

Town of Beverly Shores
TOWN COUNCIL MEETING MINUTES – July 21, 2026
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: Geof Benson, Matrona Malik, Donna Norkus, David Phelps, and Candice Peterson-Smith were present. Also, present: Clerk-Treasurer Ellen Hundt, Marshal Vernon Garard, Attorney Connor Nolan, 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

Closing Americans Waste Water Access Gap (CAWAG), Jerome Oliver, Environmental Protection Agency and, Guissel Davila, AECOM; The presentation is attached to these minutes. The final report is expected to be ready by the end of 2026.

Presentation on signs, Doug Wolfe: The presentation is attached to these minutes. No decision was made to purchase the signs.

Approval of Minutes

Approval of June 16, 2026: Councilor Malik motioned to approve the minutes as presented. Councilor Norkus seconded. The motion passed unanimously.

Report of Police & Street Departments

Violation Report:

15676-Fox: Councilor Malik motioned to deny the appeal. Vice President Peterson-Smith seconded. There was a discussion. The motion passed 4:1.

15859-McAley: Councilor Malik motioned to deny the appeal. Vice President Peterson-Smith seconded. There was a discussion. The motion passed unanimously.

15866-Madore: Councilor Malik motioned to deny the appeal. Vice President Peterson-Smith seconded. The motion passed unanimously.

Police Report: Marshal Garard gave report. Councilor Benson motioned to allow Marshal Garard to enter into a MOU with the National Park Service (NPS), the United States Department of the Interior, (INDU), and the Beverly Shores Police Department. Councilor Norkus seconded. There was a discussion. Councilor Norkus made a friendly amendment to allow Marshal Garard to execute the agreement provided that the Park Service accepts specific changes suggested by Attorney Nolan. Councilor Benson accepted the friendly amendment. Council Norkus seconded. The motion passed unanimously.

Request for authorization to procure a new police car: Councilor Benson motioned to approve the purchase of a 2025 Ford Police Vehicle if the cost is not greater than was previously approved. Councilor Malik seconded. The motion passed unanimously.

Street Report: Garard gave report. Councilor Benson motioned to allow Marshal Garard to apply for the Community Crossing grant program and to solicit bids for potential infrastructure projects. Councilor Malik seconded. The motion passed unanimously.

Ordinances & Resolutions:

Ordinance 2026-08 - Ordinance to name the fire station - Second Reading: Attorney Nolan presented the ordinance for second reading. Councilor Benson motioned to approve. Councilor Malik seconded. The motion passed unanimously.

Public Hearing and reading of Ordinance 2026-09 Additional Appropriation for LIT Supplemental: The public hearing was opened at 8:47 p.m. There was no public comment. Councilor Benson motioned to close public comment. Councilor Malik seconded. The motion passed unanimously. Public comment was closed at 8:49 p.m. Attorney Nolan presented the ordinance on first reading. Councilor Benson motioned to approve on first reading. Councilor Malik seconded. Councilor Benson motioned to consider on second reading during the same meeting as it was introduced. Councilor Malik seconded. The vote was 4:1. The ordinance will be on the August agenda for second reading.

RESOLUTION 2026-03 TRANSFERRING FUNDS BACK TO MVH-R: Councilor Benson motioned to approve the resolution. Councilor Malik seconded. The motion passed unanimously.

Clerk-Treasurer's Report

Consideration of Claims –CT Hundt presented the June/July 2026 APV register, noting items that were not standard expenses. Councilor Benson motioned to approve the APV as presented. Councilor Malik seconded. The motion passed unanimously. CT Hundt also presented the Fund Report, 2026 Combined June Report, Revenue Report, Appropriation Report, Depository Balance Report, Bank Rec Checking, Bank Rec TrustIN, Bank Rec Water, BOK Financial/2020 Bond Series, June payroll. Councilor Norkus will sign off on reports.

Budget Workshops Discussion: CT Hundt announced there will be 2 upcoming budget workshops in August.

Consideration of Claims for Bonds, 2020 Series: There is two APV to be presented at the RDA meeting.

Reports from Committees/Liaisons:

ADA progress: Nothing to 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.

Request to use Town Hall by ABSR - October 18, 2026: Councilor Malik motioned to approve the request. Councilor Benson seconded. The motion passed unanimously.

Written Communications

President Phelps reported that complaints were received regarding 412 E. Myrtle and have been forwarded to Marshal Garard for investigation.

Anne Dan President Phelps also reported on correspondence sent to the Catholic Diocese concerning the St. Dan facility. The Diocese responded that they would take the offer under consideration if they decided to make changes or had no further use for the facility.

Public Comment

None.

Town Council Comment

None.

Adjourn:

Councilor Benson motioned to adjourn. Councilor Malik seconded. The meeting was adjourned at 10:02 p.m.



Town Council President:

Attest:



Clerk-Treasurer
Ellen Hundt

Indiana Dunes National Park: There is a July 27th meeting.

NIRPC: President Phelps gave report.

Parks & Recreation Committee: Vice President Peterson-Smith gave report.

Plan Commission: Councilor Norkus gave report. There was a discussion about who is responsible for tree removal in the strip at Rebra. Town Council will discuss tree removal with the Street Superintendent.

Mid year Plan Commission Comprehensive Plan progress: President Phelps gave report.

TDD: There was nothing new to report.

Unfinished Business:

Grants updates:

Councilor Norkus reported updates included ongoing requirements from the Indiana Department of Homeland Security, the need to adopt a Porter County multi-hazard mitigation plan, and personnel changes at the Smith Group.

Closing America's Wastewater Access Gap (CAWAG): The presentation is attached to these minutes.

