

**TOWN OF DUNE ACRES
COUNCIL MINUTES
September 19, 2023**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, September 19, 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 August 15, 2023 Council Meeting and August 15, 2023 Budget Hearing be approved as presented. Vote was unanimous in favor; motion passed.

FINANCIAL REPORT:

BANK BALANCES 08/31/2023

Porter State Bank	\$124,779.50
Trust Indiana	\$372,950.50
Record Balance	\$497,730.00

*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 August 31, 2023**

FUNDS	CASH BALANCE 08-31-2023	APP BAL.	% Left
GENERAL	180,585.03	199,638	40
MOTOR VEHICLE HIGHWAY	40,075.67	40,187	57
LOCAL ROAD AND STREET	26,272.18	8,894	59
MOTOR VEHICLE HWY RESTRICT	7,049.82		
PARK & RECREATION	48,389.64	51,112	93
RAINY DAY FUND	130,000.00	50,000	100
CCI	24.95	50	0
CCD	9,959.87	00	0
CEDIT	9,231.63	00	0
RIVERBOAT REVENUE SHARING	858.72	00	0
Donations	33,794.18		
ARP Covid Relief	.00		
Lake Michigan Coastal Grant*	.00		
Construction Security Dep*	7,500.00		
Sales Tax Club House Rental*	222.25		
Club House Rental Deposit*	2,400.00		
Comm Crossings Grant*	.00		
Opioid Settlement, Restricted*	2,249.58		
Levy Excess Fund*	.00		
TOTAL FUNDS	\$ 498,613.52		

Clerk-Treasurer Bapst presented the August 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 September, 2023, #8059 - #8091, in the amount of \$59,205.80 be approved. Vote was unanimous in favor; motion passed.

CORRESPONDENCE RECEIVED:

NIPSCO, 2024 Underground Electric Cable Upgrade Project. An email was received from the Northern Indiana Public Service Company regarding planned underground cable upgrades to take place in 2024. Town officials will meet with NIPSCO reps to obtain details on October 16, 2023.

COMMISSIONERS REPORTS:

BUILDING: Building Commissioner Tom Roberts recommended approval of Building Permit #2023-36, 6 Aspen Lane \$125,337 window replacement, Building Permit #2023-37, 25 Hill Drive \$100,000 window replacement, Building Permit #2023-39, 14 Shore Drive \$50,000 bathroom remodel, and Building Permit #2023-40, 23 Summit Drive \$60,000 kitchen remodel. It was moved and seconded to approve the permits. Vote was unanimous in favor; motion passed.

Roberts then provided updates on new home construction at 2 Redwood. He had approved temporary placement of a dumpster on the cul-de-sac to allow for completion of the driveway. Roberts reported cleanup activities taking place at 44 Circle, with real estate listing of the home expected this month.

ROADS: The Indiana Department of Transportation advised that 2023-2 Community Crossings Grant awards would be announced “sometime this fall.”

OLD BUSINESS

Ordinance 2023-02, 2024 Appropriations and Tax Rate, Second Reading and Adoption: It was moved and seconded to approve second reading and adoption of Ordinance 2023-02, 2024 Appropriations and Tax Rate. Vote was unanimous in favor; motion passed. The ordinance sets appropriations, tax levy and tax rates for 2024.

NEW BUSINESS

Ordinance 2023-03, 2024 Salary Schedule, First Reading. It was moved and seconded to approve first reading of Ordinance 2023-03, 2024 Salary Schedule. Vote was two in favor, with abstention from President Hawksworth. Motion passed.

OTHER BUSINESS:

Digitized Town Minutes. Resident Dan Kleine was recognized for scanning and digitizing Town minutes dating back to September, 1923. Next year, following approval of all 2023 minutes, he will provide the 100-year file to Town officials.

NIPSCO Tree Maintenance: Discussion was held on the need to remove many large, diseased, and overhanging trees in town which would help avoid frequent power outages, along with the hazards of downed lines. Burying power lines was suggested as a more long-term, cost-effective option for NIPSCO. President Hawksworth noted that NIPSCO’s contractor Arbor Metrics had completed a detailed town survey of needed tree maintenance, with work expected to be completed within the next year. Mindel noted that NIPSCO maintenance requirements are specified by the Indiana Utility Regulatory Commission. Bapst was instructed to contact Arbor Metrics about the tree maintenance timeline and include the topic on next month’s Town Council Meeting Agenda.

With no further business, the meeting adjourned at 7:35 PM.

The next regular meeting of the Town Council Meeting is 7:00 PM, October 17, 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 – AUGUST 2023

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Payroll, Gross	September payroll, gross	\$ 18,060.63
Payroll, Net	September payroll, net	\$ 14,835.80
Comcast	Phone and Internet	\$ 198.28
Indiana American Water	Water	\$ 106.38
Frontier	Phone and Internet	\$ 128.06
NIPSCO	Rt 12 and Mineral Springs	\$ 18.89
Indiana Dept of Revenue	September payroll, state w/h	\$ 792.95
EFTPS	September payroll, fed w/h, fica/med	\$ 3,813.54
Mitch Markovitz	Centennial Painting	\$ 4,250.00
NIPSCO	Gas and Electric	\$ 1,034.81
Republic Services	Waste Service	\$ 162.50
Frontier	Phone and Internet	\$ 123.36
Capital One VISA	Water, Crim Hist, Binders, Fuel, Lights	\$ 2,651.39
Able Paper	Supplies	\$ 92.00
Bonnie Hawksworth	Supplies	\$ 297.21
Hopkins Ace Hardware	Supplies	\$ 22.98
Jeaneen Dougherty	Supplies	\$ 135.52
Justins Tree Service	Roadside Clearing	\$ 2,500.00
Kittredge and Zehner	Quarterly Audit	\$ 166.00
Menards, Portage	Supplies	\$ 160.85
Mindel & Mindel	Legal, 3 Q	\$ 2,825.00
PerMar Security	Town Hall Monitor	\$ 262.80
Pride Toilet	Beach Toilet	\$ 150.00
Porter County	Opioid Transfer	\$ 395.08
Quill Office Supplies	Supplies	\$ 72.98
South Shore Marina	Buoys	\$ 2,225.00
Star Uniforms	Security Uniforms	\$ 270.71
T & M Tire	Tire Repair	\$ 30.00
Drive Clean Cities	Membership	\$ 250.00
NW Indiana Forum	Clubhouse Rental Deposit	\$ 1,200.00
Collateral	Centennial Postings	\$ 1,850.00
Indiana American Water	Water	\$ 123.08
Total AUGUST 2023:		\$ 59,205.80
