

**HIGHLAND REDEVELOPMENT COMMISSION
STUDY SESSION MINUTES
MONDAY, SEPTEMBER 16, 2019**

Members of the Highland Redevelopment Commission (“RC”, “Commission”) met on Monday, September 16, 2019 in the Council Chambers of the Municipal Building located at 3333 Ridge Road, Highland, Indiana. President Bernie Zemen called the Study Session to order at 7:00 p.m. Taking minutes for the meeting was Redevelopment Assistant Lance Ryskamp. Minutes were prepared by Kathy DeGuilio-Fox, Redevelopment Director.

Roll Call: Commissioners present were Michael Griffin, Mark Herak, Steve Wagner and Bernie Zemen. Commissioner Dan Vassar was absent with notice. A quorum was attained.

Additional Officials Present: Rhett Tauber, Redevelopment Commission Attorney and Lance Ryskamp, Redevelopment Assistant. Kathy DeGuilio-Fox, Redevelopment Director was absent with notice.

Also Present: Michelle Quinn, Post Tribune.

General Substance of the Discussion

1. **Review of Plenary Business Meeting:** Lance Ryskamp reviewed the plenary business meeting agenda, consisting only of a singular item – Action to Pay Accounts Payable Vouchers.

There being no further business, the September 16, 2019 study session of the Highland Redevelopment Commission was adjourned at 7:04 p.m.

Respectfully submitted by Kathy DeGuilio-Fox, Recording Secretary.

**HIGHLAND REDEVELOPMENT COMMISSION
PUBLIC MEETING MINUTES
MONDAY, SEPTEMBER 16, 2019**

The Highland Redevelopment Commission ("Commission", "RC") met in a Public Meeting on September 16, 2019 in the Council Chambers of the Municipal Building located at 3333 Ridge Road, Highland, Indiana. President Zemen called the meeting to order at 7:04 p.m. and led those present in the Pledge of Allegiance. Taking minutes for the meeting was Redevelopment Commission Assistant, Lance Ryskamp. Minutes were prepared by Kathy DeGuilio-Fox, Redevelopment Director.

Roll Call: Present on roll call were Redevelopment Commissioners Michael Griffin, Mark Herak, Steve Wagner and Bernie Zemen. Commission Dan Vassar was absent with notice. A quorum was attained.

Additional Officials Present: Rhett Tauber, Redevelopment Commission Attorney and Lance Ryskamp, Redevelopment Assistant were present.

Also present: Michelle Quinn, Post-Tribune.

Minutes of the Previous Meetings: None

Special Orders: None

Public Comment: None

Communications: None

Unfinished Business and General Orders: None

New Business: None

Action to Pay Accounts Payable Vouchers: Commissioner Wagner made a motion to pay accounts payable vouchers as filed on the pending accounts payable docket, covering the period August 11, 2019 through August 24, 2019 and August 25, 2019 through September 7, 2019 as presented, in the amount of \$25,067.99. Commissioner Herak seconded the motion. Upon a roll call vote the motion passed with three affirmative votes and no negatives. Commissioner Griffin abstained.

Vendors Accounts Payable Docket:

Redevelopment General Fund, \$17,170.63; Redevelopment Capital Fund, \$2,897.36. Total: \$20,067.99.

Payroll Docket for Payday of August 30, 2019 and September 13, 2019: Redevelopment Department: Total Payroll: \$7,993.60.

Business from the Commissioners: None

Next Meeting: The next full Study Session is scheduled for October 7, 2019 to convene at 7:00 p.m. The next Public Meeting will be convened on October 21, 2019 and convene immediately following adjournment of the preceding study session. A Study Session will precede the public meeting at 7:00 p.m.

and reconvene following the public meeting, if deemed necessary. The next meeting of the Highland Main Street will be rescheduled to Thursday, October 3, 2019 at 6:30 p.m. in the Upper Conference room of the Town Hall.

Adjournment: There being no further business of the Highland Redevelopment Commission, Commissioner Griffin made a motion to adjourn the meeting. Commissioner Herak seconded the motion. Upon a voice vote, the motion passed. The September 16, 2019 public meeting of the Highland Redevelopment Commission was adjourned at 7:07 p.m.

