

**Enrolled Minutes of the Twenty-ninth Regular or Special Meeting  
For the Twenty-Eighth Highland Town Council  
Regular Plenary Business Meeting  
Monday, February 27, 2017**

*Study Session.* The Twenty-Eighth Town Council of the Town of Highland, Lake County, Indiana met in a study session preceding the regular meeting on Monday, February 27, 2017 at 6:43 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, Steven Wagner, Konnie Kuiper and Bernie Zemen were present. 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 meeting.
2. The Town Council discussed the CINTAS Floor Service agreement that was to be considered for action at this meeting. It was noted that its cost was very much below the purchasing code threshold but its term of three years required action by the Town Council.

The study session ended at 6:59 O'clock p.m.

*Regular meeting.* The Twenty-Eighth Town Council of the Town of Highland, Lake County, Indiana met in its regular session on Monday, February 27, 2017 at 7:02 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, Dan Vassar presided. The Town Clerk-Treasurer, Michael W. Griffin, was present to memorialize the proceedings. The meeting was opened with Councilor President 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, Steven Wagner, Konnie Kuiper and Bernie Zemen. The Clerk-Treasurer, Michael W. Griffin was present to memorialize the proceedings. A quorum was attained.

**Additional Officials Present:** Rhett L. Tauber, Esq., Town Attorney; Pete Hojnicky, Metropolitan Police Chief; John M. Bach, Public Works Director; William R. Timmer, Jr., CFOD, Fire Chief; Alex M. Brown, CPRP, Parks and Recreation Superintendent; Kenneth J. Mika, Building Commissioner and Cecile Petro, Redevelopment Director were present.

*Also Present:* Dan Botich, Short Elliot Hendrickson, Inc., was present.

**Minutes of the Previous Meetings:** The minutes of the regular meeting of 13 February 2017, were approved by general consent.

**Special Orders:**

1. **Public Hearing:** Proposed Additional Appropriations in Excess of the 2017 Budget for the **Community Crossings Grant Fund** in the amount of \$945,342 and for the **Economic Development LIT Fund**, in the amount of \$100,000.
  - (a) Attorney verification of Proofs of Publication: The TIMES 16 February 2017. The Town Attorney found the proof complied with IC 5-3-1.

- (b) **Public Hearing.** The Town Council President called the public hearing to order. There were no comments or remonstrances. The hearing was closed.
- (c) Action on **Appropriation Enactment No. 2017-09:** An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the **Community Crossings Grant Fund** in the amount of \$945,342 and for the **Economic Development LIT Fund**, in the amount of \$100,000, all pursuant to I.C. 6-1.1-18, and I.C. 36-5-3-5.

Councilor Wagner introduced and moved the consideration of Appropriation Enactment No. 2017-09 at the same meeting of its introduction. Councilor Kuiper seconded. Upon a roll call vote, a unanimous vote being necessary, there were five affirmatives and no negatives. The motion passed. The enactment could be considered at the same meeting or evening of its introduction.

Councilor Wagner moved the passage and adoption of Appropriation Enactment No. 2017-09 at the same meeting of its introduction. Councilor Kuiper seconded. Upon a roll call vote, a two-thirds vote being necessary, there were five affirmatives and no negatives. The motion passed. The enactment was passed and adopted at the same meeting or evening of its introduction.

**Town of Highland  
Appropriation Enactment  
Enactment No. 2017-09**

**AN ENACTMENT APPROPRIATING ADDITIONAL MONEYS IN EXCESS OF THE ANNUAL BUDGET for the COMMUNITY CROSSINGS CAPITAL GRANT FUND AND THE ECONOMIC DEVELOPMENT LOCAL INCOME TAX (LIT) FUND, ALL PURSUANT TO I.C. 6-1.1-18, and I.C. 36-5-3-5.**

**WHEREAS,** Following a public hearing advertised pursuant to I.C. 5-3-1, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget for the **Community Crossings Grant Capital Fund** and the **Economic Development Local Income Tax (LIT) Fund;**

**WHEREAS,** It has been determined that such additional appropriations as may be approved by this enactment, will not increase the levies set under I.C. 6-1.1-17, all pursuant to I.C. 36-5-3-5;

