

**TOWN OF DUNE ACRES
COUNCIL MINUTES
April 17, 2018**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, April 17, 2018, at the Town Hall. Council President Rich Hawksworth called the meeting to order at 7:00 p.m., with Council Member Peter Bomberger, 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 March 27, 2018, Town Council Meeting and March 27, 2018, Public Hearing be approved as presented. Motion passed unanimously.

FINANCIAL REPORT:

BANK BALANCES 03/31/2018

Porter State Bank	\$ 251,642.20
TrustIndiana	\$ 290,348.42
Adjustments	
Record Balance	\$541,990.62

*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 March 31, 2018**

FUNDS	CASH BALANCE 03-31-18	APP BAL.	% Left
GENERAL	126,178.29	\$285,649	75
MOTOR VEHICLE HIGHWAY	28,560.89	\$60,000	100
LOCAL ROAD & STREET	10,646.39	6,000	100
PARK & RECREATION	2,424.81	\$7,715	96
RAINY DAY FUND	131,930.78	\$50,000	100
CCI	-273.27	0	0
CCD	20,057.31	\$30,000	100
LIT	20,753.63	\$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*	114,514.75		
Levy Excess Fund*	21,913.81		
TOTAL FUNDS	\$ 536,509.08		

Clerk-Treasurer Bapst presented the March 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 April 2018, #6053 - #6079, in the amount of \$39,916.57 be approved. Motion passed unanimously.

CORRESPONDENCE RECEIVED:

Request for Drone-Based Coastal Survey Methods Study: A request was received for a Purdue University Lyles School of Civil Engineering team to conduct research in Dune Acres on drone-based coastal survey methods. The Council agreed by consensus to allow researchers access to town coastal areas. The team will be apprised of Indiana Dunes National Lakeshore regulations which may apply.

COMMISSIONERS REPORTS:

BEACH: It was noted that a beach safety buoy equipment order would be necessary this spring to maintain the town inventory at fifteen units. The Council agreed by consensus to approve the order as needed.

BUILDING: Building Commissioner Tom Roberts recommended approval of Building Permit #2018-07, 7 Summit, \$58,800 Stair, Railing and Deck replacement. A motion was made a seconded to accept the recommendation. Motion passed unanimously.

Roberts then reported on major construction projects at 54 West Road, 7 Summit, 14 Oak, and 21 Crest. He said weekly meetings were being conducted with the builders, adding all were high-quality projects. Concerns about pavement damage and erosion on the road to 21 Crest were discussed.

ENVIRONMENTAL: Environmental Commissioner Robin Tennant reminded everyone that the Spring Town Cleanup was scheduled for April 21, 2018. She thanked special volunteers Todd Klein who was providing a home-made breakfast, Ivan Chermel who donated artwork, and the many residents who had made significant monetary donations in support of the town's environmental program.

SECURITY: Commissioner Bill Griffin recommended the hiring of Gregory Dommer as Security Employee. A motion was made and seconded to approve the recommendation. Motion passed unanimously.

Griffin then advised the Council that town supply of the opioid overdose antidote, Narcan, would be expiring in August. He will work with Council Member Stemer on a replacement order. Town supplies are maintained at the Security Office, and at the residences of Dr. Stemer and Commissioner Griffin. Residents are reminded to always call 911 first for any emergency.

OLD BUSINESS:

Ordinance 2018-01 Sale of Parkland: On March 27, 2018, a Public Hearing was held on Ordinance 2018-01 Sale of Parkland. No residents spoke in opposition of the Ordinance at the hearing or filed objections during the 7-day remonstrance period. A motion was made and seconded to approve the second reading and adoption of Ordinance 2018-01 Sale of Parkland. Motion passed unanimously.

The one-time Ordinance allows for the sale of .09 acres of parkland. The sale intends to alleviate an extraordinary hardship at 4 Shore Drive that was created by a neighbor's house fire, and the resulting necessity for a new septic system location.

