

**TOWN OF DUNE ACRES  
Draft COUNCIL MINUTES  
September 20, 2022**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, September 20, 2022, at the clubhouse. Council President Richard Hawksworth called the meeting to order at 7:00 p.m., with Council Members Alexander Stemer and Paul Woidke, Clerk-Treasurer Jeannette Bapst, and attorney Adam Mindel in attendance.

**APPROVAL OF MINUTES:**

It was moved and seconded that minutes for the August 16, 2022 Council Meeting and August 16, 2022, 2023 Budget Hearing be approved as presented. Vote was unanimous in favor; motion passed.

**FINANCIAL REPORT:**

**BANK BALANCES 08/31/2022**

Porter State Bank	\$349,882.29
Trust Indiana	\$158,842.49
Record Balance	\$508,724.78

\*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 August 31, 2022**

FUNDS	CASH BALANCE 08-31-22	APP BAL.	% Left
GENERAL	171,121.33	212,121	46
MOTOR VEHICLE HIGHWAY	22,227.92	10,862	15
LOCAL ROAD AND STREET	31,616.26	6,000	100
MOTOR VEHICLE HWY RESTRICT	2,145.71		
PARK & RECREATION	45,832.27	2,131	24
RAINY DAY FUND	110,000.00	50,000	100
CCI	554.01	00	00
CCD	24,814.31	9,358	27
CEDIT	9,395.71	677	3
RIVERBOAT REVENUE SHARING	1,414.83	1,000	100
Donations	32,686.68		
ARP Covid Relief	41,246.14		
Lake Michigan Coastal Grant*	-2,200.00		
Construction Security Dep*	15,000.00		
Sales Tax Club House Rental*	348.68		
Club House Rental Deposit*	2,600.00		
Community Crossings Grant	.00		
<b>TOTAL FUNDS</b>	<b>\$ 508,803.85</b>		

Clerk-Treasurer Bapst presented the August month-end financial report. It was moved and seconded to approve the financial report. Vote was unanimous in favor; motion passed.

**PAYMENT OF CLAIMS:**

It was moved and seconded that claims for the month of August, 2022, #7678 - #7610, in the amount of \$59,791.55 be approved. Vote was unanimous in favor; motion passed.

**CORRESPONDENCE RECEIVED:**

none

## COMMISSIONERS REPORTS:

**BUILDING:** Building Commissioner Tom Roberts recommended approval of Building Permit #2022-16, 65 West Road, \$26,259 roof replacement and 3 Linden Lane, \$50,000 interior remodel and deck repair, with 2022-16 contingent on receipt of fees and contractor registration. It was moved and seconded to approve the recommendation. Vote was unanimous in favor; motion passed.

Roberts then reported on work underway at 38 East Road, scope including a new entrance and burying power lines to the house. Moving and placing excess sand from the 2 Redwood Drive construction is being coordinated by Beach Commissioner Rob Carstens.

**ENVIRONMENTAL:** Environmental Commissioner Robin Tennant spoke about plans for the October 22, 2022 Town Cleanup.

**FIRE:** It was reported the annual clubhouse fire system testing was completed, and the clubhouse stove fire suppression system certified.

Regarding the Mineral Springs Road detour access road planned during the South Shore double track construction project starting on October 3, 2022, Porter Fire Chief Craig is working with contractors to ensure the roadway is adequate for emergency vehicles.

**SECURITY:** Security Commissioner Bill Griffin recommended hiring Nathan Alexander-Gass as Security Employee. It was moved and seconded to approve the recommendation. Vote was unanimous in favor, motioned passed.

## OLD BUSINESS

Ordinance 2022-06, 2023 Appropriations and Tax Rate, Second Reading and Adoption. It was moved and seconded to approve second reading and adoption of Ordinance 2022-06, 2023 Appropriations and Tax Rate. Vote was unanimous in favor; motion passed. The ordinance sets appropriations and tax levies 2023.

