

**TOWN OF DUNE ACRES  
COUNCIL MINUTES  
February 18, 2020**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, February 18, 2020, at the Town Hall. Council President Richard Hawksworth called the meeting to order at 7:00 p.m., with Council Member 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 January 21, 2020, Town Council Meeting and January 21, 2020 Public Hearing Meeting be approved as presented. Motion passed unanimously.

**FINANCIAL REPORT:**

**BANK BALANCES 01/31/2020**

Porter State Bank	\$ 109,811.59
Trust Indiana	\$ 356,519.32
Record Balance	\$ 466,330.91

\*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 January 31, 2020**

FUNDS	CASH BALANCE 01-31-20	APP BAL.	% Left
GENERAL	154,153.16	\$385,530	91
MOTOR VEHICLE HIGHWAY	27,027.30	\$60,000	100
LOCAL ROAD & STREET	16,674.30	\$6,000	100
MOTOR VEHICLE HWY RESTRICT	4,216.56		
PARK & RECREATION	50,121.02	\$11,218	100
RAINY DAY FUND	110,000.00	\$50,000	100
CCI	567.99		
CCD	31,378.21	\$30,000	100
CEDIT	17,424.75	\$20,000	100
RIVERBOAT REVENUE SHARING	1,332.29	\$2,500	100
Donations*	27,468.40		
Clubhouse Dune Grant*	-6,406.00		
Construction Security Dep*	25,000.00		
SalesTaxClubHouseRental*	249.25		
ClubHouseRentalDeposit*	3,800.00		
Local Road & Bridge Grant*	.26		
<b>TOTAL FUNDS</b>	<b>\$ 463,007.49</b>		

Clerk-Treasurer Bapst presented the January month-end financial report. It was moved and seconded to approve the financial report. Motion passed unanimously. Bapst then reported the Clerk-Treasurer's office had a new computer installed this past month, along with the upgraded version of Keystone financial software. She completed two days of in-house training on the financial software. Bapst also announced that Community Crossings grant funds were received for this summer's road projects.

**PAYMENT OF CLAIMS:**

It was moved and seconded that claims for the month of February, 2020, #6722 - #6748, in the amount of \$51,986.38 be approved. Motion passed unanimously.

**CORRESPONDENCE RECEIVED:**

South Shore Double Track Project Update – President Hawksworth said correspondence had been received from the South Shore Double Track NWI Project Manager about potential temporary closings of the Mineral Springs road crossing during construction in either 2021 or

2022. No specific information is yet available, but town officials will continue to work with the South Shore and advise residents when plans are put in place.

Town Deer Cull Request - Resident Sharon Snyder submitted a letter to the Town Council requesting a deer cull in Dune Acres, stating deer have been eating plants in her yard, eating seed from her bird feeders, and causing health problems with her dog. Following discussion, the Council agreed town deer populations and the National Park Service (NPS) cull numbers from this season would be reviewed in more detail at a future meeting, after the NPS cull is completed mid-March.

#### COMMISSIONERS REPORTS:

**BUILDING:** As had been recommended by Building Commissioner Tom Roberts, it was moved and seconded to approve Building Permit #2020-04, 9 Pine Lane, \$46,600 interior remodel. Motion passed unanimously.

**ENVIRONMENTAL:** It was announced the Town Cleanup would take place on April 4, 2020. Details from Environmental Commissioner Robin Tennant will be provided to residents soon.

As proposed by Dune Acres resident Tracy Bousky and supported by Environmental Commissioner Tennant, a new town program was presented to the Council whereby teams of interested residents would be educated on environmental stewardship practices, then work together on clearing invasive plants from their private property. The Council encouraged Bousky and Tennant to move forward with implementation and thanked those involved for their leadership.

**SECURITY:** The resignation of Security Employee Harold King, effective February 29, 2020 was accepted by the Council. Mr. King's long time service to the community was recognized by the Council.

It was noted the town's inventory of Narcan (Naloxone), the opioid overdose anecdote, had been updated. An information email to residents will be distributed.

#### OLD BUSINESS:

Ordinance 2020-01 CCD Rate, 2<sup>nd</sup> Reading and Adoption. It was moved and seconded to approve second reading and adoption of Ordinance 2020-01 Cumulative Capital Development Rate Re-establishment. Motion passed unanimously. The ordinance increases the 2020, payable 2021 CCD tax rate from .0258 per \$100 assessed valuation to .0350 per \$100 assessed valuation. Department of Local Government Finance approval is required.

#### NEW BUSINESS:

Clubhouse Rental: It was moved and seconded to approve a clubhouse rental for June 6, 2020. Motion passed unanimously.

#### OTHER BUSINESS:

Town Trash Service: Discussion was held regarding the town's trash service, currently provided by Republic Services. A recent poll of five Dune Acres households showed quarterly charges ranging from \$82 to \$260. The Republic Municipal Services Manager had been contacted about establishing a town-wide base that would still allow homeowners to add special services such as house-side pickup and out-of-town service adjustments. To establish a uniform rate, Republic requires a Town Ordinance naming the company sole service provider. The Council asked for specifics including the actual base rate, optional service base rates, and how contract renewals (price increases) would be addressed. Mindel will research legal implications and procedures.

Private Property Erosion Protection: A question was raised regarding required procedures for residents to either construct or reinforce private seawalls. President Hawksworth said the town

was currently developing a procedure guide to outline the steps, and in collaboration with Great Lakes Engineering, creating a standard specification for town seawalls. Hawksworth said establishing the procedure guide has presented numerous challenges. Some seawalls installed over the years by private residents are located on town property. In addition, many seawalls are currently located below the Ordinary High Water Mark, which creates jurisdictional oversight by the Army Corps of Engineers, Indiana Department of Natural Resources and NPS.

With no other matters brought before the Council, the meeting was adjourned at 8:10 PM.

The next regular meeting of the Town Council is at 7:00 PM, March 17, 2020.

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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 FEB 2020

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Payroll, Gross	February payroll, gross	\$ 13,749.71
Payroll, Net	February payroll, net	\$ 11,126.64
Indiana Dept of Revenue	February payroll, state w/h	\$ 645.88
EFTPS	February payroll, fed w/h, fica/medicare	\$ 3,029.04
Frontier	Phone and Internet	\$ 194.87
NIPSCO	Mineral Springs and Rt 12	\$ 16.91
Republic Services	Waste Service	\$ 96.80
NIPSCO	Gas and Electric	\$ 884.59
Brainstorm Computers	Clerk Computer	\$ 1,169.47
Capital One	Seawall stone, domain name renew	\$ 2,798.99
Chesterton Tribune	CCD Notice	\$ 196.49
Davids Lawncare	Snow and Ice	\$ 4,543.75
Ecorealm	Environmental town-wide	\$ 2,227.50
Justins Tree Service	Circle Drive Stairs, tree removal	\$ 2,600.00
Interstate Rental	Seawall stone equipment	\$ 678.60
Menards, Portage	Supplies	\$ 112.95
Quill	Toner	\$ 155.99
Pinkerton Oil	Vehicle Fuel	\$ 135.85
State Line Fire Systems	Clubhouse Inspection	\$ 490.00
Datagraphics	Forms	\$ 19.50
void	void	\$ -
Star Uniform	Security, Belsha	\$ 156.90
AE Boyce	Financial Software	\$ 2,300.00
Chesterton Feed and Gard	Environmental	\$ 304.80
Great Lakes Engineering	Seawall, Stair Surveys	\$ 4,094.00
Comcast	Phone and Internet	\$ 167.09
Indiana American Water	Water	\$ 90.06

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**TOTAL February, 2020** \$ 51,986.38