Respectfully submitted by Kathy DeGuilio-Fox, Recording Secretary

GI Number Invoice Line Desc Ref # Vendor Invoice Description Amount Check #

Fund 094 Redevelopment General	Dept 0000	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
094-0000-20006	094-0000-20006	HIGHWAY MURAL SUPPLIES	82405	JESSICA HARG	HIGHWAY MURAL SUPPLIES	611.22	
094-0000-20006	094-0000-20006	OCRA MURAL DECALS	82317	MY SPORTS POSTERS DBA	OCRA MURAL DECALS	50.00	
094-0000-31001	094-0000-31001	LEGAL FEES- GENERAL MATTERS	82321	FAUBER LAW OFFICE PC	118-0015 LEGAL FEES- GENERAL MATT	3,078.00	
094-0000-34023	094-0000-34023	HEALTH INS	82280	TOWN OF HIGHLAND INS FUND (HEALTH/LIFE INS PREM REDEV 2019 S	1,854.07	31202
094-0000-34043	094-0000-34043	LIFE INS	82280	TOWN OF HIGHLAND INS FUND (HEALTH/LIFE INS PREM REDEV 2019 S	13.12	
094-0000-35008	094-0000-35008	UTILITIES-2811 JEWETT-THRU 8/	82318	NORTHERN IN PUBLIC SERVICE	185-465-001-1 UTILITIES-2811 JEWETT	168.37	31202
094-0000-35008	094-0000-35008	UTILITIES-2821 JEWETT-THRU 8/	82319	NORTHERN IN PUBLIC SERVICE	UTILITIES-2821 JEWETT-THRU 8/23	89.27	
094-0000-35008	094-0000-35008	STORM-8620 KENNEDY	82324	TOWN OF HIGHLAND UTILITIES	STORM- 8620 KENNEDY	40.67	
094-0000-35008	094-0000-35008	STORM- 8618 KENNEDY	82325	TOWN OF HIGHLAND UTILITIES	STORM- 8618 KENNEDY	40.67	
094-0000-35008	094-0000-35008	STORM-8612 KENNEDY	82326	TOWN OF HIGHLAND UTILITIES	STORM- 8612 KENNEDY	10.14	
094-0000-35008	094-0000-35008	STORM- 2605 CONDIT	82327	TOWN OF HIGHLAND UTILITIES	STORM-8610 KENNEDY	10.14	
094-0000-39035	094-0000-39035	D/S HIGHWAY MURAL STUDENT STI	82328	ANNABELLE ROSE SPICER	STORM- 2605 CONDIT	10.14	
094-0000-39035	094-0000-39035	HIGHWAY MURAL STIPEND	82403	JESSICA HARG	D/S HIGHWAY MURAL STUDENT STIPEND	162.50	
094-0000-39035	094-0000-39035	HIGHWAY MURAL STUDENT STIPEND	82404	MADISON HAUG-LLOYD	HIGHWAY MURAL STIPEND	1,075.00	
094-0000-45200	094-0000-45200	REDEVELOP GEN TRANSFER GROSS	82169	PAYROLL ACCOUNT	8/30PRL D/S TRANSFER REDEVELOPME	4,926.24	31197
094-0000-45200	094-0000-45200	REDEVELOP GEN TRANSFER GROSS	82384	PAYROLL ACCOUNT	9/13 PRL D/S TRANSFER REDEVELOPME	4,868.58	31213
Total For Dept 0000						17,170.63	
Total For Fund 094 Redevelopment General						17,170.63	

Fund 096 Redevelopment Capital	Dept 0000	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
096-0000-31007	096-0000-31007	PLUMBING-2811 JEWETT	82320	PAUER PLUMBING INC	PLUMBING-2811 JEWETT	165.00	
096-0000-39019	096-0000-39019	LEGAL FEES- CAPITAL	82322	TAUBER LAW OFFICE PC	D/S 118-0015LEGAL FEES-CAPITAL	494.00	
096-0000-42012	096-0000-42012	EXTERIOR SIGN DESIGN	82329	VIA MARKETING, INC	EXTERIOR SIGN DESIGN	2,236.36	
Total For Dept 0000						2,897.36	
Total For Fund 096 Redevelopment Capital						2,897.36	

Fund 250 CREDIT ECON. DEV. INCOME TAX FUND	Dept 0000	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
250-0000-35010	250-0000-35010	STRATEGIC DEVELOPMENT SERVICE	82323	TINA RONGERS.	STRATEGIC DEVELOPMENT SERVICES	5,000.00	
Total For Dept 0000						5,000.00	
Total For Fund 250 CREDIT ECON. DEV. INCOME TAX FUND						5,000.00	

09/12/2019 09:43 AM
User: DMJ
DB: Highland

GL Number

Invoice Line Desc

Ref #

Vendor

Invoice Description

Amount

Check #

INVOICE GL DISTRIBUTION REPORT FOR TOWN OF HIGHLAND
EXP CHECK RUN DATES 08/22/2019 - 09/17/2019
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

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Fund Totals:

Fund 094 Redevelopment General	17,170.63
Fund 096 Redevelopment Capital	2,897.36
Fund 250 CREDIT ECON. DEV. INCOME	5,000.00

25,067.99