Enrolled Minutes of the Ninety-Fifth Regular or Special Meeting
For the Twenty-Seventh Highland Town Council
Regular Meeting
Monday, October 26, 2015

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, October 26, 2015 at 6:45 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 Mark Herak, Dan Vassar, and Konnie Kuiper were present. Councilor Steve Wagner was absent owing to an extended work commitment. Councilor Bernie Zemen was absent with prior notice. The Clerk-Treasurer, Michael W. Griffin 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.

2. The Town Council discussed a recent meeting of the Plan Commission in which there were only two members in attendance.

The study session ended at 6:59 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, October 26, 2015 at 7:01 O'clock P.M. in the regular place, the plenary meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.

The Town Council President, Mark A. Herak, presided and the Town Clerk-Treasurer, Michael W. Griffin, was present to memorialize the proceedings. The meeting was opened with Councilor Dan Vassar 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 Mark Herak, Dan Vassar, and Konnie Kuiper were present. Councilor Steve Wagner was absent owing to an extended work commitment. Councilor Bernie Zemen was absent with prior notice. The Clerk-Treasurer, Michael W. Griffin was present to memorialize the proceedings. A quorum was attained.

Additional Officials Present: Jared Tauber, Tauber Law Offices; John Bach, Public Works Director; Peter Hojnicki, Metropolitan Police Chief; Kenneth Mika, Building Commissioner; William R. Timmer, Jr., CFOD, Fire Chief; Alex M. Brown, CPRP, Parks and Recreation Superintendent; and Cecile Petro, Redevelopment Director were present.

Also present: Ed Dabrowski IT Consultant (Contract); Susan Murovic of the Advisory Board of Zoning Appeals and Randy Bowman, Assistant Inspector for Electrical were also present.

Minutes of the Previous Meeting:

The minutes of the regular meeting of October 12, 2015 were approved by general consent.

Special Orders:

1. **Adoption Hearing of the Proposed Fiscal Year 2016 Budget for the Town of Highland**.

(a) Verification of Publication: *(Under new law, no publication by unit just by gateway. The proposed components of budget must be submitted to the Gateway before September 14 and at least 10 days before the Preliminary Hearing. See IC 6-1.1-17-3) The Town Attorney verified the proper publication at the meeting of October 12, 2015*. The previous verification was acknowledged.

(b) Memorandum regarding taxpayer remonstrance petition. The Clerk-Treasurer reported that no petition was filed.

(c) *Acknowledgement of County Council non-binding and review of the budget proposed by the Town Council.* The Clerk-Treasurer noted the review and recommendations of the County Council. He further noted that the budget as presented for final adoption would be informed by it. It was further noted that the budget was balanced from its introduced version.

(d) **Public Hearing.** The Town Council President called the hearing to order. There were no comments or remonstrances. The hearing was closed.

(e) Action on **Introduced Ordinance No. 1603:** An Ordinance of Appropriations and Budget Levies and Rates for the 2016 Budget. *This ordinance was introduced and filed by Councilor Zemen at the pre-adoption hearing and meeting of October 12, 2015. There was no further action.*

Councilor Vassar moved the passage and adoption of Ordinance No. 1603. Councilor Kuiper seconded. Upon a roll call vote, there were three affirmatives and no negatives. The motion passed. The ordinance was adopted.

Town of Highland
Ordinance No. 1603

TOWN OF HIGHLAND, LAKE COUNTY, INDIANA

AN ORDINANCE FOR APPROPRIATIONS AND TAX RATES
OF THE TOWN OF HIGHLAND, LAKE COUNTY, INDIANA

BE IT HEREBY ORDAINED by the Town Council of the Town of Highland, Lake County, Indiana:

Section 1. That for the expenses of the Town of Highland for the year ending December 31, 2016, the sums herein specified are hereby appropriated and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing same. Such sums herein appropriated shall be held to include all expenditures authorized to be made during the year, unless otherwise expressly stipulated and provided by law;

Section 2. That in addition, for the purposes of raising revenue to meet the necessary expenses of the **TOWN OF HIGHLAND,** the property tax levies and property tax rates as herein specified are included herein. Budget Form 4-B for all funds are incorporated by the signing of this form and must be completed and submitted in the manner prescribed by the Department of Local Government Finance.

Section 3. This ordinance shall be in full force and effect from and after its passage and approval by the Town Council of the Town of Highland, subject to its review and approval by the Department of Local Government Finance.

Fund Name	Preposed Budget	Preoposed Tax Levy	Preposed Tax Rate
Corporation General	$ 7,079,769	$ 7,016,295	0.9490
Debt Service	$ 2,252,963	$ 4,095,883	0.5540
Debt Service Exempt from Circuit Breakers	$ 57,021	$ 101,272	0.0137

Local Income Tax (Public Safety LOIT	$ 235,309	$ -	0.0000
Police Pension	$ 824,002	$ 3,200	0.0004
Local Road and Streets	$ 279,350	$ -	0.0000
Motor Vehicle Highway	$ 960,550	$ -	0.0000
LE Continuing Education	$ 45,500	$ -	0.0000
Park and Recreation	$ 2,261,314	$ 1,117,450	0.1511
Park Bond	$ 1,278,887	$ 1,958,577	0.2649
Park Bond Exempt From Circuit Breakers	$ 197,025	$ 285,431	0.0386
Cumulative Capital Improvement	$ 90,000	$ -	0.0000
Cumulative Capital Development	$ 311,869	$ 486,285	0.0658
Economic Development Income Tax	$ 563,521	$ -	0.0000
Redevelopment General	$ 212,906	$ 210,549	0.0285
Redevelopment Capital	$ 320,000	$ -	0.0000
Redevelopment Bond	$ 247,468	$ 353,423	0.0478
Solid Waste District Grant	$ 170,000	$ -	0.0000

Information and Communications Technology	$ 196,850	$ -	0.0000
VIPS/Park Public Safety Fund	$ 6,000	$ -	0.0000
Special Events Non Reverting	$ 74,566	$ -	0.0000
	$ 17,664,870	**$15,628,365**	**$2.1138**

Introduced and Filed on the 12th day of October 2015. Consideration on First Reading not entertained, pursuant to I.C. 6-1.1-17-3(a); I.C. 6-1.1-17-5(a)(8) and I.C. 36-5-3-4.

