

**TOWN OF DUNE ACRES
COUNCIL MINUTES
May 26, 2020**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, May 26, 2020, via teleconference with live stream. Council 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

Dune Acres residents had been notified via email the meeting would be conducted by teleconference with live stream in following with Indiana Governor Eric Holcomb’s order aimed at controlling spread of the Coronavirus disease (COVID-19).

APPROVAL OF MINUTES:

It was moved and seconded that the minutes for the April 24, 2020, Town Council Meeting be approved as presented. Motion passed unanimously.

FINANCIAL REPORT:

BANK BALANCES 04/30/2020

| | |
|-------------------|---------------|
| Porter State Bank | \$75,793.48 |
| Trust Indiana | \$ 457,618.78 |
| | |
| Record Balance | \$ 533,412.26 |

*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 April 30, 2020**

| FUNDS | CASH BALANCE 04-30-20 | APP BAL. | % Left |
|----------------------------|--------------------------|-----------|--------|
| GENERAL | 68,694.76 | \$291,948 | 69 |
| MOTOR VEHICLE HIGHWAY | 28,003.21 | \$60,000 | 100 |
| LOCAL ROAD & STREET | 16,490.50 | \$3,220 | 54 |
| MOTOR VEHICLE HWY RESTRICT | 5,192.46 | | |
| PARK & RECREATION | 49,121.02 | \$10,218 | 91 |
| RAINY DAY FUND | 110,000.00 | \$50,000 | 100 |
| CCI | 567.99 | | |
| CCD | 27,284.21 | \$25,906 | 86 |
| CEDIT | 21,275.25 | \$20,000 | 100 |
| RIVERBOAT REVENUE SHARING | 1,332.29 | \$2,500 | 100 |
| Donations* | 27,568.40 | | |
| Clubhouse Dune Grant* | .00 | | |
| Construction Security Dep* | 25,000.00 | | |
| SalesTaxClubHouseRental* | 214.25 | | |
| ClubHouseRentalDeposit* | 3,300.00 | | |
| Local Road & Bridge Grant* | 148,741.01 | | |
| TOTAL FUNDS | \$ 532,785.35 | | |

Clerk-Treasurer Bapst presented the April 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 May, 2020, #6810 - #6838, in the amount of \$54,700.03 be approved. Motion passed unanimously.

COMMISSIONERS REPORTS:

BUILDING: As had been recommended by Building Commissioner Tom Roberts, it was moved and seconded to approve Building Permit #2020-08, 5 Lupine Lane, \$10,500 re-roof. Motion passed unanimously.

It was then moved and seconded to approve Building Permit #2020-09, 27 Crest Drive, \$136,000 Seawall, as recommended by Tom Roberts and the Plan Commission. Discussion included notations that an Army Corps of Engineers Permit had not been secured, and that a construction security deposit in the amount of \$7,500 had been received in case town road damage was incurred. Motion passed unanimously.

Lastly, as had been recommended by Tom Roberts and the Plan Commission, it was moved and seconded to approve Building Permit #2020-10, 1 Aspen Lane, 3010 SF new home construction. Motion passed unanimously.

FIRE: The 2019 Porter Fire Department Annual Report for the Town of Dune Acres contracted services was reviewed. Noted was the average response time to emergency calls of 9.41 minutes.

MAINTENANCE: As had been recommended by Maintenance Commissioner Dick Taylor, it was moved and seconded to provide a phone expense reimbursement stipend to Mark Taylor in the amount of \$35 per month, effective January 1, 2020, payable in a lump sum each December. Should actual documented expenses exceed this amount, an invoice may be submitted for additional payment. Motion passed unanimously.

SECURITY: The challenges regularly faced by town security staff both with COVID-19 social distancing measures and the unprecedented increase in visitors to the National Park Cowles Bog parking lot every weekend was discussed. Council members expressed their appreciation of both Security Commissioner Bill Griffin and all staff members.

NEW BUSINESS

2021 Budget Calendar: It was moved and seconded to approved the 2021 Budget Calendar. Motion passed unanimously. The Budget Hearing will be held August 18, 2020, with adoption scheduled for September 15, 2020.

OTHER BUSINESS:

Tennis Lessons: Council Member Stemer said he was working with a United States Tennis Association certified tennis instructor for family lessons, and suggested she be contacted about offering lessons to town residents. It was agreed by consensus to gather information about tennis lessons and distribute this information via town email.

Independence Day: Following discussion, the Town Council agreed by consensus to postpone all Independence Day activities except July 3rd fireworks at East Beach. Concerns about maintaining social distance and securing willing volunteers was cited.

With no further business, the meeting adjourned at 7:20 PM.

The next regular meeting of the Town Council is at 7:00 PM, June 16, 2020.

RICH HAWKSWORTH, Town Council President

PETER BOMBERGER, Town Council Member

ALEXANDER STEMER, Town Council Member

JEANNETTE E. BAPST, Clerk-Treasurer

CLAIMS FOR MAY 2020

| <u>CLAIMANT</u> | <u>DESCRIPTION</u> | <u>AMOUNT</u> |
|--------------------------|---------------------------------------|---------------------|
| Payroll, Gross | May payroll, gross | \$ 13,648.92 |
| Payroll, Net | May payroll, net | \$ 10,997.14 |
| Indiana Dept of Revenue | May payroll, state w/h | \$ 642.76 |
| EFTPS | May payroll, fed w/h, fica/medicare | \$ 3,053.17 |
| Duneland Landscape | Mineral Springs Road Shoulder Repair | \$ 446.30 |
| NIPSCO | Mineral Springs Rd and Rt 12 | \$ 16.41 |
| WA Recycling | Dumpsters (2) | \$ 700.00 |
| Woodland Restoration | Viewing Deck, final | \$ 8,560.00 |
| NIPSCO | Gas and Electric | \$ 549.45 |
| Frontier | Gatehouse | \$ 100.93 |
| Capital One VISA | Toilet Shelter, Flag Pole, Reflectors | \$ 208.81 |
| Jack & Vernons Septic | Building Tank Pumpouts | \$ 675.00 |
| Republic Services | Waste Service | \$ 84.20 |
| Indiana American Water | Water | \$ 95.76 |
| Comcast | Phone and Internet | \$ 303.36 |
| Bill Griffin | Supplies, reimbursement | \$ 148.92 |
| Brandy's Lock & Key | Keys | \$ 58.00 |
| Chesterton Feed & Garden | Birdhouse | \$ 98.94 |
| Chesterton Tribune | Snow Plow RFP | \$ 12.37 |
| DK Electric | Clubhouse Pkg Lights | \$ 10,550.00 |
| Interstate Rentals | Loader | \$ 717.05 |
| Jeanneen Dougherty | Mileage Reimbursement | \$ 95.45 |
| Menards, Portage | Toilet Shelter, Misc. Supplies | \$ 2,005.58 |
| Pinkerton Oil | Vehicle Fuel | \$ 68.75 |
| Quill Office Products | Office Supplies | \$ 53.48 |
| T & M Tire | Tire repair | \$ 25.00 |
| Tilden Enterprises | Supplies | \$ 382.04 |
| Datagraphics | Environmental Brochures | \$ 386.00 |
| NIPSCO | MSR and Rt 12 | \$ 16.24 |
| TOTAL May, 2020 | | \$ 54,700.03 |