

Agenda
Thirty-First Regular or Special Meeting
of the Twenty-Ninth Town Council of Highland
Regular Meeting of Monday, June 08, 2021 at 6:30 p.m.

Agenda organized pursuant to Section 2.05.090 of the Highland Municipal Code
 This meeting will be convened as an electronic meeting, pursuant to Governor
 Holcomb's Executive Orders, 20-04, 20-09, 20-25 and extended by Executive
 Order 21-03, allowing such meetings, pursuant to IC 5-14-1.5-3.6 for the
 duration of the emergency, through to March 1.

People may observe and record the meeting for live streaming by joining the meeting on the Zoom platform <https://zoom.us/j/92693034080?pwd=WGRSVUMzV1FmOTJiRik0UDlZ0dtQT09>. Further, persons wishing to offer comment in the meeting may access the electronic meeting by using the preceding and adding the password for Meeting ID 926 9303 4080, password (code): 685005.

Prayer:	Roger Sheeman
Pledge of Allegiance:	Roger Sheeman
Roll Call:	
	Bernie Zemen
	Mark A. Herak
	Mark J. Schocke
	Thomas (Tom) Black
	Roger Sheeman



**A GREAT PLACE
TO CALL HOME**

Minutes of Previous Session: Minutes of the Regular Meeting of 25 January 2021, and the Special Meetings of January 25, 2021 and January 30, 2021.

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- Special Orders:**
1. **Consideration of Proposed Additional Appropriations:** (*non-controlled funds*) Proposed Additional Appropriations in Excess of the 2021 Budget for the **Unsafe Building Fund** in the amount of \$142,669, **General Improvement Fund** in the amount of \$8,000, **Hazardous Materials Response Fund in the amount of \$4,807.00**, and the **Municipal Cumulative Street Fund**.
 - (a) Attorney verification of Proof of Publication: The TIMES 28 Jan 2021.
 - (b) **Public Hearing.**
 - (c) Action on **Appropriation Enactment No. 2021-05:** An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the Unsafe Building Fund, General Improvement Fund, Hazardous Materials Response Fund, and the Municipal Cumulative Street Fund, all pursuant to I.C. 6-1.1-18, and I.C. 36-5-3-5.

The Town of Highland acknowledges its responsibility to comply with the American with Disabilities Act of 1990. In order to assist individuals with disabilities who require special services (i.e. sign interpretative services, alternative audio/visual devices, etc.) for participation in or access to Municipal sponsored public programs, services and or meetings, the Town of Highland requests that individuals make requests for these services forty-eight (48) hours ahead of the scheduled program, service and or meeting. To make arrangements, contact the ADA Coordinator for the Town of Highland at (219) 972-7595.

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2. **Consideration of Proposed Additional Appropriations:** (controlled funds): Proposed Additional Appropriations in Excess of the 2021 Budget for the **Redevelopment Capital Fund** in the amount of \$1,800,853.00 and in the **Sanitary District Bond and Interest Fund** in the amount of \$486,712.00.
 - (a) Attorney verification of Proofs of Publication: The TIMES 28 Jan 2021.
 - (b) **Public Hearing.**
 - (c) Action on **Appropriation Enactment No. 2021-06:** An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the **Redevelopment Capital Fund** and in the **Sanitary District Bond and Interest Fund**, all pursuant to I.C. 6-1.1-18, and I.C. 36-5-3-5.
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**COMMENTS FROM
THE PUBLIC or
VISITORS**

This portion of the Town Council Meeting is reserved for persons who desire to address the Town Council regarding matters on the agenda. Persons addressing the Town Council are requested to limit their presentations to **two (2) minutes** and encouraged to avoid repetitious comments.

**Special Orders
(continued):**

3. **Plan Commission Docket No. 2020-03:** Petitioner is seeking an amendment to the *zoning map* involving property located between Kleinman Avenue and Cline Avenue, commonly known as the Scheeringa Farm. The subject property is currently zoned R-1A Single Family (Large Lot) Residential District and petitioner seeks rezoning to R-3 PUD Planned Unit Development District, designation.

Petitioner: SJ Highland, LLC/Russell Group, by its counsel, James L. Wieser, Wieser & Wyllie, LLP. The Municipal Plan Commission determined a favorable recommendation, by a vote of five (5) in favor, one (1) opposed, and one (1) abstention at its December 16, 2020. The Plan Commission's *findings of fact* were memorialized from the December 16, 2020 hearing and were officially adopted at its special meeting of February 3, 2021. The matter was certified to the Town Council for its consideration and action, received in the Office of the Town Clerk-Treasurer, Thursday, February 4, 2021.

IC 36-7-4-608 (e) states that the legislative body shall vote on the proposal within 90 days after the plan commission certifies the proposal. Coming with a *favorable recommendation*, IC 36-7-4-608 (f) further provides that at the *first regular meeting of the legislative body after the proposal is certified or at any subsequent meeting within the 90 day period*, the legislative body may *adopt or reject* the proposal.

Action. Pursuant to IC 36-7-4-608 (f), *having received a favorable recommendation, the Town Council may either approve the recommendation and adopt the ordinance or reject the recommendation, and defeat the ordinance. If no action occurs within 90 days, the recommendation of the Plan Commission is adopted. (90 days tolls on May 4, 2021.)*

Note: As an ordinance to amend the zoning code, IC 36-5-2-9.8 (b)(1) provides that the provisions for considering an ordinance on the same night of introduction do not apply.

- (1) Petitioner communication or comment.
 - (2) **Ordinance No. 1726:** An Ordinance Amending the Zoning Map of the Comprehensive Zoning Ordinance Passed by the Town Council
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of the Town of Highland, Lake County, Indiana, on the 9th day of October 2017, by Ordinance No. 1659 and Codified as Title 18 of the Municipal Code to be Effective on the date of adoption; and hereinafter reclassifying an area in the Town of Highland, Lake County, Indiana from an R-1A Single Family Residential District to a R-3-PUD District.

- Staff Reports:**
- Building & Inspection Report for January 2021.
 - Fire Department Report for January 2021.
 - Workplace Safety Report for January 2021.
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- Appointments:**
- **Statutory Boards and Commissions**
*Executive Appointments (May be made in meeting or at another time)
(Listed in case there is readiness)*
 - 1. **Municipal Plan Commission:** (1) appointment to be made by Town Council President. (Note: Currently held by Thomas Vander Woude (I)) Citizen members cannot have more than two of any party. Currently, 2 D, 1 R and 1 Ind.
 - 2. **Advisory Board of Zoning Appeals:** (1) appointment to be made by Town Council President. This appointment only necessary if there is a change to the appointment on the Plan Commission. (Note: Currently held by Joseph Grzymiski term is co-extensive with his plan commission term for which there is no fixed term)
 - 3. **Waterworks Board of Directors:** (2) appointments to be made by Town Council President. (Note: Currently serving Lawrence R. Kondrat (R), and George A. Smith (R). Current composition of the board is three Republicans and two Democrats. No more than three of any one party under state law.
 - 4. **Board of Sanitary Commissioners:** (2) appointments to be made by Town Council President. (Note: currently serving, Richard Garcia (D) and Greg Cieslak (R)). Current composition is three Republicans, two Democrats. Current law provides no more than three of any one party.

Regional Statutory Commissions or Boards

- 5. **Northwestern Indiana Regional Planning Commission (NIRPC):** (1) appointment to be made by Town Council President. (Note: No action is necessary unless the Town Council President wishes to change appointment. Appointee must be an elected official of the community represented. Currently serving, Michael Griffin. He is completing term as Chair of the Commission.)
 - 6. **Town Representative to the Lake County Public Safety Communications Commission.** Pursuant to Lake County Ordinance No. 1362A-2, the Town of Highland is a Group A municipality, so the appointment is an Executive appointment. Term expires 12.31.2020 and terms are four years. (Currently held by William R. Timmer, Jr., CFOD)
 - 7. **Economic Development Commission.** (1) Appointment to be made by the municipal executive, but requiring nomination from the Town Council. Term ends just before February 1st. (Currently held by Michael Wieser. He has asked not to be reappointed.) This term does not expire until February 1, 2021.)
 - a. Nomination by the Town Council. (The council would pass a motion to nominate.)
 - b. Appointment by executive. (If nominee is acceptable, the Town Council President may appoint.)
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Home Rule Boards and Commissions

8. **Community Events Commission** *Multi-Year position: (1) appointment to be made by the Town Council President. Term: 4 years. (Note: Currently serving, Jacqueline Herrera)*
9. **Tree Board:** (2) appointments, to be made by the municipal executive, but requiring nomination from the Town Council. *(Positions currently held by William (Bill) Vargo and Judy Vaughn.)*
 - a. Nomination by the Town Council. *(The council would pass a motion to nominate.)*
 - b. Appointment by executive. *(If nominee is acceptable, the Town Council President may appoint.)*
 - **Tree Board Chairperson.** The Town Council President also appoints the Chairperson to be selected from the membership of the board. *(See HMC Section 8.25.030 (C)) (Currently held by Bill Vargo.)*

Legislative Appointments

1. **Municipal Plan Commission:** (3) appointments to be made by Town Council. *(Note: Appointee may be elected or appointed officials or employees of the Town. Currently no vacancies. **No action necessary** as incumbents continue to serve unless the legislative body acts to change. Currently serving: Bernie Zemen (Elected Official); Douglas Turich (employee); Joseph Grzymiski (employee))*
2. **Advisory Board of Zoning Appeals:** (1) appointment to be made by Town Council as the Fiscal Body of Unit. *(Note: Currently held by David Helms)*
3. **Park and Recreation Board:** (1) appointment to be made by Town Council. *(Note: Currently serving Carlos Aburto (D).)*
4. **Town Board of Metropolitan Police Commissioners:** (2) appointments to be made by Town Council. *(Note: currently serving Steven Jurczak (D) and James k. Slagle (D)) Cannot have more than three persons of any single party. Current composition is Three D and 2 R.*
5. **Redevelopment Commission** (2) appointments to be made by Town Council. *(Note: currently held by Robyn Radford, LCSW; and Cyril Heurter)*

Regional Statutory Commissions or Boards

6. **Lake County Solid Waste Management District Board of Directors** (1) appointment to be made by Town Council. *(Note: currently held by Councilor Thomas "Tom" Black. Must be a member of the Town Council (Fiscal Body). Term is co-extensive with term of councilor. **No action necessary** unless the Town Council wishes to change the appointment. The term continues until acted upon or status changes as a fiscal body member)*

Home Rule Commissions

7. **Main Street Bureau Board:** (17) appointments to be made by the Town Council. Term: Two years ending 1 Jan 2023. *There are currently 9 of the 17 in place and serving. Currently serving are Dawn*

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Diamantopolous, Mary Wells, Lola McKay, Marie Russo, Julie Larson, Emily Foreit, Mary Ellis, Teri Yovkovich and Aubry Velasquez.

8. **Joint Board of Delegates of the Interlocal Cooperation Ethics Entity.** *Continues until recalled. Currently, Michael Griffin.*

9. **Community Events Commission** *Multi-year positions: (3) appointments to be made by the Town Council. Term: 4 years. (Note: Currently serving Dawn Wolak and Kristen Smith. Also there is a vacant post the term of which expires 1 January 2022, unexpired term)*

Single year positions: (9) appointments to be made by the Town Council. Term: 1 year. (Note: Currently serving, John A. Salzeider, Stan M. Allen, Michael Cardone, Michael Blejski, Christopher Kornaus, Deanna Christ, Elizabeth Alakel, and Jason Tharp)

10. **Traffic Safety Commission: (5)** appointments, which must be comprised of 1 representative from the Fire Department, (1) representative from the Public Works Department (Agency), (1) member from the Town Board of Metropolitan Police Commissioners, and (2) members from the Police Department. Also note, HMC Chapter 10.45 provides that the Police Chief serves as Chief of the Commission regardless of being a member of the commission. *(Currently serving, William Timmer, CFO, Fire Department Representative; Vacant* (owing to retirement) Public Works Department (Agency) representative; Steve Jurczak, Town Board of Metropolitan Police Commissioners representative; Commander John Banasiak, Police Department representative; and Chief Peter T. Hojnicky, Police Department representative.)*

Unfinished Business & General Orders:

1. **Introduced Enactment No. 2021-04:** An Enactment To Permit one time reimbursements for certain health expenses, notwithstanding the Compensation, Benefits And Personnel Program Of The Municipality, To Be Known As The Compensation And Benefits Ordinance Commonly Known as the Employees Handbook. *Councilor Schocke introduced and filed Enactment No. 2021-04 at the Town Council meeting of January 25, 2021. There was no further action.*

2. **Meeting Authorization.** Authorize the calling of special meeting to interview prospective candidates for appointment to boards and commissions for Friday, February 12, 2021 at 5:00 p.m., pursuant to HMC Section 2.05.130(A) (4) and Section 2.05.130(F).

NEW BUSINESS:

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

- Councilor Bernie Zemen**
- Councilor Mark Herak**
- Councilor Mark Schocke**
- Councilor Thomas Black**
- Councilor Roger Sheeman**

COMMENTS FROM THE PUBLIC or VISITORS

This portion of the Town Council Meeting is reserved for persons who desire to address the Town Council. Depending on the nature of the comments, the Town Council may direct the staff to address the topic or follow-up on matters that may arise from public

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	comments. If necessary, the matter may be set for action at a future meeting. Persons addressing the Town Council are requested to limit their presentations to two (2) minutes and encouraged to avoid repetitious comments.
ACTION TO PAY Accounts Payable Vouchers	Accounts payable vouchers January 26, 2021 to February 8, 2021 in the amount of \$1,166,473.20.
ADJOURNMENT	The Town Council may meet in study session immediately following the Regular Meeting. <i>Posted pursuant to IC 5-14-1.5-4(a)</i>

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**Enrolled Minutes of the Twenty-eighth Regular or Special Meeting
For the Twenty-Ninth Highland Town Council
Regular Plenary Business Meeting (Electronic)
Monday, January 25, 2021**

The Twenty-Ninth Town Council of the Town of Highland, Lake County, Indiana met in its regular plenary session on Monday, January 25, 2021 at 6:30 O'clock P.M. in the regular place, the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.*

*This meeting was convened as an *electronic meeting*, pursuant to Governor Holcomb's Executive Order 20-04 and 20-09 allowing such meetings pursuant to IC 5-14-1.5-3.6 for the duration of the COVID-19 public health emergency, extended by Executive Order No. 20-52. Some persons were participating remotely on a Zoom platform that allowed for real time interaction, and supported the public's ability to observe and record the proceedings. People were able to participate in person and remotely. When the agenda item provided for public comment, this was supported as well. Councilor Bernie Zemen, Councilor Mark Herak, Councilor Mark Schocke, Councilor Thomas Black and Councilor Roger Sheeman participated electronically.

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, Roger Sheeman presided. The Town Clerk-Treasurer, Michael W. Griffin, was present to memorialize the proceedings. The meeting was opened with the Councilor Thomas Black 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, Mark J. Schocke, Thomas Black and Roger Sheeman. The Clerk-Treasurer, Michael W. Griffin was present to memorialize the proceedings. A quorum was attained.

Additional Officials Present: John P. Reed, Town Attorney; Mark Knesek, Public Works Director; Peter Hojnicki, Metropolitan Police Chief; William R. Timmer, Jr., CFOD, Fire Chief; Alex M. Brown, CPRP, Superintendent of Parks and Recreation; Kathy DeGuilio-Fox, Redevelopment Director; and Kenneth J. Mika, Building Commissioner; were present.

Also present: Larry Kondrat of the Board of Waterworks Directors; and Ed Dabrowski IT Director (Contract) also of the Board of Waterworks Directors, were also present.

Guests: Theresa Badovich and Robin Carlascio of the Idea Factory were also present.

Minutes of the Previous Meetings: The minutes of the January 11, 2021 meeting were approved by general consent.

Special Orders:

Encomium for an Official

1. *Service as Town Executive.* Presentation of Plaque of Appreciation to the 69th Town Council President, Mark J. Schocke

The Town Council President read aloud an inscription on a plaque acknowledging Councilor Mark Schocke and his service as 69th town council president.

On behalf of the people of Highland, the Town Council and the Town Clerk-Treasurer present this special expression of appreciation to

Mark J. Schocke

In recognition of his service to the Town of Highland, Indiana serving as the Sixty-Ninth President of the Highland Town Council , for a term commencing January 1, 2020 through January 11, 2021.

Presented on the 25th Day of January 2021 in the Town of Highland, Lake County, Indiana, by its Town Council and Clerk-Treasurer.

