

**TOWN OF DUNE ACRES
Draft COUNCIL MINUTES
May 23, 2019**

The Town of Dune Acres Town Council met for its regular monthly meeting on Thursday, May 23, 2019, at the Town Hall. Council President Richard Hawksworth called the meeting to order at 7:00 p.m., with Council Member 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 April 9, 2019, Town Council Meeting be approved as presented. Motion passed unanimously.

FINANCIAL REPORT:

BANK BALANCES 04/30/2019

Porter State Bank	\$ 116,894.32
Trust Indiana	\$ 599,343.92
Record Balance	\$ 716,238.24

*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 April 30, 2019**

FUNDS	CASH BALANCE 04-30-19	APP BAL.	% Left
GENERAL	73,858.20	\$260,335	66
MOTOR VEHICLE HIGHWAY	29,454.30	\$60,000	100
LOCAL ROAD & STREET	12,185.51	\$3,000	50
MOTOR VEHICLE HWY RESTRICT	1,359.34		
PARK & RECREATION	51,912.09	\$56,024	96
RAINY DAY FUND	110,000.00	\$50,000	100
CCI	152.18	\$1,000	100
CCD	13,854.31	\$27,974	79
CEDIT	15,571.25	\$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		
Payroll Clearing	10.90		
TOTAL FUNDS	\$ 714,696.09		

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

Bapst then presented the Porter County Circuit Breaker Report that estimated this year's property tax cap shortfall at \$3,729, noting the amount is less than 1% of the town's 2019 levy. Bapst also advised the Council that financial software and the office computer would need updating in 2020, so this expense would be included in the 2020 Budget.

PAYMENT OF CLAIMS:

It was moved and seconded that claims for the month of May 2019, #6443 - #6482, in the amount of \$44,671.58 be approved. Motion passed unanimously.

CORRESPONDENCE RECEIVED:

Porter Fire Department – Porter Fire Chief Jay Craig was present. He said the long-standing service relationship between his department and the Town of Dune Acres was continuing in a positive manner. President Hawksworth then read statistics from the 2018 Annual Fire

Report noting 19 total service calls with an average response time of 11.04 minutes. Hawksworth thanked Chief Craig for attending the meeting.

COMMISSIONERS REPORTS:

BEACH: Beach Commissioner Rob Carstens reported that the Porter Fire Department had verified clearance measurements at East Beach and approved the location for staging July 6th fireworks. The Council confirmed that Carstens should proceed with the Melrose Pyrotechnics fireworks contract and obtaining required permits.

Carstens then confirmed the beach safety buoy order had been placed. Costs for buoy installation and replacement equipment will be similar to previous years - approximately \$7,000. South Shore Marina will install buoys as soon as weather permits.

ENVIRONMENT: President Hawksworth recognized Environmental Commissioner Robin Tennant for conducting another successful Town Cleanup on May 11th.

BUILDING PERMIT: As had been recommended by Building Commissioner Tom Roberts, it was moved and seconded to approve Building Permit #2019-12 contingent on receipt of the Improvement Location Permit from the Plan Commission, 33 Crest Drive, \$77,684 deck installation. Motion passed unanimously.

ROADS: Roads Commissioner Bruce Riffle had submitted a report covering a number of ongoing projects and issues throughout town. The major road paving currently underway was expected to end the first part of June, weather pending. Riffle will be completing Pavement Assessment Surface Evaluation Ratings (PASER) on all town roads next month. Washout conditions on Willow Lane were repaired in-house. Excess removal of vegetation near the roadside by a resident on Summit was being monitored for erosion. Engineering is underway for next year's Ridge Drive improvements aimed at eliminating roadside washouts and improving the catch basin at Ridge Beach. And finally, a quote from Town & Country had been secured for re-surfacing the Crest Drive spur to 21 Crest, 23 Crest and 19 Crest.

OLD BUSINESS:

Size of Town Council and Email Notifications: The Council re-visited two issues presented by a resident last month: increasing Town Council membership and distributing legal notices via non-official town email. After discussion and after receiving counsel's recommendation, both issues were dismissed without action.

Crest Drive Construction Repairs: President Hawksworth recognized the owners of 21 Crest and 23 Crest who were present at the meeting. Hawksworth then outlined the road repair issue under consideration by the Council. The Council and Roads Commissioner Riffle had been working with the two residents to facilitate re-paving the approximate 105 feet of town roadway impacted by construction of the 21 Crest Drive new home, while providing a mechanism for the homeowners to make their additional engineer-designed and Plan Commission approved improvements which were over and above basic paving. After discussion, it was moved and seconded the town would pay \$4,000 in total for repairs to the town road (basic paving cost as provided by contractor Town & Country). Motion passed unanimously. The homeowners were authorized to complete additional upgrades at their own expense.

