

**TOWN OF DUNE ACRES
COUNCIL MINUTES
January 21, 2025**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, January 21, 2025 at the Clubhouse. Council President Richard Hawksworth called the meeting to order at 7:02 p.m., with Council members Alexander Stemer and Paul Woidke, Clerk-Treasurer Bonnie Hawksworth, and Town Attorney Adam Mindel in attendance. Commissioners present were Maintenance and Security.

The meeting was broadcast live via Zoom teleconference.

APPROVAL OF MINUTES:

It was moved and seconded to approve minutes for the December 17 and December 20 Town Council meetings as presented. The vote was unanimous in favor; motion passed.

**BANK BALANCE-
12/31/2024**

Porter State Bank		\$284,355.90
TrustIndiana		\$454,793.62
Record Balance		\$739,149.52

**BREAK DOWN OF FINANCES AMONG FUNDS
As of December 31, 2024**

*Those funds marked with an asterisk are designated monies and can only be spent for the designated purpose.

FUNDS			APPROP BAL.	% Left
GENERAL		\$327,949.56	\$127,162	24.51
MOTOR VEHICLE HIGHWAY		\$63,086.06	\$13,702	19.57
LOCAL ROAD & STREET		\$31,535.09	\$3,743	24.95
MOTOR VEHICLE HWY RESTR		\$13,672.43		
PARK & RECREATION		\$54,658.96	\$3,150	35
RAINY DAY FUND		\$130,000.00	\$50,000	100
CCI		\$844.74	\$1,000	100
CCD		\$50,125.92	\$21,770	50.63
CEDIT		\$25,941.04	\$2,170	10.85
RIVERBOAT REVENUE SHARING		\$2,318.16	\$2,000	100
Donations *		\$24,015.70		
ARP COVID RELIEF		\$0.00		
Lake Mich Coastal Grant*		\$0.00		
Construction Security Dep*		\$15,000.00		
SalesTaxClubHouseRental*		\$380.49		
ClubHouseRentalDeposit*		\$10,279.00		
Local Road & Bridge Grant*		\$0.00		
Opioid Settlement*		\$556.46		
LEVY EXCESS FUND*		\$0.00		
TOTAL FUNDS		\$750,363.61		

Clerk-Treasurer Hawksworth presented the December month-end financial report. It was moved and seconded to approve the financial report. The vote was unanimous in favor; motion passed.

PAYMENT OF CLAIMS:

It was moved and seconded to approve Accounts Payable Vouchers for the month of January, 2025 in the amount of \$56,181.56. The vote was unanimous in favor; motion passed.

CORRESPONDENCE RECEIVED: None

COMMISSIONER REPORTS:

BEACH: None

BUILDING: President Hawksworth presented two building permits for approval: 2025-01, 24 Summit Drive and 2025-02, 58 West Road. Hawksworth requested contingent approval of permit application 2025-01 pending the submission of construction plans. A motion was made and seconded. The vote was unanimous in favor; motion passed. A motion was made and seconded to approve the permit application for 2025-02, 58 West Road as submitted. The vote was unanimous in favor; motion carried.

ENGINEER: None

ENVIRONMENT: None

FIRE: None

MAINTENANCE: Commissioner Dick Taylor addressed the need for the purchase of an ATV. President Hawksworth suggested that the decision to purchase be deferred until February to be considered with other major and capital expenditures for 2025.

PARKS: None

ROADS: Clerk-Treasurer Hawksworth presented the recommendation of Roads Commissioner David Kudrna to award the construction project for the 2024-2 Community Crossing Grant to Rieth-Riely Construction Co. in the amount of \$192,093.00. This work will consist of a 1.5" mill and asphalt overlay to the following roads:

- East Road from Mineral Springs to Crest Drive
- Mineral Springs Road from Cowles Bog to East Road
- Shore Drive from Mineral Springs to Oak Drive
- Summit Drive and Summit Court

This includes an estimated 1.2 miles of town road resurfacing with all work to be performed in the spring of 2025.

It was motioned and seconded to accept the Rieth-Riley proposal. The vote was unanimous in favor; motion carried.

SECURITY: Security Commissioner Lee McKinley reported the need to hire one to two additional security officers.