**NOW, THEREFORE BE IT ENACTED** 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 additional sums of money are hereby appropriated and ordered set apart out of the **Community Crossings Grant Capital Fund** herein named and for the purposes herein specified, subject to the laws governing the same:

| <b>COMMUNITY CROSSINGS CAPITAL GRANT FUND</b>                         |                      |
|---|----------------------|
| Acct. No. 104.0000.47001 Ridge Road Resurfacing Project:              | \$411,642.00         |
| Acct. No. 104.0000.47002 Johnston St. Reconstruction Project:         | \$151,600.00         |
| Acct. No. 104.0000.47003 45 <sup>th</sup> Ave Rehabilitation Project: | \$382,100.00         |
| <i>Total Series:</i>  | \$945,342.00         |
| <b>Fund Total:</b>  | <b>\$ 945,342.00</b> |

**Section 2.** That for the expenses of said municipality, the following additional sums of money are hereby appropriated and ordered set apart out of the **Economic Development Local Income Tax (LIT) Fund** herein named and for the purposes herein specified, subject to the laws governing the same:

| <b>ECONOMIC DEVELOPMENT LOCAL INCOME TAX FUND</b>  |              |
|--|--------------|
| Acct. No. 250.0000.39925 School Town Contribution: | \$100,000.00 |
| <i>Total Series:</i>                               | \$100,000.00 |

**Section 3.** That the Clerk-Treasurer is hereby authorized and instructed to inform the Department of Local Government Finance of this action and that these monies be made available for expenditure pursuant to I.C. 6-1.1-18.

**Section 4.** That in satisfaction and for the purposes of the provisions set out in I.C. 36-5-2-9.6, I.C. 36-5-3-5, I.C. 36-5-4-2, this enactment shall be deemed properly filed and introduced before the Town Council at a regular or special meeting, properly called and convened pursuant to I.C. 5-1.5-14 *et seq.*

Introduced and Filed on the 27<sup>th</sup> day of February 2017. Consideration on the same day or at same meeting of introduction sustained a vote of 5 in favor and 0 opposed, pursuant to IC 36-5-2-9.8.

DULY ORDAINED AND ADOPTED this 27<sup>th</sup> Day of February 2017, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 5 in favor and 0 opposed.

TOWN COUNCIL of the TOWN of  
HIGHLAND, INDIANA

Dan Vassar, President (IC 36-5-2-10)

ATTEST:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO  
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5)

### Appointments:

#### • Statutory Boards and Commissions

*Executive Appointments (May be made in meeting or at another time)*  
(Appointments have been placed on agenda in case there is readiness to act)

1. **Redevelopment Commission** (3) appointments to be made by Town Council President. (Note: currently held by William Leep, Ed Dabrowski, and Dominic Noce. Mr. Noce has indicated he no longer wishes to serve.)

Councilor President Vassar announced his appointments of Councilor **Bernie Zemen**, Councilor **Steve Wagner** and Clerk-Treasurer **Michael Griffin** as his appointments to the Redevelopment Commission.

2. **Community Events Commission.** (1) Appointment. 4-year term. Currently serving *Elmo Parlor*.

The Council President announced his reappointment of *Elmo Parlor* to the four-year term on the Community Events Commission.

### Legislative Appointments

1. **Redevelopment Commission** (2) appointments to be made by Town Council. (Note: currently held by *Kathy DeGuilio-Fox* and *Greg Kuzmar*)

Councilor Zemen moved the appointment of Councilor **Mark Herak** and Council President **Dan Vassar** to the Redevelopment Commission. Councilor Wagner seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. Herak and Vassar were appointed as the legislative appointments to the Redevelopment Commission.

2. **Community Events Commission:**

(4) Appointments to be made by the Town Council. **Term: 4 years.** (Note: Currently serving *Dawn Wolak* and *Karen Ziants*, and two Vacant posts, the terms of which expire 1 January 2018, unexpired term)

Councilor Herak moved the appointment of **Kristen Smith**, **Dawn Wolak** to the multi-year terms expiring first day of 2021, and **Dean Smith** to a vacant multi-year term, expiring on the first day in 2018. Councilor Kuiper seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The persons named were appointed.

- (9) Appointments to be made by the Town Council. **Term: 1 year.** (Note: Currently serving, *Brandon Wolak, Erica Rozenich-Wolak, Adam Nyiri, Kristen Smith, Sonyelle T. Clark, Dean Smith, Jr., Alayna Kaim, Christopher Kornaus, and Deanna Christ*)

Councilor Zemen moved the appointments to one-year terms, ending on first day in 2018 to the Community Events Commission of, *Brandon Wolak, Erica Rozenich-Wolak, Adam Nyiri, Sonyelle T. Clark, Alayna Kaim, Christopher Kornaus, and Deanna Christ.* Councilor Wagner seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed the persons named were appointed.

