

**Agenda**  
**Fiftieth Regular or Special Meeting**  
**of the Twenty-Ninth Town Council of Highland**  
**Regular Meeting of Monday, September 13, 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 21-22, allowing such meetings, pursuant to IC 5-14-1.5-3.7 for the  
 duration of the emergency, through to September 30,2021.

People may observe and record the meeting for live streaming by joining the meeting on the Zoom platform:  
<https://us06web.zoom.us/j/87633218116?pwd=ZzhLVElwRmpqMTZQNFo4OURzUjA2dz09>

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 876 3321 8116, password (code): 460673.

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Prayer: Tom Black

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Pledge of Allegiance: Tom Black

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Roll Call:



**A GREAT PLACE  
TO CALL HOME**

Bernie Zemen

Mark A. Herak

Mark J. Schocke

Thomas (Tom) Black

Roger Sheeman

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Minutes of Previous Session: Minutes of the Regular Meeting of August 23, 2021 and the Special Meeting of August 30, 2021.

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Special Orders: 1. **Public Hearing.** Considering remonstrances against the amounts set forth in the Preliminary Determination of Assessments by the Town Council associated with a project to improve the 3500 Block of Jewett Street to be known as the **Jewett Street Reconstruction Project** financing the cost of these improvements through the Municipal General Improvement Fund. (Works Board Order No. 2021-29)

(a) Verification of Proof of Publication. (IC 5-3-1;IC 36-9-17) The TIMES 02 September 2021.

(b) Open Public Hearing. *Public Hearing Issue:* Whether the lots or tracts of land have been or will be benefited by the Improvements in the amount set forth in the Assessment Roll, such greater or lesser amount, or any amount at all.

(c) Consideration of **Confirmatory Works Board Order No. 2021-32: An Order Confirming the Special Municipal General Improvement Fund**

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*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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Special Assessment Rolls for Property Owners Benefiting from the Jewett Street Reconstruction Project. (Interest and years to be filled by the Town Council)

2. **Consideration of Proposed Additional Appropriations:** (non-controlled funds) Proposed Additional Appropriations in Excess of the 2021 Budget for the Parks Capital Non Reverting Fund in the amount of **\$3,300,000**.
  - (a) Attorney verification of Proofs of Publication: The TIMES 23 August 2021 and the Post Tribune 23 August 2021.
  - (b) **Public Hearing.**
  - (c) Action on **Appropriation Enactment No. 2021-40:** An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the **Park Non Reverting Capital Fund**, all pursuant to I.C. 6-1.1-18, and I.C. 36-5-3-5.
  
3. **Consideration of Proposed Additional Appropriations:** (controlled and non-controlled funds): Proposed Additional Appropriations in Excess of the 2021 Budget for the Works Board Department of the General Fund in the amount of \$791,160. Further consideration of proposed additional appropriations in the General Improvement Fund in the amount of \$51,623 and in the **Community Crossings Grant Fund** in the amount of \$146,458.00.
  - (a) Attorney verification of Proofs of Publication: The TIMES 26 August 2021.
  - (b) **Public Hearing.**
  - (c) Action on **Appropriation Enactment No. 2021-41:** An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the **Works Board Department of the Corporation General Fund**, all pursuant to I.C. 6-1.1-18, and I.C. 36-5-3-5.
  - (d) Action on **Appropriation Enactment No. 2021-42:** An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the **General Improvement Fund and the Community Crossings Grant Fund**, all pursuant to I.C. 6-1.1-18, and I.C. 36-5-3-5.
  
4. **Executive Proclamation:** A Proclamation Proclaiming the September 17 to 23, 2021 as United States Constitution Week in the Town of Highland, Lake County, Indiana.

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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.

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**Staff Reports:**

- Building & Inspection Report for August 2021.
- Fire Department Report for August 2021.
- Workplace Safety Report for August 2021.

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**Appointments:**

- **Home Rule Boards and Commissions**  
*(Appointments have been placed on agenda in case there is readiness to act)*

***Legislative Appointments***

Home Rule Commissions

1. **Main Street Bureau Board:** Up to (4) appointments to be made by the Town Council. Term: Two years ending 1 Jan 2023. *There are currently 13 of the 17 in place and serving.*

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2. **Community Events Commission** *Multi-year positions:* (2) appointments to be made by the Town Council. **Term: 4 years.**
    - *One vacancy of term expires on 1 Jan 2025.*
    - *One vacant post the term of which expires 1 January 2022 (unexpired term)*

*Single year positions:* (1) appointment to be made by the Town Council.  
**Term: 1 year.**

- *One position the term expiring on 1 January 2022*

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**Unfinished  
Business &  
General Orders:**

