

**TOWN OF DUNE ACRES  
COUNCIL MINUTES  
June 15, 2021**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, June 15, 2021, at the Dune Acres Clubhouse. President Richard Hawksworth called the meeting to order at 7:00 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 minutes for the May 18, 2021, Town Council Meeting be approved as presented. Motion passed unanimously.

**FINANCIAL REPORT:**

**BANK BALANCES 05/31/2021**

Porter State Bank	\$206,230.94
Trust Indiana	\$158,120.04
Record Balance	\$364,350.98

\*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 May 31, 2021**

FUNDS	CASH BALANCE 05-31-21	APP BAL.	% Left
GENERAL	54,947.78	\$268,902	60
MOTOR VEHICLE HIGHWAY	-1,413.37	\$24,894	41
LOCAL ROAD & STREET	23,996.30	\$6,000	100
MOTOR VEHICLE HWY RESTRICT	1,970.08		
PARK & RECREATION	45,946.28	\$6,358	79
RAINY DAY FUND	110,000.00	\$50,000	100
CCI	962.61		
CCD	28,043.76	\$35,000	100
CEDIT	27,081.32	\$20,000	100
RIVERBOAT REVENUE SHARING	410.45	\$1,500	100
Donations*	30,864.40		
Clubhouse Dune Grant*	-2,999.40		
Construction Security Dep*	17,500.00		
Sales Tax Club House Rental*	477.18		
Club House Rental Deposit*	6,500.00		
Community Crossings Grant*	19,039.69		
<b>TOTAL FUNDS</b>	<b>\$ 363,327.08</b>		

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

Bapst updated the Council on the Spring property tax settlement received at 57.82% of the levy. Bapst also reported she would participate in the Department of Local Government Finance June 16<sup>th</sup> webinar covering legislative changes effecting the budget process.

**PAYMENT OF CLAIMS:**

It was moved and seconded that claims for the month of June, 2021, #7224 - #7254, in the amount of \$87,286.75 be approved. Motion passed unanimously.

**CORRESPONDENCE RECEIVED:**

South Shore Tracks Concern. A letter sent by resident Robert Evans to the Northern Indiana Commuter Transit District about the increasing frequency of railroad track gates being down with no train present was shared.

## COMMISSIONERS REPORTS:

**BEACH:** Beach Commissioner Carstens reported the shoreline buoys had been installed, lake levels continue to fall, and fireworks preparations were underway.

**ROADS:** Safety issues on Mineral Springs Road, at the blind hill south of West Road, were discussed. Concerns about the site and accompanying hazards for pedestrians were noted. It was agreed by consensus to consult with Great Lakes Engineering about solution options and costs.

**BUILDING:** As had been recommended by Building Commissioner Tom Roberts, it was moved and seconded to approve Building Permit #2021-16, 19 Lupine Lane, \$63,760 drive and retaining wall replacement, Building Permit #2021-19, 5 Summit Drive, \$100,000 interior remodel, and a six-month extension of Building Permit #2019-17, 7 Oak Drive, new home construction. Motion passed unanimously.

**FIRE:** Fire Commissioner Mark Bapst recommended Council approval of the Town of Porter *Fire Department Agreement for Fire Protection Services*, January 1, 2022 to December 31, 2025 with annual fees of \$20,925.00, \$21,134.00, \$21,557.00 and \$22,203.00 respectively. The Town of Porter Town Council had accepted the agreement at their June meeting. It was moved and seconded to approve the Agreement. Motion passed unanimously.

Bapst then reported that due to the current drought, he is monitoring wildfire danger status in collaboration with the Indiana Dunes National Park. The fire hazard rating is now 'moderate.' He will issue a statement to the community should the rating increase.

**SECURITY:** As recommended by Security Commissioner Bill Griffin, it was moved and seconded to hire Christin Olson and Bryce Pickering as Security Employees. Motion passed unanimously

## OLD BUSINESS

Ordinance 2021-01, Amend Chapter 14, Article II Environmental Preservation, 2<sup>nd</sup> Reading and Adoption. It was moved and seconded to approve second reading and adoption of Ordinance 2021-01. Motion passed unanimously. The Ordinance adds language to Chapter 14 which prohibits the introduction of invasive plants listed on the Indiana Invasive Species Council Plant List onto private or public property within the Town.