Emergency Access Road Improvement, Construction Contract: Quotes had been received for emergency access road improvements. It was moved and seconded to utilize Duneland Landscape and Walsh/Kelly at a combined project cost of \$28,868. The project, as designed by John Hannon of Great Lakes Engineering, reconfigures the road grade to provide emergency accessibility for fire trucks and other vehicles which are unable to use the current throughway. Additional upgrades include replacing the loose gravel surface with permeable *unilock* pavers planted with no-mow fescue, and restoration of native dune grass in the surrounding area. A proposal for gate replacement is expected soon.

Lake Michigan Coastal Program Grant: The Town of Dune Acres received a grant award notification from the Lake Michigan Coastal Program (LMCP) and the Indiana Department of National Resources in the amount \$25,000 for ongoing restoration of 'clubhouse dune.' The \$50,000 project budget is as follows: \$25,000 LMCP, \$20,000 Town Match (cash or in-kind), \$5,000 Town indirect/overhead. The project aims to restore oak sand savanna by reducing tree canopy, removing invasive plant species and re-establishing native vegetation. Work is anticipated to start December 2018 and conclude December 2019. It was moved and seconded to approve the grant agreement. Motion passed unanimously.

NEW BUSINESS:

Sale of Parkland: Authorization for Notice of Sale, Minimum Acceptable Bid: As required by statute, the Council had secured two appraisals of the .09 acre parkland parcel that was being offered for sale, as authorized by Ordinance 2018-01. Following discussion, it was moved and seconded to set the minimum bid price at \$51,000, with the buyer paying closing costs. Motion passed unanimously. Clerk-Treasurer Bapst will facilitate publication of the legal notice and forward Notice of Sale to the Swygert family.

OTHER MATTERS:

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

The next regular meeting of the Town Council is May 15, 2018.

RICH HAWKSWORTH, Town Council President

PETER BOMBERGER, Town Council Member

ALEXANDER STEMER, Town Council Member

JEANNETTE E. BAPST, Clerk-Treasurer

CLAIMS FOR April, 2018

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Payroll, Gross	April payroll, gross	\$ 13,394.55
Payroll, Net	April payroll, net	\$ 10,732.24
Indiana Dept of Revenue	April payroll, state w/h	\$ 588.14
EFTPS	April payroll, fed w/h, fica/medicare	\$ 3,098.87
Frontier	Phone and Internet	\$ 82.23
ABC Alarm	Town Hall Monitor	\$ 90.00
Action Fire Equipment	Clubhouse Range Maintenance	\$ 2,450.00
Capital One, VISA	Canvas Shelter, Supplies	\$ 357.52
Chesterton Tribune	Notice to Taxpayers	\$ 47.33
Datagraphics	Clubhouse Signs	\$ 14.20
Hopkins Ace Hardware	Maintenance Supplies	\$ 78.74
Menards, Portage	Maintenance Supplies	\$ 290.75
NIPSCO	Gas and Electric	\$ 839.83
Pinkerton Oil	Vehicle Fuel	\$ 196.00
Republic Services	Waste Service	\$ 96.80
Quill	Office Supplies	\$ 52.99
Sleepy Hollow Lock & Key	Clubhouse Keys	\$ 24.00
The Times Media Company	Notice to Taxpayers	\$ 43.45
Dan Whitten	Legal, quarterly retainer	\$ 2,750.00
Quill	Copier Drum	\$ 233.99
Indiana American Water	Water	\$ 177.98
LaPorte County Appraisal	Appraisal	\$ 800.00
Heritage Appraisal Service	Appraisal	\$ 850.00
Comcast	Phone and Internet	\$ 175.18
Ecorealm	Environmental, town-wide	\$ 2,301.88
Star Uniform	Security Uniform, new employee	\$ 149.90
TOTAL, APRIL 2018		\$ 39,916.57