

**HIGHLAND REDEVELOPMENT COMMISSION
STUDY SESSION MINUTES
TUESDAY, SEPTEMBER 28, 2021**

The Highland Redevelopment Commission ("RC", "Commission") met in person at Town Hall on Tuesday, September 14, 2021. The Study Session was called to order at 6:30 p.m. by Commission President Cy Huerter. The study session was adjourned at 7:02 p.m. to allow for the plenary business meeting to be convened. Upon adjourning the plenary business meeting at 7:16 p.m. the study session was reconvened at 7:16 p.m.

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

Roll Call: Commissioners Robyn Radford, Bill Leep, George Georgeff and Cyril Huerter were present in person at Town Hall. Commissioner Sean Conley 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 Bilse; Michael Griffin, Town of Highland Clerk-Treasurer and Kathy DeGuilio-Fox, Redevelopment Director were present in person.

Also Present: John Jurisa, Weichert Realtors.

General Substance of the Discussion

1. **Review of Plenary Business Meeting Agenda:** Ms. DeGuilio-Fox reviewed the plenary business meeting agenda with the Commissioners. Brief discussion ensued.
2. **Disposition of 2815 Jewett – Report:** Director DeGuilio-Fox advised the appraisal inspections have been completed. The Commissioners were advised that the reports will take approximately four weeks to complete. Ms. DeGuilio-Fox also commented that both appraisers suggested they include information and values for the entire property located at 2815 Jewett rather than only the front commercial sections of the building as requested. They believe this to be a more appropriate and efficient way to appraise the property if the Commission desires to sell it in its entirety.
3. **Disposition of 2821 Jewett – Report:** Director DeGuilio-Fox directed the Commissioners attention to the resolution that was reviewed and will be considered during the plenary session. She advised that this resolution, if adopted, will allow the sale of the property located at 2821 Jewett to move forward. She reminded everyone that the buyer will be required to seek a variance from the Board of Zoning Appeals in order to use the property as intended.
4. **Bult Oil Property – Update:** Director DeGuilio-Fox introduced the topic by immediately asking John Reed to share his legal opinion regarding the offer received from the Eriks' attorney, Nathan Vis. Attorney Reed expounded on those aspects of the offer that should be addressed in a counteroffer and those that the Commission may not agree to. To clarify he explained what Indiana statute requires of redevelopment commissions if they are partnering with a developer to fund any portion of a project. Discussion ensued. Mr. Reed offered exact verbiage that he thought would be appropriate for the commissioners to use for their motion when a counteroffer

is addressed during the plenary business meeting. Discussion also included the need for a development plan and timeline for the intended use of the project.

5. **Downtown Highland Marketing Brochure – Report:** Director DeGuilio-Fox reported that she is working with the Idea Factory to create a brochure to market downtown Highland. She explained that the Highland Main Street Bureau had asked for a brochure of this sort to be created as soon as possible to bring attention to the businesses and to help bring visitors to the downtown. Discussion included businesses distributing the brochure as well as utilizing the South Shore Visitors Center. Ms. DeGuilio-Fox further reported she believes the brochure will tie into the wayfinding sign project.
6. **Cardinal Campus Development – Update:** Director DeGuilio-Fox reported that she and Michael had met, via zoom, with the representatives of the Cardinal Campus development on Main Street. Now that Phase I is complete and all of the properties are filled Dr. Gendreau intends to move forward to begin Phase II. While the developer and his team have not yet determined the exact number of buildings that will be included in Phase II, they reportedly intend to construct an additional 2 or 3 office buildings and the boutique hotel. The office buildings will be constructed first and then the hotel. It is their hope to break ground as early as possible next year. Additional meetings will be scheduled as the plans progress
7. **Redevelopment Commission Comments:** Commissioner Radford advised that she would like to step down as the secretary of the commission. She explained that she works in Chicago and that it is difficult to get to town hall on the random occasion when she is needed to sign documents. Discussion ensued. Commissioner Leep advised that he would be happy to take on the position. A motion will be made during the plenary session so a vote may be taken and a new secretary elected.
8. **EV Charging Station Project Update:** Director DeGuilio-Fox reported she'd been in touch with the vendor supplying the chargers, Ozinga Energy, and that they expected delivery of the chargers by weeks end. She also reported they advised they would schedule installation for next week or the following week depending on the availability of the electrician. Software training will be conducted the second day of installation. Ms. DeGuilio-Fox advised she has already notified the IT Director regarding his involvement. And, she has already reached out to the Clerk-Treasurer to ask if he would like the staff member responsible for monitoring payments to also be involved.
9. **Budget Presentation by Clerk-Treasurer Michael Griffin:** Clerk Treasurer Griffin distributed three worksheets referencing the Redevelopment Department budget (including the Redevelopment General Fund, the Redevelopment Bond & Interest Non-Exempt as well as the property tax component affecting the Highland Allocation Areas) and conducted a brief seminar to provide explanation and training regarding the particular Redevelopment Department funds as well as how the disbursements and balances are determined. A brief questions and answer period followed. Mr. Griffin also commented on the nature of redevelopment activities as a whole, in particular that it is a marathon and not a sprint.

