

**VILLAGE OF GRAND BEACH  
REGULAR COUNCIL MEETING  
OCTOBER 19, 2022**

**CALL TO ORDER**

Council President James Bracewell called the regular council meeting to order at 7:02 p.m. EST. Present in addition to Bracewell were Peter Doerr, Paul Leonard Jr., Deborah Lindley, and Blake O'Halloran.

**ADOPT AGENDA**

Leonard moved, seconded by Bracewell to adopt the October 19, 2022 agenda as presented. Motion carried unanimously 5-0.

**ADOPT CONSENT AGENDA**

- a. Approve Village Council Minutes:
  - i. Regular Council Meeting Minutes – September 21, 2022
- b. Hall Rental Request
  - i. Grand Beach Social Club – November 25, 2022
- c. Pay Bills with Written Additions

Leonard moved, seconded by O'Halloran to adopt the consent agenda as presented. Motion carried unanimously 5-0.

**PUBLIC COMMENTS ON AGENDA ITEMS**

None

**PUBLIC HEARING**

None

**PRESENTATIONS/RECOGNITION**

**LETTERS OF APPRECIATION TO DEBORAH LINDLEY AND PAUL LEONARD JR.**

Bracewell presented letters of appreciation to Council members Deborah Lindley and Paul Leonard Jr. for all of their service to the Village as Council members and former Council presidents. Lindley served on the Council for 25 years and Leonard served for 12 years. Bracewell said they have both done an outstanding job on the Council. O'Halloran thanked them for their service and all of the support they have given him over the years.

**COMMISSION REPORTS**

**BUILDING & ZONING, PARKS & BEACHES, AND POLICE:** Nothing to report.

**STREETS & WATER:** Leonard said the Village is filling pot holes and holding off on paving because of all of the heavy equipment coming in and out of the Village.

**PRO SHOP & COURSE:** O'Halloran said that the golf course had a very good year. He said the Village has updated a lot of equipment and made improvements to the pro shop, but still needs to make capital improvements to the irrigation system. He said that ServiScape has done a very good job of maintaining the golf course.

**SERVISCAPE REPORT**

Clay Putnam said seasonal maintenance is ongoing. He said there was one irrigation break on #9 and two controllers that were damaged have been repaired. Aerification is scheduled for the end of the month.

## **PERSONNEL REPORTS**

**SUPERINTENDENT:** Superintendent Bob Dabbs introduced the new employee, Keith Kehoe. In addition to his written report, Dabbs said that the altitude valve on the water tower went out and will be repaired. Dabbs said that he contacted Northwest Indiana Generator about the generator that was ordered last year. They told him it is being built, but they have no idea when it will be delivered. He said there is a problem getting the 500 new water meters that we need because of a supply issue. He was told that they will not have the meters available until 2025.

**POLICE CHIEF:** In addition to his written report, Chief Ryan Layman said there were 68 complaints in September. He said he called to check on the new car that was ordered and the dealership said they are not sure when it will come in.

**BUILDING INSPECTOR:** Bill Lambert said there are a lot of houses going up and there will be a couple more permits coming in for new houses. Lambert introduced Chad Butler and said he would like Butler to assist him in his position of building inspector. He said Butler has a building inspector license, but will need to get a building official certificate to take over completely. Lambert said the fees that he is paid will be shared between them. He said in two years or so, he will retire and Butler will take over.

Lambert addressed a letter received from resident Richard Lindblade in regards to a home being built on SkyHi. Leonard said he was concerned that SkyHi might need to be closed, and Lambert said that the equipment will be accessing the property through Valley Road. He said when the water tap is done, there could be a need to close the road.

## **UNFINISHED BUSINESS**

None

## **NEW BUSINESS**

### **EMPLOYEE PAY INCREASES**

Lindley moved, seconded by Leonard to approve the employee pay increases of 3%, with the pro shop employee pay increases of \$.50 per hour as presented. Motion carried unanimously 5-0.

### **MERS MULTIPLIER**

Bracewell said that an employee asked Clerk Mary Robertson to find out about increasing the employee's pension multiplier from 1.5% to 2%. He said that he discussed it with Robertson and asked her to get the information from MERS.

After Council discussion, the item was tabled.

### **BS&A SOFTWARE PROPOSAL**

Deputy Clerk Kathie Butler told the Council that the BS&A software is what most municipalities use in the area. She said we are currently using UBMax for utility billing and everything has to be entered manually into QuickBooks. She said everything interacts with each other in BS&A once we have all modules of the software. She requested that the Village purchase the utility billing and receipting modules of the software to start, and would like to add the general ledger, payroll and accounts payable in a year or so. She said the cost for the utility billing and receipting modules is \$26,515 which includes the travel time and training. She said there will be an annual cost of \$2,695 for support and cloud storage. Clerk Mary Robertson suggested that the Water Fund pay 75% of the cost, Golf Fund 10%, Building Inspection Fund 5% and General Fund 10%.

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Bracewell moved, seconded by Leonard to approve the BS&A software purchase for the utility billing and receipting at a cost of \$26,515 as presented, with the Water Fund paying 75%, Golf Fund 10%, Building Inspection Fund 5% and the General Fund 10%. Motion carried unanimously 5-0.

### **POLICE CAR FOR WATER DEPARTMENT**

Superintendent Bob Dabbs told the Council that with the addition of a new employee, the department is going to need another vehicle. He suggested that the Village purchase the 2017 Ford Explorer from the Village of Michiana to be used by the water department. Chief Ryan Layman said that the trade in value of the car is \$9,000. After discussion, it was tabled.

