

**Memorandum of the Meeting  
Regular Study Session/Meeting  
Twenty-Seventh Town Council of Highland  
Monday, May 04, 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 plenary meeting chambers on **Monday, May 04, 2015** at the time of 7:05 o'clock p.m.

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

*Also present:* George Georgeff, Metropolitan Police Commander; Steve Mileusnich and Susan Murovic of the Advisory Board of Zoning Appeals; and Randy Bowman, Assistant Inspector for Electrical were present.

*Additionally Present:* Robin Carlascio, Idea Factory and Joanna Smith of Highland were also present.

**General Substance of Matters Discussed**

1. *Discussion regarding the Establishment of Monarch Butterfly Garden.* Robin Carlascio and Joanna Smith discussed their proposal to establish a Monarch butterfly garden to be located east of the Rookery parking lot.

The discussion included the desire to plant a variety of plants but to particularly establish Milkweeds. It was noted that Milkweeds are necessary for Monarch Butterflies, as the only plant that they will seek for laying eggs. The Monarch Butterfly is losing its numbers, according to Ms. Carlascio and Ms. Smith.

It was noted that the location that is desired for the garden, might be under the aegis of NIPSCO. It was further noted that Don Babcock of NIPSCO has been contacted to seek approval of the project if this property is in fact under NIPSCO's control. It was noted that the Town Council was being briefed in the belief that the Town may be needed as a party to the project. Ms. Smith and Ms. Carlascio indicated that the project may require use of a roto-tiller, perhaps on loan from the Parks and Recreation Department.

2. *Discussion with Commander Georgeff Regarding the Proposed Agreement with Ultra for Traffic Control and Provision of a Special Patrol Zone, pursuant to Sections 9.10.250 through 9.10.280 and IC 9-21-18 et seq.* Police Commander Georgeff presented a proposed agreement to be between the Town of Highland through its Metropolitan Police Department and SVT, LLC for its property, Ultra Foods, 8401 Indianapolis Boulevard, Highland, Indiana. Commander Georgeff noted that the rate would be \$26.00 per hour allowing the officer to receive \$23.25 per hour, and would provide for a uniformed off-duty officer in a marked police unit to patrol the property on the determined scheduled days, of Friday, Saturday and Sunday from 7:00 p.m. to 12:00 a.m.

It was noted that this would be the second such zone and agreement of the Town, the first being that between the Town of Highland Metropolitan Police Department and the Highland Grove Mall.

The Clerk-Treasurer reminded the Commander that for this to allow traffic enforcement to be conducted on private property, the agreement would need to comply with IC 9-21-18 et seq., which includes the requirement to record the agreement.

The Town Council President indicated that the matter could be taken up at the plenary business meeting. It was noted that the since this language for traffic enforcement would in the previously approved agreement for Highland Grove, that the agreement would be also ratified and recorded under the terms of IC 9-21-18 et seq.

3. *Police Department seeking its older computers seeking to be cleared as surplus and authorized for Disposal pursuant to IC 5-22-22.* Commander Georgeff reviewed a list of older decommissioned personal computers it was seeking to dispose via Internet auction. All the computers were purchased as municipal assets.

The discussion included a reminder that IC 5-22-22 requires that the internet site used for sale satisfies IC 5-22-22-4.5 and is advertised pursuant to IC 5-3-1, which is specifically set forth in IC 5-22-22-11(b).

4. *Discussion of Ordinance Amendments to the Municipal Code.* The Town Council and the Clerk-Treasurer discussed a request by the Redevelopment Director to add language to permit the payment of certain vendors in advance of commission allowance, under the current provisions of Chapter 3.10 of the Highland Municipal Code. There was no objection shared.

The Clerk-Treasurer also indicated that the Building Commissioner had requested that the Plan Commission be listed as a Purchasing Agency for the Building and Inspection Department, which would involve an amendment to Section 3.05.030 of the Highland Municipal Code. There was no objection shared.

5. *Request from Kyle Polster for financial Support for his Eagle Scout Project for the Lincoln Community Center.* The Town Council discussed the request posed by Mr. Polster who is seeking funding in the amount of \$1,500 to support his project of a brick planter to surround an entrance sign for the Lincoln Community Center. The discussion included discussing with the Parks and Recreation Department its resources to support the construction and to not allow any support to exceed perhaps more than \$750. The discussion further suggested that any support from the Town should be treated as a challenge match, perhaps allowing for a dollar for dollar match to any raised by the Eagle Scout candidate provided it did not exceed \$750.

It was noted that in the electronic missive, Mr. Polster had a proposed deadline of May 2, for a response or fund raising date.

6. *Discussion of Cancelling the Memorial Day Plenary Business Meeting.* The Town Clerk-Treasurer and the Town Council discussed action to cancel the Memorial Day Plenary Business meeting. There was no objection. It was noted that the Clerk-Treasurer and the Town Council President would discuss a possible further schedule modification for June owing to the Annual State Board of Accounts School and its alignment with the Town Council schedule.

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, May 04, 2015**, was adjourned at 7:35 o'clock p.m.

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