

**TOWN OF DUNE ACRES
COUNCIL MINUTES
October 15, 2024**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, October 15, 2024, at the Clubhouse. Council President Richard Hawksworth called the meeting to order at 7:00 p.m., with Council members Alexander Stemer and Paul Woidke, Clerk-Treasurer Bonnie Hawksworth, and Town Attorney Adam Mindel in attendance. Commissioners present were Building, Maintenance, and Parks.

The meeting was broadcast live via Zoom teleconference.

APPROVAL OF MINUTES:

It was moved and seconded that minutes for the September 19, 2024 Council meeting be approved as presented. The vote was unanimous in favor; motion passed.

**BANK BALANCE-
09/30/2024**

Porter State Bank		\$144,045.83
TrustIndiana		\$449,360.04
Record Balance		\$593,405.87

**BREAK DOWN OF FINANCES AMONG FUNDS
As of September 30, 2024**

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

FUNDS		APPROP BAL.	% Left
GENERAL	\$95,713.24	\$91,720	17.68
MOTOR VEHICLE HIGHWAY	\$89,530.94	\$70,000	100
LOCAL ROAD & STREET	\$39,470.04	\$15,000	100
MOTOR VEHICLE HWY RESTR	\$12,430.18		
PARK & RECREATION	\$49,320.07	\$3,150	35
RAINY DAY FUND	\$130,000.00	\$50,000	100
CCI	\$647.08	\$1,000	100
CCD	\$45,629.03	\$37,592	87.4
CEDIT	\$18,142.64	\$20,000	100
RIVERBOAT REVENUE SHARING	\$1,442.23	\$2,000	100
Donations *	\$23,815.70		
ARP COVID RELIEF	\$0.00		
Lake Mich Coastal Grant*	\$0.00		
Construction Security Dep*	\$15,000.00		
SalesTaxClubHouseRental*	\$296.49		
ClubHouseRentalDeposit*	\$7,465.00		
Local Road & Bridge Grant*	\$0.00		
Opioid Settlement*	\$250.23		
LEVY EXCESS FUND*	\$0.00		
TOTAL FUNDS	\$529,152.87		

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

Clerk-Treasurer Hawksworth presented the Cender-Dalton 2nd quarter review. In reviewing the bank reconciliation, they confirmed all balances reflected in the Fund Report balance against the Bank Statement and Trust Indiana Statement. Cender-Dalton reviewed the payroll process and recommended that all hourly employees completed timecards to be signed by their reviewing supervisor. While this is currently the process for security employees, this will need to be implemented for maintenance employees moving forward.

PAYMENT OF CLAIMS:

It was moved and seconded that claims for the month of October, 2024 in the amount of \$54,454.73 be approved. The vote was unanimous in favor; motion passed

CORRESPONDENCE RECEIVED: President Hawksworth presented a letter received from Congressman Mrvan re: Railroad Crossing Issues.

COMMISSIONER REPORTS:

BEACH: None

BUILDING: None

ENGINEER: None

ENVIRONMENT: President Hawksworth thanked all volunteers, especially Environmental Commissioner Robin Tennant, for their work on the Town cleanup.

FIRE: President Hawksworth noted the sprinkler system was tested and failed. Repairs will be necessary to meet standards.

MAINTENANCE: Maintenance Commissioner Dick Taylor reported that work on Ridge Beach access was complete, except for a bench to be added. President Hawksworth will explore whether a grant from Drive Clean Indiana might be an option for the new maintenance vehicle.

PARKS: President Hawksworth reported that there will be a Turkey Trot race scheduled for Thanksgiving with more details to follow.

ROADS: None

SECURITY: Security Commissioner Lee McKinley recommended a new hire, Irene Brown. Upon review and discussion, there was a motion and second to approve the hire. The motion was passed unanimous in favor. There are eighteen residents participating in the key-holding program, with liability release forms received. There is a landscape company, registered with the Town, who can help with deer removal/burial if needed.

OLD BUSINESS: None

NEW BUSINESS: President Hawksworth read the Ordinance 2024-02, 2025 Salary Schedule, with a second reading scheduled for the next meeting on Tuesday, November 19.

Clubhouse Rental: The Town Council reviewed a Clubhouse rental request for Friday, 11-01-2024 for a new resident party. It was motioned and seconded to approval the rental request. The vote was unanimous in favor; motion carried.

There was a discussion about winter use of the Clubhouse twice a month for residents. President Hawksworth suggested that this be approved provided there was consideration of winter wear-and-tear on the floors, etc. It was motioned and seconded to approve this usage. The vote was unanimous in favor; motion carried.

The new social committee presented a list of dates for 2024/2025 parties; this will be reviewed and presented at the next meeting on Tuesday, November 19.

The Town trick-or-treat was scheduled for Thursday, October 31 from 4:00-6:00 pm. Residents who would like to receive trick-or-treaters should leave their lights on.

The meeting adjourned at 7:50 pm. The next regular meeting of the Town Council is on Tuesday, November 19, 2024 at the Clubhouse.

RICHARD HAWKSWORTH, Town Council President

PAUL WOIDKE, Town Council Member

ALEXANDER STEMER, Town Council Member

BONNIE HAWKSWORTH, Clerk-Treasurer

CLAIMS FOR October, 2024

	<u>CLAIMANT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
8432	Porter Quick Stop, etc.	Gas for vehicles	\$208.72
8433	Amazon	Supplies for security, maintenance, & Town Hall	\$153.61
8434	Comcast	Phone/Internet	\$681.13
8435	Datagraphics	Business cards for Mark	\$68.00
8436	Primo Water	Water for security	105.88
8439	Per Mar	Security for Town Hall	\$91.05
8440	A-Plus	Web hosting	\$1.99
8441	Indiana American Water	Water	\$91.48
8442	NIPSCO	Gas/Electric	\$1,206.13
8443	Republic Services	Garbage	\$247.58
8446	Payroll	October Payroll, Gross	17423.83
8447	Payroll	October Payroll, Net	\$14,699.51
8448	Indiana Department of Revenue	State/Local Withholding	\$607.26
8449	EFTPS	Federal Withholding	\$3,449.99
8450	Ecorealm, LLC	Environmental stewardship	\$3,547.60
8451	Professional Pest Management	September pest control	\$50.00
8452	Frontier	Phone/Internet	\$158.73
8453	Leeps	Maintenance supplies	\$82.05
8454	South Shore Marina	Bouy Removal	\$2,575.00
8455	JD Services	Tennis court lighting	\$1,700.00
8456	Landmark Signs	Security signage	\$562.65
8457	Hopkins	Maintenance supplies	\$52.58
8458	Boyce	Keystone annual fee	\$4,080.00
8459	Menard's	Maintenance supplies	\$109.96
8460	Astra Insurance	Deductible (Hundt)	\$2,500.00
		October Total	\$54,454.73