#### **General Orders and Unfinished Business:**

1. **Works Board Order No. 2017-04:** An Order Approving and Authorizing An agreement between Garcia Consulting Engineers and the Town of Highland to perform Professional Engineering Services during Construction for the Johnston Street Reconstruction Project in the amount not-to-exceed \$36,750.

Councilor Herak moved the passage and adoption of Works Board Order No. 2017-04. Councilor Wagner seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The order was adopted.

**TOWN OF HIGHLAND  
BOARD OF WORKS  
ORDER OF THE WORKS BOARD NO. 2017-04**

**AN ORDER APPROVING AND AUTHORIZING AN AGREEMENT BETWEEN GARCIA CONSULTING ENGINEERS AND THE TOWN OF HIGHLAND TO PERFORM PROFESSIONAL ENGINEERING SERVICES DURING CONSTRUCTION FOR THE JOHNSTON STREET RECONSTRUCTION PROJECT IN THE AMOUNT NOT-TO-EXCEED \$36,750**

**Whereas,** The Town Council has heretofore determined that a need exists to reconstruct the Johnston Street between Highway Avenue and Ridge and has implemented the Johnston Street Reconstruction Project; and

**Whereas,** Garcia Consulting Engineers (Consultant) has offered and presented an agreement to provide and furnish professional engineering services during construction in consideration for fees to be charged and billed monthly based upon a lump sum of the value of the additional services completed, in an amount not to exceed Thirty-eight Thousand Dollars and 00/100 cents (\$36,750); and

**Whereas,** There are sufficient and available appropriations balances on hand to support the payments under the agreement, pursuant to IC 5-22-17-3(e); and

**Whereas,** The Town of Highland, through its Town Council now desires to approve the project and to accept and approve the agreement for services as herein described,

**Now Therefore Be it Resolved** by the Town Council of the Town of Highland, Lake County, Indiana:

**Section 1.** That the Professional Engineering Services during Construction Agreement, (incorporated by reference and made a part of this Order between Garcia Consulting Engineers and the Town of Highland for the Johnston Street Reconstruction Project, is hereby approved, adopted and ratified in each and every respect;

**Section 2.** That the terms and charges under the agreement for Professional Engineering Services during Construction in the not to exceed fee amount of Thirty-six Thousand Seven Hundred Fifty Dollars and 00/100 cents (\$36,750) is found to be reasonable and fair;

**Section 3.** That the Town of Highland, through its Town Council, believes that Garcia Consulting Engineers has demonstrated professional competence and qualifications to perform the particular professional engineering services called for in the Agreement and associated project, pursuant to I.C. 5-16-11.1-5;

**Section 4.** That the President of the Town Council be authorized to execute the Agreement with his signature as attested thereto by the Clerk-Treasurer.

**BE IT SO ORDERED.**

**DULY ADOPTED and ORDERED** BY the Town Council of the Town of Highland, Lake County, Indiana, acting as the Board of Works, this 27th day of February 2017 having passed by a vote of 5 in favor and 0 opposed.

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

Dan Vassar, President (IC 36-5-2-10)

Attest:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO  
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5)

Agreement on file.

- 2. Works Board Order No. 2017-05:** An Order Approving and Authorizing An agreement between Cintas and the Town of Highland for Floor Mat Rental Services for the Public Safety Facility.

Councilor Kuiper moved the passage and adoption of Works Board Order No. 2017-05. Councilor Wagner seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The order was adopted.

**TOWN of HIGHLAND  
Board of Works  
Order of the Works Board No. 2017-05**

**AN ORDER OF THE WORKS BOARD ACCEPTING AND APPROVING AN AGREEMENT FROM CINTAS COMPANY FOR FLOOR MAT RENTAL SERVICES AT THE POLICE STATION (PUBLIC SAFETY FACILITY)**

**Whereas,** The Police Department has determined to engage contractual floor mat rental services for the Public Safety Facility; and

**Whereas,** The Police Chief sought out a service provider pursuant to the provisions of Section 3.05.090, which allows the purchase of services in whatever manner the purchaser determines to be reasonable;

**Whereas,** Cintas, has submitted a floor mat rental agreement for a term of 36 months outlining specific mats and sizes for placement at identified entrances at the Public Safety Facility, 3315 Ridge Road, Highland; and

**Whereas,** Cintas presented the agreement herein described for the 36 month term, at an approximate monthly rate of thirty-six dollars and thirty-four cents (\$36.34); and

