

**Enrolled Minutes of the One hundred second Regular or Special Meeting
For the Twenty-Eighth Highland Town Council
Regular Plenary Meeting
Monday, November 11, 2019**

The Twenty-Eighth Town Council of the Town of Highland, Lake County, Indiana met in its regular plenary session on Monday, November 11, 2019 at 6:30 O'clock P.M. in the regular place, the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.

Pursuant to HMC Section 2.05.130(A)(2), the Town Council considered and reviewed the agenda in an informal proceeding conducted in the anteroom to the plenary meeting room. Once completed the Town Council moved to the plenary meeting room.

The Town Council President, Steve Wagner presided. The Town Clerk-Treasurer, Michael W. Griffin, was present to memorialize the proceedings. The meeting was opened with Councilor Dan Vassar reciting the Pledge of Allegiance to the Flag of the United States of America and offering a prayer.

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

Additional Officials Present: Rhett L. Tauber, Town Attorney; John M. Bach, Public Works Director; Peter T. Hojnicky, Police Chief; Alex M. Brown, CPRP, Superintendent of Parks and Recreation; William R. Timmer, Jr., CFOD, Fire Chief; Kathy DeGuilio-Fox, Redevelopment Director; Mark Knesek, Operations Director; and Kenneth J. Mika, Building were present.

Also present: Larry Kondrat of the Board of Waterworks Directors; Ed Dabrowski, IT Director (Contract); Ward 4 Councilor-elect Tom Black and Ward 5 Councilor-elect Roger Sheeman were also present.

Minutes of the Previous Meetings: The minutes of the regular meeting of 28 October 2019 were approved by general consent.

Staff Reports: The following staff reports were received and filed.

• Building & Inspection Report for October 2019

Permit Type	Number	Residential	Commercial	Est. Cost	Fees
Commercial Buildings:	0	0	0	\$0.00	\$0.00
Commercial Additions or Remodeling:	12	0	12	\$1,986,869.00	\$31,210.00
Signs:	4	0	4	\$12,623.00	\$897.50
Single Family:	0	0	0	\$0.00	\$0.00
Duplex/Condo:	0	0	0	\$0.00	\$0.00
Residential Additions:	2	2	0	\$124,676.00	\$2,362.50
Residential Remodeling:	95	95	0	\$742,181.00	\$16,747.50
Garages:	0	0	0	\$0.00	\$0.00
Sheds:	0	0	0	\$0.00	\$0.00
Decks & Porches:	4	4	0	\$29,188.00	\$1,142.50
Fences:	11	10	1	\$26,041.00	\$1,338.50
Swimming Pools:	3	3	0	\$0.00	\$282.00

DrainTile/ Waterproofing:	8	8	0	\$121,724.00	\$2,448.50
Miscellaneous	15	15	0	\$85,672.00	\$2,735.00
TOTAL:	154	137	17	\$3,128,974.00	\$59,164.00
Electrical Permits	26	20	6		\$3,601.00
Mechanical Permits	27	22	5		\$2,669.00
Plumbing Permits	16	13	3		\$1,987.00
Water Meters	2	1	1		\$1,030.00
Water Taps	1	1	0		\$200.00
Sewer/Storm Taps	0	0	0		\$0.00
TOTAL Plumbing:	19	15	4		\$3,217.00

October Code Enforcement:

Investigations: 66
Citations: 04
Warnings: 66

October Inspections:

Building: 63 Electrical: 32 Plumbing: 24 HVAC: 16
Electrical Exam: 1

• Fire Department Report for October 2019

<u>Type of Call</u>	<u>Month</u>	<u>2nd half of year</u>	
General Alarms	26	61	
Paid Still Alarms	41	143	
Still Alarms	0	09	
Total Alarms:	67	213	498 year

• Workplace Safety Report for October 2019

There was one workplace incident to report in October. The following report was filed.

Department	Injuries this Month	Year to Date 2019	Total in 2018	Restricted Days 2019	Lost Workdays This Year (2019)	Restricted Days Last Year (2018)	Lost Workdays Last Year (2018)
Parks	0	0	4	0	0	0	0
Fire	0	1	0	0	0	0	0
Police	0	3	3	0	0	0	0
Street	1	1	2	0	0	0	0
Water & Sewer	0	3	4	0	0	80	46

Maint.	0	1	1	14	2	0	0
Other	0	0	0	0	0	0	0
TOTALS	1	9	14	14	2	80	46

Effective January 1, 2002, OSHA changed the record keeping guidelines. The municipality now counts the number of days lost from the day after the injury until the employee returns to work. Weekend, holidays, vacation days or other days scheduled off are included in the lost days count to a maximum of 180 days.