Comments from the Public or Visitors:

1. Larry Kondrat, Highland, expressed his desire to be reappointed to the Board of Waterworks Directors.

General Orders and Unfinished Business:

1. **Meeting Authorization & Ratification.** Ratify the calling of an early start (special) meeting for Monday, January 25, 2021 to conduct interviews of prospective candidates, pursuant to HMC Section 2.05.130(A) (4) and Section 2.05.130(F).

Councilor Zemen moved to ratify the calling of the special meeting as described. Councilor Schocke seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The special meeting held immediately before the plenary meeting to interview prospective candidates for appointment to boards and commissions was authorized and ratified.

2. **Proposed Enactment No. 2021-04:** An Enactment To Permit one time reimbursements for certain health expenses, notwithstanding the Compensation, Benefits And Personnel Program Of The Municipality, To Be Known As The Compensation And Benefits Ordinance Commonly Known as the Employees Handbook. *(Please consider delaying or introducing only. There is added information to be obtained about this.)*

Councilor Schocke introduces and files Enactment No. 2021-04. There was no further action.

3. **Resolution No. 2021-03:** A Resolution Authorizing Temporary Interfund Loan or Transfer Pursuant to IC 36-1-8-4 of the Indiana Code and Section 3.20.040 of the Highland Municipal Code for, the Sanitary District Bond and Interest Fund, the Redevelopment District Bond and Interest fund, the Water District Bond and Interest Fund, and the Corporation Bond and Interest Fund.

Councilor Herak moved the passage and adoption of Resolution No. 2021-03. Councilor Schocke seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The resolution was adopted.

TOWN of HIGHLAND
RESOLUTION NO. 2021-03

A RESOLUTION AUTHORIZING TEMPORARY INTERFUND LOAN or TRANSFER PURSUANT to IC 36-1-8-4 OF THE INDIANA CODE AND SECTION 3.20.040 OF THE HIGHLAND MUNICIPAL CODE FOR, THE SANITARY DISTRICT BOND AND INTEREST FUND, THE REDEVELOPMENT DISTRICT BOND AND INTEREST FUND, THE WATER DISTRICT BOND AND INTEREST FUND, AND THE CORPORATION BOND AND INTEREST FUND.

Whereas, The Clerk-Treasurer has advised the Town Council that cash balances in the **Sanitary District Bond & Interest Fund**, the **Redevelopment District Bond & Interest Fund**, the **Waterworks District Bond and Interest Fund** and the **Corporation Bond and Interest Fund**, are not sufficient to meet their regular expenses prior to the receipt of the semi-annual distribution of ad-valorem revenues so it has become necessary to temporarily borrow money to enhance the debt service funds;

Whereas, The Clerk-Treasurer has further advised that there is sufficient money on deposit to the credit of the **Corporation General Fund** and the **Economic Development Local Income Tax Fund** that can be temporarily transferred, pursuant to IC 36-1-8-4 and HMC Section 3.20.040;

Now, Therefore Be it Resolved by the Town Council of the Town of Highland, Lake County, Indiana as follows:

Section 1. That the amount of \$436,671.00 be borrowed for the **Sanitary District Bond and Interest Exempt Fund** with the amount of \$436,671.00 to be loaned by the **Economic Development Local Income Tax Fund**, as authorized by HMC Section 3.20.040 and IC 36-1-8-4;

Section 2. That said loan in the amount \$436,671.00 be repaid to the **Economic Development Local Income Tax Fund** of the Town of Highland upon receipt of sufficient tax or other monies in the **Fund** with such loan to be repaid no later than December 31, 2021, subject to IC 36-1-8-4(b).

Section 3. That the amount of \$5,316.00 be borrowed for the **Redevelopment Bond & Interest Fund** with the amount of \$5,316.00 to be loaned by the **Economic Development Local Income Tax Fund**;

Section 4. That said loan in the amount of \$5,316.00 be repaid to the **Economic Development Local Income Tax Fund** of the Town of Highland upon receipt of sufficient tax or other monies in the **Redevelopment Bond & Interest Fund** with such loan to be repaid no later than December 31, 2021, subject to IC 36-1-8-4(b).

Section 5. That the amount of \$45,405.00 be borrowed for the **Corporation Bond & Interest Fund** with the amount of \$45,405.00 to be loaned by the **Corporation General Fund**;

Section 6. That said loan in the amount of \$45,405.00 be repaid to the **Corporation General Fund** of the Town of Highland upon receipt of sufficient tax or other monies in the **Corporation Bond & Interest Fund** with such loan to be repaid no later than December 31, 2021, subject to IC 36-1-8-4(b);

Section 7. That the amount of \$71,567.00 be borrowed for the **Waterworks District Bond & Interest Fund** with the amount of \$71,567.00 to be loaned by the **Corporation General Fund**, by HMC Section 3.20.040 and IC 36-1-8-4;

Section 8. That said loan in the amount of \$71,567.00 be repaid to the **Corporation General Fund** of the Town of Highland upon receipt of sufficient tax or other monies in the **Waterworks District Bond & Interest Fund** with such loan to be repaid no later than December 31, 2021, subject to IC 36-1-8-4(b);

Section 9. That for the temporary loans made by the Town of Highland to the Sanitary District Bond and Interest Fund, and to the Waterworks District Bond and Interest Fund, for the purposes of HMC Section 3.20.040(B)(1), this resolution shall serve as evidence of the obligation and that under Section 3.20.040(B)(4) no interest will attain.

Duly Adopted by the Town Council of the Town of Highland, Lake County, Indiana, this 25th day of January 2021. Having been passed by a vote of 5 in favor and 0 opposed.

TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA

Roger Sheeman, President (IC 36-5-2-10)

Attest:

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

4. Works Board Order No. 2021-01: An Order Authorizing and Ratifying an Agreement with HRGovUSA for Temporary worker in Office of the Clerk-Treasurer, pursuant HMC Chapter 3.05.

Councilor Herak moved the passage and adoption of Works Board Order No. 2021-01. Councilor Black seconded. Upon a roll call vote, there were five affirmative and no negatives. The motion passed. The order was adopted.

Town of Highland
Board of Works
Order of the Works Board 2021-01

AN ORDER OF THE WORKS BOARD APPROVING AND AUTHORIZING AN INTERIM STAFFING AGREEMENT BETWEEN THE TOWN OF HIGHLAND OFFICE OF CLERK-TREASURER AND GOV TEMPS USA, LLC PURSUANT TO IC 5-22-6 AND SECTION 3.05.090 OF THE MUNICIPAL CODE.

Whereas, The Town of Highland, Office of Clerk-Treasurer, headed by the Clerk-Treasurer who is the fiscal officer of all the executive departments of the municipality, provides fiscal management, budgetary monitoring and compliance, financial reporting, revenue collection and accounting, investing, records administration, and manages legislative process for the legislative body;

Whereas, The Town of Highland, through its Town Clerk-Treasurer, has determined that a need exists to acquire organizational capacity through contracting temporary worker services;

Whereas, The Town Council as the Works Board of the Municipality, pursuant to Section 3.05.030(A) and (B) of the HMC serves as purchasing agency for the several departments of the municipality generally including the Office of the clerk-treasurer, pursuant to Section 3.05.030 (A)(5) of the Highland Municipal Code;

Whereas, The Clerk-Treasurer, pursuant to 3.05.050(D)(9) of the HMC, serves as the Purchasing Agent for the Office of the Clerk-Treasurer as well as the executive departments of the municipality;

Whereas, The Town of Highland through its Office of the Clerk-Treasurer, pursuant to authority of HMC Section 3.05.050(D)(9) did acquire organizational capacity through contracting temporary worker services through seeking and approving an agreement with GOVTEMP USA, LLC, 630 Dundee Road, Suite 130, Northbrook, Illinois 60062, with such worker already being at work and performing work and assignments as directed;

Whereas, Owing to ongoing assessments of organizational capacity, it is desirable to extend the term of service beyond what was originally conceived, February 26, 2021, and as such, the value of the agreement could exceed fifteen thousand dollars (\$15,000);

Whereas, As purchasing agency for the several departments of the municipality generally and as the purchasing agency for the Office of the clerk-treasurer, the Highland Town Council must approve purchases that Fifteen Thousand Dollars (\$15,000), all pursuant to the Highland Municipal Code, Sections 3.05.040(C) and 3.05.050(B)(2);

Whereas, There are sufficient and available appropriations and cash balances on credit to the proper funds of the municipality to support the expenses under the terms of the agreement if extended and the issuance of a purchase order, all pursuant to I.C. 5-22-17-3(e), I.C. 5-22-18-5 and HMC Section 3.05.040 (E);and,

Whereas, The Town Council now desires to approve, ratify and authorize the agreement described herein and authorize its extension as it may exceed fifteen thousand dollars (\$15,000), pursuant to the terms stated herein,

Now Therefore Be it Ordered by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board of Municipality:

Section 1. That the terms and charges as presented in the agreement between the Town of Highland Office of Clerk-Treasurer and GOVTEMP USA, LLC, 630 Dundee Road, Suite 130, Northbrook, Illinois 60062, to provide organizational capacity through recruiting and recommending candidates to be selected as a worker offering temporary worker services according to the specifications of the Town of Highland, which included worker support for the tasks associated with **fiscal management, budgetary monitoring and compliance, financial reporting, utility revenue collection and accounting, investing, records administration, and legislative process administration for the legislative body**, to be the a desirable proposal, which complied with all the specifications set forth by the Town, as a desirable proposal, as accepted by the clerk-treasurer is hereby ratified, accepted and approved in each and every respect, all pursuant to the Highland Municipal Code, Sections 3.05.040(C) and 3.05.050(B)(2);

Section 2. That the Town Council hereby authorizes the extension of the services under the agreement, and as the clerk-treasurer as purchasing agent similarly found, now concurs and finds its terms reasonable and fair and the agreement be made a part of this order as an exhibit;

Section 3. That the Town Council further finds and determines there is now or will be sufficient and available appropriations and cash balances on credit to the proper fund or funds of the municipality to support the purchase and payments under the terms of the agreement and authorizes the proper expenditures from these funds, all pursuant to I.C. 5-22-17-3(e);

Section 4. That the Clerk-Treasurer is hereby authorized to expend appropriated funds as budgeted in order to support and continue the agreement as extended.

Be it So Ordered

DULY, PASSED, ADOPTED AND ORDERED by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 25th day of January 2021 having passed by a vote of 5 in favor and 0 opposed.

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

/s/Roger Sheeman, President (IC 36-5-2-10)

Attest:

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

Section 2.10(a) of this Agreement shall not apply to any Assigned Employee who performs their duties in a safe and healthy manner.

- monitor the health of its employees, and follow all approved CDC, OSHA, EPA, and other state or federal regulations, including but not limited to, social distancing in the workplace, where the Assigned Employee will perform services; and
- comply with any, direct or future state, federal, or local proclamation or regulations regarding a public health emergency which regulate workplace shutdowns and/or remote work protocols.

**SECTION 3
 FEES PAYABLE TO GOVTEMPS**

Section 3.01. Fees. The Client will pay GovTemps fees for the services provided under this Agreement as follows:

- The base compensation as fully described on Exhibit A, as amended; plus
- Any employee benefits GovTemps paid to the Assigned Employee as outlined on Exhibit B in applicability, including, but not limited to, salary, wages, commissions, bonuses, sick pay, workers' compensation, health and dental insurance premiums, payroll, unemployment, FICA and other taxes, vacation pay, overtime pay, severance pay, monthly automobile allowances, and any other compensation or benefits payable under any applicable GovTemps pension and welfare benefit plan or federal, state or local laws covering the Assigned Employee.

Section 3.02. Increase in Fees. GovTemps may increase fees in the event and upon to any mandated fee increases, e.g. FICA, FUTA, State Unemployment taxes, when they become effective. GovTemps may also adjust employer or benefit contribution amounts by providing the Client with a written check 150 days before, provided, such changes in employer benefit contribution amounts apply broadly to all GovTemps employees.

Section 3.03. Payment Method. Every two (2) weeks during the term of this Agreement, GovTemps will invoice the Client for the fees due for the term of this Agreement. Within thirty (30) days following receipt of such invoice, the Client must pay all invoice amounts by check, wire transfer or electronic funds transfer to GovTemps in an account or accounts designated on the invoice. Late payments will be subject to all applicable interest payments or service charges provided by state or local law. In addition to charging interest or service charges provided by applicable law, GovTemps may, upon written notice to Client, suspend performance of services under this Agreement while any amount due is not due and remains unpaid.

GovTemps' rights under this paragraph do not diminish or alter the Client's obligations to the Assigned Employee under applicable law, or its obligations to GovTemps under this Agreement.

With respect to the Assigned Employee, the Client will comply with all applicable labor and employment-related laws and regulations, and any other federal, state or local statute, state constitution, ordinance, order, regulation, policy or decision, prohibiting employment discrimination, or otherwise establishing or relating to the terms and conditions of Assigned Employee's Assignment.

The Client retains the right to exert sufficient direction and control over the Assigned Employee as is necessary to conduct the Client's business and operations, without which the Client would be unable to conduct its business, operations or to comply with any applicable regulatory or industry requirements.

The Client shall manage, supervise or assign the Assigned Employee unless mutually agreed to in writing by GovTemps and the Client in accordance with Section 1.01 of this Agreement. Client will timely enter into any written agreement, or conduct, or complaint, regarding Assigned Employee's performance, or conduct under this Agreement.

The Client will not pay wages, bonuses or other forms of direct or indirect compensation, including employee benefits, to Assigned Employee. Client represents and warrants under this Agreement, do not intend, its obligations to pay, have under any collective bargaining agreement.

The Client must report to GovTemps any injury to any Assigned Employee of which it has knowledge within seven (7) days of acquiring such knowledge. If any Assigned Employee is injured in the course of performing services for the Client, the Client must follow its procedures and practices regarding injury, claims and reporting, and

The Client must report all on the job illnesses, accidents and injuries of the Assigned Employee to the Client within the time period and in the manner of notification set forth by Assigned Employee as an Assigned Employee's appropriate practice.

In addition to and concurrently with, the Client obligations specified in Section 2.10(a) of this Agreement, the Client to:

- comply with all applicable Center for Disease Control (CDC) guidelines regarding health screening protocols at the Client's workplaces where the Assigned Employees will perform services;
- implement and maintain workplace cleaning protocols as approved by the CDC, OSHA, or other applicable state, federal or local regulations;
- provide the Assigned Employee any necessary functional, personal protective equipment, safety clothing, supplies, or other

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Section 8.104. Future Agreement. This Agreement constitutes the entire agreement between the Parties regarding the terms, placement of the Assigned Employees with the Client, and contains all of the terms, conditions, covenants, stipulations, undertakings and provisions agreed upon by the Parties. This Agreement supersedes and takes precedence over all proposals, memoranda, agreements, tentative agreements, and oral agreements between the Parties, made prior to and including the Effective Date of this Agreement not specifically identified and incorporated in writing into this Agreement. No agent or representative of either Party has the authority to make, and the Parties will not be bound by or liable for, any statement representation, promise or agreement not specifically set forth in this Agreement.

Section 8.105. Further Assurances. The Parties will execute and deliver any and all additional papers, documents, and other instruments and do any and all acts and things reasonably necessary in connection with the performance of their obligations under this Agreement.

Section 8.106. Gender. Whenever the context, headings or nature, the masculine, feminine or neuter gender and the singular or plural number include the other.

Section 8.107. Section Headings. Section and other headings contained in this Agreement are for reference purposes only and do not affect in any way the meaning or interpretation of this Agreement.

Section 8.108. Severability. If any part or condition of this Agreement is held to be void, invalid or unenforceable, the balance of this Agreement shall remain in full force and effect as though such void, invalid or unenforceable part, clause or condition had not been made.

Section 8.109. Waiver of Provisions. The failure by one Party to enforce performance by the other Party shall not be deemed to be a waiver of any such breach, nor of any subsequent violation of this Agreement, nor preclude either Party's rights in connection with any subsequent action. Any provision of this Agreement may be waived in any and all such manner as to be signed by the Party against whom the waiver is to be effective.

Section 8.110. Confidentiality. Each Party will protect the confidentiality of the other's secrets and information and must not disclose confidential information without the prior written consent of the other Party. Each Party must reasonably cooperate with the other Party regarding any Freedom of Information Act (FOIA) request calling for production of documents related to this Agreement.