Duly Ordained and Adopted this 26th Day of October 2015 by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 3 in favor and 0 opposed.

TOWN COUNCIL of the TOWN of HIGHLAND, INDIANA

Having Voted in the Affirmative: Having Voted in the Negative:

/s/Mark A. Herak, President

/s/Dan Vassar

/s/Konnie Kuiper

Attest:

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

Corporation General Fund: (departmentalized)	*Proposed*	**FY 2016** *Adopted*
Office of the Town Council		
Personnel Services	$ 80,182	$ 80,182
Supplies	$ 700	$ 700
Other Services & Charges	$ 144,072	$ 144,072
Capital Outlays	$-	$ -
Department Total:	$ 224,954	$ 224,954
Advisory Board of Zoning Appeals		
Personnel Services	$ 3,359	$ 3,359
Supplies	$ 200	$ 200
Other Services & Charges	$ 7,976	$ 7,976
Capital Outlays	$-	$ -
Department Total:	$ 11,535	$ 11,535

Volunteers in Policing				
Personnel Services	$	2,720	$	2,720
Supplies	$	14,580	$	14,580
Other Services & Charges	$	2,650	$	2,650
Capital Outlays	$-		$	-
Department Total:	$	19,950	$	19,950
Office of the Clerk-Treasurer				
Personnel Services	$	117,887	$	117,887
Supplies	$	3,500	$	3,500
Other Services & Charges	$	65,548	$	63,048
Capital Outlays	$-		$	-
Department Total:	$	186,935	$	184,435
Building Inspection Department				
Personnel Services	$	252,876	$	252,876
Supplies	$	9,550	$	9,550
Other Services & Charges	$	91,557	$	87,834
Capital Outlays	$-		$	-
Department Total:	$	353,983	$	350,260
Fire Department				
Personnel Services	$	238,739	$	238,739
Supplies	$	31,760	$	31,760
Other Services & Charges	$	102,552	$	101,612
Capital Outlays	$	15,100	$	15,100
Department Total:	$	388,151	$	387,211
Plan Commission Dept.				
Personnel Services	$	2,842	$	2,842
Supplies	$	325	$	325
Other Services & Charges	$	68,246	$	68,246
Capital Outlays	$-		$	-
Department Total:	$	71,413	$	71,413
Metropolitan Police Department				
Personnel Services	$	3,854,276	$	3,778,783
Supplies	$	146,000	$	146,000
Other Services & Charges	$	1,200,006	$	1,155,047
Capital Outlays	$-		$	-
Department Total:	$	5,200,282	$	5,079,830

Services & Works Board Dept.				
Personnel Services	$-		$	-
Supplies	$-		$	-
Other Services & Charges	$	753,488	$	716,988
Capital Outlays	$-		$	-
Department Total:	$	753,488	$	716,988
Town Hall and Monuments Dept.				
Personnel Services			$	-
Supplies	$	4,700	$	4,700
Other Services & Charges	$	28,530	$	28,530
Capital Outlays	$-		$	-
Department Total:	$	33,230	$	33,230
Fund Total:	**$**	**7,243,921**	**$**	**7,079,806**
Proposed (est.) Rate for the Fund	$	0.9490	per $100 dollars of av	
Adopted (Est.) Rate for the Fund	$	0.9490	per $100 dollars of av	

Redevelopment General Fund:

		Proposed		*Adopted*
Personnel Services	$	107,506	$	105,506
Supplies	$	6,000	$	6,000
Other Services & Charges	$	130,700	$	101,900
Capital Outlays	$-		$	-
Fund Total:	**$**	**244,206**	**$**	**213,406**
Proposed (est.) Rate for the Fund	$	0.0326	per $100 dollars of av	
Adopted (Est.) Rate for the Fund	$	0.0285	per $100 dollars of av	

Rate for both the Redevelopment General and the Redevelopent Capital
is capped at .0333, pursuant to IC 36-7-14-28.

Redevelopment Capital Fund:

		Proposed		*Adopted*
Personnel Services	$-		$	-
Supplies	$-		$	-
Other Services & Charges	$	151,100	$	151,100
Capital Outlays	$	169,000	$	169,000
Fund Total:	**$**	**320,100**	**$**	**320,100**
Proposed (est.) Rate for the Fund	$	-	per $100 dollars of av	
Adopted (Est.) Rate for the Fund	$	-	per $100 dollars of av	

Rate for both the Redevelopment General and the Redevelopent Capital
is capped at .0333, pursuant to IC 36-7-14-28. 0.0285

Parks and Recreation Fund:

		Proposed		*Adopted*
Personnel Services	$	1,109,000	$	1,109,000
Supplies	$	100,000	$	100,000
Other Services & Charges	$	1,064,000	$	1,052,314
Capital Outlays	a		$	-
Fund Total:	**$**	**2,273,000**	$	2,261,314
Proposed (est.) Rate for the Fund	$	0.2887	per $100 dollars of av	
Adopted (Est.) Rate for the Fund	$	0.1511	per $100 dollars of av	

Police Pension 1925 Fund:

		Proposed		*Adopted*
Personnel Services	$	819,487	$	819,487
Supplies	$	400	$	400
Other Services & Charges	$	4,115	$	4,115
Capital Outlays	$-		$	-
Fund Total:	**$**	**824,002**	**$**	**824,002**
Proposed (est.) Rate for the Fund	$	0.0004	per $100 dollars of av	
Adopted (Est.) Rate for the Fund	$	0.0004	per $100 dollars of av	

Parks Dist Bond & Lease Exempt Fund

		Proposed		*Adopted*
Personnel Services			$	-
Supplies	$-		$	-
Other Services & Charges	$	197,025	$	197,025
Capital Outlays	$-		$-	
Fund Total:	**$**	**197,025**	**$**	**197,025**
Proposed (est.) Rate for the Fund	$	0.0386	per $100 dollars of av	
Adopted (Est.) Rate for the Fund	$	0.0386	per $100 dollars of av	