RDA Catalyst Grant, Terms Sheet: A draft term sheet from the Redevelopment Authority (RDA) was presented to Attorney Nolan for review. President Phelps and Councilor Benson will work with the town of Pines to develop an interlocal agreement for review to Attorney Nolan and the RDA.

NWI Thrive Grant

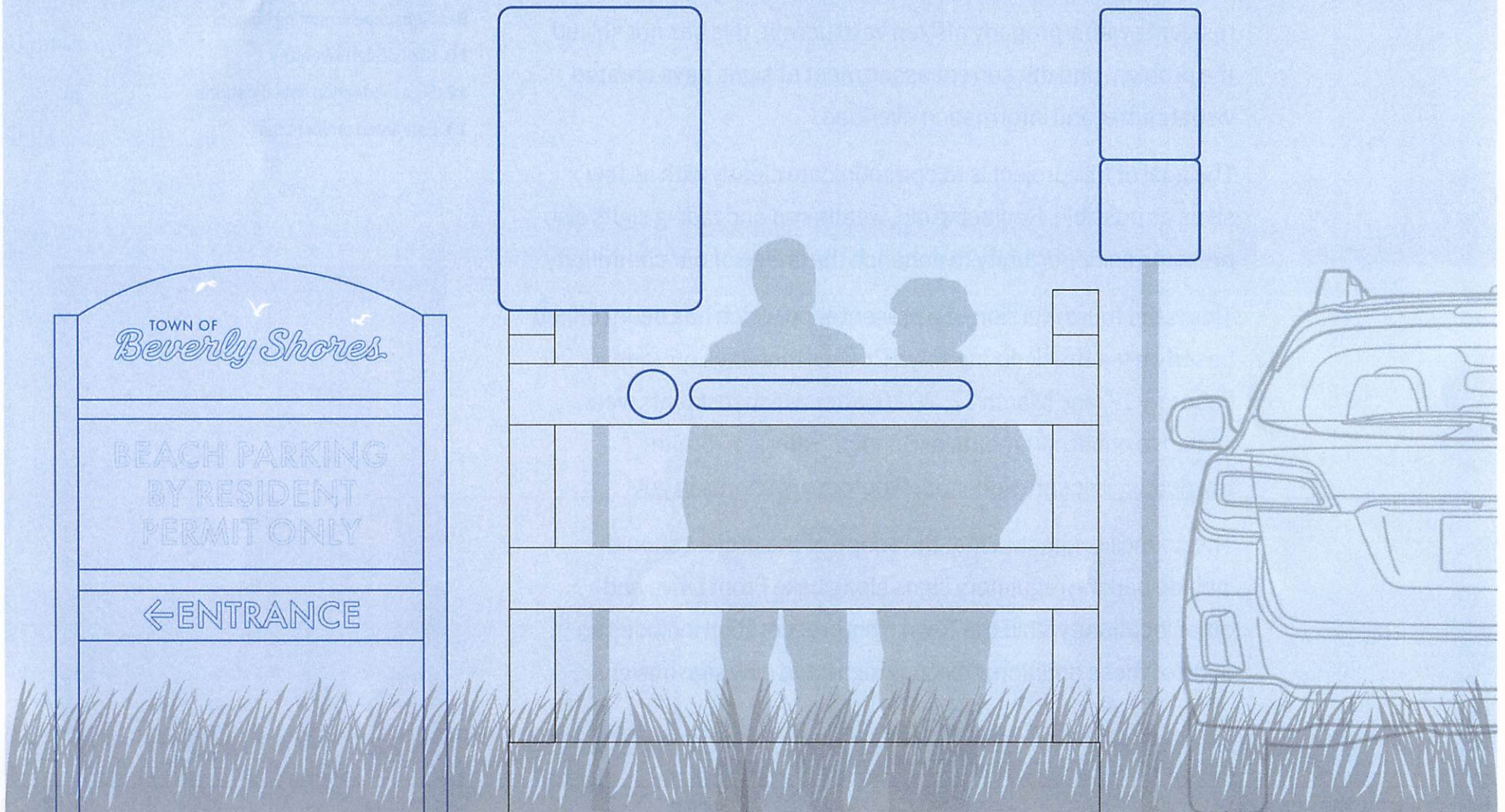
Memorandum of Understanding between Legacy Foundation and The Town of Beverly Shores: President Phelps raised significant concerns regarding the MOU and stated the Town was not in a position to move forward at this time.

Request by Depot Museum and Art Gallery and American Lithuanian Club of Beverly Shores requesting a Heritage Trail Marker at Lituanica Park: Councilor Benson motioned to untable the discussion. Vice President Peterson-Smith seconded. There was a roll call vote. Councilor. Benson – yes. Malik – yes. Norkus – yes. Phelps – yes. Peterson-Smith – yes. The motion passed unanimously and the discussion was untabled. John Nekus, 15 E. Stillwater, presented the request to install a Heritage Trail Marker at Lituanica Park. Councilor Norkus reiterated her request for the Depot to give Council a report on the full scope of the project and to read the information she presented from Sand Tracks. It was reported that the information had not been received. Councilor Benson motioned to table the discussion to the August meeting. Councilor Malik seconded. The motion passed unanimously.

New Business

Porter County Animal Control Contract: Councilor Malik motioned to approve to extend the contract to 12/31/2026 for \$833.35. Councilor Benson seconded. The motion passed unanimously. There was a discussion regarding the proposed cost increase from \$2,000 to over \$8,000. The Council will research alternative service options.

Town of **Beverly Shores** Visual Audit & Signage Concept



During peak beach weekends and holidays, residents have expressed concerns about the lack of parking spaces at the Town Beach due to visitors and residents parking illegally.