**Whereas,** The Police Chief, pursuant to §3.05.050(D)(2) of the HMC, serves as the Purchasing Agent for the Metropolitan Police Department; and

**Whereas,** The Town Council as the Works Board of the Municipality, pursuant to §3.05.030(A)(2) of the HMC serves as purchasing agency for the Metropolitan Police Department; and

**Whereas,** HMC Section 3.05.050 (B)(1) as well as HMC Section 3.05.040(C) require the express approval of the purchasing agency when the term of a rental agreement exceeds one year, even if the total value of the agreement is below \$15,000; and

**Whereas,** There are sufficient and available appropriations balances on hand to support the payments under the agreement, pursuant to IC 5-22-17-3(e) and HMC Section 3.05.040(E); and

**Whereas,** The Town of Highland, through its Board of Works, now desires to accept the recommendation of the Police Chief to accept the proposal and approve the Agreement from Cintas for floor mat rental services at the Public Safety Facility,

**Now, Therefore, Be It Ordered,** by the Town Council of the Highland, Indiana, acting as the Works Board as follows:

**Section 1.** That the Agreement from Cintas Company for floor mat rental services at the Highland Public Safety Facility according to the prices and provisions summarized below is hereby approved **except for certain provisions regarding cancellation;**

| Floor Mat<br>Size | Inventory<br>or Units | Unit Price | Monthly<br>Price |
|-------------------|-----------------------|------------|------------------|
| 3 x 5             | 5                     | \$ 3.00    | \$ 15.00         |
| 4 x 6             | 1                     | \$ 3.70    | \$ 3.70          |
| 3 x 10            | 4                     | \$ 4.41    | \$ 17.64         |

**Section 2.** That notwithstanding the cancellation and liquidated damages provisions set forth in the agreement, the approval granted by this order does not waived or abrogate the authority of the Town of Highland through its fiscal body to make a determination and exercise its authority to cancel an agreement under IC 5-22-17-5;

**Section 3.** That this works board order is of essence to the agreement and an original should be accompanying the agreement described in this order;

**Section 4.** That the Metropolitan Police Chief is hereby authorized to execute the agreement and all documents necessary to implement the services agreement, subject to the provisions and limitations of this order.

**Be it So Ordered.**

**Duly Adopted,** Resolved and Ordered by the Highland Town Council, Lake County, Indiana, this 27<sup>th</sup> day of February 2017. Having been passed by a vote of 5 in favor and 0 opposed.

**BOARD OF WORKS OF THE TOWN OF  
 HIGHLAND, INDIANA**

Dan Vassar, President (IC 36-5-2-10)

*Attest:*

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO  
 Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5)

**3. Works Board Order No. 2017-06:** An Order Approving and Authorizing the Fire Chief to Purchase from Identified Vendors (2) two Vehicles for Use by the Fire Department, partially Financed by a Trade-in of Existing Vehicles, subject to an Approving Order of the Department of Local Government Finance, all pursuant to I.C. 5-22-8-2 and IC 5-22-17-3.

Councilor Kuiper moved the passage and adoption of Works Board Order No. 2017-06. Councilor Wagner seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The order was adopted.

**Town of Highland  
 Board of Works  
 Order of the Works Board 2017-06**

**An Order Approving and Authorizing the Fire Chief to Purchase from Identified Vendors (2) two Vehicles for Use by the Fire Department, partially Financed by a Trade-in of Existing Vehicles, subject to an Approving Order of the Department of Local Government Finance, all pursuant to I.C. 5-22-8-2 and IC 5-22-17-3.**

**Whereas,** The Town of Fire Department, as part of its public duties, has a responsibility for fire suppression, prevention, public safety and protection of life and property throughout the Town of Highland and, from time to time, it is necessary to purchase and or lease materials and supplies in order to carry out the functions of the department; and

**Whereas,** The Fire Chief has determined a need to replace certain equipment and supplies and has further determined the purchase price will be greater than \$50,000 but below \$150,000.00.

