

**TOWN OF DUNE ACRES
COUNCIL MINUTES
January 19, 2021**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, January 19, 2021, via videoconference. 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 December 15, 2020, Town Council Meeting be approved as presented. Motion passed unanimously.

FINANCIAL REPORT:

BANK BALANCES 12/31/2020

Porter State Bank	\$358,775.13
Trust Indiana	\$158,075.71
Record Balance	\$516,850.84

*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 December 31, 2020**

FUNDS	CASH BALANCE 12-31-20	APP BAL.	% Left
GENERAL	199,893.96	\$68,700	16
MOTOR VEHICLE HIGHWAY	32,093.87	\$4,956	8
LOCAL ROAD & STREET	19,657.11	\$36	0
MOTOR VEHICLE HWY RESTRICT	371.04		
PARK & RECREATION	47,588.18	\$1,222	10
RAINY DAY FUND	110,000.00	\$50,000	100
CCI	962.61		
CCD	28,043.76	\$991	3
CEDIT	18,995.17	\$5,990	30
RIVERBOAT REVENUE SHARING	410.45	\$500	20
Donations*	30,526.40		
Clubhouse Dune Grant*	.00		
Construction Security Dep*	17,500.00		
SalesTaxClubHouseRental*	259.75		
ClubHouseRentalDeposit*	2,600.00		
Local Road & Bridge Grant*	.00		
TOTAL FUNDS	\$ 508,902.30		

Clerk-Treasurer Bapst presented the December month-end financial report, noting year end cash balances were in line with targeted amounts. Annual property tax receipts totaled 95.02% of the levy, which resulted in a \$11,488 shortfall across all funds. 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 January, 2021, #7068 - #7092, in the amount of \$47,317.55 be approved. Motion passed unanimously.

CORRESPONDENCE RECEIVED:

none

COMMISSIONERS REPORTS:

BEACH: Beach Commissioner Rob Carstens reported on efforts to establish town *no motorized watercraft* beaches in response to concerns from west end lakefront homeowners who are disrupted by boaters anchoring offshore and spending the day at the beach in front of their property. Carstens had sent an email inquiry to the Indiana Department of Natural Resources Law Enforcement Division. One resident stated she regularly brings her motorized boat in and out of the water at her property, so should a *no motorized watercraft* zone be created there, she would require a personal waiver.

Carstens then reported on a proposed beach mat system for improving access across difficult to traverse sand. The mat system had been requested by several residents and interest shown by the Town Council. After discussion, it was agreed by consensus to move forward with 6' wide mats at both Ridge Beach and East Beach, totaling \$12,225, and to submit a request to the Dune Acres Civic Improvement Foundation for funding all or part of the town improvement.

BUILDING: Building Commissioner Tom Roberts reported on a number of renovation projects in town, along with an update on the Aspen Lane new home construction. He then recommended approval of Building Permit 2021-01, 2 Ridge Drive, \$100,000 kitchen and bathroom remodel. It was moved and seconded to approve the permit. Motion passed unanimously.

ROADS: Contractor proposals were presented for 2021 road improvements, funded 75% by Indiana Department of Transportation Community Crossings grants. It was moved and seconded to award the town-wide crackseal contract to Site Services in the amount of \$21,360.00, to award the Summit Drive steel-backed timber guardrail contract to Duneland Landscape in the amount of \$108,292.40, and to contract with Great Lakes Engineering for guardrail construction management in an amount not to exceed \$1,500. Motion passed unanimously.

OLD BUSINESS

Leaf Pickup Report. In response to Council request, a report was submitted on contracted leaf pickup conducted in the Town of Beverly Shores, then discussion held on leaf pickup as a possible town service in Dune Acres. The Town of Beverly Shores expended \$11,000 for their 2020 fall leaf pick. Questions were raised on how participating homeowners would be charged, how a town-provided service would improve on current resident leaf pickup arrangements, and the number of Dune Acres residents who remove their leaves. The Council requested additional information and input.

NEW BUSINESS

Insurance Renewal. Jim Anton of Anton Insurance presented the town's 2021 proposed renewal package, with premiums changed from \$13,097 to \$13,123. Following discussion, it was moved and seconded to accept the package. Motion passed unanimously. Town employees were commended for their safety practices which have kept workers compensation premium ratings in the 'excellent' range.

Clubhouse Rentals. It was moved and seconded to approve clubhouse rentals for June 5, 2021 and June 12, 2021, with the understanding that town facility use must be in compliance with the State of Indiana and Center for Disease Control mandates for public health relative to COVID-19. Motion passed unanimously. Bapst was instructed to distribute compliance information to all currently-booked rentals.

