

**TOWN OF DUNE ACRES
COUNCIL MINUTES
May 17, 2022**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, May 17, 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 April 19, 2022 Council Meeting be approved as presented. Vote was unanimous in favor; motion passed.

FINANCIAL REPORT:

BANK BALANCES 04/30/2022

Porter State Bank	\$381,370.04
Trust Indiana	\$158,269.15
Record Balance	\$539,639.19

*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, 2022**

FUNDS	CASH BALANCE 04-30-22	APP BAL.	% Left
GENERAL	54,835.75	328,104	71
MOTOR VEHICLE HIGHWAY	30,882.62	60,000	100
LOCAL ROAD AND STREET	27,965.43	6,000	100
MOTOR VEHICLE HWY RESTRICT	5,577.63		
PARK & RECREATION	47,450.19	8,830	98
RAINY DAY FUND	110,000.00	50,000	100
CCI	1,336.55	1,000	100
CCD	23,316.66	29,503	84
CEDIT	21,933.85	20,000	100
RIVERBOAT REVENUE SHARING	487.33	1,000	100
Donations	30,981.39		
ARP Covid Relief	20,623.07		
Lake Michigan Coastal Grant*	.00		
Construction Security Dep*	15,000.00		
Sales Tax Club House Rental*	236.68		
Club House Rental Deposit*	3,400.00		
Community Crossings Grant	143,841.00		
TOTAL FUNDS	\$ 537,868.15		

Clerk-Treasurer Bapst presented the April 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 May, 2022, #7563 - #7594, in the amount of \$251,664.90 be approved. Vote was unanimous in favor; motion passed.

CORRESPONDENCE RECEIVED:

none

COMMISSIONERS REPORTS:

BEACH: It was reported that town beach safety buoys had been installed along the shoreline. The number of buoys had been increased from fifteen (15) units to twenty (20) units, at an approximate all-season cost of \$17,000, to discourage boat moorings off west end beaches. In addition, five (5) "Quiet Zone" signs are scheduled to be installed on the beach between 92

West Road and 58 West Road, with the goal of eliminating nuisance amplified music emanating from boats and from boaters using the beach in front of town residences.

BUILDING: Building Commissioner Tom Roberts recommended approval of Building Permit #2022-04, 2 Crest Drive \$50,000 interior improvements; #2022-06, 60 East Road \$16,800 deck repairs; and #2022-07, 4 Crest Drive \$12,000 exterior repairs. A motion was made and seconded to approve the recommendations. Vote was unanimous in favor, motion passed.

FIRE: The 2021 Porter Fire Department Dune Acres Annual Report was reviewed, noting an average response time for 24 callouts at 7.26 minutes. The Town of Dune Acres continues its contract for fire protection services with The Town of Porter with a \$20,925.00 contract in place for 2022.

ROADS: This year's paving projects, funded 75% with Indiana Department of Transportation Community Crossings Grants, have been completed. The final cost came in under budget at \$177,997.50. Roads Commissioner David Kudrna was recognized for his excellent work in overseeing all aspects of construction. Bapst will submit required grant closeout documents. Since the Town began receiving Community Crossing grant awards in 2017, all 7.50 miles of roadway have been paved with approximately \$1.2 million expended over six (6) years.

SECURITY: Security Commissioner Bill Griffin reported on his continued collaboration with the National Park Service (NPS) on Mineral Springs Road traffic control. He noted the NPS had installed electronic car counters on the Dune Acres Cowles Bog parking access road which has helped alert the public via real time phone parking app on whether spaces are available.

OLD BUSINESS

Indiana State Board of Accounts Town of Dune Acres Audit Report 1-1-16 to 12-31-20. The Indiana State Board of Accounts *Financial Statements Review Report* for the period January 1, 2016 to December 31, 2020 was completed, filed, and posted on the State Board website. There were no findings for the five-year period. Clerk-Treasurer Bapst was commended for her professional management of town records and for fulfilling all State administrative requirements throughout the audit period.