**Whereas,** The Fire Chief solicited from vendors known to deal in the vehicles being sought, quotes on trade-in and purchase of one ¾ ton pick-up truck and one 1/2-ton crew cab pick-up truck;

**Whereas,** The price for the purchase exceeds \$15,000.00 and, pursuant to Section 3.05.040 (E) as well as Section 3.05.050 (B)(2) of the Highland Municipal Code, such purchase requires the express approval of the purchasing agency; and

**Whereas,** The Town Council as the Works Board of the Municipality, pursuant to Section 3.05.030 (A)(3) of the Highland Municipal Code serves as the purchasing agency for the Fire Department; and

**Whereas,** The Fire Chief, pursuant to Section 3.05.050 (D)(4) of the Highland Municipal Code, serves as the Purchasing Agent for the Metropolitan Police Department; and

**Whereas,** The Purchasing Agent, pursuant to Section 3.05.060 (F)(1) of the Highland Municipal Code, expected that the purchase would be at least \$50,000 and not more than \$150,000.00 and therefore could have solicited quotes from at least three (3) vendors known to deal in the lines or classes of supplies to be purchased;

**Whereas,** The Purchasing Agent, elected to solicit quotes pursuant to Section 3.05.060 (F) of the Highland Municipal Code, with quotes compiled and reviewed the results of such solicitation as follows:

*First Vehicle ¾ Ton pick-up truck*

**Schepel GMC**, 3209 Lincolnway, Merrillville, Indiana 46410 at a purchase price of \$37,907.97 for each but with trade-in of 1994 Suburban for a price of **\$31,907.97**

**Bosak Chevrolet**, 239 Melton Road, Burns Harbor, Indiana 46304 at a purchase price of \$36,229 for each but with trade-in of 1994 Suburban for a price of \$33,229.

**Smith Chevrolet**, 6405 Indianapolis Boulevard, Hammond, Indiana 46320 at a purchase price of \$38,023 for each but with trade-in of 1994 Suburban for a price of \$36,023.

**Christenson Chevrolet**, 9700 Indianapolis Boulevard, Highland, Indiana 46322 at a purchase price of \$38,614.75 for each but with trade-in of 1994 Suburban for a price of \$36,114.75.

*Second Vehicle ½ Ton Crew-cab pick-up truck*

**Christenson Chevrolet**, 9700 Indianapolis Boulevard, Highland, Indiana 46322 at a purchase price of \$36,688.15 for each but with trade-in of 1996 passenger van for a price of \$32,688.15.

**Bosak Chevrolet**, 239 Melton Road, Burns Harbor, Indiana 46304 at a purchase price of \$36,900 for each but with trade-in of 1996 passenger van for a price of \$34,900.

**Smith Chevrolet**, 6405 Indianapolis Boulevard, Hammond, Indiana 46320 at a purchase price of \$37,875 for each but with trade-in of 1996 passenger van for a price of \$36,075.

**Whereas,** The purchase of the vehicle will be supported by an appropriation in the Municipal Capital Cumulative Fund (MCCD);and,

**Whereas,** The Town Council now desires to approve and authorize the Police Chief to complete the purchase pursuant to the terms and stated herein,

**Now, Therefore Be It Ordered** by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board of Municipality:

**Section 1.** That the Works Board hereby authorizes and approves the purchase from Schepel Buick of a ¾ Ton Pick-Up truck at the price of **\$31,907.97** with trade-in of 1994 Suburban, pursuant to IC 5-22 and Section 3.05.060 (F) (3) of the Highland Municipal Code;

**Section 2.** That the Works Board hereby authorizes and approves the purchase from Christenson Chevrolet ½ Ton Crew Cab Pick-Up truck at the price of \$32,688.15 with trade-in of 1996 passenger van, pursuant to IC 5-22 and Section 3.05.060 (F) (3) of the Highland Municipal Code;

**Section 3.** That the Works Board hereby finds and determines that the offer from *Schepel GMC* of Merrillville to be the lowest responsive and responsible offered at the price of **\$31,907.97** with trade-in of 1994 Suburban, all pursuant to IC 5-22 and Section 3.05.060 (F)(3) of the Highland Municipal Code;

**Section 4.** That the Works Board hereby finds and determines that the offer from *Christenson Chevrolet* of Highland to be the lowest responsive and responsible offered at the price of **\$32,688.15** with trade-in of 1996 passenger van, all pursuant to IC 5-22 and Section 3.05.060 (F)(3) of the Highland Municipal Code;

**Section 5.** That this approval is conditioned upon an approving order of the Department of Local Government Finance, formally approving additional appropriations in the cumulative capital development fund, which were approved by the Town Council at its meeting of February 13, 2017, all pursuant to IC 5-22-17-3(e) and HMC Section 3.05.040(E);

**Section 6.** That the Fire Chief is now authorized and approved to execute the purchase agreement and any additional documents in order to implement this purchase and then file these documents as financial materials with the Office of the Clerk-Treasurer, as required pursuant to IC 36-5-4-14.

