

**Topics Tentatively Scheduled for Study Session Discussion
and
Topics Requested for Action at Future Business Meetings of the
Twenty-Ninth Town Council of Highland**

This meeting will be convened as a Hybrid in person and electronic meeting.

Topic: Town of Highland, IN - Town Council Study Session

Time: Mar 6, 2023 06:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/86537698914?pwd=TDczUVlqcWVJZmxabkZhWGRxb0lvQT09>

Meeting ID: 865 3769 8914

Passcode: 336555

One tap mobile

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This meeting contributes to Agenda building for the plenary meeting. Please, also be aware of the running enrolled list of matters that are likely for the plenary meeting, subject to review by the municipal executive. By practice and local ordinance, study sessions are distinguished from plenary (regular business) meetings of the Town Council "as they shall be conducted with less formality and with no votes or final actions of a dispositive nature unless provided otherwise by proper notice, pursuant to IC [5-14-1.5](#) et seq." (Confer HMC Section 2.05.130(3))

x. Discussion: Appointments.

• Statutory Boards and Commissions

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

Regional Statutory Commissions or Boards

1. **Economic Development Commission.** (1) Appointment to be made by the municipal executive, but requiring nomination from the Town Council. Term ends just before February 1st. (*Currently vacant*)
 - a. Nomination by the Town Council. (*The council would pass a motion to nominate.*)
 - b. Appointment by executive. (*If nominee is acceptable, the Town Council President may appoint.*)

Home Rule Boards and Commissions

2. **Community Events Commission** *Multi-Year position: (1) appointment to be made by the Town Council President. Term: 4 years.*
3. **• Tree Board:** (1) appointments, to be made by the municipal executive, but requiring nomination from the Town Council. (*Position currently held by Natalie Stromberg.*)
 - a. Nomination by the Town Council. (*The council would pass a motion to nominate.*)
 - b. Appointment by executive. (*If nominee is acceptable, the Town Council President may*

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appoint.)

Legislative Appointments

Regional Statutory Commissions or Boards

Home Rule Commissions

1. **Main Street Bureau Board:** (17) appointments to be made by the Town Council. Term: Two years ending 1 Jan 2023. *There are currently 8 of the 17 in place and serving. Currently serving are Teri Yovkovich, Rhonda Bloch, Alex Robertson, Renee Reinhart, Diane Barr-Roumbus, James Roumbus, Sandy McKnight and Al Simmons..*

3. **Community Events Commission Multi-year positions:** (4) appointment to be made by the Town Council. **Term: 4 years.** (Note: Currently vacant)

Single year positions: (2) appointments to be made by the Town Council. **Term: 1 year.** (Note: Currently serving, Jack Rowe, Carol Parker, Linda Carter, Rachael Carter, Maria Armagast, Michelle Coon)

x. **Discussion:** Authorize the proper officer to publish legal notice of a public hearing. Public hearing to considering additional appropriations in the amount of \$1,993.68 in the Redevelopment Capital Fund to be held on March 27, 2023, at 6:30 P.M. O'clock in the Municipal Building, 3333 Road Highland. (Community Gardens)

x. **Discussion:** Councilor Smith (and she can go into more detail) would like to recognize (no formal action by the Council) Mr. Ferguson who is a veteran, donates food from his own money to feed families in Northwest Indiana. Often times, when a deer is killed by a car, the police department will call him and he prepares it for a needy family.

x. **Discussion:** The Advisory Board of Zoning Appeals met in regular session on Wednesday, January 25, 2023. As part of their agenda, by a vote of four (4) in favor and zero opposed, the Board voted to send an **Unfavorable Recommendation** to the Town Council in denying the petitioner's request, Mitch Feldman of the Feldman Companies, for a use variance for the location commonly referred to as 8141 Indianapolis Blvd, Highland, Indiana for the purpose of allowing the petitioner to develop the property as a mixed-use retail/climate-controlled storage facility. The property is located within a B-3 General Business District/Indianapolis Boulevard overlay district in which climate-controlled storage facilities are

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not a permitted use in the underlying zoning/overlay districts. The findings of fact were memorialized and were approved by the Advisory Board of Zoning Appeals at its Meeting of February 22, 2023. (90 days ends 10 June 2023). This tolls from the making of the recommendation which could be the meeting at which the ABZA acts not when filed.