Despite efforts over the years to add more signs and communicate that parking is restricted to Beverly Shores residents with a properly affixed valid permit, this has not solved the problem and the current assortment of signs have created visual clutter and information overload.

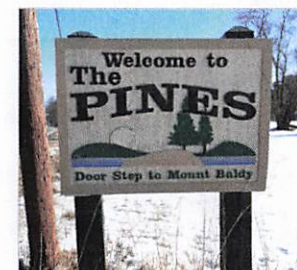
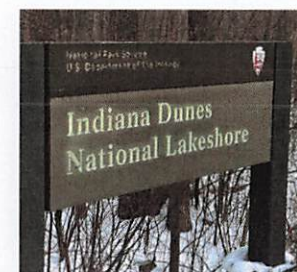
The goal of this project is to communicate clearly with as few signs as possible. Replacing old, weathered and fading signs also presents an opportunity to enhance the image of our community.

This is the fourth version of a presentation which has been refined based on feedback during Town Council meetings on January 20, February 17, and March 17, 2026, after which residents were invited to email comments to Candice Peterson-Smith, towncouncilvicepresident@townofbeverlyshores.in.gov

The council suggested that the scope of the project should include parking regulatory signs along Lake Front Drive and other locations within the Town. This presentation includes an audit of these additional existing signs and new sign designs.

Contents

- 3** Town Beach post and panel entrance sign
- 4** Rebora existing sign inventory and locations
- 5** Rebora visual audit
- 6** Rebora proposed sign types and locations
- 7** Lake Front, Broadway and Beverly visual audit
- 8** Signscape mounting heights
- 10** Sign design inventory
- 12** Sign fabrication specifications
- 13** Estimated project cost

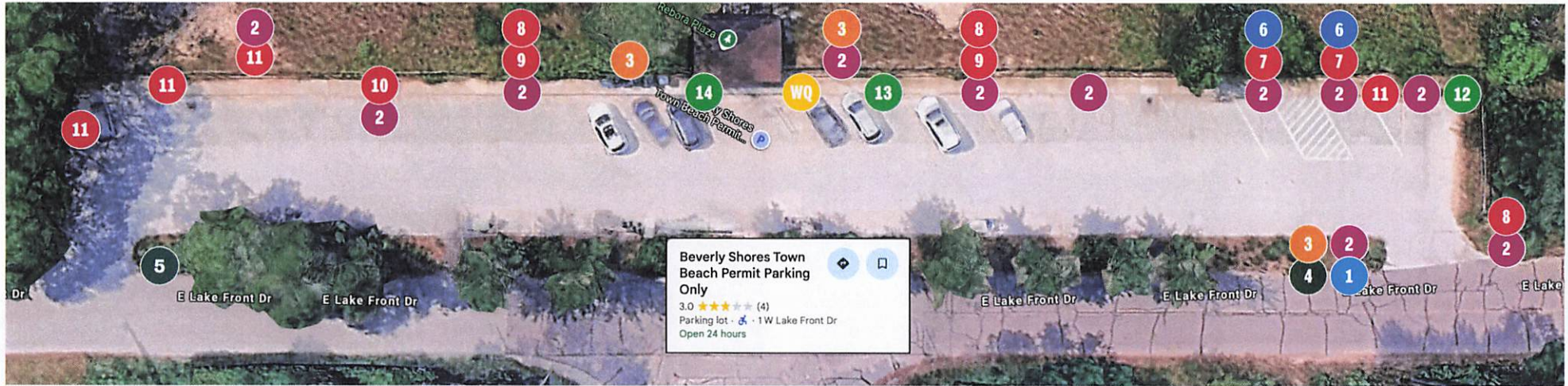


The entrance sign design (at left) reprises elements of the town parking permit including the logotype adaptation of the iconic Depot neon sign, birds in flight, and dune grass.

Text edits eliminated a small sign mounted on top and an adjacent pole-mounted Entrance sign.

The existing sign (above) has deteriorated and the weathered wood panels do not provide sufficient contrast with white text.

New green sign posts and text panel will differentiate the Town Beach parking area from other nearby signs (at right), which are predominately brown.



Existing Signs (Does not include (3) Water Quality and (2) Interpretive historic signs not being replaced)		QTY / Size
1	Beverly Shores Town Park / Permit Parking Only	(1) 46W x 68H" Double Face
2	Town of Beverly Shores Permit Required	(10) 6 x 12"
3	Parking by Permit Only (Code Sec 7106(A)	(1) Double-Face (2) 24 x30"
4	Entrance Only	(2) 24 x24" Double Face
5	Exit Only	(2) 24 x24" Double Face
6	Reserved Parking (with ADA Symbol)	(2) 12 x18"
7	Beverly Shores Parking by Permit Only	(7) 12 x18"
8	Parking Permit Required	(3) 12 x 18"
9	Tow Away Zone	(2) 6 x12"
10	Parking By Permit Only	(1) 12 x 18"
11	Parking Permit Required. Beverly Shores town permit only	(4) 18 x 12"
12	Stay Off Dune Grass	(1) 12 x 18"
13	There is no poop fairy. Please clean up after your dog.	(1) 12 x 18"
14	No Barbecues or Fires. Thank You	(1) 12 x 18"
WQ	Water Quality (3) 12x18"	(40) Existing Signs



A Beverly Shores Town Park/Permit Parking Only (2-sides)
BS Permit Required
Parking by Permit Only (Code Sec 7106(A))
Entrance Only (2-sides)



B Exit Only (2s)