Ordinance 2021-02, Establishing the American Rescue Plan Local Fiscal Recovery Fund, 2<sup>nd</sup> Reading and Adoption. It was moved and seconded to approve second reading and adoption of Ordinance 2021-02. Motion passed unanimously. The Ordinance addresses administrative requirements relative to receiving and expending the town's American Rescue Plan Coronavirus Local Fiscal Relief Fund allocation of \$37,927. A detailed expenditure plan will be developed. Funds must be expended by December 31, 2024.

"No Boat" Designated Beaches. Discussion was held regarding the process, identification methodology, costs, and probability of success relative to the Town creating 'no boat' zones along the Lake Michigan shoreline. It was agreed by consensus to proceed with the initial steps in preparing a petition for the Natural Resources Commission which has Administrative Rule authority to adopt new languages under *312 IAC 5-8-3 Porter County waters of Lake Michigan; boating restrictions*. Beach Commissioner Carstens was charged with preparing a proposed shoreline map for consideration at the July Town Council meeting.

## NEW BUSINESS

Resolution 2021-02, Vacation Pay. It was moved and seconded to approve Resolution #2021-02 Vacation Pay. Motion passed unanimously. The resolution authorizes customary vacation pay, per Ordinance, to qualifying maintenance and security employees.

Paygov.us Account Activation. It was moved and seconded to approve the Agency Service Agreement with Paygov.us to facilitate credit card payments to the town. Motion passed unanimously.

Clubhouse Rental. It was moved and seconded to approve a clubhouse rental on September 25, 2021. Motion passed unanimously.

OTHER BUSINESS:

none

With no further business, the meeting adjourned at 8:00 PM.

The next regular meeting of the Town Council is 7:00 PM, July 20, 2021.

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RICHARD HAWKSWORTH, Town Council President

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PETER BOMBERGER, Town Council Member

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ALEXANDER STEMER, Town Council Member

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JEANNETTE E. BAPST, Clerk-Treasurer

CLAIMS FOR JUNE 2021

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Payroll, Gross	June payroll, gross	\$ 14,021.41
Payroll, Net	June payroll, net	\$ 11,333.94
Indiana Dept of Revenue	June payroll, state w/h	\$ 661.35
EFTPS	June payroll, fed w/h, fica/medicare	\$ 3,098.75
Comcast	Phone and Internet	\$ 129.64
Frontier	Phone and Internet	\$ 199.96
NIPSCO	Mineral Springs and Rt 12	\$ 16.71
AMA	Directory Printing	\$ 1,419.75
Applied Ecological Services	Environmental town wide	\$ 1,760.00
Bruce Riffle	Clubhouse Deposit Refund	\$ 600.00
Capital One, VISA	INDEED, Pickleball	\$ 741.83
Duneland Landscape	Community Crossings Project	\$ 25,836.24
Hopkins Ace Hardware	Supplies	\$ 193.92
Menards, Portage	Supplies	\$ 204.95
NIPSCO	Gas and Electric	\$ 644.85
Per Mar Security	Town Hall Monitor	\$ 225.00
Pinkerton Oil	Vehicle Fuel	\$ 224.11
Quill Office Supplies	Supplies	\$ 47.37
Republic Services	Waste Service	\$ 120.75
Servpro of Porter County	Clubhouse Stove Clean	\$ 425.00
South Shore Marina	Buoys	\$ 3,240.00
Star Uniform	Security Uniforms	\$ 361.53
Tilden Enterprises	Supplies	\$ 52.02
Town of Porter	Fire Contract, first installment	\$ 10,462.50
Dan Whitten	Legal Retainer, 2nd Q	\$ 2,750.00
Applied Ecological Services	Town Park A Restoration	\$ 4,998.80
Pride Toilet	Beach Toilet	\$ 120.00
Ecorealm	Environmental town wide	\$ 2,396.37
Lucas Polka	Clubhouse Deposit Refund	\$ 800.00
Town of Dune Acres	Clubhouse Damage w/h	\$ 200.00
Total JUNE, 2021		\$ 87,286.75