**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 27<sup>th</sup> day of February 2017 having passed by a vote of 5 in favor and 0 opposed.

TOWN COUNCIL of the TOWN of  
HIGHLAND, INDIANA

Dan Vassar, President (IC 36-5-2-10)

Attest:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO  
Clerk-Treasurer (IC 33-42-4-1;IC 36-5-6-5)

4. **Action to approve appointment or employment of full-time employee, pursuant to Section §3.03 of the Compensation and Benefits Ordinance.** *Assistant Public Works Director recommends the following:*

(A) *The hiring of Robert Ruzycski, to the full-time position of Utility Worker/Driver C in Public Works Department (Agency) at a rate of pay of \$15.40 per hour. This will not increase the full-time workforce greater than the authorized work force strength.*

Councilor Herak moved to appoint and approve the hiring of the named candidate to the full-time position of Utility Work/Driver C. Councilor Wagner seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The hiring was approved.

5. **Consideration of the Compliance with the Statement of Benefits as filed and represented by High RE 3940, LLC d.b.a., Culver's 3950 Ridge Road, Highland.** *At its meeting of January 30, 2012, the Highland Town Council approved this application for property tax abatement upon the increase in assessed value in consequence of construction of a new building a Culver's Restaurant 3940 and 3950 Ridge Road, for a period of time not to exceed ten (10) calendar years, according to the schedule in IC 6-1.1-12.1-4(d)(10), subject to continuing compliance with the statement of benefits, IC 6-1.1-12.1 et seq., and terms of the approving resolution. This represents the third review of compliance for this property. The Town Council conducted its first review at its meeting of March 9, 2015 and its second at its meeting of February 08, 2016. The Town Council found the applicant in compliance at each meeting.*

The Redevelopment Director reviewed the terms and reported on the disposition of the compliance for this applicant. The Redevelopment Director recommended that *Culver's* be found in compliance with its Statement of Benefits and be permitted to continue the deduction period provided by the Economic Revitalization Area and the Economic Development Target Area.

Councilor Wagner moved to find *Culvers* in compliance with its Statement of Benefits and be permitted to continue the deduction period provided by the Economic Revitalization Area and the Economic Development Target Area. Councilor Herak seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The applicant was found in compliance and the incentive for *Culver's* would continue.

6. **Consideration of the Compliance with the Statement of Benefits as filed and represented by Baldi-Hoobay Equities Indiana LLC d.b.a., Highland Volkswagen, 9601 Indianapolis Boulevard, Highland.** *At its meeting of October 10, 2012 and confirmed at its meeting of December 10, 2012, the Highland Town Council approved this application for property tax abatement upon the increase in assessed value in consequence of*

*construction of a new building a Volkswagen Retail Dealership, 9601,9553 and 9545 Indianapolis Boulevard, Highland, for a period of time not to exceed ten (10) calendar years, according to the schedule in IC 6-1.1-12.1-4(d)(10), subject to continuing compliance with the statement of benefits, IC 6-1.1-12.1 et seq., and terms of the approving resolution. This represents the third review of compliance for this property. The Town Council conducted its first review at its meeting of March 9, 2015 and its second at its meeting of February 08, 2016. The Town Council found the applicant in compliance at each meeting.*

The Redevelopment Director reviewed the terms and reported on the disposition of the compliance for this applicant. Mr. Hoobyar, owner of Highland Volkswagen, was present. The Redevelopment Director recommended that *Highland Volkswagen* be found in compliance with its Statement of Benefits and be permitted to continue the deduction period provided by the Economic Revitalization Area and the Economic Development Target Area.

Councilor Zemen moved to find *Highland Volkswagen* in compliance with its Statement of Benefits and be permitted to continue the deduction period provided by the Economic Revitalization Area and the Economic Development Target Area. Councilor Herak seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The applicant was found in compliance and the incentive for *Highland Volkswagen* would continue.

7. **Consideration of the Compliance with the Statement of Benefits as filed and represented by Reliable Parts (formerly Bell Parts Supply, Inc.), 2609 45th Avenue, Highland.** *At its meeting of April 28, 2008, the Highland Town Council approved Bell Parts Supply's application for property tax abatement upon the increase in assessed value in consequence of construction of a new building addition and façade improvements at 2609 Forty Fifth Street, for a period of time not to exceed ten (10) calendar years, according to the schedule in IC 6-1.1-12.1-4(d)(10), subject to continuing compliance with the statement of benefits, IC 6-1.1-12.1 et seq., and terms of the approving resolution. This represents the seventh review of compliance for this property. The Town Council conducted its first review at its meeting of February 28, 2011, its second at its meeting of February 27, 2012, its third on February 25, 2013, its fourth on February 10, 2014 its fifth on April 13, 2015 and its sixth on February 8, 2016. The Town Council found the applicant in compliance at each meeting.*

The Redevelopment Director reviewed the terms and reported on the disposition of the compliance for this applicant. It was noted that the business is now known as Reliable Parts. The Redevelopment Director recommended that *Reliable Parts* be found in compliance with its Statement of Benefits and be permitted to continue the deduction period provided by the Economic Revitalization Area and the Economic Development Target Area.