C Reserved ADA
BS Parking By Permit
BS Permit Required



D Parking Permit Required
Tow Away Zone
BS Permit Required



E Parking By Permit Only
BS Permit Required



F Code Sec 7106(A)
BS Permit Required



G Parking Permit required
Beverly Shores town
permit only



H Stay Off Dune Grass



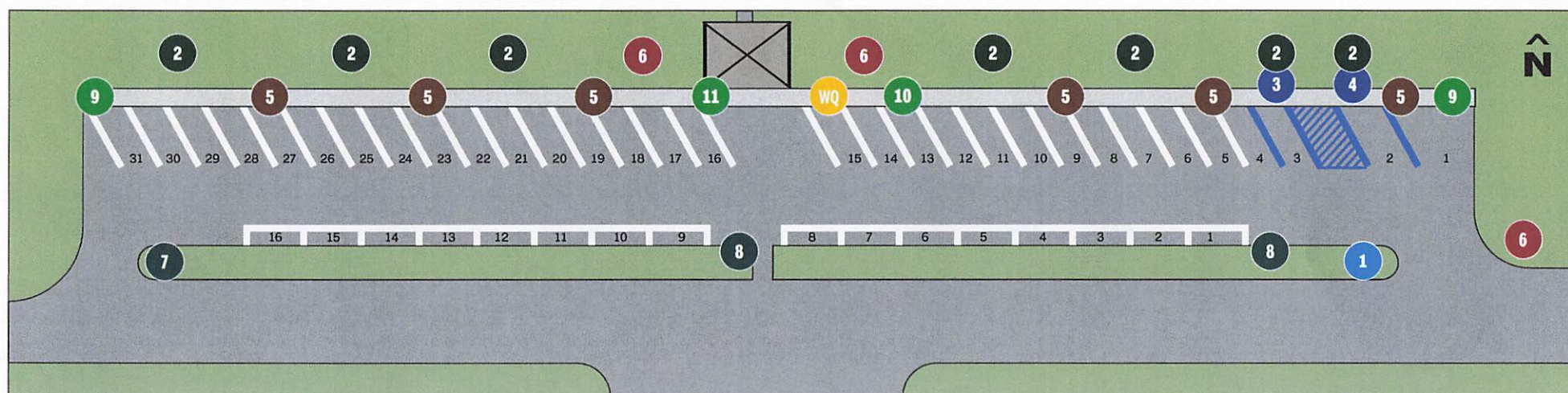
I There is no poop fairy.
Please clean up after
your dog



J No Barbecues or Fires



K Water Quality
(Series of 3)



(10) New Sign Types (not including (3) Water Quality and (2) Interpretive historic signs not being replaced)

QTY/ Size

1	Town of Beverly Shores (logo), Beach Parking by Resident Permit Only, < Entrance	(1) Double Face Post & Panel, 48W x 66"
2	Beverly Shores (logo), Resident Parking Only, Parking Permit Required, Violators will be ticketed and subject to tow	(7) 12 x 18"
3	Reserved with ADA Symbol	(2) 12 x 12"
4	Reserved, Van Accessible with ADA Symbol	(2) 12 x 18"
5	Parking Permit Required (round plaque) +Resident Parking Only (affixed to fence rails)	(6) 6" round plaques + (6) 35 x 3.5"
6	Parking by Permit Only (Municipal Code Sec 7106(A))	(3) 24 x 36"
7	Exit Only	(1) Double Face - 18 x 18"
8	Beverly Shores (logo), Golf Cart Parking Only, Town Permit Required, Violators will be ticketed and subject to tow	(2) 12 x 18" - add (2) new
9	Stay Off Dune Grass. Please use the stairs to help prevent erosion. Thank You	(2) 12 x 18" - add (1) at north
10	All pets must be on a leash. Please clean up after your dog. Thank You	(1) 12 x 18"
11	No Barbecues or Fires. Thank You	(1) 12 x 12"
WQ	Water Quality (3) 12x18	

(26) New Signs



QTY 3
Parking In Designated Areas Only (18x24)



