

Town of Long Beach  
Council Meeting Minutes  
January 8, 2024  
7 PM

Council members in attendance:

Joy Schmitt (JS)  
J.D. Haley (J.D.)  
Anita Remijas (AR)  
Kendra Bartlett (KB) – Zoom  
Shannon Wojcik (SW)

Others attending:

ALCO TV  
Marilyn Jones & Associates w Becky,  
court-reporter (Zoom)  
Approx. 13 in house and 30 on Zoom  
Karl Cender of Cender Dalton- Zoom

The meeting was called to order at 7 PM by Town Administrator Swistek, the pledge was recited, and roll call was taken by Clerk-Treasurer Meg Collins. Swistek congratulates all incoming council members; then asks for nominations for council president. Anita makes a motion to nominate Joy; second by Kendra; passes 5 – 0. Joy accepts the position of council president, then nominates Anita for vice president; second by Kendra. Passes 5 – 0.

There will be all roll call voting this evening.

Before minutes of December are approved Joy questions the portion that mentions a Barnes & Thornburg check for \$819.00. Clarification was made. Minutes from December 11, 2023 and December 28, 2023 were approved 5 – 0 with motions from Joy and seconds from Anita.

The meeting was opened to **Public Comment-**

Mitch Taebel of 2020 Goldengate Drive addressed the council about some personal matters, stating he was running for president of the United States all while videotaping himself.

Donna Kavanagh of 2104 Avondale Drive commented that she's lived in Long Beach since 1956 and how she was fined \$250 by the election board and was assisted in paying it through residents of Long Beach. Spoke of previous years when Long Beach was in "wards". Thanked all council.

**Committee Reports** were read:

Swistek read the police department report for December (on file); no police commission meeting in December. Town Administrator report included mention of the Lake Shore Drive Water project that affects about 140 homes between Stops 13 and 31 that will take approximately 30 days to complete. The Stop 17 & 18 Stormwater project will begin later in February/beginning of March and will have some possible road closures while the project is ongoing between Stops 16 and 19. Resident Paul Walczak has been assisting with some audio and video needs; Swistek gave his thanks to him. Also there will be some Civic Plus upgrades for the website in 2024.

Tom Yemc thanked all new council members to the board before giving his LBVFD report. (on file) 167 total calls in 2023; 155 in the previous year. 75 fire calls compared to 57 the previous year and 92 medical calls compared to 98 the previous year. There wasn't an ice rink put up this year due to weather inconsistencies and mother nature. The "Do Not Walk on Shelf Ice" signs were posted along Lake Shore Drive. Yemc reminded the public of having keyholders for their homes available in case needed for emergencies. J. Wall stated Public Works did not meet in December but spoke briefly of the water project in progress along stops 25 – 28 right now. He mentioned his willingness to volunteer to work on the Public Works committee. Joy Schmitt stated the Stormwater project would roll into and under the Public Works committee.

Schmitt stated the Park Board did not meet in December. The community center might have a possible renter in room #8 – a "mushroom coffee" guy. Master keys are being made available for the Chief. Camera upgrades are in progress. Upgrades to the women's bathrooms and possibly the kitchen are being discussed.

Some Budget & Finance talk was held in January, on the 3<sup>rd</sup>. The budget is to be entered into Gateway. The committee will meet in February.

Human Resources did not meet in December.

Ellyn Lynch gave the Tree Board report saying that although the board did not meet in December, she's working on getting a signed tree ordinance along with a "cheat sheet" ready for access on the website. The board meets in February with the same members as 2023.

The Building Commission will meet on January 13<sup>th</sup>, the Board of Zoning Appeals will meet on January 9<sup>th</sup> where a public hearing will be held for 3007 Loma Portal Way. The APC (Advisory Plan Commission) meeting for January 15<sup>th</sup> is cancelled.

