

**TOWN OF DUNE ACRES
COUNCIL MINUTES
May 16, 2023**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, May 16, 2023, at the Clubhouse. Council President Richard Hawksworth called the meeting to order at 7:00 p.m., with Council Members Alexander Stemer, Clerk-Treasurer Jeannette Bapst, and attorney Adam Mindel in attendance, and Council Member Paul Woidke participating via teleconference.

The meeting was broadcast live via Zoom teleconference.

APPROVAL OF MINUTES:

It was moved and seconded that minutes for the April 18, 2023 Council Meeting be approved as presented. Roll call vote was unanimous in favor; motion passed.

FINANCIAL REPORT:

BANK BALANCES 04/30/2023

Porter State Bank	\$137,954.60
Trust Indiana	\$266,501.72
Record Balance	\$404,456.32

*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 April 30, 2023**

FUNDS	CASH BALANCE 04-30-2023	APP BAL.	% Left
GENERAL	97,157.31	358,565	73
MOTOR VEHICLE HIGHWAY	12,190.41	47,856	68
LOCAL ROAD AND STREET	22,589.82	8,894	59
MOTOR VEHICLE HWY RESTRICT	5,482.96		
PARK & RECREATION	47,138.68	54,940	100
RAINY DAY FUND	130,000.00	50,000	100
CCI	761.25	1,000	100
CCD	20,935.46	35,066	88
CEDIT	20,359.43	20,000	100
RIVERBOAT REVENUE SHARING	126.37	00	0
Donations	34,820.39		
ARP Covid Relief	.00		
Lake Michigan Coastal Grant*	.00		
Construction Security Dep*	7,500.00		
Sales Tax Club House Rental*	173.25		
Club House Rental Deposit*	2,800.00		
Comm Crossings Grant*	.00		
Opioid Settlement, Restricted*	1,763.30		
Levy Excess Fund*	.00		
TOTAL FUNDS	\$ 403,798.63		

Clerk-Treasurer Bapst presented the April month-end financial report. It was moved and seconded to approve the financial report. Roll call vote was unanimous in favor; motion passed.

PAYMENT OF CLAIMS:

It was moved and seconded that claims for the month of May, 2023, #7930 - #7958, in the amount of \$87,397.75 be approved. Roll call vote was unanimous in favor; motion passed.

CORRESPONDENCE RECEIVED:

none

COMMISSIONERS REPORTS:

BEACH: Beach Commissioner Rob Carstens reported beach safety buoys would be installed as soon as weather permits, the beach walking mats had been installed at East Beach and Ridge Beach, and the July 1 fireworks display permits were in hand with the event on track.

Carstens then addressed the required beach safety device issue addressed by Indiana Senate Bill 424, which did not pass the Indiana House Natural Resource Committee. He stated that for a very low cost, the Town could move forward on its own, by installing one life ring and 100-foot rope safety set each at East Beach and Ridge Beach. The Council agreed by consensus to initiate the installation. Life rings will be posted with signage that states penalties for unauthorized tampering.

Carstens then referenced an email he had received from Bill Sandrick, 84 West Road. Sandrick stated the 'quiet zone' beach signage installed along the west end last summer had a positive impact on non-resident boating visitors. Sandrick requested additional signage addressing the requirement for fires to be in enclosed containers, and offered to pay for such signage. It was agreed by consensus to move forward.

BUILDING: As had been recommended by Building Commissioner Tom Roberts, it was moved and seconded to approve Building Permit #2023-16, 5 Cypress Lane, \$67,653, interior remodel and exterior paint. Roll call vote was unanimous in favor, motion passed.

Discussion was then held about the extraordinary amount of time required of the Building Commissioner to address all the permits, inspections, and correspondence that need addressing every week. Town Zoning and Ordinance language was also discussed, with some Council members opining updates are needed to better define and expand regulations, and to provide more robust enforcement authority to the Town. A work session with Council members and the Plan Commission was requested, noting a list of issues would help guide the review.

FIRE: As had been submitted by Fire Commissioner Mark Bapst, and prepared by the Porter Fire Department, the 2022 Annual Service Report for Dune Acres was reviewed. The average emergency response time was documented at 8.42 minutes.

PARKS: Parks Commissioner Shawn Fitzpatrick reported via teleconference that he had met with Mark Taylor and Clerk-Treasurer Bapst to review parks maintenance and possible future projects. Fitzpatrick was interested in implementing an online calendar for park activities and other town events so residents could enroll and schedule electronically.