Unfinished Business and General Orders:

- 1. Proposed Ordinance No. 1709.1693-A:** An Ordinance To Further Amend Chapter 3.10 of the Code Of Ordinances For The Town Of Highland, State Of Indiana, All Pursuant To IC 36-1-5 Et Seq.

Councilor Herak introduced and moved the consideration of proposed Ordinance No. 1709.1693-A at the same evening of its introduction. Councilor Zemen seconded. Upon a roll call vote, a unanimous vote being necessary, there were five affirmatives and no negatives. The motion passed. The ordinance could be considered at the same meeting of its introduction.

Councilor Herak moved the passage and adoption of proposed Ordinance No. 1709.1693-A at the same evening of its introduction. Councilor Zemen seconded. Upon a roll call vote, a two-thirds vote being necessary, there were five affirmatives and no negatives. The motion passed. The ordinance was adopted at the same meeting of its introduction.

**ORDINANCE No. 1709.1693-A
 of the
 TOWN of HIGHLAND, INDIANA**

AN ORDINANCE To Further AMEND CHAPTER 3.10 OF THE CODE OF ORDINANCES For The TOWN OF HIGHLAND, STATE OF INDIANA, ALL PURSUANT TO IC 36-1-5 ET SEQ.

WHEREAS, Title 36, Article 1, Chapter 5 of the Indiana Code provides that the legislative body of a unit shall codify, revise, rearrange, or compile the ordinances of the unit into a complete, simplified code excluding formal parts of the ordinances;

WHEREAS, The legislative body of this unit, the Town of Highland, is the Town Council, pursuant to IC 36-1-2-9(5) and IC 36-5-2-2;

WHEREAS, The present general and permanent ordinances of the Town of Highland, formally codified in 2012, are in need of technical and substantive modifications not confined to any particular Title, Article or Chapter but nevertheless desirable to further improve and perfect the Code; and

Whereas, The Town Council is reliably advised that Chapter 3.10 of the Municipal Code styled as Accounts Payable Payments in Advance of Formal Allowance, is in need of some changes to reflect emerging needs encountered since its initial adoption and to make other changes to allow for certain administrative efficiencies or language clarifications;

WHEREAS, The Town Council, is persuaded that it is necessary and desirable to adopt the several modifications to Chapter 3.10 to still further improve and perfect the Code,

NOW, THEREFORE, BE IT HEREBY ORDAINED BY the Town Council of the Town of Highland, Lake County, Indiana, as follows:

Section 1. That Section 3.10.010 (A) of the Highland Municipal Code be hereby amended by repealing subdivision (20) to be replaced with a successor subdivision, to be styled Section 3.10.010 (A)(20) which shall read as follows:

3.10.010 Authorized payments by the town Clerk-Treasurer.

(A) Authorized Expenses. The Town Council approves and authorizes payments to be made by the Clerk-Treasurer in advance of formal allowance by the town council or other board or commission of jurisdiction for the following types of expenses:

(20) Expenditures for the following types of transfers or contributions:

- (a) Transfers or temporary loans in consequence of cash flow needs;
- (b) Transfers made from the corporation general fund to the unsafe building fund;
- (c) **Transfers or contributions of department cost shares for duly reviewed, paid expenses incurred and posted to the following internal service/agency funds: (1) gasoline (payment) fund, (2) insurance (payment) fund and the (3) payroll fund;**
Provided, in all cases, that the transfer has been duly authorized and approved by action of the proper council, board or commission;

Section 2. That this ordinance shall be effective from and after its passage and adoption as evidenced by the signature of the Town Council President and attested thereto by the Clerk-Treasurer, all pursuant to IC 36-5-2-10 and IC 36-5-2-10.2.

Introduced and Filed on the 11th day of November 2019. Consideration on same day or at same meeting of introduction sustained a vote of 5 in favor and 0 opposed, pursuant to IC 36-5-2-9.8.

DULY ORDAINED and ADOPTED this 11th Day of November 2019, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 5 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

/s/Steven Wagner, President (IC 36-5-2-10)

Attest:

/s/ Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5; IC 36-5-2-10.2)

2. Resolution No. 2019-48: An Exigent Resolution Providing for the Transfer of Appropriation Balances from and Among Major Budget Classifications in the Police Department of the Corporation General Fund as Requested by the Proper Officer and Forwarded to the Town Council For Its Action Pursuant To IC 6-1.1-18-6.

Councilor Herak moved the passage and adoption of Resolution No. 2019-48. Councilor Zemen seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The resolution passed.

**TOWN OF HIGHLAND
APPROPRIATION TRANSFER RESOLUTION
RESOLUTION NO. 2019-48**

AN EXIGENT RESOLUTION PROVIDING for the TRANSFER of APPROPRIATION BALANCES from and AMONG MAJOR BUDGET CLASSIFICATIONS in the POLICE DEPARTMENT of the CORPORATION GENERAL FUND as REQUESTED BY THE PROPER OFFICER AND FORWARDED to the TOWN COUNCIL for its ACTION PURSUANT TO IC 6-1.1-18-6.

WHEREAS, It has been determined that certain exigent conditions have developed since adoption of the original budget and it is now necessary to transfer certain appropriations into different categories than were initially appropriated for the various functions of the **Police Department of the Corporation GENERAL Fund;**

NOW, THEREFORE BE IT RESOLVED by the Town Council of the Town of Highland, Lake County, Indiana as follows:

Section 1. That for the expenses of said municipality, the following appropriations are hereby transferred and set apart out of the funds hereinafter named for the purposes specified, subject to the laws governing the same, such sums herein transferred unless otherwise stipulated by law;

Section 2. That it has been shown that certain existing unobligated appropriations of the **Police Department of the Corporation GENERAL Fund,** which are not needed at this time for the purposes for which originally appropriated, and may be transferred to a category of appropriation in order to satisfy an existing need, as follows:

CORPORATION GENERAL FUND

Metropolitan Police Department	
Reduce Accounts:	
001-0009-11106 Part-time SS	\$ 13,500.00
001-0009-11121 Patrol salaries	\$ 20,000.00
001-0009-11143 Retirement	\$ 25,000.00
<i>Total 100 Series Reductions:</i>	<u>\$ 58,500.00</u>
Reduce Account:	
001-0009-38006 Service Agreements	\$ 2,000.00
<i>Total 300 Series Reductions:</i>	<u>\$ 2,000.00</u>
Increase Account:	
001-0009-23004 Other Supplies	\$ 8,500.00
<i>Total 200 Series Increases</i>	<u>\$ 8,500.00</u>
Increase Account:	
001-0009-34023 Group Health/Medical	\$ 52,000.00
<i>Total 300 Series Increases</i>	<u>\$ 52,000.00</u>
Total of Fund Decreases:	\$ 60,500.00
Total of Fund Increases:	\$ 60,500.00

DULY RESOLVED and ADOPTED this 11th Day of November 2019 by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 5 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

/s/Steven Wagner, President (IC 36-5-2-10)

Attest:

/s/Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5)

3. **Resolution No. 2019- 49:** A Resolution Approving Job Descriptions and Qualifications for Positions in the Highland Police Department as Determined By The Town Board of Metropolitan Police Commissioners, All Pursuant To IC 36-8-9-4.

Councilor Herak moved the passage and adoption of Resolution No. 2019-49. Councilor Vassar seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The resolution was adopted.

**TOWN OF HIGHLAND, INDIANA
RESOLUTION NO. 2019-49**

A RESOLUTION APPROVING A JOB DESCRIPTIONS AND QUALIFICATIONS for POSITIONS in the HIGHLAND POLICE DEPARTMENT as DETERMINED by the TOWN BOARD of METROPOLITAN POLICE COMMISSIONERS, all PURSUANT to IC 36-8-9-4.

Whereas, The Town of Highland has a Metropolitan Police Department organized under the provisions of IC 36-8-9 et seq. and enacted locally under Chapter 9.10 of the Highland Municipal Code;

WHEREAS, IC 36-8-9-4 (a), authorizes the Town Board of Metropolitan Police Commissioners to appoint police officers of the Town Police Department, expressly reading: *"The board may appoint, subject to the qualifications for employment determined by the board and approved by the town legislative body, as many persons as necessary to serve in the police department of the town. One person shall be appointed as the police chief;"*

WHEREAS, IC 36-8-9-4 (a), further authorizes the Town Board of Metropolitan Police Commissioners to appoint employees of the Town Police Department, expressly reading: *"The board may also appoint other employees that are necessary to carry on the work of the police department;"*

WHEREAS, The Town Board of Metropolitan Police Commissioners has determined written job descriptions which include formal qualifications for appointment to certain positions in the police department;

WHEREAS, The Town Board of Metropolitan Police Commissioners now presents these written job descriptions, *which include formal qualifications* for the approval of the Town Council; and,

WHEREAS, The Town Council, having reviewed these job descriptions and the formal qualifications as determined by the Town Board of Metropolitan Police Commissioners, now desires to take steps to approve these qualifications,

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF HIGHLAND, LAKE COUNTY, INDIANA as follows:

Section 1. That the qualifications for the Exempt Sworn Position Descriptions dated 9-12-19 as determined by the Town Board of Metropolitan Police Commissioners are approved for the following positions, provided that they are amended to include the requirement set forth in IC 36-8-9-4(c) *"All persons appointed must be of good moral character.."*:

- (a) Chief of Police
- (b) Assistant Chief of Police/Patrol Commander
- (c) Administrative Commander
- (d) Division Commander Investigations
- (e) Deputy Commander

Section 2. That the qualifications for the Non-Exempt Sworn Position Descriptions dated 9-12-19 as determined by the Town Board of Metropolitan Police Commissioners are approved for the following positions, provided that they are amended to include the requirement set forth in IC 36-8-9-4(c) *"All persons appointed must be of good moral character.."*:

- (a) Patrol Sergeant
- (b) Patrol Corporal
- (c) Lance Corporal
- (d) Police Officer (Classes 1-IV)
- (e) Detective
- (f) School Resource Officer
- (g) Community Resource Officer

Section 3. That the qualifications for the Non-Exempt Non-Sworn Position Descriptions dated 9-12-19 as determined by the Town Board of Metropolitan Police Commissioners are approved for the following positions:

- (a) Administrative Assistant (Secretary)
- (b) Support Services Administrator
- (c) Lead Support Services Clerk
- (d) Support Services Training Coordinator
- (e) Support Services Clerk
- (f) Systems Administrator/Training Officer IT
- (g) Animal Warden

Section 4. That this resolution's scope is limited to the approval of the qualifications as determined by the Town Board of Metropolitan Police Commissioners and does not render approval of the staffing associated with each description;

Section 5. That the staffing associated with each description is subject to the provisions of the wage and salary ordinance and the compensation and benefits ordinance, which may be adopted from time to time as well as the constraints of the budget(s) as adopted annually;

Section 6. That the actual descriptions are hereby incorporated into this resolution by reference and two (2) copies are on file in the office of the clerk-treasurer for public inspection as well as in the police department.

DULY PASSED AND ADOPTED by the Town Council of the Town of Highland, Lake County, Indiana, this 11th Day of November 2019. Having passed by a vote of 5 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

/s/ Steven Wagner, President (IC 36-5-2-10)

ATTEST:

/s/ Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5)

Job Descriptions on file

4. **Works Board Order No. 2019-30:** An Order Authorizing and Approving an Additional Elective Contribution to Humane Indiana, in support of its OWL You Need is Love Campaign and Authorizing the Display of an OWL as Public Art.

Councilor Zemen moved the passage and adoption of Works Board Order No. 2019-30. Councilor Vassar seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The order was adopted.

THE TOWN of HIGHLAND
WORKS BOARD ORDER NO. 2019-30

AN ORDER AUTHORIZING and APPROVING an ADDITIONAL ELECTIVE CONTRIBUTION to Humane Indiana, in support of its OWL You Need is Love Campaign and Authorizing the Display of an OWL as Public Art.

Whereas, The Town Council for the Town of Highland is the Legislative and Fiscal Body of the Municipality as well as the works board pursuant to IC 36-1-2 et seq., and

Whereas, HUMANE INDIANA, did cause a public art promotion to support its work, styled as the "OWL you need is Love" and made a presentation to the Town Council regarding the project at its study session convened March 18, 2019 and again at its Special Meeting convened May 20, 2019;

Whereas, The Town Council for the Town of Highland did pass and adopt Works Board Order No. 2019-15, on June 3, 2019, approving an initial contribution to sponsor an artist and an Owl, which is on display, as ApOWLlo 11, commemorating the fiftieth anniversary of the first lunar landing;

Whereas, The Town Council for the Town of Highland has been advised by HUMANE INDIANA that the public art can be obtained for permanently for the Town for an additional contribution of five hundred dollars (\$500);

Whereas, The Town of Highland, by and through its Town Council desires to further support the work of HUMANE INDIANA and promote the project by sponsoring, displaying and obtaining for permanent display, an OWL as part of this promotion; and

Whereas, Under the authority of IC 36-1-3, the Town passed and adopted Section §2.35.030 of the Highland Municipal Code which provides in pertinent part that the Town Council is authorized to budget and appropriate funds from the general fund of the town to pay the expenses incurred in promoting the best interests of the town and that such expenses may include, but not necessarily be limited to those incurred in developing relations with other units of government or any other expenses of civic or governmental nature deemed by the Town Council to be in the interests of the Town; and

Whereas, The Town Council has reviewed the matter, and wishes to formally authorize the further sponsorship and permanent display of an OWL through an additional monetary contribution to Humane Indiana, a 501(c)(3) organization,

Now Therefore Be it hereby Ordered by the Town Council of the Town of Highland, Lake County, Indiana;

Section 1. That an additional sponsorship or contribution in the amount of five hundred dollars (\$500.00) is hereby authorized and approved to be remitted to Humane Indiana in support of its OWL you need is Love promotion;

Section 2. That the Town Council hereby finds and determines that the forgoing activity and item of expense are lawful and proper expenses incurred in promoting the best interests of the Town as set forth in Section §2.23.030 of the Highland Municipal Code which reads as follows:

§ 2.35.030 AUTHORITY OF TOWN COUNCIL TO REIMBURSE TOWN OFFICIALS FOR CERTAIN EXPENSES.

The Town Council is hereby authorized to budget and appropriate funds from the general fund of the town to pay the expenses of, and to reimburse, town officials for expenses incurred in promoting the best interests of the town. Such expenses may include, but not necessarily be limited to meals, decorations, memorabilia, awards, expenses incurred in interviewing job applicants, expenses incurred in promoting industrial, commercial, and residential development, expenses incurred in developing relations with other units of government, and any other expenses of civic or governmental nature deemed by the Town Council to be in the interests of the town.

Section 3. That the Clerk-Treasurer is hereby authorized and instructed to prepare an accounts payable voucher to be drawn against the appropriate fund and account(s) for the benefit of Humane Indiana, depicting the expense as indicated in this order, in the amount herein fixed, to be paid according to law.

Be it so ordered.

DULY, PASSED and ORDERED by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 11th day of November 2019 having passed by a vote of 5 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

/s/Steven Wagner, President (IC 36-5-2-10)

Attest:

/s/Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5)

5. Action to approve appointment or employment of full-time employee, pursuant to Section §3.03 of the Compensation and Benefits Ordinance. *Operations Director recommends the following:*

(A) *The hiring of James Apps, to the full-time position of Utility Worker/Driver C in Public Works Department (Agency) at a rate of pay of \$15.86 per hour. This will not increase the full-time workforce greater than the authorized work force strength.*

(B) *The hiring of Sylvester Gardner, a full-time employee of the Parks and Recreation Department, to the full-time position of Custodian in Public Works Department (Agency) at a rate of pay of \$15.36 per hour. This will not increase the full-time workforce greater than the authorized work force strength.*

Councilor Vassar moved to authorize and approve the hiring and appointment of James Apps and Sylvester Gardner as indicated. Councilor Kuiper seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The hiring was authorized.

6. Authorizing the proper officer to publish legal notice of a public hearing: Public Hearing to consider additional appropriations in the amount of \$23,500.00 in the **Gaming Revenue Sharing Fund.**

Councilor Herak moved to authorize the proper officer to publish legal notice of a public hearing to consider proposed additional appropriations in the Gaming Revenue Sharing Fund. Councilor Vassar seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The publication was authorized.

Comments or Remarks from the Town Council:
(For the Good of the Order)

- **Councilor Bernie Zemen:** *Chamber of Commerce Co-Liaison • IT Liaison • Liaison to the Board of Waterworks Directors • Liaison to the Community Events Commission.*

Councilor Zemen acknowledged the Building Commissioner who offered a survey of matters pending before the Plan Commission.

Councilor Zemen acknowledged the Redevelopment Director, who reminded all of the next meeting of the Redevelopment Commission was on Monday, November 18, 2019.

Councilor Dan Vassar: *Liaison to the Park and Recreation Board.*

Councilor Vassar, noting that it was Veterans Day, expressed appreciation to veterans for their service.

Councilor Vassar acknowledged the Parks and Recreation Superintendent who reported regarding parks and recreation programs.

- **Councilor Mark Herak:** •*Budget and Finance Chair* • *Liaison to the Board of Sanitary Commissioners* • *Town Board of Metropolitan Police Commissioners, Liaison.*

Councilor Herak, noting that it was Veterans Day, also expressed appreciation to veterans for their service, especially noting Councilor Konnie Kuiper as a US Army veteran. He acknowledged the ceremony conducted earlier in the day under the sponsorship of the Daughters of the American Revolution.

Councilor Herak acknowledged the Councilors-elect Roger Sheeman and Tom Black who were present and congratulated them on their election to the Town Council on November 5, 2019.

Councilor Herak acknowledged the public works director, who reported on street projects.

Councilor Konnie Kuiper: • *Fire Department, Liaison* • *Chamber of Commerce Co-Liaison.*

Councilor Kuiper acknowledged the Fire Chief who offered a brief survey of departmental activity.

- **Council President Steve Wagner:** *Town Executive* • *Chair of the Board of Police Pension Trustees* • *Advisory Board of Zoning Appeals Liaison.*

The Council President acknowledged the Building Commissioner who offered a survey of matters pending before the Advisory Board of Zoning Appeals.

The Council President acknowledged the Councilors-elect Roger Sheeman and Tom Black who were present and congratulated them on their election to the Town Council on November 5, 2019.

Comments from Visitors or Residents:

1. Larry Kondrat, Highland, posed questions regarding funding in the FY 2020 budget as adopted that could be committed to streets and roads. Mr. Kondrat inquired particularly regarding the amount of \$400,000 and whether that could be used for roads.
2. Elijah Aurand, Highland, asked about the status of any developer's plans for the town Theater site. He was advised that there was no update but that the town was still looking for a proper development.

Payment of Accounts Payable Vouchers. There being no further comments from the public, Councilor Vassar moved to allow the vendors accounts payable vouchers as filed on the pending accounts payable docket, covering the period October 29, 2019 through November 11, 2019, a supplemental docket of \$287,958.83, as well as ratifying the payroll docket for the payday of October 25, 2019. Councilor Kuiper seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The accounts payable vouchers for the vendor docket were allowed, payments allowed in advance were

ratified including the payroll docket, and for all remaining invoices, the Clerk-Treasurer was authorized to make payment.

Vendors Accounts Payable Docket:

General Fund, \$314,244.20; Motor Vehicle Highway and Street (MVH) Fund, \$17,149.45; Local Road and Streets Fund, \$7,173.10; Law Enforcement Continuing Education and Training and Supply Fund, \$1,002.06; Flexible Spending Account Agency Fund, \$816.24; Insurance Premium Fund, \$186,939.40; Information Communications Technology Fund, \$4,776.87; Solid Waste District Grant Fund, \$146,353.92; Civil Donation Fund, \$68.14; Special Events Non Reverting Fund, \$22.24; Cumulative Capital Improvement Fund, \$16,458.03; Traffic Violations and Law Enforcement Agency Fund, \$6,500.00; Total: \$701,503.65.

Supplemental Vendors Accounts Payable Docket:

General Fund, \$202,291.03; Motor Vehicle Highway and Street (MVH) Fund, \$15,966.98; and Police Pension Fund, \$69,700.82; Total: \$287,958.83

Payroll Docket for payday of October 25, 2019:

Council, Boards and Commissions, \$8,440.06; Office of Clerk-Treasurer, \$16,418.15; Building and Inspection Department, \$8,878.81; Metropolitan Police Department, \$118,197.45; Fire Department, \$34,568.65; Public Works Department (Agency), \$68,318.04; and Police Pension, \$78,033.23. Total Payroll: \$332,854.39.

Adjournment of Plenary Meeting. Councilor Vassar moved that the plenary meeting be adjourned. Councilor Kuiper seconded. Upon a vote *viva voce*, the motion passed. The regular plenary meeting of the Town Council of Monday, November 11, 2019 was adjourned at 7:11 O'clock p.m.

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

Approved by the Town Council at its meeting of _____, 2019.

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