

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

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, November 21, 2023, at the Town Hall. 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 October 17, 2023 Council Meeting be approved as presented. Vote was unanimous in favor, motion passed.

FINANCIAL REPORT:

BANK BALANCES 10/31/2023

Porter State Bank	\$88,424.99
Trust Indiana	\$376,302.89
Record Balance	\$464,727.88

*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 October 31, 2023**

FUNDS	CASH BALANCE 10-31-2023	APP BAL.	% Left
GENERAL	129,126.84	130,659	26
MOTOR VEHICLE HIGHWAY	32,284.97	31,537	45
LOCAL ROAD AND STREET	28,495.21	8,894	59
MOTOR VEHICLE HWY RESTRICT	7,909.13		
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	12,730.63	00	0
RIVERBOAT REVENUE SHARING	858.72	00	0
Donations	33,929.18		
ARP Covid Relief	.00		
Lake Michigan Coastal Grant*	-15,000.00		
Construction Security Dep*	7,500.00		
Sales Tax*	857.00		
Club House Rental Deposit*	1,200.00		
Comm Crossings Grant*	.00		
Opioid Settlement, Restricted*	1,854.50		
Levy Excess Fund*	.00		
TOTAL FUNDS	\$ 429,970.64		

Clerk-Treasurer Bapst presented the October month-end financial report. It was moved and seconded to approve the financial report. Vote was unanimous in favor, motion passed.

Beginning in January, 2024, for its regular quarterly review of Town banking records, the CPA firm of Kittredge and Zehner will forward its customary confirmation letter to all three Town Council member, in addition to Bonnie Hawksworth.

PAYMENT OF CLAIMS:

It was moved and seconded that claims for the month of November, 2023, #8117 - #8151, in the amount of \$68,376.05 be approved. Vote was unanimous in favor, motion passed.

CORRESPONDENCE RECEIVED:

The Northern Indiana Public Service Company (NIPSCO) held a virtual public meeting on October 30, 2023, to review the company's plan for closure of the remaining four ash ponds at the Bailly Generating Station. Questions may be emailed directly to the Indiana Department of Environmental Management (IDEM) up until November 29, 2023 at aweinzap@idem.in.gov. NIPSCO will work with IDEM to ensure closure plans comply with state and federal requirements, and will coordinate with local officials on minimizing disruptions during work activity.

COMMISSIONERS REPORTS:

BUILDING: Building Commissioner Tom Roberts recommended approving a 6-month extension of Building Permit #2021-26, 2 Redwood Drive, through March 21, 2024. It was moved and seconded to approve the recommendation. Vote was unanimous favor, motion passed.

PARKS: Parks Commissioner Shawn Fitzpatrick requested authorization to establish a temporary committee to collect resident input on possible Town park improvements including new playground equipment, ice rink upgrades, and other potential capital projects, along with the addition of park programs. It was agreed by consensus that Fitzpatrick proceed, and provide updates/recommendations at future Town Council meetings.

ROADS: The Indiana Department of Transportation (INDOT) awarded Dune Acres \$67,423.50 in Community Crossings Matching Grants that will fund 75% of costs associated with the Town's 2024 paving and cracksealing projects. Requests for quotes have been distributed to INDOT-approved contractors. Roads Commissioner David Kudrna is conducting on-site meetings and coordinating all aspects of project review. The Town Council will make awards at its December meeting.

SECURITY: Security Commissioner Bill Griffin shared his concern about weather panels not being replaced at the security office as part of the maintenance and lighting improvements project. After discussion, it was agreed by consensus that panels should be put in following new post installation.

OLD BUSINESS

Clubhouse Restroom Project Update. Information was provided on improvements being made to existing men's and women's restrooms, along with the installation of a new American with Disabilities Act compliant restroom. Mid-December completion is expected.

Poster Sales. It was reported that sales of Dune Acres Centennial Posters were ongoing. All Town funds invested in the painting's commission and printing of posters have been recovered.

NEW BUSINESS

DACIF Grant Request, Clubhouse Chairs. A motion was made and seconded to request the Dune Acres Civic Improvement Foundation fund and oversee re-caning of clubhouse chairs. Vote was unanimous in favor, motion passed.

Clubhouse Rental. It was moved and seconded to approve a clubhouse rental for April 6, 2024. Vote was unanimous in favor, motion passed.

OTHER BUSINESS:

Clubhouse Lights. A resident suggested adding lights to the clubhouse entry stairs.

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

The next regular meeting of the Town Council Meeting is 7:00 PM, December 19, 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 – NOV 2023

<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Payroll, Gross	November payroll, gross	\$17,720.00
Payroll, Net	November payroll, net	\$14,550.61
Haines	Deductible	\$500.00
Indiana Dept of Revenue	Nov payroll, state w/h	\$780.87
EFTPS	Nov payroll, fed w/h, fica/medicare	\$3,744.11
NIPSCO	Gas and Electric	\$100.68
Joe's Towing	Security Vehicle Tow	\$75.00
Frontier	Phone and Internet	\$255.80
SFC Gallery	Clubhouse Picture	\$122.08
Tree Bee Arborist	Roadside Clearing	\$3,200.00
Comcast	Phone and Internet	\$605.60
Hines & Son	Clubhouse Restrooms, partial	\$5,912.00
Republic Services	Waste Service	\$162.50
NIPSCO	Gas and Electric	\$669.82
Capital One VISA	Fuel, water, net	\$416.27
Anton Insurance	Bond, Workers Comp	\$850.00
Margaret Blecha	Ecological Costshare Grant	\$500.00
AE Boyce	Software License, Forms	\$3,968.00
Castle Ford	Security Tires, Oil Change	\$1,253.51
Jeaneen Dougherty	Security Supplies	\$87.25
Homewood Disposal	Dumpsters	\$1,070.00
Hopkins Ace Hdwe	Supplies	\$249.47
Down to Earth	Clubhouse Sprinkler Mtc	\$271.50
Indiana American Water	Water	\$123.08
Menards, Portage	Supplies	\$220.23
Menards, Valpo	Clubhouse Restrooms	\$250.60
Pride Toilet	Beach Toilet	\$75.00
Riggs Outdoor Power	Road Maintenance Equipment	\$1,127.17
Rearick Development	Clubhouse Restroom Project	\$8,832.80
Star Uniform	Security Uniform	\$75.00
Comcast	Phone and Internet	\$607.10
Total NOVEMBER 2023:		\$68,376.05