Councilor Wagner moved to find *Reliable Parts* in compliance with its Statement of Benefits and be permitted to continue the deduction period provided by the Economic Revitalization Area and the Economic Development Target Area. Councilor Herak seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The applicant was found in compliance and the incentive for *Reliable Parts* would continue.

8. **Consideration of the Compliance with the Statement of Benefits as filed and represented by SVT, LLC., 2244-45th Avenue, Highland.** *At its meeting of March 26, 2012, the Highland Town Council approved this application for property tax abatement upon the increase in assessed value in consequence of construction of a new building SVT, LLC Headquarters, 2244 45th Avenue, Highland, for a period of time not to exceed ten (10) calendar years, according to the schedule in IC 6-1.1-12.1-4(d)(10), subject to continuing compliance with the statement of benefits, IC 6-1.1-12.1 et seq., and terms of the approving resolution. This represents the Third review of compliance for this property. The Town Council*

*conducted its first review at its meeting of April 13, 2015 and its second at its meeting of February 08, 2016. The Town Council found the applicant in compliance at each meeting.*

The Redevelopment Director reviewed the terms and reported on the disposition of the compliance for this applicant. It was noted that Mr. Phil Latchford, the SVT CFO was present. The Redevelopment Director recommended that SVT, LLC be found in compliance with its Statement of Benefits and be permitted to continue the deduction period provided by the Economic Revitalization Area and the Economic Development Target Area.

Councilor Kuiper moved to find SVT, LLC in compliance with its Statement of Benefits and be permitted to continue the deduction period provided by the Economic Revitalization Area and the Economic Development Target Area. Councilor Zemen seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The applicant was found in compliance and the incentive for SVT, LLC would continue.

9. **Consideration of the Compliance with the Statement of Benefits as filed and represented by Druktenis Realty, LP dba CIRCLE GMC/BUICK, 2440-45th Avenue, Highland.** *At its meeting of July 19, 2010, the Highland Town Council approved this application for property tax abatement upon the increase in assessed value in consequence of conversion of existing building Circle GMC/Buick, 2404 45th Avenue, Highland, for a period of time not to exceed ten (10) calendar years, according to the schedule in IC 6-1.1-12.1-4(d)(10), subject to continuing compliance with the statement of benefits, IC 6-1.1-12.1 et seq., and terms of the approving resolution. This represents the third review of compliance for this property. The Town Council conducted its first review at its meeting of April 13, 2015 and its second at its meeting of February 08, 2016. The Town Council found the applicant in compliance at each meeting.*

The Redevelopment Director reviewed the terms and reported on the disposition of the compliance for this applicant. It was noted that Mr. Marjorie Huntoon, representing Circle GMC was present. The Redevelopment Director recommended that Circle GMC/Buick be found in compliance with its Statement of Benefits and be permitted to continue the deduction period provided by the Economic Revitalization Area and the Economic Development Target Area the Town Council find them in compliance.

Councilor Kuiper moved to find Circle GMC/Buick in compliance with its Statement of Benefits and be permitted to continue the deduction period provided by the Economic Revitalization Area and the Economic Development Target Area the Town Council find them in compliance. Councilor Zemen seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The applicant was found in compliance and the incentive for Circle GMC/Buick would continue.

10. **Consideration of the Compliance with the Statement of Benefits as filed and represented by Demand Real Results, LLC, dba SAFETY TRAINING SERVICES, INC., 8516 Henry Street, Highland.** *At its meeting of September 8, 2014, the Highland Town Council approved this application for property tax abatement upon the increase in assessed value in consequence of conversion of existing vacant building located at 8516 Henry Street, Highland, for a period of time **not to exceed** ten (10) calendar years, according to the schedule in IC 6-1.1-12.1-4(d)(10), subject to continuing compliance with the statement of benefits, IC 6-1.1-12.1 et seq., and terms of the approving resolution. This represents **the Second** review of compliance for this property. The Town Council conducted its first review at its meeting of February 8, 2016. The Town Council found the applicant in compliance at that meeting.*

The Redevelopment Director reviewed the terms and reported on the disposition of the compliance for this applicant. It was noted that Mr. Mark Fleishman, representing Safety Training Services was present. Mr. Fleishman noted that he was somewhat below his new jobs target from the statement of benefits but explained that a delay in relocation and paying the lease before being fully operational put the business plan approximately four months behind.

