

**TOWN OF DUNE ACRES
COUNCIL MINUTES
March 21, 2023**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, March 21, 2023, at the Clubhouse. 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.

The meeting was broadcast live via Zoom teleconference.

APPROVAL OF MINUTES:

It was moved and seconded that minutes for the February 21, 2023 Council Meeting be approved as presented. Vote was unanimous in favor; motion passed.

FINANCIAL REPORT:

BANK BALANCES 02/28/2023

Porter State Bank	\$111,555.37
Trust Indiana	\$363,954.32
Record Balance	\$475,509.69

*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 February 28, 2023**

FUNDS	CASH BALANCE 02-28-2023	APP BAL.	% Left
GENERAL	121,953.17	415,655	84
MOTOR VEHICLE HIGHWAY	13,423.48	50,000	71
LOCAL ROAD AND STREET	20,637.27	8,894	59
MOTOR VEHICLE HWY RESTRICT	4,572.30		
PARK & RECREATION	47,138.68	54,940	100
RAINY DAY FUND	130,000.00	50,000	100
CCI	761.25	1,000	100
CCD	21,724.32	35,855	90
CEDIT	16,860.43	20,000	100
RIVERBOAT REVENUE SHARING	2,126.37	2,000	100
Donations	26,446.39		
ARP Covid Relief	15,861.14		
Lake Michigan Coastal Grant*	.00		
Construction Security Dep*	7,500.00		
Sales Tax Club House Rental*	54.25		
Club House Rental Deposit*	1,300.00		
Community Crossings Grant	.00		
Opioid Settlement, Restricted*	1,763.30		
Levy Excess Fund*	19,647.74		
TOTAL FUNDS	\$ 451,770.09		

Clerk-Treasurer Bapst presented the February month-end financial report. Confirmation had been received from the Department of Local Government Finance that the \$19,647.74, 2022 property tax overage received by the Town was not an *excess levy* as defined by statute, so may be transferred out of the Levy Excess Fund and utilized for town expenses and/or projects. A resolution for a transfer to the General Fund will be presented at the April meeting. 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 March, 2023, #7875 - #7906, in the amount of \$64,716.56 be approved. Vote was unanimous in favor; motion passed.

CORRESPONDENCE RECEIVED:

None

COMMISSIONERS REPORTS:

BUILDING: As had been recommended by Building Commissioner Tom Roberts, it was moved and seconded to approve a six (6) month extension of Building Permit #2021-26, 2 Redwood Drive new home construction, to approve Building Permit #2023-07, 19 Hill Drive, \$45,000 driveway, walk and stair replacement and to approve Building Permit #2023-08, 2 Oak Drive, \$57,488 roof replacement, contingent on completed contractor registrations and fee submissions. Vote was unanimous in favor, motion passed.

PARKS: The Town Council accepted the resignation of long-time Parks Commissioner, Kellie Kleine. Kleine was recognized for her service. It was agreed by consensus that resident Shawn Fitzpatrick would assume the Parks Commissioner role.

SECURITY: As had been recommended by Security Commissioner Bill Griffin, it was moved and seconded to hire Clara Zaideman as Security Employee. Vote was unanimous in favor, motion passed.

OLD BUSINESS

Ordinance 2023-01, Amendment to Chapter 10, Section 10-30 (B), Second Reading and Adoption. It was moved and seconded to approve second reading and adoption of Ordinance 2023-01, Amendment to Chapter 10, Section 1-30 (B). Vote was unanimous in favor, motion passed. The amendment changes the contractor registration renewal fee received prior to January 31st of each year from \$25.00 to \$50.00.

Insurance Coverage; Cybersecurity and Replacement Cost. It was moved and seconded to initiate cybersecurity coverage with an annual premium of \$1,137.65. Vote was unanimous in favor, motion passed.

Following discussion on insurance coverage relative to replacement value, the Council agreed the town's maximum blanket limit to replace all buildings and structures now set at \$2,184,457 would not be adequate should a town-wide disaster occur. Bapst was instructed to obtain replacement costs for the town hall and clubhouse, with the clubhouse estimate to include both a standard, modern building, and one closer to matching the existing log structure.

South Shore Rail Double-Track Construction Update. Information provided by Nicole Barker, South Shore Line Double Track Northwest Indiana Project Manager, was reviewed regarding partial two-week closure of the Mineral Springs Road railroad crossing starting April 24, 2023.

Aerial Deer Count Report. The report from the February 10, 2023 aerial infrared deer count flight was reviewed. A total of 39 deer were sited within town limits, and 29 deer directly outside town limits.

