

**TOWN OF DUNE ACRES
COUNCIL MINUTES
May 18, 2021**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, May 18, 2021, at the Dune Acres Clubhouse. 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.

APPROVAL OF MINUTES:

It was moved and seconded that minutes for the April 20, 2021, Town Council Meeting be approved as presented. Motion passed unanimously.

FINANCIAL REPORT:

BANK BALANCES 04/30/2021

Porter State Bank	\$219,909.75
Trust Indiana	\$158,111.76
Record Balance	\$378,021.51

*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, 2021**

FUNDS	CASH BALANCE 04-30-21	APP BAL.	% Left
GENERAL	71,734.08	\$295,102	66
MOTOR VEHICLE HIGHWAY	-1,757.49	\$24,894	41
LOCAL ROAD & STREET	23,039.29	\$6,000	100
MOTOR VEHICLE HWY RESTRICT	1,625.97		
PARK & RECREATION	46,743.64	\$7,155	90
RAINY DAY FUND	110,000.00	\$50,000	100
CCI	962.61		
CCD	28,043.76	\$35,000	100
CEDIT	24,410.49	\$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		
SalesTaxClubHouseRental*	498.18		
ClubHouseRentalDeposit*	6,800.00		
Community Crossings Grant*	19,039.69		
TOTAL FUNDS	\$ 376,915.67		

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, 2021, #7194 - #7223, in the amount of \$67,521.01 be approved. Motion passed unanimously.

CORRESPONDENCE RECEIVED:

South Shore Line Project Update. An email had been received from the South Shore Line Double Track Project Manager advising town officials that changes to the Mineral Springs railroad crossing associated with implementation of the 'double track' project have been postponed. Construction will not occur this calendar year.

Expanded Open Clubhouse Use. In response to a request from resident Cheryl Evans to expand the clubhouse "Open Wednesday" program to weekend dates not reserved for rental events, extensive discussion was held regarding how to best optimize town assets in service to the community. The Council agreed by consensus to expand 'open clubhouse' availability from one (1) day to five (5) days: Sunday to Thursday, with preference given to rentals. Residents may request the building key from security when needed, ensure minors under the age of 21 are supervised by an adult resident, and follow all other established facility rules. The program will be monitored and adjusted as necessary going forward.

COMMISSIONERS REPORTS:

BEACH: Council Member Stemer requested an update on the issue of establishing non-boating beaches along the west end shoreline of Dune Acres as previously requested by residents and discussed at Council meetings. Bapst will secure a report from Beach Commissioner Carstens, share this with the Council, and update resident Jerry Michelson on issue status.

ENVIRONMENT: Environmental Commissioner Robin Tennant reported on continuing environmental work throughout town, including the recent Ridge Drive garlic mustard pull attended by eight (8) volunteers.

ROADS: The Summit Drive guardrail project funded through Community Crossings grants was nearing completion. The final rails were being installed this week, including the end posts set in concrete that will require several weeks to cure before finishing bolts are tightened.

Regarding the upcoming Community Crossings Grant application period opening July 1st, for 2022 proposed projects, it was moved and seconded to approve the preparation and submission of applications, listed in priority order, for 1.) **PAVING AND STORM DRAINS:** Pave Redwood, Cypress, Aspen, West Road (from the intersections at Mineral Springs to Hill Drive), and a small section of pavement in front of the security office, along with repairing five (5) storm drains on Redwood, Cypress and Aspen. 2.) **PAVE:** Beach Drive and a small section of East Road (at the Beach Drive intersection), and to commit up to \$50,000 in

matching funds from budget year 2022 Motor Vehicle Highway and Local Road and Street Fund appropriations. Motion passed unanimously.

MAINTENANCE: Maintenance Commissioner Dick Taylor reported on establishment of the *Clubhouse Maintenance Committee* charged by the Council to 1.) Review clubhouse structure and amenities, 2.) Gather information needed for analysis, 3.) Identify needed repairs/modifications and estimate costs associated with implementation, 4.) Prioritize repairs/modifications, 5.) Report to the Town Council with recommendations.

