

**TOWN OF DUNE ACRES
Draft COUNCIL MINUTES
February 21, 2023**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, February 21, 2023, at the Town Hall. Council President Richard Hawksworth called the meeting to order at 7:00 p.m., with Council Members Paul Woidke and Alexander Stemer, Clerk-Treasurer Jeannette Bapst, and attorney Adam Mindel in attendance.

APPROVAL OF MINUTES:

It was moved and seconded that minutes for the January 17, 2023 Council Meeting be approved as presented. Vote was unanimous in favor; motion passed.

FINANCIAL REPORT:

BANK BALANCES 01/31/2023

Porter State Bank	\$95,946.50
Trust Indiana	\$462,615.47
Record Balance	\$558,561.97

*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 January 31, 2023**

FUNDS	CASH BALANCE 01-31-2023	APP BAL.	% Left
GENERAL	153,033.06	450,937	91
MOTOR VEHICLE HIGHWAY	33,014.41	70,000	100
LOCAL ROAD AND STREET	25,760.00	15,000	100
MOTOR VEHICLE HWY RESTRICT	4,163.23		
PARK & RECREATION	47,138.68	54,940	100
RAINY DAY FUND	130,000.00	50,000	100
CCI	761.25	1,000	100
CCD	25,869.33	40,000	100
CEDIT	15,110.93	20,000	100
RIVERBOAT REVENUE SHARING	2,126.37	2,000	100
Donations	34,120.39		
ARP Covid Relief	15,861.14		
Lake Michigan Coastal Grant*	-1,100.00		
Construction Security Dep*	7,500.00		
Sales Tax Club House Rental*	47.25		
Club House Rental Deposit*	1,300.00		
Community Crossings Grant	.00		
Opioid Settlement, Restricted*	1,763.30		
Levy Excess Fund*	19,647.74		
TOTAL FUNDS	\$ 516,117.08		

Clerk-Treasurer Bapst presented the January 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 February, 2023, #7837 - #7878, in the amount of \$123,407.99 be approved. Vote was unanimous in favor; motion passed.

CORRESPONDENCE RECEIVED:

2 Redwood Construction and Plan Commission Meeting Notifications. Resident Dan Kleine, 3 Redwood Lane, asked for his concerns about various disruptions resulting from new home construction at 2 Redwood Drive be addressed. The overall height of the structure was also questioned. Discussion was held regarding measures to remove equipment from the roadway, environmentally restore the temporary cut off West Road, and final cleanup of the stored

excavated sand area on Aspen Drive. Kleine also asked that public notifications for Dune Acres Plan Commission meetings be distributed via town email. Building Commissioner Tom Roberts and Plan Commissioner Tom Cornwell will follow up and provide additional information.

COMMISSIONERS REPORTS:

BUILDING: As had been recommended by Building Commissioner Tom Roberts, it was moved and seconded to approve Building Permit #2023-05, 6 Fern Lane, \$40,000 interior remodel. Vote was unanimous in favor, motion passed.

ENVIRONMENT: As had been recommended by Environmental Commissioner Robin Tennant, the Council agreed by consensus to conduct the Spring Town Cleanup on April 22, 2023 (Earth Day.)

ROADS: Justins Tree Service completed most roadside clearing work. An additional day has been added to complete all work, which should take place this week.

FIRE: As had been reported by Fire Commissioner Mark Bapst, repairs to the lakefront caisson water pump serving the clubhouse fire suppression system were completed last week.

OLD BUSINESS

Town Entrance Enhancements; lighting/signage/planting plan. Resident and Lighting Committee Member Dave Rearick presented detailed plans for re-design of the Town entrance that includes new lighting, landscaping and signage. Following discussion, the Council approved the plan as presented and gave Rearick authorization to begin working with contractors on final details and pricing.

2022-23 Deer Cull Final Report. The 2022-23 Deer Cull final report, as submitted to the DNR, was presented to the Council, noting a total of 12 deer taken this season.

It was reported that Dune Acres' contracted aerial deer survey had not yet been completed due to unfavorable weather conditions.

NEW BUSINESS

Ordinance 2023-01, Amendment to Chapter 10, Section 10-30 (B), First Reading. It was moved and seconded to approve first reading of Ordinance 2023-01, Amendment to Chapter 10, Section 1-30 (B). Vote was unanimous in favor, motion passed. The amendment changes the contractor registration renewal fee received prior to January 31st of each year from \$25.00 to \$50.00.

