

**HIGHLAND REDEVELOPMENT COMMISSION
STUDY SESSION MINUTES
TUESDAY, JUNE 22, 2021**

The Highland Redevelopment Commission ("RC", "Commission") met in person at Town Hall as well as electronically using the Zoom platform on Tuesday, June 22, 2021. The meeting was convened electronically pursuant to Governor Eric Holcomb's Executive Order 20-04, 20-09 and 20-25 now extended through 1 July 2021 by his Order 21-14, allowing such meetings pursuant to IC 5-14-1.5-3.6 for the duration of the COVID-19 emergency. The Study Session was called to order at 7:02 p.m. by Commission President Cy Huerter.

Minutes were prepared by Kathy DeGuilio-Fox, Redevelopment Director and Recording Secretary.

Roll Call: Commissioners Sean Conley, George Georgeff, Cyril Huerter, and Bill Leep were present in person at Town Hall. Commissioner Robyn Radford was absent with notice. A quorum was established.

Additional Officials Present: Patrick Krull, School Town of Highland Liaison and non-voting member; Roger Sheeman, Council Liaison to the Redevelopment Commission; Attorney John Reed, Abrahamson, Reed and Bilsle; Ed Dabrowski, IT Consultant; and Kathy DeGuilio-Fox, Redevelopment Director were present in person.

Also Present: John Jurisa, Weichert Realtors; Derek Snyder, NIES Engineering and one participant via zoom and identified only as KSE473.

General Substance of the Discussion

- 1. Review of Plenary Business Meeting Agenda:** Having already adjourned the June 22, 2021 plenary business meeting item the commissioners found Item #1 to have been completed.
- 2. Disposition of 2811 and 2821 Jewett – Discussion:** Director DeGuilio-Fox opened discussion by reminding the commissioners that during the most recent discussion in this regard she had been unsure as to whether the time elapsed had been more than was allowed for the Commissioners to continue to pursue a buyer without having new appraisals conducted and a new offering made publicly. She explained she'd reached out to Attorney John Reed and his opinion was that the commission may move forward with pursuing a buyer and negotiating a sale. Ms. DeGuilio-Fox advised that the appraisal averages for the properties were as follows: \$50,350.00 for 2811 Jewett Street and \$70,000.00 for 2821 Jewett Street. She went on to advise she had taken John Jurisa into 2811 Jewett to take a look around. Mr. Jurisa presented the information he had gathered from his visit to 2811 Jewett Street. Discussion ensued. The Commissioners agreed that they did not want to spend any additional monies on 2821 Jewett. And, they agreed that the fewer conditions on the offer listing the better so that the property may be sold and back on the tax rolls. Commissioners agreed that the appraisal averages should be used as the starting offers. Ms. DeGuilio-Fox will prepare for consideration at the July 27th plenary business meeting the appropriate resolutions for approval of listings of the properties located at 2811 Jewett and 2821 Jewett.
- 3. Bult Oil Property – Report:** John Jurisa was asked to provide an update. He reminded those present of the offer to purchase, in the amount of \$65,000, submitted by Louis Jamison of Calumet Region Realty. He also reported they signed an amendment for termination of offer to be extended to July 30, 2021. Mr. Jurisa also reported Mr. Jamison's client's request that Redevelopment install all the sewer infrastructure to the property. Mr. Jurisa mentioned that the Commission could counteroffer if they are interested in the offer. There was no indication from the prospective buyer as to the intended use of the property. Mr. Jurisa also reported that there has been no further contact from Nathan Vis, attorney representing the Highland Body Shop in regard to their letter of intent. John Reed commented that he spoke with Attorney Vis and that if the Highland Redevelopment Commission wanted to install sewers

