

**Enrolled Minutes of the Sixty-second Regular or Special Meeting  
For the Twenty-Seventh Highland Town Council  
Special Meeting  
Monday, June 16, 2014**

The Special Meeting of the Highland Town Council was called to order at 7:05 p.m. at the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana, in the plenary meeting chambers. The Town Council President, Dan Vassar, presided and the Town Clerk-Treasurer, Michael W. Griffin, was present to memorialize the proceedings. The meeting was opened with Council President Vassar reciting the Pledge of Allegiance to the Flag of the United States of America.

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

**Additional Officials Present:** Rhett L. Tauber, Town Attorney; and George Georgeff, Commander in the Metropolitan Police Department were present.

*Also present:* Steve Mileusnich of the Advisory Board of Zoning Appeals; Ed Dabrowski IT Director (Contract); Randy Bowman, Assistant Inspector for Electrical; Scott V. Cherry and Bob Nicksic of the Skillman Corporation were also present.

**Special Orders:**

1. **Consideration of Bids Report for Early Site Work Associated with the Highland Police Station Construction Project.**
  - (A) **Verification of Proofs of Publication Notice for Receipt of Bids:** (TIMES 05.06.2014 & 05.14.2014);(POST-TRIBUNE 05.06.2014 & 05.14.2014). The Town Attorney advised that the proofs were in compliance with IC 5-3-1.
  - (B) **Works Board Order No. 2014-17:** An Order of the Works Board Accepting the Bid of **Gough, Incorporated** to Perform the Phase One Contract Associated with the Police Station Construction Project, styled as Early Sitework, that Bid Being the Lowest Responsive and Responsible Bid in the amount of Four Hundred fifty-seven thousand, three hundred dollars and no Cents (\$457,300.00).

Councilor Herak moved the passage and adoption of *Works Board Order No. 2014-17*. Councilor Adams seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The Works Board Order was adopted.

**Town of Highland  
Board of Works  
Order of the Works Board No. 2014-17**

**An Order of the Works Board Accepting the Bid of Gough, Incorporated to Perform the Phase One Contract Associated with the Police Station Construction Project, styled as Early Sitework, that Bid Being the Lowest Responsive and Responsible Bid in the amount of Four Hundred fifty-seven thousand, three hundred dollars and no Cents (\$457,300.00)**

**Whereas,** The Town Council for the Town of Highland determined that a need exists to construct and equip a new facility to support the Police Department; and

**Whereas,** Skillman Corporation, working with Garcia Consulting Engineers and Wilson Estes Police Architects caused plans and specifications to be prepared for the Early Site work associated with the Police Station Construction Project, and the project was bid in accordance with I.C. 36-1-12 et seq. and notice was published in accordance with I.C. 5-3-1; and

**Whereas,** The following bids were received at 2:00 p.m. on May 22, 2014:

Bidder

Base Bid

1.	Gariup Construction, Inc.	\$486,200.00
2.	Gough, Inc.	\$457,300.00
3.	Grimmer Construction, Inc.	\$623,000.00

**Whereas**, Skillman Corporation, as Project Manager, has reviewed the bids and determined that the bid of Gough, Incorporated in the amount of **Four Hundred fifty-seven thousand, three hundred dollars and no Cents (\$457,300.00)** to be the lowest responsive and responsible bid;

**Whereas**, There are sufficient and available appropriations balances on hand to support the payments under the agreement, pursuant to IC 5-22-17-3(e), or there are on hand sufficient proceeds remaining from a bond anticipation note, authorized for and associated with this project; and

**Whereas** The Town of Highland, through its Town Council, now desires to accept the recommendation Skillman Corporation, and award a construction contract to Gough, Incorporated for the Highland Police Station Construction Project,

**Now, Therefore, Be It Ordered** by the Town Council of the Highland, Indiana, acting as the Works Board, as follows:

**Section 1.** That the bid of **Gough, Incorporated** for the Early Site work associated with the Police Station Construction Project, in the amount of **Four Hundred fifty-seven thousand, three hundred dollars and no Cents (\$457,300.00)** to be the lowest responsive and responsible bid.

**Section 2.** That the Town Council President and Clerk Treasurer are hereby authorized to execute the agreement and all documents necessary to implement the project, including the notice to proceed

**Be it so ordered.**

**Duly Adopted, Resolved and Ordered** by the Highland Town Council, Lake County, Indiana, this 16<sup>th</sup> day of June 2014. Having been passed by a vote of 5 in favor and 0 opposed.

BOARD OF WORKS OF THE TOWN OF  
HIGHLAND, INDIANA

Dan Vassar, President (IC 36-5-2-10)

Attest:

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO  
Clerk-Treasurer (IC 33-16-4-1;IC 36-5-6-5)

After the motion and second but before the roll call there was discussion concerning the subject matter of the works board order.

With leave from the Town Council, Mr. Scott Cherry offered a brief survey of the work outlined in the project in the bids. It was noted that it was largely preparatory and related to the actual grounds and site to ready it for the construction of the Police Station Facility.

It was noted that in the course of assembling the lots located at 3305, 3309, 3315 Ridge Road, and 8745 Cottage Grove Avenue to host the new police station, there was discovered a working well at 3305 Ridge Road that required additional procedures to protect as well as identifying asbestos in some of the remaining houses. It was further noted that these matters have been addresses and the process could move forward.

The discussion further included exploration of the costs exceeding the allowable budget related to the police station and a recent meeting in which "value engineering options" were further explored in order to bring the proposed project into the fundable construction budget.

2. Ratify this Special Meeting for Monday, **June 16, 2014 at 7:00 p.m.**, pursuant to Section 2.05.130 (E) and IC 5-14-1.5-6.1. (*48 hours Notice has been provided. This needs ratification.*)

Councilor Zemen moved, seconded by Councilor Adams, to ratify the special meeting as convened pursuant to the requirements of Section 2.05.130 (E) and the open

meeting act. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The meeting was approved and ratified.

**Adjournment.** Councilor Adams moved that the special meeting be adjourned. Councilor Zemen seconded. Upon a vote *viva voce*, the motion passed. The Special meeting of the Town Council of Monday, June 16, 2014 was adjourned 7:15 O'clock p.m. The Town Council immediately convened in study session.

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