

**TOWN OF DUNE ACRES  
Draft COUNCIL MINUTES  
July 18, 2018**

The Town of Dune Acres Town Council met for its regular monthly meeting on Wednesday, July 18, 2018, at the Town Hall. Council President Rich Hawksworth called the meeting to order at 7:00 p.m., with Council Members 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 June 19, 2018, Town Council Meeting be approved as presented. Motion passed unanimously.

**FINANCIAL REPORT:**

**BANK BALANCES 06/30/2018**

Porter State Bank	\$ 449,001.54
TrustIndiana	\$ 291,627.91
Adjustments	
Record Balance	\$740,629.45

\*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 June 30, 2018**

FUNDS	CASH BALANCE 06-30-18	APP BAL.	% Left
GENERAL	225,942.19	\$205,713	54
MOTOR VEHICLE HIGHWAY	59,532.08	\$60,000	100
LOCAL ROAD & STREET	13,188.55	6,000	100
PARK & RECREATION	51,127.29	\$1,189	14
RAINY DAY FUND	131,930.78	\$50,000	100
CCI	-72.20	0	0
CCD	14,557.45	\$8,118	27
LIT	24,437.97	\$20,000	100
RIVERBOAT REVENUE SHARING	1,175.99	\$2,000	100
Donations*	33,548.44		
Clubhouse Dune Grant*	00		
Construction Security Dep*	25,000.00		
SalesTaxClubHouseRental*	203.29		
ClubHouseRentalDeposit*	1,900.00		
Local Road & Bridge Grant Fund*	114,514.75		
Levy Excess Fund*	21,913.81		
<b>TOTAL FUNDS</b>	<b>\$ 718,900.39</b>		

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

**PAYMENT OF CLAIMS:**

It was moved and seconded that claims for the month of July 2018, #6141 - #6171, in the amount of \$46,463.69 be approved. Motion passed unanimously.

**CORRESPONDENCE RECEIVED:**

none

**COMMISSIONERS REPORTS:**

**BEACH:** Beach Commissioner Rob Carstens reported on a successful July 7<sup>th</sup> fireworks display, stating the East Beach staging location was preferred by the Fire Department and

Melrose Pyrotechnics compared to the Clubhouse beach used in past years. He noted donations that fund the display were short of goal this year, so next year's display contract may need to be reduced.

Carstens had examined the East Beach viewing deck, identifying numerous rotting boards which require immediate repair. Quotes are being secured.

In response to Park Commissioner Kellie Klein's recommendation, Carstens was working with a local vendor on repairing a cracked playground slide.

Extensive discussion was held regarding town procedures for obtaining guest beach parking passes. The requirement to provide visitor name, along with vehicle make and model was in question. The Council stated review of the procedure would take place.

**BUILDING:** Building Commissioner Tom Roberts provided an update on the three new homes under construction. He then requested approval of Building Permit #2018-09, 18 Crest Drive, \$66,774 interior repairs, and Permit # 2018-10, 8 Linden Lane, \$10,800 door replacement. It was moved and seconded to approve the permits. Motion passed unanimously.

**ENVIRONMENT:** Environmental Commissioner Robin Tennant spoke about her opposition of the town's 2018 Ecological Cost Share Grant program whereby \$5,000 of the year's environmental budget was set aside for matching grants to residents who are paying contractors to remove invasive species on their property. Tennant said her many hours of volunteer time and her personal monetary donations that have supported environmental initiatives were being undermined by grant recipients who have the financial means to personally maintain their lots. President Hawksworth said the program was intended to enhance town resources since un-maintained private property was the source of many invasive plants. Program renewal for 2019 will be determined following analysis of this year's first-time offering.

Tennant then shared her concern about a town personnel matter.

**ROADS:** Road Commissioner John Sullivan had submitted a report to the Council on upcoming Mineral Springs Road paving and culvert work, and on scheduled road crack sealing.

It was noted the emergency access road improvements were substantially complete. Plantings will be done in October. Town officials had met with a gate contractor, with initial drawings expected within the week. Questions were raised regarding a pedestrian crossing at the site; it was noted gate plans had not yet been finalized. Easement property owner Dona Quinn said she was not opposed to the gate being used as it had in the past.

Clerk-Treasurer Bapst planned to attend the Community Crossings Grant information program at the LaPorte District INDOT office on July 25<sup>th</sup>.