Building Permits for the remainder of November 2023: 5 permits issued totaling \$34,647.00 and all of December 2023: 7 permits totaling \$307,362.00 with total revenue on all of \$4,166.00; 4 electric permits issued in December totaling \$1,026.00 (1 at "no charge") and one (1) street cut permit with revenue of \$100.00

Legal expenses paid in December - \$5,062.50 to Braje Nelson & Janes.  
Accounting charges paid in December \$7,799.50 to Cender Dalton, LLC

### **Unfinished Business:**

Chief Swistek gave an update on the progress of the Public Safety Building. Drywall is being done and heat should be on this week. Logos have been installed on the West and South sides of the building. And there is now a key to the building.

The MS4 ordinance has been in the works with Larry Wall and Attorney Chris Willoughby meeting to attend to that. Willoughby states it should be ready for council by April.

The Stop 15 ADA project is ongoing according to Schmitt. Global Engineering is waiting to hear about and to obtain a copy of a voided check from the clerk's office. Parks and Rec funds will cover engineering costs, the Town to cover the rest of expenses.

Lake Shore Sewer, LLC – Atty. John Wojcik, representing this group, is asking for a response from the town. Kendra, Shannon and Town Atty. Chris Willoughby will meet on this matter.

### **New Business:**

Chief Swistek announces Sergeant James Schooley's upcoming retirement from the Long Beach Police Department. Schooley's last shift will be February 6<sup>th</sup>. He will take 32 hours of PTO and then his last day in Long Beach will be April 10, 2024. Schooley has been serving Long Beach Police Department for 27 years.

Chief Swistek asks council's permission to proceed with the hiring process for a Deputy Marshal. Schmitt makes a motion to allow Swistek to follow through with the process; second by Anita. Passes 5 – 0.

Deputy Mitch Sightes, who was in the back of the room briefly this evening, was introduced to the council. Swistek mentioned Sightes has been on night shift for the last 5 years and commended him for his work over the holidays.

A motion was made by Schmitt to cover the clerk-treasurer's benefits of life insurance with Standard Insurance Co.; second by Anita; 5 – 0.

### **Committee Appointments took place:**

- President appointment of Charlie Goodall to replace Meg Kanyer on the BZA. Remaining are John Mengel, Fred Woods, Jr, and Seth McCormick. Doug Wickstrom is off the committee. This committee requires 1 additional member.
- Building Commission-Anita Remijas replaces outgoing councilman Kocher; Joy Schmitt replaces outgoing councilman Lemay but Lemay remains on as a resident. Also on this committee is Peter Byvoets, Joe Jogmen, and Ken Klausner.
- APC adds Anita Remijas, Kendra Bartlett and Meg Collins, C-T; all for 4- year terms. Others on the committee are Seth McCormick, Matthew Karstrand, and Jim Dehner. This committee requires 1 additional member.

- Police Commission- Chief Mark Swistek, Shannon Wojcik, John Kocher, and one additional required member TBD.
- Public Works 8-member committee- Kendra, J. Wall-liaison for the committee, Laurel Kuczynski, Scott Popp, Don Reinke, Rick Remijas, Street Supt. Tom Dolph, Water Supt. Greg Parrish, Town Administrator Mark Swistek.
- Fire Commission- Shannon Wojcik, Joy Schmitt, John Wall, Tom Yemc and Kurt Ernst  
This committee requires one (1) additional member TBD.
- Park Board-Three new members replace the 3 outgoing councilmembers. Joy motions to appoint Paul Walczak, David Hoppe and Cindy Levy. Second by Anita; roll call vote 5 – 0. Zach Neff will remain on the Park Board also.
- Budget & Finance committee will consist of Meg Collins, C-T; J.D. Haley, Anita Remijas, Laurel Kuczynski, and Joe Jogmen
- Human Resources-Meg Collins, C-T; Chief/Town Administrator Mark Swistek, J.D. Haley, Georgietta Cox, and Mike Konicek who replaces Mary O’Neil
- Community Center Committee- Joe Jogmen, Doug Wickstrom, and the addition of Mike Quinlan with a motion by Joy and second by Anita. 5-0 vote
- NIRPC (Northern Indiana Regional Plan Commission) – J. D. Haley
- Tree Board – Committee remains as is with Ellyn Lynch, Dave Levy, Jayne Krol, Charlie Dobey, and Janice Brown
- Police Advisory – There was discussion to possibly handle all complaints through the police commission.