Town Council Meetings Telecommunication Equipment. Equipment recommendations were tabled until the June Town Council meeting.

NEW BUSINESS

Indiana Department of Environmental Management MS4 Stormwater Permit. The Town had received notification from the Indiana Department of Environmental Management about requirements to adopt a municipal separate storm sewer system (MS4) in accordance with criteria outlined in 40 C.F.R.122.32(a)(1). Attorney Mindel provided an overview of the requirement as it relates to Dune Acres. Discussion was held about either moving forward with participation and developing a plan (that would not include development of additional storm water infrastructure), or applying for a permit waiver. More information regarding waivers was expected soon, following the MS4 Annual Meeting held in Indianapolis last week. The Council agreed by consensus to review options after additional waiver eligibility information is distributed.

Clubhouse Rentals. It was moved and seconded to approve clubhouse rentals on June 11, 2022, June 14, 2022, August 6, 2022, and September 24, 2022. Vote was unanimous in favor; motion passed.

OTHER BUSINESS:

Resident Concerns. It was requested that Comcast be contacted to repair damaged utility boxes in town and the National Park Service be compelled to remove dead trees on south Mineral Springs Road that are close to falling on power lines.

Town Directories. Resident Lou Roberts reported that updated Town Directories were at the printers, with delivery expected soon. Roberts was commended for her ongoing volunteer efforts in maintaining the Town Directory.

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

The next regular meeting of the Town Council is 7:00 PM, June 21, 2022.

RICHARD HAWKSWORTH, Town Council President

PAUL WOIDKE, Town Council Member

ALEXANDER STEMER, Town Council Member

JEANNETTE E. BAPST, Clerk-Treasurer

CLAIMS - MAY 2022

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Payroll, Gross	May payroll, gross	\$ 15,425.55
Payroll, Net	May payroll, net	\$ 12,507.65
Indiana Dept of Revenue	May payroll, state w/h	\$ 718.58
EFTPS	May payroll, fed w/h, fica/medicare	\$ 3,379.38
NIPSCO	Rt 12 and MSR	\$ 17.03
Frontier	Phone and Internet	\$ 200.97
Capital One VISA	Signs, benches, clubhouse, fuel,	\$ 5,014.82
Landmark Sign Group	Security Lot Signs	\$ 525.00
NIPSCO	Gas and Electric	\$ 965.70
Alan Stock	Clubhouse Rental Deposit Refund	\$ 600.00
Bren-Mark Windows	Clubhouse Window Wash	\$ 620.00
Chesterton Feed & Garden	Town Hall Flowers	\$ 44.93
Homewood Disposal	Organic Waste Dumpsters	\$ 1,070.00
Hopkins Ace Hardware	Supplies	\$ 39.98
Jeaneen Dougherty	Supplies, reimbursement	\$ 50.19
Justins Tree Service	Brush Pick Up	\$ 7,000.00
Kittredge and Zehner	Quarterly Bank Audit	\$ 153.00
Menards, Portage	Supplies	\$ 476.42
Pinkerton Oil	Vehicle Fuel	\$ 427.99
Republic Services	Waste Service	\$ 125.00
Star Uniforms	Security Uniforms	\$ 14.14
Tilden Enterprises	Supplies	\$ 29.30
Bruce Riffle	Clubhouse Deposit Refund	\$ 500.00
Interstate Rentals	Payloader rental	\$ 696.30
South Shore Marina	Buoys	\$ 14,642.50
David Kudrna	Environmental Cost Share Grant	\$ 112.50
Indiana American Water	Water	\$ 93.36
Town of Dune Acres	Clubhouse Deposit w/h	\$ 100.00
Pride Toilet	Beach Toilet	\$ 120.00
Comcast	Phone and Internet	\$ 177.11
Arnett Construction	Town Hall Repairs and Paint	\$ 7,820.00
Rieth-Riley Construction	Paving	\$ 177,997.50
Total MAY, 2022		\$251,664.90