to the property they would be interested in tapping into the new sewer. Discussion ensued. Ms. DeGuilio-Fox advised that upon talking with Derek Snyder, NIES Engineering, the three cost options that had been received several years ago would be approximately 20% higher today causing the least expensive option for new sewer installation from Highway Avenue north on First Street to Condit to be about \$70,000. Derek Snyder was asked for his comments. Derek presented the revised option information and commented that the major issue regarding cost is the elevation of the BP pipeline. He reported that the most expensive option, Option A, would be the best and last the longest although the upfront costs are higher. He added that the only option for serving the Highland Auto Body would be Option A because of the depth of the pipeline on First Street. For information purposes Derek presented each of the three options. Derek recommended that gravity system sewers are the most desirable and the duplex grinder pump station, Option C, would be the least desirable. It was noted that all of the options would require engineering and incur additional costs to the construction options presented. Discussion ensued and turned to the consideration of u-lock storage on the Bult property. Councilman Sheeman stated he would not be opposed to recommending the Town look anew at the code related to storage facilities. After much discussion Commissioner Leep reminded others that there is an active offer and asked how it should be addressed. Discussion ensued. Derek reminded the Commissioners that the duplex grinder pump station would be the responsibility of the buyer to install and maintain. Commissioner Georgeff suggested going back to the broker and counter-offering \$80,000 which would include the cost of engineering, installation and maintenance of the duplex grinder pump station as well as compliance with all aspects of the town code. Commissioners asked Mr. Jurisa to go back to the prospect and share the costs of sewer with them so they understand their current offer is not adequate and submit a counteroffer of \$100,000.

4. **Downtown Parking Lot Project – Report:** Director DeGuilio-Fox provided a brief project update. The asphalt has been poured however Gallagher is waiting until the weather breaks to do the stamping and color. Ms. DeGuilio-Fox will check with Grimmer Construction about the schedule.
5. **Lvl2 EV Charger Installation – Discussion:** Director DeGuilio-Fox advised that Ozinga Energy was ready to begin the prep work however NIPSCO only today signed off on the work. Ozinga Energy is ready to move forward. Brief discussion ensued.
6. **8610-8620 Kennedy Avenue – Discussion:** No additional discussion was necessary after opening and accepting a bid from 1st Metropolitan Builders and hearing comments about their vision.
7. **Wayfinding Signs – Discussion:** Due to the long running study session this topic was tabled until the July 27th study session.
8. **Highland Plaza – Discussion:** Director DeGuilio-Fox reported she had met with a representative of DLC, owner of the southern section of Highland Plaza as well as Karen Lauerman of LCEA, the representing attorney and Ken Mika. DLC presented a potential development vision that was well received by everyone. Ms. DeGuilio-Fox shared that it is a planned use development and at first glance looks like it could transform the plaza into something that Highland would be good for Highland. However, the project would require a use variance. To that end an executive session with the Highland Redevelopment Commission, the Highland Plan Commission and the Highland Board of Zoning Appeals was suggested. A date will be determined for this join session and steps will be taken to advertise and schedule the meeting.
9. **Redevelopment Commission Comments:** There were no comments and no further discussion.

There being no further discussion the Redevelopment Commission study session was adjourned at 8:40 p.m.

Respectfully submitted by Kathy DeGuilio-Fox, Recording Secretary.

**HIGHLAND REDEVELOPMENT COMMISSION
PLENARY BUSINESS MEETING MINUTES
TUESDAY, JUNE 22, 2021**

The Highland Redevelopment Commission (“Commission”, “RC”) met in person at Town hall as well as electronically using the Zoom platform. The meeting was convened as an electronic meeting pursuant to Governor Eric Holcomb’s Executive Order 20-04, 20-09 and 20-25 now extended through 1 July 2021 by his Order 21-14, allowing such meetings pursuant to IC 5-14-1.5-3.6 for the duration of the COVID-19 emergency. The Plenary Business Meeting was called to order by Commission President Cy Huerter at 6:30 p.m. Commission President Huerter called for a roll call.

Minutes were prepared by Kathy DeGuilio-Fox, Redevelopment Director and Recording Secretary.

Roll Call: Commissioners Sean Conley, George Georgeff, Cy Huerter, and Bill Leep were present at Town Hall. Commissioner Robyn Radford was absent with notice. A quorum was established.

Additional Officials Present: Patrick Krull, School Town of Highland Liaison and non-voting member; Town Council Liaison Roger Sheeman; Attorney John Reed, Abrahamson, Reed and Bilse; Ed Dobrowski, IT Consultant and Kathy DeGuilio-Fox, Redevelopment Director were all present in person.

Also Present: Jay Lieser, President of 1st Metropolitan Builders; Thomas Corsiglia, President and CEO of EMCOR Hyre Electric; John Jurisa, Weichert Realtors; Derek Snyder, NIES Engineering and one participant via zoom and identified only as KSE473.

