

**TOWN OF DUNE ACRES
COUNCIL MINUTES
June 21, 2022**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, June 21, 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 May 17, 2022 Council Meeting be approved as presented. Vote was unanimous in favor; motion passed.

FINANCIAL REPORT:

BANK BALANCES 05/31/2022

Porter State Bank	\$154,637.18
Trust Indiana	\$158,336.80
Record Balance	\$312,973.98

*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 May 31, 2022**

FUNDS	CASH BALANCE 05-31-22	APP BAL.	% Left
GENERAL	29,744.09	297,923	64
MOTOR VEHICLE HIGHWAY	-8,146.62	20,501	34
LOCAL ROAD AND STREET	29,013.35	1,000	18
MOTOR VEHICLE HWY RESTRICT	1,047.76		
PARK & RECREATION	47,283.59	8,663	96
RAINY DAY FUND	110,000.00	50,000	100
CCI	1,336.55	1,000	100
CCD	11,265.01	17,451	50
CEDIT	9,634.27	5,358	27
RIVERBOAT REVENUE SHARING	487.33	1,000	100
Donations	31,031.39		
ARP Covid Relief	20,623.07		
Lake Michigan Coastal Grant*	.00		
Construction Security Dep*	15,000.00		
Sales Tax Club House Rental*	247.18		
Club House Rental Deposit*	2,200.00		
Community Crossings Grant	10,342.87		
TOTAL FUNDS	\$ 311,109.84		

Clerk-Treasurer Bapst presented the May month-end financial report. She reported the June property tax settlement had been received with collections at sixty (60) percent. Bapst also reported on new legislation (Section 36 and Section 76 of HEA 1260) that eliminates the need to regularly re-establish the Cumulative Capital Development Fund following annual adjustments and general re-assessments. 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 June, 2022, #7595 - #7625, in the amount of \$82,014.03 be approved. Vote was unanimous in favor; motion passed.

CORRESPONDENCE RECEIVED:

none

COMMISSIONERS REPORTS:

BEACH: Discussion was held regarding a resident's suggestion to provide dog waste bag dispensers at town beaches. It was moved and seconded to purchase the bag dispensers for the following locations: East Beach, Ridge Beach, Hill Drive Beach, the Cypress Beach Parking Lot, and the Town Park. Vote was unanimous in favor; motion passed.

BUILDING: Building Commissioner Tom Roberts recommended approval of Building Permit #2022-08, 9 Pine Lane \$50,000 landscape repairs. A motion was made and seconded to approve the recommendation. Vote was unanimous in favor; motion passed.

Roberts then recommended approval of a fourth, 6-month extension of permit #2019-17, 7 Oak Drive new home construction, with the understanding that a prorated fee refund would be processed if project completion is achieved before December 31, 2022. A motion was made and seconded to approve the recommendations. Vote was unanimous in favor; motion passed.

Discussion was held regarding new home construction activities taking place at 2 Redwood Drive. Roberts explained the secondary access cut onto West Road had been approved following review of options for septic system installation. The cut, which will be environmentally restored, was necessary to protect several large trees on the site which were in the way if access was restricted to Redwood Drive. The Council authorized using Aspen Lane for temporary sand storage, with the stipulation that all would be removed before the winter season.

ENVIRONMENTAL: Environmental Commissioner Robin Tennant reported on the April 30, 2022 Town Cleanup. She requested Town Council authorization to solicit resident donations for environmental efforts, which was approved by consensus. It was then agreed by consensus to schedule the fall Town Cleanup for October 22, 2022.

FIRE: Fire Commissioner Mark Bapst reported Porter Fire Chief Jay Craig had been contacted to obtain details on Saturday's fire response at 8 Summit. No information is yet available.

ROADS: The 2023 Town Road Improvement Plan report submitted by Roads Commissioner David Kudrna was reviewed, noting there were no eligible Community Crossings Grant projects for the coming year. The plan includes extensive roadside maintenance for trees and brush, miscellaneous repairs, and a possible cash transfer to the Rainy Day Fund at year's end. The plan was accepted by consensus.

Kudrna had recommended the 2022-23 Snow Removal contract be awarded to David's Lawn Care, Inc., noting a slight increase in pricing from previous years due to elevated fuel and salt costs. It was moved and seconded to approve the recommendation. Vote was unanimous in favor, motion passed.

OLD BUSINESS

Indiana Department of Environmental Management MS4 Stormwater Permit. Following discussion, it was moved and seconded to seek a Municipal Separate Storm Sewer System (MS4) waiver. Vote was unanimous in favor, motion passed. Bapst and Mindel will work on the waiver application in the coming months.

NEW BUSINESS

Resolution 2022-02 Vacation Pay. It was moved and seconded to approve Resolution #2022-02 Vacation Pay. Vote was unanimous in favor, motion passed. The resolution authorizes customary vacation pay, per Ordinance, to qualifying maintenance and security employees.