Section 8.111. Governing Law. This Agreement shall be governed by, and construed in accordance with, the laws of the State of Illinois, applicable to contracts made and to be performed entirely within such state, except the law of conflict.

Section 8.112. Force Majeure. Each Party will not be responsible for failure or delay in assigning the Assigned Employee to Client if the failure or delay is caused by labor disputes and strikes, fire, riot, terrorism, acts of nature or of God, war, riot, food strikes, will not be responsible for failure or delay in assigning the Assigned Employee to the client if a pandemic or an

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Section 1.02. Indemnification by the Client. The Client agrees to indemnify, defend and hold the Two Parties, Parties harmless from and against all losses and expenses of the Client's breach of its obligations under this Agreement, (a) resulting from any act or omission on the part of the Client or any of the Client Parties.

Section 1.03. Indemnification Procedures. The Party seeking indemnity file indemnified Party's from the other Party the indemnifying Party pursuant to this Section 1.03, and shall give the indemnifying Party prompt notice of such claim and expenses with the indemnifying Party in all matters related thereto. However, prior to the indemnifying Party assuming such defense and upon the request of the indemnified Party, the indemnifying Party must demonstrate to the reasonable satisfaction of the indemnified Party that the indemnifying Party (a) is able to fully pay the reasonably anticipated indemnity amounts under this Section 1 and (b) will take steps commensurate to the indemnified Party to ensure its continued ability to pay such amounts. In the event the indemnifying Party does not contact the defense, the indemnified Party may defend against any such claim of the indemnifying Party's cost and expense, and the indemnifying Party shall cooperate with the indemnified Party in its defense and indemnification in all matters related thereto. The indemnifying Party shall be responsible for all costs and expenses to keep the assigned Assigned Employee available. In the event the indemnifying Party cannot, the indemnified Party is entitled, at its own expense, to participate in, but not control, such defense. The failure to promptly notify the indemnifying Party of any claim pursuant to this Section will not vitiate such indemnifying Party of any indemnification obligation that it may have to the indemnified Party, except to the extent that the indemnifying Party demonstrates that the absence of such notice was materially prejudicial to the indemnified Party's failure to timely give such notice.

Section 1.04. Survival of Indemnification Provisions. The provisions of Section 1 survive the expiration or termination of this Agreement.

**SECTION 4
MISCELLANEOUS PROVISIONS**

Section 4.01. Amendments. This Agreement may be amended as any time, and from time to time, but any amendment must be in writing and signed by all the Parties to this Agreement, except for changes to the fees provided for in Section 3.02.

Section 4.02. Binding Effect. This Agreement entered into the benefit of and binds the Parties and their respective heirs, successors, representatives and assigns. Neither Party may assign its rights or delegate its duties under this Agreement to a third party without the written consent of the other Party, which consent will not be unreasonably withheld.

Section 4.03. Counterpart Execution. This Agreement may be executed and delivered in any number of counterparts, each of which will, if an original, be deemed to be a copy and all of which together constitute one and the same instrument. This Agreement may be executed and delivered via facsimile or electronic mail.

Energy Services, Inc. / 2020

IN WITNESS WHEREOF, the Parties executed this Agreement on the Effective Date,
which is the date this Agreement is last signed by GovTemp.

GOTEMPUSA, LLC
an Illinois limited liability company

By: [Signature]
Name: Michael W. Griffin
Title: President and Co-Owner
Effective Date: December 7, 2020

CLIENT

By: [Signature]
Name: Michael W. Griffin
Title: Client Representative

[Signature Page to Employee Leasing Agreement]

Agreement also on file.

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

(A) The hiring (promotion) of Timothy Gembala, to the full-time position of Operations Director in Public Works Department (Agency) at a rate of pay of \$2,840.14 bi-weekly with a vehicle and \$3,010.95 bi-weekly without a provided vehicle. This will not increase the full-time workforce greater than the authorized work force strength. (Presently the worker is serving as Acting Operations Director. While under current ordinances, promotions are under the authority of the department head, the Public Works Director asked for this action to affirm the promotion and the retention of the position.)

Councilor Zemen moved to authorize and approve the promotion, and regular appointment of Tim Gembala as the Operations Director. Councilor Schocke seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The promotion and appointment were approved.

6. **Commendation Letter for Day Off and Signature Authorization.** Action to approve Letters of Commendation for Exemplary Public service leading to the award of a single paid day off for several workers in the Metropolitan Police Department. Pursuant to Section 4.13 of the Compensation and Benefits Ordinance, for the day off to be effective requires the approval of the board of jurisdiction and the Town Council. The Town Board of Metropolitan Police Commissioners has granted preliminary approval to several letters of commendation regarding several

employees who have worked six months without calling off sick and without experiencing an "at fault accident".

Action should include approval for the members of the Town Council to sign the letters of commendation.

The Police Chief and the Town Board of Metropolitan Police Commissioners are asking for approval of a letter of commendation for six months of work without calling off and not having an at-fault accident for the following:

*Commander Ralph Potesta
Commander John Banasiak
Detective Sgt. John Siple
Sergeant Shawn Anderson
Lance Corporal Greg Palmer
Lance Corporal John Hinkel
Officer Brian Orth
Detective Jason Hildenbrand
Corporal Brandon Norris
Officer Richard Hoffman
Officer Thomas Manyek*

*Officer Daniel Matusik
Detective Lee Natelborg
Detective Brian Stanley
Corporal Mike Yonkman
Detective Anthony Kowal
Officer Francis Peckler
Detective Darren Conley
Officer Nick Vanni
Officer Gerardo Garza, Jr.
Officer Joel Sullivan*

Councilor Herak moved to approve the letter of commendation as presented and to authorize the members of the Town Council to sign severally or individually the letter as well. Councilor Zemen seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The letter was approved and the Town Council was authorized to sign.

7. **Renewal of Group Dental Plan. Pursuant to HMC Section 3.05.040 (D), the Town Council is the exclusive purchasing authority for all insurance.** *Current provider, MetLife rates are proposed for renewal at Employee only at \$35.34; Employee and Spouse at \$72.94; Employee plus children \$70.11 and for Employee and family at \$119.88 per month; The current rates are the same. The proposed rates from United Health care represent a 6% increase over the 2021 rates. If approved, Brown Insurance Group would be agent of record. Renewal is effective March 1, 2021.*

Councilor Schocke moved to approve the renewal of the group dental plan as presented. Councilor Black seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The group dental plan as presented was renewed.

8. **Renewal for the Workers Compensation Plan, Pursuant to HMC Section 3.05.040 (D), the Town Council is the exclusive purchasing authority for all insurance.** *Effective February 1, 2020 with Indiana Public Employers Plan (IPEP) as presented by Brown Insurance Group. The proposed premium or "contribution" is set to be \$96,595. This represents a decrease of 4.8% under the previous year. The experience modifier is quite good.*

Councilor Herak moved to authorize and approve renewing with the IPEP for the workers compensation plan as presented. Councilor Schocke seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The plan was renewed.

9. **Meeting Authorization.** *Authorize the calling of special meeting to interview prospective candidates for appointment to boards and commissions for Saturday, January 30, 2021 at 11:00 a.m., pursuant to HMC Section 2.05.130(A) (4) and Section 2.05.130(F).*

Councilor Schocke moved to authorize a special meeting for Saturday, January 30, 2021 beginning at 11:00 a.m. in order to conduct interviews with prospective appointees. Councilor Zemen seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The meeting was authorized.

10. **Authorizing the proper officer to publish legal notice of a public hearing:** Public Hearing to consider additional appropriations in the amount of **\$142,699** in the **Unsafe Building**; in the amount of **\$8,000** in the **General Improvement Fund**; in the amount of **\$4,807.00** in the **Hazardous Materials Response Fund**; in the amount of **\$4,494** in the **Municipal Cumulative Street Fund**; in the amount of **\$1,800,853** in the **Redevelopment Capital Fund**; and in the amount of **\$486,712** in the **Sanitary District Special Bond and Interest Fund**.

Councilor Schocke moved to authorize the publication of a legal notice of a public hearing to consider proposed additional appropriations as indicated. Councilor Black seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The publication and hearing were approved.

11. Authorize the Town Council President to sign and transmit a letter to the Indiana Department of Transportation regarding a commitment of local resources in association with a Community Crossings Grant application.

Councilor Herak moved and Councilor Zemen seconded to authorize the president to sign and send a letter of commitment as part of a community crossings grant application. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The letter was authorized.

NEW BUSINESS

Councilor Schocke moved to amend the agenda to add consideration of authorizing the Town Council to participate in an Executive Session with the Board of Waterworks regarding the litigation with the City of Hammond Water Utility proposed wholesale rate increase.

It was noted that motion was not required as the Waterworks Board of Directors would be issuing notice of the Executive Session. Further the Town Council would be invited to attend. There was no second of the motion. The motion could not be considered owing to not attaining a second.

Comments from the Town Council:

(Good of the order)

- **Councilor Bernie Zemen:** • *Fire Department, Liaison* • *Liaison to the Advisory Board of Zoning Appeals.*

Councilor Zemen acknowledged the Fire Chief who reported on incidents responses.

- **Councilor Mark Herak:** • *Budget and Finance Chair* • *Town Board of Metropolitan Police Commissioners, Liaison* • *Public Works Liaison* • *Economic Development Commission Liaison* • *Board of Sanitary Commissioners.*

Councilor Herak acknowledged the Public Works Director, who reminded all that all roads are snow routes.

Councilor Herak acknowledged the Building Commissioner, who proffered a survey of matters pending before the Plan Commission and Advisory Board of Zoning Appeals.

Councilor Herak acknowledged the Police Chief who offered a survey of matters addressed by the police department.

- **Councilor Mark Schocke:** • *Park and Recreation Liaison* • *Tree Board Liaison*.

Councilor Schocke acknowledged the Parks and Recreation Superintendent who reported on recreation programming.

It was noted that the annual Daddy-Daughter dance night was postponed until April 30.

Councilor Schocke thanked the Town Council for the plaque acknowledging his service as president.

- **Councilor Tom Black:** *Liaison to the Board of Waterworks Directors*.

Councilor Black asked Larry Kondrat as a member of the waterworks board to report on the status of the project to maintain and paint the water towers and tanks. It was noted that bids were being prepared.

Councilor Black also thanked the workforce for working safely.

- **Councilor President Roger Sheeman:** *Town Executive* • *Chair of the Board of Police Pension Trustees* *Chamber of Commerce Liaison* • *Liaison to the Community Events Commission* • *Information Technology Liaison* • *Redevelopment Commission Liaison*.

The Council President reported on the restaurant crawl in scheduled for Tuesday, January 26.

Council President Sheeman acknowledged the Redevelopment Director who offered a brief overview of menu for the crawl and offered a survey of redevelopment activity.

Comments from Visitors or Residents:

1. Larry Kondrat, Highland, reported that he could not access the meeting of the recent Plan Commission as there was no link to zoom on the website. He was not able to communicate his objection to the findings of fact.

A colloquy ensued between and among the Town Council, Mr. Kondrat, the Building Commissioner, and Theresa Badovich of the Idea Factory regarding whether the link was active and whether notice was distributed according to the Open Meeting Act. It was noted that the matter would require further review.

Mr. Kondrat then expressed his concern that with the recently approved rate increase for the wastewater and stormwater user charges that the town government still not spend unduly.

2. Elijah Aurand, Highland, asked whether there was still time to complete an application to be considered for appointment to a board or commission. It was noted that there still was time.

With leave from the Town Council, Councilor Schocke revisited the subject of the access to the electronic meeting of the Plan Commission and whether it would require being redone. It was noted that this would require further review.

3. Michael Blejski, Highland, asked whether he should attend the meeting on Saturday to be interviewed.

A colloquy ensued between the Clerk-Treasurer and the Town Council regarding its desired interview subjects. It was noted that persons not currently serving who submitted applications and all incumbents whose appointment terms are expiring should be scheduled, whether or not the incumbent has expressed interest in being reappointed.

It was noted then that Mr. Blejski would be contacted consistent with this clarified instruction.

Payment of Accounts Payable Vouchers. There being no further comments from visitors or residents, Councilor Zemen moved to allow the vendors accounts payable vouchers as filed on the pending accounts payable docket, covering the period **January 14, 2020 through January 25, 2021 and the payroll dockets for November 30, 2020, December 18, 2020; December 31, 2020; and January 15th, 2021.** Councilor Schocke 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, the payroll dockets listed were ratified and for all remaining invoices, the Clerk-Treasurer was authorized to make payment.

Vendors Accounts Payable Docket:

General Fund, \$224,133.81; Motor Vehicle Highway and Street (MVH) Fund, \$49,098.43; Local Road and Street Fund, \$606.83; Law Enforcement Continuing Education, Training, and Supply Fund, \$916.68; Insurance Premium Agency Fund, \$1,181.96; Information and Communications Technology Fund, \$31,327.96; Special Events Non Reverting Fund, \$5,196.00; Municipal Cumulative Capital Development Fund, \$200.00; Traffic Violations and Law Enforcement Agency Fund, \$13,000.00; Gaming Revenue Sharing Fund, \$5,598.50; Total: \$331,260.17.

Payroll Docket for payday of November 30, 2020:

Council, Boards and Commissions, \$8,724.56; Office of Clerk-Treasurer, \$16,481.54; Building and Inspection Department, \$9,105.35; Metropolitan Police Department, \$112,698.82; Public Works Department (Agency), \$66,329.18; Fire Department, \$3,919.66; and 1925 Police Pension Plan Pension Fund, \$69,121.85; Total Payroll: \$286,380.96.

Payroll Docket for payday of December 04, 2020:

Council, Boards and Commissions, \$0.00; Office of Clerk-Treasurer, \$16,919.79; Building and Inspection Department, \$8,205.81; Metropolitan Police Department, \$127,015.88; Public Works Department (Agency), \$63,578.12; Fire Department, \$3,733.78; and 1925 Police Pension Plan Pension Fund, \$0.00; Total Payroll: \$219,453.38.

Payroll Docket for payday of December 18, 2020:

Council, Boards and Commissions, \$0.00; Office of Clerk-Treasurer, \$16,812.96; Building and Inspection Department, \$9,038.96; Metropolitan Police Department, \$121,593.75; Public Works Department (Agency), \$62,346.72; Fire Department, \$3,999.22; and 1925 Police Pension Plan Pension Fund, \$0.00; Total Payroll: \$213,791.61.

Payroll Docket for payday of December 31, 2020:

Council, Boards and Commissions, \$10,640.06; Office of Clerk-Treasurer, \$17,229.03; Building and Inspection Department, \$8,010.21; Metropolitan Police Department, \$110,583.55; Public Works Department (Agency), \$62,836.79; Fire Department, \$3,062.64; and 1925 Police Pension Plan Pension Fund, \$69,121.61; Total Payroll: \$281,483.89.

(Payday of December 31 was authorized by Ordinance No. 1701.)

Payroll Docket for payday of January 15, 2021:

Council, Boards and Commissions, \$0.00; Office of Clerk-Treasurer, \$16,786.04; Building and Inspection Department, \$3,308.26; Metropolitan Police Department, \$126,021.22; Public Works Department (Agency), \$74,821.12; Fire Department, \$3,519.14; and 1925 Police Pension Plan Pension Fund, \$0.00; Total Payroll: \$229,455.78.

Adjournment of Plenary Meeting. There being no further items of business on the agenda, the Town Council President declared the regular plenary meeting of the Town Council of Monday, January 25, 2021 adjourned at 7:52 O'clock p.m.

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

Approved by the Town Council at its meeting of _____, 2021.

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

**Enrolled Minutes of the Twenty-ninth Regular or Special Meeting
Special Meeting
Twenty-Ninth Town Council of Highland
Monday, January 25, 2021**

The Twenty-Ninth Town Council of the Town of Highland, Lake County, Indiana met *electronically* in a special meeting on **Monday, January 25, 2021** at 5:00 O'clock P.M., in the regular place, the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.* The special meeting was convened immediately before the standing regular plenary meeting of the Town Council.

**Special note:* This special meeting was convened allowing members of the Town Council to participate electronically without being physically present, to be counted in the quorum and able to simultaneously listen and respond to matters taken up in the meeting, all pursuant to Governor Holcomb's Executive Orders 20-04 and 20-09, extended by Executive Order No. 20-52 allowing meetings to be convened pursuant to IC 5-14-1.5-3.6 for the duration of the Corona Virus COVID 19 emergency. All members of the Town Council participated electronically with the Clerk-Treasurer participating as well. The electronic platform also allowed the public to observe and participate from on-line access.

