

**TOWN OF DUNE ACRES
COUNCIL MINUTES
August 16, 2022**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, August 16, 2022, at the clubhouse. Council President Richard Hawksworth called the meeting to order at 7:15 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 July 19, 2022 Council Meeting be approved as presented. Vote was unanimous in favor; motion passed.

FINANCIAL REPORT:

BANK BALANCES 07/31/2022

Porter State Bank	\$355,342.53
Trust Indiana	\$158,524.30
Record Balance	\$513,866.83

*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 July 31, 2022**

FUNDS	CASH BALANCE 07-31-22	APP BAL.	% Left
GENERAL	194,315.70	241,482	52
MOTOR VEHICLE HIGHWAY	21,995.30	10,862	15
LOCAL ROAD AND STREET	31,053.40	6,000	100
MOTOR VEHICLE HWY RESTRICT	1,913.10		
PARK & RECREATION	45,832.27	2,131	24
RAINY DAY FUND	110,000.00	50,000	100
CCI	554.01	00	00
CCD	26,407.54	10,951	31
CEDIT	7,597.75	677	3
RIVERBOAT REVENUE SHARING	487.33	1,000	100
Donations	33,010.39		
ARP Covid Relief	20,623.07		
Lake Michigan Coastal Grant*	-2,200.00		
Construction Security Dep*	15,000.00		
Sales Tax Club House Rental*	236.68		
Club House Rental Deposit*	1,000.00		
Community Crossings Grant	.00		
TOTAL FUNDS	\$ 507,826.54		

Clerk-Treasurer Bapst presented the July month-end financial report. She reported the second and final installment of American Rescue Plan (ARP, COVID relief) funds had been received this month, which brings the updated fund balance to \$41,246. 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 July, 2022, #7654 - #7677, in the amount of \$74,178.65 be approved. Vote was unanimous in favor; motion passed.

CORRESPONDENCE RECEIVED:

Request for Controlled Burn on Private Property, 76 West Road. Michael and Dana Treister, 76 West Road, presented their request to conduct a prescribed burn for environmental maintenance of approximately 1.5 acres of prairie habitat located on the north side of their home, between the house and beach. They noted the parcel was last burned in 2003 after

receiving special Town Council authorization and after securing a permit from the Indiana Department of Environmental Management (IDEM.) Following discussion, it was moved and seconded to authorize an exception to Town Ordinance Chapter 18, Article I, Section 18-1, provided evidence is submitted to the Town that an IDEM permit has been secured, proper notifications have been conducted, firefighting equipment will be on stand-by, the contractor is registered with town, and contractor insurance/bonding for prescribed burn activities that cover town liability are in place. Vote was unanimous in favor; motion passed.

U.S. Environmental Protection Agency Air Quality Study – Dune Acres Report. Town Pollution Committee Member Michael Treister reported on a meeting held with Environmental Protection Agency (EPA) representatives at which an area air quality report was presented. Results from air sampling conducted throughout 2020 and 2021 at numerous locations around Dune Acres were outlined. Treister said the report was detailed, verifiable and conclusive in its findings. According to current EPA standards, there are no airborne particles from nearby industries that present short or long-term health risks to our residents. A copy of the report is available at Town Hall.

Discussion was held regarding the slag pile in Lake Michigan at the Cleveland-Cliffs steel mill site. Residents noted increasing size of the pile, frequent dust flyoff, and concerns about materials dust may contain. Town officials will contact Cleveland-Cliffs for more information.

COMMISSIONERS REPORTS:

BEACH: Beach Commissioner Rob Carstens reported the new dog waste collection bags installed at three (3) different Town beaches have been successful in encouraging pet owners to clean up after their animals.

Discussion was then held about resident Jerry Mickelson's (74 West Road) ongoing concerns with non-resident boats mooring off west end beaches with visitors spending the day in front of his house. In response to Mickelson's similar 2021 reports, the Town had purchased and installed additional buoys (\$10,000) and erected "quiet zone" signage along the beach from 58 West Road to 92 West Road. Mickelson has again requested the Council move forward with the lengthy, permanent process of legislatively banning boats in front of his house through application with the National Resource Commission (NRC). Last year, following the same request, attorney Mindel contacted the NRC and was told that success was highly unlikely because the area is not an open-to-the public swimming beach like other Indiana Lake Michigan beaches with the no-boat designation. Various other options were discussed, with attorney Mindel charged with re-exploring legal avenues and Beach Commissioner Carstens evaluating equipment aimed at delineating a no-boat swim beach in front of Mickelson's house. The Council suggested funding be solicited from west end residents.

Residents of 6 West Road reported a verbal altercation they had on East Beach with a drone operator. Carstens suggested a photograph be taken of the individual if they are sighted again to assist with identification and follow-up.

BUILDING: Building Commissioner Tom Roberts had recommended approval of Building Permit #2022-13, 19 Hill Drive, \$40,000 deck replacement pending receipt of contractor registration and permit fees. It was moved and seconded to approve the recommendation. Vote was unanimous in favor; motion passed.

Roberts had also advised depositing excess sand from the 2 Redwood Drive new home construction was being coordinated by Beach Commissioner Rob Carstens and should be completed within the next month. All excess sand will be taken to Beach Drive to nourish East Beach and Ridge Beach.

MAINTENANCE: Maintenance Commissioner Dick Taylor conducted a review of clubhouse maintenance/improvement recommendations that had been submitted by the Clubhouse Committee in 2021. He said many of the recommended projects had not been completed, most notably the request to install air conditioning. A quote had been secured in January, 2022, totaling \$25,000 for air conditioning units, filter enhancements, and for the electrical upgrades necessary to support air conditioning. The Council asked for an updated quote, in consideration of using ARP funds for the project.

