

**TOWN OF DUNE ACRES**  
**Draft COUNCIL MINUTES**  
**September 17, 2019**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, September 17, 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 August 20, 2019, Town Council Meeting and August 20, 2019 Budget Hearing be approved as presented. Motion passed unanimously.

**FINANCIAL REPORT:**

**BANK BALANCES 08/31/2019**

Porter State Bank	\$ 162,184.15
Trust Indiana	\$ 353,847.82
Record Balance	\$ 516,031.97

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

FUNDS	CASH BALANCE 08-31-19
GENERAL	154,709.12
MOTOR VEHICLE HIGHWAY	40,205.82
LOCAL ROAD & STREET	13,946.50
MOTOR VEHICLE HWY RESTRICT	2,548.60
PARK & RECREATION	48,860.40
RAINY DAY FUND	110,000.00
CCI	353.07
CCD	28,008.63
CEDIT	18,286.25
RIVERBOAT REVENUE SHARING	1,332.29
Donations*	33,285.00
Clubhouse Dune Grant*	-4,404.00
Construction Security Dep*	25,000.00
SalesTaxClubHouseRental*	428.42
ClubHouseRentalDeposit*	2,900.00
Local Road & Bridge Grant*	30,272.26
TOTAL FUNDS	\$ 505,732.36

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

APP BAL.	% Left
\$147,555	37
\$43,174	71
\$1,702	28
\$49,022	84
\$50,000	100
\$1,000	100
\$27,974	79
\$17,000	85
\$2,500	100

Clerk-Treasurer Bapst presented the August 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 September 2019, #6586 - #6606, in the amount of \$42,974.77 be approved. Motion passed unanimously.

**CORRESPONDENCE RECEIVED:**

Federal Emergency Management Administration (FEMA), Shoreline Floodplain Ordinance Template – The Council reviewed a draft ordinance template provided by the Indiana Department of Natural Resources (INDNR) that addressed the new shoreline floodplain. Action will be required in the coming months once the floodplain is adopted by FEMA and INDNR.

## COMMISSIONERS REPORTS:

**BEACH:** Beach Commissioner Rob Carstens reported that beach safety buoys had been removed from Lake Michigan by the town's vendor and all fifteen (15) units were recovered this season; none lost to storms.

Carstens then addressed recreational use of the East Beach foredune and the concerns about dune degradation occurring from such use, as brought to the Town Council's attention by concerned residents and as discussed at the previous Council meeting. Carstens said he and other town officials were in uncharted territory relative to stated erosion concerns since Lake Michigan is at record high levels and future lake levels cannot be predicted. It was Carstens' recommendation that recreational use of the East Beach foredune continue. He said the footprint used for recreation should be reduced, marram grass should be planted in the surrounding disturbed areas, personal items and town items (grill and tables) should be removed for the season as is customary, and extra efforts should be undertaken to remove damaged watercraft that has accumulated on the site.

Numerous residents attended the meeting to speak in favor of using the East Beach foredune as recreation space. Three emails were received by the Council with similar requests. There were a number of opinions shared regarding the causes of erosion and best remedial actions.

The Council agreed by consensus to proceed with Carstens' recommendations as outlined and to monitor the situation going forward.

**BUILDING:** Building Commissioner Tom Roberts recommended approval of Building Permit #2019-31, 60 East Road, \$100,000 driveway replacement. Motion passed unanimously. Roberts then gave updates on several ongoing town projects.

**ENVIRONMENT:** Environmental Commissioner Robin Tennant confirmed October 19, 2019 as the Fall Town Clean-up date. She said work would focus on installing native plants in 'the triangle' at East Road and Ridge Drive, and starting invasive plant clearing on the east side of the playground area.

**ROADS:** Confirmation had been received from the Indiana Department of Transportation that the town's Asset Management Plan was submitted and accepted as complete. Commissioner Riffle had reported that in-house work continued in clearing low hanging branches along roadways, and a no parking grid had been painted at East Beach for emergency vehicle access.

**SECURITY:** Security Commissioner Bill Griffin recommended hiring Scott Marinchak and Nativeth Sanchez as security employees. It was moved and seconded to approve the recommendation. Motion passed unanimously. The resignation of security employee Brian Sopko was then accepted.

**PARKS:** Parks Commissioner Kellie Klein reported over two dozen residents had contacted her asking why the soccer field had not been mowed. President Hawksworth said the area remained too wet to mow until mid-summer, at which time the natural prairie began re-establishing and a number of highly endangered plants had re-emerged. The Indiana State Botanist was scheduled to visit and document the plants this week. Hawksworth said a mowing and/or burning schedule recommendation could be requested. A brief discussion ensued regarding the relative value of protecting endangered plant species verses providing sports recreation space. It was noted that town maintenance staff had removed the structurally-compromised soccer goals for safety early last spring.

