

Town of Beverly Shores
TOWN COUNCIL MEETING MINUTES – January 09, 2024
Administration Building – 500 S. Broadway, Beverly Shores, IN

The meeting was called to order at 7:00 p.m. and began with the Pledge of Allegiance.
(This meeting was a hybrid meeting and broadcasted live via Microsoft Teams and was recorded.)

Roll Call - Council Members: Councilors Geof Benson, Matriona Malik, Donna Norkus, David Phelps, and Candice Peterson-Smith were present. Also, present: Clerk-Treasurer Ellen Hundt, Marshal Ed Clapp, and Attorney Connor Nolan.

Elections for 2024

CT Hundt asked if there was a motion for Council President. Councilor Benson motioned to appoint David Phelps as Town Council President. Councilor Malik seconded. Unanimously approved.

Councilor Malik motioned to appoint Candice Peterson-Smith as Vice President. Councilor Benson seconded. Unanimously approved.

Title VI Survey Availability

President Phelps announced the availability of the Title VI public involvement survey. This survey is available online via the Town's website.

Public Presentations

None.

Approval of Minutes

Approval of December 19, 2024, Council Meeting minutes: Councilor Benson motioned to approve minutes as presented. Councilor Malik seconded. Unanimously approved.

Appointments for Committees

Council Appointments

Green Space:

VP Peterson-Smith motioned to appoint Sharon Carnes. Councilor Malik seconded. Unanimously approved.

VP Peterson-Smith motioned to appoint Jay Fahn. Councilor Malik seconded. Unanimously approved.

VP Peterson-Smith motioned to appoint Andre Daugavietis . Councilor Malik seconded. Unanimously approved.

Parks & Recreation Committee:

VP Peterson-Smith motioned to appoint Susan Loeb. Councilor Malik seconded. Unanimously approved.

VP Peterson-Smith motioned to appoint Tom Abrahamson. Councilor Benson seconded. The vote was 4:1. Motion approved.

VP Peterson-Smith motioned to appoint Steve Coughlin. Councilor Malik seconded. Unanimously approved.

Plan Commission:

Councilor Norkus motioned to appoint Sharon Carnes as the Green Space representative. Councilor Malik seconded. Unanimously approved.
Councilor Norkus motioned to appoint David Phelps as the Town Council representative. Councilor Malik seconded. Unanimously approved.
Councilor Malik motioned to appoint Donna Norkus as the Town Council representative. Councilor Benson seconded. Unanimously approved.

BZA:

Councilor Norkus motioned to appoint Greg Lyman. Councilor Malik seconded. Unanimously approved.

Building & Building Site Committee:

Councilor Malik motioned to appoint Brian O'Neil. Councilor Norkus seconded. Unanimously approved.
Councilor Malik motioned to appoint David Wagner. Councilor Benson seconded. Unanimously approved.
Councilor Malik motioned to appoint Scott Vliek. Councilor Benson seconded. Unanimously approved.
Councilor Malik motioned to appoint Jim Nolan. VP Peterson-Smith seconded. Unanimously approved.
Councilor Malik motioned to appoint Mark Lies. Councilor Benson seconded. Unanimously approved.

Capital Planning Committee:

Councilor Norkus motioned to appoint Craig Tompkins as community representative. Councilor Malik seconded. Unanimously approved.
Councilor Malik motioned to appoint VP Peterson-Smith as Town Council representative. Councilor Norkus seconded. Unanimously approved.

President Appointments

Plan Commission:

Larry Stannton was appointed for a 4-year term.
Eric Olson was appointed for a 3-year term.
John Janssen was appointed for a 4-year term.
Joe Kapacinskis was appointed for a 3-year term.

BZA:

Larry Stanton was appointed as the Plan Commission appointee.

Annual Appointments and Contracts

Attorney: Councilor Benson motioned to retain Harris Welsh & Lukmann. Councilor Malik seconded. Unanimously approved.

Street Superintendent and Marshal:

Councilor Malik motioned to appoint Ed Clapp as Marshal and Street Superintendent. Councilor Benson seconded. Unanimously approved.

Fire Chief:

Councilor Benson motioned to accept the BSVFD designation of Andy Himan Sr. as Fire Chief. Councilor Malik seconded. Unanimously approved.

Monthly meeting days and times:

Councilor Benson motioned to hold Town Council meetings on the third Tuesday of the month at 7pm. Councilor Malik seconded. Unanimously approved.

Newspaper for Legal Notices:

Councilor Benson motioned to use the NWI Times as the newspaper of record. Councilor Malik seconded. Unanimously approved.

Bank of Record:

Councilor Benson motioned to use Porter Bank, Pines Branch, as the bank of record. Councilor Norkus approved. Unanimously approved.

Animal Control Contract:

Councilor Benson motioned to approve Porter County for Animal Control. Councilor Norkus seconded. Unanimously approved.

Building Commissioner:

Councilor Benson motioned to appoint David Wagner. Councilor Malik seconded. Unanimously approved.

NIRPC Commissioner:

Councilor Benson motioned to appoint David Phelps. Councilor Norkus seconded. Unanimously approved.

RDA Transit Development District:

Councilor Norkus motioned to appoint Geof Benson as liaison. VP Peterson-Smith seconded. Unanimously approved.

Council liaisons:

ADA:

Councilor Norkus motioned to appoint Councilor Malik as liaison and CT Hundt as ADA Coordinator. Councilor Benson seconded. Unanimously approved.

Building & Building Site Committee:

Councilor Norkus motioned to appoint Councilor Malik. VP Peterson-Smith seconded. Unanimously approved.