ENVIRONMENTAL: The Town received notification from the Lake Michigan Coastal Program of a \$25,000 grant award that will assist with environmental restoration of Town Park S, starting December, 2022 and continuing through December, 2023.

SECURITY: Security Commissioner Bill Griffin had recommended hiring Eric Trowbridge and Rick Atchley as Security Employees to replace department resignations from John Fejes and Russell Steen. It was moved and seconded to approve the recommendation. Vote was unanimous in favor, motioned passed.

OLD BUSINESS

Town Centennial Commemoration Committee Report. Louise Roberts and Daniel Kleine presented a report from the Town Centennial Commemoration Committee that outlined recommendations for the September, 2023 community milestone. The recommendation included a talk by author Kenneth Schoon at the clubhouse on May 28, 2023 (Memorial Day weekend), a reunion of Dune Acres past residents as part of the Independence Day weekend activities, selling anniversary logo merchandise, publishing and selling a recipe book, posting a video produced by Mary Ann Tittle on the town website, and commissioning a painting by Mitch Markovich which would be reproduced as a poster for purchase. Committee representatives then requested an amount not to exceed \$20,000 from the Town to support proposed plans. The Council agreed by consensus to submit a Dune Acres Civic Improvement Foundation grant request for commemoration activities after a detailed review of the budget is conducted, review of demand for proposed sale items, and in consideration of other activities.

NEW BUSINESS

Opioid Settlement Distribution. Notification was received from the Indiana Attorney General that federal opioid settlement funds would be distributed to Dune Acres over the next 18 years as follows: Estimated Unrestricted: \$3,572.99 total, with \$751.64 in 2022; Estimated Restricted: \$1,753.83 in 2022, with the remainder of unrestricted funds distributed directly to Porter County. Bapst said restricted funds would be used to purchase Naloxone (opioid overdose treatment) that is maintained at the Town security office.

Ordinance 2022-06, 2023 Appropriations and Tax Rate, First Reading. It was moved and seconded to approve first reading of Ordinance 2022-06, 2023 Appropriations and Tax Rate. Vote was unanimous in favor; motion passed. The ordinance sets appropriations, tax levy and tax rates for 2023.

Ordinance 2022-07, 2023 Salary Schedule, First Reading. It was moved and seconded to approve first reading of Ordinance 2022-07, 2023 Salary Schedule. Vote was unanimous in favor; motion carried. It was noted that additional review of the salary schedule would take place before adoption on September 20, 2022.

Resolution 2022-03, Essential Function Stipend. It moved and seconded to approve Resolution 2022-03, Essential Function Stipend. Vote was unanimous in favor; motion carried. The Resolution authorizes one-time stipends ranging from \$200.00 to \$300.00 to eligible maintenance and security staff.

Clubhouse Rental, 9-17-2022, 9-24-2022, 9-30-2022. It was moved and seconded to approve clubhouse rentals for 9-17-2022, 9-24-2022, 9-30-2022. Vote was unanimous in favor; motion passed.

OTHER BUSINESS:

Request to Conduct Voter Registration Activities. Resident Sara McKinley had requested authorization to conduct a non-partisan voter's registration activity in Dune Acres, preferably during the September 10, 2022, Vaccine Clinic. It was agreed by consensus to authorize, with the time and location to be determined.

Comcast Utility Boxes. President Hawksworth announced Comcast had repaired all their broken utility boxes in Town in response to concerns raised by a resident during a recent Town Council meeting.

With no further business, the meeting adjourned at 8:50 PM.

The next regular meeting of the Town Council Meeting is 7:00 PM, September 20, 2022 at the clubhouse.

RICHARD HAWKSWORTH, Town Council President

PAUL WOIDKE, Town Council Member

ALEXANDER STEMER, Town Council Member

JEANNETTE E. BAPST, Clerk-Treasurer

CLAIMS - AUGUST 2022

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Payroll, Gross	Aug payroll, gross	\$ 22,607.77
Payroll, Net	Aug payroll, net	\$ 17,717.44
Indiana Dept of Revenue	Aug payroll, state w/h	\$ 1,028.58
EFTPS	Aug payroll, fed w/h, fica/medicare	\$ 5,591.27
Frontier	Phone and Internet	\$ 208.16
NIPSCO	Rt 12 and MSR	\$ 16.35
Jared's Power Washing	Clubhouse Kitchen Clean	\$ 80.00
NIPSCO	Gas and Electric	\$ 886.79
Wayne Belsha	Uniform Reimbursement	\$ 42.78
Michele McClead	Clubhouse Cushions, DACIF	\$ 1,007.74
Duneland Landscape	Hill Drive Stairs and Deck, DACIF	\$ 21,593.23
Capital One VISA	Clubhse, Help Wanted, Fuel, Bkgrnd cks	\$ 891.79
Hopkins Ace Hardware	Supplies	\$ 32.99
Jeaneen Dougherty	Reimbursement	\$ 38.87
Kittredge & Zehner	Quarterly Audit	\$ 153.00
Menards, Portage	Supplies	\$ 432.95
Michele McClead	Clubhouse Supplies, DACIF	\$ 323.71
Pinkerton Oil	Vehicle Fuel	\$ 424.05
Republic Services	Waste Services	\$ 271.41
Riggs Outdoor Mower	Repairs	\$ 232.06
The Times Media Company	Security Help Wanted	\$ 275.00
Star Uniforms	Security Uniforms	\$ 155.00
Indiana American Water	Water	\$ 98.73
Quill Office Products	Office Supplies	\$ 68.98
Total AUGUST, 2022		\$ 74,178.65
