

**Enrolled Minutes of the Seventh Regular or Special Meeting
For the Twenty-Seventh Highland Town Council
Regular Meeting
Monday, March 12, 2012**

Study Session. The Twenty-Seventh Town Council of the Town of Highland, Lake County, Indiana met in a study session preceding the regular meeting on Monday, March 12, 2012 at 6:30 O'clock P.M. in the regular place, the meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.

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

General Substance of Matters Discussed.

1. The Town Council discussed the agenda of the imminent regular meeting.

The study session ended at 6:55 O'clock p.m.

Regular meeting. The Twenty Seventh Town Council of the Town of Highland, Lake County, Indiana met in its regular session on Monday, March 12, 2012 at 7:00 O'clock P.M. in the regular place, the plenary meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.

The Council President Bernie Zemen presided and the Town Deputy Clerk-Treasurer, Katy Dowling, was present to memorialize the proceedings. The meeting was opened with Councilman Herak reciting the Pledge of Allegiance to the Flag of the United States of America and offering a prayer.

Roll Call: Present on roll call were Councilors Bernie Zemen, Mark Herak, Konnie Kuiper and Brian Novak. Councilor Dan Vassar was absent owing to a work commitment. The Deputy Clerk-Treasurer, Katy Dowling was present to memorialize the proceedings. A quorum was attained.

Additional Officials Present: Jared Tauber, Town Attorney; John M. Bach, Public Works Director; Pat Vassar, Assistant Metropolitan Police Chief; Alex M. Brown, CPRP, Parks and Recreation Superintendent, and Cecile Petro, Redevelopment Director were present.

Also present: Ed Dabrowski IT Director (Contract) and Dennis Adams of the Metropolitan Board of Police Commissioners were also present.

Others present: John Ritchie of Strack & VanTil was also present.

Minutes of the Previous Meetings:

The minutes of the regular meeting of February 27, 2012 were approved by general consent.

Staff Reports: The Council received the following reports as information for the record:

• Building & Inspection Report for February 2012

Permit Type	Number.	Residential	Commercial	Est. Cost	Fees
Commercial Buildings:	0	0	0	\$0.00	\$0.00
Commercial Additions or Remodeling:	4	0	4	\$161,800.00	\$2,252.00
Signs:	6	0	6	\$176,950.00	\$3,418.50
Single Family:	0	0	0	\$0.00	\$0.00
Duplex/Condo:	0	0	0	\$0.00	\$0.00

Enrolled Minutes
Highland Town Council
March 12, 2012
Page 2

Residential Additions:	0	0	0	\$0.00	\$0.00
Residential Remodeling:	21	21	0	\$107,227.00	\$2,016.00
Garages:	1	1	0	\$15,900.00	371.50
Sheds:	0	0	0	\$0.00	\$0.00
Decks & Porches:	0	0	0	\$0.00	\$0.00
Fences	1	1	0	\$1,200.00	\$84.00
Swimming pools:	0	0	0		\$0.00
Drain Tile /Waterproofing	2	2	0	\$10,766.00	\$256.00
Misc.	1	1	0	\$0.00	\$36.50
Total:	36	26	10	\$473,843.00	\$8,434.50
Electrical Permits	14	41	4		\$1,449.50
Mechanical Permits	6	4	2		\$434.00
Plumbing Permits	5	4	1		\$618.00
Water Meters	0	1	0		\$230.00
Water Taps	0	0	0		\$0.00
Sewer/Storm Taps	0	0	0		\$0.00
Total Plumbing Permits:	5	5	1		\$848.00

February Code Enforcement:

Warnings: 159
Citations: 11

February Inspections:

Building: 17 Electrical: 23 Plumbing: 10 HVAC 7
Electrical Exams: 2

• **Fire Department Report for February 2012**

	Month	Y.T.D.
General Alarms	7	15
Still Alarms	7	14
Paid still alarms	1	3
Total:	15	

• **Workplace Safety Report for February 2012**

There were no incidents in February. The following incident summary was filed:

Department	Injuries this Month	Year to Date 2012	Total in 2011	Restricted Days 2012	Lost Workdays This Year	Restricted Days Last Year (2011)	Lost Workdays Last Year (2011)
Parks	0	0	0	0	0	0	0
Fire	0	0	1	0	0	1	0
Police	0	2	3	0	0	0	0
Street	0	0	5	0	0	2	0
Water & Sewer	0	0	4	0	0	4	77
Maint.	0	0	1	0	0	0	0
Other	0	0	2	0	0	0	0
TOTALS	0	2	16	0	0	7	77

Effective January 1, 2002, OSHA changed the record keeping guidelines. The municipality now counts the number of days lost from the day after the injury until the employee returns to work. Weekend, holidays, vacation days or other days scheduled off are included in the lost days count to a maximum of 180 days.

Special Orders:

1. **Administration of Oath of Office** for Police Officer Candidate **Ryan G. Platt**. Police Officer Candidate Platt was appointed by the Town Board of Metropolitan Police Commissioners at its meeting of February 9th 2012, with appointment to be effective 4th of March 2012.

- (a) Action by Town Council determining that the named Candidate Meets the Qualifications for such position, as Determined by the Town Board of Metropolitan Police Commissioners and as now approved by the Highland Town Council.

Councilor Kuiper made a motion to find and determine Police Officer Candidate Platt as meeting the qualifications for the position, with such qualifications being determined by Town Board of Metropolitan Police Commissioners and now approved. Councilor Novak seconded the motion. Upon a roll call vote, there were four affirmatives and no negatives. The motion passed.

- (b) Administration of Oath.

The Deputy Clerk-Treasurer administered the oath for Police Officer Ryan G. Platt.

- (c) Presentation of Badge by Metropolitan Police Commission Chair and/or Town Council President or the Metropolitan Police Chief.

The Assistant Police Chief presented Police Officer Platt with his badge. Officer Platt shared his background with the Town Council and thanked them for the opportunity to serve on the Highland Police Department.

2. **Executive Proclamation:** A Proclamation in Recognition of Girl Scouts Week March 11-17, 2012 and March 12 as Founders Day in the Town of Highland.

The Town Council President read aloud the Proclamation in recognition of Girl Scouts Week and of Founders Day. The Town Council President noted that the Clerk-Treasurer, Michael W. Griffin, was attending the Girl Scouts event as a representative of the Town of Highland.