Commission President Huerter asked that the Commissioners change the order of the agenda for the purpose of addressing new business first. Commissioner Huerter called for a motion. Commissioner George Georgeff made a motion to change the order of the agenda in order to address new business first. Commissioner Bill Leep seconded the motion. There being no discussion Commission President Huerter called for a roll call vote. Upon a roll call vote, the motion passed. The minutes were approved by a voice vote of four affirmatives and no negatives.

New Business: Consideration of Proposals for Purchase of 8610-8620 Kennedy Avenue:

- a. Attorney Verification of Proof of Publication: Attorney Reed verified that the proofs of publication were in order and had been advertised on two separate dates less than thirty days and more than ten days from the date of the meeting.
- b. Opening of Proposals for Disposition of Property: Commission President Huerter proceeded to open the single proposal that had been submitted to the Redevelopment Commission. As announced by Commission President Huerter the proposal was submitted by 1st Metropolitan Builders. The offer to purchase properties located at 8610-8620 Kennedy Avenue as offered was read in its entirety.
- c. Review of Proposals for Disposition of Property: The public offering was reviewed and it was found that the asking price of \$117,500.00 was met and surpassed by the offer to purchase submitted by 1st Metropolitan Builders.
- d. Selection of Complying Proposal for Disposition of Property: Having met the terms of the public offering Redevelopment Commission President Huerter asked for a motion to accept the offer. Commissioner Bill Leep made a motion to accept the offer

submitted by 1st Metropolitan Builders. Commissioner George Georgeff seconded the motion. There being no further discussion Commission President Huerter called for a roll call vote. Upon a roll call vote the motion passed. The offer as submitted by 1st Metropolitan Builders, in the amount of \$120,000.00, was accepted by a voice vote of four affirmatives and no negatives.

Commission President Huerter asked Jay Lieser, President of 1st Metropolitan Builders, to please describe in as much detail as possible his plans for the development. Questions and discussion ensued.

Having completed discussion in regard to the proposed project Commission President returned to the agenda.

Minutes of Previous Session: Commission President Huerter asked if everyone had reviewed the minutes. Hearing that everyone had received the minutes prior to the meeting and reviewed them he called for a motion to approve. Commissioner Sean Conley made a motion to approve the minutes as presented. Commissioner George Georgeff seconded the motion. There being no discussion Commission President Huerter asked for a roll call vote. Upon a roll call vote the motion passed. The minutes of the May 25, 2021 meetings and the June 8, 2021 meeting were approved as presented by a voice vote of four affirmatives and no negatives.

Public Comment: None

Communications: None

Unfinished Business and General Orders: None

Action to Pay Accounts Payable Vouchers: Commissioner Bill Leep made a motion to pay accounts payable vouchers as filed on the pending accounts payable docket, covering the period May 27, 2021 through June 23, 2021 and the payroll dockets for June 4, 2021 and June 18, 2021 in the amount of \$48,048.25. Commissioner Sean Conley seconded the motion to approve the Accounts Payable Vouchers. There being no discussion Commission President Huerter called for a roll call vote. Upon a roll call vote the motion passed with four affirmatives and no negatives.

Vendors Accounts Payable Docket:

Redevelopment General Fund, \$22,322.25; Highland Economic Development, \$0.00; Redevelopment Capital Fund, \$26,138.10; Downtown Redevelopment District Allocation Area, \$0.00; Redevelopment Bond & Interest, \$0.00; CEDIT Economic Development Income Tax Fund, \$25,726.00 and Cardinal Campus Allocation Area, \$0.00. Total: \$48,048.25.

Payroll Docket for Payday of June 4, 2021 and June 18, 2021: Redevelopment Department: Total Payroll: \$10,349.37.

Business from the Commissioners: None

Next Meeting: President Huerter advised that the next Study Session is scheduled for Tuesday, August 10, 2021 and will convene at 6:30 PM. The next Plenary Business Meeting is scheduled for Tuesday, July 27, 2021 immediately following the study session at 6:30 PM. A Study Session will reconvene following the public meeting, if deemed necessary. The next meeting of the Highland Main Street is tentatively scheduled to convene on Wednesday, July 14, 2021 at 6:30 p.m. The meetings will be convened in person at Town Hall unless advised otherwise.

Adjournment: There being no further business of the Highland Redevelopment Commission, the Tuesday, June 22th meeting of the Highland Redevelopment Commission was adjourned at 7:30 PM.