QTY 12
No Parking, including one below Dead End sign



QTY 1
No Parking Any Time, Parking in Designated Area By Permit Only



QTY 40
No Parking Any Time



QTY 21
No Parking Any Time, Arrows



QTY 9
No Parking, Tow Symbol



QTY 10
Permit Required, Town Permit Required



QTY 2
Parking By Permit Only, Tow Symbol, BS Permit Required



QTY 4
Parking By Permit Only, BS Permit Required



QTY 1
Parking By Permit Only, Reserved ADA Symbol, BS Permit Required

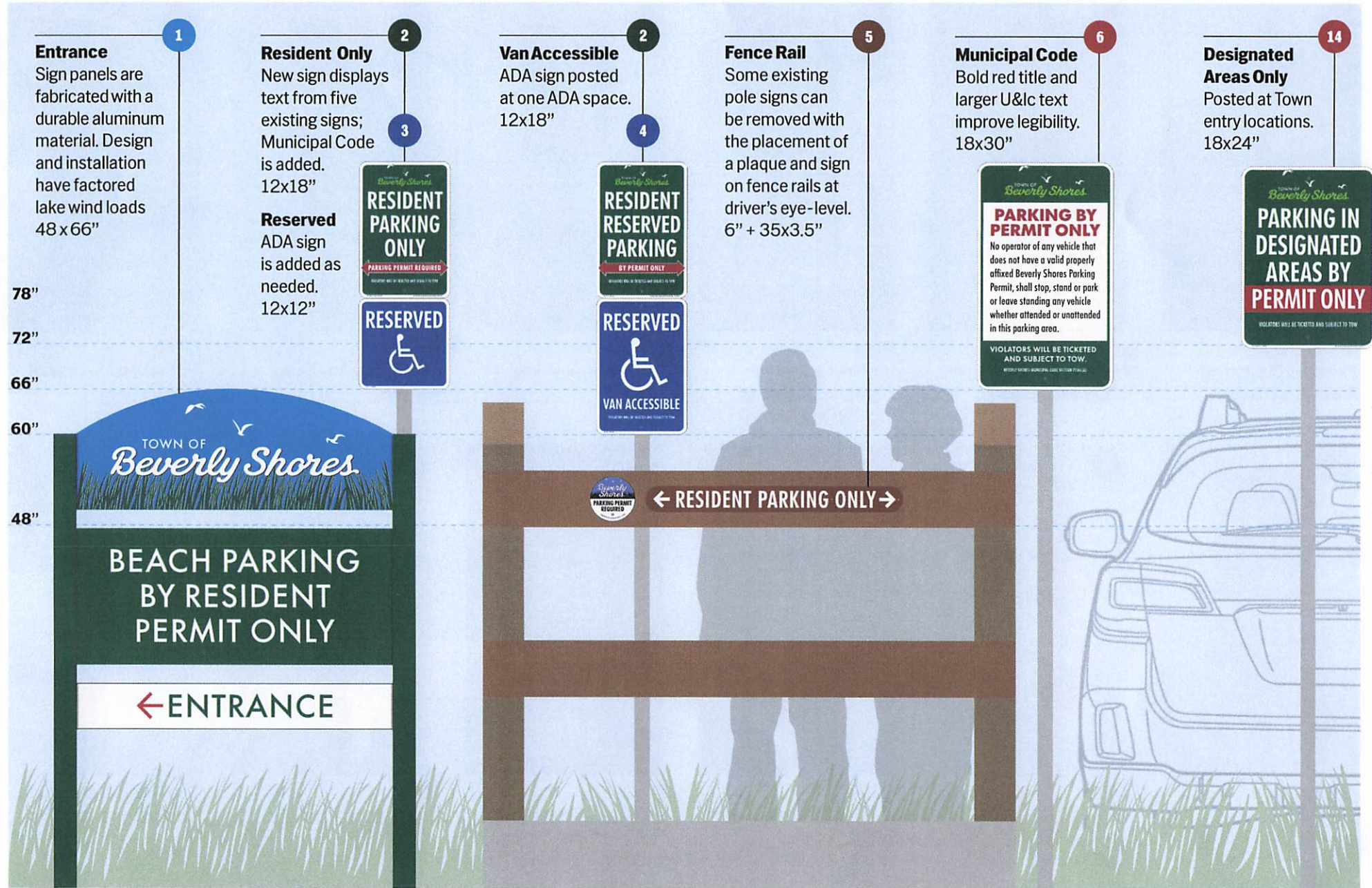


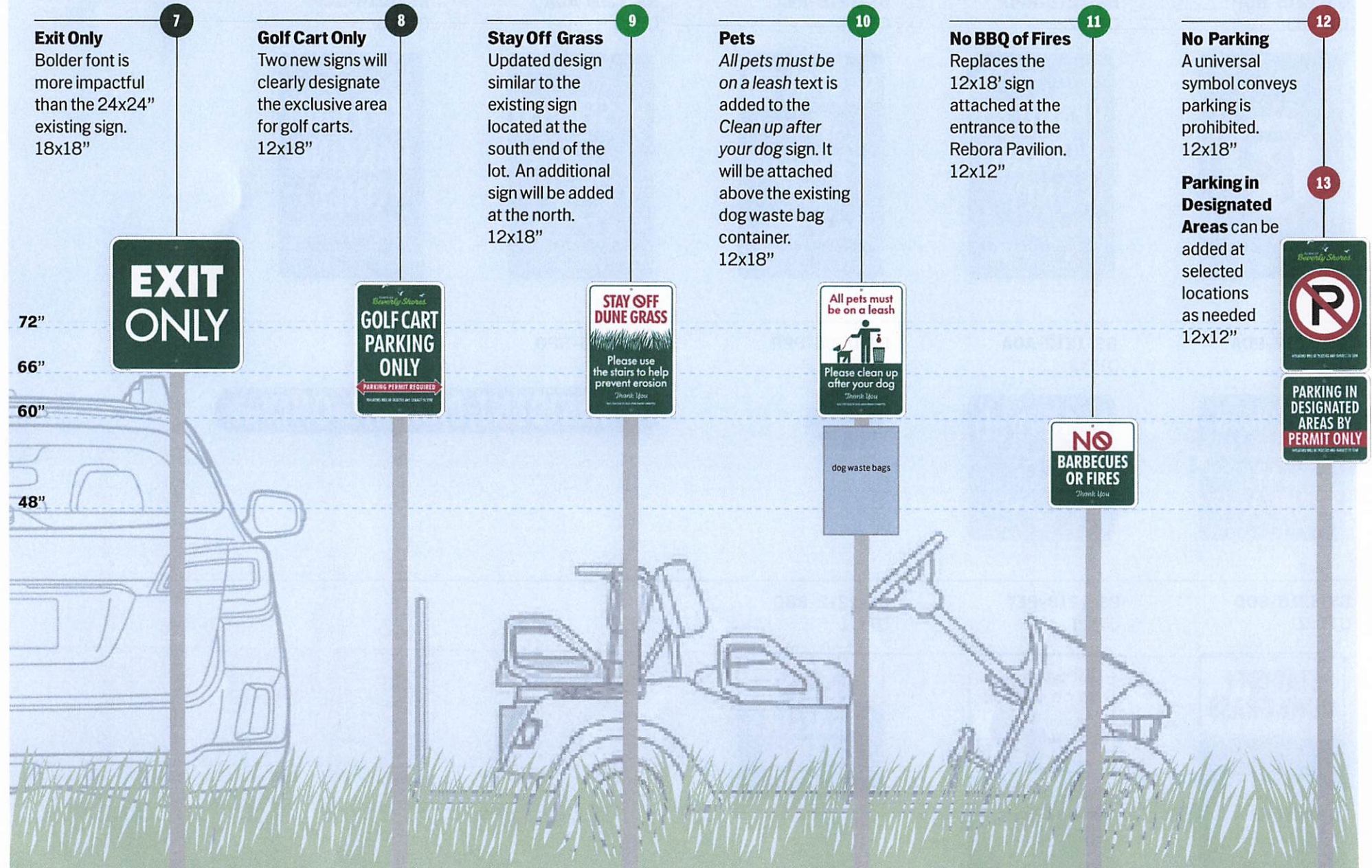
QTY 1
Golf Cart Parking Only



Save Our Dunes, keeping existing signs

New Signs: **(83)** No Parking Signs / 4 existing variations **(15)** Permit Required / 3 existing variations





Town Signage

Sign design inventory

BS-1218-NOP

QTY: 83



BS-1218-RPO

QTY: 22



BS-1218-RVA

QTY: 1



BS-1218-ADA

QTY: 1



BS-1218-GCP

QTY: 3



BS-1212-PDA

QTY: 1



BS-1212-ADA

QTY: 2



BS-0606-PPR

QTY: 6



BS-353.5-RPO

QTY: 6



BS-1218-SOD

QTY: 2



BS-1218-PET

QTY: 2



BS-1212-BBQ

QTY: 1



BS-1818-EXO

QTY: 2

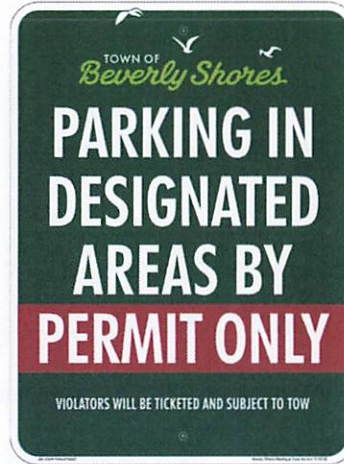


24x24 existing sign



BS-1824-PDA

QTY: 3

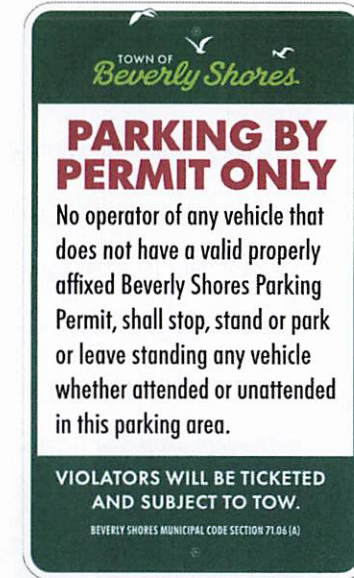


18x24 existing sign



BS-1830-PPO

QTY: 3



24x36 existing sign



Town Signage

Sign fabrication specifications

Reflective Sheeting:

HIP High Intensity Prismatic

Gauge / Alloy:

.080 / 5052

Background Color:

White

Radius Corners:

1.0" Radius on signs with 12 inch width; 1.5 inch radius on all signs wider than 12 inches.

Holes:

Unless noted otherwise, 5/16" holes centered as follows:

12 x 12" and 12 x 18" signs: 1.0 inch below top edge and 1.0 inch above bottom edge.