• **Statutory Boards and Commissions**

Executive Appointments (May be made in meeting or at another time)

1. **Economic Development Commission: (1)** appointment to be made by Town Council President. *(Note: The position is nominee of the Lake County Council. The Lake County Council confirmed its re-nomination of Dave Beanblossom, its current nominee. The appointment rests with Town Council President. Currently serving, Dave Beanblossom.)*

Council President Zemen announced the reappointment of Dave Beanblossom, 9321 Parkway Drive, Highland, to the Economic Development Commission.

Unfinished Business and General Orders:

1. **Proposed Ordinance No. 1506:** An Ordinance Amending Chapter 90 Of The Highland Municipal Code Relative To Abandoned And Junked Motor Vehicles, Regulating Enforcement Thereof, Repealing All Ordinances In Conflict Therewith, And Declaring An Emergency.

Councilor Herak introduced and moved for the consideration at the same meeting of Ordinance No. 1506. Councilor Kuiper seconded. Upon a roll call vote, a unanimous vote being necessary, there were four affirmatives and no negatives. The motion passed. The Ordinance could be considered at the same meeting of its introduction.

Councilor Kuiper moved for the passage and adoption at the same meeting of Ordinance No. 1506. Councilor Herak seconded. Upon a roll call vote, a two-thirds vote being necessary, there were four affirmatives and no negatives. The motion passed. The Ordinance was adopted at the same meeting of its introduction.

**ORDINANCE NO. 1506
of the
TOWN OF HIGHLAND, INDIANA**

**AN ORDINANCE AMENDING CHAPTER 90 OF THE HIGHLAND MUNICIPAL CODE
RELATIVE TO ABANDONED AND JUNKED MOTOR VEHICLES, REGULATING
ENFORCEMENT THEREOF, REPEALING ALL ORDINANCES IN CONFLICT
THEREWITH, AND DECLARING AN EMERGENCY.**

WHEREAS, the Town Council of the Town of Highland is the municipal legislative body of the unit; and

WHEREAS, with the passage of time various Ordinances, Codes, and Procedures of the Town of Highland must be amended; and

WHEREAS, with the passage of time various practices, policies, and procedures must be updated; and

WHEREAS, the Town Council desires to enforce the additions relating to Abandoned and Junked Motor Vehicles to insure public health, safety and welfare of the citizens of the Town of Highland.

NOW, THEREFORE, BE IT ORDAINED, by the Town Council of the Town of Highland, Lake County, Indiana, as follows:

1. That §90.01 is hereby amended and now reads as follows:

§90.01 ABANDONED VEHICLES.

(A) For the purpose of this section, **ABANDONED/JUNK VEHICLE** shall be defined as a motor vehicle, or a part or parts of a motor vehicle, which meets any one of the following criteria:

- (1) It does not carry current state registration (license plates) or is improperly licensed;
- (2) It does not have current insurance;
- (3) It cannot be safely operated under its own power;
- (4) It is missing major components (i.e. doors, fenders, glass, tire(s); it is heavily damaged or unsightly (as per the discretion of the Police Officer/Code Enforcement Officer);
- (5) Vehicle must be operational, meaning the vehicle's tires must be inflated; it must start without the owner having to raise the hood; it must be able to move forward and backward under its own power and the vehicle's windows must be operable and intact, being capable of closing and not have fractures that block the driver's view;
- (6) A vehicle located on public property in such a manner as to constitute a hazard or obstruction to the movement of pedestrian or vehicular traffic on a public right-of-way.

(B) No person or persons shall maintain an abandoned vehicle, vehicles, or parts thereof, on property within the town, except a licensed junkyard, exposed to public view, for a period of more than five days. ('83 Code, §10-4)(Am. Ord. 1045, passed 10-14-96) Penalty, see §10.99

(C) Personnel investigating an abandoned/junk vehicle may request of the registered owner/responsible party, that the vehicle be started or moved in their presence to ensure compliance and also provide proof of insurance upon request.

(D) Any vehicle meeting this criteria will be affixed to it, in a prominent place, a sticker indicating the vehicle is considered abandoned and the registered owner/responsible party has 5 days to meet compliance, or the vehicle will be impounded.

(E) The vehicle may be removed immediately should the vehicle be considered a hazard or leaking fluids.

PROCEDURE

When a Police Officer/Code Enforcement Officer observes a vehicle they believe to be abandoned or a junk vehicle under this ordinance, the Police Officer/Code Enforcement Officer may place a 5 day sticker on the vehicle to notify the vehicle's owner that the vehicle may be towed.

The owner then has 5 days to contact the Police Department/Code Enforcement Department (219)838-1080 to either prove that the vehicle is operational.

If the vehicle is not proven to be operable within the 5 day period, the officer will contact a local towing service to have it removed from the property (even if the sticker has been removed). This includes vehicles parked on private property when the vehicle is viewable to the public.

The vehicle owner, in order to retain the vehicle after the 5 day period in a non-compliant state, must move the vehicle into an enclosed building or garage where it is not viewable from the public. Covering the vehicle with a tarp, car cover or cloth is not acceptable and will not protect the vehicle from being removed from the property by the police.

If a vehicle is tagged incorrectly and is actually operational (this may occur occasionally when a vehicle has not moved for an extended period of time), the responsible party shall not remove the tag; contact the Police Department/Code Enforcement Department to advise the vehicle is actually in compliance. The Police Officer/Code Enforcement Officer will remove the tag upon verifying compliance.

2. That §90.02 is hereby amended and now reads as follows:

§90.02 PUBLIC AGENCY DESIGNATED

The Police Department is hereby designated as the "public agency" within the meaning of I.C. 9-22-1-3, as amended.
(’83 Code, §12-66)

Statutory reference:

Removal and disposal of abandoned vehicles, see I.C. 9-22-1-1 et seq.

3. That §90.03 is hereby amended and now reads as follows:

§90.03 PENALTY

(A) Except as otherwise provided, any person, entity or organization who shall violate any provisions of this chapter shall be fined in the amount set forth in the designated schedule as a payable offense subject to admission before the Violations Clerk of the Ordinance Violations Bureau in the amount set forth in the Admissions Clerk Payable Offenses Schedule in §131.06.