Silent Roll Call: Councilors Bernie Zemen, Mark Herak, Mark Schocke, Tom Black and Roger Sheeman were present. All were electronically participating with Councilor Sheeman in the plenary meeting room The Clerk-Treasurer, Michael W. Griffin was present to memorialize the proceedings (electronically). A quorum was attained.

Special Orders:

Interviews of prospective appointees

1. The Town Council conducted an interview with **Ms. Deborah Trevino** (D), 3012 Lakeside Drive, Highland, who expressed interest in being appointed to the Economic Development Commission, Redevelopment Commission, Town Board of Metropolitan Police Commissioners, Lake County Convention and Visitors Bureau, and the Community Events Commission. She participated by way of the Zoom platform.

Ms. Trevino offered a brief narrative regarding her work background. Ms. Trevino responded to questions regarding her interest in the Economic Development Commission, Redevelopment Commission, Town Board of Metropolitan Police Commissioners, Lake County Convention and Visitors Bureau, and the Community Events Commission.

2. The Town Council conducted an interview with **Mr. Danny Stombaugh**, (R), 2049 Porte de Leau, Highland, who expressed interest in being appointed to the Town Board of Metropolitan Police Commissioners. It was noted that he had served on the board for several years in the 2006 through 2012.

Mr. Stombaugh offered a brief narrative regarding his work background. Mr. Stombaugh responded to questions regarding her interest in the Town Board of Metropolitan Police Commissioners.

3. The Town Council conducted an interview with **Mr. Jeffery Pena**, 10294 Timberidge Lane, Highland, who expressed interest in being appointed to the Tree Board and the Community Events Commission.

Mr. Pena offered a brief narrative regarding his work background. Mr. Pena responded to questions regarding his interest in the Tree Board and the Community Events Commission.

4. The Town Council conducted an interview with **Carlos Aburto**, 9139 Prairie Drive, Highland who expressed interest in being retained on the Park and Recreation Board. (Electronically)

Mr. Aburto offered a survey of his contributions and experiences as a member of the Park and Recreation Board. Mr. Aburto responded to questions regarding his service on the Park and Recreation Board.

There being no further interviews or business to come before the Town Council, the special meeting of the Town Council, of Monday, January 25, 2021, was adjourned at 6:18 o'clock p.m.

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

**Enrolled Minutes of the Thirtieth Regular or Special Meeting
Special Meeting
Twenty-Ninth Town Council of Highland
Saturday, January 30, 2021**

The Twenty-Ninth Town Council of the Town of Highland, Lake County, Indiana met *electronically* in a special meeting on **Saturday January 30, 2021** at 11:00 O'clock A.M., in the regular place, the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.*

**Special note:* This special meeting was convened allowing members of the Town Council to participate electronically without being physically present, to be counted in the quorum and able to simultaneously listen and respond to matters taken up in the meeting, all pursuant to Governor Holcomb's Executive Orders 20-04 and 20-09, extended by Executive Order No. 20-52 allowing meetings to be convened pursuant to IC 5-14-1.5-3.6 for the duration of the Corona Virus COVID 19 emergency. All members of the Town Council participated electronically with the Clerk-Treasurer participating as well. The electronic platform also allowed the public to observe and participate from on-line access.

Silent Roll Call: Councilors Tom Black (electronically) and Roger Sheeman were present as indicated. Councilors Mark Herak and Mark J. Schocke (electronically) joined after 12:00. Councilor Zemen joined the meeting after 12:51 p.m. The Clerk-Treasurer, Michael W. Griffin was present to memorialize the proceedings (electronically). A quorum was attained.

Special Orders:

Interviews of prospective appointees

1. The Town Council conducted an interview with **Mr. Thomas R. Belko** (R), 2852 41st Street, who expressed interest in being appointed to the Town Board of Metropolitan Police Commissioners and the Park and Recreation Board.

Mr. Belko offered a brief narrative regarding his work background. Mr. Belko responded to questions regarding his interest in the Town Board of Metropolitan Police Commissioners and in the Park and Recreation Board.

2. The Town Council conducted an interview with **Ms. Joan Roback**, (R), 8941 Ohio Place, Highland, who expressed interest in being appointed to the Town Board of Metropolitan Police Commissioners, the Tree Board, the Park and Recreation Board and the Board of Waterworks Directors.

Ms. Roback offered a brief narrative regarding her work background. Ms. Roback responded to questions regarding her interest in several boards she expressed interest in.

3. The Town Council conducted an interview with **Ms. Jacqueline Herrera**, 8112 Wicker Park Drive, Highland, who expressed interest in continuing her existing service on the Community Events Commission.

Ms. Herrera offered a survey of her contributions and experiences as a member of the Community Events Commission. Ms. Herrera responded to questions regarding her service on the Community Events Commission.

4. The Town Council conducted an interview with **Mr. Richard Garcia** (D), 2912 Grand Boulevard, Highland, who expressed interest in being remining on the Board of Sanitary Commissioners.

Mr. Garcia offered a survey of his contributions and experiences as a member of the Board of Sanitary Commissioners. Mr. Garcia responded to questions regarding his service on the Board of Sanitary Commissioners.

5. The Town Council conducted an interview with **John Beebe Sr.**, (D), 9528 O'Day Drive, Highland, who expressed interest in being appointed to the Town Board of Metropolitan Police Commissioners.

Mr. Beebe offered a brief narrative regarding his work background. Mr. Beebe responded to questions regarding his interest in the Town Board of Metropolitan Police Commissioners.

6. The Town Council conducted an interview with **James Slagle**, (D), 3504 Eder Place, Highland, who expressed interest in being reappointed to the Town Board of Metropolitan Police Commissioners. (Electronically)

Mr. Slagle offered a survey of his contributions and experiences as a member of the Town Board of Metropolitan Police Commissioners. Mr. Slagle responded to questions regarding his service on the Town Board of Metropolitan Police Commissioners.

7. The Town Council conducted an interview with **Hunter Balczo**, (D), 3126 Condit, Highland who expressed interest in being appointed to the Board of Sanitary Commissioners, Park and Recreation Board, and the Redevelopment Commission.

Mr. Balczo offered a brief narrative regarding his work background. Mr. Balczo responded to questions regarding his interest in the Board of Sanitary Commissioners, Park and Recreation Board, and the Redevelopment Commission.

8. The Town Council conducted an interview with **Thomas Beck**, (R), 9134 O'Day Drive, Highland who expressed interest in being appointed to the Town Board of Metropolitan Police Commissioners.

Mr. Beck offered a brief narrative regarding his work background. Mr. Beck responded to questions regarding his interest in the Town Board of Metropolitan Police Commissioners. The questions included suggestions regarding the recruitment of police officers.

9. The Town Council conducted an interview with **Bob Cerros**, 2840 Duluth Street, Highland who expressed interest in being appointed to the Advisory Board of Zoning Appeals and the Redevelopment Commission.

Mr. Cerros offered a brief narrative regarding his work background. Mr. Cerros responded to questions regarding his interest in the Advisory Board of Zoning Appeals and the Redevelopment Commission. Mr. Cerros responded to questions posed as zoning scenarios.

10. The Town Council conducted an interview with **Dave Helms**, 9306 Waymond Avenue, Highland who expressed interest in being retained on the Advisory Board of Zoning Appeals. (Electronically)

Mr. Helms offered a survey of his contributions and experiences as a member of the Advisory Board of Zoning Appeals. Mr. Helms responded to questions regarding his service on the Advisory Board of Zoning Appeals.

11. The Town Council conducted an interview with **Cyril Huerter**, 8740 Carolina Avenue, Highland who expressed interest in being retained on the Redevelopment Commission. (Electronically)

Mr. Huerter offered a survey of his contributions and experiences as a member of the Redevelopment Commission. Mr. Huerter responded to questions regarding his service on the Redevelopment Commission.

12. The Town Council conducted an interview with **Stan Allen**, 3510 Laverne Drive, Highland who expressed interest in being appointed to the Community Events Commission.

Mr. Allen offered a brief narrative regarding his work background. Mr. Allen responded to questions regarding his interest in the Community Events Commission. Mr. Allen responded to questions regarding his ability to participate electronically for meetings .

13. The Town Council conducted an interview with **Larry Kondrat**, 8115 E. 4th Place, Highland who expressed interest in being retained on the Waterworks Board of Directors. (Electronically)

Mr. Kondrat offered a survey of his contributions and experiences as a member of the Waterworks Board of Directors. Mr. Kondrat responded to questions regarding his service on the Board of Waterworks Directors.

14. The Town Council conducted an interview with **Robyn Radford**, 9527 O'Day Drive, Highland who expressed interest in being retained on the Redevelopment Commission. (Electronically)

Ms. Radford offered a survey of her contributions and experiences as a member of the Redevelopment Commission. Ms. Radford responded to questions regarding her service on the Redevelopment Commission.

15. The Town Council conducted an interview with **Judy Vaughn**, 3817 Jewett Avenue, Highland who expressed interest in being retained on the Tree Board.

Ms. Vaughn offered a survey of her contributions and experiences as a member of the Tree Board. Ms. Vaughn responded to questions regarding her service on the Tree Board.

16. The Town Council conducted an interview with **Mr. Greg Cieslak (R)**, 2104 Birchwood Lane, Highland, who expressed interest in being remaining on the Board of Sanitary Commissioners. (Electronically)

Mr. Cieslak offered a survey of his contributions and experiences as a member of the Board of Sanitary Commissioners. Mr. Cieslak responded to questions regarding his service on the Board of Sanitary Commissioners.

Councilor Schocke departed after this interview.

17. The Town Council conducted an interview with **Ms. Kristen Smith**, 9801 5th Street, Highland, who expressed interest in continuing her existing service on the Community Events Commission. (Electronically)

Ms. Smith offered a survey of her contributions and experiences as a member of the Community Events Commission. Ms. Smith responded to questions regarding her service on the Community Events Commission.

18. The Town Council conducted an interview with **Thomas Vander Woude**, 2929 Oakdale Drive, Highland who expressed interest in being retained on the Plan Commission.

Mr. Vander Woude offered a survey of his contributions and experiences as a member of the Municipal Plan Commission. Mr. Vander Woude responded to questions regarding his service on the Redevelopment Commission. The discussion included whether a new comprehensive plan is desirable.

19. The Town Council conducted an interview with **Steve Jurczak**, 2547 Wicker, Highland who expressed interest in being retained on the Town Board of Metropolitan Police Commissioners. (Electronically)

Mr. Jurczak offered a survey of his contributions and experiences as a member of the Town Board of Metropolitan Police Commissioner. Mr. Jurczak responded to questions regarding his service on the Town Board of Metropolitan Police Commissioners.

There being no further interviews or business to come before the Town Council, the special meeting of the Town Council, of Saturday, January 30, 2021, was adjourned at 5:23 o'clock p.m.

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

SOURCES OF FUNDING

Funds to support these additional appropriations in the **Unsafe Building Fund** shall be from interest earnings, miscellaneous revenues, transfers, and fees imposed under IC 36-7-9 and Chapter 15.30 of the Highland Municipal Code and *unassigned fund balance* on deposit to the credit of the Fund.

Funds to support these additional appropriations in the **General Improvement Fund** shall be from interest earnings, property assessments paid from benefiting property holders and *unassigned fund balance* on deposit to the credit of the Fund.

Funds to support these additional appropriations in the **Hazardous Materials Fund** shall be from interest earnings, miscellaneous revenues, revenue from service fees and charges imposed upon responsible parties involved in hazardous materials incidents pursuant to HMC Section 9.75.030, and *unassigned fund balance* on deposit to the credit of the Fund.

Funds to support these additional appropriations in the **Municipal Cumulative Street Fund** shall be from interest earnings, contributions from participating from benefiting property holders benefitting from the sidewalk replacement program and *unassigned fund balance* on deposit to the credit of the Fund.

Funds to support these additional appropriations in the **Redevelopment Capital Fund** shall be supported by the unobligated undesignated fund balance on deposit to the credit of the fund.

Funds to support these additional appropriations in the **Sanitary District Special Bond and Interest Fund** shall be supported by the regular revenues from intergovernmental revenues, a special property tax, and undesignated funds on deposit to the credit of the fund. This was anticipated in the Department of Local Government Budget Order.

*** Proof of Publication ***

State of Indiana)
) ss:
Lake County)

Personally appeared before me, a notary public in and for said county and state, the undersigned Nicole Muscari who, being duly sworn, says that She/he is Legal Clerk of the Northwest Indiana Times newspaper of general circulation printed and published in the English language in the Town of Munster in state and county afore-said, and that the printed matter attached hereto is a true copy, which was duly published in said paper for 1 time(s), the date(s) of publication being as follows: January 28, 2021

TOWN OF HIGHLAND, CLERK TREASURER - LEGALS
DENISE BECK, ACCTS PAYABLE
3333 RIDGE ROAD
HIGHLAND IN 46322

ORDER NUMBER 61619

The undersigned further states that the Northwest Indiana Times newspaper maintains an Internet website, which is located at www.nwi.com website and that a copy of the above referenced printed matter was posted on such website on the date(s) of publication set forth above.

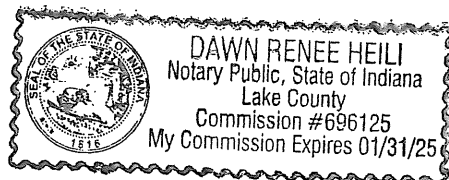
Nicole Muscari, Legal Clerk
By: Adrienne Monis

Subscribed and sworn to before me this 28 day of January 2021

Dawn Renee Heili
Notary Public

My commission expires:

Section: Legals
Category: 198 Legal - Lake County
PUBLISHED ON: 01/28/2021



TOWN OF HIGHLAND NOTICE TO TAXPAYERS OF PROPOSED ADDITIONAL APPROPRIATIONS

Notice is hereby given the taxpayers of the Town of Highland, Lake County, Indiana, that the Town Council of said Municipality in said Municipal Building, 3333 Ridge Road, at 6:30 p.m. on the 8th day of February 2021, will consider the following additional appropriations in excess of the budget for the current year in the following funds:

UNSAFE BUILDING FUND	
Acct. No. 003-0000-310.05 Demolition Costs:	\$142,699.00
Total Series:	\$142,699.00
Fund Total:	
\$142,699.00	
GENERAL IMPROVEMENT FUND	
Acct. No. 083-0000-34003 Record/Releasing Lien	\$8,000.00
Total Series:	\$8,000.00
Fund Total:	
\$8,000.00	
HAZARDOUS MATERIALS RESPONSE FUND	
Acct. 20-0000-21000 Haz Mat Misc. Supplies:	\$3,807.00
Total Supplies:	\$3,807.00
Acct. 20-0000-44050 Haz Mat Equipment:	\$1,000.00
Total Equipment:	\$1,000.00
Fund Total:	
\$4,807.00	

MUNICIPAL CUMULATIVE STREET FUND	
Acct. No. 088-0000-44010 Sidewalk Replacement:	\$4,494.00
Total Series:	\$4,494.00
Fund Total:	
\$4,494.00	

Funds to support these additional appropriations in the Unsafe Building Fund shall be from interest earnings, miscellaneous revenues, transfers, and fees imposed under IC 36-7-9 and Chapter 15.30 of the Highland Municipal Code and unassigned fund balance on deposit to the credit of the Fund.

Funds to support these additional appropriations in the General Improvement Fund shall be from interest earnings, property assessments paid from benefiting property holders and unassigned fund balance on deposit to the credit of the Fund.

Funds to support these additional appropriations in the Hazardous Materials Fund shall be from interest earnings, miscellaneous revenues, revenue from service fees and charges imposed upon responsible parties involved in hazardous materials incidents pursuant to HMC Section 9.75.030, and unassigned fund balance on deposit to the credit of the Fund.

Funds to support these additional appropriations in the Municipal Cumulative Street Fund shall be from interest earnings, contributions from participating from benefiting property holders benefitting from the sidewalk replacement program and unassigned fund balance on deposit to the credit of the Fund.

Taxpayers appearing at such meeting shall have a right to be heard thereon. Taxpayers are asked to contact the Office of the Clerk-Treasurer at (219) 838-1080 to provide an email address to allow the Zoom platform information to be provided. You may also write to the Office of the Clerk-Treasurer if you have concerns. The additional appropriations, as finally made, will be filed with the Department of Local Government Finance, for its information and file.