18 x 18, 18 x 24 and 24 x 36" signs: 1.5 inches below top edge and 1.5 inches above bottom edge.

Colors:

MUTCD (Manual on Uniform Traffic Control Devices) colors shown below with corresponding CMYK tints.

Green	Yellow Green	Brown	Blue	Red	Black
89	29	39	100	22	68
35	2	70	68	100	67
81	100	89	13	89	65
27	0	42	2	15	74

Town Signage

Estimated project cost

ITEM	ORDER #	DESCRIPTION	SIZE W x H	COLORS	UNIT PRICE	QTY	EXTENDED
1	BS-1218-NOP	No Parking symbol, P / Slash in circle	12 x 18"	4	17.88 x	83	1,484.04
2	BS-1218-RPO	Resident Parking Only	12 x 18"	4	17.88 x	22	393.36
3	BS-1218-RVA	Reserved, ADA symbol, Van Accessible	12 x 18"	2	17.88 x	1	17.88
4	BS-1212-ADA	Reserved, ADA Symbol	12 x 12"	2	11.92 x	2	23.84
5	BS-1218-ADA	Reserved, ADA symbol	12 x 18"	4	17.88 x	1	17.88
6	BS-12x12-PDA	Parking in Designated Areas by Permit Only	12 x 12"	1	11.92 x	1	11.92
7	BS-18x24-PDA	Parking in Designated Areas by Permit Only	18 x 24"	4	35.76 x	3	107.28
8	BS-1218-GCP	Golf Cart Parking Only	12 x 18"	4	17.88 x	3	53.64
9	BS-1218-SOD	Stay Off Dune Grass	12 x 18"	3	17.88 x	2	35.76
10	BS-1218-PET	All pets must be on a leash. Please clean up after your dog.	12 x 18"	4	17.88 x	1	17.88
11	BS-1212-BBQ	No Barbecues or Fires	12 x 12"	3	11.92 x	1	11.92
12	BS-0606-PPR	Parking Permit Required (round plaque affixed to fence rail)	6" round	2	6.28 x	6	18.84
13	BS-3535-RPO	Resident Parking Only (affixed adjacent to 6" round plaque)	35 x 3.5"	2	18.27 x	6	109.62
14	BS-1818-EXO	Exit Only	18x18"	2	26.82 x	2	53.64
15	BS-2435-PPO	Parking by Permit Only (Municipal Code Sec 7106(A))	24 x 36"	4	71.52 x	3	214.56
Subtotal					x	137	\$2,572.09
Shipping (Economy Ground)							FREE
Estimated sales Tax (0.082)							210.91
TOTAL: Cost Based on Hall Signs 02/19/26 Quote# HSQ26750							\$2,783.00