There being no further discussion the Redevelopment Commission study session was adjourned at 8:18 p.m.

Respectfully submitted by Kathy DeGuilio-Fox, Recording Secretary.

**HIGHLAND REDEVELOPMENT COMMISSION
PLENARY BUSINESS MEETING MINUTES
TUESDAY, SEPTEMBER 28, 2021**

The Highland Redevelopment Commission ("Commission", "RC") met in person at Town Hall. The Plenary Business Meeting was called to order by Commission President Cy Huerter at 7:02 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 George Georgeff, Bill Leep, Robyn Radford and Cy Huerter were present at Town Hall. Commissioner Sean Conley 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; and Kathy DeGuilio-Fox, Redevelopment Director were present in person.

Also Present: John Jurisa, Weichert Realtors.

Minutes of Previous Sessions: Commission President Huerter asked if everyone had received and reviewed the minutes. Hearing that everyone had reviewed the minutes he called for a motion to approve. Commissioner Bill Leep made a motion to approve the minutes as presented. Commissioner George Georgeff seconded the motion. There being no corrections or discussion Commission President Huerter approved the minutes of the August 24th study session and plenary meeting, as well as the study session minutes of the September 14, 2021 meeting, as submitted.

Special Orders: None

Public Comment: John Jurisa, Weichert Realty, questioned whether the Commission was aware and/or had been advised in regard to the depth of a potential sewer installed on First Street from Highway Avenue north to the Bult property. Ms. DeGuilio-Fox reminded him that Derek Snyder, NIES Engineering had advised that when he addressed the Redevelopment Commission several months ago.

Communications: None

Unfinished Business and General Orders: Upon receipt of the offer to purchase the former Bult Oil property as received from Attorney Nathan Vis, representing the Eriks family, John Reed was asked by the Redevelopment Director to prepare a legal opinion regarding the conditions presented in the offer. Mr. Reed presented his opinion to the Commissioners and explained why numerous of the conditions could not be met. Discussion ensued. Having heard the Redevelopment Commission attorney's legal opinion and discussing the offer, the Commissioners decided to submit a counter-offer. A motion was called for and Attorney Reed provided what he believed an appropriate motion. The motion was presented by Commissioner Bill Leep to counter-offer with a maximum contribution of the Highland Redevelopment Commission in the amount of \$20,000.00 for the construction of the public sanitary sewer; elimination of Article 4 Section 1.d of the Purchase and Sale Agreement and the inclusion of two contingencies: 1. The sale is contingent upon submission of a development plan, including a project timeline for implementation of the project, to be approved by the Highland Redevelopment Commission and the Highland Town Council as well as 2. Determination of tap-in fees will be at the discretion and approval of the Highland Board of Sanitary Commissioners. Commissioner Georgeff seconded the motion. There being no additional

discussion President Huerter called for a roll call vote. The vote was taken and the motion passed with a voice vote of four affirmatives and no negatives.