(B) If such person, entity or organization shall violate any provisions of this chapter and there is a failure to satisfy the civil violation as set forth in Chapter 131 of this Code, then such violation shall be construed as justifiable offenses, and upon conviction or a finding of liable, shall be subject to a fine of not less than \$100, and no more than \$2,500 per violation, Each day of such unlawful activity as is prohibited shall be deemed a separate offense.

Code Section	Violation	Fine
§90.03	Abandoned and junked motor Vehicles	\$100

Introduced and filed on the 12th day of March, 2012. Consideration on the first reading sustained by a vote of 4 in favor and 0 opposed, pursuant to I.C. 36-5-2-9.8.

DULY ORDAINED AND ADOPTED this 12th day of March, 2012, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 4 in favor and 0 opposed.

**TOWN COUNCIL OF THE TOWN OF
HIGHLAND, INDIANA**

BERNIE ZEMEN, President (IC 36-5-2-10)

ATTEST:

MICHAEL W. GRIFFIN, IAMC/MMC/CPFA,
Clerk-Treasurer
(IC 33-16-4-1; IC 36-5-6-5)

2. **Proposed Ordinance No. 1507:** An Ordinance Amending the Ordinance Establishing the Community Events Commission, By Amending Sections § 32.42, 32.4, 32.46, and 32.47 Of The Highland Municipal Code, Pursuant to IC 36-1-3 and IC 36-10-2 Et Seq. *(The effect of the amendments are to authorize the Community Events Commission to fix fees and charges).*

Councilor Herak noted that this change allows the Community Events Commission to establish fees for booth rentals, however, contract authority still lies with the Town Council or their designee.

Councilor Novak introduced and moved for the consideration at the same meeting of Ordinance No. 1507. Councilor Herak seconded. Upon a roll call vote, a unanimous vote being necessary, there were four affirmatives and no negatives. The motion passed. The Ordinance could be considered at the same meeting of its introduction.

Councilor Novak moved for the passage and adoption at the same meeting of Ordinance No. 1507. Councilor Kuiper seconded. Upon a roll call vote, a two-thirds vote being necessary, there were four affirmatives and no negatives. The motion passed. The Ordinance was adopted at the same meeting of its introduction.

**TOWN OF HIGHLAND, INDIANA
ORDINANCE NO. 1507**

AN ORDINANCE AMENDING THE ORDINANCE ESTABLISHING THE COMMUNITY EVENTS COMMISSION, BY AMENDING SECTIONS § 32.42, 32.44, 32.46, AND 32.47 OF THE HIGHLAND MUNICIPAL CODE, PURSUANT TO IC 36-1-3 AND IC 36-10-2 ET SEQ.

WHEREAS, The Town of Highland is a local unit of general government governed by a Town Council, which is both the fiscal and legislative body of the Town;

WHEREAS, IC 36-1-3-2 confers upon all local units the powers that they need for the effective operation of government as to local affairs;

WHEREAS IC 36-1-3-6 (b)(1) prescribes that any such exercise of power shall be authorized through passage of an ordinance passed by the legislative body;

WHEREAS, The Town Council as the governing body for the municipality, may establish, aid, maintain, and operate recreation facilities, cultural, historical programs, pursuant to its general culture and recreation powers conferred in IC 36-10-2;

WHEREAS, The Town Council believes this action to be necessary and desirable for the conduct of the affairs of the Town, and in the public interest, consistent with the powers granted under IC 36-1-3 et seq. and IC 36-10-2 et sequitur;

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL FOR THE TOWN OF HIGHLAND, LAKE COUNTY, INDIANA as follows:

Section 1. That Section § 32.42 is hereby repealed in its entirety to be replaced by a successor section, to be numbered § 32.42 which shall read as follows:

COMMUNITY EVENTS COMMISSION

§32.42 PURPOSES

- (A) The Community Events Commission is established to advise and assist with the planning and execution of special events within the Town of Highland. ~~Approval of a permit by the Commission is necessary to sponsor a special event to assure compliance with policies, rules and regulations, requirements of state law and local ordinances.~~
- (B) The purposes of the Commission are:
 - (1) To coordinate the annual celebration of the 4th of July festivities (Independence Day) including, but not limited to: a festival, parade and fireworks;
 - (2) To coordinate a Christmas Parade;
 - (3) To coordinate Memorial Day and Veteran's Day ceremonies;
 - ~~(4) To initiate plans for the Town of Highland's Centennial Event in 2010;~~
 - ~~(5)~~ (4) To assist with other special events the Commission determines will promote good will in the Town of Highland, including, but not limited to an annual 18th Century Historical Reenactment, Seasonal Festivals, Beer Gardens, Block Parties, Parades, Arts & Craft Shows and Itinerant Restaurants;
 - ~~(6)~~ (5) To appoint standing and/or ad hoc committees to sponsor and produce specific special events; and

(7) (6) To formulate ordinances for consideration by the Town Council establishing standard operating policies, rules and regulations applicable to Special Events and permits therefore, as the Commission may deem necessary to conduct its affairs.

Section 2. That Section § 32.44 (D) (2) is hereby repealed in its entirety to be replaced by a successor section, to be numbered § 32.44 (D) (2) which shall read as follows:

§ 32.44 SPECIAL EVENTS NON-REVERTING OPERATING FUND

(D) That the sources of money for the fund are the following:

(2) User fees and other charges **as may be** authorized and fixed by the ~~Town Council~~ **Community Events Commission** in connection with special community events, ~~upon the advice of the Special Event Advisory Council;~~

Section 3. That Chapter 32 of the Highland Code of Ordinances is hereby amended by repealing the existing subchapter styled as *Special Event Fees and Charges*, comprised of Sections § 32.46 through § 32.48, and substituting a new subchapter styled as *Special Event Fees and Charges*, comprised of Sections § 32.46 through § 32.47, which shall read as follows:

SPECIAL EVENT FEES and CHARGES

§32.46 ESTABLISHMENT

- (A) In order to provide ways and means to carry out and support the scheduling and execution of special events in the Town, ~~the Community Events Commission is authorized to fix and adopt from time to time~~ a schedule of fees and charges ~~is hereby authorized and established~~ to be paid by certain food and craft vendors who are participants in special events that are conducted by the Town of Highland **Community Events Commission** ~~for which the Community Events Commission has offered support and advice~~, and that are not otherwise under the direction of the Highland Parks and Recreation Department.
- (B) These fees and charges ~~are in effect~~ **may be fixed for but not limited to** special events at which the ~~identified type of~~ vendors or exhibitors participates as an amenity or attraction associated with a special event that is sponsored by the Town of Highland ~~for which the Community Events Commission has offered support and advice.~~
- (C) Special Events for which these fees and charges apply may be effective for special events that may be conducted from time to time on property of the Parks and Recreation Department, provided the Park and Recreation Board has authorized the use of its property for that purpose.
- (D) **All fees and charges fixed or charged by the Community Events Commission shall be adopted a regular or special meeting, be memorialized in the meeting memorandum of Commission at which the fees and charges are adopted. In addition, the Commission shall file a schedule of fees and charges with the Clerk-Treasurer, upon their adoption or amendment.**
- (E) **Vendors and exhibitors that participate in events under the direction of town of Highland Community Events Commission identified in this subchapter are exempt from the requirements of Chapter 114 of the Municipal Code regulating peddlers and solicitors.**

~~§32.47 SPECIAL EVENT FEES AND CHARGES~~

~~(A) The following fees and charges are hereby established for vendors displaying for sale or exhibit various wares of arts and crafts as part of a special event for which the Community Events Commission has offered support and advice:~~

Area used for Exhibit	User Fee
10'x10'	\$250.00
10'x20'	\$450.00
10'x30'	\$600.00

~~(B) The following fees and charges are hereby established for vendors offering food and beverages for sale as part of a special event for which the Special Events Advisory Committee has offered support and advice:~~

Space, Area and Electrical Needs used for Exhibit	User Fee
Single Space 10'x10' with 2 outlets 20 amps	\$300.00
Double Space	

~~20'x20' with 4 outlets 40 amps \$550.00~~
~~Trailer~~
~~One line 220 volt/40 amps \$550.00~~

~~(C) Vendors identified in this subchapter are exempt from the requirements of Chapter 114 of the Municipal Code regulating peddlers and solicitors.~~

~~§32.48~~ §32.47 **CASH BOOK DUTIES; DEPOSITS of FEES**

- (A) Money procured from fees and charges identified in this subchapter shall be deposited at least **weekly, and more frequently when possible**, with the Clerk-Treasurer.
- (B) The Clerk-Treasurer shall deposit the fees and receipt to the credit of the Special Events Non-Reverting Operating Fund as described in Section §32.44 of the municipal code.
- (C) The Clerk-Treasurer shall keep such accounts and perform such other tasks and duties as outlined under IC 5-13-5 and IC 36-5-6.

Section 4. Any and all such ordinances in conflict with the provisions of this ordinance are hereby repealed and of no further force or effect. Further, any appointments made under the provisions of the former ordinance remain in effect according to the successor provisions.

Introduced and Filed on the 12th Day of March 2012. Consideration on same day or at same meeting of introduction had a vote of 4 in favor and 0 opposed, all pursuant to IC 36-5-2-9.8.

DULY ORDAINED AND ADOPTED this 12th Day of March 2012, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 4 in favor and 0 opposed.

TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA

Bernie Zemen, President (IC 36-5-2-10)

ATTEST:

Michael W. Griffin, IAMC/MMC/CPFA
Clerk-Treasurer (IC 33-16-4-1; IC 36-5-6-5)

- 3. **Resolution No. 2012-13:** A Resolution Fixing Monday, March 26, 2012 As The Date For A Public Hearing On An Application for Property Tax Abatement Related To The Improvement converting an existing warehouse, owned by Strack and Van Til, LLC, into administrative offices, all located at 2244 45th Avenue.

Councilor Herak moved the passage and adoption of Resolution No. 2012-13, seconded by Councilor Kuiper. Upon a roll call vote, there were four affirmatives and no negatives. The motion passed. The resolution was adopted.

TOWN OF HIGHLAND, INDIANA
RESOLUTION NO. 2012-13

A RESOLUTION FIXING MONDAY, MARCH 26, 2012 AS THE DATE FOR A PUBLIC HEARING ON AN APPLICATION FOR PROPERTY TAX ABATEMENT RELATED TO PROPOSED CONVERSION OF A WAREHOUSE/OFFICE FACILITY INTO CORPORATE HEADQUARTERS AT 2244 FORTY FIFTH STREET

WHEREAS, Indiana Code 6-1.1-12.1 et seq.; amended, (the "Act") allows a partial abatement of property taxes attributable to "Redevelopment" or "Rehabilitation" activities in "Economic Revitalization Areas" as those terms are defined in the Act, and

WHEREAS, Property tax abatement, if approved, is applied as a deduction in the increase in assessed value that results from investment in new construction or rehabilitation of property; and

WHEREAS, On January 30, 2012, the Highland Town Council adopted **Resolution No. 2012-10** designating and confirming an Economic Development Revitalization Area including 2244 Forty Fifth Street (**Exhibit A**); and

WHEREAS, An application for property tax abatement for a conversion of a warehouse/office into corporate headquarters (the "Project") to be located on premises legally described as follows:

Parcel #45-07-32-227-005.000-026
Legal Description: W. 400FT of E. 1115FT of the S350Ft of the N. 890FT of NE1/4 S32 T36 R9 (2.847AC EX S40Ft in RD [SUBJ TO ROAD ESMNT W 40FT])

Parcel #45-07-32-227-004.000-026

Legal Description: W. 400FT. of N. 540FT. of E. 1115FT. S.32 T.36 R.9 (4.96AC)

in the Town of Highland, Lake County, Indiana a/k/a 2244 Forty Fifth Street (the "Real Estate") has been received from Strack and Van Til, LLC, a copy of which is attached and incorporated herein by reference (**Exhibit B**); and

WHEREAS, Said application proposes a \$3,500,000.00 conversion of a facility, for a net estimated value upon completion of \$6,200,000; that would bring thirty (30) jobs to Highland with an estimated \$2,500,000.00 increase in annual payroll; and that may not proceed but for approval of tax abatement by the Town Council; and

WHEREAS, \$2,065,200 is the most recent assessed value of the property that is the subject of this resolution, and

WHEREAS, \$5,065,200 is the owner's estimated assessed value of the property upon completion of the Project; and

WHEREAS, The Real Estate is located within an Economic Revitalization Area within the Town of Highland; and

WHEREAS, At a meeting held February 22, 2012, the Highland Redevelopment Commission recommended tax abatement for the proposed development dependent upon the consistency of the project's plans with its design standards; and

WHEREAS, The Act empowers the Town Council to approve a deduction as percentage of the increase in assessed value that results from investments in new construction or rehabilitation of property by following a procedure hearing and confirmation of a Preliminary Resolution, provision of a public notice at least ten days before the date of a public hearing, conducting a public hearing and confirmation of a Final Resolution.

