

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

The regular study session of the Twenty-Eighth 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, January 19, 2015** at the time of 7:04 o'clock p.m.

Silent Roll Call: Councilors Bernie Zemen, Mark Herak, 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.

Staff and Boards: John M. Bach, Public Works Director; Kenneth J. Mika, Building Commissioner; Greg Cieslak, Richard Garza, David Jones, and Mark Knesek of the Board of Sanitary Commissioners were present.

Robert Tweedle, Attorney for the Board of Sanitary Commissioners; Terry Hodnik, P.E. and Derek Snyder P.E. of NIES Engineering were also present.

Also present: Steve Mileusnich of the Advisory Board of Zoning Appeals; Randy Bowman, Electrical Inspector; and Ed Dabrowski, IT Consultant (Contract) were present.

General Substance of Matters Discussed

1. *Review and Discuss Dental, Workers Compensation and Underground Tanks Insurance.* The Town Council discussed the status of the proposed renewal for the Insurance (Underground tanks). Thomas Brown of the Brown Insurance Agency reported that the renewal with Colony Insurance for the Underground Storage Tanks as required by Indiana law, was a reduction from prior years. It was recommended to renew as suggested. The previous years premium was \$2,224.24. The current premium for renewal is \$2,097.15.

Mr. Brown also presented on the status of the Workers Compensation Insurance. It was noted that the Town of Highland participates in the Indiana Public Employees Pool (IPEP), underwritten or managed by Downey Insurance. It was further noted that there will be increases in part owing to adjustments between actual payroll and estimated payroll at the time of the premium. Overtime related to the intemperate weather last year in part explained the increase. It was also noted that there was simply an increase in worker incidents covered under the plan. He further noted that this line is increasingly experiences a narrowing of the market. Nevertheless, the premium for FY 2015 is \$84,238, which represents a nine percent decline from the estimated premium for FY 2014. It was also noted that there was an \$8,288 invoice for modification for the prior year recently tendered.

Mr. Brown discussed the current group dental plan underwritten by United Health Care. The discussion included the efforts to bring more dentists into the UHC Network. The discussion also noted that the Town plan is "rich" in benefits. The actual renewal date is March 1. The premium renewal proposed a 6% increase. However, Mr. Brown felt that there may be some benefit to seeing what the market may provide. He noted that it may be narrowed by finding underwriters willing to match the benefits and specifications of the current plan.

It was also noted that renewing would be advisable for the sake of worker satisfaction and plan continuity. Mr. Brown would explore the market and report.

2. *Plan Commission Report on its Pending Matter.* The Building Commissioner Ken Mika reported on the favorable recommendation coming to the Town Council from action taken by the Plan Commission at its December 17, 2014 meeting regarding the Meijer's out lot located at 10140 Indianapolis Boulevard. The petitioner seeks an amendment to the Planned Unit Development to permit the addition of a multi-tenant retail facility. The discussion included expressed concerns from the Town Council regarding the current insalubrious condition of the service roads and parts of the parking lot at the site. It was noted by the Building Commissioner that he believed that the petitioner would be making the desired improvements but that he would take steps to make sure that such assurances were made and would be enforced by him.
3. *Report on Status of the Police Station Construction.* Scott Cherry, Senior Vice President with Skillman Corporation was present and offered a brief update on the status of construction. He noted some target dates for certain benchmarks. He specifically reported that the steel frame was set to be completed by February 24. He further noted that the schedule for building enclosure was March 23rd. He also stated that at present, the current completion deadline is the last week of September of October 1.

Mr. Cherry further noted that there was some delay owing to the delivery of utility services from NIPSCO. He further noted that he expected that to soon be resolved.

The Town Council noted its hope for a monthly visit and report.

4. *Board of Sanitary District Financing of the SSO Interim Project.* The President of the Board of Sanitary Commissioners, Greg Cieslak, introduced all those from the Board of Sanitary Commissioners present and offered an overview of the nature of the problem with inflow and infiltration and the challenges to addressing it easily. He further noted that the Town had a separate stormwater collection system and a wastewater system. He further noted that owing to the inflow and infiltration problem, there have been wastewater overflow discharges, sometimes in basements and sometimes in the Little Calumet River. He noted that as a matter of public health and law, this was not acceptable.

He recognized Terry Hodnik, P.E., a principal with NIES Engineering, to present on the issue of the Interim Project, which was developed in consequence of a directive by the United States Environment Protection Agency to reduce the sanitary sewage overflows from its current levels, noting there were 21 overflow episodes between 2011-2014, to 1 occurrence every 10 years.

The project involved the construction of an 8 million gallon temporary storage tank for wastewater to temporarily hold the increase sanitary flow increased by the inflow and infiltration of the system. There would be an added pump. The site would be in the area behind Sharpe Athletic Complex and Homestead Park. This was selected for cost reasons, and its proximity to the 5th Street Basin, where a considerable amount of inflow and infiltration issues exist. This project is estimated to cost not greater than \$19 million.

It was noted that in addition to this project, there would be continuing projects separating sump pumps from the sanitary system, lining waste water sewer lines, and related tasks to also address the issue. These would not be financed by the proposed bond issue.

Sanitary Board Attorney, Robert Tweedle, further noted that the Interim Project was acceptable to the USEPA as an acceptable measure before a final order was to be issued, and was allowed in contrast to a remediation project that would have cost over \$31 million, owing to compelling evidence that the District lacked the fiscal capacity to do more at the current time.

There was a colloquy between and among the Board and the Town Council regarding the due diligence on the location and the plan. It was further noted that the financing had proceeded to the point where the next measure would be presentation and action on the authorizing ordinance by the Town Council.

5. *Water works Improvement Project for Water Main Replacement.* Derek Snyder, P.E. of NIES described the Water Main replacement project that was being planned by the Board of Directors of the Waterworks. The water main is being replaced and upsized in phases along Kennedy Avenue, starting from Highway Avenue running to the Cady Marsh Ditch, and then from Cady Marsh Ditch to 45th Avenue. The rationale for the replacement was the frequency of main breaks. It was reported that there were 15 breaks in the past five years. It was further noted that the estimated cost of the project is \$2.5 million. It was further noted that there was a desire to finance with special taxing district bonds and some of the water cash reserve on deposit to the Water Cash Reserve fund. It was noted that the Town Council would need to grant permission on both components of the financing.
6. The Town Council discussed the results of the recent Request for Proposals related to the printing of the monthly newsletters. It was noted that the apparent low responder, Lithographics, needed to present an actual Gazebo Express demonstration or sample printing for the Town Council to evaluate. Councilor Vassar indicated that he would be willing to review it when it was expected to come this Thursday and advise the Council regarding a change in the printing vendor.
7. The Town Council and the Public Works Director discussed the steps related to estimating the costs for a proposed Stop Light in front of the Number Two fire Station, to facilitate the ingress and egress of fire trucks. The discussion included the installation of a left turn lane from Kennedy Avenue to 100th Street, Highland. It was noted that consulting engineers were enlisted to assist in the delivery of a plan and cost estimate.
8. The Town Council and the Public Works Director discussed the Street paving list for 2015. It was noted that there was an announced deadline for this weekend, from which the Public Works Director requested relief. He believed would have it sooner thereafter. There was no objection announced. Councilor Steve Wagner would be working with the Public Works Director on the project.

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, January 19, 2015**, was adjourned at 8:57 o'clock p.m.

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