

**TOWN OF DUNE ACRES - DRAFT  
COUNCIL MINUTES  
December 16, 2025**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, December 16, 2025, at the Clubhouse. Council President Richard Hawksworth called the meeting to order at 7:02 p.m., with Council member Alexander Stemer; Clerk-Treasurer Bonnie Hawksworth; and Town Attorney Adam Mindel in attendance. Council member Paul Woidke participated via Zoom. Commissioners present were Lee McKinley (Security), Dick Taylor (Maintenance), and Shawn Fitzpatrick (Parks) via Zoom.

The meeting was broadcast live and recorded via Zoom. The recording will be archived online for 90 days and can be accessed at:

[https://us02web.zoom.us/rec/share/DVc3F76a4iSJ7IyHfiTDYrbW2qXFCILkugnrV\\_z4aD5V\\_L0QxxKf9f7E4LDF9t0E.M6-B87NpQFXBOtG4](https://us02web.zoom.us/rec/share/DVc3F76a4iSJ7IyHfiTDYrbW2qXFCILkugnrV_z4aD5V_L0QxxKf9f7E4LDF9t0E.M6-B87NpQFXBOtG4)

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**APPROVAL OF MINUTES:**

There was a motion and second to approve the minutes from the November 18<sup>th</sup> meeting. A roll call vote was held. The vote was unanimous in favor; motion passed.

**APPROVAL OF FINANCIAL STATEMENTS**

Clerk-Treasurer Hawksworth presented the November month-end financial report. The combined bank account balance as of November 30 is \$640,504.90. Year-to-date revenue is \$798,602.13. End-of-year adjustments are being finalized so that all funds balance at the end of the fiscal year.

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

**PAYMENT OF CLAIMS:**

Clerk-Treasurer Hawksworth asked the Town Council to approve Accounts Payable Vouchers for December ([http://duneacres.org/apv/apv\\_2025-12.pdf](http://duneacres.org/apv/apv_2025-12.pdf)) totaling \$66,667.87. This includes 50% of the annual fire contract for 2025, the first snow removal expenditure, Accelerate Indiana Municipalities annual dues, and fourth quarter legal fees, in addition to the typical monthly expenditures. It was moved and seconded to approve the APVs. A roll call vote was held. The vote was unanimous in favor; motion passed.

**CORRESPONDENCE:** None

**EXECUTIVE REPORT:**

**TRAIN CROSSING**

Since the November meeting, the Mineral Springs Road crossing has been blocked eleven times, for a total of approximately 5 hours and 16 minutes—an average of 28 minutes per incident. This is roughly the same as what we reported at the last meeting.

**TRASH AND RECYCLING COLLECTION**

The trash and recycling RFP has been issued. Responses are due prior to the January meeting, at which time the town council will review them and make a decision on how to move forward.

**YEAR IN REVIEW**

- Paving of 1.2 miles of town roadway
- Extension of stairs from Circle Drive to East Beach
- Replacement of the clubhouse kitchen floor
- Refurbishment of original Dune Acres painting
- Entered into a renewed prescribed burn agreement with National Park Service
- Installation of A/V equipment at clubhouse
- Power to East Beach
- Presentations at the clubhouse by Environmental Policy Group, Indiana Dunes NP Superintendent Jason Taylor, Indiana Humane Wildlife, and most recently, local conservationist

Jim Starrin who spoke on the “Wonders of the Monarch Butterfly.”

- Migration of plan commission records to town hall
- Completion of the ecological restoration of Town Park S, funded in part by the IDNR’s Lake Michigan Coastal Program.
- Issued roughly 35 building permits, including two for new home construction; registered over 200 contractors, processed ~ 100 parking permit sticker applications, and issued ~ 400 annual parking passes.

## THANKS

These accomplishments are just the headlines. Every day, Dune Acres is kept running by the contributions of town employees, volunteers, commissioners, elected officials, and our civic partners — DACIF and the Social Committee — all of whom go above and beyond to ensure Dune Acres is a truly special place to live.

## COMMISSIONER REPORTS:

**BEACH:** None

**BUILDING:** President Hawksworth presented Building Permit 2025-35 to rebuild a new home on the existing foundation at 9 Lupine Lane. There was a motion and second to approve Building Permit 2026-35. A roll-call vote was taken. The vote was unanimous in favor; motion passed.

**ENVIRONMENT:** None.

**FIRE:** None

**MAINTENANCE:** Commissioner Dick Taylor reported on the fire suppression system. Two controllers run the pump system; one of the controllers is out. A new controller has been located and will be installed.

**PARKS:** Commissioner Shawn Fitzpatrick presented an introductory report on the parks planning committee, which was authorized by the town council at a previous meeting. Shawn said the committee would submit a report to the town council in the spring. The [report](#) can be accessed on the Dune Acres website.

**ROADS:** None

**SECURITY:** Commissioner Lee McKinley reported that the security team is fully staffed and running well.

**OLD BUSINESS:** None

## NEW BUSINESS:

Ordinance 2025-04, Frost Law: President Hawksworth conducted the first reading of Ordinance 2025-04, Frost Law, which amends the current ordinance to allow the purchase of \$100/load permits for trucks to gain access to Town roads during the frost restrictions, and assess penalties as needed. Discussion was held regarding tiered fees tied to the amount of the weight overage. It was suggested that this process be emphasized with contractors during the building permit process. The proposed ordinance will be revised in the new year.

Resolution 2025-05, Transfer to Rainy Day Fund: President Hawksworth presented Resolution 2026-05, Transfer to Rainy Day Fund. This resolution moves unused appropriated funds from the General Fund to the Rainy Day Fund for future use. There was a motion and second to approve the resolution. A roll-call vote was held. The vote was unanimous in favor; motion passed.

Resolution 2025-06, Transfer of Funds within General Fund: President Hawksworth presented Resolution 2026-06, Transfer of Funds with the intention of balancing accounts in the general fund. There was a motion and second to approve the resolution. A roll-call vote was held. The vote was unanimous in favor; motion passed.

2026 Meeting Schedule: The Town Council will meet every third Tuesday of every month in 2026 at 7:00 pm at the Clubhouse. There was a motion and second to approve the meeting schedule. A roll-call vote was taken. The vote was unanimous in favor; motion passed.

2026 Fee Schedule: The 2026 Fee Schedule will be presented in January.

**OTHER BUSINESS:**

A resident in attendance expressed thanks to the organizers of the Thanksgiving Turkey Trot.

With no further business, the meeting adjourned at 7:39 pm. The next regular meeting of the Town Council is on Tuesday, January 20, 2026 at the Clubhouse.

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RICHARD HAWKSWORTH, Town Council President

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PAUL WOIDKE, Town Council Member

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ALEXANDER STEMER, Town Council Member

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BONNIE HAWKSWORTH, Clerk-Treasurer