

**TOWN OF DUNE ACRES
COUNCIL MINUTES
February 19, 2019**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, February 19, 2019, at the Town Hall. Council President Richard Hawksworth called the meeting to order at 7:00 p.m., with Council Member Alexander Stemer, Clerk-Treasurer Jeannette Bapst, and Attorney Adam Mindel representing Dan Whitten in attendance.

A moment of silence was observed in remembrance of Environmental Commissioner Robin Tennant's son.

The Council acknowledged that on February 15, 2019 legislation was enacted that changed the Indiana Dunes National Lakeshore to the Indiana Dunes National Park. The site is now America's 61st national park and the first ever in the state of Indiana. Senator Paul Douglas (1892-1976) of Illinois was recognized, a former Dune Acres resident who was instrumental in the creation of the Indiana Dunes National Lakeshore. Congressman Peter Visclosky was also commended for his tireless efforts on behalf of the Indiana Dunes.

APPROVAL OF MINUTES:

It was moved and seconded that the minutes for the January 15, 2019, Town Council Meeting be approved as presented. Motion passed unanimously.

FINANCIAL REPORT:

BANK BALANCES 01/31/2019

Porter State Bank	\$ 184,710.32
Trust Indiana	\$ 396,557.58
Record Balance	\$ 581,267.90

**BREAK DOWN OF FINANCES AMONG FUNDS
As of January 31, 2019**

FUNDS	CASH BALANCE 01-31-19
GENERAL	166,974.91
MOTOR VEHICLE HIGHWAY	28,421.43
LOCAL ROAD & STREET	12,765.33
MOTOR VEHICLE HWY RESTRICT	326.47
PARK & RECREATION	53,887.87
RAINY DAY FUND	110,000.00
CCI	152.18
CCD	20,880.31
CEDIT	11,930.00
RIVERBOAT REVENUE SHARING	254.14
Donations*	27,016.40
Clubhouse Dune Grant*	4,087.50
Construction Security Dep*	32,500.00
SalesTaxClubHouseRental*	113.42
ClubHouseRentalDeposit*	1,600.00
Local Road & Bridge Grant*	108,514.30
TOTAL FUNDS	\$ 579,424.26

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

APP BAL.	% Left
\$363,478	92
\$60,000	100
\$6,000	100
\$58,000	100
\$50,000	100
\$1,000	100
\$29,100	100
\$20,000	100
2,500	100

Clerk-Treasurer Bapst presented the January month-end financial report. She noted the Department of Local Government Finance mandated a new fund starting in 2019 – Motor Vehicle Highway Fund *Restricted*. Going forward, Motor Vehicle Highway receipts are to be split between unrestricted and restricted, and the town must document all expenditures out of the restricted fund are in accordance with state guidelines.

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 February 2019, #6363 - #6388, in the amount of \$70,995.55 be approved. Motion passed unanimously.

CORRESPONDENCE RECEIVED:

none

COMMISSIONERS REPORTS:

BEACH: Beach Commissioner Rob Carstens had secured the proposed July 6, 2019 fireworks display contract with Melrose Pyrotechnics in the amount of \$6,000. Discussion was held regarding possible staging location restrictions due to beach erosion. The Council was committed to conducting the display if at all possible in order to maintain this long-standing town tradition. It was moved and seconded to approve the contract, with Carstens negotiating a cancellation clause should a staging location be unavailable. Motion passed unanimously.

BUILDING: As had been recommended by Building Commissioner Tom Roberts, it was moved and seconded to approve Occupancy Permit #2019-02, 14 Oak Drive, with the construction deposit to be released following substantial completion of landscaping. Motion passed unanimously.

It was then moved and seconded to approve Building Permit #2019-03, 3 Summit, \$229,670 interior remodel. Motion passed unanimously.

ROADS: The Bid Opening Report for “East Side” and “West Side” paving projects, along with the Quote Report for cracksealing work was presented. Award recommendations were as follows:

	<u>TOWN</u>	<u>GRANT</u>	<u>CONTRACT</u>
Crack Seal, <u>SITE SERVICES</u>	\$ 2,457	\$ 7,369	\$ 9,826
<u>East Side, TOWN & COUNTRY</u>	\$ 48,341	\$145,024	\$193,365
<u>West Side, TOWN & COUNTRY</u>	<u>\$ 29,739</u>	<u>\$ 89,217</u>	<u>\$118,956</u>
TOTAL	\$ 80,534	\$241,610	\$322,147

It was moved and seconded to approve the bid award recommendations. Motion passed unanimously. It was then moved and seconded to approve the quote recommendation. Motion passed unanimously.

The Council then considered proposed changes to the town’s Indiana Department of Transportation Jurisdictional Miles Inventory. It was moved and seconded to add the Ridge Drive “spur” that leads to 17 Ridge, 21 Ridge and 23 Ridge, and to add the Crest Drive ‘spur’ that runs to 21 Crest and 23 Crest. Motion passed unanimously. Bapst will file necessary forms with the state.

Road Commissioner Bruce Riffle had requested authorization to utilize Abonmarche Consultants for engineering work on the next round of road improvements. He had specifically cited Ridge Drive from the Fern Drive intersection toward Ridge Beach as needing professional drainage and elevation review. After discussion, it was moved and seconded to authorize engineering consultation as proposed. Motion passed unanimously.

SECURITY: Commissioner Bill Griffin reported additional traffic at the gatehouse with visitors looking for the National Park. Griffin hoped to collaborate with NPS Superintendent Paul Labovitz on signage improvements.