Shoreline Protection Project Specifications: John Hannon of Great Lakes Engineering had submitted proposed specifications for the Beach Drive seawall project. It was moved and seconded to accept the specifications and to authorize bidding. Motion passed unanimously. Legal notices will be published, bids will be opened on June 12th, an award will be made at the June 18th Town Council meeting, and construction scheduled for after Labor Day.

NEW BUSINESS

2020 Budget Calendar: The 2020 Budget Calendar was accepted by consensus. The Public Hearing will be held August 20th, adoption September 17th.

Clubhouse Rentals: It was moved and seconded to approve clubhouse rentals for June 27, 2019 and April 17, 2020. Motion passed unanimously.

OTHER MATTERS:

Clean Water Ambassador: President Hawksworth announced that Paul Woidke had accepted the position of Dune Acres Clean Water Ambassador. Under the new Indiana Department of National Resources Clean Water Program, Woidke will participate in State training and will lead an education initiative for homeowners about septic system maintenance and septic impact on our water resources.

Clubhouse Concerns: A resident who recently hosted a party at the clubhouse shared her concerns about clubhouse maintenance issues including but not limited to, water leaks in the logs, second-floor west alcove instability, and foundation cracks. Hawksworth acknowledged there is a long maintenance backlog on the clubhouse due to lack of funds. He will schedule a meeting with resident Dave Rearick to review foundation conditions.

Stop Sign at Cowles Bog Parking Lot Drive: It was suggested the town install a stop sign for west-bound cars leaving the Cowles Bog parking lot located behind the Security Office. The Council agreed by the consensus to install a sign.

Unstable Rocks at Beach: A resident shared his concerns about the large, unstable rocks along the beachfront that have been exposed by recent erosion. He felt safety measures taken by the town to date, including emails to residents and signage, were insufficient. President Hawksworth said Beach Commissioner Carstens will be asked to review the area again.

With no other matters brought before the Council, the meeting was adjourned at 7:55 PM.

The next regular meeting of the Town Council is June 18, 2019.

RICH HAWKSWORTH, Town Council President

PETER BOMBERGER, Town Council Member

ALEXANDER STEMER, Town Council Member

JEANNETTE E. BAPST, Clerk-Treasurer

CLAIMS FOR MAY, 2019

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Payroll, Gross	May payroll, gross	\$ 13,315.22
Payroll, Net	May payroll, net	\$ 10,829.06
Indiana Dept of Revenue	May payroll, state w/h	\$ 626.30
EFTPS	May payroll, federal w/h, fica/medicare	\$ 2,896.70
Comcast	Phone and Internet	\$ 651.55
NIPSCO	Rt 12 and Mineral Springs	\$ 15.22
Sprint	Security Mobile	\$ 88.86
Indiana American Water	Water	\$ 80.00
Frontier	Phone and Internet	\$ 63.64
Republic Services	Waste Service	\$ 96.80
Porter County Treasurer	Lesch Land Tax, 2018 pay 2019	\$ 1,822.79
Frontier	Phone and Internet	\$ 98.47
NIPSCO	Gas and Electric	\$ 523.91
Capital One VISA	Road Repair Stone	\$ 395.00
Republic Services	Waste Service	\$ 228.60
Cheryl Evans	Clubhouse Deposit Refund	\$ 300.00
Chesterton Tribune	Notice to Taxpayers	\$ 19.27
Down to Earth	Clubhouse Sprinkler System	\$ 100.00
Hopkins Ace Hardware	Supplies	\$ 237.78
Indiana American Water	Water	\$ 106.42
Menards, Portage	Supplies	\$ 650.02
Menards, Valparaiso	Supplies	\$ 14.00
Menards, Michigan City	Supplies	\$ 27.99
Orbis Environmental	Town Cleanup Plants	\$ 1,050.00
Perm-A-Seal	Tennis and Basketball Courts	\$ 4,690.00
Pinkerton Oil	Vehicle Fuel	\$ 279.11
ProPump	Clubhouse Fire System	\$ 808.54
Quill Office Products	Toner	\$ 155.99
Reeders Auto Service	Jeep	\$ 32.95
Riggs Outdoor	Chainsaw Maintenance	\$ 144.94
T & M Tire	Jeep	\$ 25.00
The Times	Notice to Taxpayers	\$ 18.54
WA Recycling	Dumpster	\$ 375.00
Justins Tree Service	Chipping, town-wide, tree removal	\$ 3,000.00
Sara Masloroff	Clubhouse Deposit Refund	\$ 600.00
Comcast	Clubhouse	\$ 197.43
Sprint	Security Mobile	\$ 91.48
NIPSCO	Rt 12 and Mineral Springs	\$ 15.00
TOTAL May 2019		\$ 44,671.58