

**TOWN OF DUNE ACRES
COUNCIL MINUTES
October 22, 2019**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, October 22, 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 September 17, 2019, Town Council Meeting be approved as presented. Motion passed unanimously.

FINANCIAL REPORT:

BANK BALANCES 09/30/2019

Porter State Bank	\$ 130,992.32
Trust Indiana	\$ 354,458.29
Record Balance	\$ 485,450.61

*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 September 30, 2019**

FUNDS	CASH BALANCE 09-30-19	APP BAL.	% Left
GENERAL	136,957.31	\$124,697	32
MOTOR VEHICLE HIGHWAY	41,525.65	\$43,174	71
LOCAL ROAD & STREET	13,946.50	\$1,702	28
MOTOR VEHICLE HWY RESTRICT	2,896.23		
PARK & RECREATION	48,740.40	\$48,902	84
RAINY DAY FUND	110,000.00	\$50,000	100
CCI	353.07	\$1,000	100
CCD	28,008.63	\$27,974	79
CEDIT	19,500.00	\$17,000	85
RIVERBOAT REVENUE SHARING	1,332.29	\$2,500	100
Donations*	26,635.00		
Clubhouse Dune Grant*	-4,404.00		
Construction Security Dep*	25,000.00		
SalesTaxClubHouseRental*	456.42		
ClubHouseRentalDeposit*	2,603.50		
Local Road & Bridge Grant*	30,272.26		
TOTAL FUNDS	\$ 483,823.26		

Clerk-Treasurer Bapst presented the September 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 October 2019, #6607 - #6640, in the amount of \$69,962.56 be approved. Motion passed unanimously.

CORRESPONDENCE RECEIVED:

EPA Ambient Air Monitor – The Council reviewed an email from the US Environmental Protection Agency requesting collaboration on placing an air monitoring device in Dune Acres. The Council agreed by consensus to work with federal authorities on a location provided monitoring results would be available to the town.

COMMISSIONERS REPORTS:

BUILDING: As had been recommended by Building Commissioner Tom Roberts, it was moved and seconded to approve Building Permit #2019-34, 79 East Road, \$28,261 flooring replacement. Motion passed unanimously.

ENVIRONMENT: Environmental Commissioner Robin Tennant reported the October 19th Fall Town Clean-up was a big success. Teams of residents worked on planting marram grass at East Beach, cleared large amounts vines and brush near the playground, removed dead trees along the tennis courts and generally joined as a community in beautifying the town. Several town officials commended Tennant for her ability to consistently secure large numbers of volunteers to support environmental initiatives. Tennant shared that many of the new families moving to town had selected Dune Acres for its environmental attributes.

ROADS: The town was notified by the Indiana Department of Transportation that both Community Crossings Road Grant applications submitted, totaling \$149,630.74, had been awarded. Bapst said she and Roads Commissioner Riffle would be completing 2020 road project specification in December. Contract award recommendations will be presented to the Town Council in February 2020. Since Dune Acres first began participating in the road grant application process in 2016, over \$600,000 has been secured.

SECURITY: Security Commissioner Bill Griffin shared his concerns about safety at the gatehouse, noting vehicles are driving around those stopped who are consulting with security staff. Staff are often at risk while standing on the center line talking to drivers. Griffin also said vehicles have been observed passing school busses that have their stop arm out, while they are offloading children at the Cowles Bog trailhead. (It was noted that passing a school bus with the stop arm out was a serious misdemeanor offense.) The Town Council asked for Griffin to review options for addressing these safety concerns and to present the options at the November Council meeting.

Griffin said upgrades to the gatehouse scanner and pager were being implemented.

FIRE: Fire Commissioner Mark Bapst reported the National Park Service had installed a fire break along the west side of town as a wildfire preventative measure. A copy of the break map was provided to the Council and to the Porter Fire Department.

Bapst also noted problems with the clubhouse fire system computer controls had been identified during recent system tests. Bapst was working alongside Town Engineer Irv Call and the technician to resolve the issues.

MAINTENANCE: Maintenance Commissioner Dick Taylor recognized Commissioner Tennant for the successful town cleanup. He commended Council President Hawksworth for the native plant installation at the 'triangle' located at East Road and Ridge. Taylor then confirmed that the town contractor would complete roadside brush pick as weather conditions allowed.