Griffin said as part of the town’s participation in the Northwestern Indiana Regional Planning Commission’s Railroad Taskforce, he had security staff scheduled to monitor the Mineral Springs Road crossing for 4 days, 24-7.

OLD BUSINESS:

Insurance Renewal: As a follow-up to January's annual insurance renewal review, the Council considered alternate deductible levels and resulting premium adjustments. It was agreed by consensus to maintain deductibles at current levels.

NEW BUSINESS:

Re-establishment of the 2020 Cumulative Capital Development Fund: It was moved and seconded to conduct a Public Hearing on March 19, 2019 to consider re-establishing the town's Cumulative Capital Development tax rate and to authorize publication of the Notice to Taxpayers. Motion passed unanimously. Clerk-Treasurer Bapst will prepare financial review materials to be posted on the town's website prior to the hearing.

National Park Service (NPS) Agreement Renewal: It was moved and seconded to approve renewal of the *General Agreement between the National Park Service and the Town of Dune Acres* for fuels management, for the period January 2019 to December 2023. Motion passed unanimously.

As an initial project under the agreement, the NPS has a prescribed burn scheduled this spring in the Howes Prairie area, pending favorable weather conditions. The Council recognized the benefit of NPS prescribed burns in terms of environmental stewardship and wildfire prevention.

Clubhouse Rentals: It was moved and seconded to approve clubhouse rentals for April 14, 2019 and June 15, 2019. Motion passed unanimously.

Beach Erosion: Council Members Hawksworth and Stemer opened discussion on beach erosion. Erosion destroyed the East Beach viewing deck last month and the sand cliff is currently within 20 feet of Beach Drive. Town officials are focused on protecting Beach Drive and fulfilling the responsibility of maintaining ingress/egress for all homeowners. Surveys from the 1980's confirmed no retaining walls or riprap are present on this section of beachfront (roughly, east of the metal stairs to the home at 75 East Road.) Lake levels are projected to rise further in 2019.

Great Lakes Engineering has been retained by the town. They recently completed field work, surveying the area along Beach Drive and East Beach. Town officials expect an engineering report in the next week, then estimates on installing steel retaining walls (recommended), riprap, or a combination of both will be solicited. Cost estimates for 'emergency protection,' and 'long term protection' would be requested.

President Hawksworth had distributed an email from the town to the Dune Acres Civic Improvement Foundation (DACIF) asking Board members to table their rooftop deck project until the Town can further assess the financial ramifications of the shoreline situation. He cited DACIF's original formation was in response to similar erosion conditions and the need for major infrastructure expenditures. The email also referenced the destruction of the East Beach viewing deck and the opportunity for DACIF to help fund its replacement.

Discussion included questions about Army Corps of Engineers and National Park Service involvement/collaboration. Hawksworth stated a call-back from the Army Corps was expected, but in the 1980's it was determined the short span of Beach Drive being compromised was not of "significant public interest" for federal funding. NPS involvement was not being considered. Moving Beach Drive to the south onto town parkland was discussed. DACIF creating a new fund for beach erosion and soliciting donations for such was discussed. It was stated DACIF's next meeting was March 16th, at which time a determination would be made on the foundation's intent to collaborate.

OTHER MATTERS:

With no other matters brought before the Council, the meeting was adjourned at 8:15 PM.

The next regular meeting of the Town Council is March 19, 2019.

RICH HAWKSWORTH, Town Council President

PETER BOMBERGER, Town Council Member

ALEXANDER STEMER, Town Council Member

JEANNETTE E. BAPST, Clerk-Treasurer

CLAIMS FOR February, 2019

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Sprint	Security Mobile	\$ 91.53
Comcast	Phone and Internet	\$ 335.54
Indiana American Water	Water	\$ 105.09
NIPSCO	Rt 12 and Mineral Springs	\$ 15.83
Frontier	Security	\$ 62.46
Payroll, Gross	February payroll, gross	\$ 13,728.06
Payroll, Net	February payroll, net	\$ 11,211.35
Indiana Dept of Revenue	February payroll, state w/h	\$ 633.77
EFTPS	February payroll, federal w/h, fica/medicare	\$ 2,933.14
Frontier	Phone and Internet	\$ 96.69
NIPSCO	Gas and Electric	\$ 1,097.40
Capital One VISA	Battery, Jump Start, Metal Det, Signs	\$ 640.81
Applied Ecological Services	Clubhouse Dune Restoration	\$ 16,555.00
Chesterton Tribune	Notice to Bidders, Annual Report	\$ 93.85
Davids Lawncare	Snow Plow and Salt	\$ 15,068.75
Hopkins Ace Hardware	Supplies	\$ 9.99
Ecorealm	Environmental, Town Wide	\$ 1,251.20
JD Services	Town Hall Furnace and A/C	\$ 5,900.00
Menards, Portage	Supplies	\$ 31.93
Pinkerton Oil	Vehicle Fuel	\$ 166.33
Pro Pump	Clubhouse Fire System	\$ 525.00
Reeders Auto Service	Oil Change	\$ 32.95
Republic Services	Waste Service	\$ 96.80
The Times Media	Notice to Bidders	\$ 23.67
Comcast	Phone and Internet	\$ 187.50
Indiana American Water	Clubhouse and Gatehouse	\$ 100.91
<hr/> TOTAL FEBRUARY 2019		\$ 70,995.55