

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

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, October 17, 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 September 19, 2023 Council Meeting be approved as presented. Vote was unanimous in favor; motion passed.

**FINANCIAL REPORT:**

**BANK BALANCES 09/30/2023**

|                   |              |
|-------------------|--------------|
| Porter State Bank | \$102,900.51 |
| Trust Indiana     | \$374,591.97 |
|                   |              |
| Record Balance    | \$477,492.48 |

\*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 September 30, 2023**

| FUNDS                          | CASH BALANCE<br>09-30-2023 | APP BAL. | % Left |
|--------------------------------|----------------------------|----------|--------|
| GENERAL                        | 153,823.94                 | 164,738  | 33     |
| MOTOR VEHICLE HIGHWAY          | 37,999.96                  | 37,687   | 54     |
| LOCAL ROAD AND STREET          | 27,357.79                  | 8,894    | 59     |
| MOTOR VEHICLE HWY RESTRICT     | 7,474.11                   |          |        |
| PARK & RECREATION              | 48,239.64                  | 50,962   | 92     |
| RAINY DAY FUND                 | 130,000.00                 | 50,000   | 100    |
| CCI                            | 24.95                      | 50       | 0      |
| CCD                            | 9,959.87                   | 00       | 0      |
| CEDIT                          | 10,981.13                  | 00       | 0      |
| RIVERBOAT REVENUE SHARING      | 858.72                     | 00       | 0      |
| Donations                      | 33,829.18                  |          |        |
| ARP Covid Relief               | .00                        |          |        |
| Lake Michigan Coastal Grant*   | .00                        |          |        |
| Construction Security Dep*     | 7,500.00                   |          |        |
| Sales Tax*                     | 659.25                     |          |        |
| Club House Rental Deposit*     | 2,000.00                   |          |        |
| Comm Crossings Grant*          | .00                        |          |        |
| Opioid Settlement, Restricted* | 1,854.50                   |          |        |
| Levy Excess Fund*              | .00                        |          |        |
| <b>TOTAL FUNDS</b>             | <b>\$ 472,563.04</b>       |          |        |

Clerk-Treasurer Bapst presented the September 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 October, 2023, #8092 - #8116, in the amount of \$74,113.25 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 Building Permit #2023-42, 20 West Road \$98,000 structure additions, and Building Permit #2023-43, 6 West Road \$90,000 retaining wall repair, noting both projects had been reviewed and approved by the Town Plan Commission. Vote was unanimous favor, motion passed.

OLD BUSINESS

Ordinance 2023-03, 2024 Salary Schedule, Second Reading and Adoption Following reading of the Ordinance, it was moved and seconded to approve second reading and adoption of Ordinance 2023-03, 2024 Salary Schedule. Vote was two in favor, with abstention from President Hawksworth. Motion passed.

NIPSCO Tree Maintenance. As a follow up to discussion at the September 19, 2023 Council Meeting, a representative from NIPSCO's tree contractor, Arbor Metrics, advised tree crews would be in Dune Acres between October, 2023 and March, 2024.

NEW BUSINESS

Resolution #2023-03, Holiday Pay. It was moved and seconded to approve Resolution #2023-03, Holiday Pay. Vote was unanimous in favor, motion passed. The resolution authorizes the customary holiday stipend to qualifying maintenance and security employees.

Social Committee Clubhouse Use, 10-28-23 and Clubhouse Rental, 5-18-24. It was moved and seconded to approve clubhouse use by the Social Committee on October 28, 2023 and a clubhouse rental on May 18, 2024. Motion passed unanimously.

Town Trick or Treat, 10-29-23. It was agreed by consensus to designate Sunday, October 29, 2023, Town Trick or Treat night.

OTHER BUSINESS:

NIPSCO, 2024 Underground Electric Cable Upgrade Project. President Hawksworth reported on his communication with NIPSCO representatives regarding a planned underground infrastructure improvement project scheduled to start in April, 2024 on the west side of Dune Acres. More information will be shared with residents as it becomes available.

Oak Drive Beach Access Town Parcel. President Hawksworth reported on a meeting he attended on October 11, 2023, with the resident of 22 Oak Drive, the resident's attorney, and a representative from Great Lakes Engineering, aimed at clarifying town versus private ownership of the beach access parcel. In May, 2023 the town contracted Great Lakes Engineering to complete a survey of the area. On-site review was completed, with all parties agreeing on the accuracy of survey data.

Clubhouse Garbage Cans. Resident Cheryl Evans suggested replacing the plastic garbage cans inside the clubhouse with metal cans, citing fire safety concerns.

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

The next regular meeting of the Town Council Meeting is 7:00 PM, November 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 – OCTOBER 2023

| <u>CLAIMANT</u>          | <u>DESCRIPTION</u>                      | <u>AMOUNT</u> |
|--------------------------|---|---------------|
| Payroll, Gross           | October payroll, gross                  | \$ 17,384.00  |
| Payroll, Net             | October payroll, net                    | \$ 14,305.44  |
| Indiana Dept of Revenue  | October payroll, state w/h              | \$ 769.74     |
| EFTPS                    | October payroll, fed w/h, fica/medicare | \$ 3,638.71   |
| NIPSCO                   | Rt 12 and Mineral Springs               | \$ 19.00      |
| Frontier                 | Phone and Internet                      | \$ 130.65     |
| Comcast                  | Phone and Internet                      | \$ 406.19     |
| Republic Service         | Waste Service                           | \$ 162.50     |
| Frontier                 | Phone and Internet                      | \$ 123.36     |
| NIPSCO                   | Gas and Electric                        | \$ 954.16     |
| Datagraphics             | Forms                                   | \$ 99.00      |
| Action Fire Equipment    | Clubhouse Stove                         | \$ 212.00     |
| Capital One VISA         | Fuel, fuses, water                      | \$ 550.31     |
| Chesterton Feed & Garden | Supplies                                | \$ 884.77     |
| Pulse Technology         | Minutes Book                            | \$ 419.98     |
| Mitchell Markovitz       | Royalties                               | \$ 546.90     |
| Menards, Portage         | Supplies                                | \$ 567.43     |
| Professional Pest Mgmt   | Pest Control                            | \$ 50.00      |
| Quill Office Supplies    | Supplies                                | \$ 264.76     |
| Stantec                  | Town Park S Restoration                 | \$ 30,000.00  |
| Richard Gaffigan         | Clubhouse Deposit Refund                | \$ 1,200.00   |
| Paul Woidke              | Clubhouse Deposit Refund                | \$ 800.00     |
| Haines Collision         | Security Vehicle Repair, deductible     | \$ 500.00     |
| Jeaneen Dougherty        | Supplies                                | \$ 6.42       |
| Indiana American Water   | Water                                   | \$ 117.93     |
| Total OCTOBER 2023:      |   | \$ 74,113.25  |

---