

**Memorandum of the Meeting
Regular Study Session/Meeting
Twenty-Seventh Town Council of Highland
Monday, October 19, 2015**

The regular study session of the Twenty-Seventh Town Council of the Town of Highland was convened at the regular place, the Highland Municipal, 3333 Ridge Road, Highland, Indiana, in the upper meeting chambers on **Monday, October 19, 2015** at the time of 7:05 o'clock p.m.

Silent Roll Call: Councilors Mark A. Herak, Dan Vassar and Konnie Kuiper were present. A quorum was attained. The Clerk-Treasurer Michael W. Griffin was present to memorialize the proceedings. Councilors Bernie Zemen and Steve Wagner were absent with notice.

Also present: Sue Murovic, Advisory Board of Zoning Appeals; Randy Bowman, Electrical Code Inspector; Ed Dabrowski, IT Consultant (Contract); Peter T. Hojnicky, Police Chief; and Cecile Petro, Redevelopment Director were also present.

General Substance of Matters Discussed or Proposed

1. *Discussion Regarding Use of Innkeepers Tax Funds for Contribution to the Tomfoolery Fundraiser, which is conducted to support the Town Theatre Project.* The Town Clerk-Treasurer, noted that he serves as a member of the Board of Directors of the Town Theatre, and was presenting the request in consequence of a pledge made by him at the last meeting of the Town Theatre Corporation Board of Directors to make this inquiry. The Clerk-Treasurer noted that there was an unappropriated, unassigned, unobligated cash balance on deposit to the credit of the Innkeeper Tax Fund in the amount of **\$13,714.52**. The Clerk-Treasurer noted that this money could be used to promote visitors directly or a project that would support a project that would promote visitors, such as the Town Theatre Project. The Clerk-Treasurer then asked whether the Town Council would consent to contributing **\$1,000** to the forthcoming fundraiser, styled as *"The Town Foolery Show: Save the Town II*.

The Redevelopment Director was present and distributed a promotional post card regarding the Tomfoolery Show. She further explained the rationale and need for the sponsorship. It would be placed on the agenda for Town Council action. The Redevelopment Director departed.

2. *Discussion Regarding the need for the Town Council to Identify its Two Appointees to the Board of Directors of the Town Theatre.* The Clerk-Treasurer reported to the Town Council that under the terms of the Incorporation Bylaws of the Town Theatre, Incorporated, (*See Article IV, Section 1*), the Town Council was granted two appointees to the board. The board of directors was fixed at nine members, all of which have been filled. However, two of those are to be identified as the appointees of the Town Council. While all subsequent board appointments were under the authority of the Board of Directors, two of the nine seats would continue to be under the authority of the Town Council. It was again noted at the formation of the current board, those appointees were not identified. The Clerk-Treasurer instructed the Town Council that it should identify these appointees before the end of the year, as that is when some of the staggered terms were expiring. ." It was noted that the Town Council wished to delay the consideration until all the members of the Town Council could be present.

The Town Council also discussed other appointments that were required to be made. Noting that there was a vacancy among the legislative appointments on the Plan Commission, the Town Council President inquired about the Assistant Inspector for Electrical Code's interest in perhaps serving on that body.

3. *Dropped calls and the current telephone network communications systems at all departments except the Police Department.* The Town Council, the Clerk-Treasurer and the IT Consultant discussed the current incidents of dropped calls and other complains about the telephone service, currently provided by COMCAST Business. It was noted that the IT Consultant was not aware of any recent reports regarding the system but it was further noted that the issues were on going.
4. *The Town Council discussed with the Police Chief the current timeline for completion of the police station.* The Police Chief suggested that the construction phase would likely be completed by the end of November and that the Department would begin transitioning to the new site from the current one. He suggested that perhaps an open house would be on or around December 5. He would keep the Town Council informed regarding the timeline.
5. The Town Council discussed the current project of the Apparatus Committee of the Fire Department to develop specifications to support replacement of the current rescue truck. It was reported that the specifications were nearly completed and that the Fire Department would be seeking guidance or permission to seek bids.

There being no further business necessary or desired to be discussed by the Town Council, the regular study session of the Town Council of **Monday, October 19, 2015**, was adjourned at 7:28 o'clock p.m.

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