NOW, THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Highland as follows:

Section 1. The Highland Town Council will consider an application for property tax abatement for the conversion of a building and improvement on the Real Estate, which is the subject of this resolution after a public hearing and upon adoption of a Final Resolution confirming this Preliminary Resolution.

Section 2. The Final Resolution shall limit the amount of deduction applicable for redevelopment of said Real Estate for a period of time not to exceed **ten** calendar years for net improvement costs of \$3,500,000.00, with a net estimated assessed value of \$5,065,200.00.

Section 3. Pursuant to enabling authority provided at IC 6-1.1-12.1-2(h)(6), as a condition of approval for the deduction in assessed value, the applicant shall contribute \$41,191.00 to the Town of Highland before permits are issued.

Section 4. The Town Council hereby fixes **7:00 PM, Monday, March 26, 2012** in the plenary Council Chambers, Highland Municipal Building, 3333 Ridge Road, Highland, Indiana, as the time and place for a public hearing for receiving testimony, remonstrances and objections from persons interested in or affected by the proposed property tax abatement and directs the publication of notice of said hearing in accordance with the requirements of applicable law. After the public hearing, the Town Council will consider a Final Resolution that would grant tax abatement consistent with conditions described in this Preliminary Resolution.

DULY RESOLVED and ADOPTED this 12th Day of March 2012 by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 4 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

Bernie Zemen, President (IC 36-5-2-10)

Attest:

Michael W. Griffin, IAMC/MMC/CPFA
CLERK-TREASURER (IC 33-16-4-1;IC 36-5-6-5)

4. Action of the Town Council President as appointing authority to consider approval of a **Conflict of Interest Disclosure Statement** filed by **Keith Bruxvoort**, who is Vice President of Finance of SVT LLC, which is seeking a tax abatement from the Town of Highland. Mr. Bruxvoort is also a member of the Board of Waterworks Directors, serving as its president. This filing is pursuant to IC 35-44-1-3.

The Town Council President acknowledged receipt of and approved the Conflict of Interest Disclosure Statement filed by Keith Bruxvoort.

5. **Proposed Enactment 2012-14:** An Enactment to Approve Overtime Payments for Exempt Salaried Personnel as set forth in Section 3 of the Wage and Salary Ordinance, Waiving Section 2.01 of the Compensation and Benefits Ordinance, and Suspending Section 10 (e)(3) and (4) of the Salary Ordinance in order to authorize a Particular Pay Rate, For the Commander of the *Criminal Investigative Division*.

Councilor Kuiper introduced and moved for the consideration at the same meeting of Enactment No. 2012-14. Councilor Herak seconded. Upon a roll call vote, a unanimous vote being necessary, there were four affirmatives and no negatives. The motion passed. The Enactment could be considered at the same meeting of its introduction.

Councilor Kuiper moved for the passage and adoption at the same meeting of Enactment No. 2012-14. Councilor Novak seconded. Upon a roll call vote, a two-thirds vote being necessary there were four affirmatives and no negatives. The motion passed. The Enactment as adopted at the same meeting of its introduction.

Town of Highland
ENACTMENT NO. 2012-14

AN ENACTMENT TO APPROVE OVERTIME PAYMENTS FOR EXEMPT SALARIED PERSONNEL AS SET FORTH IN SECTION 3 OF THE WAGE AND SALARY ORDINANCE, WAIVING SECTION 2.01 OF THE COMPENSATION AND BENEFITS ORDINANCE, AND SUSPENDING SECTION 10 (E) (3) AND (4) OF SALARY ORDINANCE IN ORDER TO AUTHORIZE A PARTICULAR PAY RATE, FOR THE COMMANDER OF THE CRIMINAL INVESTIGATIVE DIVISION.

WHEREAS, Title 36, Article 1 Chapter 4 of the Indiana Code confers certain general corporate powers on the several units of government in Indiana;

WHEREAS, Section fifteen of that chapter specifically provides that a unit of government may fix the level of compensation of its officers and employees; and

WHEREAS, I.C. 36-5-3-2 further provides in pertinent part that the town legislative body shall provide reasonable compensation for the other town officers and employees;

WHEREAS, One Exempt Salaried Officer was authorized and directed to work a special detail, providing patrol by police car, unrelated to a special event, but rather undertaken as a particular law enforcement initiative;

WHEREAS, The current wage and salary ordinance provides for no particular rate for overtime worked for this, except as may be experienced under the terms of Section § 4.03.02 of the Compensation and Benefits Ordinance, which reads: *“Patrol Division Police Officers work on a twenty-four day work cycle beginning with the first day of the cycle on a 4 days on and 2 days off schedule with an 8.5 hour work day, 39.88 hour work week. Pursuant to the Fair Labor Standards Act (FLSA), the maximum number of hours to be worked prior to time and one-half compensation for overtime is 147 hours for the twenty-four day work cycle;*

WHEREAS, Absent action by the Town Council, the current language governing such pay for such an assigned detail, when worked by exempt salaried persons, is silent, and there is no guidance about what schedule or work cycle exempt salaried employees are subject to, since overtime pay is not regularly payable to exempt salaried employees; and,

WHEREAS, The Metropolitan Police Chief has recommended that the Town Council authorize for payments to be made to the particular exempt salaried personnel, to be based upon actual hours worked on the detail at a rate of 1.5 times the exempt salaried officer’s base pay plus longevity; and,

WHEREAS, The Town Council now desires to act to permit the pay as recommended,

NOW, THEREFORE, BE IT HEREBY ENACTED by the Town Council of the Town of Highland, Lake County, Indiana, as follows:

Section 1. That the provisions of Section 10 (e) (3) of the Wage and Salary Ordinance as amended, particularly reading *“Overtime provisions of the Compensation and Benefits Ordinance notwithstanding, the following special assignment will be paid at 1.5 times the composite rate (base rate plus longevity rate) of the assigned officer for hours performing the special assignment, provided such rate is lawful and authorized under the terms of the supporting grant”*, shall be temporarily suspended and modified to permit an exempt salaried worker to **be paid at an overtime rate at 1.5 times the assigned officer’s composite (Commander) rate for work NOT supported by a grant and for which a non-exempt officer would usually be assigned, for duties related to patrol;**

