

TOWN OF DUNE ACRES
Draft COUNCIL MINUTES
July 20, 2021

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, July 20, 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 June 15, 2021, Town Council Meeting be approved as presented. Motion passed unanimously.

FINANCIAL REPORT:

BANK BALANCES
06/30/2021

Porter State Bank	\$416,046.13
Trust Indiana	\$158,127.87
Record Balance	\$574,174.00

*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 June 30, 2021

FUNDS	CASH BALANCE 06-30-21	APP BAL.	% Left
GENERAL	227,850.29	\$230,287	52
MOTOR VEHICLE HIGHWAY	24,150.48	\$18,547	31
LOCAL ROAD & STREET	24,427.39	\$5,500	92
MOTOR VEHICLE HWY RESTRICT	2,300.41		
PARK & RECREATION	47,015.35	\$2,693	34
RAINY DAY FUND	110,000.00	\$50,000	100
CCI	1,246.60		
CCD	49,017.23	\$35,000	100
CEDIT	28,435.15	\$20,000	100
RIVERBOAT REVENUE SHARING	410.45	\$1,500	100
Donations*	37,609.40		
Clubhouse Dune Grant*	-2,999.40		
Construction Security Dep*	17,500.00		
Sales Tax Club House Rental*	561.18		

Club House Rental Deposit*	5,500.00
Community Crossings Grant*	.00
TOTAL FUNDS	\$ 572,924.53

Clerk-Treasurer Bapst presented the June 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 July, 2021, #7255 - #7293, in the amount of \$106,616.78 be approved. Motion passed unanimously.

CORRESPONDENCE RECEIVED:

none

COMMISSIONERS REPORTS:

ROADS: Closeout reports for the 2020-2 Community Crossings Grants were presented which covered 2021 completed road projects. The Indiana Department of Transportation had accepted all documentation.

Confirmation was then presented on Dune Acres 2021-2 Community Crossings Grant submissions for 2022 proposed projects. The estimated cost is \$191,899, with grant applications totaling \$143,841. Award announcements are expected in September.

BUILDING: As had been recommended by Building Commissioner Tom Roberts, it was moved and seconded to approve Building Permit #2021-20, 2 Oak Drive, \$50,000 exterior improvements; Building Permit #2021-22, 1 Ridge Drive, \$30,000 interior remodel and small addition; and Building Permit #2021-24, 28 Circle Drive, \$175,000, interior remodel and addition. Motion passed unanimously.

OLD BUSINESS

American Rescue Plan (COVID Relief) Update: Confirmation had been received from the Indiana Finance Authority that Dune Acres' documents requesting distribution of COVID relief funds were complete, with the 1st distribution in process. The town expects one distribution of \$20,545 this month, and another distribution for same amount next summer. The Town Council will appropriate funds, as required by statute, prior to any expenditures. Allocations must be complete by December, 2024.

"No Boat" Designated Beaches. Beach Commissioner Rob Carstens presented the proposed map designating 'no boat' beaches along the Dune Acres shoreline. Starting at the west town boundary, no boat zone is recommended in front of 92 West Road (Norton), 80 West Road (Simmons), 76 West Road (Treister), 74 West Road (Mickleson), and 72 West Road (Loeger), with a boat access lane designated in front of 84 West Road (Sandrick.) Carstens had communicated with some of the listed residents, but not all.

Carstens noted the complexities of establishing no boat zones, including but not limited to, the permanency of the designation which may add or detract from property values going forward, the possibility of displaced boaters moving east onto other areas along the shoreline, and challenges in keeping no-boat areas open to non-motorized watercraft.

Town Attorney Mindel said an outside attorney familiar with the process and who has relationships in Indianapolis would best meet the needs of the town for this complex legislative process. He will research the process in more detail and provide estimated legal costs.

Discussion was held regarding how to best share the proposed plan with Dune Acre residents. President Hawksworth suggested a town email explaining the no boat beach proposal and soliciting input from residents. Council member Stemer said residents have access to the plan description in meeting minutes which are posted on the town website, with the issue discussed at public meetings. Stemer said the town should comply with notification requirements outlined in Indiana Code, with no additional communication necessary.

NEW BUSINESS

2022 Budget Workshop. Bapst presented the draft 2022 budget to the Council and asked for feedback prior to the Budget Public Hearing scheduled for August 17, 2021.

