

**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: September 16, 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)

Home Rule Commissions or Boards

1. 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

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 10 of the 17 in place and serving. Currently*

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-serving are Ben Reinhart, Renee Reinhart, Allan Simmons, Diane Barr-Roumbus, James Roumbus, Sandra McKnight, 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 6 of the 9 in place and serving. (Note: Currently serving, Rachael Carter, Olga Briseno, Kathy Camp-Burke, Linda Carter, Jack Rowe and Kelly Bridges)

x. **Discussion:** Review the job description of the Fire Chief and then start the process of posting internally..

x. **Discussion:** Controlled Event Permit. Action regarding permission to conduct a car show on a public way submitted by the Highland Fire Fighter’s Association as part of their annual Fire Department Open House to be held on October 5, 2024. *This is a controlled event under Chapter 5.25. Section §5.25.020(B) requires action by the Town Council in an open regular or special session. .*

- (b) Request from Highland Fire Fighters’ Association seeking permission for its event of October 5, 2024 as a controlled event.

When the applicant is the municipality, through its executive departments, its administrative bodies, or agencies, no formal application is required provided that a request shall be filed in sufficient time to permit the town council to act in a regular or special meeting in advance of the event.

The town council must act in a regular or special meeting upon the application or request, where it may, in its discretion, issue such permit and likewise, in its discretion, may refuse the issuance of a permit.

- x. **Discussion:** An Ordinance establishing the Town of Highland Downtown District a Designated Outdoor Refreshment Area. (Griffith Town Council President Ryfa advised that he would be happy to talk with representatives of Highland regarding the process they went through in Griffith to establish a DORA. It’s not as easy as people think.)

- x. **Discussion: Works Board Order Number 2024-45:** An Order of the Works Board

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Accepting the Quote from Site Services to Hot Rubber Crack-sealing, Sealcoating and Striping the parking lot in front of the Police Station and the parking lot behind the Town Hall, pursuant to I.C. 5-22-8-2.

- x. **Discussion: Works Board Order Number 2024-02:** An Order of the Works Board Accepting the Quote from Great Lakes Roofing for the Roof Replacement over the Central Fire Station, 2901 Highway Avenue pursuant to I.C. 5-22-8-2.
- x. **Discussion: Enactment No. 2024-24:** An Enactment Reducing Appropriations In The Annual Budget For the District Solid Waste Management Fund, Pursuant To I.C. 6-1.1-18, I.C. 36-5-3-5, Et Seq.
- x. **Discussion: Consideration of Proposed Additional Appropriations:** (controlled and non-controlled funds): Proposed Additional Appropriations in Excess of the 2024 Budget for the in the amount of \$855,000.00 in the **Community Crossing Matching Grant Fund** and \$500.00 in **MCCD Fund** and **\$15,000 in the Special Events Fund**. If approved, the public hearing will be held on September 23, 2024, at 6:30 P.M. O'clock in the Municipal Building, 3333 Ridge Road, Highland.
- x. **Discussion: Authorizing the proper officer to publish legal notice of a public hearing:** Authorize a public hearing to consider proposed additional appropriations for Monday, October 14, 2024. **Park Bond & Interest Non-exempt Fund** in the amount of \$104,565.00.
- x. **Discussion: . Appropriation and Cash Transfer Resolution No. 2024-25** in the amount of \$60,000. Redevelopment General Matching Grant Fund to Safe Street Grant Fund.
- x. **Discussion:** Pre-Adoption Hearing of the Proposed Fiscal Year 2025 Budget for the Town of Highland.
- x. **Discussion:** Pre-Adoption Hearing of the Proposed Fiscal Year 2025 Budget of the Sanitary District, pursuant to IC 6-1.1-17-20.
- x. **Discussion:** Pre-Adoption Hearing of the Proposed Fiscal Year 2025 Budget of the Waterworks District, pursuant to IC 6-1.1-17-20.

- **Plenary Business Meeting of Monday September 23, 2024**

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- Minutes of the Meeting of Monday, September 9, 2024.
- Accounts Payable Voucher
- Enactment 2024-24
- Controlled Event Permit – Highland Fire Department
- Authorizing the proper officer to publish legal notice of a public hearing
- Works Board Order No. 2024-02
- Works Board Order No. 2024-45
- Appropriation and Cash Transfer Resolution No. 2024-25
- Pre-Adoption Hearing of the Proposed Fiscal Year 2025 Budget for the Town of Highland.
- Pre-Adoption Hearing of the Proposed Fiscal Year 2025 Budget of the Sanitary District, pursuant to IC 6-1.1-17-20.
- Pre-Adoption Hearing of the Proposed Fiscal Year 2025 Budget of the Waterworks District, pursuant to IC 6-1.1-17-20.

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