New Business:

1. **Resolution 2021-26: A Resolution of the Highland Redevelopment Commission Authorizing Appraisals of a Redevelopment-Owned Property, Pursuant to IC 36-7-14-12.2, and Commissioning Vale Appraisal Group and Bochnowski Appraisal Company to Perform Said Appraisals.** Director DeGuilio-Fox presented a short explanation in regard to the need for the resolution just as has been required in the past for previous appraisals. Commission President Huerter called for a motion to approve Resolution 2021-26. Commissioner George Georgeff moved to approve. Commissioner Robyn Radford seconded the motion. There being no discussion a roll call vote was taken. The motion passed with a vote of four affirmatives and no negatives.
2. **Resolution 2021-27: A Resolution of the Highland Redevelopment Commission Approving and Accepting an Offer to Purchase Redevelopment-Owned Property Located at 2821 Jewett Avenue as Submitted by Richard J. Kroll.** There being no discussion, Commission President Huerter called for motion to approve. Commissioner Robyn Radford moved to approve Resolution 2021-27. Commissioner Bill Leep seconded the motion. Commissioner Huerter asked if there was any discussion. Commissioner George Georgeff advised he would abstain from voting on this motion because, as he'd previously advised, the purchaser had contacted him previously and were customers of his. Commissioner Huerter further commented that the presentation made by this group during their interview with the Redevelopment Commission was impressive and he is fully supportive of the sale. Commissioner Bill Leep commented that he felt the required standard of "highest and best use" will be achieved by this group. There being no further discussion the roll was called for a vote. The motion passed by a voice vote of three affirmatives, no negatives and one abstention.

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 August 26, 2021 through September 29, 2021 and the payroll dockets for August 27, 2021, September 10, 2021 and September 24, 2021 in the total amount of \$25,909.10. Commissioner George Georgeff 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, \$25,764.10; Highland Economic Development, \$0.00; Redevelopment Capital Fund, \$0.00; Downtown Redevelopment District Allocation Area, \$0.00; Redevelopment Bond & Interest, \$0.00; CEDIT Economic Development Income Tax Fund, \$145.00 and Cardinal Campus Allocation Area, \$0.00. Total: \$25,909.10.

Payroll Docket for Payday of August 27, 2021, September 10, 2021 and September 24, 2021: Redevelopment Department: Total Payroll: \$12,395.64.

Business from the Commissioners: Due to schedule constraints Commissioner Robyn Radford asked to be relieved of her duties as Secretary. Commissioner George Georgeff nominated Commissioner Bill Leep to fill the position to become secretary. The motion was seconded by Robyn Radford. There being no additional nominations nor discussion, Commission President Huerter called for a roll call vote. The motion passed by a vote of four affirmatives and no negatives. Commissioner Bill Leep was elected secretary of the Highland Redevelopment Commission for the remainder of 2021 or until a new nomination is received and vote is taken.

Next Meeting: President Huerter advised that the next Study Session is scheduled for Tuesday, October 12, 2021 and will convene at 6:30 PM. The next Plenary Business Meeting is scheduled for Tuesday, October 26, 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, October 13, 2021 at 6:30 p.m. The meetings will be convened in person at Town Hall unless otherwise advised through the issuance of a public notice.

Adjournment: There being no further business of the Highland Redevelopment Commission, the Tuesday, September 28, 2021 meeting of the Highland Redevelopment Commission was adjourned at 7:16 PM.

Respectfully submitted by Kathy DeGuilio-Fox, Recording Secretary

**TOWN OF HIGHLAND
HIGHLAND REDEVELOPMENT COMMISSION
RESOLUTION 2021-26**

**A RESOLUTION OF THE HIGHLAND REDEVELOPMENT COMMISSION
AUTHORIZING APPRAISALS OF A REDEVELOPMENT-OWNED PROPERTY,
PURSUANT TO IC 36-7-14-12.2, AND COMMISSIONING
VALE APPRAISAL GROUP AND BOCHNOWSKI APPRAISAL COMPANY
TO PERFORM SAID APPRAISALS**

WHEREAS, the Highland Redevelopment Commission (the "Commission"), governing body of the Town of Highland Department of Redevelopment (the "Department"), and the Highland Redevelopment Area (Downtown) Allocation Area (the "Redevelopment Area"), exists and operates under the provisions of the Redevelopment of Cities and Towns Act of 1953 which has been codified in IC 36-7-14, as amended from time to time (the "Act"); and

WHEREAS, the Commission will engage the appraisal services of Vale Appraisal Group and Bochnowski Appraisal Company, under IC 36-7-14-12.2(a)(12), to appraise the fair market value of the property located at 2815 Jewett Avenue (*Parcel #45-07-21-451-012.000-026*), and

WHEREAS, the Commission now desires to approve and authorize the commissioning of appraisals for the property indicated.