OLD BUSINESS: None

NEW BUSINESS:

Resolution 2025-01 Transfer of Funds: President Hawksworth presented a resolution to transfer \$14,300.00 from the General Fund to the Payroll Fund, retroactive to December 31, 2024. The resolution is needed to balance the Payroll Fund due to a software issue which occurred in February 2024. A motion was made and seconded to approve the resolution. The vote was unanimous in favor; motion carried.

HB1233: Town Attorney Adam Mindel addressed whether House Bill 1233 would impact the Town if passed. While this legislation primarily impacts Townships, language regarding municipalities should be further evaluated. President Hawksworth suggested that Cender-Dalton might be a resource. Clerk-Treasurer Hawksworth will inquire.

Administrative Items: President Hawksworth addressed several administrative items for 2025:

Meeting dates for calendar year 2025 will remain the third Tuesday of each month at 7pm. Unless otherwise posted, the meeting location will be the Dune Acres clubhouse.

The newspaper of record will be the Northwest Indiana Times.

Bob Lauer has agreed to serve another four years on the Plan Commission.

The following will be reviewed in 2025:

- Comprehensive Fee Updates (most updated 10-20 years ago)
- Code Review (priority to Animal Control and Fires and Fireworks)
- Develop Community Wildfire Protection Plan
- Update to Comprehensive Plan (last updated 2010)
- Plans for reimagining the skating rink as a four-season sports pad and retrofitting the playground with modern equipment.
- Interviews for a Deputy Building Commissioner

Clubhouse Renovations: Clubhouse Coordinator Michele McClead has procured estimates for replacement of the Clubhouse kitchen floor. A motion was made and seconded to replace the kitchen floor with a cost not to exceed \$10,000. The vote was unanimous in favor; motion carried.

A quote has been received for the removal and replacement of the dumbwaiter. Coordinator McClead and Commissioner Taylor will investigate additional options.

The meeting adjourned at 7:56 pm. The next regular meeting of the Town Council is on Tuesday, February 18, 2025 at the Clubhouse.

RICHARD HAWKSWORTH, Town Council President

PAUL WOIDKE, Town Council Member

ALEXANDER STEMER, Town Council Member

BONNIE HAWKSWORTH, Clerk-Treasurer

CLAIMS FOR January, 2025

	<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
8525	Mark Taylor	Cell Phone Reimbursement	\$120.00
8526	Amazon	Supplies for Town Hall, Security, Maintenance	\$130.73
8527	Comcast	Phone/Internet	\$779.65
8528	Primo Water	Water for Security	\$98.89
8529	Adobe	Software	\$21.39
8530	Porter Quick Stop, etc.	Gas for Vehicles	\$97.25
8531	Per Mar Security	Security Services	\$162.57
8532	A-Plus	Web Hosting	\$1.99
8533	Republic Services	Garbage Services	\$247.58
8534	NIPSCO	Gas/Electric	\$921.14
8535	Indiana American Water	Water Services	\$79.20
8536	Payroll	January, Gross	\$18,779.03
8537	Payroll	January, Net	\$15,895.68
8538	E F T P S	Federal Withholding	\$3,656.89
8539	Indiana Department of Revenue	State/Local Withholding	\$663.07
8540	Indiana Department of Revenue	Sales Tax	\$449.59
8541	Brainstorm Computers	Daily Backups	\$135.00
8542	Per Mar Security	Security Services	\$344.82
8543	Reeder's Auto Service Center	Vehicle Maintenance	\$131.25
8544	Star Uniforms	Security Uniforms	\$312.04
8545	Hurd Media Group	Notifications	\$37.54
8546	JD Services	Security Electrical Work	\$125.00
8547	Cender Dalton	Accounting Review/Consulting	\$1,163.75
8548	Warmus	Construction Security Deposit Return	\$7,500.00
8549	David's Lawn Care	Road Salting	\$2,850.00
8550	AIM	Annual Membership	\$1,095.00
8551	Boyce	End-of-Year Forms	\$47.73
8552	Menard's	Maintenance Supplies	\$167.98
8553	Professional Pest Management	Pest Control	\$50.00
8554	Bonnie Hawksworth	Postage Purchase	\$116.80
		January Total	\$56,181.56