

**TOWN OF DUNE ACRES
COUNCIL MINUTES
April 18, 2023**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, April 18, 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.

APPROVAL OF MINUTES:

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

FINANCIAL REPORT:

BANK BALANCES 03/31/2023

Porter State Bank	\$57,846.84
Trust Indiana	\$365,393.94
Record Balance	\$423,240.78

*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 March 31, 2023**

FUNDS	CASH BALANCE 03-31-2023	APP BAL.	% Left
GENERAL	100,806.63	384,398	77
MOTOR VEHICLE HIGHWAY	11,734.77	47,856	68
LOCAL ROAD AND STREET	21,632.08	8,894	59
MOTOR VEHICLE HWY RESTRICT	5,027.33		
PARK & RECREATION	47,138.68	54,940	100
RAINY DAY FUND	130,000.00	50,000	100
CCI	761.25	1,000	100
CCD	22,135.46	36,266	91
CEDIT	18,609.93	20,000	100
RIVERBOAT REVENUE SHARING	2,126.37	2,000	100
Donations	26,381.63		
ARP Covid Relief	.00		
Lake Michigan Coastal Grant*	.00		
Construction Security Dep*	7,500.00		
Sales Tax Club House Rental*	166.25		
Club House Rental Deposit*	2,800.00		
Community Crossings Grant	.00		
Opioid Settlement, Restricted*	1,763.30		
Levy Excess Fund*	19,647.74		
TOTAL FUNDS	\$ 418,231.42		

Clerk-Treasurer Bapst presented the March 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 April, 2023, #7907 - #7929, in the amount of \$46,145.70 be approved. Vote was unanimous in favor; motion passed.

CORRESPONDENCE RECEIVED:

NIPSCO Line Maintenance, ArborMetrics. Information was shared, previously sent to residents via Town email, that NIPSCO contractor ArborMetrics is surveying tree and brush maintenance needs throughout Dune Acres and developing a maintenance plan for work to be completed later this year. Residents will be provided additional information when available.

COMMISSIONERS REPORTS:

BEACH: As had been recommended by Beach Commissioner Rob Carstens, it was moved and seconded to approve the purchase of additional beach walking mat in the amount of \$4400, with a grant request to be submitted to the Dune Acres Civic Improvement Foundation. Vote was unanimous in favor, motion passed. The new 50' x 5' section will be installed at Ridge Beach.

BUILDING: As had been recommended by Building Commissioner Tom Roberts, it was moved and seconded to approve Building Permit #2023-10, 20 Crest Drive, \$59,652 window replacement. Vote was unanimous in favor, motion passed.

PARKS: As had been recommended by Parks Commissioner Shawn Fitzpatrick, it was moved and seconded to permit professional tennis instructor Mary O'Connor to continue offering tennis and pickleball lessons, along with associated activities, in Dune Acres during the 2023 summer season. Vote was unanimous in favor, motion passed.

ROADS: As had been recommended by Roads Commissioner David Kudrna, it was moved and seconded to renew the roadside cutting agreement with Signature Lawns for the 2023 season. Vote was unanimous in favor, motion passed.

David Gawlinski and Jill Karn, residents of 6 Circle Drive and owners of 4 Circle Drive, addressed the Council about a drainage issue on town roadway in front of their property. The issue has been under review since 2021 and discussed at previous public meetings. The Town contracted Great Lake Engineering to conduct a land survey which was completed last month and which validates municipal ownership of land between paved roadway and privately-owned 6 Circle Drive on which a timber retaining wall has been privately constructed. Gawlinski stated survey results were incorrect.

Remedial action, first recommended by the Town on October 11, 2021 and again in February 2023, called for homeowners to remove the encroaching timbers, followed by the Town grading the road shoulder and installing stone to disperse runoff. Gawlinski and Karn have opposed such cooperative actions and warned the Town against taking any action unilaterally.

President Hawksworth provided a brief history of the area, stating that Circle Drive was built in the late 1920s before any houses existed. He said that, over time, grade and drainage changes undertaken by property owners of 6 Circle and 4 Circle have contributed to the drainage issue. Hawksworth further explained that Dune Acres' platted roadways are Town-owned property, not easements, over which the Town has exclusive and unilateral authority.

The Town will request a printed copy of the survey, including topography, from Great Lakes Engineering.

OLD BUSINESS

None

NEW BUSINESS

National Park Service Memorandum, Authorization of NPS regulations on town lands within the boundaries of the Indiana Dunes National Park, excluding beach. It was moved and seconded to table consideration of the proposed Memorandum, pending receipt of additional information. Vote was unanimous in favor, motion passed.

2024 Budget Calendar. It was moved and seconded to adopted the proposed 2024 Budget Adoption Calendar. Vote was unanimous in favor, motion passed.

Resolution 2023-01, Transfer to the General Fund. It was moved and seconded to approve Resolution 2023-01, Transfer to the General Fund. Vote was unanimous in favor, motion passed. The resolution authorizes the Clerk-Treasurer to transfer \$19,647.74 from the Levy Excess Fund to the General Fund.

Clubhouse Rental 4.23.2023 and Clubhouse Program 5.20.2023. It was moved and seconded to approve a clubhouse rental for 4.23.23 and to approve the “Wildflowers of the Indiana Dunes National Park” program at the clubhouse on 5.20.23. Vote was unanimous in favor, motion passed.

OTHER BUSINESS:

With no further business, the meeting adjourned at 8:20 PM.

The next regular meeting of the Town Council Meeting is 7:00 PM, May 16, 2023 at the Clubhouse.

RICHARD HAWKSWORTH, Town Council President

PAUL WOIDKE, Town Council Member

ALEXANDER STEMER, Town Council Member

JENNETTE E. BAPST, Clerk-Treasurer

CLAIMS – APRIL 2023

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Payroll, Gross	April payroll, gross	\$ 16,847.00
Payroll, Net	April payroll, net	\$ 13,725.07
Indiana Dept of Revenue	April payroll, state w/h	\$ 753.71
EFTPS	April payroll, fed w/h, fica/medicare	\$ 3,657.01
NIPSCO	Gas and Electric	\$ 1,248.26
Jack & Vernon Septic	Septic Pumping (3)	\$ 675.00
Frontier	Phone and Internet	\$ 250.45
Rick Demkovich	Environmental Costshare Grant	\$ 500.00
Republic Services	Waste Service	\$ 162.50
Capital One VISA	AEDs, Fuel, Charger, Dune Grass	\$ 752.44
Anton Insurance	Cybersecurity Policy	\$ 1,021.93
JD Services	Mtc. Bldg Furnace, Caisson Pump Rep	\$ 3,350.00
Interstate Rentals	Track Machine Rental	\$ 694.20
Master Fire Extinguisher	Extinguisher Services	\$ 129.00
Menards, Portage	Supplies	\$ 325.96
Pinkerton Oil	Vehicle Fuel	\$ 285.02
Porter Vol Firefighters	AED Training	\$ 300.00
Star Uniforms	Security Uniforms	\$ 289.97
Jeannette Bapst	AED Training Expense	\$ 42.98
The Performance Cos.	Security office deep clean	\$ 250.00
Comcast	Phone and Internet	\$ 197.53
Indiana American Water	Water	\$ 152.67
Homewood Disposal	Waste Dumpster	\$ 535.00

Total APRIL 2023: \$ 46,145.70

