

**TOWN OF DUNE ACRES
COUNCIL MINUTES
January 17, 2023**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, January 17, 2023, at the Town Hall. Council President Richard Hawksworth called the meeting to order at 7:00 p.m., with Council Members Paul Woidke and Alexander Stemer, Clerk-Treasurer Jeannette Bapst, and attorney Adam Mindel in attendance.

APPROVAL OF MINUTES:

It was moved and seconded that minutes for the December 21, 2022 Council Meeting be approved as presented. Vote was unanimous in favor; motion passed.

FINANCIAL REPORT:

BANK BALANCES 12/31/2022

Porter State Bank	\$124,878.90
Trust Indiana	\$460,894.90
Record Balance	\$585,773.80

*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 December 31, 2022**

FUNDS	CASH BALANCE 12-31-22	APP BAL.	% Left
GENERAL	191,458.50	77,090	16
MOTOR VEHICLE HIGHWAY	32,591.02	1,523	1
LOCAL ROAD AND STREET	24,740.48	0	0
MOTOR VEHICLE HWY RESTRICT	3,739.84		
PARK & RECREATION	47,198.68	36	0
RAINY DAY FUND	130,000.00	50,000	100
CCI	761.25	0	0
CCD	25,869.33	668	2
CEDIT	13,361.43	677	3
RIVERBOAT REVENUE SHARING	2,126.37	0	0
Donations	34,120.39		
ARP Covid Relief	36,596.14		
Lake Michigan Coastal Grant*	-1,100.00		
Construction Security Dep*	7,500.00		
Sales Tax Club House Rental*	429.18		
Club House Rental Deposit*	800.00		
Community Crossings Grant	.00		
Opioid Settlement, Restricted*	1,763.30		
Levy Excess Fund*	19,647.74		
TOTAL FUNDS	\$ 571,603.65		

Clerk-Treasurer Bapst presented the December month-end financial report, that included 2022 year-end balances. The five-year financial history was presented, which will be posted on the Town website. The 2023 Budget Order had been received. The Council was given county-wide information on all 2023 government-unit tax rates. Cancellation of outstanding warrant #8707 in the amount of \$87.94 was reported. Bapst said all year-end processing was complete including the Department of Local Government Finance Annual Report, Gateway annual uploads, W-2's, WH-1's, W-3's, 1099's, ST-103, accounting year-end closing and new-year set up. 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 January, 2023, #7815 - #7836, in the amount of \$52,134.38 be approved. Vote was unanimous in favor; motion passed.

CORRESPONDENCE RECEIVED:

2 Redwood Construction. A resident email was received expressing concerns about various disruptions resulting from new home construction at 2 Redwood Drive. The overall height of the structure was also questioned. Building Commissioner Tom Roberts and Plan Commissioner Tom Cornwell will follow up and provide needed information.

Centennial Oil Painting. Emails had been received from three (3) residents in support of the Centennial Committee proposed plan for a commemorative oil painting by artist Mitch Markovitz.

Council Meeting Technology. Rob Carstens had emailed an option for the Council to live stream meetings via Owl Labs app. Council members asked to test the system at the February meeting.

COMMISSIONERS REPORTS:

BUILDING: As had been recommended by Building Commissioner Tom Roberts, it was moved and seconded to approve Building Permit #2023-01, 24 Summit, \$55,000 kitchen remodel, Building Permit #2023-02, 20 Crest Drive, \$28,000 bathroom and main bedroom remodel, and Building Permit #2023-03, 38 East Road, \$30,000 re-roof. Vote was unanimous in favor, motion passed.

ROADS: Information was shared regarding roadside clearing work starting in February to be conducted over five days by Justin's Tree Service, at \$4,000 per day for a crew of seven people and full equipment array. Town staff will oversee and chemically treat stumps as needed.

SECURITY: Security Commissioner Bill Griffin requested a severance stipend in the amount \$200 for Wayne Belsha, a 20+ year employee who resigned in December to address family obligations. It was moved and seconded to approve the stipend. Vote was unanimous in favor, motion passed. Belsha's resignation was accepted with regret.