Parks Dist Bond & Lease Fund (Regular)

		Proposed		*Adopted*
Personnel Services	$-		$	-
Supplies	$-		$	-
Other Services & Charges	$	1,278,887	$	1,278,887
Capital Outlays	$-		$	-
Fund Total:	**$**	**1,278,887**	**$**	**1,278,887**
Proposed (est.) Rate for the Fund	$	0.2649	per $100 dollars of av	
Adopted (Est.) Rate for the Fund	$	0.2649	per $100 dollars of av	

Corporation Bond Fund

	Proposed		*Adopted*	
Personnel Services	$-		$	-
Supplies	$-		$	-
Other Services & Charges	$	2,252,963	$	2,252,963
Capital Outlays	$-		$	-
Fund Total:	**$**	**2,252,963**	$	2,252,963
Proposed (est.) Rate for the Fund	$	0.5540		
Adopted (Est.) Rate for the Fund	$	0.5540	per $100 dollars of av	

Corporation Bond Exempt Fund

	Proposed		*Adopted*	
Personnel Services	$-		$	-
Supplies	$-		$	-
Other Services & Charges	$	57,022	$	57,022
Capital Outlays			$	-
Fund Total:	**$**	**57,022**	$	57,022
Proposed (est.) Rate for the Fund	$	0.0137	per $100 dollars of av	
Adopted (Est.) Rate for the Fund	$	0.0137	per $100 dollars of av	

Motor Vehicle Highway Fund

	Proposed		*Adopted*	
Personnel Services	$	468,910	$	468,910
Supplies	$	273,750	$	273,750
Other Services & Charges	$	217,890	$	217,890
Capital Outlays	$-		$-	
Fund Total:	**$**	**960,550**	**$**	**960,550**
Proposed (est.) Rate for the Fund	$	-	per $100 dollars of av	
Adopted (Est.) Rate for the Fund	$	-	per $100 dollars of av	

Local Roads & Streets Fund

	Proposed		*Adopted*	
Personnel Services	$	79,350	$	79,350
Supplies	$-		$-	
Other Services & Charges	$	200,000	$	200,000
Capital Outlays	$-		$	-
Fund Total:	**$**	**279,350**	**$**	**279,350**
Proposed (est.) Rate for the Fund	$	-	per $100 dollars of av	
Adopted (Est.) Rate for the Fund	$	-	per $100 dollars of av	

Municipal Cum Cap Dev Fund

	Proposed		*Adopted*	
Personnel Services	$-		$	-
Supplies	$	7,500	$	7,500
Other Services & Charges	$	30,000	$	30,000
Capital Outlays	$	274,369	$	274,369
Fund Total:	**$**	**311,869**	**$**	**311,869**
Proposed (est.) Rate for the Fund	$	0.0658	per $100 dollars of av	
Adopted (Est.) Rate for the Fund	$	0.0658	per $100 dollars of av	

The rate is fixed or capped by I.C. 36-9-15.5 et seq.

Cumulative Cap Imp. Fund

	Proposed		*Adopted*	
Personnel Services	$-		$	-
Supplies	$-		$	-
Other Services & Charges	$	90,000	$	90,000
Capital Outlays	$-		$-	
Fund Total:	**$**	**90,000**	**$**	**90,000**
Proposed (est.) Rate for the Fund	$	-	per $100 dollars of av	
Adopted (Est.) Rate for the Fund	$	-	per $100 dollars of av	

Law Enf. Ed.,Trng., & Supply Fund

	Proposed		*Adopted*	
Personnel Services	$-		$	-
Supplies	$	20,500	$	20,500
Other Services & Charges	$	25,000	$	25,000
Capital Outlays	$-		$	-
Fund Total:	**$**	**45,500**	**$**	**45,500**
Proposed (est.) Rate for the Fund	$	-	per $100 dollars of av	
Adopted (Est.) Rate for the Fund	$	-	per $100 dollars of av	

Redevelopment Bond Fund

	Proposed		*Adopted*	
Personnel Services	$-		$	-
Supplies	$-		$	-
Other Services & Charges	$	247,468	$	247,468
Capital Outlays	$-		$	-
Fund Total:	**$**	**247,468**	**$**	**247,468**
Proposed (est.) Rate for the Fund	$	0.0478	per $100 dollars of av	
Adopted (Est.) Rate for the Fund	$	0.0478	per $100 dollars of av	

Information & Comm Tech

		Proposed		*Adopted*
Personnel Services	$	-	$	-
Supplies	$	3,000	$	3,000
Other Services & Charges	$	193,850	$	193,850
Capital Outlays	$	-	$	-
Fund Total:	**$**	**196,850**	**$**	**196,850**
Proposed (est.) Rate for the Fund	$	-	per $100 dollars of av	
Adopted (Est.) Rate for the Fund	$	-	per $100 dollars of av	

VIPS/PARKS Public Safety Fund

		Proposed		*Adopted*
Personnel Services	$	600	$	600
Supplies	$	-	$	-
Other Services & Charges	$	5,400	$	5,400
Capital Outlays	$	-	$	-
Fund Total:	**$**	**6,000**	**$**	**6,000**
Proposed (est.) Rate for the Fund	$	-	per $100 dollars of av	
Adopted (Est.) Rate for the Fund	$	-	per $100 dollars of av	

Solid Waste District Grant Fund

		Proposed		*Adopted*
Personnel Services	$	-	$	-
Supplies	$	5,000	$	5,000
Other Services & Charges	$	115,000	$	115,000
Capital Outlays	$	50,000	$	50,000
Fund Total:	**$**	**170,000**	**$**	**170,000**
Proposed (est.) Rate for the Fund	$	-	per $100 dollars of av	
Adopted (Est.) Rate for the Fund	$	-	per $100 dollars of av	

Special Events Non Reverting

		Proposed		*Adopted*
Personnel Services	$	8,116	$	8,116
Supplies	$	-	$	-
Other Services & Charges	$	65,450	$	65,450
Capital Outlays	$	-	$	-
Fund Total:	**$**	**73,566**	**$**	**73,566**
Proposed (est.) Rate for the Fund	$	-	per $100 dollars of av	
Adopted (Est.) Rate for the Fund	$	-	per $100 dollars of av	