Section 2. That the provisions of Section 10 (e) (4) of the Wage and Salary Ordinance as amended, particularly reading, *“No rate of pay may be fixed for any regular duty or special detail or described employment, regardless of the source of funds, that has not been authorized or provided for in this Wage and Salary Ordinance as amended in effect or the Compensation and Benefits Ordinance as amended and in effect,”* shall be temporarily suspended and waived for the purpose of permitting **R. Potesta, CID Commander**, to be paid at the hourly rate of **\$44.25** for the eight (8) hours worked in uniform patrol duty in the **month of February 2012**, which is 1.5 times the calculated hourly rate plus longevity for the bi-weekly salary associated with the position of Division Commander, a senior administrative position;

Section 3. That under the terms of Section § 04.03.01 of the Compensation and Benefits Ordinance, which provides that *“exempt salaried employees will not receive overtime pay or compensatory time off, unless specifically authorized by the Town Council...”* and Section § 2.01 which identifies the position of Commander in the Police Department as an

Exempt position under the terms of the FLSA, *thereby not eligible for overtime payments*, the adoption of this enactment shall be approval of overtime pay for the exempt salaried employee herein identified;

Section 4. That the forgoing action is limited to the instance herein described and the provisions of Section 10 of the Wage and Salary Ordinance and Sections § 2.01 and § 4 of the Compensation and Benefits Ordinance otherwise remain in full force and effect;

Section 5. That the Clerk-Treasurer shall have authority to implement within a reasonable time those provisions regarding wage changes occurring between the effective dates set forth retroactively in this ordinance and the date of its passage and adoption.

Introduced and Filed on the 12th day of March 2012. Consideration on same day or at same meeting of introduction sustained a vote of 4 in favor and a vote of 0 opposed, pursuant to IC 36-5-2-9.8.

DULY ORDAINED and ADOPTED this 12th day of March 2012, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 4 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

Bernie Zemen, President (IC 36-5-2-10)

Attest:

Michael W. Griffin, IAMC/MMC/CPFA
Clerk-Treasurer (IC 33-16-4-1; IC 36-5-6-5)

6. **Proposed Enactment 2012-15:** An Enactment to Approve Overtime Payments for Exempt Salaried Personnel as set forth in Section 3 of the Wage and Salary Ordinance, Waiving Section 2.01 of the Compensation and Benefits Ordinance, and Suspending Section 10 (e)(3) and (4) of the Salary Ordinance in order to authorize a Particular Pay Rate, For the Assistant Chief and *Commander of the Patrol Division*.

Councilor Herak provided an explanation as to the necessity of the enactments for exempt salaried personnel.

Councilor Herak introduced and moved for the consideration at the same meeting of Enactment No. 2012-15. Councilor Novak seconded. Upon a roll call vote, a unanimous vote being necessary, there were four affirmatives and no negatives. The motion passed. The Enactment could be considered at the same meeting of its introduction.

Councilor Herak moved for the passage and adoption at the same meeting of Enactment No. 2012-15. Councilor Novak seconded. Upon a roll call vote, a two-thirds vote being necessary there were four affirmatives and no negatives. The motion passed. The Enactment as adopted at the same meeting of its introduction.

**Town of Highland
ENACTMENT NO. 2012-15**

AN ENACTMENT TO APPROVE OVERTIME PAYMENTS FOR EXEMPT SALARIED PERSONNEL AS SET FORTH IN SECTION 3 of the WAGE AND SALARY ORDINANCE, WAIVING SECTION 2.01 of the COMPENSATION and BENEFITS ORDINANCE, and SUSPENDING SECTION 10 (E) (3) and (4) OF SALARY ORDINANCE IN ORDER TO AUTHORIZE A PARTICULAR PAY RATE, FOR THE ASSISTANT POLICE CHIEF AND COMMANDER OF THE PATROL DIVISION.

WHEREAS, Title 36, Article 1 Chapter 4 of the Indiana Code confers certain general corporate powers on the several units of government in Indiana;

WHEREAS, Section fifteen of that chapter specifically provides that a unit of government may fix the level of compensation of its officers and employees; and

WHEREAS, I.C. 36-5-3-2 further provides in pertinent part that the town legislative body shall provide reasonable compensation for the other town officers and employees;

WHEREAS, One Exempt Salaried Officer was authorized and directed to work a special detail, providing patrol by police car, unrelated to a special event, but rather undertaken as a particular law enforcement initiative;

WHEREAS, The current wage and salary ordinance provides for no particular rate for overtime worked for this, except as may be experienced under the terms of Section § 4.03.02 of the Compensation and Benefits Ordinance, which reads: *"Patrol Division Police Officers work on a twenty-four day work cycle beginning with the first day of the cycle on a 4 days on and 2 days off schedule with an 8.5 hour work day, 39.88 hour work week. Pursuant to the Fair Labor Standards Act (FLSA),*

the maximum number of hours to be worked prior to time and one-half compensation for overtime is 147 hours for the twenty-four day work cycle;

WHEREAS, Absent action by the Town Council, the current language governing such pay for such an assigned detail, when worked by exempt salaried persons, is silent, and there is no guidance about what schedule or work cycle exempt salaried employees are subject to, since overtime pay is not regularly payable to exempt salaried employees; and,

WHEREAS, The Metropolitan Police Chief has recommended that the Town Council authorize for payments to be made to the particular exempt salaried personnel, to be based upon actual hours worked on the detail at a rate of 1.5 times the exempt salaried officer's base pay plus longevity; and,

WHEREAS, The Town Council now desires to act to permit the pay as recommended,

NOW, THEREFORE, BE IT HEREBY ENACTED by the Town Council of the Town of Highland, Lake County, Indiana, as follows:

Section 1. That the provisions of Section 10 (e) (3) of the Wage and Salary Ordinance as amended, particularly reading *"Overtime provisions of the Compensation and Benefits Ordinance notwithstanding, the following special assignment will be paid at 1.5 times the composite rate (base rate plus longevity rate) of the assigned officer for hours performing the special assignment, provided such rate is lawful and authorized under the terms of the supporting grant"*, shall be temporarily suspended and modified to permit an exempt salaried worker to be paid at an overtime rate at 1.5 times the assigned officer's composite (Commander) rate for work NOT supported by a grant and for which an non-exempt officer would usually be assigned, for duties related to patrol;

