

**TOWN OF DUNE ACRES
Draft COUNCIL MINUTES
March 17, 2020**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, March 17, 2020, at the Town Hall. Council President Richard Hawksworth called the meeting to order at 7:00 p.m., with Council Member Alexander Stemer and Clerk-Treasurer Jeannette Bapst, in attendance.

Dune Acres residents had been notified via email that attendance at the meeting was highly discouraged in following with widespread recommendations throughout the country aimed at controlling spread of the Coronavirus disease (COVID-19). Council Member and infectious disease specialist Dr. Alex Stemer provided several remarks on behalf of the medical community.

APPROVAL OF MINUTES:

It was moved and seconded that the minutes for the February 18, 2020, Town Council Meeting and February 18, 2020 Executive Session be approved as presented. Motion passed unanimously.

FINANCIAL REPORT:

BANK BALANCES 02/29/2020

Porter State Bank	\$138,561.01
Trust Indiana	\$ 457,023.75
Record Balance	\$ 595,584.76

*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 February 29, 2020**

FUNDS	CASH BALANCE 02-29-20	APP BAL.	% Left
GENERAL	126,648.87	\$354,027	84
MOTOR VEHICLE HIGHWAY	27,315.49	\$60,000	100
LOCAL ROAD & STREET	14,760.13	\$3,220	54
MOTOR VEHICLE HWY RESTRICT	4,504.75		
PARK & RECREATION	50,121.02	\$11,218	100
RAINY DAY FUND	110,000.00	\$50,000	100
CCI	567.99		
CCD	27,284.21	\$25,906	86
CEDIT	18,708.25	\$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*	291.25		
ClubHouseRentalDeposit*	4,400.00		
Local Road & Bridge Grant*	148,741.01		
TOTAL FUNDS	\$ 580,737.66		

Clerk-Treasurer Bapst presented the February 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 March, 2020, #6749 - #6779, in the amount of \$51,804.40 be approved. Motion passed unanimously.

CORRESPONDENCE RECEIVED:

Town Deer Cull Request: Resident Grace Millman submitted a letter to the Town Council requesting a deer cull in Dune Acres. As agreed at the February Council Meeting, town officials will review deer populations following completion of the National Park Service cull to be completed mid-March.

Porter Beach Use of Emergency Access Drive: Town of Porter official Michael Barry had contacted the town about opening the Emergency Access drive to Porter Beach residents during three major summer holidays when beach traffic often blocks residents' ingress and egress to their homes. The Council noted various complications to approving such access including the *Easement Agreement* with the Quinn family and staffing that would be necessary to monitor the drive. The Council said, per the *Agreement*, the drive is always available in case of emergencies.

Governor Holcomb Executive Order 20-04: The Council read a portion of Indiana Governor Eric Holcomb's Executive Order that addressed suspension of certain Open Door Law provisions during the current health emergency.

COMMISSIONERS REPORTS:

BEACH: Beach Commissioner Rob Carstens had submitted a report outlining efforts to move boats stored at East Beach to an off-site location due to lakefront erosion.

BUILDING: As had been recommended by Building Commissioner Tom Roberts, it was moved and seconded to approve Building Permit #2020-05, 3 Linden Lane, \$75,000 interior remodel and Building Permit #2020-06, 4 Crest Drive, \$125,000 interior remodel. Motion passed unanimously.

ENVIRONMENTAL: The Council endorsed Environmental Commissioner Robin Tennant's recommendation to cancel the April 4th Town Cleanup due to the virus emergency.

SECURITY: As had been recommended by Security Commissioner Bill Griffin, it was moved and seconded to hire John Fejes as Security Employee. Motion passed unanimously

OLD BUSINESS:

Crest/Ridge and Circle/Beach Town Stairs Project Quotes, Award. A proposal from Duneland Landscaping in the amount of \$18,963 to replace the wooden stairs between Crest and Ridge Drives and between Circle and Beach Drives was presented. It was moved and seconded to accept the proposal contingent on Plan Commission review and contingent on DACIF funding. Motion passed unanimously.

Clubhouse Paving and Parking Lot Stone Project Quotes, Award: Three quotes were presented for re-paving clubhouse drive, re-paving the parking lot in front of the clubhouse, and for refreshing the aggregate parking lot in front of the maintenance building. It was moved and seconded to accept the quote from Walsh & Kelly in the amount of \$27,960. Motion passed unanimously. Work will be completed when Walsh & Kelly is mobilized in Dune Acres for road paving early this summer.

NEW BUSINESS:

Authorization for Seawall on Town Property, 27 Crest Drive: Resident Alan Stock, 27 Crest Drive submitted a letter requesting authorization to install a seawall on town property, north of his property, in order to protect his property from erosion. The Stock's new seawall would connect to existing walls located on either side - in front of 23 Crest Drive and 29 Crest Drive.

It was moved and seconded to authorize Alan Stock to present the 27 Crest Drive seawall project to the Dune Acres Plan Commission, with town permission to build on town property contingent on execution of an agreement that specifies all legal responsibility and ownership

of improvements. Motion passed unanimously. A Building Permit will be considered at a future meeting, following completion of all necessary reviews and approvals.

OTHER BUSINESS:

With no further business, the meeting adjourned at 7:50 PM.

The next regular meeting of the Town Council is at 7:00 PM, April 21, 2020.

RICH HAWKSWORTH, Town Council President

PETER BOMBERGER, Town Council Member

ALEXANDER STEMER, Town Council Member

JEANNETTE E. BAPST, Clerk-Treasurer

CLAIMS FOR MARCH 2020

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Payroll, Gross	March payroll, gross	\$ 13,153.14
Payroll, Net	March payroll, net	\$ 10,705.17
Comcast	Phone and Internet	\$ 124.13
NIPSCO	Mineral Spring Rd and 12	\$ 16.62
Indiana Dept of Revenue	March payroll, state w/h	\$ 619.26
EFTPS	March payroll, fed w/h, fica/med	\$ 2,834.92
Porter Bank	Rect books and wire transfer	\$ 53.08
void		
Action Fire Equipment	Clubhouse Stove Hood	\$ 153.00
Capital One VISA	Security	\$ 340.58
Chesterton Tribune	Notice of CCD Adoption, Classified Ad	\$ 58.66
Davids Lawncare	Snow and Ice, February	\$ 13,375.00
Frontier	Phone and Internet	\$ 178.66
H & G Underground Utilities	Clubhouse Hydrant Repair	\$ 1,132.00
JD Services	Tennis Court Lights	\$ 1,000.00
Menards, Portage	Supplies	\$ 231.76
Pinkerton Oil	Vehicle Fuel	\$ 158.10
NIPSCO	Gas and Electric	\$ 957.44
Reeders Auto Service	Vehicle Maintenance	\$ 32.95
Republic Services	Waste Service	\$ 96.80
Ruth Dyerly	Ecological Cost Share Grant	\$ 500.00
Tilden Enterprises	Supplies	\$ 237.45
Times Media	Notice of CCD Adoption	\$ 19.51
Valparaiso Auto & Trailer	Tool Box for Mtc Truck	\$ 1,598.00
Dan Whitten	1st Q Retainer and hourly	\$ 3,712.50
Porter Bank	Fee Adjustment	\$ 1.39
Comcast	Clubhouse Phone and Internet	\$ 173.78
T & M Tire	Tire Repair	\$ 25.00
Indiana American Water	Water	\$ 85.14
Tilden Enterprises	Supplies	\$ 230.36
TOTAL March, 2020		\$ 51,804.40