

**TOWN OF DUNE ACRES  
COUNCIL MINUTES  
April 9, 2019**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, April 9, 2019, at the Town Hall. Council President Richard Hawksworth called the meeting to order at 7:05 p.m., with Council Members Alexander Stemer, 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 19, 2019, Town Council Meeting be approved as presented. Motion passed unanimously. It was then moved and seconded that the minutes for the March 19, 2019, Public Hearing be approved as presented. Motion passed unanimously.

**FINANCIAL REPORT:**

**BANK BALANCES 03/31/2019**

Porter State Bank	\$ 136,277.05
Trust Indiana	\$ 598,160.52
Record Balance	\$ 734,437.57

\*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, 2019**

FUNDS	CASH BALANCE 03-31-19	APP BAL.	% Left
GENERAL	92,890.86	\$280,907	71
MOTOR VEHICLE HIGHWAY	29,087.38	\$60,000	100
LOCAL ROAD & STREET	11,394.37	\$6,000	100
MOTOR VEHICLE HWY RESTRICT	992.41		
PARK & RECREATION	51,912.09	\$56,024	96
RAINY DAY FUND	110,000.00	\$50,000	100
CCI	152.18	\$1,000	100
CCD	14,980.31	\$29,100	83
CEDIT	14,357.50	\$20,000	100
RIVERBOAT REVENUE SHARING	254.14	\$2,500	100
Donations*	27,016.40		
Clubhouse Dune Grant*	-6,233.75		
Construction Security Dep*	32,500.00		
SalesTaxClubHouseRental*	176.42		
ClubHouseRentalDeposit*	2,500.00		
Local Road & Bridge Grant*	350,124.80		
<b>TOTAL FUNDS</b>	<b>\$ 732,105.11</b>		

Clerk-Treasurer Bapst presented the March month-end financial report. She noted Community Crossings grant funds had been received in the amount of \$241,610.50. Funds were temporarily transferred to the town's Trust Indiana municipal investment account, to be accessed later when paving is completed in May and when vendor payments are due. 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 April 2019, #6418 - #6442, in the amount of \$35,103.25 be approved. Motion passed unanimously.

**CORRESPONDENCE RECEIVED:**

Size of Dune Acres Town Council: Resident Howard Silverman had submitted a letter requesting Town Council membership be increased from three (3) members to five (5)

members and suggested the Town Council take the appropriate action under I.C. 36-5-2-4.2 to enable a vote on changing the number. Several residents present said a change was not needed, with one resident proposing a town-wide survey on the issue. The Council directed Attorney Mindel to conduct research for additional discussion at the May 21<sup>st</sup> regular meeting.

Town Email Notifications: Resident Howard Silverman had submitted an email requesting the Town Council distribute legal notices to residents via the town email notification system in addition to statutory posting and publication of such notices. Discussion was held regarding statutory notifications versus other available methods of communication, including but not limited to, email, phone calls, slack.com., the town message board, etc. Video taping and/or live streaming of council meetings was also discussed. Pros and cons of alternate communication methods were noted by residents. The Council will re-visit notification options at the May 21<sup>st</sup> regular meeting.

#### COMMISSIONERS REPORTS:

**BEACH:** Council action on the 2019 safety buoy replacement order was tabled until quotes are received.

Discussion was held regarding seasonal beach grooming. President Hawksworth said any proposed beach grooming requests should be carefully reviewed in relation to shoreline erosion and the impact grooming may have on foredune degradation.

A port-a-potty at Ridge Beach was suggested. The Council will request Beach Commissioner Carstens review Ridge Beach use and provide a recommendation.

**BUILDING:** Building Commissioner Tom Roberts gave a detailed projects report.

19 Hill Drive has completed the structure installation for replacement windows. The lower windows are in place, with delays experienced on the upper windows.

Footers for new home construction at 4 Redwood Drive have been poured.

New home construction at 54 West Road continues. It is currently enclosed and drywall has been stocked. The septic system was approved by the county, but not yet installed.

New deck plans for 1 Summit Road are still under review.

The driveway and road repairs at 21 Crest Drive have been approved by the Plan Commission and will include improvements to the existing catch basin. Roberts confirmed that homeowner-funded road repairs will run up to the intersection.

Plans for the 30 Crest Drive driveway have been approved by the Plan Commission. A Building Permit application is expected at a later date.

**ENVIRONMENT:** Environmental Commissioner Robin Tennant reported on plans for the May 11<sup>th</sup> Town Cleanup, stating a botanist had been retained to oversee native plantings in the soccer field prairie area. Tennant has involved resident Barbara Plampin in the planting project. A special youth 'entomologist' program will also be offered that day.

Tennant then proposed conducting a town-wide native plant inventory aimed at documenting and promoting the town's significant ecological assets. She said grants would be explored to fund the project. Tennant felt the inventory, in combination with the surrounding National Park designation, would distinguish Dune Acres from other lakefront communities, and in return, increase property values.