Committee members are Dick Taylor, Chair; Fred Bamesberger, Ivan Chermel, Ron Day, Tom Donnelly, Carolyn Mellen, and MaryJo Wilkins. The Council also approved the request of Dune Acres Civic Improvement Foundation (DACIF) President Paul Woidke to add DACIF Board member Sharon Tutlewski to the committee.

SECURITY: As had been recommended by Security Commissioner Bill Griffin, it was moved and seconded to hire Joshua Phelps as Security Employee. Motion passed unanimously. In other personnel matters, Griffin stated that Security Employee Scott Marinchak had terminated his employment.

Griffin then reported the National Park Service had provided staff for traffic control on Mineral Springs Road over the past weekend which significantly improved congestion problems at the town security office.

OLD BUSINESS

East Beach Community Deck Project Closeout. The East Beach Community Deck closeout report was presented which included the inspection report from Great Lakes Engineering, confirmation that construction as-built plans had been provided and were on file, and that grant funding from DACIF had been received in the amount of \$26,570. It was noted the May 6th deck opening reception was well attended by residents.

Spring Town Party. Consideration had been given to conducting a town Spring Party after the Center for Disease Control lifted the 'mask mandate' for COVID-19 vaccinated people last week, however event planning time constraints caused the request to be withdrawn.

NEW BUSINESS

Ordinance 2021-01, Amend Chapter 14, Article II Environmental Preservation, 1st Reading. It was moved and seconded to approve first reading 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, 1st Reading. It was moved and seconded to approve first reading 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.

Nalaxone for Security Office. It was agreed by consensus to continue stocking Nalaxone in the security office for emergency use in response to opioid overdose.

OTHER BUSINESS:

Pilates Classes. It was agreed by consensus to permit resident and certified Pilates Instructor Sarah Burgess McGinn to offer Pilates classes at the East Beach Community Deck, with the Town Hall and Clubhouse as backup locations as necessary.

Deer Cull. A resident questioned the Town Council's decision to utilize outside sharpshooters for the annual deer cull.

With no further business, the meeting adjourned at 7:50 PM.

The next regular meeting of the Town Council is 7:00 PM, June 15, 2021.

RICHARD HAWKSWORTH, Town Council President

PETER BOMBERGER, Town Council Member

ALEXANDER STEMER, Town Council Member

JEANNETTE E. BAPST, Clerk-Treasurer

CLAIMS FOR MAY 2021

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Payroll, Gross	May payroll, gross	\$ 13,632.21
Payroll, Net	May payroll, net	\$ 10,805.19
Indiana Dept of Revenue	May payroll, state w/h	\$ 659.13
EFTPS	May payroll, fed w/h, fica/medicare	\$ 3,210.73
Republic	Waste Service	\$ 120.75
Frontier	Phone and Internet	\$ 96.65
NIPSCO	Gas and Electric	\$ 839.47
Applied Ecological Svcs	Environmental	\$ 5,000.00
Brainstorm Computers	Printer Repair	\$ 40.00
Bruce Riffle	Clubhouse Cancel Refund	\$ 621.00
Capital One, VISA	Indeed, Nets, Zoom	\$ 1,403.88
Datagraphics	Vehicle Stickers, laminate	\$ 656.94
Duneland Landscape	Tree Removal, Hill Drive	\$ 1,500.00
Frontier	Phone and Internet	\$ 102.52
Hopkins Ace Hardware	Supplies	\$ 11.98
Imboden Construction	Beach Drive Deck	\$ 26,570.00
Jeanneen Dougherty	Vehicle Detail, Meal	\$ 239.94
Jeannette Bapst	Postage	\$ 18.45
Landmark Signs	Sign	\$ 275.00
Lynne Remington	Supply Reimbursement	\$ 26.74
Menards, Portage	Supplies	\$ 614.25
Pinkerton Oil	Vehicle Fuel	\$ 257.87
Quill Office Products	Supplies	\$ 171.53
Riggs Outdoor Power	Repair	\$ 64.11
Star Uniform	Security Uniform	\$ 81.29
Chesterton Feed & Garden	Town Hall Flowers	\$ 44.93
Quill Office Products	Envelopes	\$ 69.98
Comcast	Phone and Internet	\$ 174.69
Indiana American Water	Water	\$ 91.78
Pride Portable Toilet	East Beach Toilet	\$ 120.00

TOTAL May, 2021

\$ 67,521.01