*Pursuant to IC 36-7-4-918.6, the Town Council may either **accept the unfavorable recommendation and DENY the requested use variance** or it may **reject (over rule) the Unfavorable recommendation and GRANT the use variance**. If **not acted upon by the Town Council within 90 days after the ABZA certifies its recommendation, the action of the Advisory Board of Zoning Appeals stands.***

x. Discussion: Safe Haven Baby Boxes, Inc., Service Fees and Expense Schedule, Indiana Volunteer Fire Stations.

It isn't necessary for the Town Council to adopt an ordinance for the project to proceed because an enabling statute has been approved in Indiana that indemnifies a parent, a volunteer fire department, its emergency medical services provider, officers and employees from criminal and civil liability if an infant not more than 30 days in age is surrendered to a Baby Box. An Agreement is necessary between the Town Council and the Rotary Club of Highland.

A sample agreement as provided by Rich Underkofler has been forwarded to Attorney Reed for his review.



SAFE HAVEN BABY BOXES, INC.
SERVICES, FEES, AND EXPENSES SCHEDULE
INDIANA VOLUNTEER FIRE STATIONS

Initial Fee: \$12,000

1. "Pre-installation" Services:
 - a. Examination of location
 - b. Administrative/Legal resources
 - c. Consultation on programs
 - d. Assistance with raising funds to support the cost of the box (optional)
2. Installation Services:
 - a. Inspection of installation
 - b. Training to all emergency personnel
3. Post Installation Services:
 - a. Marketing of the box
 - b. 24/7 hotline available to the community
 - c. Advertising of the box
 - d. Efforts to support raising awareness on a local, state, and national level supporting the box in each community

Annual Fee: \$300

1. Annual Fee Services
 - a. Recertification of the box by a licensed contractor
 - b. Maintenance of box from expected use
 - c. Unlimited repairs and parts replacement as a result of a malfunction and not as a result of negligence or vandalism.

OTHER FEES NOT INCLUDED IN INITIAL FEE: (Estimated at \$5,000-\$7,500)

**Fees vary based on location and/or services donated by local community members. The below items are estimates and not a guarantee of cost.*

2. Delivery: Minimum \$500.00. Cost based on location and transportation from Indiana. Provider can pick up at our Fort Wayne IN manufacturing facility to waive the delivery charge. (Must be pre-scheduled)
3. Installation: Labor and materials~\$2,000-\$3,500 (Location may be able to get this donated)
4. Electrical and Alarm: hook up to internal alarm system (Internal alarm must go to 911 dispatch for use with the baby box)~\$1,200
5. Annual Alarm Service: Annual fee for monitoring~\$300 annually paid by location to Alarm Company
6. Permits or other requirements prior to construction. (varies)
7. Internal baby box Wi-Fi video monitoring service. Box comes pre-installed with the Amazon™ Blink camera and requires a third-party membership to activate. Location must have a Wi-Fi connection.

**Alternatives may apply. Please contact SHBB for more information.*

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- x. **Discussion:** Revisit Enactment No. 2023-04B - : An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the **Redevelopment Capital Fund**, all pursuant to I.C. 6-1.1-18, and I.C. 36-5-3-5.

Councilor Zemen moved to table Appropriation Enactment 2023-04B (as amended). Councilor Smith seconded. Upon a roll call vote to table, there were four (4) affirmative votes and one (1) negative vote with Councilors Zemen, Smith, Sheeman and Black voting in the affirmative and Councilors Schocke voting in the negative. The motion passed. Appropriation Enactment 2023-04B as amended was tabled.

REDEVELOPMENT CAPITAL FUND

Acct. No. 4406-0000-42001 Wayfinding Signs	\$36,700.00
<i>Total 400 Series:</i>	\$36,700.00
Fund Total:	\$36,700.00

- **Plenary Business Meeting of Monday March 13, 2023**

- Minutes of the Meeting of Monday, February 27, 2023.
- Additional appropriations: Enactment No. 2023-04B Redevelopment Capital Fund
*The enactment was tabled at the February 27, 2023 meeting.
- Instruct the proper officer to advertise for an additional appropriation in the amount \$1,993.68 for the Community Garden.
- The Advisory Board of Zoning Appeals: an **Unfavorable Recommendation** to the Town Council in denying the petitioner’s request, Mitch Feldman of the Feldman Companies, for a use variance for the location commonly referred to as 8141 Indianapolis Blvd, Highland, Indiana for the purpose of allowing the petitioner to develop the property as a mixed-use retail/climate-controlled storage facility.
- Agreement between the Town Council and the Rotary Club of Highland regarding Safe Haven Baby Boxes
- Payroll Docket for the payday of February 24, 2023

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