ITEM	ORDER #	DESCRIPTION	SIZE W x H	COLORS	UNIT PRICE	QTY	EXTENDED
1	QT-31310	Double-Face Post & Panel Town Beach Entrance Sign & Installation	48 x 66"	4		1	3,950.00
TOTAL: Cost Based on Steindler Signs 02/04/26 Quote							\$3,900.00
TOTAL Project Cost (Not including Installation labor and material for signs supplied by Hall Signs)							\$6,733.00



Closing America's Wastewater Access Gap Initiative Expansion

Beverly Shores, IN Town Meeting

Introductions

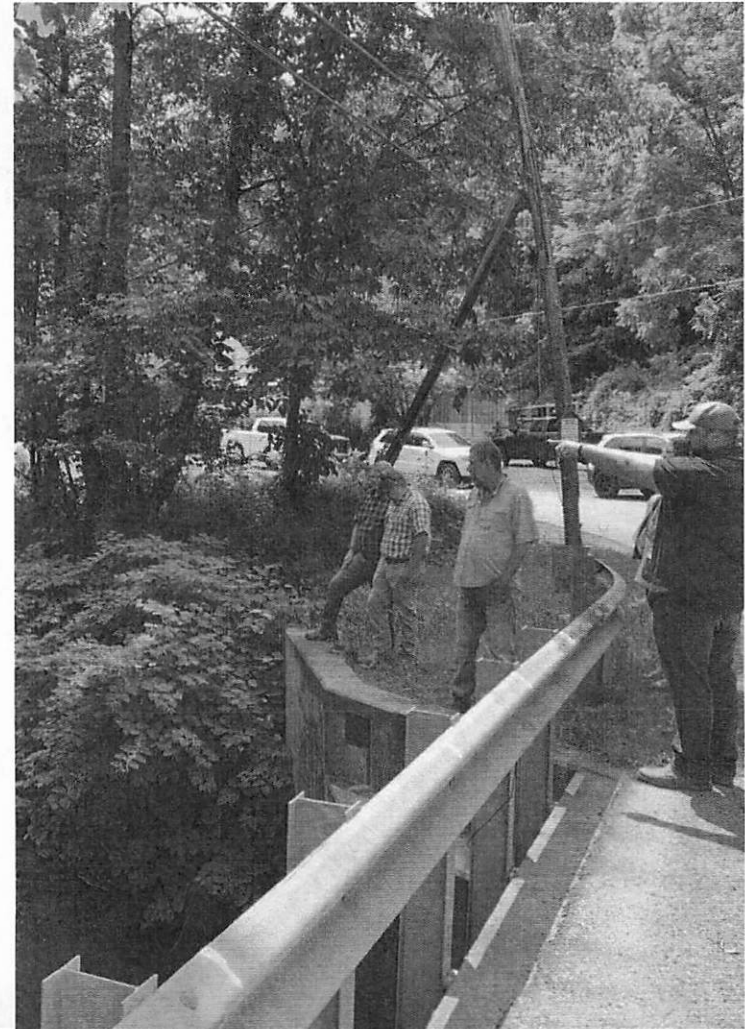


Closing America's Wastewater Access Gap Initiative

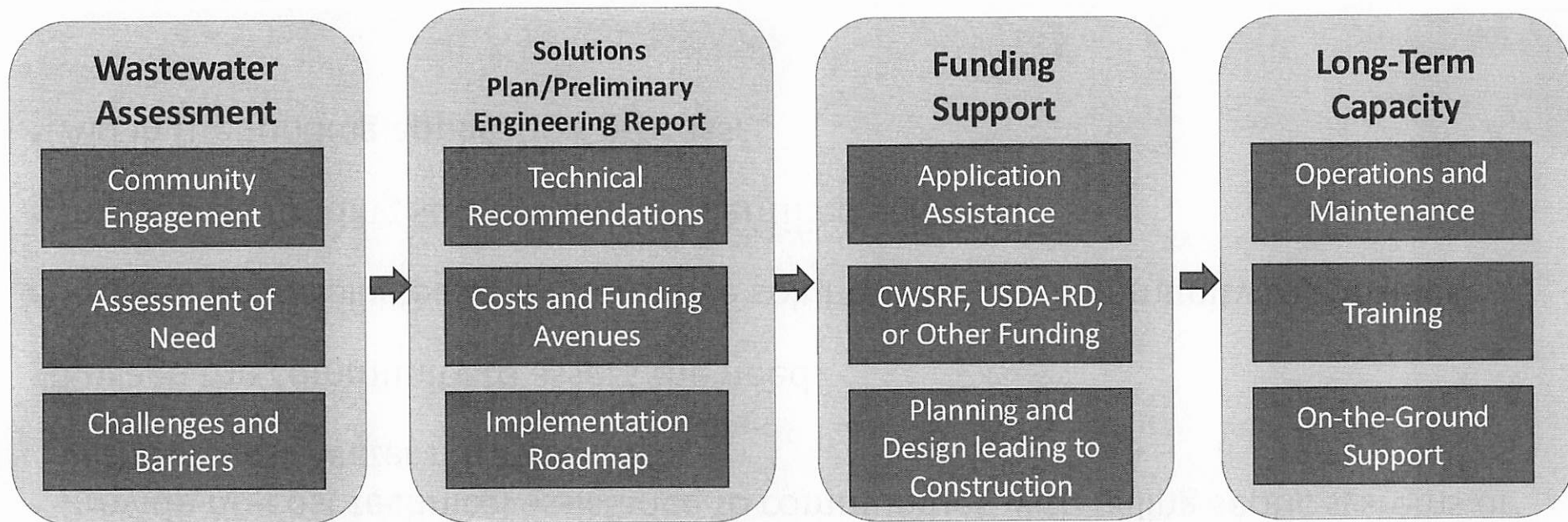
- Provides no-cost technical assistance to communities with failing septic systems or without wastewater infrastructure.
- In 2022, EPA piloted the program in 11 places across the southern regions of the country that demonstrated significant need.
- In 2024, EPA expanded the program to 150 communities and is accepting requests for technical assistance.

