

**TOWN OF DUNE ACRES  
COUNCIL MINUTES  
April 21, 2015**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, April 21, 2015 at the Town Hall. Council President John Sullivan called the meeting to order at 7:00 p.m., with Council Members Rich Hawksworth and Lou Mellen and Clerk-Treasurer Carolyn Mellen and Attorney Dan Whitten in attendance. Council President Sullivan opened the meeting with the Pledge of Allegiance.

**APPROVAL OF MINUTES:**

Council Member Mellen moved that the minutes for the March 17, 2015 Town Council meeting be approved as presented. Council Member Hawksworth seconded, and the minutes passed unanimously.

**FINANCIAL REPORT AS OF: March 31, 2015**

**BANK BALANCE- 3/31/2015**

Porter State Bank	\$108,275.92
TrustIndiana	\$191,306.71
Any Adjustments	
Record Balance	\$299,582.63

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

**BREAK DOWN OF FINANCES AMONG FUNDS  
As of April 1, 2015**

FUNDS	BALANCE	APP BAL.	% Left
GENERAL	\$49,917.95	\$ 285,905.23	78
MOTOR VEHICLE HIGHWAY	\$ 5,525.65	\$ 34,297.62	57
LOCAL ROAD & STREET	\$ 4,060.68	\$ 6,000.00	100
PARK & RECREATION	\$ 13,389.48	\$ 12,374.05	99
DONATIONS *	\$ 5,978.00		
RAINY DAY FUND*	\$ 131,930.78		
CCI	\$ 1,295.99	\$ 240.02	48
CCD	\$ 27,341.30	\$ 16,000.00	100
CEDIT	\$ 15,331.31	\$ 16,026.48	94
RIVERBOAT REVENUE SHARING	\$ 2,235.63	\$ 2,000.00	100
Clubhouse Dune Restor. Grant	\$ 15,000.00	\$15,000	100
Levy Excess Fund*	\$ 52.77		
Construction Security Dep*	\$ 25,000.00		
SalesTaxClubHouseRental*	\$ 73.45		
ClubHouseRentalDeposit*	\$ 1,650.00		
<b>TOTAL FUNDS</b>	<b>\$298,782.99</b>		

Town Council Member Mellen then moved that the financial report be accepted. Town Council Member Hawksworth seconded, and the financial report was accepted. The Clerk-Treasurer informed us that a transfer of funds to the General Fund may be necessary next month to carry over until the June property tax payment is received.

**PAYMENT OF CLAIMS:**

Council Member Hawksworth moved the claims for the month of April 2015 in the amount of \$16,117.52 be approved. Council Member Mellen seconded and the motion passed unanimously.

**CORRESPONDENCE:**

FEMA Packet on new notice of final flood hazards – to be given to Attorney Whitten for his review.

Letter from Pet and Cathy Bomberger regarding the state of the properties located at 2 Ridge Dr. and 54 Circle Dr.

E-mail from Natalie Johnson from Purdue Calumet inviting residents in Dune Acres to participate in a focus group about home maintenance decision making on May 2<sup>nd</sup>.

**COMMISSIONERS REPORTS:**

BEACH: It was reported that Rob Carstens led a clean-up of the ice rink area last weekend.

BUILDING: Rich Hawksworth gave his report which includes 4 building permits, one on 60 East Road that does not require Town Council approval (under \$10,000) only the Building Commissioner's approval for a roof repair, the others needing Council approval are, also at 60 East Rd., removal and installation of new flooring, and a kitchen remodel, and a building permit request at 23 Summit for a retaining wall replacement. Council Member Hawksworth made the motion to approve these building permits. Council Member Mellen seconded the motion and the Building permits were approved unanimously.

The Town received communication from IDEM about a complaint they received about the building site at 32 Circle Dr. Rich and the IDEM person did an investigation and the contractor has agreed to put up another silt fence and hay bales around the site to limit the sediment coming down. The IDEM Coordinator told Rich that properties in excess of 1 acre are now required to have a "Rule 5" building permit which requires a storm water management plan. She feels this should be put in the ordinances. She also informed Rich that Dune Acres will now be included in an urbanized MS4 map and we will either need to create a storm water plan or request a waiver in the next year or so.

ENGINEER: Irv Call prepared a report that recommended that the remaining four streetlights by the Security Office be converted to LED lights at a cost of about \$700. The Town Council approved the purchase of new LED bulbs.

ENVIRONMENT: Robin Tennant reported that the areas of concentration for this year's Spring Clean-up on May 2<sup>nd</sup> will be areas adjacent to the playground and Linden Lane.

FIRE: The number 3 high speed pump will be repacked per Irv Call's request.

MAINTENANCE: Dick Taylor is planning to do 2 half days of chipping – Friday, April 24<sup>th</sup> and again at the end of May.

PARKS: Bill Nixon prepared a report regarding the necessary tennis court repairs.

ROADS: Rich Hawksworth has asked Mark Hull for a price for getting rid of the limestone that got pushed up from the parking lot by the skating rink. The Town Council is looking at adding culverts at Mineral Springs Rd. by Cowles Bog.

SECURITY: Cecilia Call reported that we will be losing 2 security employees beginning in June – Justin Kookan and Diane Bartley. Cecilia has hired 2 new employees, dependent on passing their drug tests.

OLD BUSINESS: The new security cameras are working. The Town Council is going to create an accessibility protocol.

NEW BUSINESS: The 2015 Fireworks contract was presented. Council Member Hawksworth moved that the cost for the fireworks not exceed \$7,000. Council Member Mellen seconded and the motion passed unanimously. The contract was signed.