TOWN COUNCIL of HIGHLAND Roger Sheeman, President
By: Michael W. Griffin, IAMC/MMC/CPFA/ACPFIM/CMO Clerk-Treasurer
1/28-61619-hspaxlp

TOTAL AD COST: 104.53

FILED ON: 1/28/2021

**Town of Highland
Appropriation Enactment
Enactment No. 2021-05**

AN ENACTMENT APPROPRIATING ADDITIONAL MONEYS IN EXCESS OF THE ANNUAL BUDGET for the UNSAFE BUILDING FUND, GENERAL IMPROVEMENT FUND, HAZARDOUS MATERIALS RESPONSE FUND, AND THE MUNICIPAL CUMULATIVE STREET FUND, ALL PURSUANT TO I.C. 6-1.1-18, and I.C. 36-5-3-5.

WHEREAS, Following a public hearing advertised pursuant to I.C. 5-3-1, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget for the **Unsafe Building Fund, General Improvement Fund, Hazardous Materials Response Fund,** and the **Municipal Cumulative Street Fund;**

WHEREAS, It has been determined that such additional appropriations as may be approved by this enactment, will not increase the levies set under I.C. 6-1.1-17, all pursuant to I.C. 36-5-3-5;

NOW, THEREFORE BE IT ENACTED 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 additional sums of money are hereby appropriated and ordered set apart out of the **Unsafe Building Fund** herein named and for the purposes herein specified, subject to the laws governing the same:

UNSAFE BUILDING FUND	
Acct. No. 003-0000-310.05 Demolition Costs:	\$ 142,699.00
<i>Total Series:</i>	\$ 142,699.00
Fund Total:	\$ 142,699.00

Section 2. That for the expenses of said municipality, the following additional sums of money are hereby appropriated and ordered set apart out of the **General Improvement Fund** herein named and for the purposes herein specified, subject to the laws governing the same:

GENERAL IMPROVEMENT FUND	
Acct. No. 083-0000-34003 Record/Releasing Lien	\$ 8,000.00
<i>Total Series:</i>	\$ 8,000.00
Fund Total:	\$ 8,000.00

Section 3. That for the expenses of said municipality, the following additional sums of money are hereby appropriated and ordered set apart out of the **Hazardous Materials Response Fund** herein named and for the purposes herein specified, subject to the laws governing the same:

HAZARDOUS MATERIALS RESPONSE FUND

Acct. 20-0000-21000	Haz Mat Misc. Supplies:	<u>\$ 3,807.00</u>
	<i>Total Supplies:</i>	<u>\$ 3,807.00</u>
Acct. 20-0000-44050	Haz Mat Equipment:	<u>\$ 1,000.00</u>
	<i>Total Equipment:</i>	<u>\$ 1,000.00</u>
	Fund Total:	<u>\$ 4,807.00</u>

Section 4. That for the expenses of said municipality, the following additional sums of money are hereby appropriated and ordered set apart out of the **Municipal Cumulative Street Fund** herein named and for the purposes herein specified, subject to the laws governing the same:

MUNICIPAL CUMULATIVE STREET FUND		
Acct. No. 088-0000-44010	Sidewalk Replacement:	<u>\$ 4,494.00</u>
	<i>Total Series:</i>	<u>\$ 4,494.00</u>
	Fund Total:	<u>\$ 4,494.00</u>

Section 5. That the Clerk-Treasurer is hereby authorized and instructed to inform the Department of Local Government Finance of this action and that these monies be made available for expenditure pursuant to I.C. 6-1.1-18.

Section 6. That in satisfaction and for the purposes of the provisions set out in I.C. 36-5-2-9.6, I.C. 36-5-3-5, I.C. 36-5-4-2, this enactment shall be deemed properly filed and introduced before the Town Council at a regular or special meeting, properly called and convened pursuant to I.C. 5-1.5-14 *et seq.*

Introduced and Filed on the 8th Day of February 2021. Consideration on the same day or at same meeting of introduction sustained a vote of ____ in favor and ____ opposed, pursuant to IC 36-5-2-9.8.

DULY ORDAINED AND ADOPTED this ____ Day of _____ 2021, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of ____ in favor and ____ opposed.

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

Roger Sheeman, President (IC 36-5-2-10)

ATTEST:

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

*** Proof of Publication ***

State of Indiana)
) ss:
Lake County)

Personally appeared before me, a notary public in and for said county and state, the undersigned Nicole Muscari who, being duly sworn, says that She/he is Legal Clerk of the Northwest Indiana Times newspaper of general circulation printed and published in the English language in the Town of Munster in state and county afore-said, and that the printed matter attached hereto is a true copy, which was duly published in said paper for 1 time(s), the date(s) of publication being as follows:
January 28, 2021

TOWN OF HIGHLAND NOTICE TO TAXPAYERS OF PROPOSED ADDITIONAL APPROPRIATIONS

Notice is hereby given the taxpayers of the Town of Highland, Lake County, Indiana, that the Town Council of said Municipality in said Municipal Building, 3333 Ridge Road, at 6:30 p.m. on the 8th day of February 2021, will consider the following additional appropriations in excess of the budget for the current year in the following funds:
SANITARY DISTRICT SPECIAL BOND AND INTEREST FUND

Acct. 042-0000-39011 Principal Payments \$486,712.00
Total: \$486,712.00

TOTAL for the FUND:

\$486,712.00

Funds to support these additional appropriations in the Sanitary District Special Bond and Interest Fund shall be supported by the regular revenues from intergovernmental revenues, a special property tax, and undesignated funds on deposit to the credit of the fund. This was anticipated in the Department of Local Government Budget Order.

Taxpayers appearing at such meeting shall have a right to be heard thereon. Taxpayers are asked to contact the Office of the Clerk-Treasurer at (219) 838-1080 to provide an email address to allow the Zoom platform information to be provided. You may also write to the Office of the Clerk-Treasurer if you have concerns. The additional appropriations, as finally made, will be filed with the Department of Local Government Finance, for its review. The Department of Local Government Finance shall make a written determination of the sufficiency of funds within fifteen days of receipt of a certified copy of the action taken.

TOWN COUNCIL of HIGHLAND Roger Sheeman, President
By: Michael W. Griffin, IAMC/MMC/CPFA/ACPFIM/CMO Clerk-Treasurer
1/28-61611-hspaxlp

TOWN OF HIGHLAND, CLERK TREASURER - LEGALS
DENISE BECK, ACCTS PAYABLE
3333 RIDGE ROAD
HIGHLAND IN 46322

ORDER NUMBER 61611

The undersigned further states that the Northwest Indiana Times newspaper maintains an Internet website, which is located at www.nwi.com website and that a copy of the above referenced printed matter was posted on such website on the date(s) of publication set forth above.

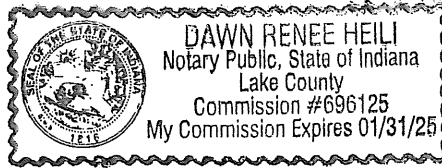
Nicole Muscari, Legal Clerk

By: Adrienne Morris

Subscribed and sworn to before me this 28 day of

January 2021
Dawn Renee Heili
Notary Public

My commission expires:



Section: Legals

Category: 198 Legal - Lake County

PUBLISHED ON: 01/28/2021

TOTAL AD COST: 52.98

FILED ON: 1/28/2021

*** Proof of Publication ***

State of Indiana)
) ss:
Lake County)

Personally appeared before me, a notary public in and for said county and state, the undersigned Nicole Muscari who, being duly sworn, says that She/he is Legal Clerk of the Northwest Indiana Times newspaper of general circulation printed and published in the English language in the Town of Munster in state and county afore-said, and that the printed matter attached hereto is a true copy, which was duly published in said paper for 1 time(s), the date(s) of publication being as follows:
January 28, 2021

TOWN OF HIGHLAND, CLERK TREASURER - LEGALS
DENISE BECK, ACCTS PAYABLE
3333 RIDGE ROAD
HIGHLAND IN 46322

ORDER NUMBER 61610

The undersigned further states that the Northwest Indiana Times newspaper maintains an Internet website, which is located at www.nwi.com website and that a copy of the above referenced printed matter was posted on such website on the date(s) of publication set forth above.

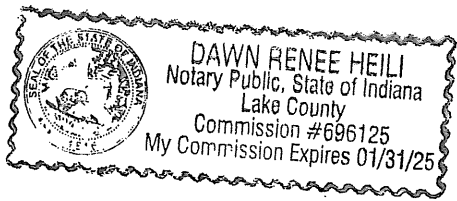
Nicole Muscari, Legal Clerk
By: Adrienne Morris

Subscribed and sworn to before me this 28 day of January 2021

Dawn Renee Heili
Notary Public

My commission expires:

Section: Legals
Category: 198 Legal - Lake County
PUBLISHED ON: 01/28/2021



TOWN OF HIGHLAND NOTICE TO TAXPAYERS OF PROPOSED ADDITIONAL APPROPRIATIONS

Notice is hereby given the taxpayers of the Town of Highland, Lake County, Indiana, that the Town Council of said Municipality in said Municipal Building, 3333 Ridge Road, at 6:30 p.m. on the 8th day of February 2021, will consider the following additional appropriations in excess of the budget for the current year in the following funds:

REDEVELOPMENT CAPITAL FUND	
Increase accounts:	
096-0000-31005 Engineering & Architecture	\$41,300.00
096-0000-31007 Maintenance & Repair	\$35,000.00
096-0000-31008 Tree Replacement	\$4,000.00
096-0000-31009 Landscape Services	\$16,000.00
096-0000-34002 Facade Improvement Grant	\$100,000.00
096-0000-39019 Legal Services Land Acquisition	\$32,500.00
096-0000-39025 Property Appraisal Services	\$47,200.00
096-0000-39026 Demolition Services	\$60,000.00
096-0000-39040 Community Garden Services	\$2,124.00
Total for 300 Series:	\$338,124.00
Increase accounts:	
096-0000-40001 Land purchases	\$1,383,229.00
096-0000-42001 Wayfinding Signs	\$76,000.00
096-0000-45006 Benches and Receptacles	\$3,500.00
Total for 400 Series:	\$1,462,729.00
TOTAL for FUND:	\$1,800,853.00

Funds to support these additional appropriations in the Redevelopment Capital Fund shall be supported by the unobligated undesignated fund balance on deposit to the credit of the fund.

Taxpayers appearing at such meeting shall have a right to be heard thereon. Taxpayers are asked to contact the Office of the Clerk-Treasurer at (219) 838-1080 to provide an email address to allow the Zoom platform information to be provided. You may also write to the Office of the Clerk-Treasurer if you have concerns. The additional appropriations, as finally made, will be filed with the Department of Local Government Finance, for its review. The Department of Local Government Finance shall make a written determination of the sufficiency of funds within fifteen days of receipt of a certified copy of the action taken.

TOWN COUNCIL of HIGHLAND Roger Sheeman, President
By: Michael W. Griffin, IAMC/MMC/CPFA/ACPFIM/CMO Clerk-Treasurer
1/28-61610-hspaxlp

TOTAL AD COST: 75.89

FILED ON: 1/28/2021

**TOWN OF HIGHLAND
 APPROPRIATION ENACTMENT
 ENACTMENT NO. 2021-06**

An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the Redevelopment Capital Fund and for the Sanitary District Special Bond and Interest Fund, all pursuant to I.C. 6-1.1-18, I.C. 36-5-3-5, et seq.

WHEREAS, Following a public hearing advertised pursuant to I.C. 5-3-1, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget for the **Redevelopment Capital Fund**, and the **Sanitary District Bond and Interest Fund**;

WHEREAS, It has been determined that such additional appropriations as may be approved by this enactment, will not increase the levy set under I.C. 6-1.1-17, all pursuant to I.C. 36-5-3-5;

NOW, THEREFORE BE IT ENACTED 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 additional sums of money are hereby appropriated and ordered set apart out of the **Redevelopment Capital Fund** and for the purposes herein specified, subject to the laws governing the same:

REDEVELOPMENT CAPITAL FUND

Increase accounts:

096-0000-31005 Engineering & Architecture	\$	41,300.00
096-0000-31007 Maintenance & Repair	\$	35,000.00
096-0000-31008 Tree Replacement	\$	4,000.00
096-0000-31009 Landscape Services	\$	16,000.00
096-0000-34002 Facade Improvement Grant	\$	100,000.00
096-0000-39019 Legal Services Land Acquisition	\$	32,500.00
096-0000-39025 Property Appraisal Services	\$	47,200.00
096-0000-39026 Demolition Services	\$	60,000.00
096-0000-39040 Community Garden Services	\$	<u>2,124.00</u>
Total for 300 Series:	\$	338,124.00

Increase accounts:

096-0000-40001 Land purchases	\$	1,383,229.00
096-0000-42001 Wayfinding Signs	\$	76,000.00
096-0000-45006 Benches and Receptacles	\$	<u>3,500.00</u>
Total for 400 Series:	\$	1,462,729.00

TOTAL for FUND:	\$	<u>1,800,853.00</u>
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Section 2. That for the expenses of said municipality, the following additional sums of money are hereby appropriated and ordered set apart out of the **Sanitary District Bond and Interest Fund** and for the purposes herein specified, subject to the laws governing the same:

SANITARY DISTRICT SPECIAL BOND AND INTEREST FUND

Acct. 042-0000-39011 Principal Payments		<u>\$ 486,712.00</u>
	Total:	\$ 486,712.00
TOTAL for the FUND:		<u>\$ 486,712.00</u>

Section 3. That the Clerk-Treasurer is hereby authorized and instructed to inform the Indiana Department of Local Government Finance of this action and that these moneys be made available for expenditure **subject to an order** of the Commissioner, pursuant to IC 6-1.1-18.

Section 4. That in satisfaction and for the purposes of the provisions set out in I.C. 36-5-2-9.6, I.C. 36-5-3-5, I.C. 36-5-4-2, this enactment shall be deemed properly filed and introduced before the Town Council at a regular or special meeting, properly called and convened pursuant to I.C. 5-1.5-14 *et seq.*

Introduced and Filed on the 8th Day of February 2021. Consideration on the same day or at same meeting of introduction sustained a vote of _____ in favor and _____ opposed, pursuant to IC 36-5-2-9.8.

DULY ORDAINED AND ADOPTED this _____ Day of _____ 2021, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of _____ in favor and _____ opposed.

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

Roger Sheeman, President (IC 36-5-2-10)

ATTEST:

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



TOWN OF HIGHLAND

Highland Municipal Building • 3333 Ridge Road

Highland, Indiana 46322

219-838-1080 • Fax 219-972-5097



Population 23,696

Incorporated in 1910

February 3, 2021

Roger Sheeman, President
Highland Town Council
3333 Ridge Road
Highland, In 46322

RE: CERTIFICATION OF ACTION TAKEN BY THE TOWN OF HIGHLAND PLAN COMMISSION CONCERNING A PROPOSED AMENDMENT TO THE TOWN OF HIGHLAND ZONING MAP/ORDINANCE AND A RECOMMENDATION TO APPROVE THE PRELIMINARY PLANNED UNIT DEVELOPMENT PLAN/S.J. HIGHLAND, LLC/RUSSELL GROUP/SENIOR LIVING FACILITY.

Dear Council President Sheeman,

Please allow for this correspondence to certify that the Town of Highland Plan Commission at their scheduled Public Hearing of December 16, 2020, by a vote of five (5) in favor, one (1) abstention and (1) no vote. Commissioner Kendra abstained and Commissioner Vander Woude voted no to send a "**Favorable Recommendation**" to the Highland Town Council for a proposed amendment to the Town of Highland Zoning Map/Ordinance from R1A(Single Family Large Lot Residential District) to R3PUD (Planned Unit Development). The proposed project, a Senior Living Facility, will consist of 60 Independent Living Units, 55 Assisted Living Units and 21 Memory Care Units to be located between Cline Avenue and Kleinman Road.

Attached please find the Plan Commissions prepared Findings of Fact concerning these matters. The Findings of Fact were approved and memorized at the February 3, 2021 Special Meeting of the Plan Commission. Should you have any questions please do not hesitate to contact me.

Sincerely,

Kenneth J. Mika
Zoning Administrator

Cc: Town Council
Michael Griffin
Kelli Strbjak
Attorney John Reed
File

Attachment: Prepared Findings of Fact for proposed amendment of Zoning Map/Ordinance. Prepared Findings of Fact for recommendation to approve Preliminary Planned Unit Development Plan.

TOWN OF HIGHLAND PLAN COMMISSION

Applicant:
S.J. Highland, LLC
c/o James L. Wieser
Wieser & Wyllie, LLP
429 West Lincoln Highway
Scherverville, IN 46375

Plan Commission Docket No. 2020-03

FINDINGS OF FACT FOR FAVORABLE RECOMMENDATION TO APPROVE PRELIMINARY PLANNED UNIT DEVELOPMENT PLAN

1. Applicant, S.J. Highland, LLC, requests an approval of a Planned Unit Development Plan set for preliminary consideration.