ROADS: As had been recommended by Roads Commissioner David Kudrna, it was moved and seconded to authorize submission of a Community Crossings Grant application in July, 2023, for 2024 road work, including: Rout and crackseal West Road, Cypress Drive, Redwood Drive, Aspen Drive, Beach Drive, Cowles Bog Road, Mineral Springs Road at security, and Crest Place; and Paving Shore Drive from Clubhouse Drive to end, Lupine Lane, and Oak Drive at end; and to commit up to \$23,750 in local match. Roll call vote was unanimous in favor, motion passed.

The 2022-23 Snow Plowing Cost Report was reviewed. With little snow over the past winter season, the Town spent significantly less than usual at \$14,400.

SECURITY: Security Commissioner Bill Griffin reported the updated security system was scheduled for installation in the coming week. Discussion was held regarding how long security video tapes are maintained, and whether retention of these recordings was meeting Indiana Record Retention guidelines.

OLD BUSINESS

Indiana Senate Bill 414, Lake Michigan Safety Equipment, Failed. Confirmation had been received that the bill did not make it out of committee.

National Park Service Memorandum, Authorization of NPS regulations on town lands within the boundaries of the Indiana Dunes National Park, tracts 02-131 and 02-132. Following discussion and after review of maps showing the locations of tracts 02-131 and 02-132, it was moved and seconded to approve the memorandum. Roll call vote was unanimous in favor, motion passed. Security Commissioner Griffin strongly supported the memorandum, stating the enforcement assistance from National Park personnel around the Cowles Bog parking lot and trailhead was needed.

NEW BUSINESS

Pilates on Beach, Resident Instructor Sara Burgess. The Council agreed by consensus to permit resident Pilates instructor Sara Burgess to conduct classes on Saturday morning at the East Beach deck.

Clubhouse Rentals. It was moved and seconded to approve clubhouse rentals on 6.24.23 and 7.15.23 and to approve an educational program on 6.16.23. Roll call vote was unanimous, motion passed.

OTHER BUSINESS:

May 14 Emergency Road Closure. President Hawksworth recognized Dune Acres staff for quickly and efficiently addressing the road closure on Sunday morning after a tree fell across power lines near the security office.

With no further business, the meeting adjourned at 8:00 PM.

The next regular meeting of the Town Council Meeting is 7:00 PM, June 20, 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 – MAY 2023

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Payroll, Gross	May payroll, gross	\$ 17,099.00
Payroll, Net	May payroll, net	\$ 13,941.98
Town of Dune Acres	Levy Excess Fund transfer	\$ 19,647.74
Indiana Dept of Revenue	May payroll, state w/h	\$ 769.61
EFTPS	May payroll, fed w/h, fica/medicare	\$ 3,695.49
Frontier	Phone and Internet	\$ 129.36
Brainstorm Computers	Town Council Meeting Equipment	\$ 1,927.93
NIPSCO	Gas and Electric	\$ 17.83
Comcast	Phone and Internet	\$ 199.25
Capital One VISA	Beach mat, lights, fuel, signs, zoom	\$ 6,894.40
Blythe's Athletics	Centennial Shirts	\$ 1,353.00
Chesterton Feed & Garden	Flowers, Town hall and Security	\$ 166.82
Dune Acres Social Comm	Centennial Reception Support	\$ 2,500.00
Homewood Disposals	Dumpsters (4)	\$ 1,605.00
Interstate Rentals	Track Loader (2)	\$ 1,293.70
Frontier	Phone and Internet	\$ 119.95
Jeaneen Dougherty	Reimbursement, supplies	\$ 67.31
Hopkins Ace Hardware	Supplies	\$ 60.95
Justins Tree Service	Roadside Brush Pickup	\$ 7,000.00
Menards, Portage	Supplies	\$ 869.70
NIPSCO	Gas and Electric	\$ 914.24
Pinkerton Oil	Vehicle Fuel	\$ 310.15
Republic Services	Waste Service	\$ 162.50
Riggs Outdoor Power	Mower Repairs	\$ 2,729.52
Tilden Enterprises	Supplies	\$ 38.99
Kenneth Schoon	Centennial Honorarium	\$ 300.00
Nathanael Pilla	Wildflower Program Honorarium	\$ 250.00
Indiana American Water	Water	\$ 133.33
Master Painters	Tennis Court Fence	\$ 3,200.00
Total MAY 2023:		\$ 87,397.75