Ordinance 2022-05, revised Floodplain Ordinance, First/Second Reading and Adoption. It was moved and seconded to approve first reading of revised Ordinance 2022-05. Vote was unanimous in favor, motion passed. It was then moved and seconded to suspend rules for second reading. Vote was unanimous in favor, motion passed. Finally, it was moved and seconded to approve revised Ordinance 2022-05. Vote was unanimous in favor, motion passed.

American Rescue Plan Funds, preliminary appropriation. Following discussion, it was agreed by consensus to start the American Rescue Plan appropriation process for the Town's \$42,246 grant fund balance. Projects to be presented are Clubhouse air conditioning and electrical upgrade, Clubhouse code-compliant ADA chairlift, and installation of a rear door and exterior landing at the security office. A hearing on the matter will be conducted in October.

## NEW BUSINESS

Trick or Treat October 30, 2022. It was agreed by consensus to conduct the *Town or Treat* on the afternoon of October 30<sup>th</sup>. Resident Erika Carstens was recognized for organizing the activity.

Town Fall Party, October 29, 2022. It was agreed by consensus to approve the Social Committee conducting a Town Fall Party at clubhouse on October 29<sup>th</sup>.

## OTHER BUSINESS:

Prescribed Burns on Private Property: Resident Robin Tennant, referencing the Town Council's approval of a private-property prescribed burn at the last meeting, inquired on the process for other residents to request authorization. The topic will be included on the October Agenda.

Town Park: Resident Tom Roberts shared his opinion that the town park, which has been naturalized for the past several years, should be mowed.

With no further business, the meeting adjourned at 7:30 PM.

The next regular meeting of the Town Council Meeting is 7:00 PM, October 17, 2022 at the clubhouse.

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RICHARD HAWKSWORTH, Town Council President

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PAUL WOIDKE, Town Council Member

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ALEXANDER STEMER, Town Council Member

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JEANNETTE E. BAPST, Clerk-Treasurer

CLAIMS - SEPT 2022

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Payroll, Gross	Sept payroll, gross	\$ 17,649.55
Payroll, Net	Sept payroll, net	\$ 14,339.03
Indiana Dept of Revenue	Sept payroll, state w/h	\$ 800.93
EFTPS	Sept payroll, fed w/h, fica/med	\$ 3,859.77
Capital One VISA	Fuel, flags, supplies	\$ 616.22
Comcast	Phone and Internet	\$ 308.00
Duneland Landscape	Hill Drive Retaining Wall	\$ 9,197.00
Daniel Kleine	Environmental Cost Share Grant	\$ 500.00
Eric Trowbridge	Uniform Reimbursement	\$ 36.53
Sharon Tutlewski	Vaccine Clinic Expense	\$ 138.23
Frontier	Phone and Internet	\$ 213.40
Signature Lawn	Roadside Cutting	\$ 992.25
NIPSCO	Gas and Electric	\$ 917.97
Republic Services	Waste Service	\$ 125.00
Sugar Maple Sewing	Clubhouse Cushions	\$ 477.35
Drive Clean Indiana	Membership	\$ 250.00
Hopkins Ace Hardware	Supplies	\$ 11.98
Jeaneen Dougherty	Supplies	\$ 12.31
Menards-Portage	Supplies	\$ 311.12
Per Mar Security	Clubhouse and Town Hall	\$ 243.33
Pinkerton Oil	Vehicle Fuel	\$ 222.07
Quill Office Supplies	Supplies	\$ 114.99
Reeders Auto Service	Tires, Oil Change	\$ 752.07
Star Uniforms	Security Uniforms	\$ 453.32
The Times Media	Security Help Wanted	\$ 275.00
John Fejes	Stipend Due	\$ 372.93
Comcast	Phone and Internet	\$ 363.50
Indiana American Water	Water	\$ 83.07
Mindel and Mindel	Legal, Q3	\$ 2,750.00
RES Great Lakes	Town Park A, LMCP Grant	\$ 2,200.00
Action Fire	Clubhouse Stove Maintenance	\$ 184.00
Michele McCleod	Clubhouse Supplies, DACIF	\$ 138.13
Kelly Spence	Clubhouse Deposit Refund	\$ 600.00
Total SEPTEMBER, 2022		\$ 59,791.55

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