

**TOWN OF DUNE ACRES
COUNCIL MINUTES
February 18, 2025**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, February 18, 2025 at the Clubhouse. Council President Richard Hawksworth called the meeting to order at 7:03 p.m., with Council members Alexander Stemer and Paul Woidke, Clerk-Treasurer Bonnie Hawksworth, and Town Attorney Adam Mindel in attendance. Commissioners present were Robin Tennant for Environment and Lee McKinley for Security. Shawn Fitzpatrick for Parks and David Kudrna for Roads participated via Zoom.

The meeting was broadcast live via Zoom teleconference.

APPROVAL OF MINUTES:

It was moved and seconded to approve minutes for the January 21 Town Council meeting as presented. The vote was unanimous in favor; motion passed.

Jim Anton presented the renewal package from a new carrier, Bliss McKnight, for a total premium of \$14,339, as the Town was not renewed by its previous provider. Bliss McKnight's multi-class liability includes coverage for auto, premises, public officials' errors and omissions, civil rights coverage, and employment practices.

The worker's compensation (annual premium \$5,134.00) and cyber liability (annual premium \$1,619.50) remain with current providers.

The total annual premium for the Town's insurance as presented is \$21,092.50. This is slightly less than 2024-2025. However, it only provides \$2,000,000 per occurrence in liability coverage as compared to the previous limit of \$5,000,000. Mr. Anton noted that Indiana caps municipal liability at \$700,000 per individual and \$5M per event, which leaves the town with a \$3M liability gap. Shepherd Insurance will continue to look for potential providers; the Town will consider its potential exposure and make adjustments accordingly.

It was moved and seconded to approve the renewal as outlined. The vote was unanimous in favor; motion passed.

Clerk-Treasurer Hawksworth presented the January month-end financial report. The combined bank account balance as of the end of January is \$710,930. The Town has spent roughly 6% of our budget, which is less than the monthly average of just over 8%. Year-to-date revenue is \$23,366.72.

It was moved and seconded to approve the financial report. The vote was unanimous in favor; motion passed.

A representative for municipal advisor Cender-Dalton reported that Q4 financials had been reviewed. The balances reflected in the Fund Report for each month match the corresponding month's bank statement and Trust Indiana Statements. The Town's records are in good order through the end of 2024. Cender-Dalton assisted the Clerk-Treasurer with the reclassification of some expenses, as well as transferring unneeded appropriations to line items that are used to ensure positive balances across all line items. The ending balances for nearly all the Town's funds have also increased compared to 2023, an indication that financially, the Town is in a healthy position.

Cender-Dalton also presented an informational overview of municipal financial processes, with a focus on the first six months of the year. Included were an overview of state agencies (Department of Local

Government Finance, State Board of Accounts, and Gateway), the budget calendar for a Town, the process for additional appropriations, financial reports (fund, revenue, and appropriation), and monthly responsibilities of the Town Council and Clerk-Treasurer. Hudson encouraged Town officials to stay informed about State legislation regarding property tax cuts, which would directly impact Town revenue and budgeting for 2026.

PAYMENT OF CLAIMS:

It was moved and seconded to approve Accounts Payable Vouchers for the month of February, 2025 in the amount of \$69,439.34 The vote was unanimous in favor; motion passed.

CORRESPONDENCE RECEIVED: None

COMMISSIONER REPORTS:

BEACH: None

BUILDING: None

ENGINEER: None

ENVIRONMENT: Commissioner Robin Tennant offered April 26 as the date for the Spring Cleanup. The Town Council agreed by consensus to this date. Ms. Tennant suggested the Town consider the use of goats as part of its environmental management. President Hawksworth said the council would take the suggestion under advisement. Ms. Tennant further expressed her desire to resign as environmental commissioner and asked the council to identify someone to assume her position.

FIRE: None

MAINTENANCE: None.

PARKS: Commissioner Shawn Fitzpatrick reported that he is working with Perm-a-Seal to coordinate options for tennis court improvement this spring. He will bring ideas for the playground improvement process to the March meeting. Fitzpatrick inquired about the status of the field after learning about plans for a prescribed burn this spring. President Hawksworth shared that the field had been mowed against his direction last fall, and noted the need for commissioners to work in cooperation with the council. Hawksworth commented on plans for an all-season "sports pad" in the ice rink area and suggested Commissioner Fitzpatrick discuss how it might accommodate soccer play.

ROADS: Commissioner David Kudrna reported that snow and ice removal is going well. The frost law is in place for vehicles over 5 tons (these may only traverse Town roads with prior permission). The Town could consider whether to require a permit/fee for access in the future. Kudrna suggested that the intersection of Crest and East Roads could be addressed while paving the roads this spring. He will work with Rieth-Riley to develop a recommendation along with drawings and a cost estimate. The speed bumps at security are not in need of replacement at this time. The millings will be removed from the Town.

SECURITY: Commissioner Lee McKinley proposed the hiring of Eric Trowbridge, who was previously employed by the Town. General discussion was held regarding security training and processes and the potential for a formal probationary period for all new employees. Attorney Mindel stated that any such measure should be codified by resolution. It was suggested that Mr. Trowbridge be hired and that McKinley report back to the Council after three and six month intervals regarding his performance. It was moved and

seconded to move forward with the hire. Council members Woidke and Hawksworth voted in favor, with council member Stemer absent. Motion passed.

OLD BUSINESS: None

NEW BUSINESS:

Ordinance Chapter 6., Article II. – Dogs: President Hawksworth deferred the discussion of the dog ordinance until the March meeting.

Clubhouse Rentals: The Council reviewed rental applications for 4-12-2025 and 9-13-2025, as well as a verbal request for a celebration of life service on 3-1-2025. It was moved and seconded to approval all three uses. Council members Woidke and Hawksworth voted in favor, with council member Stemer absent. Motion passed.

The meeting adjourned at 8:42 pm. The next regular meeting of the Town Council is on Tuesday, March 18, 2025 at the Clubhouse.

RICHARD HAWKSWORTH, Town Council President

PAUL WOIDKE, Town Council Member

ALEXANDER STEMER, Town Council Member

BONNIE HAWKSWORTH, Clerk-Treasurer