OLD BUSINESS:

Seawall Project: The Indiana Department of Natural Resources had notified town officials that the Beach Drive seawall construction permit application was being terminated because of revised plans to install the seawall above the ordinary high water mark, outside state jurisdiction. The town's contractor was given *notice to proceed*, with a pre-construction meeting tentatively planned for next week.

NEW BUSINESS:

Resolution #2019-04, Holiday: A motion was made and seconded to approve Resolution #2019-04, Holiday Pay. Motion passed unanimously. The resolution provides customary annual holiday pay to eligible security and maintenance staff.

Dune Acres Trick or Treat: It was agreed by consensus to conduct the town Trick or Treat on Thursday, October 31st between the hours of 5:30 PM and 8:00 PM.

New Maintenance Vehicle and Rainy Day Fund: Discussion was held regarding the new F-150 maintenance truck purchased through the State's Quantity Purchase Agreement contract. \$20,000 in 2019 Rainy Day Fund appropriations were used for the purchase. It was the Council's consensus that the Rainy Day Fund should be reimbursed this amount when funds are available.

Lake Michigan Coastal Program Grant: The Indiana Department of Natural Resources Lake Michigan Coastal Program (LMCP) announced the town's pre-proposal grant application entitled "Restoration of Dune Acres Town Park A and Habitat Corridors" had advanced to the Full Proposal round. Project scope includes tree canopy reduction, invasive plant removal, and native plant seeding/planting. If successful, the LMCP would fund \$25,000 of project costs, with town cash or in-kind match of \$19,000 over the 2-year implementation period. It was moved and seconded to support the project and submit the full proposal for consideration.

With no other matters brought before the Council, the meeting was adjourned at 7:50 PM.

The next regular meeting of the Town Council is at 7:00 PM, November 19, 2019

RICH HAWKSWORTH, Town Council President

PETER BOMBERGER, Town Council Member

ALEXANDER STEMER, Town Council Member

JEANNETTE E. BAPST, Clerk-Treasurer

CLAIMS FOR OCT, 2019

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
NIPSCO	Mineral Springs and Rt 12	\$ 15.47
Sprint	Security Mobile	\$ 67.53
Comcast	Phone and Internet	\$ 148.04
Frontier	Phone and Internet	\$ 68.72
Payroll, Gross	October payroll, gross	\$ 13,828.79
Payroll, Net	October payroll, net	\$ 11,232.19
Indiana Dept of Revenue	October payroll, state w/h	\$ 642.66
EFTPS	October payroll, federal w/h, fica/medicare	\$ 3,011.84
Bloomington Ford	F-150 New Mtc Vehicle, State QPA	\$ 27,551.25
Indiana American Water	Water	\$ 85.14
Republic Services	Waste Service	\$ 96.80
NIPSCO	Gas and Electric	\$ 484.83
Capital One VISA	Plants, Bkgnd Checks, Uniforms	\$ 878.87
Frontier	Phone and Internet	\$ 100.67
Action Fire Equipment	Clubhouse	\$ 153.00
Applied Ecological	Plants	\$ 457.02
Down to Earth	Clubhouse Exterior Sprinkler	\$ 100.00
Ecorealm LLC	Environmental, town-wide	\$ 1,625.08
Irene Newman	Ecological Costshare Grant	\$ 406.60
Justins Tree Service	Roadside Clearing	\$ 1,800.00
Martin Security	Clubhouse and Town Hall	\$ 225.00
W.A. Recycling	Dumpster	\$ 375.00
Master Fire	Clubhouse	\$ 93.50
Menards, Portage	Supplies	\$ 700.61
Porter County	Lesch Land Donation, final tax	\$ 1,822.79
Pinkerton Oil	Vehicle Fuel	\$ 184.60
Pride Portable Toilet	Beach Toilet	\$ 240.00
Professional Pest Mgmt	Pest Control	\$ 50.00
Reeders Auto Service	Jeep Parts	\$ 32.95
Tilden Enterprises	Supplies	\$ 270.25
Sharon Tutlewski	Clinic Expense Reimbursement	\$ 91.06
Dan Whitten	Legal Retainer, 3rd Q	\$ 2,750.00
T & M Tire	Repairs	\$ 25.00
Comcast	Phone and Internet	\$ 347.30

TOTAL October 2019 **\$ 69,962.56**