2. This matter having come for Public Hearing, the Notices examined for sufficiency, and properly published by written notice and by signage, pursuant to the Town of Highland's Zoning Ordinance. Publication in the Northwest Indiana Times has been made pursuant to statute and the proof of publication regarding the same is proper and admitted into evidence.

3. Petitioner presented evidence, documentation, and information regarding the Petition for Subdivision Approval regarding the real property commonly known as the Scheeringa Farm, containing approximately 19 acres, located between Cline Avenue and Kleinman Road. Attorney James L. Wieser was present on Petitioner's behalf. Mr. Wieser spoke on behalf of the Petitioner. After Mr. Wieser stated that the previously proposed drainage pipe was removed from the previous plans because the Petitioner and the Scheeringa family "(Lessor)" could not agree on the drainage pipe issues, the next subject undertaken was the issue concerning the restrictive covenant against transient, unrestricted apartment land and building uses. Mr. Wieser acknowledged that the covenant was negotiated between himself and the Town's attorney, Mr. Reed, and that his client could not execute the covenant because it does not yet own the subject property. However, Mr. Wieser stated that the Petitioner would sign and record the covenant upon a favorable recommendation from the Plan Commission.

4. Thereafter, Mr. Wieser requested, without objection from the Plan Commission or Town staff, that the plans presented at the July 15, 2020 Plan Commission meeting, and on file with the Town Plan Commission since before that time, be made a part of this record, and that said plans are made a part hereof. Said referenced plans, attached hereto as Exhibit B, entitled "Final Engineering Senior Living Phase 1" from Craig R. Knoche & Associates Civil Engineers, P.C., dated March 18, 2020 as Job No. 18-003, consisting of pages C0.1 to C7.4, are made a part hereof. In addition, and referencing back to the July 15, 2020 Plan Commission meeting, wherein Mr. Wieser noted changes to the project plans since the introduction of the project, including the facility being altered from 4 stories in height to 3 stories in height, addressing fire department concerns, providing adequate parking on the east side of the project, and providing entrances, (2 total), one from Cline Avenue and one from Ernie Strack Drive. Mr. Wieser stated that there were proposed to be 60 independent living units, 55 assisted living units and 21 memory care units within the senior living facility for a total of 136 units. On July 15, 2020, (submitted for inclusion herein without objection), Mr. Wieser also spoke of the following

items of value that he felt the proposed project would bring to the Town of Highland, which items are incorporated herein:

- a. The project cost is \$40,000,000 and would provide 400 skilled, union construction jobs.
- b. The facility, upon completion, would provide between 85 and 100 full-time jobs.
- c. That the real estate taxes generated would be based upon approximately \$5,000,000 in excess value.
- d. That there would be minimal impact on first responder services.
- e. That the facility would enhance quality of life issues for the residents of the facility and would be convenient for those with families nearby so that they could visit.
- f. That it would open the standard housing market to younger families.
- g. That the facility would meet the needs of the Town of Highland.
- h. That the facility would provide physical, social, and recreational activities to its residents.

5. Mr. Wieser also asked to rely upon his July 15, 2020 presentation, and the findings of fact entered thereafter, which request was not objected to by the Plan Commission, only reserving the opportunity to respond to comments and answer questions from remonstrators or anyone present.

6. Based upon the testimony and evidence presented by the Applicant, the Town of Highland Plan Commission, having given due consideration and having paid reasonable regard to the requirements of Indiana law and Town of Highland Zoning Ordinance Chapter 18, particularly Chapter 18.70.050, now by a vote of six (6) in favor and zero (0) opposed, upon motion duly made and seconded, preliminarily approves the Planned Unit Development Plan contingent upon the Plan Commission's approval of the Final Planned Unit Development Plan and the Plan Commission's primary and secondary subdivision approval.

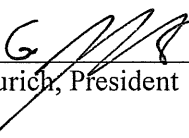
7. In making such determination, the Town of Highland Plan Commission now makes the following Findings of Fact:

- A. The proposed plan is in the best interest of the Town of Highland.
- B. The proposed plan will promote the public health, safety, comfort, morals, convenience, and general welfare of the Town of Highland.
- C. The proposed plan will accomplish the purposes of the Indiana statute regarding zoning.
- D. The proposed plan is consistent with Indiana Code.
- E. The proposed plan is consistent with the general purposes and goals of the Town of Highland Plan Commission, and will promote the orderly development of the Town of Highland and be beneficial to the general welfare of the community.

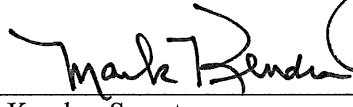
WHEREFORE, based upon the above evidence and findings, the Town of Highland Plan Commission voted five (5) in favor, one (1) opposed, and one (1) abstention to recommend approval the Preliminary Planned Unit Development Plan.

Action taken December 16, 2020. Findings of Fact approved the ^{3rd} ~~20th~~ day of ^{February,} ~~January,~~ 2021.

TOWN OF HIGHLAND PLAN COMMISSION



Doug Turich, President



Mark Kendra, Secretary

LEGAL DESCRIPTION

That part of the west half of the north half of the southeast quarter of the southeast quarter and the east half of the southeast quarter of the southeast quarter of Section 27, Township 36 north, Range 9 west of the Second Principal Meridian described as follows: beginning at the southwest corner of said west half; thence $N0^{\circ}05'27''W$ along the west line of said west half, 661.02 feet to the northwest corner thereof; thence $S89^{\circ}40'53''E$ along the north line of said west half and the north line of said east half, 1327.98 feet to the northeast corner of said east half; thence $S0^{\circ}01'01''W$ along the east line of said Section 27, 688.70 feet; thence $N89^{\circ}25'59''W$, 210.00 feet; thence $S0^{\circ}00'39''W$, 2.82 feet; thence $N89^{\circ}42'07''W$, 453.35 feet to the west line of said east half; thence $N0^{\circ}02'13''W$, 30.00 feet to the south line of said west half; thence $N89^{\circ}42'07''W$ along said south line, 663.37 feet to the point of beginning, excepting therefrom Lot 1 of Griffland Center Inc. First Addition to the Town of Highland as recorded in Plat Book 63, Page 3 and containing 20.11 acres (more or less) in Lake County, Indiana.

EXHIBIT A

EXHIBIT C

COVENANT AGAINST APARTMENT USE

COVENANT

THIS COVENANT ("Covenant") is made as of the _____ day of _____, 2020 by SJ Highland, LLC ("Company"), whose address is 4700 E. 53rd Street, Davenport, Iowa 52807.

RECITALS:

WHEREAS, Company is the owner of certain real property legally described on Exhibit A attached hereto containing approximately 11 acres (the "Company Parcel");

WHEREAS, Company intends to construct on approximately 9 acres of property adjacent to the Company Parcel a senior living facility, to be developed under the R3 PUD Provisions of the Town of Highland Zoning Code as of the date this Covenant is recorded (the "Senior Living Facility"); and

WHEREAS, Company desires to bind the Company Parcel and present and future owners and occupants thereof with a senior housing covenant, as set forth below:

AGREEMENT:

NOW, THEREFORE, Company declares, covenants and agrees for itself and its successors and assigns (in whole or in part), subject to the terms and conditions set forth below, as follows:

1. Covenant. In order to preserve the character of the Senior Living Facility and overall development, if Apartments, as defined in Title 18 of the Highland Municipal Code, are developed, occupancy of the units at such Apartments shall be restricted to any person(s) of the age of 55 years or over, which person(s) must be a leaseholder and the primary occupant of the unit (hereinafter "Permissible Primary Occupant"). Other occupants may be allowed, provided that Permissible Primary Occupancy is established, as follows: (1) A husband or wife, regardless of age, residing with his or her spouse who is a Permissible Primary Occupant; (2) A child or children of a Permissible Primary Occupant residing with a Permissible Primary Occupant, provided the child or children is or are over the age of 23 year or over; or, (3) an individual or individuals, age 23 or over, residing with and providing physical or economic support to Permissible Primary Occupant. The foregoing occupancy restrictions shall not be construed to prohibit the occupants of any of the units from entertaining guests, of any age, in their units, including temporary residency not to exceed ninety (90) days in a calendar year.

2. Successors and Assigns. The term "Company," wherever used in this instrument, is intended, in each instance, to include the successors and assigns of Company. The covenant contained herein shall run with the land.

3. Miscellaneous. This Covenant shall be governed by and construed in accordance with the laws of the State of Indiana. The section headings herein are intended for convenience only and shall not be construed with any substantive effect in this Covenant. In the event of any conflict between the statements made in the recitals to this Covenant and the provisions

contained in the body of this Covenant, the provisions contained in the body of this Covenant shall govern.

4. Application of Covenant. Notwithstanding anything to the contrary herein, this Covenant shall apply to the entire parcel described on Exhibit A hereto, whether developed as a senior living facility, or undeveloped, as contemplated herein. In the event the intended Senior Living Facility is not constructed or is later re-constructed or converted to another use on the parcel adjacent to the Company Parcel, this Covenant shall not restrict the Company, or any successors or assigns, from developing, constructing, re-constructing or converting anything on the Company Parcel that is otherwise allowed or approved in accordance with applicable local codes and ordinances. In such event, Company, or its successors or assigns, shall be able to record a release of the Covenant.

5. Severability. To the extent that the restrictions described above violate any federal or state law or regulation, those restrictions shall be deemed revised to the extent necessary to comply with such law or regulation, in keeping with the purpose of maintaining the age restricted residency requirement.

6. Indiana Law. This Covenant shall be governed by, and shall be construed and enforced according to, the laws of the State of Indiana.

7. Modification and Termination. This Covenant shall not be amended, modified, or terminated without the prior written approval of the Town Council of the Town of Highland, Indiana. Within thirty (30) days of executing an amendment, modification, or termination with the Office of the Recorder of Lake County and, within thirty (30) days after recording, provide a true copy of the recorded amendment, modification or termination to the Town Council of the Town of Highland, Indiana. Notwithstanding the foregoing, approval as required herein shall not be unreasonably withheld or conditioned for the release contemplated and set forth in Section 4 above.

8. Conflict of and Compliance with Law. If any provision of this Covenant is also the subject of any law or regulation established by and federal, state or local government, the strictest standard or requirement shall apply. Compliance with this Covenant does not relieve the property owner of its obligation to comply with any other applicable laws.

DATED as of the date first above written.

SJ Highland LLC, an Iowa limited liability company,

By: James V. Russell

Its: Manager

ORDINANCE NO. 1726
of the
TOWN OF HIGHLAND, INDIANA

An Ordinance Amending the Zoning Map of the Comprehensive Zoning Ordinance Passed by the Town Council of the Town of Highland, Lake County, Indiana, on the 9th day of October 2017, by Ordinance No. 1659 and Codified as Title 18 of the Municipal Code to be Effective on the date of adoption; and hereinafter reclassifying an area in the Town of Highland, Lake County, Indiana from an R-1A Single Family Residential District to a R-3-PUD District.

WHEREAS, The Town Council of the Town of Highland, Indiana, did on the 9th day of October 2017, pass a certain replacement zoning ordinance which is now in full force and effect, and which is known as Ordinance No. 1659, together with all amendments thereof and supplements thereto and codified as Title 18 of the Highland Municipal Code; and

WHEREAS, A petition and application for said proposed amendment was presented to the Highland Plan Commission by the Petitioner and a public hearing was held thereon according to said Ordinance 1659, together with all amendments thereof and supplements thereto and codified as Title 18 of the Highland Municipal Code, and said Plan Commission recommends **favorable approval**; and

WHEREAS, After due consideration and study, the Town Council of the Town of Highland, does believe that the amendment will be advantageous to said Town and will insure the public health, safety, welfare, and morals of the Citizens thereof in the area affected,

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

Section 1. That the following described property situated in the Town of Highland, Lake County, Indiana, which is presently designated as being **R-1A Single Family Large Lot Residential District** is hereby rezoned to **R3-PUD Residential Planned Unit Development District**, which area is more particularly described as follows:

That part of the west half of the north half of the southeast quarter of the southeast quarter and the east half of the southeast quarter of the southeast quarter of Section 27, Township 36 north, Range 9 west of the Second Principal Meridian described as follows: beginning at the southwest corner of said west half; thence N0°05'27"W along the west line of said west half, 661.02 feet to the northwest corner thereof; thence S89°40'53"E along the north line of said west half and the north line of said east half, 1327.98 feet to the northeast corner of said east half; thence S0°01'01"W along the east line of said Section 27, 688.70 feet; thence N89°25'59"W, 210.00 feet; thence S0°00'39"W, 2.82 feet; thence N89°42'07"W, 453.35 feet to the west line of said east half; thence N0°02'13"W, 30.00 feet to the south line of said west half; thence N89°42'07"W along said south line, 663.37 feet to the point of beginning, excepting therefrom Lot 1 of Griffland Center Inc. First Addition to the Town of Highland as recorded in Plat Book 63, Page 3 and containing 20.11 acres (more or less) in Lake County, Indiana.

More commonly known as the Scheeringa Farm, Highland, IN.

Section 2. That the Zoning Map, which accompanies the Comprehensive Zoning Ordinance and which is part thereof, shall be amended and changed so as to include the "R-3-PUD" *Planned Unit Development District* on the specific parcel(s) of the real estate hereinabove described, all of which was formerly "R-1A" Single Family Large Lot Residential District, and henceforth whose plan, regulations and rules governing the "B-PUD" General Business Planned Unit Development District shall apply to the specific parcel of real estate hereinabove described, respectively;

Section 3. That the Town Engineer is hereby ordered to make appropriate map change and that said Ordinance No. 1659 together with all amendments thereof and supplements thereto is, codified as Title 18 of the Highland Municipal Code, and the same is hereby further amended accordingly;

Section 4. That the written commitment associated with this rezoning, approved by the plan commission is hereby approved to the extent required, pursuant to IC 36-7-4-1015;

Section 5. That this amendment shall be in full force and effect from and after its passage and adoption.

Certificate of the Municipal Plan Commission

It is hereby certified that the foregoing proposed rezoning amendment was considered at a regular ~~or special~~ meeting by the Highland Municipal Plan Commission, and said rezoning request, having first passed by a vote 5 in favor, 1 opposed and 1 abstention, for a favorable recommendation, is now duly forwarded with a favorable recommendation, for adoption to the Town Council of the Town of Highland by the Highland Municipal Plan Commission on the 3rd day of February 2021, pursuant to IC 36-7-4-605(a)(3).

TOWN OF HIGHLAND
MUNICIPAL PLAN COMMISSION

Doug Turich, President

Attest:

Mark Kendra, Secretary

Approval by Legislative Body

Having received the forgoing recommendation of the municipal plan commission pursuant to the duty set forth in IC 36-7-4-605(d), and pursuant to the provisions of IC 36-7-4-608(e), and IC 36-7-4-608(f) the Town Council considered the favorable recommendation of the municipal plan commission at its meeting of February 8, 2021, being the first regular meeting or a subsequent meeting within ninety days following the certification of the proposal.

Duly Ordained and Adopted/Rejected, pursuant to the provisions of IC 36-5-2-9.8 (b)(1) by the Town Council of the Town of Highland, Lake County, Indiana, this ____ day of _____ 2021, having passed by a vote of ____ in favor and ____ opposed.