### **ICE CREAM DIPPING CABINET CAN HOLDERS & COVERS**

O'Halloran moved, seconded by Leonard to purchase the ice cream dipping cabinet can holders and covers for the pro shop at a cost not to exceed \$1,300. Motion carried unanimously 5-0.

### **GOLFMORE ESTATES LAND DONATION**

Bracewell said he was contacted by Ron Farina who told him that the Golfmore Estates is sold out. He said that they have offered to donate two lots located in the Golfmore Estates to the Village. Farina suggested that one of the lots could be used to put in pickleball courts. Bracewell said that the donor agrees to be recognized for the donation under the names of Dominic J. Farina and Adelaide Farina. Lindley said she was concerned that there might be a high-water table on the property. Building inspector Bill Lambert said that the water table is in the 4'-5' area where houses are being built right now.

Bracewell moved, seconded by O'Halloran to accept the generous offer from Ron Farina of Golfmore Estates for the donation of two lots to the Village of Grand Beach as presented. Motion carried 3-2 with Bracewell, Leonard and O'Halloran voting aye and Doerr and Lindley voting nay.

### **JENSEN COURT SURVEY**

Bracewell said that the Village has finally received the survey of the Lake Avenue/Jensen Court access after waiting for quite a while. He said that property owners have been going over the Village property and have improved the area with bark chips. Doerr said that he sent a letter to the owner letting them know they would need to get Council permission to put anything on the Village property and they should remove anything that is on our property, and that they would need to sign an indemnification. He said now there is a truck and still a port-a-potty on the property.

### **REQUEST TO PURCHASE A PORTION OF JENSEN COURT**

Bracewell said the Village has received a letter from the property owners' attorney stating that the property owner would like to buy a portion of the Jensen Court. Bracewell said there are several alternatives including selling a part of the property, a license agreement, or an easement. Bracewell directed the clerk to add this to the December agenda and invite the attorney and/or the owner to attend the meeting.

### **HIRE ASSISTANT BUILDING INSPECTOR**

Bracewell said that Bill Lambert and Chad Butler have worked out the compensation for the assistant Building Inspector and there will be no additional cost to the Village to add Chad Butler as the assistant Building Inspector.

Bracewell moved, seconded by Leonard to hire Chad Buttler as an assistant Building Inspector and that Butler has his license to be a building inspector and is committed to obtaining his building official certification. There will be no increase in the fees that are paid to the Building Inspector. Motion carried unanimously 5-0.

**STORMWATER MANAGEMENT PROGRAM**

Leonard said that he does not see any issues with the Stormwater Management Program. He said that the Village does not have a complicated system and has six outfalls into Lake Michigan and one outfall into White Creek.

Leonard moved, seconded by Bracewell to approve the amended Stormwater Management Program prepared by Cowles Environmental. Motion carried unanimously 5-0.

**PLANNING COMMISSION ANNUAL REPORT**

Bracewell said the Planning Commission prepared their annual report. He commended Planning Commission Chair Laurie Roche for all the work that she does. He said in addition to Roche, Frank Giglio, Robert Kegan and Harry Walder serve on the Planning Commission.

**TRANSFER LOCAL REVENUE SHARING FUNDS TO CAPITAL PROJECTS FUND**

Bracewell said that the Local Revenue Sharing Funds from the Four Winds Casino are deposited into the General Fund when received.

Bracewell moved, seconded by Lindley to transfer the Local Revenue Sharing Funds in the amount of \$26,880.43 to the Capital Projects Fund for repair and rehab to the Village Hall. Motion carried unanimously 5-0.

**TRANSFER FUNDS TO CAPITAL PROJECTS FUND PER FY 2021-2022 BUDGET**

Leonard moved, seconded by O'Halloran to transfer \$165,650 from the General Fund to the Capital Projects Fund per the budget for fiscal year 2021/2022. Motion carried unanimously 5-0.

**BUDGET AMENDMENTS**

1. GENERAL FUND 2021-2022
2. WATER FUND 2021-2022
3. GOLF FUND 2021-2022
4. MAJOR STREET FUND 2021-2022
5. LOCAL STREET FUND 2021-2022
6. BUILDING FUND 2021-2022
7. CAPITAL PROJECTS FUND 2021-2022

Bracewell moved, seconded by Lindley to approve the budget amendments for fiscal year 2021/2022 for the General Fund, Water Fund, Golf Fund, Major Street Fund, Local Street Fund, Building Fund and Capital Projects Fund as presented. Motion carried unanimously 5-0.

**BUDGET AMENDMENTS FOR BS&A SOFTWARE**

1. WATER FUND 2022-2023
2. GOLF FUND 2022-2023
3. BUILDING FUND 2022-2023

Leonard moved, seconded by O'Halloran to approve budget amendments for fiscal year 2022/2023 for the Water Fund, Golf Fund and Building Fund as presented for the purchase of BS&A software. Motion carried unanimously 5-0.

**PUBLIC COMMENTS**

Village resident Richard Lindblade addressed the Council concerning a building permit that was issued for a home being built on SkyHi. He said he would like proof of who owns the property, and said the drawings are terrible.

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**CORRESPONDENCE**

**RICHARD LINDBLADE – BUILDING PERMIT ON SKYHI**

This was addressed during the Building Inspector report and public comment.

**PETITION TO HIRE VILLAGE MANAGER**

Bracewell said that the Village received a petition for a Village manager. He said he strongly supports the idea because that will make the Council President's job much easier.

**ADJOURNMENT**

Bracewell moved, seconded by Doerr to adjourn the meeting. Motion carried unanimously 5-0.

With no further business, the meeting was adjourned at 9:33 p.m. EST.

Respectfully submitted,

Mary J. Robertson  
Clerk-Treasurer