Public Safety LOIT Fund

		Proposed		*Adopted*
Personnel Services	$	-	$	-
Supplies	$	-	$	-
Other Services & Charges	$	235,309	$	235,309
Capital Outlays	$	-	$	-
Fund Total:	**$**	**235,309**	**$**	**235,309**
Proposed (est.) Rate for the Fund	$	-	per $100 dollars of av	
Adopted (Est.) Rate for the Fund	$	-	per $100 dollars of av	

Economic Development Income Tax Fund

		Proposed		*Adopted*
Personnel Services	$	-	$	-
Supplies	$	-	$	-
Other Services & Charges	$	114,200	$	114,200
Capital Outlays	$	449,321	$	449,321
Fund Total:	**$**	**563,521**	**$**	**563,521**
Proposed (est.) Rate for the Fund	$	-	per $100 dollars of av	
Adopted (Est.) Rate for the Fund	$	-	per $100 dollars of av	
Total of All Funds:	**$**	**17,871,109**	**$**	**17,664,508**

2. **Adoption Hearing of the Proposed Fiscal Year 2016 Budget of the Sanitary District, pursuant to IC 6-1.1-17-20.** *Under amendments to IC 6-1.1-17-20, the proper officers shall submit the proposed budget and property tax levies to the municipal fiscal body. The proposed budget and levy shall be submitted to the city or town fiscal body in the manner prescribed by the department of local government finance before September 2 of a year. The fiscal body of the city, town, or county (whichever applies) shall review each budget and proposed tax levy* ***and adopt a final budget and tax levy for the taxing unit.*** *The fiscal body may reduce or modify but not increase the proposed budget or tax levy. The final adoption vests with the Town Council. The Town Council should take its final action at its meeting of October 26, 2015.*

(a) Verification of Publication: *(Under new law, no publication by unit just by gateway. The proposed components of budget must be submitted to the Gateway before September 14 and at least 10 days before the Preliminary Hearing. See IC 6-1.1-17-3) The Town Attorney verified the proper publication at the meeting of October 12, 2015.* The previous verification was acknowledged.

(b) Memorandum regarding taxpayer remonstrance petition. The Clerk-Treasurer reported that no petition was filed.

(c) **Public Hearing.** The Town Council President called the hearing to order. There were no comments or remonstrances. The hearing was closed.

(d) Action on **Introduced Ordinance No. 1604:** An Ordinance of Appropriations and Budget Levies and Rates for the 2016 Budget of the Sanitary District of Highland. *This ordinance was introduced and filed by Councilor Vassar at the pre-adoption hearing and meeting of October 12, 2015. There was no further action.*

Councilor Vassar moved the passage and adoption of the introduced ordinance. Councilor Kuiper seconded. Upon a roll call vote, there were three affirmatives and no negatives. The motion passed. The ordinance was adopted.

Town of Highland
Ordinance No. 1604

TOWN OF HIGHLAND, LAKE COUNTY, INDIANA

AN ORDINANCE FOR APPROPRIATIONS AND TAX RATES OF THE SANITARY DISTRICT OF THE TOWN OF HIGHLAND, LAKE COUNTY, INDIANA

BE IT HEREBY ORDAINED by the Town Council of the Town of Highland, Lake County, Indiana:

Section 1. Pursuant to the provisions of IC 6-1.1-17-20 (e), the Town Council of Highland hereby finds and determines the following:

(A) That the Sanitary District is a political subdivision, whose governing body, the Board of Sanitary Commissioners is comprised entirely of non-elected, appointed officials;

(B) That the assessed valuation of the **Sanitary District** is entirely contained within and is coterminous with the boundaries of the Corporate Town of Highland;

Section 2. That for the expenses of the **Sanitary District of the Town of Highland** for the year ending December 31, 2016, the sums herein specified are hereby appropriated and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing same. Such sums herein appropriated shall be held to include all expenditures authorized to be made during the year, unless otherwise expressly stipulated and provided by law;

Section 3. That in addition, for the purposes of raising revenue to meet the necessary expenses of the **SANITARY DISTRICT** of the **TOWN OF HIGHLAND,** the property tax levies and property tax rates as herein specified are included herein. Budget Form 4-B for all funds are incorporated by the signing of this form and must be completed and submitted in the manner prescribed by the Department of Local Government Finance;

Section 4. This ordinance shall be in full force and effect from and after its passage and approval by the Town Council of the Town of Highland, subject to its review and approval by the Department of Local Government Finance.

Fund Name	Proposed Budget	Proposed Tax Levy	Proposed Tax Rate
Special Sanitary General	$ 2,118,349	$ 227,451	0.0308
Special Sanitary Debt Service	$ 1,673,658	$ 1,703,836	0.2304
Special Sanitary Debt Service Exempt from Circuit Breakers	$ 392,065	$ 465,369	0.0629
	$ 4,184,072	**$ 2,396,656**	**$ 0.3241**

Introduced and Filed on the 12th day of October 2015. Consideration on First Reading not entertained, pursuant to I.C. 6-1.1-17-3(a); I.C. 6-1.1-17-5(a)(8) and I.C. 36-5-3-4.

Duly Ordained and Adopted this 26th Day of October 2015 by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 3 in favor and 0 opposed.