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

Roger W. Sheeman, President (IC 36-5-2-10)

Attest:

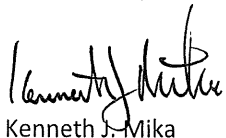
Michael W. Griffin, IAMC/MMC/CPFA/ACPFIM/CMO
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5; IC 36-5-2-10.2)

Building Report January, 2021

PERMIT TYPE	#	Res.	Comm.	Est. Cost	Fee Collected
Commercial Buildings	0	0	0	\$ -	\$ -
Comm. Additions/Remodel	2	0	2	\$ 1,010,000.00	\$ 17,493.00
Signs	2	0	2	\$ 4,242.00	\$ 265.50
Single Family	0	0	0	\$ -	\$ -
Duplex/Condo	0	0	0	\$ -	\$ -
Residential Additions	0	0	0	\$ -	\$ -
Residential Remodeling	29	29	0	\$ 290,957.00	\$ 6,844.50
Garages	0	0	0	\$ -	\$ -
Sheds	0	0	0	\$ -	\$ -
Decks & Porches	1	1	0	\$ 29,500.00	\$ 730.50
Fences	1	1	0	\$ 8,225.00	\$ 240.00
Above/In ground pools	0	0	0	\$ -	\$ -
Drain Tile/Waterproofing	2	2	0	\$ 25,072.00	\$ 612.00
Misc	0	0	0	\$ -	\$ -
Total Building Permits	37	33	4	\$ 1,367,996.00	\$ 26,185.50
Electrical Permits	13	10	3	\$ -	\$ 2,069.00
					\$ -
Mechanical Permits	15	11	4	\$ -	\$ 1,847.00
Plumbing Permits	12	9	3	\$ -	\$ 2,395.90
Water Meters	1	0	1	\$ -	\$ 375.00
Water taps	1	1	0	\$ -	\$ 200.00
Sewer/Storm Taps	1	1	0	\$ -	\$ 300.00
Total Plumbing Permits	15	11	4	\$ -	\$ 3,270.90

January 2020 Code Enforcement: 145 Investigations and 41 Citations were issued & 145 Warnings were given. Inspections done for the month of January 2020 were as follows: 21 Building Inspections, 10 Plumbing Inspections, 8 HVAC and 8 Electrical Inspections. There was 1 Electrical Exam given.

Submitted By:



Kenneth J. Mika

FIRE DEPARTMENT REPORT

January 2021

<u>Type of Calls</u>	<u>January 2021</u>	<u>YTD</u>
General Alarms	17	17
Paid Still Alarms	19	19
Still Alarms	4	4
	Month 40	40
Total Calls in 2021		40

2021

**TOWN OF HIGHLAND INJURIES FOR THE MONTH
JANUARY**

CASE	DATE	DEPARTMENT	DESCRIPTION	Record Only	OSHA Recordable	Not OSHA Recordable	Filed with WC Insurance
	OF INJURY			No Med Treatment			
RO-1	1/4/21	Public Works	Trying to lift vault lid to check a heater & felt a pull in left shoulder with instant burning and pain	X		X	X

RO = Record Only

DEPARTMENT	INJURIES	YEAR TO	TOTAL	RESTRICTED	LOST DAYS	RESTRICTED	LOST DAYS
	THIS MONTH	DATE	2020	DAYS THIS YEAR	THIS YEAR	DAYS 2020	2020
PARK & REC			2			0	0
FIRE						0	0
POLICE			2			0	0
STREET			1			0	0
WATER/SEWER	1	1	2	31		93	81
MAINTENANCE						0	0
OTHER						0	0
TOTALS	1	1	7	31	0	93	81

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

**TOWN OF HIGHLAND
ENACTMENT NO. 2021-04**

A SPECIAL ENACTMENT TO PERMIT ONE TIME REIMBURSEMENTS FOR CERTAIN HEALTH EXPENSES, NOTWITHSTANDING THE COMPENSATION, BENEFITS AND PERSONNEL GROUP HEALTH PROGRAM OF THE MUNICIPALITY, TO BE KNOWN AS THE COMPENSATION AND BENEFITS ORDINANCE COMMONLY KNOWN AS THE EMPLOYEES HANDBOOK, IN PARTICULAR TO AUTHORIZE REIMBURSEMENT FOR CO-PAYS FOR WORKERS WHO TOOK A RAPID COVID TEST.

WHEREAS, The Town Council is the fiscal and legislative body of the Town of Highland, pursuant to IC 36-5 et sequitur;

WHEREAS, IC 36-1-3-2 confers upon all local units the powers that they need for the effective operation of government as to local affairs;

WHEREAS, IC 36-1-3-6 (b)(1) prescribes that any such exercise of power shall be authorized through enactment of an ordinance passed by the legislative body; and

WHEREAS, IC 36-1-4, sections 14 and 15 provide in pertinent parts for the establishment of a system of employment for any class of employee and for fixing the level of compensation of its officers and employees;

WHEREAS, IC 36-5, Chapters 3 and 4 provide additional authority and guidelines for fixing the level of compensation of officers and employees in towns;

WHEREAS, The Town Council as the Legislative Body, did pass and adopt Ordinance No. 1726 an Ordinance to Establish the Wage and Salary Rates of the Elected Officers, the Non-elected Officers and the Employees of the Town of Highland, having amended it five times since its adoption;

WHEREAS, Ordinance No. 1379 an Ordinance Establishing the Compensation and Benefits for the Employees of the Town of Highland amended multiple times since its adoption, commonly called the Municipal Employee Handbook, remains in full force and effect;

WHEREAS, The Compensation and Benefits Ordinance states in pertinent part all eligible employees for the group health insurance benefit shall *"The Town will provide a health insurance plan for all eligible employees of the town hereinafter defined. The Town reserves the right to change alter, modify or cancel the insurance plan coverage with or without notification. The Town provides eligible employees of the town hereinafter defined with a group insurance plan in which the coverage begins on the first day of employment. For specific details on the type and extent of coverage, please refer to the plan document, which will be provided at the time of enrollment,"* all pursuant to Section 6.03.

WHEREAS, The Compensation and Benefits Ordinance further provides that the Town of HIGHLAND will offer a group health high deductible plan, which allows the establishment of a Health Savings Account, owned by the worker, with any earnings to be tax deferred, to which the Town of HIGHLAND contributes, depending upon the type of coverage in a range from \$981 annually for single coverage, offering a *net* out of maximum out of pocket in network cost of \$1,819 and

up to \$2,892 annually for family coverage, offering a *net* out of maximum out of pocket in network cost of \$2,708, in both cases the Town's contributions are paid in two installments all to offset the higher copays or out of pocket expenses a worker may incur, pursuant to Section 6.03.03;

WHEREAS, Compensation and Benefits Ordinance also authorizes the Town of HIGHLAND to offer group health PPO plan which has co-pays and sets maximum out of pocket worker responsibility depending on the type of coverage, with a maximum out of pocket for single in network coverage of \$3,000, family in network coverage of \$6,000, which are doubled in each category for out of network coverage;

WHEREAS, That there is an annual enrollment in which workers can choose from the two plans depending on choice and determine and pursuant to the group health plans in force, the deductibles or co-pays are as described;

WHEREAS, The Assistant Chief of Police has recently presented the case of one administrative clerical worker and one police officer which elected to obtain a rapid results COVID Antigen Test, from MD Urgent Care, 9636 Cline avenue, Highland, rendering results in fifteen minutes, with a 70-75% efficacy, and asked that these workers be reimbursed for the out of pocket co-pays, which is for the administrative clerical worker seventy-five dollars (\$75), and in the case of police officer is sixty dollars (\$60);

WHEREAS, The Public Works Director has also reported the case of one public works worker who elected to obtain a rapid results COVID Antigen Test, from MD Urgent Care, 9636 Cline avenue, Highland, rendering results in fifteen minutes, with a 70-75% efficacy, and asked that this worker be reimbursed for the out of pocket co-pay, which is seventy-five dollars (\$75);

WHEREAS, The Clerk-Treasurer and the Town Council discussed these matter at the standing study session of Monday, January 18, and have considered the matter and note that the requested action would depart from the group health plans as enabled by the Compensation and Benefits Ordinance;

Whereas, The Town Council now desires to take the proper steps to authorize and approve an appropriate remedy,

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

Section 1. That the Town Council makes the following findings and determinations, pursuant to its authority under IC 36-1-4-15 to fix the level of compensation of its officers and employees, its powers granted by statute and those necessary or desirable in the conduct of its affairs, under IC 36-1-3-4, as well as the authority described in the preamble to this enactment:

(A) That the Highland Town Council now finds and determines that operating under a Global Pandemic associated with the Corona virus known as COVID 19, acknowledged by Federal, State and Local authorities created added risks and concerns for the health and welfare of workers who still report to work and perform the duties to which they have been assigned, all with the end that continuity of government services be maintained;

(B) That the Highland Town Council further finds and determines that toward this end, the Town Council did pass and adopt Ordinance No.1715, amending Section 5.11.02 of the Compensation and Benefits Ordinance to create a special administrative leave associated with a "*declaration of a National Emergency as declared by the President of the United States*", evidencing the intention of the Town Council to take special steps to promote the health, safety and welfare of its workforce;

(C) That the Highland Town Council still further finds and determines that the current group health insurance plans for workers would cover 100% with no co-pay, which would be covered at the in-network health care facilities and hospitals, however, the time to schedule a test can be protracted;

(D) That the Highland Town Council still further finds and determines that there may be other workers who took enrolled for the rapid test for COVID antigens offered by MD Urgent Care, which did not get reported to the Town Council for consideration, for the special co-pay for the rapid test administered at MD Urgent Care, 9636 Cline Avenue, Highland, which for non-public safety workers is seventy-five dollars (\$75) plus what the group health insurance will pay and for public safety workers is sixty dollars (\$60) plus what the health insurance will pay;

Section 2. That based upon the foregoing, the Town Council does hereby authorize and approve the following:

(A) That pursuant to its authority under IC 36-1-4-15 to fix the level of compensation of its officers and employees, its powers granted by statute and those necessary or desirable in the conduct of its affairs, under IC 36-1-3-4, as well as the authority described in the preamble to this enactment, the relevant provisions set forth in the Ordinance No. 1379 establishing the *Compensation and Benefits for the Employees of the Town of Highland* as amended notwithstanding, reimbursement for the copays paid by employees herein described is hereby authorized as follows:

- (1) The particular police officer reported by the Assistant Chief of Police;
- (2) The particular administrative clerical worker reported by the Assistant Chief of Police;
- (3) The particular public works employee as reported by the Public Works Director;

(B) That further, notwithstanding provisions of set forth Compensation and Benefits Ordinance, as amended, reimbursements shall be processed according to Indiana law, subject to worker benefits governed by Federal Law and provided the reimbursement is not construed as reimbursing for health insurance;

(C) That further, notwithstanding provisions of set forth Compensation and Benefits Ordinance, as amended, and the reimbursement is allowable under the Federal guidance, including determining if such a step is lawful, the Clerk-Treasurer is hereby authorized and approved to take such steps as are lawful and will be consistent with audit guidance, to implement the purposes of this enactment;

Section 3. That the adoption of this enactment shall **in no way be construed as a precedent** for the subject department or any other department of the

municipality, nor shall it be construed as creating an entitlement for any other workers in any other department, but rather the provisions in this enactment are specific, unique and particularly conferred, and any provisions suspended in the Compensation and Benefits ordinance are only suspended for the specific purposes of this enactment and shall not extend beyond its particular authority;

Section 4. That authority under this enactment shall be seen as complementary to and not in derogation of the authority of the Clerk-Treasurer under IC 36-5-6-6, and that the payments authorized under this enactment, are hereby deemed to be a type of expense identified under IC 36-5-4-12(b)(10) & (13).

Introduced and Filed on the 25th day of January 2021. Consideration on same day or at same meeting of introduction was not considered, pursuant to IC 36-5-2-9.8.

DULY ORDAINED and ADOPTED this _____ day of _____ 2021, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of _____ in favor and _____ opposed.

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

Roger Sheeman, President (IC 36-5-2-10)

Attest:

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

ALLOWANCE OF ACCOUNTS PAYABLE VOUCHERS

TOWN OF HIGHLAND, INDIANA

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC-5-11-10-1.6

DATED THIS 5th DAY OF February, 2021 [Signature]
FISCAL OFFICER

ALLOWANCE OF VOUCHERS

We have examined the Accounts Payable Vouchers listed on the foregoing Register of Accounts Payable Vouchers consisting of 5 pages and except for accounts payables not allowed as shown on the Register such accounts payables are hereby allowed in the total amount of \$ 945,986.56.

Dated this _____ day of _____, _____

TOWN COUNCIL

MARK A. HERAK

ROGER SHEEMAN

BERNIE ZEMEN

MARK SCHOCKE

TOM BLACK

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
Fund 001 GENERAL						
Dept 0000						
001-0000-45200	GEN FUND TRANSFERS GROSS	90513	PAYROLL ACCOUNT	1/29PFL D/S TRANSFER GENERAL	193,789.70	45162
			Total For Dept 0000		193,789.70	
Dept 0001 TOWN COUNCIL						
001-0001-31001	LEGAL FEES FOR DEC 2020	90564	ABRAHAMSON, REED & BILSE	TOWN COUNCIL LEGAL FEES FOR JANUA	1,406.00	
001-0001-31001	SOLICITOR LEGAL FEES FOR JAN	90565	ABRAHAMSON, REED & BILSE	SOLICITOR LEGAL FEES FOR JANUARY	1,034.00	
001-0001-39003	PAST PRESIDENT AWARD	90550	SMR AWARDS	PAST PRESIDENT AWARD	130.00	
			Total For Dept 0001 TOWN COUNCIL		2,570.00	
Dept 0003 VIPS						
001-0003-22004	VEH PARTS FOR V2	90616	WEBB FORD INC	VEH PARTS FOR V2	86.99	
			Total For Dept 0003 VIPS		86.99	
Dept 0004 CLERK-TREASURER						
001-0004-20003	2 PKGS TAN PAPER-BUSINESS LIC	90569	BAXTER PRINTING INC	D/S 3 PACKAGES TAN PAPER-BUSINES	100.00	
001-0004-20003	D/S ENVELOPES	90570	BAXTER PRINTING INC	D/S ENVELOPES	96.67	
001-0004-20003	50 PACKS OF 2099 NEC FORMS	90535	DENISE BECK (R)	NEC FORMS	61.98	
001-0004-20003	OVERNIGHT TO METLIFE	90534	FEDEX	EXPEDITED MAIL TO METLIFE	40.85	
001-0004-20003	D/S FLDRS,CALC,CLSP ENV5,TNR,	90499	PULSE TECHNOLOGY OF INDIANA	D/S FLDRS,CALC,CLSP ENV5,TONER,MR	107.29	
001-0004-31004	-2021 WEBINAR-A NEW MAP: MUNI	90497	AIM, ACCELERATE IND MUNICIP	M GRIFFIN-2021 WEBINAR-A NEW MAP:	25.00	
001-0004-31004	DAWN KOVACICH DUES	90552	ILMCT	2021 ANNUAL DUES KOVACICH	82.00	
001-0004-34001	CT BOND PREMIUMS	90630	KEYSTONE BONDING&SURETY AGE	BOND 601144256 MICHAEL GRIFFIN CL	448.00	45178
			Total For Dept 0004 CLERK-TREASURER		961.79	
Dept 0006 BUILDING & INSPECTION						
001-0006-21001	355.90 GAL UNLEADED	90542	TOWN OF HIGHLAND GASOLINE F D / S	FUEL BY USAGE	362.19	45169
			Total For Dept 0006 BUILDING & INSPECTION		362.19	
Dept 0007 FIRE DEPARTMENT						
001-0007-20003	INVOICE# 149535450001	90644	OFFICE DEPOT, INC	OFFICE SUPPLIES	59.14	
001-0007-21001	157 GAL UNLEADED/251.8 DIESEL	90541	TOWN OF HIGHLAND GASOLINE F	D/S FUEL BY USAGE FIRE DEPT	721.05	45169
001-0007-22004	#337-365711	90634	AUTO-WARES	VEHICLE SUPPLIES	196.83	
001-0007-23004	HVACT MOTOR	90635	DUANE'S ELECTRIC, INC	CENTRAL STATION HVAC MOTOR	134.34	
001-0007-23004	COMPUTER SUPPLIES	90645	PC-PLUS! LLC-	COMPUTER SUPPLIES	297.00	
001-0007-35001	ELECTRIC - SOUTH STATION	90640	NORTHERN IN PUBLIC SERVICE	GAS & ELECTRIC SOUTH STATION	345.60	
001-0007-35001	ELECTRIC - FD TRAINING SITE	90642	NORTHERN IN PUBLIC SERVICE	ELECTRIC - FD TRAINING SITE	30.42	
001-0007-35001	ELECTRIC - CENTRAL FIRE STATI	90643	NORTHERN IN PUBLIC SERVICE	ELECTRIC - CENTRAL FIRE STATION	796.78	
001-0007-35003	GAS - SOUTH STATION	90640	NORTHERN IN PUBLIC SERVICE	GAS & ELECTRIC SOUTH STATION	434.13	
001-0007-35003	GAS - CENTRAL STATION	90641	NORTHERN IN PUBLIC SERVICE	GAS - CENTRAL FIRE STATION	759.55	
			Total For Dept 0007 FIRE DEPARTMENT		3,774.84	
Dept 0008 PLAN COMMISSION						
001-0008-31002	NIES ENG 01/22 - 01/27/21 PC	90563	NIES ENGINEERING, INC.	NIES ENG 01/22 - 01/27/21 PC	414.12	
			Total For Dept 0008 PLAN COMMISSION		414.12	
Dept 0009 POLICE DEPARTMENT						
001-0009-21001	1400 GAL OF GAS	90613	WARREN OIL COMPANY	1400 GAL OF GAS DELV ON 1/26	2,878.40	
001-0009-21001	1200.7 GAL OF GAS	90614	WARREN OIL COMPANY	1200.7 GAL OF GAS DELV 1/14	2,413.77	
001-0009-21004	CLEANING SUPPLIES	90603	ABLE PAPER & JANITORIAL	CLEANING SUPPLIES FOR PD	895.57	
001-0009-22004	PARTS FOR CAR 6	90607	GRIMLER AUTOMOTIVE, INC	PARTS AND LABOR FOR REPAIRS TO CA	266.00	
001-0009-22004	VEH PARTS FOR CAR 4	90612	THOMAS DODGE CHRYSLER JEEP,	CAR PARTS FOR CAR 4	11.64	
001-0009-22004	VEH PARTS FOR CAR 216	90615	WEBB FORD INC	PARTS AND LABOR FOR CAR 216	71.37	
001-0009-22004	GASKET PARTS FOR CAR 231	90617	WEBB FORD INC	2 VEH PARTS- GASKETS FOR CAR 231	23.14	

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GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
Fund 001 GENERAL						
Dept 0009 POLICE DEPARTMENT						
001-0009-23004	4 NEW BIKES WITH LIGHTS AND H	90605	EARTHSPIRITS NET, INC DBA/	4 NEW BIKES W HELMETS AMD LIGHT S	7,629.91	
001-0009-32003	SPILLMAN USER FEE FOR JAN	90610	LAKE COUNTY DATA PROCESSING	SPILLMAN CIRCUIT USER FEE FOR JAN	307.84	
001-0009-36001	LABOR TO REPAIR CAR 6	90607	GRIMLER AUTOMOTIVE, INC	PARTS AND LABOR FOR REPAIRS TO CA	265.00	
001-0009-36001	2 NEW EQUIP W GRAPHICS INSTAL	90611	NWI EMERGENCY OUTFITTERS,LL	EQUIP INSTALL W GRAPHICS ON 2 NEW	3,940.00	
001-0009-36001	LABOR TO REPAIR CAR	90615	WEBB FORD INC	PARTS AND LABOR FOR CAR 216	217.43	
001-0009-36004	GEN OFC CLEANING FOR JAN	90606	GAYLE THARP	PD GEN OFC CLEANING AND COVID CLE	3,866.66	
001-0009-38006	MAT CHANGE ON 1/26/21	90604	CINTAS CORPORATION #319	MAT CHANGE AT PD ON 1/26/21	36.66	
			Total For Dept 0009 POLICE DEPARTMENT		22,823.39	
Dept 0011 SERVICES & WORKS						
001-0011-35001	000-901-0005-4	90625	NORTHERN IN PUBLIC SERVICE	TH VIPS MULTI	2,339.94	999391
001-0011-35001	307-486-009-2	90626	NORTHERN IN PUBLIC SERVICE	MISC MULTI	101.16	999392
001-0011-35001	D/S MISC TH GARAGE 750-201-00	90631	NORTHERN IN PUBLIC SERVICE	D/S MISC TH GARAGE 750-201-002-4	672.57	45179
001-0011-35002	051-400-005-5	90561	NORTHERN IN PUBLIC SERVICE	STREET MULTI	32,382.65	999390
001-0011-35003	130-850-000-1 GAS	90625	NORTHERN IN PUBLIC SERVICE	TH VIPS MULTI	1,711.54	999391
001-0011-35003	D/S MISC TH GARAGE 750-201-00	90631	NORTHERN IN PUBLIC SERVICE	D/S MISC TH GARAGE 750-201-002-4	1,104.50	45179
001-0011-38005	D/S CT 2020 GASB ADMIN EXP	90532	PETERSON CONSULTING SERVICE	PREP OF ANNUAL CAPITAL ASSET FINA	109.90	
001-0011-38005	2020 GASB	90533	PETERSON CONSULTING SERVICE	PREP OF ANNUAL CAPITAL ASSET FINA	7,850.00	
001-0011-39002	REFUND FOR PERMIT # CR20-0157	90555	STYLE CRAFT INC (R)	REFUND FOR PERMIT # CR20-01571	70.00	
001-0011-39020	D/S GEN ICT ALLOCATION RES 20	90554	IT INTERNAL SERVICE FUND	D/S GEN ICT ALLOCATION RES 2021-0	52,941.50	
			Total For Dept 0011 SERVICES & WORKS		99,283.76	
Dept 0012 TOWN HALL						
001-0012-35002	558-300-006-4	90626	NORTHERN IN PUBLIC SERVICE	MISC MULTI	336.83	999392
001-0012-36003	QTRLY MAINT.	90571	MECHANICAL CONCEPTS, INC.	PREVENTIVE MAINT QTRLY FOR TH	825.00	
			Total For Dept 0012 TOWN HALL		1,161.83	
			Total For Fund 001 GENERAL		325,228.61	
Fund 002 MVH						
Dept 0000						
002-0000-45200	MVH TRANSFERS GROSS	90515	PAYROLL ACCOUNT	1/29PRL D/S TRANSFER MVH	34,193.49	45163
			Total For Dept 0000		34,193.49	
Dept 0016 MVH ADMIN						
002-0016-36001	ROLLERS, HINGES, AND REPAIRS	90597	CRAWFORD DOOR SALES OF L C	PARTS/REAPIRS FOR GARAGE DOOR RE	117.00	
			Total For Dept 0016 MVH ADMIN		117.00	
Dept 0017 MVH RECONSTRUCTION/MAINTENANCE						
002-0017-21001	232-1 GAL UNLEADED/2588 GAL D	90543	TOWN OF HIGHLAND GASOLINE F	D/S FUEL BY USAGE	6,005.04	45169
002-0017-21003	US8802894 G0J91212CT SOAP,GL	90573	AJAX SANITARY SUPPLY CO, IN	SOAP FOR STREET DEPT.	83.89	
002-0017-22004	1/4/2021 INVOICE # 337-364036	90596	AUTO-WARES	INVOICES FOR JANUARY 2021 STREET	822.08	
002-0017-22004	BRACKETS,MAILBOXES	90599	HOME DEPOT CORPORATION	MAILBOX REPAIR FROM PLOW DAMAGE S	131.52	
002-0017-22004	TRIGGER#45 4500 PSI TRIGGER	90583	HOSE CONNECTIONS INC	RESSURE WASHER WAND FOR STREET DE	67.54	
002-0017-22004	21572121 MADISON MAILBOX COMBO	90600	MENARDS CORP - SCHERERVILLE	MAILBOX REPAIR FROM SNOW DAMAGE	31.99	
002-0017-22004	2615721 NEW CAR SCENT PROT WI	90601	MENARDS CORP - SCHERERVILLE	SUPPLIES FPR VEHICLE MAINT.	35.80	
002-0017-23002	1/13/2021 4015055 COLD MIX	90602	RIETH-RILEY CONSTR CO., INC	COLD MIX FOR STREET DEPT.	393.12	
002-0017-23003	PROPANE TORCH	90598	ENNIS-FLINT, INC	PROPANE TORCH FOR STREET DEPT.	938.20	
002-0017-23003	POST POUNDER, 3 1/2 INCH DA I	90582	GRAINGER	POST POUNDER FOR STREET SIGN DEPT	111.44	
002-0017-23005	UNTREATED SALT	90574	CARGILL, INC	SALT FOR 2020-2021 SEASON	3,720.68	
002-0017-23005	UNTREATED SALT	90575	CARGILL, INC	SALT FOR 2020-2021 SEASON	7,582.11	
002-0017-23005	UNTREATED SALT	90576	CARGILL, INC	SALT FOR 2020-2021 SEASON	4,643.99	
002-0017-23005	ROAD SALT OVERAGE 20-3648	90577	CARGILL, INC	36.92 TONS OF ROAD SALT - OVERAGE	2,665.25	

User: DMJ
DB: Highland

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
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Fund 002 MVH
Dept 0017 MVH RECONSTRUCTION/MAINTENANCE

002-0017-23005	ROAD SALT	90578	CARGILL, INC	ROAD SALT	3,307.75	
002-0017-23005	ROAD SALT	90579	CARGILL, INC	ROAD SALT	11,072.50	
002-0017-23005	ROAD SALT	90580	CARGILL, INC	ROAD SALT	3,714.90	
002-0017-36001	D/S CLEAN BURN FURNACE	90581	GINGERICH CLEAN BURN, INC	D/S REPLACE AND INSTALL CLEAN BUR	3,210.71	
002-0017-36007	DECEMBER TRAFFIC SIGNAL MAINT	90584	MIDWESTERN ELECTRIC INC	TRAFFIC SIGNAL MAINTENANCE FOR TH	923.45	

Total For Dept 0017 MVH RECONSTRUCTION/MAINTENANCE

49,461.96

Total For Fund 002 MVH

83,772.45

Fund 018 LAW ENFORCE CON'T ED

Dept 0000	CAMERAS NOT WORKING IN PD SER	90619	TRI-ELECTRONICS, INC	SERVICE CALL ON CAMERAS IN PD	185.00	
018-0000-23006	INSTRUCTOR RECERT	90618	LAW ENFORCEMENT TRAINING BO	INSTRUCTOR RECERTIFICATION FOR OF	50.00	

Total For Dept 0000

235.00

Total For Fund 018 LAW ENFORCE CON'T ED

235.00

Fund 027 INSURANCE PREMIUM

Dept 0000	CASUALTY INSURANCE 2021	90595	CROWEL AGENCY INC.	MUNICIPAL PACKAGE INS. RENEWAL PO	319,048.00	45176
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Total For Dept 0000

319,048.00

Total For Fund 027 INSURANCE PREMIUM

319,048.00

Fund 028 GASOLINE FUND

Dept 0000	2501 GALLONS UNLEADED	90548	WARREN OIL COMPANY	UNLEADED FUEL FOR ALL DEPARTMENTS	4,316.23	45170
028-0000-21001	6004 GALLONS DIESEL	90549	WARREN OIL COMPANY	DIESEL FUEL FOR ALL DEPARTMENTS	12,889.39	45170

Total For Dept 0000

17,205.62

Total For Fund 028 GASOLINE FUND

17,205.62

Fund 030 ICT FUND

Dept 0000	MONTHLY IT SUPPORT PER WBO 2	90568	CBL CONSULTING, INC	MONTHLY IT SUPPORT PER WBO 2020-	4,150.00	
030-0000-31006	POSTAGE FOR METER	90531	US POSTMASTER	POSTAGE FOR METER	2,000.00	45171
030-0000-32001	JAN 2021 POSTAGE METER SERVIC	90498	PITNEY BOWES INC.	JAN 2021 POSTAGE METER SERVICE A	129.29	
030-0000-32003	FIRE DEPT	90538	AT&T MOBILITY	FIRE DEPT 666-4120	43.00	45164
030-0000-32003	PUMP STATION 877140025029637	90537	COMCAST CABLE	PUMP STATION 8771400250296375 1/	231.25	45165
030-0000-32003	PARK INTERNET ACCT 8771400250	90539	COMCAST CABLE	PARK INTERNET ACCT 87714002502083	588.89	45166
030-0000-32003	ACT #510375025	90540	SPRINT	BI/FD MO WIRELESS SVC 510375025 -	103.07	45167
030-0000-32003	3001 RIDGE MAIN SQUARE 877140	90547	COMCAST CABLE	3001 RIDGE MAIN SQUARE 8771400250	144.69	45168
030-0000-32003	PARK INTERNET ACCT 8771400250	90592	COMCAST CABLE	PARK INTERNET ACCT 87714002502083	294.32	45174
030-0000-32003	SIP TRUNKING CHARGES 1/1-1/31	90566	CBL CONSULTING, INC	SIP TRUNKING CHARGES 1/1-1/31/202	337.01	
030-0000-33811	BRIVO CLOUD HOSTED MONTHLY SI	90536	PHIL & SON, INC	BRIVO CLOUD HOSTED MONTHLY SITE/A	100.95	
030-0000-38006	COMMERCIAL CYBER & PRIVACY IN	90562	CROWEL AGENCY INC.	COMMERCIAL CYBER & PRIVACY NEW	6,471.85	45173
030-0000-39007	EMAIL ARCHIVING SERVICES 1/1-	90567	CBL CONSULTING, INC	EMAIL ARCHIVING SERVICES 1/1-1/31/	646.92	

Total For Dept 0000

15,241.24

Total For Fund 030 ICT FUND

15,241.24

Fund 031 SOLID WASTE

Dept 0000	2021 RECYCLE SCHEDULE INSERT	90572	LITHOGRAPHIC COMMUNICATIONS	2021 RECYCLE INSERT	612.10	
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Total For Fund 031 SOLID WASTE

612.10

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
Fund 031 SOLID WASTE Dept 0000					612.10	
	Total For Dept 0000				612.10	
Fund 050 POLICE PENSION Dept 0000						
050-0000-45200	POLICE PENSION TRANSFERS GROS 90521			1/29PRL D/S TRANSFER POLICE PENSI	68,730.46	33464
	Total For Dept 0000				68,730.46	
Fund 055 MCCD Dept 0000						
055-0000-30007	FIRE TRUCK CAPITAL LEASE (11) 90530			2 FIRE TRUCKS- LEASE PAYMENT 0021	52,018.88	33467
055-0000-43010	2 CAMERA SERVER HARD DRIVES 90620			2 CAMERA SERVERICER HARD DRIVES	279.90	
	Total For Dept 0000				52,298.78	
Fund 085 TRAFFIC VIOLATIONS Dept 0001 TOWN COUNCIL						
085-0001-00400	CASH BOND FEES	90623		CASH BOND FEES	9,000.00	45177
	Total For Dept 0001 TOWN COUNCIL				9,000.00	
Fund 249 PUBLIC SAFETY INCOME TAX FUND Dept 0000						
249-0000-43006	5174, 5131 EXHAUST SYSTEMS 90636			BEECHER EMISSION SOLUTION NO SMOKE DIESEL EXHAUST SYSTEM	17,478.12	
249-0000-43006	5119, 5124, 5117 EXHAUST SYST 90637			BEECHER EMISSION SOLUTION NO SMOKE DIESEL EXHAUST SYSTEM	26,217.18	
249-0000-43006	TOWN EMERGENCY SIREN REPAIRS 90638			TOWN EMERGENCY SIREN REPAIRS	1,181.00	
249-0000-43006	TOWN EMERGENCY SIREN INSPECTI 90639			TOWN EMERGENCY SIREN INSPECTION	633.00	
249-0000-43008	VIDEO CAMERA EQUIP 90621			VIDEO CAMERA EQUIP	9,105.00	
	Total For Dept 0000				54,614.30	
	Total For Fund 249 PUBLIC SAFETY INCOME TAX FUND				54,614.30	

517-710

ALLOWANCE OF ACCOUNTS PAYABLE VOUCHERS

TOWN OF HIGHLAND, INDIANA

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC-5-11-10-1.6

DATED THIS 5th DAY OF January, 2021, _____ FISCAL OFFICER

ALLOWANCE OF VOUCHERS

We have examined the Accounts Payable Vouchers listed on the foregoing Register of Accounts Payable Vouchers consisting of 2 pages and except for accounts payables not allowed as shown on the Register such accounts payables are hereby allowed in the total amount of \$ 220,486.64.

Dated this _____ day of _____, _____

TOWN COUNCIL

MARK A. HERAK

ROGER SHEEMAN

BERNIE ZEMEN

MARK SCHOCKE

TOM BLACK

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
Fund 027	INSURANCE PREMIUM					
Dept 0000						
027-0000-34002	INSURANCE PREMIUM HEALTH FEB	90505	AIM MEDICAL TRUST	FEBRUARY 2021 MEDICAL AND LIFE IN	212,599.32	45160
027-0000-34002	INSURANCE PREMIUM DENTAL	90506	METLIFE GROUP BENEFITS	FEBRUARY 2021 DENTAL PREMIUMS	7,887.32	45161
			Total For Dept 0000		<u>220,486.64</u>	
			Total For Fund 027 INSURANCE PREMIUM		<u>220,486.64</u>	

BOTH OPEN AND PAID

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

Fund Totals: Fund 027 INSURANCE PREMIUM 220,486.64
220,486.64