

**Memorandum of the Meeting
Regular Study Session/Meeting
Twenty-Eighth Town Council of Highland
Monday, February 4, 2013**

The regular study session of the Twenty-Eighth Town Council of the Town of Highland was convened at the regular place, the Highland Municipal, 3333 Ridge Road, Highland, Indiana, in the plenary meeting chambers on **Monday, February 4, 2013** at the time of 7:10 o'clock p.m.

Silent Roll Call: Councilors Bernie Zemen, Mark Herak, Dan Vassar, Konnie Kuiper and Brian Novak were present. A quorum was attained. The Deputy Clerk-Treasurer Katy Dowling was present to memorialize the proceedings.

Others present: John M. Bach, Public Works Director; Cecile Petro, Redevelopment Director; Mike Maloney, Redevelopment Commission; Dawn Wolak, Community Events Commission; Richard Underkofler, Highland Community Foundation; Theresa Badovich & Robin Carlascio of The Idea Factory were also present.

General Substance of Matters Discussed

1. Mr. Richard Underkofler presented an interlocal cooperation agreement for the purchase and utilization of construction, reconstruction, and improvement services for mutual benefit at the intersection of 5th and 45th street, a public park/public art display.

He further discussed the specific improvements that would take place at this location and identified the funding sources. A discussion ensued between the Town Council, the Redevelopment Director, and Mr. Underkofler as to the dedicating or "naming" of said location. The Town Council, Redevelopment Director, and Mr. Underkofler further discussed the design and amenities that would be available at this location. Mr. Underkofler noted that the Highland Foundation has currently raised \$56,000 towards this project.

2. Robin Carlascio of the Idea Factory requested that the Town Council modify the 2-week production requirement that was added to the most recent Idea Factory contract renewal. A discussion ensued as to issues and/or miscommunications that have taken place, including a need for department heads to review the document pre-production. The parties discussed the need for a proof to be sent to all department heads that have information in the Gazebo Express at least 48-hours in advance. Both Ms. Carlascio and Ms. Badovich indicated that they would like their contract to be changed to a 48-hour requirement, replacing the 2-week requirement. The Town Council requested that this be on the agenda to be approved at their regularly scheduled meeting.
3. Councilor Herak indicated that Mr. Rakoczy is interested in entering into an agreement with the Town to allow for the purchase of his property at 3305 Ridge Road, Highland. Councilor Herak inquired as to the process for obtaining appraisals and was advised that the Town Council must pass a resolution to the effect that it is interested in making a purchase of a specified land or structure. The Town Council requested a resolution be prepared and placed on the next Town Council agenda for approval.
4. Mr. Bach briefly discussed the opening of the bids for trash hauling services. He indicated that the low bid was significantly less than our current rate and that he expects the Board of Sanitary District Commissioners to award this bid at its next meeting. Mr. Bach and the Town Council discussed the particulars of the contract including the customer costs, trash pick-up, and container distribution & replacement.
5. Mr. Maloney inquired as to the status of a legal opinion providing additional information with regard to enforcement of easement infringement by Arzumanian

Nursery located on the Indianapolis corridor. A discussion ensued as to the status of current enforcement efforts, ways and means to compel the State of Indiana to enforce their easement, and contact that has been made with the owner and/or his representatives about remediating the issues.

Mr. Maloney inquired as to the plan that was in place late last year to assist with remediation of the Arzumanian property. Mr. Maloney opined as to why enforcement efforts have not been aggressively pursued.

6. Councilor Novak inquired with Mr. Bach as to the feasibility of utilizing a combined Highland-Griffith Public Works Facility. Mr. Bach indicated that he believes there are properties available that will fit his need for approximately 10 acres with a 40,000 square foot facility. The Town Council requested that no vehicles or equipment be housed outdoors. Mr. Bach indicated that he has begun a cursory review of available properties that meet his specifications and will attempt to obtain general costs associated with building a public works facility and all other necessary components.
7. The Town Council discussed the pending appointments. The Town Council requested a list of current applications on file that have requested to participate on the boards and commissions that currently have openings. The Town Council also noted that they only wish to interview those candidates that meet the party affiliations available and have specifically requested to participate on the boards and commissions that have availability.

There being no further business to be discussed by the Town Council, the regular study session of the Town Council of **Monday, February 4, 2013**, was adjourned at 8:33 o'clock p.m.

Katy Dowling, IAMC/CMC/CPFIM
Deputy Clerk-Treasurer