

**TOWN OF DUNE ACRES
Draft COUNCIL MINUTES
February 20, 2018**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, February 20, 2018, at the Town Hall. Council President Rich Hawksworth called the meeting to order at 7:05 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 16, 2018, Town Council Meeting and the February 9, 2018 Work Session be approved as presented. Motion passed unanimously.

FINANCIAL REPORT:

BANK BALANCES 01/31/2018

Porter State Bank	\$ 116,568.14
TrustIndiana	\$ 289,658.91
Adjustments	
Record Balance	\$406,227.05

*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, 2018**

FUNDS	CASH BALANCE 01-31-18	APP BAL.	% Left
GENERAL	189,164.40	\$356,534	93
MOTOR VEHICLE HIGHWAY	27,134.12	\$60,000	100
LOCAL ROAD & STREET	8,981.92	6,000	100
PARK & RECREATION	2,709.08	\$8,000	100
RAINY DAY FUND	131,930.78	\$50,000	100
CCI	726.53	\$1,000	100
CCD	20,057.31	\$30,000	100
LIT	18,436.13	\$20,000	100
RIVERBOAT REVENUE SHARING	1,175.99	\$2,000	100
Donations*	30,643.41		
Clubhouse Dune Grant*	00		
Construction Security Dep*	25,000.00		
SalesTaxClubHouseRental*	182.29		
ClubHouseRentalDeposit*	2,800.00		
Local Road & Bridge Grant Fund*	-75,827.00		
Levy Excess Fund*	21,913.81		
TOTAL FUNDS	\$ 405,028.77		

Clerk-Treasurer Bapst presented the January month-end financial report. She noted State Community Crossings Grant reimbursement had been received February 6th for completed road project #1 in the amount of \$104,841. The "Local Road & Bridge Grant Fund" account balance going forward will reflect local match for project #2, Mineral Springs Road, which will be completed this summer. Also noted was a transfer of funds from Porter Bank to the Trust Indiana municipal investment account.

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 February 2018, #6003 - #6028, in the amount of \$67,218.90 be approved. Motion passed unanimously.

CORRESPONDENCE RECEIVED:

none

COMMISSIONERS REPORTS:

BEACH: Authorization to submit the 2018 DNR Lake Michigan permit applications for safety buoys and the beach swim platform was requested. It was moved and seconded to approve application submission. Motion passed unanimously.

BUILDING: It was moved and seconded to approve Building Permit #2018-01, 20 Summit, \$38,100 kitchen remodel. Motion passed unanimously.

ENVIRONMENTAL: Environmental Commissioner Robin Tennant reported on a program she attended at the Porter County Visitor Center. A national representative from The Nature Conservancy spoke on the organization's efforts in Indiana targeting the elimination of invasive species. Barberry and burning bush were among those noted of primary concern, as they are associated with increased occurrence of Lyme's Disease.

ROADS: Roads Commissioner John Sullivan reported on town snow and ice removal. He stated expenditures this season to-date total \$28,426, compared to \$15,204 in all of 2016-17, and \$5,569 in 2015-16. Council members said residents were pleased with road conditions this winter, thanking Sullivan and the contractor for their responsiveness.

Sullivan then gave an update on the planned Mineral Springs Road project that will include raising the asphalt surface, replacing the one existing culvert and adding two additional culverts. He requested Council approval of an agreement with Great Lake Engineering in the amount of \$5,000 for surveys and preparation of documents for the U.S. Army Corps of Engineers permit. It was moved and seconded to approve the agreement. Motion passed unanimously.

Discussion was held on the East Road emergency access - improvement of which is necessary prior to upgrading Mineral Springs Road. The Council directed Clerk-Treasurer Bapst to revise the access road improvement budget to include a contingency for legal expense, should services of counsel be necessary to move forward.

Sullivan was working on updating the town's 2018 Road Asset Management Plan which must be approved by the State prior to submission of future Community Crossings grant applications. Road condition ratings as noted in the report will be used to prioritize town paving needs for 2018. Current information on this year's Community Crossings grant program is that a 75/25 match will again be available for small towns. Noting the unique opportunity to receive 'three times' funding for town road improvements, the Council agreed by consensus to appropriate \$50,000 in Rainy Day funds for match. The Rainy Day allocation is limited exclusively for grant match and is not available for ongoing, customary road improvements.

SECURITY: Security Employee Terry Cornwell's resignation was accepted by the Council.

OLD BUSINESS:

Swygert Property: President Hawksworth stated that following discussion with the Plan Commission, it was decided the Town Council would address all steps necessary to resolve the 4 Shore Drive property boundary situation. Attorney Mindel was instructed to provide a timeline. Special meeting dates will be scheduled if needed.

NEW BUSINESS:

Clubhouse Rental: It was moved and seconded to approve a clubhouse rental for June 30, 2018. Motion passed unanimously

Annual Easter Egg Hunt. Resident Sara Masloroff is organizing an Easter Egg Hunt to be held at the Town Park on Saturday, March 31, 2018.

OTHER MATTERS:

Deer Cull: Dune Acres Animal Control Coordinator John Sullivan addressed town action that cancelled this season's deer cull due to low animal count. He said deer were still present in town, but it was a desired, healthy population. Indiana Dunes National Lakeshore representatives had consulted with Sullivan about their ongoing cull efforts (from Michigan City to Gary) and reported that far fewer deer had been removed this year compared to last.

With no other matters duly brought before the Town Council, the meeting was adjourned at 8:35 PM.

The next regular meeting of the Town Council is March 20, 2018.

RICH HAWKSWORTH, Town Council President

PETER BOMBERGER, Town Council Member

ALEXANDER STEMER, Town Council Member

JEANNETTE E. BAPST, Clerk-Treasurer

CLAIMS FOR February, 2018

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Comcast	Phone and Internet	\$ 503.45
NIPSCO	Rt. 12 and MSR	\$ 16.22
Sprint	Security Mobile	\$ 86.91
Frontier	Phone and Internet	\$ 80.88
Payroll, Gross	February payroll, gross	\$ 13,357.66
Payroll, Net	February payroll, net	\$ 10,723.90
Indiana Dept of Revenue	February payroll, state w/h	\$ 584.67
EFTPS	February payroll, fed w/h, fica/med	\$ 3,070.97
Comcast	Clubhouse	\$ 2.31
Frontier	Town Hall	\$ 92.98
Indiana American Water	Water	\$ 136.65
NIPSCO	Gas and Electric	\$ 1,125.67
Republic Services	Waste Service	\$ 96.80
Capital One VISA	Mtc, Parks, Office	\$ 1,160.35
Anton Insurance	Premiums	\$ 12,228.00
Chesterton Tribune	Annual Report	\$ 45.70
Dauids Lawncare	Snow and Ice Removal	\$ 21,666.85
Menards	Maintenance Supplies	\$ 775.45
Pinkerton Oil	Vehicle Fuel	\$ 154.01
Reeders Auto Service	Repair	\$ 364.38
Riggs Outdoor Equipment	Blower	\$ 475.90
Sleepy Hollow Lock & Key	Clubhouse	\$ 87.84
Tilden Enterprises	Security Supplies	\$ 185.48
T & M Tire	Repair	\$ 25.00
Comcast	Phone and Internet	\$ 145.90
Ace Hardware	Supplies	\$ 24.97

TOTAL, FEB 2018

\$ 67,218.90