NOW THEREFORE BE IT RESOLVED by the Highland Redevelopment Commission of the Town of Highland, Lake County, Indiana:

Section 1. That the Highland Redevelopment Commission hereby approves and authorizes appraisals for real property located at 2815 Jewett Street;

Section 2. That the Highland Redevelopment Commission approves and authorizes the engagement of Vale Appraisal Group and Bochnowski Appraisal Company to perform said appraisals for an amount quoted, \$1,200.00 and \$1,800.00, respectively;

ADOPTED AND APPROVED at a meeting of the Highland Redevelopment Commission, Lake County, Indiana held on this 28th day of September, 2021 having passed by a vote of 4 in favor and 0 opposed.

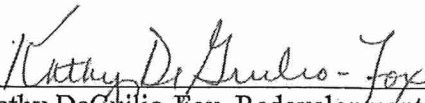
**TOWN OF HIGHLAND
HIGHLAND REDEVELOPMENT COMMISSION**

By: 
Cyril Huarter, President

ATTEST:

By: 
Robyn Radford, Secretary

9-28-2021
Dated


Kathy DeGaulio-Fox, Redevelopment Director
Town of Highland Department of Redevelopment

9-28-2021
Dated

Resolution 2021-26 Adopted 09-28-2021

**RESOLUTION 2021-27
REDEVELOPMENT COMMISSION**

A RESOLUTION OF THE HIGHLAND REDEVELOPMENT COMMISSION APPROVING AND ACCEPTING AN OFFER TO PURCHASE REDEVELOPMENT DEPARTMENT OWNED PROPERTY LOCATED AT 2821 JEWETT AVENUE AS SUBMITTED BY RICHARD J. KROLL IN THE AMOUNT OF EIGHTY-EIGHT THOUSAND DOLLARS AND 00/100 CENTS (\$88,000.00)

Whereas, The Redevelopment Commission of the Town of Highland, Indiana ("The Redevelopment Commission") is authorized to undertake redevelopment activities under IC 36-7-14 (the "Act") and more specifically Section 39 for which public money may be spent and private property may be acquired;

Whereas, Redevelopment activities include performing all acts incident to the statutory powers and duties of a Redevelopment Commission;

Whereas, The Redevelopment Commission wishes to dispose of property located at 2821 Jewett Avenue;

Whereas, The Redevelopment Commission did advertise and, through a public offering pursuant to Indiana Code 36-7-14-22, offered for sale on November 18, 2019 the property located at 2821 Jewett Avenue;

Whereas, The Redevelopment Commission did not receive, nor accept, an proposals and/or offers;

Whereas, The Redevelopment Commission determined to list the property through a real estate broker and during their meeting of August 24, 2021 did consider all offers that were subsequently submitted;

Whereas, The Redevelopment Commission, during their regularly scheduled plenary business meeting of August 24, 2021 did consider a motion to reject four offers to purchase property located at 2821 Jewett Avenue and invite the remaining four offerors to present their plan for the property in an Executive Session convened on September 14, 2021;

Whereas, The Redevelopment Commission did interview representatives of all four offers and determined that the highest and best use of the property was presented by representatives of the Zorn Brewing Company; and

Whereas, The Town of Highland, through its Redevelopment Commission, now desires to accept the offer as presented by Rick Kroll and the Zorn Brewing Group in the amount of \$88,000.00,

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

1. The prefatory statements set forth above are incorporated herein as if set forth at length.
2. That it is in the best interest of the Town and necessary in furtherance of the Redevelopment Plan to accept an offer in the amount of \$88,000.00 to purchase property located at 2821 Jewett Avenue as submitted by Rick Kroll and the Zorn Brewing Group.
3. Further all parties involved understand that the final sale of the property located at 2821 Jewett Avenue will be contingent on approvals from the Town of Highland Plan Commission and Board of Zoning Appeals.
4. Further still, the Redevelopment Director is hereby authorized to execute the agreement and all documents necessary to implement the project, except where IC 36-7-14-22(i) requires otherwise.
5. This resolution shall be in full force and effect after its passage and adoption by the Redevelopment Commission.

DULY PASSED AND RESOLVED by the Redevelopment Commission of the Town of Highland, Lake County, Indiana, this 28th day of September, 2021 having passed by a vote of 3 in favor and 0 opposed, with 1 abstention.