Office Clerk, Ordinance 2021-03, 2021 Salaries revised. It was moved and seconded to approve first reading of Ordinance 2021-03, 2021 Salaries Revised. Motion passed unanimously. President Hawksworth suspended the rule for 2nd reading. It was then moved and seconded to adopt Ordinance 2021-03, 2021 Salaries Revised. Motion passed unanimously. The Ordinance adds the position of Office Clerk at \$50.00 per month, with initial responsibility of payroll. Resident Lynne Remington will fill the position.

Vaccine Clinic. It was moved and seconded to permit Town Wellness Coordinator Sharon Tutlewski to conduct a vaccine clinic at the clubhouse on September 11, 2021. Motion passed unanimously.

Clubhouse Rental. It was moved and seconded to approve a clubhouse rental on August 10, 2021. Motion passed unanimously.

OTHER BUSINESS:

Disturbance on Beach: Council member Stemer said a report was provided to the Council about a disturbance on the beach July 16th that involved law enforcement response from the National Park, the Department of Natural Resources and the Porter County Sheriff. Beach Commissioner Carstens provided partial information. Stemer said a complete report would be provided by Security Commissioner Griffin at the August 17th Council Meeting.

Independence Day Celebration. Council member Stemer and President Hawksworth recognized all residents who contributed to the Town Independence Day weekend celebration, with special commendation to Social Chair Carolyn Mellen. The weekend events united the community in a significant way, and help define Dune Acres as a town.

Phelps Stairs at 9 Beach Drive. President Hawksworth requested Beach Commissioner Carstens monitor use of the Phelps' stairs located on their private property which are reportedly being over-used, with respect not shown to owners.

National Park Meetings: It was noted the Indiana Dunes National Park is conducting public meetings to obtain input on adding concession services at various locations.

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

The next regular meeting of the Town Council is 7:00 PM, August 17, 2021.

RICHARD HAWKSWORTH, Town Council President

PETER BOMBERGER, Town Council Member

ALEXANDER STEMER, Town Council Member

JEANNETTE E. BAPST, Clerk-Treasurer

CLAIMS FOR JULY 2021

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Payroll, Gross	July payroll, gross	\$ 13,679.83
Payroll, Net	July payroll, net	\$ 11,053.70
Indiana Dept of Revenue	July payroll, state w/h	\$ 642.90
EFTPS	July payroll, fed w/h, fica/medicare	\$ 3,029.73
NIPSCO	Gas and Electric	\$ 16.53
Indiana American Water	Water	\$ 82.64
Comcast	Phone and Internet	\$ 304.33
Frontier	Phone and Internet	\$ 97.44
Perm-A-Seal	Tennis Court Maintenance	\$ 15,248.00
Signature Lawns	Roadside Mowing	\$ 911.50
Frontier	Phone and Internet	\$ 102.52

Republic	Waste Service	\$ 120.75
Melrose Pyrotechnics	Fireworks	\$ 7,500.00
NIPSCO	Gas and Electric	\$ 848.04
Custom Cleaning	Town Hall Carpet Clean	\$ 175.00
Datagraphics	Security Forms	\$ 42.00
Duneland Landscape	Security Lot Guardrail	\$ 5,315.00
Great Lakes Engineering	Beach Deck and Summit Guardrail	\$ 1,500.00
Ecorealm	Harris Subdivision	\$ 375.13
Michael Harris	Construction Deposit Refund, less env	\$ 2,124.87
Hopkins Ace Hardware	Supplies	\$ 77.59
Interstate Rentals	Track Loader Rental	\$ 883.25
Jeaneen Dougherty	Reimbursement	\$ 34.50
Menards, Portage	Supplies	\$ 450.67
Pinkerton Oil	Vehicle Fuel	\$ 260.97
Pride Toilet	Beach Toilet	\$ 120.00
Professional Pest Mgmt	Pest Management Service	\$ 50.00
Quill Office Supplies	Supplies	\$ 94.96
Republic Service	Beach Dumpster	\$ 100.00
Rogers Roofing	Clubhouse Roof Repairs	\$ 840.00
Star Uniforms	Security Uniforms	\$ 299.05
Tilden Enterprises	Supplies	\$ 191.90
Young Plumbing	Clubhouse Toilet Repair	\$ 400.00
Town of Dune Acres	Clubhouse Rental Transfer	\$ 300.00
Tammy Donnelly	Clubhouse Deposit Refund	\$ 300.00
Capital One VISA	Sign, Fuses, Stone, INDEED,	\$ 703.79
Corlette Construction	Maintenance Bldg., Progress Pymnt	\$ 37,912.00
Indiana American Water	Clubhouse and Gatehouse	\$ 124.40
Comcast	Phone and Internet	\$ 303.79
Total JULY, 2021		\$ 106,616.78