Expanding to 150 Communities

- On February 13, 2024, EPA announced the expansion of its successful Closing America's Wastewater Access Gap pilot program to 150 additional communities.
- The expansion will increase EPA's ability to help communities address inadequate, non-existent or failing wastewater infrastructure.
- Recipients of technical assistance will access solutions-oriented guidance that focuses on community's wastewater needs.



Technical Assistance Process



United States
Environmental Protection
Agency

Office of Water

Goals of Closing America's Wastewater Access Gap

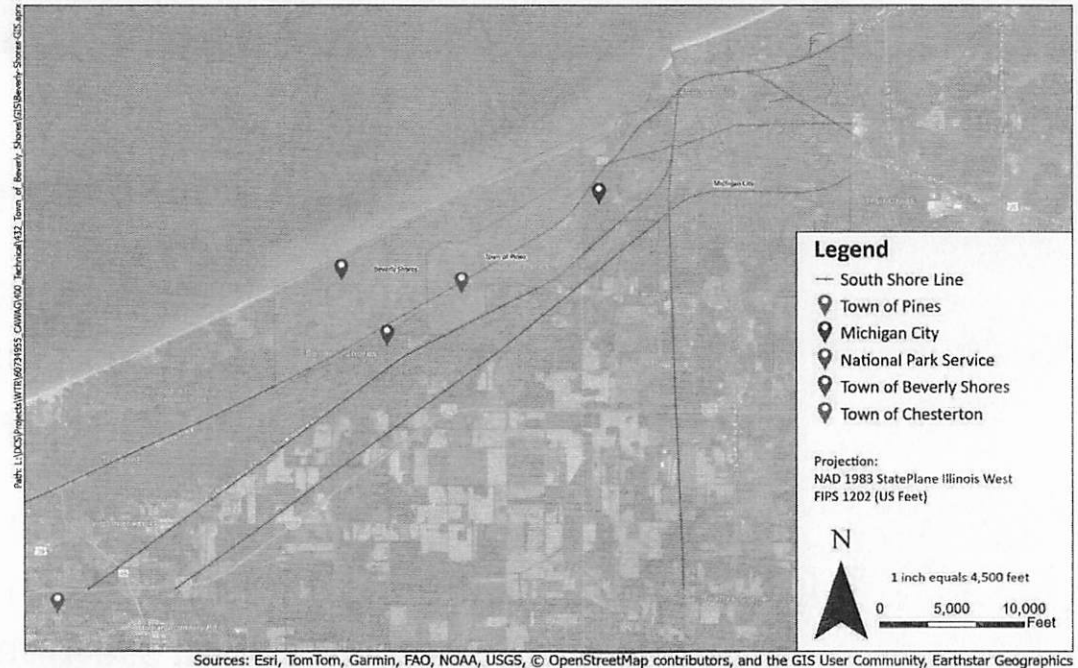
- Provide no-cost technical assistance to communities with failing septic systems or without wastewater infrastructure.
- Engage the community to assess the need.
- Provide financially feasible alternative solutions for the community to consider.
- Investigate funding sources for the identified solution.
- Aid in the funding application process.

Beverly Shores, IN Technical Assistance Request

- David Phelps, Beverly Shores Town Council President, submitted this request for technical assistance to address failing wastewater systems in the Beverly Shores area. Primary interest is finding funding for the planning and design of the sewer connection project.
- Beverly Shores and Pines lack the resources to independently procure engineering services needed to assess community wastewater needs, evaluate feasible solutions, and identify potential funding options.
- Goal: Assist with a preliminary engineer report (PER).

Project Background

- Beverly Shores 2023 Comprehensive Plan
 - Septic system failures affecting both residential and commercial properties.
 - 600 homes
 - High water table, present soil, drainage space, and topography lead to the potential for groundwater contamination.



Scope of Work

1. Evaluate project areas within the Town of Beverly Shores and Town of Pines to determine where a municipal sanitary sewer system is feasible.
2. Identify extent of homes with failing septic systems or cesspools based on survey and geotechnical report.
3. Identify funding sources and their respective application requirements.
4. Develop a Preliminary Engineering Report and Environmental Documents to support a CWSRF or other funding applications.
5. Identify potential funding sources for the rehabilitation of privately owned on-site wastewater treatment processes in the State of Indiana.
6. Determine and complete appropriate community engagement (i.e. distribution of information related to the municipal sanitary system and septic system rehabilitation).



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Questions and Comments



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