Deer Control 2022-23. Two requests were presented for the Town's 2022-23 animal control program. First, application for the Dune Acres' customary Indiana Department of Natural Resources (IDNR) Deer Cull permit for period January 1, 2023 to January 31, 2023, and second for authorizing three (3) selected bow hunters to remove deer from designated parkland during

the period September 15, 2022 to January 31, 2023 under *Deer Reduction Zone* provisions of the IDNR Division of Fish and Wildlife.

Input from residents included a statement from Robin Tennant, 1 Cypress, about being personally against killing wild animals under any circumstances, and a statement from Cheryl Evans, 70 West Road, who opined no cull is needed this coming season based on her personal observations and on her interpretation of the January, 2022 aerial deer count report.

Following discussion, it was moved and seconded to submit the cull application, with the active period from December 1, 2022 to January 31, 2023. Vote was unanimous in favor, motion passed. Regarding the proposed Deer Reduction Zone activities, the Council requested information from other communities that have implemented the practice before taking action.

Clubhouse Rentals. It was moved and seconded to approve a clubhouse rental (parking lot only) on July 30, 2022. Vote was unanimous in favor; motion passed.

Vaccine Clinic at Clubhouse 9-11-22: It was moved and seconded to allow Wellness Coordinator Sharon Tutlewski to conduct a vaccine clinic for residents at the clubhouse on September 10, 2022. Vote was unanimous in favor; motion passed.

Ordinance 2022-05, Chapter 22 Flood Control Revision, First Reading. It was moved and seconded to approve first reading of revised Chapter 22 Flood Control, Ordinance 2022-05. Vote was unanimous in favor; motion passed. Ordinance update is necessary for the Town to remain compliant with the National Flood Insurance Program. Second reading and adoption is scheduled for July 19, 2022.

DACIF Grant Request, Clubhouse Furniture Cushion Replacement. It was moved and seconded to submit a grant request to the Dune Acres Civic Improvement Foundation (DACIF) in an amount not to exceed \$2,500 for restoration or replacement of the clubhouse furniture cushions. Vote was unanimous in favor; motion passed. Resident Michele McClead was recognized for facilitating this project.

Clubhouse Equipment Funding Request. At the request of the Town Social Committee, it was moved and seconded to submit a \$700 grant request to DACIF to replace miscellaneous clubhouse kitchen utensils and serving pieces. Vote as unanimous in favor; motion passed.

OTHER BUSINESS:

American Rescue Plan – COVID Relief Funds. Bapst reported the second and final installment of Dune Acres' American Rescue Plan funds was expected in July, which will bring the total on account to approximately \$40,000.

Town Park Benches. Residents John and Weezie Gates, along with resident David Rearick were recognized for their contributions that enabled staff member Mark Taylor to complete the restoration of town park benches.

With no further business, the meeting adjourned at 8:10 PM.

The next regular meeting of the Town Council is 7:00 PM, July 19, 2022.

RICHARD HAWKSWORTH, Town Council President

PAUL WOIDKE, Town Council Member

ALEXANDER STEMER, Town Council Member

JEANNETTE E. BAPST, Clerk-Treasurer

CLAIMS - JUNE 2022

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Payroll, Gross	June payroll, gross	\$ 15,983.05
Payroll, Net	June payroll, net	\$ 12,972.40
Indiana Dept of Revenue	June payroll, state w/h	\$ 735.78
EFTPS	June payroll, fed w/h, fica/medicare	\$ 3,497.58
Comcast	Phone and Internet	\$ 131.25
Frontier	Phone and Internet	\$ 98.89
Indiana Dept of Transp	Community Crossings Grant Refund	\$ 10,342.87
Justins Tree Service	Roadside stump removal	\$ 325.00
NIPSCO	Rt 12 and Mineral Springs	\$ 16.75
Perm-A-Seal	Tennis and Pickleball Courts	\$ 12,500.00
Capital One VISA	Sign, Supplies, Fuel	\$ 2,029.47
Frontier	Phone and Internet	\$ 105.28
NIPSCO	Gas and Electric	\$ 750.34
State Board of Accounts	Audit Fee	\$ 2,808.00
Republic Services	Waste Service	\$ 125.00
Indiana American Water	Water	\$ 88.27
AMA	Town Directories	\$ 1,437.75
Datagraphics	Security	\$ 138.00
Kittredge & Zehner	Quarterly Bank Audit	\$ 153.00
Menards, Portage	Supplies	\$ 669.73
Mindel & Mindel	Legal	\$ 2,900.00
Per Mar Security	Town Hall and Clubhouse	\$ 231.75
Pinkerton Oil	Vehicle Fuel	\$ 345.95
Quill Office Products	Supplies	\$ 23.49
Riggs Outdoor Mower	Equipment Repairs	\$ 492.91
Town of Porter	Fire Services Contract, pymt #1	\$ 10,462.50
Ecorealm	Environmental Town-wide	\$ 1,371.49
Tilden Enterprises	Supplies	\$ 182.70
Jeaneen Dougherty	Security Supply Reimbursement	\$ 45.22
Comcast	Phone and Internet	\$ 449.61
Mary Brown	Clubhouse Deposit Refund	\$ 600.00
Total JUNE, 2022		\$ 82,014.03