Section 2. That the provisions of Section 10 (e) (4) of the Wage and Salary Ordinance as amended, particularly reading, *"No rate of pay may be fixed for any regular duty or special detail or described employment, regardless of the source of funds, that has not been authorized or provided for in this Wage and Salary Ordinance as amended in effect or the Compensation and Benefits Ordinance as amended and in effect,"* shall be temporarily suspended and waived for the purpose of permitting P. Vassar, Assistant Chief and Patrol Commander, to be paid at the hourly rate of \$44.25 for the eight (8) hours worked in uniform patrol duty in the month of February 2012, which is 1.5 times the calculated hourly rate plus longevity for the bi-weekly salary associated with the position of Division Commander, a senior administrative position;

Section 3. That under the terms of Section § 04.03.01 of the Compensation and Benefits Ordinance, which provides that *"exempt salaried employees will not receive overtime pay or compensatory time off, unless specifically authorized by the Town Council..."* and Section § 2.01 which identifies the position of Commander in the Police Department as an Exempt position under the terms of the FLSA, *thereby not eligible for overtime payments*, the adoption of this enactment shall be approval of overtime pay for the exempt salaried employee herein identified;

Section 4. That the forgoing action is limited to the instance herein described and the provisions of Section 10 of the Wage and Salary Ordinance and Sections § 2.01 and § 4 of the Compensation and Benefits Ordinance otherwise remain in full force and effect;

Section 5. That the Clerk-Treasurer shall have authority to implement within a reasonable time those provisions regarding wage changes occurring between the effective dates set forth retroactively in this ordinance and the date of its passage and adoption.

Introduced and Filed on the 12th day of March 2012. Consideration on same day or at same meeting of introduction sustained a vote of 4 in favor and a vote of 0 opposed, pursuant to IC 36-5-2-9.8.

DULY ORDAINED and ADOPTED this 12th day of March 2012, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 4 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

Bernie Zemen, President (IC 36-5-2-10)

Attest:

Michael W. Griffin, IAMC/MMC/CPFA
Clerk-Treasurer (IC 33-16-4-1; IC 36-5-6-5)

Action to approve overtime payments for Exempt Salaried Personnel, pursuant to Section 3 of Ordinance No. 1375 the Wage and Salary Ordinance, a amended and Section § 4.03.01 of the Compensation and Benefits Ordinance. This waives the provisions of Section 2.01 of the Compensation and Benefits Ordinance.

- 6.1 The Metropolitan Police Chief requests favorable action for R. Potesta, who is an exempt salaried employee, and Investigations Division Commander, in the amount of \$200 for work associated with Highland Grove Mall Special Security.
- 6.2 The Metropolitan Police Chief requests favorable action for P. Vassar, who is an exempt salaried employee, Assistant Police Chief and Patrol Division Commander, in the amount of \$200 for work associated with Highland Grove Mall Special Security.

Councilor Kuiper made a motion to approve the overtime payments for Exempt Salaried Personnel. Councilor Herak seconded the motion. Upon a roll call vote, there were four affirmatives and no negatives. The motion passed. The overtime payments were approved.

7. **Proposed Ordinance No. 1508.1375-S:** An Ordinance to Amend The Ordinance Adopted to Establish the Wage and Salary Rtes of the Elected Officers, The Non-Elected Officers, And The Employees Of The Town of Highland, Indiana, Particularly, Authorizing And Establishing An *Assistant Public Works Director* And Modifying The Pay Authorized for The Position.

Councilor Herak introduced and moved for the consideration at the same meeting of Ordinance No. 1508-1375-S. Councilor Kuiper seconded. Upon a roll call vote, a unanimous vote being necessary, there were four affirmatives and no negatives. The motion passed. The Ordinance could be considered at the same meeting of its introduction.

Councilor Herak inquired as to how the change in compensation for a take-home vehicle was calculated. Mr. Bach indicated he utilized the same calculation for the Assistant Public Works Director as for the Public Works Director.

Councilor Herak moved for the passage and adoption at the same meeting of Ordinance No. 1508.1375-S. Councilor Novak seconded. Upon a roll call vote, a two-thirds vote being necessary there were four affirmatives and no negatives. The motion passed. The Enactment as adopted at the same meeting of its introduction.

ORDINANCE No. 1508.1375-S
of the
TOWN of HIGHLAND, INDIANA

AN ORDINANCE to AMEND the ORDINANCE ADOPTED TO ESTABLISH THE WAGE and SALARY RATES of the ELECTED OFFICERS, the NON-ELECTED OFFICERS, and the EMPLOYEES of the TOWN of HIGHLAND, INDIANA, PARTICULARLY, AUTHORIZING AND ESTABLISHING AN ASSISTANT PUBLIC WORKS DIRECTOR AND MODIFYING THE PAY AUTHORIZED FOR THE POSITION.

WHEREAS, Title 36, Article 1 Chapter 4 of the Indiana Code confers certain general corporate powers on the several units of government in Indiana;

WHEREAS, Section fifteen of that chapter specifically provides that a unit of government may fix the level of compensation of its officers and employees; and

WHEREAS, I.C. 36-5-3-2 further provides in pertinent part that the town legislative body shall provide reasonable compensation for the other town officers and employees;

WHEREAS, I.C. 36-5-3-2(b), still further provides that the Town Legislative body shall, by ordinance fix the compensation of its own members and the Town Clerk-Treasurer;

WHEREAS, I.C. 36-5-3-2(c) still further provides that the compensation of an elected town officer may not be changed in the year for which it is fixed, nor may it be reduced below the amount fixed for the previous year;

WHEREAS, The Town Council of the Town of Highland, as the town legislative body, previously acted to fix the compensation of its elected officers, appointed officers and employees of the Town for the year ensuing, by passage and adoption of Ordinance No. 1375;

WHEREAS, The Town Council of the Town of Highland has been advised that modification to certain provisions of Ordinance No. 1375, as amended, would be desirable, in order to provide for an increase to the pension benefit paid to the several beneficiaries of the 1925 Police Pension Fund;

WHEREAS, The Town Council of the Town of Highland, as the town legislative body, now desires to further modify and fix the compensation of its elected officers, appointed officers and employees of the Town for the year and to further perfect the wage and salary ordinance, in order to provide for changes in the Public Works Department,