OLD BUSINESS

Centennial Committee, Mitch Markovitz Historic Painting Contract. Centennial Committee Co-Chair Heidi Studebaker presented detailed information regarding a proposed contract with artist Mitch Markovitz to complete a Dune Acres commemorative oil painting, along with accompanying committee plans for utilizing the image as part of the centennial celebration. A total of \$11,000 was requested for the project which includes artist commission, digitizing, framing, royalties and poster printing. Approximately 20 residents attended the meeting in support. After extensive discussion, it was moved and seconded to approve the Markovitz contract pending attorney review, and approve the \$11,000 project appropriation. Council members Hawksworth and Stemer voted in favor, Woidke opposed. Motion carried.

NEW BUSINESS

2023 Insurance Renewal. Jim Anton of Anton Insurance presented the town's 2023 proposed renewal package, with premiums changed from \$13,894 to \$14,882. Following discussion, it was moved and seconded to accept the package. Vote was unanimous in favor; motion passed. Town officials will work with Anton in verifying building sizes and valuations, along with reviewing the option of adding cyber-security coverage.

2023 Capital Projects Plan. The 2023 Capital Projects Plan was presented: Town Funds, \$72,000: Centennial Committee Allocation, Buoy Equipment Replacement, Clubhouse Patio Door Replacement, Clubhouse Gables Repair and Paint, Security Camera Upgrades, Entrance Lights, Court Fence Painting; Dune Acres Civic Improvement Foundation (DACIF) Grant Request, \$25,000: Clubhouse Exterior Lights, Defibrillators (4), Clubhouse Entrance Decking; Levy Excess, if available, \$19,000: Clubhouse floor epoxy. It was moved and seconded to approve the plan as presented. Vote was unanimous in favor, motion passed

July 1, 2023 Fireworks Contract. It was moved and seconded to approve the July 1, 2023 fireworks contract with Pyrotecnico Fireworks, Inc. in the amount \$10,000. Vote was

unanimous in favor, motion passed. It was noted this year's display allocation, funded 100% by donations, had been increased to help celebrate the Town's centennial.

OTHER BUSINESS:

Wi-Fi at Beaches. Resident Dick Taylor reported review was taking place on options for emergency Wi-Fi access at Town beaches.

With no further business, the meeting adjourned at 8:25 PM.

The next regular meeting of the Town Council Meeting is 7:00 PM, February 21, 2023 at the Town Hall.

RICHARD HAWKSWORTH, Town Council President

PAUL WOIDKE, Town Council Member

ALEXANDER STEMER, Town Council Member

JEANNETTE E. BAPST, Clerk-Treasurer

CLAIMS – JANUARY 2023

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Payroll, Gross	January payroll, gross	\$ 17,389.00
Payroll, Net	January payroll, net	\$ 13,973.40
Indiana Dept of Revenue	January payroll, state w/h	\$ 790.82
EFTPS	January payroll, fed w/h, fica/medicare	\$ 3,955.05
Indiana Dept of Revenue	Sales Tax, 2022	\$ 416.93
NIPSCO	Gas and Electric	\$ 1,494.80
Frontier	Phone and Internet	\$ 228.71
Pride Portable Toilet	Beach Toilet	\$ 60.00
AE Boyce	Tax Forms	\$ 58.49
Capital One VISA	Vehicle Fuel	\$ 13.01
Davids Lawncare	Snow and Ice Removal	\$ 6,150.00
Hopkins Ace Hardware	Supplies	\$ 16.97
Menards, Portage	Supplies	\$ 326.06
Jeaneen Dougherty	Reimbursement	\$ 98.63
Quill	Supplies	\$ 199.94
Republic Services	Waste Service	\$ 125.00
Star Uniforms	Security Uniform	\$ 84.53
Wheelchair Shop	Clubhouse Chairlift	\$ 6,610.00
Comcast	Phone and Internet	\$ 61.09
Indiana American Water	Water	\$ 81.95
Total JANUARY 2023:		\$ 52,134.38