## OLD BUSINESS:

Ordinance #2019-02, 2020 Appropriations and Tax Rate, second reading and adoption: A motion was made and seconded to approve second reading and adoption of Ordinance #2019-02, 2020 Appropriations and Tax Rates. Motion passed unanimously.

Ordinance #2019-03, Amending Chapter 10, Article II, Section 10-25 and Section 10-26, second reading and adoption: A motion was made and seconded to approve second reading and adoption of Ordinance #2019-03, Amending Chapter 10, Article II, Section 10-25 and Section 10-26. Motion passed unanimously. The ordinance amendment grants the Building Commissioner authority to approve building permits up to \$20,000 without additional Town Council action and grants the Town Council or its designee authority to waive the requirement for written specifications for such projects up to \$20,000.

Beach Drive Seawall Project Update: President Hawksworth said the town was continuing work on securing permits for the Beach Drive Seawall project. Additional documents had just been requested by the Indiana Department of Natural Resources, and were currently being prepared by town officials. Hawksworth noted the town's construction contractor would be given notice to proceed once permits were in hand, then materials ordered and construction scheduled. Plans were to complete seawall installation by October 31, 2019.

Beach Drive Deck: The town's engineer had prepared preliminary drawings of a community deck, construction of which had been suggested as an add-on to the seawall project. The size and location of the deck had been reviewed, with plan modifications needed. The Council remained interested in pursuing deck construction. The Dune Acres Civic Improvement Foundation (DACIF) would likely participate in funding.

Dune Acres Comprehensive Plan: A recommendation had been received from Plan Commission President Tom Cornwell that the Town's 2010 Comprehensive Plan revision take place in 2020, or following completion of the 2020 U.S. Census.

#### OTHER MATTERS:

Dune Acres Civic Improvement Foundation (DACIF): President Hawksworth reviewed correspondence received from DACIF President Laura Truax. She advised that DACIF was interested in participating in beachfront deck construction, was encouraging maintenance of Plampin Park with a matching grant commitment, had approved a \$1,000 match for the town's Lake Michigan Coastal Program grant, approved funding clubhouse exterior lighting improvements up to \$15,000, and requested the town move forward with coordinating the installation of the Max Carstens Memorial telescope that would utilize designated DACIF donations totaling \$5,397.

Vaccine Clinic: President Hawksworth recognized Town Wellness Coordinator Sharon Tutlewski for coordinating this year's vaccine clinic at the town hall. Town resident participation was up again this year.

October 26, 2019 Town Party: Social Chair Carolyn Mellen reminded residents of the October 26<sup>th</sup> town party and of the planning committee meeting at the town hall on October 21<sup>st</sup>. President Hawksworth thanked Mellen for continuing to organize the town's social events.

Septic System Awareness Week: Town resident Paul Woidke, who had been trained as part of an INDNR education outreach program on septic systems and their impact on the watershed, addressed several questions about septic system maintenance. He explained the importance of having septic tanks pumped every 3-5 years to avoid costly repairs and to protect the watershed from pollution.

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

The next regular meeting and budget hearing of the Town Council is at 7:00 PM, October 22, 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 Membe

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JEANNETTE E. BAPST, Clerk-Treasurer

CLAIMS FOR SEPT, 2019

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Payroll, Gross	September payroll, gross	\$ 14,502.34
Payroll, Net	September payroll, net	\$ 11,772.90
Indiana Dept of Revenue	September payroll, state w/h	\$ 670.20
EFTPS	September payroll, fed w/h, fica/medicare	\$ 3,168.66
NIPSCO	Mineral Springs and 12	\$ 15.28
Frontier	Phone and Internet	\$ 166.70
Republic Services	Waste Service	\$ 96.80
NIPSCO	Gas and Electric	\$ 547.91
Capital One VISA	Signs, Gravel, Online Personnel	\$ 579.13
Deans Tire and Auto	Maintenance Truck Brakes	\$ 1,140.75
Alan Stock	Clubhouse Deposit Refund	\$ 300.00
JD Services	Clubhouse Chairlift Repair	\$ 200.00
Melrose Pyrotechnics	Fireworks	\$ 6,900.00
Menards, Portage	Supplies	\$ 62.34
Pinkerton Oil	Vehicle Fuel	\$ 299.02
Pride Portable Toilet	Beach Toilet	\$ 120.00
Quill Office Supplies	Paper	\$ 58.99
Tilden Enterprises	Supplies	\$ 99.60
South Shore Marina	Buoy Removal	\$ 1,975.00
Comcast	Phone and Internet	\$ 199.23
Indiana American Water	Water	\$ 99.92

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<b>TOTAL Sept 2019</b>	<b>\$ 42,974.77</b>
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