

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

**This meeting will be convened as an in person meeting.**

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

Time: May 20, 2024 06:30 PM Central Time (US and Canada)

*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)*

- 1. Waterworks Board of Directors:** (1) appointment to be made by Town Council President. (Note: Formerly held by Curt Schroeder (D), term ending 1<sup>st</sup> Monday January 2025). Current composition of the board is two Republicans and two Democrats. No more than three of any one party under state law.

Home Rule Commissions or Boards

- 2. Shared Ethics Advisory Commission.** (1) appointment to be made by Town Council President. (Note: Fill vacancy made by resignation of Rev. Tim Huizenga.) (Made pursuant to Article 5, Subdivision (A) of the Interlocal Cooperation Agreement Establishing the Shared Ethics Entity. Qualifications are to be persons who live work or hold property in the county. Further persons appointed must be of good character and not hold any positions within the local government.)

**Legislative Appointments**

- 1 -

*The Town of Highland acknowledges its responsibility to comply with the American with Disabilities Act of 1990. In order to assist individuals with disabilities who require special services (i.e. sign interpretative services, alternative audio/visual devices, etc.) for participation in or access to Municipal sponsored public programs, services and or meetings, the Town of Highland requests that individuals make requests for these services forty-eight (48) hours ahead of the scheduled program, service and or meeting. To make arrangements, contact the ADA Coordinator for the Town of Highland at (219) 972-7595.*

Home Rule Commissions

1. **Main Street Bureau Board:** (5) appointments to be made by the Town Council. Term: Two years ending 1 Jan 2025. *There are currently 12 of the 17 in place and serving. Currently serving are Rhonda Bloch, Ben Reinhart, Renee Reinhart, Allan Simmons, Diane Barr-Roumbus, James Roumbus, Sandra McKnight, Teri Yovkovich, Sandy Ray, Kathy Smailis, Ben Tomera and Laura Pilewski.*
2. **Community Events Commission Multi-year positions:** (1) appointment to be made by the Town Council. **Term: 4 years.** (Note: Currently vacant)

*Single year positions:* (9) appointments to be made by the Town Council. **Term: 1 year.** There are currently 5 of the 9 in place and serving. (Note: Currently serving, Rachael Carter, Olga Briseno, Kathy Camp-Burke, Linda Carter and Jack Rowe)

- x. **Discussion:** Review Beer Vendor proposals:

Leroy's Hot Stuff – 301 W. US Highway 20 - 50/50 split with the Town/Leroy  
Big Frank's Sausage – 918 Carrol Street – 57/43 split with the Town/Big Frank's

- x. **Discussion: Consideration of a Special Event with Alcohol Permit (SEAP):** The CEC permit was approved by the Park and Recreation Board at its meeting May 16, 2024, pursuant to Section 11.10.225 of the Highland Municipal Code. (The Community Events Commission required a permit from the Park and Recreation Board to support the beer garden as part of the Independence Day Festival and the BBQ Festival. This being the first regular meeting of the Town Council following the receipt of the action of the Park and Recreation Board, the Town Council must consider the permit, pursuant to HMC Section 11.10.225(F)(4)).
- x. **Discussion:** St. James has requested use of the Town's crowd control fencing for their St. James Festival. If approved, St. James would like to pick up the fencing on June 19, 2024. The Town Council granted permission in 2023.
- x. **Discussion:** Councilor Robertson asked that this item be placed on the study session agenda. The HCCE is in the process of soliciting contractors to upgrade the electrical panel at Main Square to better serve the food vendors. Council Robertson sought quotes from Hyre Electric and Foster Electric. The breakers alone are \$200 each and there are 50 breakers and this is not inclusive of labor. A line item was created but not funded. Councilor Robertson asked that the

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money be taken from the Inn-Keepers Fund. The fund currently has a balance of \$42,020. The Town receives roughly \$4,700 a year from the innkeeper tax. The money must be used for promoting commercial activity or public events. If this proposed purpose is acceptable to the Council, the Council needs to pass a resolution approving of the project and then that resolution needs to be submitted to the South Shore Convention Bureau for their approval to spend. The Town has previously requested funds for downtown banners for the 4<sup>th</sup> of July and Christmas, as well as, when the Park Department bid on bringing softball tournaments to Highland.

**x. Discussion:** 3 year contract with Alpine Amusement Company.

(this is merely a placeholder as Attorney Reed is waiting to hear back from the vendor)

**x. Discussion:** Presentation from The Idea Factory to perform Professional Communications and Media Design and Development services for the Municipality for the year 2024

**x. Discussion:** By-laws for the HCCE

(this is merely a placeholder and to serve simply as a reminder to the Council)

**x. Discussion:** Animal Ordinance

(this is merely a placeholder and to serve simply as a reminder to the Council)

• **Plenary Business Meeting of Monday May 28, 2024**

- Minutes of the Meeting of Monday, May 13, 2024.
- Consideration of a Special Event with Alcohol Permit (SEAP)
- Accounts Payable Voucher
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