

**TOWN OF DUNE ACRES
COUNCIL MINUTES
November 17, 2020**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, November 17, 2020, via teleconference. President Richard Hawksworth called the meeting to order at 7:00 p.m., with Council Members Peter Bomberger and Alexander Stemer, Clerk-Treasurer Jeannette Bapst and Attorney Adam Mindel representing Dan Whitten in attendance.

APPROVAL OF MINUTES:

It was moved and seconded that minutes for the October 20, 2020, Town Council Meeting be approved as presented. Motion passed unanimously.

FINANCIAL REPORT:

BANK BALANCES 10/31/2020

Porter State Bank	\$ 126,273.79
Trust Indiana	\$ 258,043.87
Record Balance	\$ 384,317.66

*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 October 31, 2020**

FUNDS	CASH BALANCE 10-31-20	APP BAL.	% Left
GENERAL	107,608.69	\$140,708	33
MOTOR VEHICLE HIGHWAY	7,256.84	\$12,333	20
LOCAL ROAD & STREET	17,820.90	\$36	0
MOTOR VEHICLE HWY RESTRICT	6,745.55		
PARK & RECREATION	44,275.56	\$1,532	14
RAINY DAY FUND	110,000.00	\$50,000	100
CCI	760.82		
CCD	15,406.43	\$991	3
CEDIT	19,085.45	\$8,647	43
RIVERBOAT REVENUE SHARING	1,410.45	\$1,500	60
Donations*	30,408.40		
Clubhouse Dune Grant*	.00		
Construction Security Dep*	17,500.00		
SalesTaxClubHouseRental*	259.75		
ClubHouseRentalDeposit*	2,600.00		
Local Road & Bridge Grant*	.00		
TOTAL FUNDS	\$ 381,138.84		

Clerk-Treasurer Bapst presented the October month-end financial report. It was moved and seconded to approve the financial report. Motion passed unanimously.

Bapst reported the Town's 2021 Budget 1782 Notice had been received from the Department of Local Government Finance with all appropriations and tax rates in order.

PAYMENT OF CLAIMS:

It was moved and seconded that claims for the month of November, 2020, #7005 - #7036, in the amount of \$67,898.60 be approved. Motion passed unanimously.

CORRESPONDENCE RECEIVED:

INDIANA STATE BOARD OF ACCOUNTS – AUDIT DELAYED TO 2021. The Indiana State Board of Accounts email postponing the 2016-2019 audit until next year was reviewed. Bapst noted the Town's ongoing, supplementary internal control measures in place including quarterly bank statement reviews by the Chesterton CPA firm of Kittredge of Zehner and monthly Indiana Gateway financial uploads that are monitored by the State Board of Accounts.

The State had notified governmental units that additional monthly financial records would be required effective December 1, 2020.

DUNE ACRES CIVIC IMPROVEMENT FOUNDATION (DACIF) – OCTOBER MEETING SYNOPSIS. DACIF President Paul Woidke had provided the Town Council a detailed synopsis of the foundation’s October 26, 2020, meeting aimed at keeping all parties apprised of relevant issues.

Addressed was DACIF’s recent funding of clubhouse log maintenance (with the understanding that such grant requests will be reviewed on a case by case basis going forward,) a proposed timeline for funding consideration of the Beach Drive deck project, ongoing interest in a beach mat walkway, and DACIF’s willingness to consider a playground replacement grant should one be requested. The Council appreciated the communication.

COMMISSIONERS REPORTS:

none

OLD BUSINESS

Sale of Kawasaki Mule. Bapst reported the Town’s Kawasaki Mule was sold for \$3,000.00.

Indiana Office of Energy Development 2020 Public Safety Resilience Grant Award. Bapst announced the receipt of an Indiana Office of Energy Development Grant that will assist with the purchase of an electric/gasoline hybrid vehicle for security staff.

In the first quarter of 2021, the town will take delivery of a Ford, 2021 all-wheel drive hybrid utility vehicle priced at \$38,898. The grant will cover 80% of the cost, or \$31,118, with a 20% town match. Benefits of the grant include major capital support for the initial purchase along with reduced annual operating costs.

Beach Drive Community Deck – Presentation of Design, Approval. Tom Cornwell presented specifications for the Beach Drive Viewing Deck as prepared by Great Lakes Engineering. Installation shall be at the previous deck site, above the new seawall. Following discussion, it was moved and seconded to approve the design and to authorize solicitation of proposals. Motion passed unanimously. The construction contract will be awarded at the December 15, 2020 Council meeting.

NEW BUSINESS

Ordinance 2020-04, 2021 Salaries, First Reading. It was moved and seconded to approve the first reading of Ordinance 2020-04, 2021 Salaries. Motion passed unanimously. The Ordinance provides a 3% increase in the Clerk-Treasurer salary to \$17,000 annually, and 2% increase in security and maintenance staff rates.

