redwood, new home construction, and Building Permit #2017-04, 21 Crest Drive, replacement home and beach shed construction. Motion passed unanimously.

**ENVIRONMENT:** Environmental Commissioner Robin Tennant discussed plans for the April 22, 2017 “Earth Day” Town Cleanup. She said fewer resident volunteers are physically able to participate in the sometimes demanding environment work and suggested the cleanup be promoted to students looking for public service opportunities.

**MAINTENANCE:** Maintenance Commissioner Dick Taylor reported that the electrical wire running from the water pump caisson to the maintenance building had been buried. Mark Taylor had completed various interior painting projects at the clubhouse. Plans were in place for painting playground equipment, painting fire hydrants, and for many other summer maintenance activities.

The organic waste dumpster for the April 22<sup>nd</sup> Town Cleanup was on site. Commissioner Taylor said a chipper was rented for both Friday and Saturday that will allow volunteers to work on the many piles of branches and brush throughout town located on private and town property. He said the maintenance trailer had been modified to collect wood chips so they can be relocated and used as needed, or disposed of in the dumpster.

**PARKS:** Parks Commissioner Kellie Klein said the ice rink would be closed for the season by a group of volunteers at the Earth Day Town Cleanup. She said construction of the ice rink deck had been scheduled with the contractor and should be completed within the next couple weeks.

**ROADS:** Council President Hawksworth said Road Commissioner John Sullivan was preparing road project options for the Community Crossings Grant. Information on this year’s competitive grant application process is expected by early May. If 50% matching grant funds are received, the town could allocate up to \$100,000 for road improvements.

It was noted that Sullivan utilizes the *Pavement Surface Evaluation and Rating (PASER)* standardized system for designating the condition of roadways on the Town's state inventory database. Many roads, including portions of Summit Drive, are rated 3 or lower, with 10 being excellent condition. When decisions are made to resurface roads, the town evaluates both road condition (rating) and traffic rate to determine the best allocation of resources.

#### OLD BUSINESS:

Ordinance 2017-01; Cumulative Capital Development (CCD) Fund Rate Adjustment: It was moved and seconded to approve the second reading and adoption of Ordinance 2017-01. Motion passed unanimously. The ordinance increases the CCD tax rate from .0105 per \$100 assessed valuation to .0275 per \$100 assessed valuation.

Ordinance 2017-02; Rainy Day Fund Transfer. It was moved and seconded to approve second reading and adoption of Ordinance 2017-02, Rainy Day Fund Transfer. Motion passed unanimously. The ordinance addresses State administration requirements for the upcoming Community Crossings Road Grant.

Emergency Access Road. It was noted that John Hannon of Great Lakes Engineering had been contracted to work with Town officials on East Road Emergency Access improvements.

#### NEW BUSINESS:

Mineral Springs Road Meeting with Indiana Dunes National Lakeshore (IDNL) Superintendent. Council Member Stemer reported on a meeting he had with IDNL Superintendent Paul Labovitz to discuss concerns about Mineral Springs Road and to ascertain what collaborative efforts might be undertaken to ensure its ongoing viability as the sole ingress/egress for Dune Acres and as trailhead parking access for the IDNL.

Stemer said the park service believes there are serious issues with three area roads that lead north from U.S. Route 12: Central Avenue in Beverly Shores, Waverly Road in Porter, and Mineral Springs Road in Dune Acres. Labovitz said high water levels caused by heavy rain, along with increased beaver population are contributing factors to road instability. In addition, the IDNL reports that the peat bog layer underlying much of the area has 'broken free' and is shifting. It is unknown how the shifting bog layer will affect infrastructure.

Mineral Springs Road improvement options include either constructing a bridge or significantly raising the road level. Labovitz said the extensive culvert system installed at Kemil Road in Beverly Shores several years ago has had limited success because the intended west to east water current is now blocked by accumulated organic material that has raised the surface at each culvert.

It was noted that any road modification solution that will deliver long-term success will be expensive and take time to plan and fund. Dune Acres town officials are proceeding by securing road core samples, obtaining data on water and road levels, working to enhance the East Road emergency access to provide secondary ingress/egress, and by continuing to pursue funding partnerships.

#### OTHER MATTERS:

Chemical Spill and Beach Closures. Discussion was held regarding beach closings and other environmental issues that followed the U.S. Steel leak of hexavalent chromium into Burns Ditch last week.

Fallen Tree Hazards. A resident expressed concern about trees falling from the IDNL prairie located near the South Shore Tracks, on the west side of the Mineral Springs Road.

With no other matters duly brought before the Town Council, the meeting was adjourned at 8:55 p.m.

The next meeting of the Town Council is May 16, 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 April, 2017

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Payroll, Gross	April payroll, gross	\$ 13,142.80
Payroll, Net	April payroll, net	\$ 10,539.39
EFTPS	April payroll, federal w/h, fica/medicare	\$ 3,034.56
Indiana Dept of Revenue	April payroll, state w/h	\$ 574.29
NIPSCO	Electric, Mineral Springs & 12	\$ 15.93
Verizon	Security Mobile	\$ 44.10
Frontier	Security Phone	\$ 80.67
NIPSCO	Gas and Electric	\$ 735.81
Frontier	Town Hall Phone and Internet	\$ 89.09
ABC Alarm	Town Hall Security	\$ 30.00
Action Fire Equipment	Clubhouse Range Hood Inspection	\$ 115.00
Anton Insurance	Additional Coverage	\$ 82.00
Burke's Lawn Care	Caisson Wire Bury	\$ 3,500.00
David's Lawn Care	March Plowing and Salt	\$ 2,148.75
Lighthouse Printing	Beachcomber, April	\$ 170.00
Menards	Maintenance Supplies	\$ 129.35
Pinkerton Oil	Vehicle Fuel	\$ 145.61
Professional Pest Mgmt	Pest Services	\$ 50.00
Republic Services	Waste Services	\$ 96.80
Richard's Remodeling	Clubhouse Patio Door Repair	\$ 250.00
Capital One VISA	Stone	\$ 29.00
Mark Taylor	LED Light, Security	\$ 78.06
Whitten & Whitten	First Quarter 2017, retainer + hourly	\$ 3,257.50
Haynes Excavating	Pump House Demo	\$ 1,200.00
Datagraphics	Vehicle Stickers, 2017-2021	\$ 736.63
Indiana American Water	Security and Clubhouse	\$ 99.33
Comcast	Clubhouse Internet and Phone	\$ 161.61
		\$ 1,198.64
<b>TOTAL, APRIL 2017</b>		<b>\$40,536.28</b>