Social Committee Clubhouse Use. As had been requested by Town Social Chairs Simona and Marius Toader, it was moved and seconded approve clubhouse use for town events on 2.18.23, 3.25.23, 5.27.23, 7.11.23 and 10.28.23. Vote was unanimous in favor, motion passed.

Clubhouse Rental. It was moved and seconded to approve clubhouse rentals for 4.2.23, 6.4.23, and 6.11.23. Vote was unanimous in favor, motion passed.

Coyotes in Dune Acres. Discussion was held regarding the presence of coyotes in Town. No action was taken.

OTHER BUSINESS:

Automated External Defibrillators (AED's): An update was provided regarding the AED's purchased including planned installation and scheduled community training being provided by the Porter Fire Department. Information to residents will be emailed.

Wellness Coordinator Resignation. It was noted that Wellness Coordinator Sharon Tutlewski had resigned her volunteer position with the Town. The Council recognized Tutlewski's numerous community contributions.

Drainage. Resident David Gawlinski, 6 Circle Drive, asked for Town officials to correct a drainage issue at his residence.

With no further business, the meeting adjourned at 8:20 PM.

The next regular meeting of the Town Council Meeting is 7:00 PM, March 21, 2023 at the Town Hall.

RICHARD HAWKSWORTH, Town Council President

PAUL WOIDKE, Town Council Member

ALEXANDER STEMER, Town Council Member

JEANNETTE E. BAPST, Clerk-Treasurer

CLAIMS – FEBURARY 2023

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Anton Insurance	Insurance Premium	\$ 14,822.00
Comcast	Phone and Internet	\$ 21.27
NIPSCO	Mineral Springs and Rt 12	\$ 18.73
Frontier	Phone and Internet	\$ 235.92
JD Services	Clubhouse A/C progress pymt 1	\$ 14,125.00
Reprographic Arts	Centennial Banner	\$ 445.00
Payroll, Gross	February payroll, gross	\$ 17,532.50
Payroll, Net	February payroll, net	\$ 14,075.39
Indiana Dept of Revenue	February payroll, state w/h	\$ 781.29
EFTPS	February payroll, fed w/h, fica/medicare	\$ 4,017.08
Mitch Markovitz	Centennial Painting, 50%	\$ 4,250.00
Ricky Atchley	Reimbursement, uniform purchase	\$ 84.53
NIPSCO	Gas and Electric	\$ 1,488.62
Frontier	Phone and Internet	\$ 121.09
Republic Services	Waste Service	\$ 125.00
Capital One VISA	Uniform, furniture, fuel	\$ 4,823.27
Kevin Devereaux	Cull Expense Reimbursement	\$ 2,165.51
Derek Devereaux	Cull Expense Reimbursement	\$ 371.20
Drey Devereaux	Cull Expense Reimbursement	\$ 646.30
Jeff Cox	Cull Expense Reimbursement	\$ 288.75
Castle Ford	Vehicle Service	\$ 87.56
David's Lawncare	Plowing and Salt	\$ 6,106.25
Hurd Media	Legal Notice, Fireworks	\$ 20.70
Justins Tree Service	Roadside Clearing	\$ 20,000.00
Hopkins Ace Hardware	Supplies	\$ 63.96
Jeaneen Dougherty	Expense Reimbursement	\$ 28.47
Menards - Portage	Supplies, clubhouse door	\$ 4,482.85
Pinkerton Oil	Vehicle Fuel	\$ 278.99
Quill Office Supplies	Security	\$ 327.74
The Times Media	Legal Notice, Annual Report	\$ 70.70
Trout Glass & Mirror	Town Hall Window Repair	\$ 405.00
Gretchen Chavez	Environmental Costshare Grant	\$ 500.00
James Lyons	Environmental Costshare Grant	\$ 500.00
American AED	Defibrillators, DACIF	\$ 7,674.00
Tilden Enterprises	Supplies	\$ 92.90
Comcast	Phone and Internet	\$ 395.95
Indiana American Water	Clubhouse and Gatehouse	\$ 87.11
Circle R Mechanical	Clubhouse Caisson Repair	\$ 1,847.36
Total FEBRUARY 2023:		\$123,407.99