Clubhouse Rental. It was moved and seconded to approve clubhouse rentals for October 30, 2020, November 26, 2020, June 19, 2021, September 3, 2021 and September 4, 2021. Motion passed unanimously.

Dune Acres Civic Improvement Foundation – 2020 Town Grant Summary Report. The Council reviewed a Summary Report of DACIF 2020 Town grants. Funded projects include:

Carstens Memorial Telescope Viewing Deck	\$13,280
Clubhouse Parking Lot Lights	\$10,550
Clubhouse Log Stain/Seal/Repair	\$15,050
Plampin Park Maintenance	\$ 300
Crest Drive / Ridge Drive Stairway Replacement	\$ 8,265
Circle Drive / Beach Drive Stairway Replacement	\$10,988
Ridge Beach Deck and Walkway	\$ 4,130
TOTAL	\$62,563

Council members commended DACIF for its extraordinary contributions made possible through resident donations, and asked that a letter be sent to acknowledge the group's significant impact on our town.

OTHER BUSINESS:

COVID-19 Pandemic Local Status: Council Member Stemer provided an update on the COVID-19 pandemic. Cases in Porter County have reached record numbers, with 67 COVID patients currently hospitalized at Northwest Health, compared to 3 patients last month. While cases continue to rise, Stemer noted advances in treatment which have reduced mortality rates. Town staff were directed to consistently wear face masks when interacting with the public.

Election Outcomes: President Hawksworth summarized results of the November general election, noting voter turnout records set throughout the country. The Biden/Harris ticket for President/VP, the local U.S. Congressional seat going to Frank Mrvan, and new Indiana House Representative Charles Moseley were noted.

Dune Acres Trick or Treat: Council Member Stemer recognized Rob Carstens for again organizing the Town's Trick or Treat. Many families participated in the multi-vehicle parade that included the 'boo bus,' golf carts, music, and safety helpers. The large group of children collected candy at residences throughout town, with everyone having a wonderful time.

With no further business, the meeting adjourned at 7:40 PM.

The next regular meeting of the Town Council is 7:00 PM, December 15, 2020.

RICHARD HAWKSWORTH, Town Council President

PETER BOMBERGER, Town Council Member

ALEXANDER STEMER, Town Council Member

JEANNETTE E. BAPST, Clerk-Treasurer

CLAIMS FOR NOV 2020

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Payroll, Gross	November payroll, gross	\$ 13,864.37
Payroll, Net	November payroll, net	\$ 10,785.99
Indiana Dept of Revenue	November payroll, state w/h	\$ 692.28
EFTPS	November payroll, fed w/h, fica/medicare	\$ 3,120.43
Woodward Woodcare	Clubhouse Logs - DACIF	\$ 14,750.00
NIPSCO	Mineral Spring and Rt 12	\$ 16.48
Justins Tree Service	Roadside Clearing and Brush Pickup	\$ 7,000.00
Frontier	Phone and Internet	\$ 66.13
Indiana Central Collection	Garnishment	\$ 326.27
Republic Services	Waste Services	\$ 105.00
NIPSCO	Gas and Electric	\$ 476.12
Indiana Dept of Wkfrce Dev	Unemployment	\$ 1,612.72
AE Boyce	Software license, forms	\$ 3,094.14
Capital One VISA	Plants, Firepit, Computer Repair	\$ 1,649.05
Chesterton Stone	Ridge Beach Parking	\$ 374.00
Down to Earth	Clubhouse Sprinkler System	\$ 100.00
Frontier	Phone and Internet	\$ 101.30
Great Lake Engineering	Beach Drive Deck and Summit Guardrail	\$ 4,200.00
Interstate Rentals	Sod Cutter	\$ 190.00
JD Services	Clubhouse Furnace Repair	\$ 150.00
Menards, Portage	Supplies	\$ 437.20
Pinkerton	Vehicle Fuel	\$ 118.07
Pride Toilet	Beach Toilet	\$ 120.00
Quill Office Products	Town Hall File, Toner	\$ 955.98
The Times Media Company	Notice of Sale	\$ 9.04
Tilden Enterprises	Supplies	\$ 36.00
Walsh & Kelly	Manhole Repair, Linden	\$ 1,500.00
Postmaster	Stamps	\$ 110.00
Indiana American Water	Water	\$ 110.74
Comcast	Phone and Internet	\$ 174.29
Kittredge and Zehner	Quarterly Bank Audit	\$ 153.00
JD Services	Town Hall Underground Service	\$ 1,500.00

TOTAL November, 2020

\$ 67,898.60