REDEVELOPMENT COMMISSION of the
TOWN OF HIGHLAND, INDIANA

By: Cyril Huerter
Cyril Huerter, President

ATTEST:

By: Robyn Radford
Robyn Radford, Secretary
Town of Highland, Indiana Redevelopment Commission

9-28-2021
Dated

Kathy DeGuilio-Fox
Kathy DeGuilio-Fox, Redevelopment Director
Town of Highland Department of Redevelopment

9-28-2021
Dated

Resolution 2021-27_Adopted 09-28-2021

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	0000	GENERAL	FINANCIAL PROFESSIONAL SERVIC	94106	SEH OF INDIANA, LLC	FINANCIAL PROFESSIONAL SERVICES	938.25	
094-0000	31003		FINANCIAL PROF SERVICES SUPPL	94107	SEH OF INDIANA, LLC	FINANCIAL PROF SERVICES SUPPLEMEN	4,213.75	
094-0000	31003		FINANCIAL PROFESSIONAL SERVIC	94108	SEH OF INDIANA, LLC	FINANCIAL PROFESSIONAL SERVICES	1,145.75	
094-0000	34023		HEALTH AND DENTAL INSURANCE	93848	TOWN OF HIGHLAND INS FUND (SEP 2021 HEALTH/LIFE INS PREM RED	3,238.65	
094-0000	34043		LIFE INSURANCE	93848	TOWN OF HIGHLAND INS FUND (SEP 2021 HEALTH/LIFE INS PREM RED	14.24	
094-0000	35008		UTILITIES- 2821 JEWETT	93943	NISOURCE INC.	UTILITIES- 2821 JEWETT	98.29	999320
094-0000	35008		UTILITIES- 2811 JEWETT	93944	NISOURCE INC.	UTILITIES- 2811 JEWETT	140.44	999320
094-0000	35008		STORM-8620 KENNEDY	94109	TOWN OF HIGHLAND UTILITIES	STORM-8620 KENNEDY	61.03	
094-0000	35008		STORM-8618 KENNEDY	94110	TOWN OF HIGHLAND UTILITIES	STORM-8618 KENNEDY	15.22	
094-0000	35008		STORM-8612 KENNEDY	94111	TOWN OF HIGHLAND UTILITIES	STORM-8612 KENNEDY	15.22	
094-0000	35008		STORM-8610 KENNEDY	94112	TOWN OF HIGHLAND UTILITIES	STORM-8610 KENNEDY	15.22	
094-0000	35008		STORM-2605 CONDIR	94113	TOWN OF HIGHLAND UTILITIES	STORM- 2605 CONDIR	15.22	
094-0000	35008		STORM-2917 HIGHWAY	94114	TOWN OF HIGHLAND UTILITIES	STORM-2917 HIGHWAY	15.22	
094-0000	39030		INSURANCE RIDER- MM	94105	CROWEL AGENCY INC.	INSURANCE RIDER- MM	125.00	
094-0000	45200		REDEVELOP GEN TRANSFER GROSS	93800	PAYROLL ACCOUNT	8/27PRL D/S TRANSFER REDEVELOPME	5,317.41	34272
094-0000	45200		REDEVELOP GEN TRANSFER GROSS	93957	PAYROLL ACCOUNT	9/10PRL D/S TRANSFER REDEVELOPME	5,031.95	34288
094-0000	45200		REDEVELOP GEN TRANSFER GROSS	94243	PAYROLL ACCOUNT	9/24PRL D/S TRANSFER REDEVELOPME	5,317.43	34573
Total For Dept 0000							25,764.10	
Total For Fund 094 REDEVELOPMENT GENERAL							25,764.10	

Fund	Dept	Account	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
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Total For Dept 0000							145.00	
Total For Fund 250 CREDIT ECON. DEV. INCOME TAX FUND							145.00	

09/22/2021 03:48 PM

User: CRK
DB: Highland

INVOICE GL DISTRIBUTION REPORT FOR TOWN OF HIGHLAND

EXP CHECK RUN DATES 08/26/2021 - 09/29/2021
BOTH JOURNALIZED AND UNJOURNALIZED

GL Number

Invoice Line Desc

Ref # Vendor

Invoice Description

Amount

Check #

Fund Totals:

Fund 094 REDEVELOPMENT GENERAL 25,764.10
Fund 250 CREDIT ECON. DEV. INCOME 145.00

25,909.10