BZA:

Councilor Malik motioned to appoint Councilor Norkus. VP Peterson-Smith seconded. Unanimously approved.

Capital Planning Committee:

VP Peterson-Smith had been previously appointed as representative.

Fire & Emergency Management:

Councilor Norkus motioned to appoint Councilor Benson. VP Peterson-Smith seconded. Unanimously approved.

Greenspace Committee:

Councilor Malik motioned to appoint VP Peterson-Smith. Councilor Norkus seconded. Unanimously approved.

Indiana Dunes National Park:

Councilor Benson motioned to appoint President Phelps and Councilor Norkus. Councilor Malik seconded. Unanimously approved.

Park Committee:

Councilor Norkus motioned to appoint VP Peterson-Smith. Councilor Malik seconded. Unanimously approved.

Plan Commission:

President Phelps and Councilor Norkus were previously appointed representatives.

Police Dept:

Councilor Norkus motioned to appoint Councilors Benson and Malik. VP Peterson-Smith seconded. Unanimously approved.

Report of Police & Street Departments

Violation Report: Nothing to report.

Police Report: Marshal Clapp gave a report. The claim against driver who knocked down the light pole in front of the Admin Building is progressing. A new part-time officer has been hired.

Street Report: Marshal Clapp gave a report.

A meeting was set for Friday, January 19, 2024, at 9am, to open bids for the CCG2024-01 project.

Councilor Benson motioned to award the bid from Reith-Riley for \$55,241.75 for the CCG2023-02 project. Councilor Norkus seconded. Unanimously approved.

Ordinances & Resolutions

None.

Clerk-Treasurer's Report

Consideration of Claims –CT Hundt presented the 12/31/2023 APV register, noting items that were not monthly expenses. Councilor Benson motioned to approve the APVs as presented. Councilor Malik seconded. Unanimously approved. CT Hundt presented the 01/04/2024 APV register, noting items that were not monthly expenses. Councilor Benson motioned to approve the APVs as presented. Councilor Norkus seconded. Unanimously approved. CT Hundt presented the 12/31/2023 APV register, noting items that were not monthly expenses. Councilor Norkus motioned to approve the Auto Appropriation Transfers List. Councilor Benson seconded. Unanimously approved. CT Hundt also presented the Fund, Revenue, Appropriation reports, 4 bank reconciliations, and payroll reports. Council Norkus will sign off on reports.

Consideration of Claims for Bonds, 2020 Series: No claims.

Reports from Committees/Liaisons:

ADA progress: Malik gave report.

Building & Building Site Committee: Nothing to report.

Board of Zoning Appeals: Norkus gave a report.

Capital Planning Committee: Nothing to report.

Fire & Emergency Management: Nothing to report.

Greenspace Committee: Nothing to report.

Indiana Dunes National Park: Nothing to report.

NIRPC: Nothing to report.

Park Board: Norkus gave report.

Plan Commission: No meeting.

RDA Officers: Councilor Benson motioned to appoint David Phelps, Candice Peterson-Smith, and Ellen Hundt to the RDA. Councilor Malik seconded. Unanimously approved.

Unfinished Business:

Windows/windowsill fix in Town Hall: Contract was submitted to Council. Councilor Benson motioned to accept the contract as presented. Councilor Norkus seconded. There was discussion. Councilor Benson amended his motion to include that the project be paid out of the ARP Fund. Councilor Norkus accepted the amended motion. There was further discussion. The law regarding 50% payment upfront has changed and this can now be done. Councilor Benson offered a friendly amendment that approval is subject to Attorney Nolan's review and approval. Councilor Norkus accepts the amendment. Unanimously approved.

Councilor Benson motioned to accept quote from Meyer Glass of June 19, 2023 for \$19,258.65 to be paid out of the ARP Fund subject to Attorney Nolan's review and approval. Councilor Norkus seconded. Councilor Norkus offered a friendly amendment that this is subject to confirmation that the quote is still valid. Councilor Benson accepted. Unanimously approved.

Grants updates: Councilor Norkus gave report. The Lake MI Coastal Grants full proposal is due on January 12, 2024. It is being prepared and submitted by the Smith Group. The Lake & River Enhancement grant proposal is due by January 15, 2024, which will be prepared similarly. Norkus is meeting with GLSLCI along with Phelps. Councilor Benson motioned to approve first annual subscription dues of \$412.50 (25% discount from \$550) to be paid from the ARP Fund. Councilor Malik seconded. Unanimously approved. There was a consensus to have Susan Loeb and Andre Daugavietis continue as representatives with Cities Initiatives.

New Business

None.

Public Comment

Dave Sandrzyk, 16 W. Leewater, Inquired about the process of getting answers to specific questions regarding the Municipal Code. President Phelps stated the Town Council meeting is not for Q & A and suggested Dave contact him directly.

Glenn Clark, 712 E. Wilson. Made comments regarding warranties, grants, fines, and congratulated Phelps and Peterson-Smith.

Written Communications

Councilor Benson motioned to approve the use of Town Hall for Senator Braun's office to hold constituent services on January 30, 2024 from 10am – 12pm. Councilor Norkus seconded. Unanimously approved.

Town Council Comment

Benson congratulated Phelps and Peterson-Smith.

Phelps stated the Council received more volunteers than there were openings. He will let people know who were not appointed.

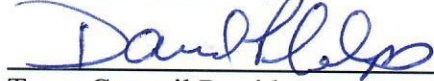
Norkus responded to Glenn Clarke regarding grant information.

Adjourn:

Council Benson motioned to adjourn.

Councilor Norkus seconded.

Adjourned at 08:17 p.m.



Town Council President:

Attest:



Clerk-Treasurer

Ellen Hundt