American Rescue Plan Final Expenditures. The Council was advised that all American Rescue Plan (COVID relief) funds, totaling \$41,246 had been expended. Funded projects included a new door at the security office, new Americans with Disability Act chair lift at the clubhouse, and new clubhouse air conditioning with electrical service upgrade. Federal expenditure reports will be submitted as required.

NEW BUSINESS

Clubhouse Rental. It was moved and seconded to approve a clubhouse rental on September 2, 2023. Vote was unanimous in favor, motion passed.

Egg Hunt. The Council agreed by consensus to approve an children's Egg Hunt on April 8, 2023. Resident Erika Carstens will organize the annual event.

Indiana Senate Bill 424, Lake Michigan Safety Equipment. President Hawksworth reported on his conversation with State Senator Rodney Pol who co-authored legislation on safety measure requirements on Indiana's Lake Michigan public access beaches, summarized as follows:

Requires the owner of a pier or public access site on Lake Michigan to install public rescue equipment, including at least one ring life buoy, on the pier or public access site. Provides that the end of the buoy line must not be secured to the shore. Requires a unit of local government that owns one or more piers or public access sites on Lake Michigan, at least twice per year, to publish on the unit's website a report on lakefront drownings that occur within 50 feet of the unit's piers or public access sites. Provides that if more than one fatal drowning occurs not more than 50 feet from a particular pier or public access site in a span of five years, the owner of the pier or public access site: (1) disseminate in the area of the pier or public access site a water safety plan pertaining to the pier or public access site; and (2) upgrade the public rescue equipment installed on the pier or public access site, such as by installing equipment that automatically contacts the local 911 service in an emergency.

The bill is expected to pass. Beach Commissioner Rob Carstens is prepared to recommend equipment needed for compliance.

OTHER BUSINESS:

West End Beach Activity. President Hawksworth reported his conversation with State Senator Pol included reviewing problems Dune Acres west end residents experience during the summer months with beach visitors engaging in disruptive activities, including but not limited to, playing loud music, letting dogs run unattended on the beach, and dangerously mooring boats in swimming areas. Pol said he would investigate remedial options for the town.

With no further business, the meeting adjourned at 7:45 PM.

The next regular meeting of the Town Council Meeting is 7:00 PM, April 18, 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 – MARCH 2023

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Payroll, Gross	March payroll, gross	\$ 15,801.50
Payroll, Net	March payroll, net	\$ 12,733.14
Indiana Dept of Revenue	March payroll, state w/h	\$ 714.72
EFTPS	March payroll, fed w/h, fica/medicare	\$ 3,562.45
NIPSCO	Gas and Electric	\$ 1,382.20
Frontier	Phone and Internet	\$ 144.18
Republic Services	Waste Service	\$ 125.00
Action Fire Equipment	Clubhouse Stove Service	\$ 184.00
Capital One VISA	Criminal Hist Ck, Supplies, Fuel	\$ 149.91
Davids Lawncare	Snow and Ice Removal	\$ 2,143.75
Davis Aviation	Aerial Deer Survey	\$ 1,800.00
Ecorealm	Environmental, Costshare	\$ 2,705.29
JD Services	Clubhouse A/C, final	\$ 15,450.00
Jeaneen Dougherty	Expense Reimbursement	\$ 52.92
Justins Tree Service	Environmental	\$ 2,000.00
Kittredge & Zehner	Quarterly Bank Audit	\$ 153.00
Menards, Portage	Supplies	\$ 716.86
Mindel & Mindel	Legal, Q1	\$ 2,750.00
Per Mar Security	Clubhouse and Town Hall Monitor	\$ 243.33
Pinkerton Oil	Vehicle Fuel	\$ 239.05
Professional Pest Mgmt	Pest Control	\$ 50.00
Quill Office Products	Supplies	\$ 86.99
Star Uniforms	Security Uniform	\$ 99.00
Tilden Enterprises	Supplies	\$ 17.20
Hopkins Ace Hardware	Supplies	\$ 99.99
Indiana American Water	Gatehouse and Clubhouse	\$ 124.86
Comcast	Phone and Internet	\$ 197.74
Jeannette Bapst	AED Training Expense	\$ 64.76
Bill Griffin	Zip Recruiter Reimbursement	\$ 659.00
Comcast	Phone and Internet	\$ 177.98
Brainstorm Computers	Clerk Office Battery Backup	\$ 87.74
Total MARCH 2023:		\$ 64,716.56
