

**HIGHLAND REDEVELOPMENT COMMISSION
STUDY SESSION MINUTES
WEDNESDAY, February 11, 2015**

Members of the Highland Redevelopment Commission (“RC”, “Commission”) met on Wednesday, February 11, 2015 at 6:40 PM in the Upstairs Conference Room within the Municipal Building at 3333 Ridge Road, Highland, Indiana. President Greg Kuzmar called the meeting to order. Minutes were prepared by Cecile Petro, Redevelopment Director.

ROLL CALL: Commissioners present included Dominic Noce, Greg Kuzmar, Jim Kessler, Kathy DeGuilio-Fox, and Rachel Delaney. Also in attendance were Attorney Carol Green-Fraleay, Councilman Dan Vassar, and Redevelopment Director Cecile Petro.

General Substance of the Discussion

Agenda Review

After introductions of new and reappointed members to the Redevelopment Commission was completed, members reviewed the agenda. Following the agenda review, all members were sworn into office by Clerk-Treasurer Michael Griffin.

Town Theatre

The Commissioners discussed payment to the architect for the first phase of renovation of the Town Theatre. They would like the letter with the payment to read, “full and complete payment for work completed to date”.

Town Theatre--Tom Foolery Fundraiser Event

Members reviewed fees for the event including a \$25 ticket price; Town Theatre Founding Memberships for 2015 at various levels for Students and Seniors (\$20), Individuals (\$25), Families (\$40), and Small Businesses (\$75); promotional materials for sale from a range of \$10 to \$250; silent auction items to be determined by market value; and give the Redevelopment Director the authority to set the fees on other items.

2917 Highway Avenue and 2821 Jewett Avenue

The Commission discussed the proposed demolition costs for 2917 Highway Avenue and 2821 Jewett Avenue. After asking two firms that provided separate quotes for each property and a combined quote for both properties, the Commission would like to ask each firm if they will honor their initial quotes because those were the most responsible and lowest quotes. Commissioners also discussed giving the Redevelopment Director the authority to sign the respective contracts.

The Study Session was adjourned for the Public Meeting at 7:37 PM.

**HIGHLAND REDEVELOPMENT COMMISSION
PUBLIC MEETING
February 11, 2015**

The Highland Redevelopment Commission (“Commission”, “RC”) met in a Public Meeting on February 11, 2015 at 7:38 PM in the Upper Conference Room within the Municipal Building at 3333 Ridge Road, Highland, Indiana. President Greg Kuzmar called the meeting to order.

ROLL CALL:

Present on roll call included Redevelopment Commissioners: Dominic Noce, Greg Kuzmar, Jim Kessler, Kathy DeGuilio-Fox, and Rachel Delaney. Also in attendance were Attorney Carol Green-Fraley, School Town of Highland Commissioner Pat Krull, and Economic Development Commissioner George VandeWerken. Taking minutes for the meeting was Director Petro.

MINUTES OF PREVIOUS SESSIONS:

Commissioner Kessler made a motion to approve the minutes of Public Meeting and Study Session of January 14, 2015 and the Study Session of January 28, 2015. Commissioner Noce seconded the motion. **Motion carried by a unanimous voice vote.**

PUBLIC COMMENTS: None

SPECIAL ORDERS:

Commissioner Kessler presented a slate of officers: Dominic Noce-President, Greg Kuzmar-Vice President, and Jim Kessler-Secretary. No other nominations were heard. Commissioner Deguilio-Fox seconded the motion. No discussion was heard. **Motion passed by a unanimous voice vote.**

President Noce asked Vice-President Kuzmar to complete tonight’s agenda and Mr. Kuzmar agreed.

COMMUNICATIONS: None

UNFINISHED BUSINESS AND GENERAL ORDERS:

Vice President Kuzmar **tabled the Liability Waiver for Operation SOS** at this time. The Commission directed Attorney Green-Fraley to contact the Town Council members regarding the liability waiver and to stress the importance of the waiver for the Town.

Vice President Kuzmar **tabled the 2015 Goals** until the new members have more time to review and comment.

Commissioner Noce made a motion to approve spending \$150 for musicians to perform at each Farmers’ Market during the 2015 season, not to exceed \$2550. Commissioner DeGuilio-Fox seconded the motion. **Motion carried by a unanimous voice vote.**

NEW BUSINESS:

Commission Noce made a motion to add an item to the agenda. The item is in regards to fundraiser fees that will be charged at the Town Theatre—TomFoolery Event on February 20, 2015. Commissioner Delaney seconded the motion. **Motion carried by a unanimous voice vote.**

Commissioner Noce made a motion to approve fees for the event including a \$25 ticket price; Town Theatre Founding Memberships for 2015 at various levels for Students and Seniors (\$20), Individuals (\$25), Families (\$40), and Small Businesses (\$75); promotional materials for sale

from a range of \$10 to \$250; silent auction items to be determined by market value; and give the Redevelopment Director the authority to set the fees on other items. Commissioner DeGuilio-Fox seconded the motion. **Motion passed by a unanimous voice vote.**

Commissioner Noce made a motion to approve Resolutions 2015-04 and 2015-05, Resolutions of the Town of Highland Redevelopment Commission Authorizing a Contract with Actin Contracting, LLC for the Demolition of a House and Garage at 2917 Highway Avenue, not to exceed \$11,835.00 and a Contract with Krooswyk Trucking & Excavating for the Demolition of an Office Building and a Fence at 2821 Jewett Avenue, not to exceed \$4,080.00, and Authorized the Director to Enter Into Contracts Based Upon Those Quotes. Commissioner Kessler seconded the motion. **Motion carried by a unanimous voice vote.**

Commissioner Noce made a motion to provide Farmers' Market Musicians throughout the season for a cost not to exceed \$2550. Commissioner DeGuilio-Fox seconded the motion. **Motion passed by unanimous voice vote.**

ACTION TO PAY ACCOUNTS PAYABLE VOUCHERS:

Commissioner Kessler made a motion to approve the account payable vouchers as presented. Commissioner Delaney seconded the motion. **Motion carried by unanimous voice vote.**

BUSINESS FROM THE COMMISSIONERS:

Commissioner Noce thanked Commissioner Kuzmar for his service as President in 2014 and all of the extra work and time he spent on various projects. Mr. Noce also thanked Commissioner Kessler for his work on projects during 2014. Both Commissioners Kuzmar and Kessler thanked Commissioner Noce for his kind comments.

NEXT MEETING:

The next public meeting will be held on March 11, 2015, at 7:00 PM. A Study Session will precede the Public Meeting at 6:30 PM and may follow the meeting. The next full Study Session will be held on February 25, 2015. The next Highland Main Street meeting will be held on Thursday, March 5, 2015 at 7:30 PM.

ADJOURNMENT:

Commissioner Noce made a motion to adjourn. Commissioner Kessler seconded the motion. **Motion carried by a unanimous voice vote at 8:08 PM.**

**HIGHLAND REDEVELOPMENT COMMISSION
STUDY SESSION RECONVENED
February 11, 2015**

The Highland Redevelopment Commission (“Commission”, “RC”) reconvened its Study Session at 7:36 PM in the Upper Conference Room of the Municipal Building at 3333 Ridge Road, Highland, Indiana on February 11, 2015.

ROLL CALL: Present on silent roll call included Commissioners: Dominic Noce, Greg Kuzmar, Jim Kessler, Kathy DeGuilio-Fox, and Rachel Delaney. Also in attendance were Economic Development Commissioner George VandeWerken, Attorney Carol Green-Fraley, and School Town of Highland Commissioner Pat Krull. Minutes were taken by Director Petro.

General Substance of the Study Session

8610 and 8612 Kennedy Avenue

Attorney Green-Fraley informed the RC that the \$155,000.00 offer to purchase 8610 & 8612 Kennedy Avenue was submitted to the owner. The offer states that the offer is not subject to any lease and the property would be the Commission’s, free and clear.

Town Theatre

The Director provided an update on the Town Theatre, both structurally and operationally. The Commission discussed next steps to renovate the existing theatre portion of the project. They also discussed the upcoming TomFoolery fundraiser for the theatre.

Art and Cultural District

Commissioners discussed continuing Condit Street across the bike path.

Highland Rookery

The Commission discussed the potential parking area at the rookery and directed the Director to obtain a quote on the cost to prepare parking spaces at that location.

Update on properties in Highland

The Director provided information on the status of various properties within the town.

Adjournment

The Study Session was adjourned at 9:05 PM.

RESOLUTION NO. 2015-04

RESOLUTION OF THE HIGHLAND REDEVELOPMENT
COMMISSION AUTHORIZING A CONTRACT WITH ACTIN
CONTRACTING, LLC FOR THE DEMOLITION OF A HOUSE AND
GARAGE AT 2917 HIGHWAY

WHEREAS, the Highland Redevelopment Commission (the "Commission"), exists and operates under the provisions of the Redevelopment of Cities and Towns Act in I.C. 36-7-14, as amended from time to time (the "Act"); and

WHEREAS, the Highland Redevelopment Commission is authorized to negotiate and enter into contracts by statute; and

WHEREAS, the Highland Redevelopment Commission has requested, received and reviewed proposals for demolition of a house and garage at 2917 Highway Avenue (Parcel #45-07-21-408-013.000-026) owned by the Redevelopment Commission; and

NOW, THEREFORE, be it resolved as follows:

That it is in the best interest of the Town and Redevelopment Area I to enter into a contract with Actin Contracting, LLC to demolish a house and garage, remove the debris, and backfill site to grade for an amount not to exceed \$11,835.00.

Adopted and approved at a meeting of the Highland Redevelopment Commission held on the 11th day of February, 2015 having passed by a vote of 5 in favor and 0 opposed.

HIGHLAND REDEVELOPMENT COMMISSION

BY: Domenech M. Noce

President

ATTEST:

Samuel D. Kusch
Secretary

ACTIN CONTRACTING, LLC

1102 E Columbus Drive
P.O. Box 518
East Chicago, IN 46312
Phone: (219) 397-5020

Fax No: (219) 397-5028

Proposal No. T1501-104A
Sheet No. 01 of 01
Date: 02/13/2015
Estimator: Steve Kallay

Proposal Submitted To:

Cecile L. Petro
Highland Redevelopment Director
3333 Ridge Road
Highland, IN 46322

Work To Be Performed At:

2917 Highway
Highland, Indiana

We hereby propose to furnish all equipment, labor, supervision, trucking, and dumping fees necessary for the completion of the following scope of work: Demolition and removal of house, garage, and driveway. Backfill site to grade.

TEARING DOWN, LOADING AND REMOVAL OF DEBRIS FROM THE ABOVE MENTIONED LOCATION. THE COST IS TO INCLUDE TRUCKING, DUMP FEES, INSURANCE, EQUIPMENT, LABOR, MATERIALS, AND MISCELLANEOUS ITEMS. ALL WORK IS TO BE PERFORMED IN COMPLIANCE WITH LOCAL, STATE, AND FEDERAL REGULATIONS. THIS PROPOSAL DOES NOT INCLUDE ANY ASBESTOS, UNDERGROUND STORAGE TANKS OR HAZARDOUS MATERIAL REMOVAL, SHOULD ANY BE DISCOVERED. WE RESERVE THE RIGHTS TO ALL SALVAGE.

--*ALL UTILITIES MUST BE PERMANENTLY DISCONNECTED PRIOR TO DEMOLITION*
Actin will request disconnects and obtain confirmation of retirements.

ELEVEN THOUSAND, EIGHT HUNDRED THIRTY FIVE DOLLARS
AND ZERO CENTS.
\$ 11,835.00

All material is guaranteed to be as specified, and the above work is to be performed in accordance with the drawings and specifications submitted for the above work and will be completed in a substantial workmanlike manner.

Payment to be made as follows:
BALANCE PAID UPON COMPLETION

Interest will be assessed at the rate of one and one-half (1 1/2) percent per month on all amounts due and owing over (30) days. Reasonable attorney fees and costs will be added if your account is placed in collection.

Any alterations or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance upon above work. Workmen's Compensation and Public Liability Insurance on the above work is to be taken out by:

Actin Contracting, LLC

Respectfully submitted: Actin Contracting, LLC

NOTE - This proposal may be withdrawn by us if not accepted within **10** (ten) days.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work specified. Payment will be made as outlined above.

Date: Feb. 19, 2015

Signature: _____

Print Name: _____

Cecile L. Petro

RESOLUTION NO. 2015-05
RESOLUTION OF THE HIGHLAND REDEVELOPMENT
COMMISSION AUTHORIZING A CONTRACT WITH KROOSWYK
TRUCKING & EXCAVATING, INC FOR THE DEMOLITION OF AN OFFICE
BUILDING AT 2821 JEWETT STREET

WHEREAS, the Highland Redevelopment Commission (the "Commission"), exists and operates under the provisions of the Redevelopment of Cities and Towns Act in I.C. 36-7-14, as amended from time to time (the "Act"); and

WHEREAS, the Highland Redevelopment Commission is authorized to negotiate and enter into contracts by statute; and

WHEREAS, the Highland Redevelopment Commission has requested, received and reviewed proposals for demolition of an office building at 2821 Jewett Street (parcel # 45-07-21-451-014.000-026) owned by the Redevelopment Commission; and

NOW, THEREFORE, be it resolved as follows:

That it is in the best interest of the Town and Redevelopment Area I to enter into a contract with Krooswyk Trucking & Excavating, Inc., to demolish a house and garage, remove the debris, and backfill site to grade for an amount not to exceed \$4,080.00.

Adopted and approved at a meeting of the Highland Redevelopment Commission held on the 11th day of February, 2015 having passed by a vote of 5 in favor and 0 opposed.

HIGHLAND REDEVELOPMENT COMMISSION

BY: _____

President

ATTEST: _____

Secretary



PROPOSAL

KROOSWYK TRUCKING & EXCAVATING, INC.

9731 Indianapolis Blvd.
Highland, IN 46322
219-924 5605, 219-924-5977-Fax

TO: TOWN OF HIGHLAND
DARNELL AUTO REPAIR

JOB: 2122015
DATE: 2-12-2015

EMAIL: CPetro@highland.in.gov

PHONE:

WE HERBY SUBMIT SPECIFICATIONS AND ESTIMATE FOR THE FOLLOWING:

REMOVE FENCE AND RAZE OFFICE BUILDING

TOTAL \$4,080.00

- TOWN OF HIGHLAND WILL SECURE TOWN PERMITS AND ANY REQUIRED ASBESTOS PERMITS FOR THE STATE OF INDIANA

We propose herby to furnish material and labor complete in accordance with the above specifications.

PAYABLE AS FOLLOWS:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alterations or deviation from above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above estimate. All agreements are contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation.

ACCEPTANCE OF PROPOSAL: The prices, specifications and conditions are satisfactory and are hereby accepted.

SIGNATURE: _____

DATE: 2-24-15

SIGNATURE: _____

DATE: 2-26-15



KROOSWYK TRUCKING & EXCAVATING

9731 INDIANAPOLIS BLVD
HIGHLAND, IN 46322
219 924 5605 219 924 5977 - FAX
www.krooswyktrucking.com

Invoice No.: 68476
Date: 03/23/15
Page No.: 1
Customer No.: HIGHTOWN

Bill To:

TOWN OF HIGHLAND
3333 RIDGE ROAD
HIGHLAND, IN 46322

Job Site:

Terms NET 30 DAY	Due Date 04/22/15		P.O. Number	
Description		Quantity	Unit Price	Extended Amount

ATTN: CECILE PETRO

BILLING FOR PORPOSAL 2122015
DARNELL AUTO REPAIR
2821 JEWETT ST (HIGHLAND) IN

03/10/15 REMOVE FENCE & RAZE OFFICE
BUILDING

1.00

4,080.00

4,080.00

Sub Total 4,080.00

Sales Tax 0.00

Less Payments Received 0.00

Total Due \$ 4,080.00

121121

**AFFIDAVIT OF SERVICE PROVIDER OR CONTRACTOR
WITH THE TOWN OF HIGHLAND, LAKE COUNTY, INDIANA
REGARDING HIRE OF UNAUTHORIZED ALIENS**

State of Indiana)
)
County of Lake)

SS:

AFFIDAVIT

I, the undersigned, authorized representative, authorized officer or agent of

Krooswyle Trucking + Excavating
(Name of Company)

Hereinafter called "contractor", which has a contract for services or goods with the Town of Highland, Lake County, Indiana, having given solemn affirmation, hereby depose(s) and say(s), that the contractor does not knowingly employ an unauthorized alien.

FURTHERETH AFFIANT SAYETH NOT.

Signed: , Affiant.
(Name of Company Representative)

Certificate of Notary

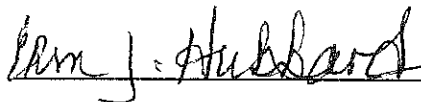
On this 14 day of APRIL, 2015, before me personally came and appeared **the affiant herein named**, known and known to me to be the individual described in and who executed the foregoing instrument, and who duly acknowledged to me that she executed same for purpose therein contained.

In Witness Whereof, I hereunto set my hand and official seal.

My commission expires: 10-15-22

County of Residence: Lake

(seal)



NOTARY

CLAUSE (ADDENDUM) and AFFIDAVIT ADDENDUM TO BE ADDED TO CONTRACT

FOR SERVICES TO BE PROVIDED TO THE TOWN OF HIGHLAND

(as required by I.C. 22-5-1.7-11, effective July 1, 2011)

Verification of Work Eligibility Status

1. KROOSWYK TRUCKING + EXCAVATING (hereinafter called "Contractor") understands and agrees that:

(A) It is required to enroll in and verify the work eligibility status of all employees hired after the date of this contract through the E-Verify program.

(B) This requirement shall be waived if the E-Verify program ceases to exist. For the purposes of this paragraph, the "E-Verify Program" means the electronic verification of work authorization program of the Illegal Immigration Reform and Immigration Responsibility Act of 1996 (P.L. 104-208), Division C Title IV, s. 403(a), as amended, operated by the United States Department of Homeland Security or other federal agency authorized to verify the work authorization status of newly hired employees under the Immigration Reform and Control Act of 1986 (P.L. 99-603); and

2. An authorized representative of the Contractor has signed the attached affidavit concerning the employment of unauthorized aliens.

This contract clause is developed pursuant to SEA 590 codified as IC 22-5-1.7-11 (a)(1).

Ty KK

Name

PRESIDENT

Title

4-14-15

Date