TOWN COUNCIL of the TOWN of HIGHLAND, INDIANA

Having Voted in the Affirmative: Having Voted in the Negative:

/s/Mark A. Herak, President

/s/Dan Vassar

/s/Konnie Kuiper

Attest:

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

Sanitary District Special Operating Fund
(Departmentalized)

Operating Department		*Proposed*		*Final Approval*
Personnel Services	$	81,151	$	81,151
Supplies	$	450	$	450
Other Services & Charges	$	94,120	$	94,120
Capital Outlays	$	15,000	$	15,000
Departmental Total:	**$**	**190,721**	**$**	**190,721**

Sanitation and Waste Department		*Proposed*		*Final Approval*
Personnel Services	$	362,239	$	362,239
Supplies	$	39,050	$	39,050
Other Services & Charges	$	1,526,339	$	1,526,339
Capital Outlays	$-		$	-
Departmental Total:	$	1,927,628	$	1,927,628
Fund Total:	**$**	**2,118,349**	**$**	**2,118,349**
Adopted (est.) Rate for the Fund	$	0.0308	per $100 dollars of av	
Final (Est.) Rate for the Fund	$	0.0308	per $100 dollars of av	

Sanitary District Bond and Interest Fund

		Proposed		*Final Approval*
Personnel Services	$-		$	-
Supplies	$-		$	-
Other Services & Charges	$	1,673,658	$	1,673,658
Capital Outlays	$-		$-	
Fund Total:	**$**	**1,673,658**	**$**	**1,673,658**
Adopted (est.) Rate for the Fund	$	0.2304	per $100 dollars of av	
Final (Est.) Rate for the Fund	$	0.2304	per $100 dollars of av	

Sanitary District Bond and Interest Exempt Fund

		Proposed		*Final Approval*
Personnel Services	$-		$	-
Supplies	$-		$	-
Other Services & Charges	$	392,065	$	392,065
Capital Outlays	$-		$-	
Fund Total:	**$**	**392,065**	**$**	**392,065**
Adopted (est.) Rate for the Fund	$	0.0629	per $100 dollars of av	
Final (Est.) Rate for the Fund	$	0.0629	per $100 dollars of av	
Total of All San Dist Funds:	**$**	**4,184,072**	**$**	**4,184,072**

3. **Adoption Hearing of the Proposed Fiscal Year 2016 Budget of the Waterworks District, pursuant to IC 6-1.1-17-20.** *Under amendments to IC 6-1.1-17-20, the proper officers of the special taxing district shall submit the proposed budget and property tax levies to the municipal fiscal body. The proposed budget and levy shall be submitted to the city or town fiscal body in the manner prescribed by the department of local government finance before September 2 of a year. The fiscal body of the city, town, or county (whichever applies) shall review each budget and proposed tax levy* ***and adopt a final budget and tax levy for the taxing unit.*** *The fiscal body may reduce or modify but not increase the proposed budget or tax levy. The final adoption vests with the Town Council. The Town Council should take its final action at its meeting of October 26, 2015.*

(a) Verification of Publication: *(Under new law, no publication by unit just by gateway. The proposed components of budget must be submitted to the Gateway before September 14 and at least 10 days before the Preliminary Hearing. See IC 6-1.1-17-3) The Town Attorney verified the proper publication at the meeting of October 12, 2015.* The previous verification was acknowledged.

(b) Memorandum regarding taxpayer remonstrance petition. The Clerk-Treasurer reported that no petition was filed.

(c) **Public Hearing.** The Town Council President called the hearing to order. There were no comments or remonstrances. The hearing was closed.

(d) Action on **Introduced Ordinance No. 1605:** An Ordinance of Appropriations and Budget Levies and Rates for the 2016 Budget of the Sanitary District of Highland. *This ordinance was introduced and filed by Councilor Vassar at the pre-adoption hearing and meeting of October 12, 2015. There was no further action.*

Councilor Vassar moved the passage and adoption of the introduced ordinance. Councilor Kuiper seconded. Upon a roll call vote, there were three affirmatives and no negatives. The motion passed. The ordinance was adopted.

Town of Highland
Ordinance No. 1605

TOWN OF HIGHLAND, LAKE COUNTY, INDIANA

AN ORDINANCE FOR APPROPRIATIONS AND TAX RATES OF THE WATERWORKS DISTRICT OF THE TOWN OF HIGHLAND, LAKE COUNTY, INDIANA

BE IT HEREBY ORDAINED by the Town Council of the Town of Highland, Lake County, Indiana:

Section 1. Pursuant to the provisions of IC 6-1.1-17-20 (e), the Town Council of Highland hereby finds and determines the following:

(A) That the Waterworks District is a political subdivision, whose governing body, the Board of Waterworks Directors is comprised entirely of non-elected, appointed officials;

(B) That the assessed valuation of the **Waterworks District** is entirely contained within and is coterminous with the boundaries of the Corporate Town of Highland;

Section 2. That for the expenses of the **Waterworks District of the Town of Highland** for the year ending December 31, 2016, the sums herein specified are hereby appropriated and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing same. Such sums herein appropriated shall be held to include all expenditures authorized to be made during the year, unless otherwise expressly stipulated and provided by law;

Section 3. That in addition, for the purposes of raising revenue to meet the necessary expenses of the **WATERWORKS DISTRICT** of the **TOWN OF HIGHLAND,** the property tax levies and property tax rates as herein specified are included herein. Budget Form 4-B for all funds are incorporated by the signing of this form and must be completed and submitted in the manner prescribed by the Department of Local Government Finance;

Section 4. This ordinance shall be in full force and effect from and after its passage and approval by the **Town Council** of the Town of Highland, subject to its review and approval by the Department of Local Government Finance.

Fund Name	Proposed Budget	Proposed Tax Levy	Proposed Tax Rate
Special Waterworks District Debt Service	$ 91,910	$ 174,330	0.0236
	$ 91,910	**$ 174,330**	**$ 0.0236**

Introduced and Filed on the 12th day of October 2015. Consideration on First Reading not entertained, pursuant to I.C. 6-1.1-17-3(a); I.C. 6-1.1-17-5(a)(8) and I.C. 36-5-3-4.

Duly Ordained and Adopted this 26th Day of October 2015 by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 3 in favor and 0 opposed.

TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA

Having Voted in the Affirmative: Having Voted in the Negative:

/s/Mark A. Herak, President

/s/Dan Vassar

/s/Konnie Kuiper

Attest:

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

Waterworks District Bond and Interest Fund

	Adopted	*Final Approval*
Personnel Services	$ -	$ -
Supplies	$ -	$ -
Other Services & Charges	$ 91,910	$ 91,910
Capital Outlays	$ -	$ -
Fund Total:	**$ 91,910**	**$ 91,910**
Adopted (est.) Rate for the Fund	$ 0.0236	per $100 dollars of av
Final (Est.) Rate for the Fund	$ 0.0236	per $100 dollars of av

4. **Executive Proclamation:** A Proclamation In Recognition Of And Commending **Kyle Polster of BSA Troop 263** For His Work On The Lincoln Community Center Flower Box A Project Leading To The Rank Of **Eagle Scout in the Boy Scouts of America** In The Town Of Highland.

   With leave from the Town Council, the Town Council President recognized Kyle Polster, who recently attained the rank of Eagle Scout. Mr. Polster was joined by his Parents. The Clerk-Treasurer read aloud the following proclamation and the Town Council President executed it with his signature. The Town Council President presented an executed copy to Mr. Polster.

INSERT PROCLAMATION

Unfinished Business and General Orders:

1. **Resolution No. 2015-50:** An Exigent Resolution Providing For The Transfer Of Appropriation Balances From And Among Major Budget Classifications In The Metropolitan Police Department In The Corporation General Fund As Requested By The Proper Officer And Forwarded To The Town Council For Its Action Pursuant To I.C. 6-1.1-18-6.

   Councilor Vassar moved the passage and adoption of Resolution No. 2015-50. Councilor Kuiper seconded. Upon a roll call vote, there were three affirmatives and no negatives. The motion passed. The resolution was adopted.

TOWN OF HIGHLAND
APPROPRIATION TRANSFER RESOLUTION
RESOLUTION NO. 2015-50

AN EXIGENT RESOLUTION PROVIDING for the TRANSFER of APPROPRIATION BALANCES from and AMONG MAJOR BUDGET CLASSIFICATIONS in the METROPOLITAN POLICE DEPARTMENT in the CORPORATION GENERAL FUND as REQUESTED BY THE PROPER OFFICER AND FORWARDED to the TOWN COUNCIL for its ACTION PURSUANT TO IC 6-1.1-18-6.

WHEREAS, It has been determined that certain exigent conditions have developed since adoption of the original budget and it is now necessary to transfer certain appropriations into different categories than were initially appropriated for the various functions of the **Metropolitan Police Department in the Corporation General Fund**;

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

Section 1. That for the expenses of said municipality, the following appropriations are hereby transferred and set apart out of the funds hereinafter named for the purposes specified, subject to the laws governing the same, such sums herein transferred unless otherwise stipulated by law;

Section 2. That is has been shown that certain existing unobligated appropriations of the **Metropolitan Police Department in the Corporation General Fund** which are not needed at this time for the purposes for which originally appropriated, and may be transferred to a category of appropriation in order to satisfy an existing need, as follows:

CORPORATION GENERAL FUND

Metropolitan Police Department

Reduce Accounts:		
#210.01 Gasoline		$ 14,989.50
	Total 200 Series Reductions	**$ 14,989.50**
Increase Accounts:		
#360.01 Equipment Maintenance		$ 2,304.00
	Total 200 Series Increases	$ **2,304.00**
Increase Accounts:		
#430.05 New Car Equipment		$ 12,685.50
	Total 400 Series Increases	$ **12,685.50**

Total of All Fund/Department Decreases:	**$ 14,989.50**
Total of All Fund/Department Increases:	**$ 14,989.50**

DULY RESOLVED and ADOPTED this 26th Day of October 2015 by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 3 in favor and 0 opposed.

TOWN COUNCIL of the TOWN of HIGHLAND, INDIANA

Mark Herak, President (IC 36-5-2-10)

Attest:

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

2. **Resolution No. 2015-51:** An Exigent Resolution Providing For The Transfer Of Appropriation Balances From And Among Major Budget Classifications In The Public Safety Income Tax Fund As Requested By The Proper Officer And Forwarded To The Town Council For Its Action Pursuant To I.C. 6-1.1-18-6.

   Councilor Kuiper moved the passage and adoption of Resolution No. 2015-51. Councilor Vassar seconded. Upon a roll call vote, there were three affirmatives and no negatives. The motion passed. The resolution was adopted.

TOWN OF HIGHLAND
APPROPRIATION TRANSFER RESOLUTION
RESOLUTION NO. 2015-51

AN EXIGENT RESOLUTION PROVIDING for the TRANSFER of APPROPRIATION BALANCES from and AMONG MAJOR BUDGET CLASSIFICATIONS in the PUBLIC SAFETY INCOME TAX FUND as REQUESTED BY THE PROPER OFFICER AND FORWARDED to the TOWN COUNCIL for its ACTION PURSUANT TO IC 6-1.1-18-6.

WHEREAS, It has been determined that certain exigent conditions have developed since adoption of the original budget and it is now necessary to transfer certain appropriations into different categories than were initially appropriated for the various functions of the **Public Safety Income Tax Fund**;

WHEREAS, The Town Council has been advised that the transfer would involve creation and authorization of a major expense category, for which no appropriations were approved in the current budget;

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

Section 1. That for the expenses of said municipality, the following appropriations are hereby transferred and set apart out of the funds hereinafter named for the purposes specified, subject to the laws governing the same, such sums herein transferred unless otherwise stipulated by law;

Section 2. That is has been shown that certain existing unobligated appropriations of the **Public Safety Income Tax Fund** which are not needed at this time for the purposes for which originally appropriated, and may be transferred to a category of appropriation in order to satisfy an existing need, as follows:

PUBLIC SAFETY INCOME TAX FUND

Reduce Account:		
#220.10 PD Furniture:		$ 82,365.15
	Total 200 Series Decreases	**$ 82,365.15**
Increase Account:		
#2XX.XX PD Equipment		$ 68,365.15
	Total 200 Series Increases	**$ 68,365.15**
Increase Account:		
#3XX.XX PD Pre-occupancy cleaning		$ 7,000.00
#3XX.XX PD Pre-occupancy equipment installation		$ 7,000.00
	Total 300 Series Increases	**$ 14,000.00**

Total of All Fund Decreases:	**$82,365.15**
Total of All Fund Increases:	**$82,365.15**

DULY RESOLVED and ADOPTED this 26th Day of October 2015 by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 3 in favor and 0 opposed.

TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA

Mark A. Herak, President (IC 36-5-2-10)

Attest:

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

3. **Action to approve pay for employee at higher than starting pay for the range of the position, pursuant to Section 2 (a) of Ordinance No. 1578 the Wage and Salary Ordinance, as amended.** *The Assistant Public Works Director requests that he be permitted to start two workers (part-time) as laborers to work on the Lea Collection detail, starting at the hourly rate of $9.00 instead of the starting rate of $7.25.*
   (A) Jimmy Mayer and (B) Timothy Wajvoda.

   Councilor Kuiper moved the authorization and approval of allowing the two named workers to be paid at the requested pay rate, which is higher than the starting rate for the positions. Councilor Vassar seconded. Upon a roll call vote, there were three affirmatives and no negatives. The motion passed. The higher pay rates were approved.

4. **Works Board Order No. 2015-32:** An Order Authorizing and Approving a Contribution to the Town Theater, Incorporated, a in support of its Fundraising Event from the Innkeeper Tax Fund.

   Councilor Kuiper moved the passage and adoption of Works Board Order No. 2015-32. Councilor Vassar seconded. Upon a roll call vote, there were three affirmatives and no negatives. The motion passed. The order was adopted.

THE TOWN of HIGHLAND
WORKS BOARD ORDER NO. 2015-32

AN ORDER AUTHORIZING and APPROVING a CONTRIBUTION to the TOWN THEATER, INCORPORATED, a in support of its FUNDRAISING EVENT.

Whereas, The Town Council for the Town of Highland is the Legislative and Fiscal Body of the Municipality as well as the works board pursuant to IC 36-1-2 et seq., and

Whereas, The Town Theater Incorporated was in part formed to support the programing, development and operations of a rehabilitated Town Theater, located on Kennedy Avenue, Highland, as part of the establishment of an Arts District in the Downtown Redevelopment Area; and

Whereas, The Town Theater Incorporated is engaging Tom Byelick to cause a Tomfoolery Show Event in order to raise money in support the foregoing objects and purposes; and

Whereas, Under its authority of IC 36-1-3, The Town passed and adopted Section §2.35.030 of the Highland Municipal Code which provides in pertinent part that the Town Council is authorized to budget and appropriate funds from the general fund of the town to pay the expenses incurred in promoting the best interests of the town and that such expenses may include, but not necessarily be limited to those incurred in developing relations with other units of government or any other expenses of civic or governmental nature deemed by the Town Council to be in the interests of the Town; and

Whereas, Under its authority of IC 36-7-22-3 (4) and IC 6-9-2 et seq., which provides in pertinent part that the Town Council is authorized to budget and appropriate funds from the receipts of Innkeeper taxes to pay the expenses incurred in promoting public events and related activity;

Whereas, The Board of Directors of the Town Theater, Inc., has requested that a voluntary contribution up to the amount of one thousand, dollars ($1,000.00) be made in support of the ways and means of the fundraising event described in this preamble; and

Whereas, The Town Council has reviewed the matter, and in the interest of goodwill, comity and support of the Town Theater and its fundraising event, now desires to make an elective contribution to Town Theater, Incorporated in support of its fundraising event to take place on November 13, 2015;

Now Therefore Be it hereby Ordered by the Town Council of the Town of Highland, Lake County, Indiana:

Section 1. That the Town Theater Incorporated, formed to support the programing, development and operations of a rehabilitated Town Theater, located on Kennedy Avenue, Highland, as part of the establishment of an Arts District in the Downtown Redevelopment Area, in the interest of goodwill and comity and in support of its good work and its ways and means supporting its s its fundraising event to take

place on November 13, 2015, now be paid an elective contribution in the amount of one thousand, dollars and no cents ($1,000.00);

Section 2. That the Town Council hereby finds and determines that such an expense promotes the laudable interests of the Town, supports more perfect relations with other participating member units of government and is a lawful expense supporting activities which are of a civic or governmental nature;

Section 3. That the Town Council hereby further finds and determines that the fundraising event supports a the eventual rehabilitation and operation of the Town Theater, an economic development project that once completed, will promote persons to visit, contribute to and participate in the commerce of Northwest Indiana, thereby making the contribution herein authorized, supported from the resources on deposit to the credit of the Innkeeper Tax Fund, to be an expense fully consistent with the provisions of IC 6-9-2(d)(4) as well as IC 36-7-22-3(4);

Section 4. That pursuant to IC 36-5-4-12(b)(13), the payment or contribution authorized by this order is hereby further authorized and defined as payments that may be made in advance of allowance by the Town Council, provided that there are approved appropriations against which to post the expense and all other provisions of IC 36-5-4-6 are observed in the processing of the claim;

Section 5. For the purposes of IC 5-11-10-1.6, and original rendering of this order shall be affixed to the claim filed for payment and will serve as the fully itemized invoice;

Section 6. That the clerk-treasurer as municipal fiscal officer, is hereby authorized to perform such lawful duties and keep such accounts as to fulfill the purposes and provisions of this order, including the publication of a public hearing notice concerning appropriations from this fund, and preparation of an accounts payable voucher upon the Innkeeper Tax fund, in support of the November 13, 2015 fundraiser in the amount herein named.

Be it so Ordered.

DULY, PASSED and ORDERED by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 26th day of October 26, 2015 having passed by a vote of 3 in favor and 0 opposed.

TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA

Mark A. Herak, President (IC 36-5-2-10)

Attest:

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

5. **Proposed Ordinance No. 1606:** An Ordinance Authorizing the Contribution to the Commuter Rail Extension and Improvement Fund, pursuant to the Capital Improvement Plan Established by the Municipal Executive, pursuant to IC 6-3.5-7 et seq.

   Councilor Vassar introduced and filed proposed Ordinance No. 1606. There was no further action.