**MAINTENANCE:** Maintenance Commissioner Dick Taylor reviewed proposals for tennis court and basketball court repairs. It was moved and seconded to approve patching and resurface quotes totaling \$4690 for the two north tennis courts and the basketball court. Motion passed unanimously.

Taylor then outlined other planned repairs including painting the basketball hoop structures and picnic tables. His recommendation to remove the structurally-compromised concrete block wall on the basketball court was accepted by the Council. Contractors and pricing will be solicited for wall removal.

**SECURITY:** Commissioner Bill Griffin referenced his previous Northwestern Indiana Regional Planning Commission Railroad Crossing taskforce report, clarifying that the U.S. House of Representatives bill that would limit railroad crossing down times was in committee, and not ready for vote.

Griffin reported on his discussions with National Park Service officials regarding signage concerns and on how to best direct the increasing number of visitors to public-accessible areas. NPS officials Rich Eisenhower and Paul Labovitz understood the need for improvements, were working throughout the Indiana Dunes National Park system on signage, and indicated a commitment to specifically review Mineral Springs Road and the Route 12 turn-off areas.

Discussion was then held on the “Dune Acres” turn-off arrow sign on Route 12. Griffin said many tourists interpret the verbiage as ‘dune access’ and follow the turn off, proceeding on to the town’s security office. After discussion, Bapst was instructed to request the Indiana Department of Transportation change the sign to read “Town of Dune Acres.”

#### **OLD BUSINESS:**

Ordinance 2019-01, CCD Rate, 2<sup>nd</sup> Reading and Adoption: President Hawksworth read proposed Ordinance 2019-01. It was moved and seconded to approve the ordinance. Motion passed unanimously. The ordinance increases the CCD tax rate from .0258 per \$100 assessed valuation to .0350 per \$100 assessed valuation. Department of Local Government Finance approval is required.

Shoreline Erosion: President Hawksworth gave an update on beach erosion control measures being conducted by the town aimed at preserving the integrity of Beach Drive. Hawksworth had made contact with the Army Corps of Engineers and the National Park Service (NPS) on permitting requirements. The NPS needed additional time to review and will report back. John Hannon of Great Lakes Engineering had prepared preliminary project drawings, with approximately 120 feet to be targeted at this time.

A timeline and projected budget were then reviewed by the Council. It was moved and seconded to proceed with specification development, soil testing, and permit applications. Discussion included steel piling depths and steel grades to be specified, with all options to be explored and discussed with the engineer. Motion passed unanimously. The Council will request a \$30,000 grant from the Dune Acres Civic Improvement Foundation to support the estimated \$138,000 project.

Clubhouse Dance Lessons (report): A total of 24 people were participating the dance class activity being held at the clubhouse over the next six weeks. Resident Jenny Carey was recognized for her efforts in organizing the lessons.

#### **NEW BUSINESS**

None

#### **OTHER MATTERS:**

Clubhouse Fire Suppression: Bill Griffin shared his opinions about the clubhouse fire suppression system. He asked that outside contractors be consulted about alternatives, feeling the town has spent too much money on maintaining a system that should be abandoned. Clerk-Treasurer Bapst was asked to prepare a maintenance cost report.

Ray Tittle: The death of former long-time Dune Acres resident Ray Tittle was recognized, with those present noting his many contributions to the town.

With no other matters brought before the Council, the meeting was adjourned at 8:25 PM.

The next regular meeting of the Town Council is May 21, 2019.

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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, 2019

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Payroll, Gross	April payroll, gross	\$ 13,320.96
Payroll, Net	April payroll, net	\$ 10,798.22
Indiana Dept of Revenue	April payroll, state w/h	\$ 636.00
EFTPS	April payroll, federal w/h, fica/medicare	\$ 2,905.79
to void April closeout		\$ 63.64
NIPSCO	Mineral Springs and Rt 12	\$ 15.58
Sprint	Security Mobile	\$ 88.92
Comcast	Security	\$ 306.08
Frontier	Security	\$ 63.64
Payroll special, Gross	April payroll, gross	\$ 95.76
Payroll special, Net	April payroll, net	\$ 84.86
Capital One VISA	Supplies	\$ 19.95
Frontier	Town Hall Phone and Internet	\$ 98.68
Hamilton Canvas	Awning Canvas	\$ 1,126.00
Master Fire Extinguisher	Annual Extinguisher Inspections	\$ 113.00
Menards, Portage	Supplies	\$ 263.23
NIPSCO	Gas and Electric	\$ 827.54
Professional Pest Mgmt.	Pest Control	\$ 50.00
Riggs Outdoor Mower	Mower Maintenance	\$ 570.56
Tilden Enterprises, Inc.	Supplies	\$ 157.65
David's Lawncare	March salt application	\$ 425.00
Jeaneen Dougherty	Car Wash reimbursement	\$ 10.00
Pinkerton Oil	Vehicle Fuel	\$ 177.19
Action Fire	Service	\$ 135.00
Atty Dan Whitten	Quarterly Retainer	\$ 2,750.00
<hr/> <b>TOTAL April 2019</b>		<b>\$ 35,103.25</b>