Respectfully submitted by Kathy DeGuilio-Fox, Recording Secretary

GL Number Invoice Line Desc Ref # Vendor Invoice Description Amount Check #

Fund	Dept	Account	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
094-0000-20003	094-0000-31003	D/S CUMULATIVE CHECKS FREIGHT	92569	A E BOYCE CO INC	D/S 2000 CUMULATIVE CHECKS FREIGHT	9.24		
094-0000-31003	094-0000-31003	GENERAL ENGINEERING SERVICES	92589	NRES ENGINEERING, INC.	GENERAL ENGINEERING SERVICES	276.08		
094-0000-31003	094-0000-31003	FINANCIAL PROFESSIONAL SERVICE	92596	SEH OF INDIANA, LLC	FINANCIAL PROFESSIONAL SERVICES	8,116.00		
094-0000-33001	094-0000-33001	LEGAL AD-REQ FOR PROPOSALS	92593	THE TIMES OF NW INDIANA	LEGAL AD-REQ FOR PROPOSALS	46.40		
094-0000-33001	094-0000-33001	LEGAL AD-REQ FOR PROPOSALS	92594	THE TIMES OF NW INDIANA	LEGAL AD- DT ALLOC FUND	24.34		
094-0000-33001	094-0000-33001	LEGAL AD-REDEV GENL	92595	THE TIMES OF NW INDIANA	LEGAL AD-REDEV GENL	24.34		
094-0000-34043	094-0000-34023	HEALTH INS	92343	TOWN OF HIGHLAND INS FUND (V JUNE 2021	HEALTH/LIFE INS PREM RED:	3,238.65		
094-0000-35008	094-0000-35008	LIFE INS	92590	TOWN OF HIGHLAND INS FUND	(V JUNE 2021 HEALTH/LIFE INS PREM RED:	15.88		
094-0000-35008	094-0000-35008	UTILITIES-2821 JEWETT	92591	NISOURCE INC.	UTILITIES- 2821 JEWETT	35.30		
094-0000-35008	094-0000-35008	UTILITIES-2811 JEWETT	92591	NISOURCE INC.	UTILITIES- 2811 JEWETT	3.71		
094-0000-35008	094-0000-35008	STORM-8620 KENNEDY	92597	TOWN OF HIGHLAND UTILITIES	STORM-8620 KENNEDY	61.03		
094-0000-35008	094-0000-35008	STORM-8618 KENNEDY	92598	TOWN OF HIGHLAND UTILITIES	STORM-8618 KENNEDY	61.03		
094-0000-35008	094-0000-35008	STORM-8612 KENNEDY	92599	TOWN OF HIGHLAND UTILITIES	STORM-8612 KENNEDY	15.22		
094-0000-35008	094-0000-35008	STORM-8610 KENNEDY	92600	TOWN OF HIGHLAND UTILITIES	STORM-8610 KENNEDY	15.22		
094-0000-35008	094-0000-35008	STORM-2605 CONDIR	92601	TOWN OF HIGHLAND UTILITIES	STORM-2605 CONDIR	15.22		
094-0000-35008	094-0000-35008	STORM-2917 HIGHWAY	92602	TOWN OF HIGHLAND UTILITIES	STORM-2917 HIGHWAY	15.22		
094-0000-45200	094-0000-45200	REDEVELOP GEN TRANSFER GROSS	92339	PAYROLL ACCOUNT	6/4PRL D/S TRANSFER REDEVELOPMENT	5,031.95	33889	
094-0000-45200	094-0000-45200	REDEVELOP GEN TRANSFER GROSS	92610	PAYROLL ACCOUNT	6/18PRL D/S TRANSFER REDEVELOPMENT	5,317.42	33912	
Total For Dept 0000							22,322.25	
Total For Fund 094 REDEVELOPMENT GENERAL							22,322.25	

Fund	Dept	Account	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
250-0000-35010	250-0000-35010	EV CHARGERS-DT PARKING LOT	92592	OZINGA ENERGY, LLC	EV CHARGERS-DT PARKING LOT	25,726.00		
Total For Dept 0000							25,726.00	
Total For Fund 250 CREDIT ECON. DEV. INCOME TAX FUND							25,726.00	

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 094 REDEVELOPMENT GENERAL	22,322.25
Fund 250 CREDIT ECON. DEV. INCOME T.	25,726.00

48,048.25