6. **Ratification of action by the Town Council President, preparing and transmitting a letter to NIPSCO as requested by Vyto's Pharmacy, indicating that the Town would not object to repaving of the lot located on the property located at 8835 Kennedy Avenue, Highland.**

   Councilor Kuiper moved to authorize, approve and ratify the preparation and transmission of the letter as indicated. Councilor Vassar seconded. Upon a roll call vote, there were three affirmatives and no negatives. The motion passed. The actions of the Town Council President were authorized, approved and ratified.

Comments or Remarks from the Town Council:

(For the Good of the Order)

- **Councilor Bernie Zemen:** *Chamber of Commerce Co-Liaison • Liaison to the Board of Waterworks Directors; Liaison to the Park and Recreation Board; Town Board of Metropolitan Police Commissioners, Liaison.*

  Councilor Zemen was absent.

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

  Councilor Vassar acknowledged the Redevelopment Director who reported regarding the Town Theater Fundraiser set for November 13, 2015 at the Villa Caesare Hall, with tickets being sold for $25 each.

  The Redevelopment Director also offered a brief survey of activities of the Redevelopment Commission and the Town Theater Board.

- **Councilor Steve Wagner:** • *Advisory Board of Zoning Appeals Liaison; Information Technology Liaison.*

  Councilor Wagner was absent.

- **Councilor Konnie Kuiper:** • *Fire Department, Liaison • Chamber of Commerce Co-Liaison.*

  Councilor Kuiper acknowledged the Fire Chief who reminded all to change the batteries in smoke detectors as well as CO2 detectors this weekend when the clocks are adjusted for return to Central Standard Time.

  Councilor Kuiper acknowledged the Building Commissioner who offered a brief survey of ABZA matters to be taken up in December.

- **Council President Mark Herak:** *Municipal Executive • Budget and Finance Chair • Liaison to the Board of Sanitary Commissioners • Liaison to the Community Events Commission • Liaison to the Board of Waterworks Directors.*

  The Town Council President acknowledged the Police Chief who reported that the Trick or Treat hours for Saturday, October 31, would be from 5:00 p.m. to 7:00 p.m.

  The Town Council President acknowledged the Parks and Recreation Superintendent, who offered a survey of activities of the department.

  The Town Council President acknowledged the Public Works Director, who offered a survey of projects underway by the Streets, Water and Public Sanitation Departments, including an update on the Kennedy Avenue Water main Improvement/Replacement Project.

Comments from Visitors or Residents:

1. Ms. Carol Kerr, 2185 Timberidge Lane, Highland, indicated that she had come to learn the compensation of the Fire Chief and the Police Chief. Noting the disparity in pay between the two officials, that she estimated to be $13,000 annually, Ms. Kerr asked why the Fire Chief was not compensated better or closer to the pay of the Police Chief.

2. Ms. Kerr also expressed concern regarding the reporting in the TIMES about the consolidated 911 dispatch system's areas where its signals could not be received.

Ms. Kerr stated that her concern was both about the fact of the "dead zones" and that the TIMES would report it.

Payment of Accounts Payable Vouchers. There being no further comments from the public or visitors, Councilor Vassar moved to allow the vendors accounts payable vouchers as filed on the pending accounts payable docket, covering the period October 13, 2015 through October 26, 2015. Councilor Kuiper seconded. Upon a roll call vote, there were three affirmatives and no negatives. The motion passed. The accounts payable vouchers for vendors were allowed, payments allowed in advance were ratified, and for all remaining invoices, the Clerk-Treasurer was authorized to make payment.

Vendors Accounts Payable Docket:

General Fund, $168,102.89; **Motor Vehicle Highway and Street (MVH) Fund**, $7,599.46**; Local Road and Street Fund,** $8,481.84**; Law Enforcement Training and Supply Fund**, $8,163.10; **Corporation Bond and Interest Fund**, $425.00; **Gasoline Agency Fund**, $1,116.00; **Information Communications Technology Fund**, $6,007.81; **Special Events Non-reverting Fund**, $900.00; **Cumulative Capital Improvement Fund**, $32,730.42; **Municipal Cumulative Capital Development Fund**, $945.00; **General Improvement Fund**, $80.00; **Traffic Violations and Law Enforcement Agency Fund**, $6,601.00; **Corporation Capital Fund**, $34,208.35; **Public Safety Income Tax Fund**, $100,762.76; **Total: $376,123.63.**

Study Session Announced: The Town Council President indicated that following the Plenary Business meeting, the Town Council would conduct a Study session.

Adjournment of Plenary Meeting. Councilor Vassar moved that the plenary meeting be adjourned. Councilor Kuiper seconded. Upon a vote *viva voce*, the motion passed. The regular plenary meeting of the Town Council of Monday, October 26, 2015 was adjourned at 7:36 O'clock p.m.

Study Session. The Twenty-Seventh Town Council of the Town of Highland, Lake County, Indiana met in a study session following the regular plenary meeting on Monday, October 26, 2015 at 7:42 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 Mark Herak, Konnie Kuiper, and Dan Vassar, were present. Councilor Steve Wagner was absent owing to a work commitment. Councilor Bernie Zemen was absent with prior notice. The Clerk-Treasurer, Michael W. Griffin was present to memorialize the proceedings. A quorum was attained.

Also present were William R. Timmer, Jr., CFOD, Fire Chief; and Kenneth Mika, Building Commissioner.

General Substance of Matters Discussed.

1. The Fire Chief and the Building Commissioner presented the work of the Fire Department Committee recommendations regarding replacement of the current Rescue Vehicle, styled as Rescue 2.

   The Town Council, the Fire Chief, and the Building Commissioner, who is an Assistant Fire Chief in the Department, discussed the process of developing the specifications. It was further noted that the current vehicle would be supplied as a trade in and that the purchase price was estimated at a range of $300,000 to $350,000.

The discussion included consideration of a timetable and the ways and means of acquisition. It was noted that current capital leases were still in force for some vehicles in the Fire Department. The Clerk-Treasurer would review the schedules to see if any were at the end of their payment terms. It was further noted that the capital leased were being financed by the cumulative capital development fund.

Adjournment of Study Session. There being no further business to be discussed, the Study Session following the regular plenary meeting of the Town Council of Monday, October 26, 2015 was adjourned at 8:00 O'clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer