

Town of Beverly Shores
TOWN COUNCIL MEETING MINUTES – May 20, 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, Donna Norkus, David Phelps, and Candice Peterson-Smith were present. Councilor Matrona Malik was absent. Also, present: Clerk-Treasurer Ellen Hundt, Attorney Connor Nolan, Marshal Ed Clapp, and Deputy Clerk-Treasurer Sally Bagnall.

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 April 15, 2025, Council Meeting minutes: Councilor Benson motioned to approve minutes as presented. Vice President Peterson-Smith seconded. Unanimously approved.

Report of Police & Street Departments

Violation Report: Nothing to report.

Police Report: Marshal Clapp gave his report.

Street Report: Marshal Clapp gave a report.

Ordinances & Resolutions

2025-04 Creating Fund for Cleanup: Attorney Nolan introduced the ordinance on first reading. Councilor Benson motioned to approve on first reading. Councilor Norkus seconded. Unanimously approved. Councilor Benson motioned to consider on second reading during the same meeting as it was introduced. Councilor Norkus seconded. Unanimously approved. Attorney Nolan presented the ordinance for second reading.. Councilor Benson motioned to adopt the ordinance. Councilor Norkus seconded. Unanimously approved.

Clerk-Treasurer's Report

Consideration of Claims –CT Hundt presented the April APV register, noting items that were not standard expenses. Councilor Benson motioned to approve the APVs as presented. Vice President Peterson-Smith seconded. Unanimously approved. CT Hundt also presented the Fund Report, 2025 Combined March Report, Revenue Report, Appropriation Report, Depository Balance Report, Bank Rec Checking, Bank Rec TrustIN, Bank Rec Water, BOK Financial/2020 Bond Series, April Payroll. A Council Member will sign off on reports.

Consideration of Claims for Bonds, 2020 Series: One APV will be sent to RDA for approval.

Reports from Committees/Liaisons:

ADA progress: Nothing to report.

Building & Building Site Committee: There was no meeting.

Board of Zoning Appeals: Vice President Peterson-Smith gave report.

Capital Planning Committee: Vice President Peterson-Smith gave report.

Fire & Emergency Management: Councilor Benson gave report.

Greenspace Committee: Vice President Peterson-Smith gave report.

Indiana Dunes National Park: Councilor Norkus gave report. The new social trail signs will be wood on standard metal posts approximately 3 feet high. Former resident, Greg Brown, has offered to make them. Councilor Benson motioned to authorize spending up to \$1,000 from the CCD Fund for the social trails sign project. Vice President Peterson-Smith seconded.

Unanimously approved. President Phelps discussed the possible need for a violation code to be created in the future.

NIRPC: President Phelps gave report.

Parks & Recreation Committee: Vice President Peterson-Smith gave report. There was a discussion about donation of a wooden sculpture from a resident. The resident and the American-Lituanica Club have offered to pay the cost of moving and raising the sculpture. The Club would like to have an input on where it is located. Councilor Benson motioned to accept the offer of donation and have it installed at the Community House. Councilor Norkus seconded. Multiple places were discussed but no determination was made. Norkus rescinded her second. Benson rescinded his motion. Councilor Benson motioned to accept the donation and determine placement next month. Councilor Norkus seconded. Unanimously approved.

Plan Commission: Councilor Norkus gave report.

TDD: Councilor Benson gave report.

Unfinished Business:

Grants updates: Councilor Norkus gave updates. The BRIC grant is still possible but not currently moving forward. The East End Project has been included in the Great Lakes Cities Initiative preproposal for a National Fish and Wildlife / National Coastal Resilience Fund 2025 grant. Updates will be in June. The Lake Michigan Coastal Program has requested Beverly Shores present at our lake front. This would include a bus of approximately 50 people exploring the lakefront. The Smith Group will also be involved. Councilor Benson motioned to approve the program in September. Vice President Peterson-Smith seconded. Unanimously approved.

Comprehensive Plan Updates and Progress: There were no updates.

New Business

Town Insurance: Councilor Benson motioned to approve the renewal of the Town's insurance with GIS. Vice President Peterson-Smith seconded. Unanimously approved.

2026 Budget Schedule: CT Hundt presented a tentative budget schedule and emphasized the need to do some comprehensive budget planning.

July 15: First Budget Workshop

August 19: Final Budget Workshop

Update on Depot Lease: President Phelps reported the new lease between NICTD and Indiana Landmarks as it pertains to the Train Station Building should be complete by July. This agreement will remove the Town as the lessee.

Request for permission to install an Art Share Box: President Phelps reached out to Indiana Landmarks to determine if they had any objection as it is close to Landmarks taking over the lease. They did not have any objection. There was discussion about the timing and placement. Vice President Peterson-Smith motioned to accept the art box pending approval of NICTD's approval of the art box being installed on the northwest corner of the building. President Phelps seconded. There was a roll call vote. Peterson-Smith = yes. Phelps = yes. Norkus = no. Benson = no. CT Hundt was asked to vote for a tie breaker. CT Hundt = yes. The motion passed 3 – 2.

Public Comment

Sam Olins, 431 E. Roberts, reported that the water table is high in the proposed location of the community garden.

John Mackin, 204 S. Quigley, made comments on the warming hut deck, the ADA ramp, the TDD, and property tax liens.

Written Communications

Written communications were received regarding tree issues and TDD boundaries.

Town Council Comment

Councilor Norkus reported that the people from Sea Grant may need to do some filming in Beverly Shores if their original location does not work out.

President Phelps discussed budget webinar he attended and how the new LIT will affect the Town.

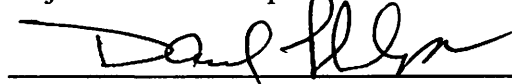
Adjourn:

Councilor Benson motioned to adjourn.

Councilor Norkus seconded.

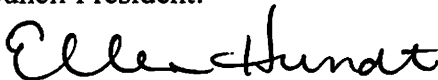
There was a roll call vote. Unanimously approved.

Adjourned at 09:08 p.m.



Town Council President:

Attest:



Clerk-Treasurer

Ellen Hundt

September 16: Public Hearing and First Reading
October 14 or October 21: Budget Adoption (November 1st deadline)

Authorization of Park Committee to Use Park Non-Reverting Gift Funds for architectural drawings of a replacement deck for the warming hut: Councilor Benson motioned to authorize spending up to \$3,000 from the Park Non-Reverting Gift Fund for architectural drawings for a replacement deck for the warming hut. Vice President Peterson-Smith seconded. There was a discussion about the use of the building and its necessity. Unanimously approved.

Review preliminary request from the Parks and Recreation Committee for a community garden: There was discussion about the possible location by the Community House. The location would require parking, water, and sunlight. Further discussion indicated interest, but a detailed plan needs to be presented. Vice President Peterson-Smith will inform the Parks & Recreation Committee.

Ratify additional fund raising for the Parks & Recreation Committee Playground Project: Councilor Benson motioned to ratify President Phelps approval for the Parks & Recreation Committee's additional fund raising. Councilor Norkus seconded. Unanimously approved.

Appropriate funds for demolition contract approved by the Plan Commission: Attorney Nolan provided a background summary and informed the Council the Town will be reimbursed from a tax lien. Councilor Benson motioned to approve the appropriation of \$31,000 from the Rainy Day Fund. Councilor Norkus seconded. Unanimously approved.

Conflict of Interest - 2025 Beach Monitor: CT Hundt presented her Conflict of Interest for the 2025 Beach Monitoring Grant.

Modification of Salary Ordinance 2024-07: Attorney Nolan introduced the ordinance on first reading. Councilor Benson motioned to approve on first reading. Councilor Norkus seconded. Unanimously approved. Councilor Benson motioned to consider on second reading during the same meeting as it was introduced. Councilor Norkus seconded. Vice President Peterson-Smith stated she felt that salary changes should not be made mid-year. Unanimously approved. Attorney Nolan presented the ordinance for second reading. Councilor Benson motioned to adopt the ordinance. Councilor Norkus seconded. Unanimously approved.

Review of Ordinance Section 10.99 as it relates to Building Code Fees: Attorney Nolan provided background information. Councilor Benson motioned to send the issue to the Plan Commission to fix the building code fees and make it so the deposit is returned within 30 days after completion. Councilor Norkus seconded. There was a discussion on whether the deposit is actually necessary. CT Hundt pointed out that the building permit application has the correct wording. Councilor Norkus rescinded her second. Councilor Benson rescinded his motion. Councilor Benson motioned to send the Ordinance section 10.99 as it relates to the building code fees back to the Plan Commission to remove the deposit and amend the form to reflect changes to the code. Councilor Norkus seconded. Unanimously approved.