

**TOWN OF DUNE ACRES
COUNCIL MINUTES - DRAFT
July 15, 2025**

The Town of Dune Acres Town Council met for its regular monthly meeting on Tuesday, July 15, 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 Lee McKinley (Security), Dick Taylor (Maintenance), Tom Roberts (Building), and Shawn Fitzpatrick (Parks).

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

APPROVAL OF MINUTES:

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

Clerk-Treasurer Hawksworth presented the June month-end financial report. The combined bank account balance as of June 30 is \$1,012,751.81. The Town has more than half of its budget remaining at the 6-month mark. Year-to-date revenue is \$627,844.81, which includes the June Porter County tax distribution.

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

PAYMENT OF CLAIMS:

Clerk-Treasurer Hawksworth asked the Town Council to approve Accounts Payable Vouchers for July (http://duneacres.org/apv/apv_2025-07.pdf) totaling \$81,298.16. This includes payment for seeds and plants for the Lake Michigan Coastal Grant project restoration of Town Park S, purchase of the blower attachment for the ATV, and the fireworks expenditure (partially covered by donations). It was moved and seconded to approve the claims. The vote was unanimous in favor; motion passed.

CORRESPONDENCE: None

EXECUTIVE REPORT:

Council President Hawksworth presented his executive report for the preceding month including the following activities:

Train Crossing

Since the June meeting, the Mineral Springs Road crossing has been blocked four times for a total of approximately 105 minutes—an average of 26.25 minutes per incident. This compares to 6 incidents and a total of 279 during the prior period. This is a marked reduction in both the number of incidents and the average time blocked.

Clubhouse

We worked with Michele McClead the Clubhouse Coordinator to review operational procedures and other items related to the building. Michele created a post-rental checklist, which will streamline the inspection, approval, and deposit refund process moving forward. Michele will also have access to the third floor of the clubhouse, which was requested by the social committee for storage of decorations and other items that are used on a continuing basis.

Fugitive Dust Release

On behalf of the Town, the Environmental Law and Policy Center (ELPC) submitted formal comments to IDEM related to Phoenix Global's CAA permit renewal application. This is related to the fugitive dust release that impacted Dune Acres at the end of May.

July 4th Holiday

The Independence Day holiday weekend was, by most accounts, a successful one. There was a situation near Boater’s Beach that required emergency responders to access the beach through Dune Acres. Town employees and volunteers did a commendable job assisting the responding agencies. There were some minor parking snafus, as there always are on busy weekends, and it is suggested that those involved — security, maintenance, and beach commissioner — hold an after-action meeting to discuss how to mitigate any issues in the future. The Social Committee distributed a nice email thanking everyone involved. It should be noted that Mark Taylor, the security commissioner and staff, and the beach commissioner, all deserve special thanks for going above and beyond.

Historic Committee

Dan Kleine is working with Joan Rearick to make accommodations to store the Plan Commission archives at Town Hall. A fire suppression system should be considered for Town Hall to protect these and other Town records.

COMMISSIONER REPORTS:

BEACH: None

BUILDING:

Commissioner Roberts submitted one building-permit application for consideration: Permit 2025-21 for roofing for 16 Ridge Drive. It was moved and seconded to approve issuance of the permit. The vote was unanimous in favor; motion passed.

ENVIRONMENT: None

FIRE: None

MAINTENANCE: Commissioner Taylor reported that in August a curbside brush pickup will be scheduled for everyone in Town. Also in August, there will be a “junk day” scheduled when a dumpster will be available on each side of Town for residents to use for disposal of personal items.

PARKS: Commissioner Fitzpatrick reported that tennis court sealing will take place in July (date TBD), Residents will be notified by email when this will occur.

ROADS: None

SECURITY: Commissioner McKinley provides security updates. Mark Harnew and Kaden Hawksworth will be leaving in August. Facebook will be used to promote the openings to potential new candidates. Road safety was discussed, particularly at the blind hill on Mineral Springs Road.

OLD BUSINESS: None

NEW BUSINESS:

2026 Council Draft Budget Review: The clerk-treasurer and council discussed the draft 2026 budget, future changes in state funding, and allocation of funds among budget line items. It was noted that Dune Acres will be negatively impacted beginning with the 2026 calendar year. Clerk-Treasurer Hawksworth stated a public budget hearing would be held immediately before the regular council meeting in August.

Vacation Pay: President Hawksworth read Resolution 2025-3 authorizing vacation pay to employees with continuous service of two years or more. It was moved and seconded to approve Resolution 2025-3. The vote was unanimous in favor; motion passed.

OTHER BUSINESS:

With no further business, the meeting adjourned at 8:00 pm. The next regular meeting of the Town Council is on Tuesday, August 19, 2025 at the Clubhouse. Note that the 2026 Budget Hearing will take place immediately prior at 6:30 pm.

RICHARD HAWKSWORTH, Town Council President

PAUL WOIDKE, Town Council Member

ALEXANDER STEMER, Town Council Member

BONNIE HAWKSWORTH, Clerk-Treasurer