NOW, THEREFORE, BE IT HEREBY ORDAINED by the Town Council of the Town of Highland, Lake County, Indiana, that the Wages, Salaries, and special detail levels of the Officers and Employees of the Town of Highland, are hereby established and fixed, pursuant to the provisions indicated herein as follows:

Provision 1. That subdivision (a) of Section 9 of Ordinance No. 1375 as amended, be repealed in its entirety and replaced with a new subdivision which shall be identified as subdivision (a) of Section 9, which shall read as follows:

Section 9. That subject to the provisions of this ordinance, the salary and wages for the non-elected officers and employees of the Town of Highland are hereby fixed for its **Public Works Department** as follows:

(a) Supervisory Employees

	Starting Rate	Incumbent Rate
Public Works Director (1)		
With an employer provided vehicle:		\$ 2,675.13 bi-weekly
Without an employer provider vehicle:		\$ 2,809.34 bi-weekly
Assistant Public Works Director (1)		
With an employer provided vehicle:	\$2,231.93 bi-wkly	\$2,231.93 bi-weekly
Without an employer provider vehicle:	\$2,366.14 bi-wkly	\$2,366.14 bi-weekly
Supervisor Streets (1)	\$1,886.20 bi-wkly	\$1,886.20 bi-weekly
Supervisor Water & Sewer (1)	\$1,886.20 bi-wkly	\$1,886.20 bi-weekly
Supervisor Maintenance (1)	\$1,886.20 bi-wkly	\$1,886.20 bi-weekly
Supervisor Facilities (1)	\$1,886.20 bi-wkly	\$1,886.20 bi-weekly

Provision 2. That all portions of ordinances in conflict with this ordinance are hereby repealed and are of no further force nor effect;

Provision 3. That the provisions set forth in this ordinance shall be effective upon passage and adoption by the signature of the municipal executive, pursuant to IC 36-5-2-10.

Introduced and Filed on the 12th day of March 2012. Consideration on same meeting of introduction sustained a vote of 4 in favor and 0 opposed, pursuant to IC 36-5-2-9.8.

DULY ORDAINED and ADOPTED this 12th Day of March 2012 by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 4 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
 HIGHLAND, INDIANA**

Bernie Zemen, President (IC 36-5-2-10)

Attest:

Michael W. Griffin, IAMC/MMC/CPFA
 Clerk-Treasurer (IC 33-16-4-1;IC 36-5-6-5)

**Comments from the Town Council Members
 (For the Good of the Order)**

- **Councilor Mark Herak:** *Park and Recreation Board Liaison • Budget and Finance Chair • Liaison to the Board of Waterworks Directors • Liaison to the Board of Sanitary Commissioners • Liaison to the Community Events Commission.*

Councilor Herak welcomed Jay Shelton to the Board of Sanitary Commissioners.

Councilor Herak recognized the Public Works Director who reviewed a recent contract approved by the Board of Sanitary District Commissioners to purchase 10 and 12 inch pumps to assist with water removal during heavy rains. Councilor Herak reviewed the purpose of the pumps related to the restrictions from the City of Hammond.

Councilor Herak noted that the 2012 4th of July Festival is a 6-day celebration.

Councilor Herak recognized the Parks and Recreation Superintendent who reported on the parking lot project that recently began at Lincoln Center.

Councilor Kuiper asked the Parks and Recreation Superintendent if the walking fee income exceeded the expenses. Mr. Brown noted that the income did exceed the expenses.

- **Councilor Dan Vassar:** *•Redevelopment Commission Liaison.*

Councilor Vassar was absent.

- **Councilor Brian Novak:** *• Advisory Board of Zoning Appeals, Liaison.*

Councilor Novak had no report.

- **Councilor Konnie Kuiper:** • *Fire Department, Liaison* • *Town Board of Metropolitan Police Commissioners Liaison* • *Chamber of Commerce Liaison.*

Councilor Kuiper recognized Assistant Police Chief Pat Vassar who complemented the VIPS and their assistance at the recent funeral of Lake County Corrections Officer Brittany Meux.

- **Councilor Bernie Zemen:** *Town Executive* • *Chamber of Commerce Liaison* • *Police Pension Board Chairman* • *Plan Commission member.*

Council President Zemen indicated that the improvements at Tire Barn are in the process of being resolved..

Comments from the Public or Visitors

1. Ted Oberc inquired with the Public Works Director as to the status of the railroad track repairs/reconstruction on Lincoln Street. Mr. Bach indicated that the railroad has been notified and have indicated it is on their list of projects to be completed.

Mr. Oberc also inquired about the restrictions from the City of Hammond as it applies to the Town of Highland. Mr. Bach reviewed the restrictions and how they apply to sewer and/or storm water and the effect that a bypass would have during a major rain event.

Payment of Accounts Payable Vouchers. Councilor Novak moved to allow the vendors accounts payable vouchers as filed on the pending accounts payable docket, covering the period February 28, 2012 through March 12, 2012. Councilor Kuiper seconded. Upon a roll call vote, there were four affirmatives and no negatives. The motion passed. The accounts payable vouchers for vendors were allowed and the Clerk-Treasurer was authorized to make payment.

Vendors Accounts Payable Docket:

General Fund, \$153,136.83; Motor Vehicle Highway and Street (MVH) Fund, \$32,559.59; Federal Asset Forfeiture Fund, \$556.00; Law Enforcement Cont. Education and Supply Fund, \$249.39; FSA Agency Fund, \$3,311.37; Insurance Premium Fund, \$150,444.44; Gasoline Agency Fund, \$937.38; Information and Communications Technology Fund, \$4,162.75; Civil Donation Fund, \$93.97; Traffic and Law Violations Agency Fund, \$4,332.50; Safe Neighborhood Grant Fund, \$2,016.00; Sexual Predator Grant Fund, \$2,880.00; Gaming Revenue Sharing Fund, \$7,593.66; Payroll Fund, \$1,237.51. Total: \$363,511.39.

Adjournment. Councilor Kuiper moved that the plenary meeting be adjourned. Councilor Novak seconded. Upon a vote *viva voce*, the motion passed. The regular plenary meeting of the Town Council of Monday, March 12, 2012 was adjourned at 7:45 O'clock p.m. There was no study session following the plenary meeting.

Katy Dowling, IAMC
Deputy Clerk-Treasurer