Council decided tonight that they to want to rescind the Term Limits ordinance approved by the previous town council. Attorney Willoughby will address this matter further.

The 2024 Service Agreement with Town of Long Beach and Cender Dalton was approved with a motion by J. D. and second by Anita; 5 – 0 vote. The 2024 Advisory Agreement for Fire Truck Financing/Purchase & Fire Station Remodeling Project was approved with a motion by J. D. and second by Anita; 5 – 0 vote.

The Civic Systems License Agreement was approved with a motion by Schmitt and second by J. D.; 5 – 0 vote.

Schmitt makes a motion to cancel services with Granicus and move to in house monitoring of rentals less than 30 days in town. Anita seconds; roll call vote 5 – 0.

Swistek addresses the amending of the Salary ordinance page 1 that addresses police part time \$35.00/hr.; the number of reserve deputies; and some added verbiage. Schmitt motions to approve the amendments; Anita seconds the motion; passes 5 – 0. J. D. motions to send to HR; second by Schmitt; passes 5 – 0.

Schmitt makes a motion to approve **Resolution #2024-001: Transferring Monies within the 2023 Budget (Retroactive to 12-29-23)**; second by Anita; approved 5 – 0.

Schmitt motions to approve the December charges by the Building Commissioner of \$5,962.50; second by Anita; 5 – 0 vote. J. D. wants Swistek to approve all invoices submitted by Larry Wall; Swistek agrees to do so.

Council gives Swistek, Larry Wall and J. D. the approval to proceed with interviews for the position of building inspector.

Council approves the police contract for Michiana Shores 2024 – 2027 with a 20% over 3 years increase with a motion by Schmitt and second by J. D.; 5 – 0 vote.

Regarding the town's welcome signs at town entrances, J. D. motions to remove them. Second by Wojcik. She'd like to see them modified. The vote does not pass, 2 – 3. Kendra wants a plan before removing them.

J. D. has questions about the Rainy-Day funds. Clerk Collins says she'll read the code and notify him by the end of the month. Schmitt said council didn't budget to move money to the rainy-day fund. Karl Cender of Cender Dalton offers to work with Clerk Collins.

Revised invoice #9 received from Holladay Construction Group for the Public Safety Building. Schmitt motions to approve; second by Anita. J. D. abstains from signing and stated not enough time to review documents that arrive close to meeting time. Motion passed 4 ayes, 1 abstention

Swistek and Haas & Associates are working on a proposal for the CCMG grant to bring back to council in the next couple of months.

Holladay Construction Group submitted a change request #5 for \$13,359.18 for electrical adds. Swistek expanded on this saying it is the 1st of 2 upgrades. Schmitt motions to approve the change request; second by Anita; 5 – 0 vote.

The was a second change order #6, not on this evening's agenda, but added. This is for \$1680.10 for changes on a door frame on the public safety building. Motion to approve by Schmitt; second by Anita; 5 – 0 vote. J. Wall stated the LBVFD has received substantial donations by outsiders and from LBVFD fundraisers; specifically mentioned \$10,000 from resident Zafar Rizvi on Lake Shore Drive and \$5,000 from resident Britt Whitfield on Belle Plaine Trail.

Schmitt makes a motion to approve and pay the interest invoice of \$93,407.00 coming from First Merchants Bank. Second by Anita; 5 – 0 vote.

There was some discussion of an ordinance draft pertaining to no feeding deer. Schmitt says she can see “no salt blocks, deer feeding stations, etc. or no seed or troughs with food”. Attorney Willoughby to work on drafting an ordinance.

**Council Comments:**

Schmitt announces she does not want the Barnes & Thornburg current invoice received for \$583.00 paid. She says, “Do not pay any further invoices”, makes a motion stating the same; second by Anita; 5 – 0 vote. J. D. asks if the town has any liability; Willoughby says “we do not”.

There weren't any claims to approve nor payroll to approve since the year-end meeting on December 28, 2023.

Motion to adjourn the meeting by Anita; second by Schmitt; 5 – 0 vote. Adjourned at 9:25 PM.

Respectively submitted,  
Deanna Carlson, Deputy Clerk