Roadside Mowing Contract. It was moved and seconded to approve a 2021 roadside mowing contract with Signature Lawns, LLC to conduct up to three (3) mows annually at the hourly rate presented. Motion passed unanimously. Town staff will continue maintaining roadsides where slopes, drop-offs and wetlands are not present.

Plan Commission Appointment. Council President Hawksworth announced his re-appointment of Bob Lauer to the Dune Acres Plan Commission for the term 1/2021 to 1/2025. He recognized Lauer for his long and continued service to the town.

2021 Capital Projects: Following discussion, it was moved and seconded to approve 2021 Capital projects, with estimated costs as follows: tennis court surface clean, seal and paint \$6,000; security vehicle (after grant) \$8,000, website development \$5,000; maintenance building renovation \$30,000. Motion passed unanimously.

Resolution 2021-01, Porter County Multi-Hazard Mitigation Plan Adoption. It was moved and seconded to approve Resolution 2021-01, Porter County Multi-Hazard Mitigation Plan Adoption. Motion passed unanimously. The resolution adopts the County-developed plan and authorizes its submission to the Indiana Department of Homeland Security and the Federal Emergency Management Agency for final review and approval. The plan is on file at the Dune Acres town hall.

Ordinance Review: Chapter 18, Section 18-2 Prohibited Prescribed or Open Burning. Due to a number of requests from residents over the years, most recently from Michael Treister, 76 West Road, Town Council discussion was held regarding Section 18-2 of Town Code that prohibits prescribed burns in residentially zoned areas of Town. Benefits and potential risks of prescribed burns were cited. A Work Session will be scheduled to provide information on the process and safety measures utilized.

OTHER BUSINESS:

NIPSCO Power Outages. Discussion was held regarding the recent NIPSCO power outage that left some Dune Acres residents without electricity for over 24 hours. Bapst was instructed to contact NIPSCO about their tree maintenance schedule and to share with them the Council's resolve to have tree maintenance conducted. NIPSCO last completed a town-wide tree maintenance program in 2014.

Tree Issues on South Mineral Springs Road. Resident Tom Roberts asked the Council to pursue removal of fallen trees and standing dead trees along Mineral Springs Road, north of the South Shore railroad tracks. He said the trees were unsightly, reflect poorly on the town, and are the responsibility of the National Park Service.

With no further business, the meeting adjourned at 8:25 PM.

The next regular meeting of the Town Council is 7:00 PM, February 16, 2021.

RICHARD HAWKSWORTH, Town Council President

PETER BOMBERGER, Town Council Member

ALEXANDER STEMER, Town Council Member

JEANNETTE E. BAPST, Clerk-Treasurer

CLAIMS FOR JAN 2021

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Indiana American Water	Gatehouse	\$ 35.15
Comcast	Phone and Internet	\$ 303.93
NIPSCO	Mineral Spring and Rt 12	\$ 17.10
Bryan McFadden	Expense Reimbursement, Cull	\$ 208.30
Davids Lawncare	December salt	\$ 1,012.50
Payroll, Gross	January payroll, gross	\$ 14,349.80
Payroll, Net	January payroll, net	\$ 11,298.60
Indiana Dept of Revenue	January payroll, state w/h	\$ 710.08
EFTPS	January payroll, fed w/h, fica/medicare	\$ 3,252.11
Indiana Dept of Revenue	2020 Sales Tax (clubhouse)	\$ 59.07
Indiana Central Collection	Garnishment	\$ 186.76
Frontier	Phone and Internet	\$ 167.90
Capital One VISA	Software	\$ 130.30
Republic Service	Waste Service	\$ 105.00
NIPSCO	Gas and Electric	\$ 918.95
Anton Insurance	Annual Premium	\$ 13,123.00
Menards, Portage	Supplies	\$ 673.71
Pinkerton Oil	Vehicle Fuel	\$ 147.45
Professional Pest Mgmt	Pest Management	\$ 50.00
T & M Tire Service	Tire repair	\$ 25.00
Tilden Enterprises, Inc.	Supplies	\$ 99.91
Quill	Office Supplies	\$ 267.15
Indiana American Water	Water	\$ 115.83
Hopkins Ace Hardware	Supplies	\$ 59.95
Indiana American Water	Gatehouse	\$ 35.15

TOTAL January, 2021 **\$ 47,317.55**