

**TOWN OF DUNE ACRES  
COUNCIL MINUTES  
June 18, 2019**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, June 18, 2019, at the Town Hall. Council President Richard Hawksworth called the meeting to order at 7:00 p.m., with Council Members Peter Bomberger and Alexander Stemer, 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 May 23, 2019, Town Council Meeting be approved as presented. Motion passed unanimously.

**FINANCIAL REPORT:**

**BANK BALANCES 05/31/2019**

Porter State Bank	\$ 104,608.20
Trust Indiana	\$ 600,562.51
Record Balance	\$ 705,170.71

\*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 May 31 2019**

FUNDS	CASH BALANCE 05-31-19	APP BAL.	% Left
GENERAL	58,378.47	\$239,467	61
MOTOR VEHICLE HIGHWAY	29,821.05	\$60,000	100
LOCAL ROAD & STREET	13,060.23	\$3,000	50
MOTOR VEHICLE HWY RESTRICT	1,726.09		
PARK & RECREATION	45,399.30	\$49,511	85
RAINY DAY FUND	110,000.00	\$50,000	100
CCI	152.18	\$1,000	100
CCD	13,854.31	\$27,974	79
CEDIT	14,645.00	\$17,000	85
RIVERBOAT REVENUE SHARING	254.14	\$2,500	100
Donations*	27,491.40		
Clubhouse Dune Grant*	-6,233.75		
Construction Security Dep*	32,500.00		
SalesTaxClubHouseRental*	267.42		
ClubHouseRentalDeposit*	2,900.00		
Local Road & Bridge Grant*	350,124.80		
<b>TOTAL FUNDS</b>	<b>\$ 694,340.64</b>		

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

Bapst then reported June's property tax settlement had been received from the County Auditor, with 52 percent collections to date. She advised the Council the town's 2020 CCD rate re-establishment was not approved by the Department of Local Government Finance due to an irregularity in the Notice of Adoption. Bapst also reported upcoming changes in the State's Gateway Annual Report requirements that take effect with the 2019 fiscal year.

**PAYMENT OF CLAIMS:**

It was moved and seconded that claims for the month of June 2019, #6483 - #6515, in the amount of \$62,022.90 be approved. Motion passed unanimously.

CORRESPONDENCE RECEIVED:

FEMA, Department of Homeland Security Floodplain Management Training – The Council was advised of National Flood Insurance Program training to be held July 16, 2019. Clerk-Treasurer Bapst will attend as the town's Floodplain Program Administrator.

DACIF Funding Commitment, Seawall Project – The Dune Acres Civic Improvement Foundation (DACIF) committed support in the amount of \$30,000 for the Shoreline Protection Project/Beach Drive Seawall. Approximately \$15,000 in designated donations was raised, with the foundation board appropriating the balance from general contributions. The Council extended its appreciation to the entire DACIF Board for their work on behalf town residents.

Town Planters – Volunteers Bobbi Taylor and Jane Dickey were given approval to proceed with flower plantings at the town entrance – a town beautification effort funded by DACIF.

Commercial Photo Shoot Request – The town had been contacted by a Chicago company interested in a still-photography project along the beachfront that would involve taking pictures on public streets and at certain residences. Following discussion, the Council agreed by consensus to pursue an agreement pending a determination on the customary permit fee, and pending contract review by the town's counsel. Involved homeowners would review/authorize independently.

COMMISSIONERS REPORTS:

ENVIRONMENT: President Hawksworth reported Environmental Commissioner Robin Tennant has tentatively set October 19, 2019 as the Fall Town Cleanup date.

BUILDING PERMIT: As had been recommended by Building Commissioner Tom Roberts, it was moved and seconded to approve Building Permit #2019-14, 4 Shore Drive, \$41,310 log refurbish. Motion passed unanimously.

ROADS: Roads Commissioner Bruce Riffle had submitted a report covering ongoing projects. The major road paving project is substantially complete, with Town & Country scheduled to address outstanding drainage issues on Circle Drive and to repair a section on Mineral Springs Road damaged by an asphalt truck. In-house road shoulder work was continuing in several areas.

The Council commended Commissioner Riffle for his time and efforts in overseeing the current road project.

Regarding the upcoming Community Crossings Grant application period opening July 1<sup>st</sup>, it was moved and seconded to approve the preparation and submission of applications, listed in priority order, for 1.) EAST SIDE: Ridge Drive, including catch basin improvement, Fern Drive, Pine Lane 2.) WEST SIDE: Hill Drive, Linden Lane 3.) Mineral Springs Road (south section), and to commit up to \$50,000 in matching funds from budget year 2020 Motor Vehicle Highway and Local Road and Street Fund appropriations. Motion passed unanimously. A grant information meeting will be held at the Indiana Department of Transportation district office in LaPorte on June 26<sup>th</sup>. Bapst and Riffle are scheduled to attend.

