

**Town of Beverly Shores**  
TOWN COUNCIL MEETING MINUTES – January 21, 2025  
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 Google Meets and was recorded.*)

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

**Elections for 2025**

*Council President:* CT Hundt asked if there was a motion to elect Town Council President. Councilor Malik motioned to elect David Phelps. Councilor Benson seconded. Unanimously approved.

*Council Vice-President:* President Phelps asked if there was a motion to elect a Vice President. Councilor Malik motioned to elect 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**

*Marshall Clapp recognition of Officers:* President Phelps read a letter from Marshal Clapp recognizing the following for saving a life: Beverly Shores Officer, John Dobbins, NPS Park Rangers, Martin Frase and Carl Ausprung.

**Approval of Minutes**

*Approval of December 17, 2024, Council Meeting minutes:* Councilor Benson motioned to approve minutes as presented. Councilor Malik seconded. Unanimously approved.

**Appointments for Committees**

*Building & Building Site Committee:* Councilor Norkus motioned to appoint the following for 1-year terms: Mark Lies, Jim Nolan, Brian O'Neil, Dave Wagner, and Naomi Pollock. Councilor Malik seconded. Unanimously approved. President Phelps thanked Scott Vliek, who did not seek reappointment, for his service on the committee.

*Green Space Committee:* Councilor Malik motioned to appoint Candice Peterson-Smith for a 3-year term. Councilor Benson seconded. Unanimously approved.

*Parks and Recreation Committee:* Vice President Peterson-Smith motioned to appoint Steve Coughlin for a 3-year term. Councilor Malik seconded. Unanimously approved.

*Plan Commission:* Councilor Benson motioned to appoint the following for 1-year terms: Sharon Carnes, Donna Norkus, and David Phelps. Councilor Malik seconded. Unanimously approved.

**Presidential Appointments to Committees:**

*BZA:* President Phelps appointed Linda Kurtos for a 4-year term.

**Annual Appointments and Contracts**

*Attorney:* Councilor Benson motioned to retain the firm of Harris, Welsh & Lukmann and Attorney Nolan. Councilor Malik seconded. Unanimously approved.

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

*Fire Chief:* Andy Himan Sr. was elected by the Beverly Shores Volunteer Fire Department.

*Monthly meeting days and times:* Councilor Benson motioned to keep the meeting set for the 3<sup>rd</sup> Tuesday of the month at 7pm. Councilor Norkus seconded. Unanimously approved.

*Newspaper for Legal Notices:* Councilor Benson motioned to use NWI Times for legal notices. Councilor Malik seconded. Unanimously approved.

*Bank of Record:* Councilor Benson motioned to use Porter State Bank, Pines Branch, as the bank of record. Vice President Peterson-Smith seconded. Unanimously approved.

*Animal Control Contract:* Councilor Benson motioned to retain Porter County for the animal control contract. Councilor Malik seconded. Unanimously approved.

*Building Commissioner:* Councilor Benson motioned to retain Dave Wagner as Building Commissioner. Councilor Malik seconded. Unanimously approved.

*NIRPC Commissioner-David Phelps (appointed in December)*

*RDA Transit Development District-Geof Benson (appointed in December)*

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

**Council liaisons:** Councilor Benson motioned to appoint the previous liaisons to the same committees. Councilor Malik seconded. Unanimously approved.

*ADA:* Malik

*Building & Building Site Committee:* Malik

*BZA:* Norkus

*Capital Planning Committee:* Peterson-Smith

*Greenspace Committee:* Peterson-Smith

*Indiana Dunes National Park:* Norkus and Phelps



*Parks & Rec Committee:* Peterson-Smith  
*Plan Commission:* Norkus and Phelps  
*Police Dept:* Benson and Malik  
*Volunteer Fire & Emergency Management:* Benson

### **Report of Police & Street Departments**

*Violation Report:* Nothing to report.

*Police Report:* Marshal Clapp gave report. Doug Crandall retired from the BSPD. Jim Reeder will be taking over the evening shift.

*Street Report:* Marshal Clapp gave a report. There were issues with D & M that have been addressed.

### **Ordinances & Resolutions**

*None.*

### **Clerk-Treasurer's Report**

*Consideration of Claims* –CT Hundt presented the December 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 also presented the Fund Report, 2024 Combined December Report, Revenue Report, Appropriation Report, Depository Balance Report, Bank Rec Checking, Bank Rec TrustIN, Bank Rec Water, BOK Financial/2020 Bond Series, December Payroll, Auto Transfers Report YE 12/31/2024. Council Norkus will sign off on reports.

*Consideration of Claims for Bonds, 2020 Series:* There were no claims.

*Request to move Town Council's March meeting due to CT and DCT being at ILMCT Institute & Academy:* This decision was postponed to February.

### **Reports from Committees/Liaisons:**

**ADA progress:** Councilor Malik gave report.

**Building & Building Site Committee:** Councilor Malik gave report.

**Board of Zoning Appeals:** There was no meeting.

**Capital Planning Committee:** There was no meeting.

**Fire & Emergency Management:** Councilor Benson gave report.

**Greenspace Committee:** Vice President Peterson-Smith gave report.

**Indiana Dunes National Park:** Councilor Norkus gave report.

**NIRPC:** President Phelps gave report.

**Parks & Recreation Committee:** Vice President Peterson-Smith gave report. Vice President Peterson-Smith motioned to approve spending up to \$3,000 for an architectural design for the warming hut deck. Councilor Malik seconded. Councilor Benson offered a friendly amendment that it be paid from the Park Non-Reverting Gift Fund. Vice President Peterson-Smith accepted the amendment. Councilor Malk seconded the amendment. Unanimously approved.

**Plan Commission:** There was no meeting.

**TDD:** Councilor Benson gave report. There will be 2 more public meetings.

**Unfinished Business:**

*Grants updates:* Councilor Norkus gave report. The Smith Group will be soliciting bids for the coastal grant.

*Comprehensive Plan Updates and Progress:* Councilor Norkus reported the update will be presented in February.

**New Business**

*DWC Request to Use Town Hall on 02/15/2025:* Councilor Benson motioned to approve. Councilor Malik seconded. Unanimously approved.

*Pine Township Board Request to Use Town Hall on 02/12, 06/11, 10/08:* Councilor Benson motioned to approve. Councilor Malik seconded. Unanimously approved.

**Public Comment**

John Mackin, 204 S. Quigley, had questions regarding the TDD.

**Written Communications**

President Phelps reported he received 3 correspondences regarding NISPCO's tree removal, snow plowing, and ADA access.

**Town Council Comment**

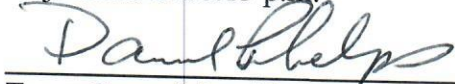
President Phelps warned residents about coyotes and to watch your smaller pets. He requested that residents call 911 if they see people on the shelf ice. Councilor Norkus discussed grant possibilities from the Indiana Office of Community and Rural Affairs. She proposed that the Capital Planning committee begin looking at other ways of producing revenue.

**Adjourn:**

Councilor Benson motioned to adjourn.

Councilor Norkus seconded.

Adjourned at 08:15 p.m.



Town Council President:

Attest:



Clerk-Treasurer

Ellen Hundt