**MAINTENANCE:** Clubhouse roof repairs, clubhouse fascia repairs, town sign re-hab, and security office siding repairs were among the current maintenance projects noted.

**OLD BUSINESS:**

Pollution Committee Report: Pollution Committee Chair Michael Treister had submitted a report to the Council about his group's progress in addressing noise, air and water pollution issues. The committee was commended for their ongoing commitment.

Sale of Parkland: Bapst reported completion of the sale of parkland to the Swygert family. As required by statute, sale proceeds totaling \$51,000 were deposited into the Parks Fund and will be appropriated as part of the 2019 budget process.

Slack.com Media Site: As a follow-up to discussion at the June meeting, the Council encouraged resident Sara Masloroff to proceed with a *Slack.com* initiative. The site would

not be officially sanctioned by the Town and would not be considered official town correspondence.

NEW BUSINESS:

Resolution 2018-02, Vacation Pay. It was moved and seconded to approve Resolution 2018-02, Vacation Pay. Motion passed unanimously. The resolution provides a vacation pay stipend, in accordance with Town ordinance, for security and maintenance personnel.

2019 Budget Workshop. Clerk-Treasurer Bapst presented the draft 2019 Budget to the Council, requesting their input prior to the August 21<sup>st</sup> Public Hearing. The proposed budget will be posted on Indiana's *Gateway* site following review by the Department of Local Government Finance. The link to *Gateway* is on the town's homepage.

Vaccine Clinic, September 2018. Resident Sharon Tutlewski requested authorization to conduct a vaccine clinic in the Town Hall again this year. She said approximately 15 residents participated in last year's event. The Council agreed by consensus to authorize the clinic, date to be determined.

Clubhouse Rental 8-7-18: It was moved and seconded to approve an August 7, 2018 clubhouse rental. The event was scheduled to begin at 5:30 PM, following an earlier rental the same day. Motion passed unanimously.

OTHER MATTERS:

Social Committee Chair: Long-time Town Social Event Chair Carolyn Mellen announced her resignation from the position effective the end of 2018. Mellen received an enthusiastic commendation for her service from the Council and from residents attending the meeting. Mellen said she would work with the next Chair to review schedules and responsibilities.

With no other matters duly brought before the Town Council, the meeting was adjourned at 8:05 PM.

The next regular meeting of the Town Council is August 21, 2018.

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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 July, 2018

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Comcast	Phone and Internet	\$ 145.90
NIPSCO	Mineral Springs Road	\$ 14.85
Sprint	Security Mobile	\$ 88.53
Payroll, Gross	July payroll, gross	\$ 14,040.46
Payroll, Net	July payroll, net	\$ 11,217.57
Indiana Dept of Revenue	July payroll, state w/h	\$ 653.61
EFTPS	July payroll, federal w/h, fica/med	\$ 3,243.40
Frontier	Phone and Internet	\$ 184.96
NIPSCO	Gas and Electric	\$ 386.43
ABC Alarm	Town Hall Monitor	\$ 120.00
AMA Design and Print	Directories	\$ 1,310.00
Capital One VISA	Clbhs Window Hdwe, Bckgrnd Chks	\$ 706.82
Custom Cleaning	Town Hall Carpet Clean	\$ 175.00
Datagraphics	Security Form	\$ 12.00
David's Lawncare	Clubhouse Gardens, Salt app March	\$ 1,817.25
Martin Security	Camera Reset	\$ 130.00
Menards, Portage	Maintenance Supplies	\$ 461.49
Pinkerton Oil	Vehicle Fuel	\$ 330.21
Professional Pest Mgmt	Town Hall Service	\$ 50.00
Quill Office Products	Office Supplies	\$ 47.48
Republic Services	Waste Service	\$ 236.80
Star Uniforms	Security Uniforms	\$ 233.80
Tilden Enterprises	Security Supplies	\$ 122.70
Dan Whitten	Legal, hourly fees	\$ 2,537.50
Irv Call	Reimbursement	\$ 40.37
Bill Griffin	Reimbursement	\$ 43.15
Indiana American Water	Clubhouse and Gatehouse	\$ 149.62
Laura Truax	Clubhouse Deposit Refund	\$ 600.00
Melrose Pyrotechnics	Fireworks	\$ 7,000.00
U.S. Postal Service	Postage, Directories	\$ 188.60
Comcast	Telephone and Internet	\$ 175.19
<b>TOTAL, JULY 2018</b>		<b>\$ 46,463.69</b>