Ordinance 2015-04: To clarify and correct the registration fee of landscapers at \$25 per year this Ordinance was introduced.

"An Ordinance of the Town Council of the Town of Dune Acres, Indiana amending Chapter 14, Article III, Section 14-30© of the Dune Acres Town Code by the Amendment of the section entitled "Landscaper and Grounds Maintenance Contractor Registration". Whereas, the existing ordinance does not accurately reflect the legislative intent to institute an annual registration fee of \$25, the ordinance needs to be revised.

Chapter 14, Article III, Section 14-30 © of the Dune Acres Town Code shall be amended and hereafter read as follows:

C. The registration will be administered in accordance with the provisions of Section 10-30 of the Town Code. However, the annual fee shall be \$25 and those persons, firms,

partnerships or other entities regulated solely by this section shall be exempt from the insurance and bonding requirements of Section 10-30.”

A motion was made by Council Member Mellen to accept the Ordinance on its first reading by title only. Council Member Sullivan seconded it and the motion passed unanimously. Council Member Sullivan then moved that they suspend the rules for a second reading and with Council Member Mellen seconding the motion, the ordinance was read again by title only. Council Member Mellen moved that Ordinance 2015-04 be approved. Council Member Hawksworth seconded and the motion passed unanimously.

Council Member Hawksworth reported that the resident at 54 Circle Dr. put a structure up without the approval of the Plan Commission. A stop work order and another communication from the Building Commissioner were ignored. This issue is being directed to the town attorney.

A discussion regarding the electrical/fire system at the Clubhouse occurred. Town Engineer Irv Call has asked for an upgrade to a 3 phase electrical system. It was agreed that although the Clubhouse is not in jeopardy, the town will hire an electrical contractor to inspect the existing 2 phase system.

With no other matters duly brought before the Town Council, the meeting was adjourned at 8:14 p.m.

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JOHN SULLIVAN, Town Council President

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RICH HAWKSWORTH, Town Council Member

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LOU MELLEEN, Town Council Member

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CAROLYN MELLEEN, Clerk-Treasurer

CLAIMS FOR APRIL 2015

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Atha W. Belsha	Security Pay- Pay Period 3/1/15-3/31/15	\$ 1,591.30
Carolyn S. Mellen	Clerk-Treasurer Office	\$ 1,053.88
Diane Bartley	Security Pay	\$ 827.90
Glenn Brown	Security Pay	\$ 627.33
Harold E. King	Security Pay	\$ 303.16
Justin O Kooken	Security Pay	\$ 168.65
Mark J Taylor	Maintenance Pay	\$ 1,524.51
Philip A Lepley	Security Pay	\$ 1,674.55
Sean T Grubbs	Security Pay	\$ 1,161.62
Terry R Trout	Security Pay	\$ 767.90
Electronic Federal Tax Payment System	Payroll Liabilities for Pay Period	\$ 2,877.82
IN Tax	Payroll Liabilities for Pay Period	\$ 527.75
Republic Services - Able Disposal#715	Monthly collection	\$ 94.00
Nipsco	Gas & Elect. @ Mineral Springs & RT12	\$ 14.81
	Gas & Elect. @ 1 East Rd.	\$ 155.44
	Gas & Elect. @ Clubhouse	\$ 142.76
	Electricity @ Tennis Court	\$ 20.55
	Electricity @4 Shore Dr. Pump	\$ 35.53
	Gas & Elect. @ Gate House	\$ 178.76
	Gas & Elect. @ Pump House	\$ 206.57
Verizon Wireless	Monthly Service - Security Cell	\$ 43.65
Frontier	Monthly Service Security & Fire alarm	\$ 75.21
	Monthly Service Town Hall	\$ 87.66
	Monthly Service - Maintenance & Camera	\$ 111.15
IAWC	Clubhouse	\$ 72.06
	Security office	\$ 43.74
Pinkerton Fuels & Lubricants	Fuel for Town Vehicles	\$ 123.08
Hopkins' Ace Hardware	Lights for Security	\$ 34.98
ABC Burglar & Fire Alarm Corp	Monthly monitoring	\$ 30.00
Menards Portage	Watertite Paint (2) Purdy 9"x3/4" marathon tape	\$ 61.42
	Watertite Paint, Purdy 9"x3/4" marathon tape	\$ 42.38
	Pothole Patch	\$ 33.16
Tilden	Nitrile Gloves	\$ 38.70
Chase Credit Card	RapidFax	\$ 9.95
	Advance Auto Parts- Jeep Bulb	\$ 14.24
	Mycleanpc.com - annual fee	\$ 19.99
Datagraphics	Contractor Registration forms and cover letters	\$ 40.50
Master Fire Extinguisher	Inspection, recharging, purchase extinguishers	\$ 294.05
Apparel That Works!	Embroidery on security shirt - Kyle	\$ 11.00
	Embroidery on security shirts (2) Bernie	\$ 22.00
Cecilia Call	K-mart - new security shirt- Kyle	\$ 10.68
	K-Mart - new security shirt- Bernie	\$ 9.98
Professional Pest Management	March Service (quarterly)	\$ 50.00
Riggs Outdoor Power	Service and tire sealer on Zero Turn X1i	\$ 581.22
	Replaced ignition coil on pole saw	\$ 93.02
Kramer & Leonard	Security - log books	\$ 65.98
Star Uniform	New Shorts for new security guard Kyle dishman	\$ 49.99
	Polo Shirt for Bernie, Shorts	\$ 92.94
<b>TOTAL CLAIMS FOR APRIL 2015</b>		<b>\$16,117.52</b>