The Council accepted by consensus the 2018 Annual Certification of Jurisdiction Miles, noting an addition of .055 miles compared to 2017.

SECURITY: As a follow-up to discussion at previous meetings, Security Commissioner Bill Griffin provided details about increased traffic at the town entrance tied to the recent national park designation. He estimated 100 cars per weekend day and 40 cars per week day approach the security office looking for beach parking. It was moved and seconded to designate Griffin as town liaison with the National Park Service to collaborate on signage aimed at correcting directional information deficiencies.

OLD BUSINESS:

Shoreline Protection Project: Bids were received for the Seawall Project (136 feet) as follows: Gariup Construction \$237,500; JCI Bridge \$188,670. After discussion, the Council agreed by consensus to delay a contract award until the July meeting, to work with JCI Bridge engineers and Great Lake Engineering on value-engineering options, and to allocate up \$30,000 in Rainy Day Funds for construction in order to complete the required linear footage of wall needed to protect Beach Drive.

NEW BUSINESS

Skidsteer Lease Renewal: It was moved and seconded to renew the one-year skidsteer lease between the town and resident Aaron Powers for \$1.00. Motion passed unanimously. The Council extended its appreciation to the Powers family.

Clubhouse Rental: It was moved and seconded to approve a clubhouse rental for August 24, 2019. Motion passed with President Hawksworth abstaining.

Building Permit Status, 6 Circle Drive: Discussion was held regarding significant interior improvements which may have been completed at 6 Circle Drive for which no building permits were issued. Attorney Mindel will research mechanisms relative to ordinance enforcement.

OTHER MATTERS:

Clean Water Ambassador: Dune Acres Clean Water Ambassador Paul Woidke reported on efforts completed to date on educating residents about the importance of septic system maintenance for water conservation. Of the over one thousand septic systems within the Lake Michigan watershed, those located in beach communities like Dune Acres have the greatest impact on lake water quality. He suggested organizing a town program in September whereby residents may benefit from group rates on septic system pumping and/or inspections.

Town Directories: Resident Lou Roberts was recognized for her extensive work on the Town Directories which were distributed to every resident this week. She noted DACIF had supported the project by paying postage.

Mosquito Control: Discussion was held regarding mosquito control measures being considered by the town. Council Member Stemer said the mosquito-transmitted West Nile Virus had recently been reported in a west Chicago suburb. The Council asked Bapst to distribute an informational email to residents about mosquito control and to facilitate possible standing-water treatment around the playground area.

With no other matters brought before the Council, the meeting was adjourned at 8:00 PM.

The next regular meeting of the Town Council is at 7:00 PM, July 16, 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 JUNE, 2019

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Payroll, Gross	June payroll, gross	\$ 14,023.94
Payroll, Net	June payroll, net	\$ 11,403.51
Indiana Dept of Revenue	June payroll, state w/h	\$ 662.76
EFTPS	June payroll, federal w/h, fica/medicare	\$ 3,030.51
Frontier	Phone and Internet	\$ 161.79
NIPSCO	Gas and Electric	\$ 511.44
Abonmarche	Road Engineering, Ridge Drive	\$ 1,836.00
Advanced Engineering	Seawall Geotech Testing	\$ 3,950.00
Jessical Campbell	Clubhouse Deposit Refund	\$ 1,000.00
Bren-Mark Window Cleaning	Clubhouse Windows	\$ 516.00
Capital One VISA	Gravel, Signs, Locks/Keys, Clbhouse Parts	\$ 879.20
Custom Cleaning	Town Hall Carpet Clean	\$ 175.00
Great Lakes Engineering	Seawall Engineering	\$ 5,331.25
Jeaneen Dougherty	Car Wash Reimburesment	\$ 7.00
Kittredge and Zehner	Quarterly Bank Audit	\$ 150.00
Menards, Portage	Supplies	\$ 511.82
Quill	Window Envelopes	\$ 145.99
Pinkerton Oil	Vehicle Fuel	\$ 296.24
Star Uniform	Security Uniform	\$ 89.95
The Times	Notice to Bidders	\$ 58.16
T & M Tire	Tire Repair	\$ 50.00
Tilden Enterprises	Supplies	\$ 237.37
Town of Porter	Fire Services	\$ 9,862.00
WA Recycling	Dumpster	\$ 395.00
AMA Design & Print	Town Directories	\$ 1,327.50
Ecorealm LLC	Environmental town-wide	\$ 3,214.00
Professional Pest Mgmt	Clubhouse Pest Control	\$ 50.00
Kathleen Miller	Clubhouse Deposit Refund	\$ 600.00
Chesterton Tribune	Notice to Bidders	\$ 58.51
Justins Tree Service	Remove Fallen Trees	\$ 1,150.00
Indiana American Water	Clubhouse and Gatehouse	\$ 112.96
Martin Security	Clubhouse and Town Hall Monitoring	\$ 225.00
<b>TOTAL June 2019</b>		<b>\$ 62,022.90</b>