The Redevelopment Director recommended that *Safety Training Services* be found in sufficient compliance with its Statement of Benefits and be permitted to continue the deduction period provided by the Economic Revitalization Area and the Economic Development Target Area.

Councilor Kuiper moved to find *Safety Training Services* in in sufficient compliance with its Statement of Benefits and be permitted to continue the deduction period provided by the Economic Revitalization Area and the Economic Development Target Area. Councilor Wagner seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The applicant was found in compliance and the incentive for *Safety Training Services* would continue.

**Comments from the Town Council:**

- **Councilor Bernie Zemen:** *Chamber of Commerce Co-Liaison • IT Liaison*

Councilor Zemen acknowledged the Building Commissioner who offered a survey of matters to be taken up by the Plan commission.

Councilor Zemen reported that the Lake County Solid Waste Management District would move to meeting only on the even numbered months.

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

Councilor Herak acknowledged the Public Works Director, who reported on force main work on 41<sup>st</sup> Street, road crack sealing, and the start time for the Johnston Street Reconstruction Project.

- **Councilor Steve Wagner:** *• Advisory Board of Zoning Appeals Liaison • Redevelopment Commission Liaison.*

Councilor Wagner had no comment or report.

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

Councilor Kuiper had no comment or report.

- **Councilor President Dan Vassar:** *Town Executive • Chair of the Board of Police Pension Trustees • Liaison to the Park and Recreation Board.*

The Council President acknowledged the Parks and Recreation Superintendent who reported that Open Volleyball was growing.

**Comments from Visitors or Residents:**

1. Marjorie Huntoon, Circle GMC/BUICK 2440-45<sup>th</sup> Avenue, Highland noting the purchases of the trucks authorized by Works Board Order No. 2017-05 adopted earlier in the meeting, inquired whether Circle GMC/Buick had been solicited, suggesting shopping in Highland.

*(The Fire Chief indicated that Circle GMC/BUICK had been solicited for quotes on the purchase but did not respond.)*

**Payment of Accounts Payable Vouchers.** There being no further comments from visitors or residents, Councilor Wagner moved to allow the vendors accounts payable vouchers as filed on the pending accounts payable docket, covering the period **February 14, 2017 through February 27, 2017** and the **payroll dockets for February 03, 2017**. Councilor Kuiper seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The accounts payable vouchers for the vendor docket were allowed, payments allowed in advance were ratified, the payroll dockets listed were ratified and for all remaining invoices, the Clerk-Treasurer was authorized to make payment.

**Vendors Accounts Payable Docket:**

**General Fund, \$495,980.65; Motor Vehicle Highway and Street (MVH) Fund, \$65,442.90; Local Road and Street Fund, \$12,502.93; Law Enforcement Continuing Education, Training, and Supply Fund, \$3,861.06; Capital Projects Retainage Agency Fund, \$30,165.28; Insurance Premium Agency Fund, \$104,894.00; Information and Communications Technology Fund, \$6,678.26; Police Pension Fund (1925 Law), \$67,766.80; General Improvement Fund, \$132.00; Traffic Violations and Law Enforcement Agency Fund, \$10,326.50; Gaming Revenue Sharing Fund, \$4,200.00; Economic Development Local Income Tax (LIT) Fund, \$3,000.00; Total: \$804,950.38.**

**Payroll Docket for payday of February 03, 2017:**

**Council, Boards and Commissions, \$0.00; Office of Clerk-Treasurer, \$16,330.98; Building and Inspection Department, \$8,562.54; Metropolitan Police Department, \$108,743.21; Fire Department, \$3,790.15; Public Works Department (Agency), \$63,411.03 and 1925 Police Pension Plan Pension Fund, \$0.00; Total Payroll: \$200,837.91.**

**Adjournment of Plenary Meeting.** Councilor Zemen moved that the plenary meeting be adjourned. Councilor Wagner seconded. Upon a vote *viva voce*, the motion passed. The regular plenary meeting of the Town Council of Monday, February 27, 2017 was adjourned at 7:37 O'clock p.m.

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