1. **PROPOSED ORDINANCE No. 1745:** An Ordinance of the Town of Highland, Indiana, Authorizing Issuance of General Obligation Park Bonds and Appropriating the Proceeds Thereof.
2. **PROPOSED ORDINANCE:** An ORDINANCE Clarifying Some Provisions of Ordinance No. 1743. (Tentative only if needed)
3. **Resolution No. 2021-43:** A Resolution Regarding the Disposition of Appropriated Resources in The Works Board Department of General Fund of the Municipality, Authorizing Their transfer to the Community Crossings Grant Capital Fund.
4. **Works Board Order No. 2021-31:** A Joint Resolution of the Board of Works, Water Works Board, and the Sanitary Board Accepting and Approving a Proposal from NIES Engineering, Inc. for Professional Construction Engineering Services For the 3500 Block of Jewett Avenue Water Main Replacement and Street Improvement Project in the Total Amount of \$54,500.00
5. **Works Board Order No. 2021-33:** An Order of the Works Board Accepting the Memorandum of Understanding and Agreement Regarding the Association of Indiana Counties Tax Refund Exchange and Compliance System (TREC) in Order to Protect Against Non Collection of Unpaid Water Services.
6. **Works Board Order No. 2021-34:** An Order Authorizing, Approving and Adopting a LICENSE Agreement with The TOWN of HIGHLAND, as Licensor and HELIOS RISING, INCORPORATED, as Licensee, and Approving a Reasonable License fee, Ratifying Actions Previously Taken.
7. **Controlled Event Permit.** Action regarding permission to conduct a festival of the Main Street Bureau on a public way submitted by it, September 28, 2021. *This is a controlled event under Chapter 5.25. Section §5.25.020(B) requires action by the Town Council in an open regular or special session. Request is not filed at least 60 days before the desired event but was just presented to the Town Council. The Council will also need to fix the amount of liability insurance, pursuant to §5.25.020 (D). Pursuant to that section, the Town Council has previously directed that the applicant procure liability insurance for the event which names the Town of Highland as an additional insured in the amount of Three million dollars (\$3,000,000) and provide a certificate or proof of this insurance before the event. (Tentative)*
  - (a) **Proposed Ordinance No. 1746:** An Ordinance Amending Chapter 5.25 of the Highland Municipal Code Controlled Events, Modifying Its Terms Regarding its Application to Events Sponsored by the Municipality, all Pursuant to IC 36-1-3, IC 36-1-4, IC 36-8 and IC 36-9 et Seq.

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(b) Request from Main Street Bureau seeking permission for its event of September 28, 2021 as a controlled event.

**8. Action to approve appointment or employment of full-time employee, pursuant to Section §3.03 of the Compensation and Benefits Ordinance.**

(a) *The hiring of the identified candidate, to the full-time position of Director of Information Technology in Information Communication Technology Department at a rate of pay to be fixed by amendment to the wage and salary ordinance.*

*(At its meeting of Monday, August 23, 2021 the Town Council acted to postpone this matter until the next plenary meeting, that meeting being Monday, September 13, 2021. This is solely on the issue of hiring. There is no authorized wage or salary for this position and it would require separate action by Ordinance.)*

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**NEW BUSINESS:**

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<b>Comments or Remarks from the Town Council: (Good of the Order)</b>	<b>Councilor Bernie Zemen</b>
	<b>Councilor Mark Herak</b>
	<b>Councilor Mark Schocke</b>
	<b>Councilor Thomas Black</b>
	<b>Councilor Roger Sheeman</b>

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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. 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 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.

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**ACTION TO PAY Accounts Payable Vouchers**

Accounts payable vouchers August 24, 2021 to September 13, 2021 in the amount of **\$945,097.36**.  
Payroll Docket for the payday of August 13, 2021 in the amount of **\$225,029.18**.

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**ADJOURNMENT**

The Town Council may meet in study session immediately following the Regular Meeting.  
*Posted pursuant to IC 5-14-1.5-4(a)*

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**Enrolled Minutes of the Forty-Eighth Regular or Special Meeting  
For the Twenty-Ninth Highland Town Council  
Regular Plenary Meeting (Electronic/Hybrid)  
Monday, August 23, 2021**

The Twenty-Ninth Town Council of the Town of Highland, Lake County, Indiana met in its regular plenary session on Monday, August 23, 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 and in person meeting*, pursuant to Governor Holcomb's Executive Order 20-04 and 20-09 allowing such meetings pursuant to IC 5-14-1.5-3.7 for the duration of the COVID-19 public health emergency, extended by Executive Order No. 21-18. Some persons were participating remotely on a Zoom platform that allowed for real time interaction between and among all the Town Council and supported the public's ability to observe and record the proceedings. People were able to participate in person and remotely. When an agenda item provided for public comment, this was supported as well. All members of the Town Council were present in person.

The Town Council President, Roger Sheeman, presided. The Town Clerk-Treasurer, Michael W. Griffin, was present in person to memorialize the proceedings. The meeting was opened with Councilor Schocke 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. Councilors Zemen, Herak, Schocke, Black, and Sheeman all participated in person.

**Additional Officials Present:** John Reed, Town Attorney; Mark Knesek, Public Works Director; Peter Hojnicky, 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. All participated electronically except for the Police chief, the Redevelopment Director and the Building Commissioner, who participated in person.

*Also present:* Sergeant Shawn Anderson; Officer Anthony Kowal; Police Canine Bane; and Ed Dabrowski IT Director (Contract) and Board of Waterworks Directors were all present in person.

*Guests:* Greg Bouwer, Attorney representing WSU Properties in person; and Theresa Badovich of the Idea Factory was present remotely.

**Minutes of the Previous Meetings:**

The minutes of the regular meeting of August 09, 2021, and the Special Meeting of August 16, 2021 were approved by general consent.

**Special Orders:**

- 1. Plan Commission Docket: Plan Commission Docket No. 2021-01:** Petitioner seeking an amendment to the governing PUD Ordinance involving an existing B-PUD District Plan located at 10404 Indianapolis Boulevard, Highland, currently zoned B-3 General Business Planned Unit Development District, petitioner seeks an Amended B-3 General Business PUD zoning designation. **Petitioner:** WSU Properties, LLC, by its attorney, Greg Bouwer, 425 Joliet Street, Suite 435, Dyer, Indiana 46311. The matter was certified by the Municipal Plan Commission with a **favorable recommendation**, by a vote of six (6) in favor, no opposed at its meeting of July 21, 2021. It is expected

that the enrolled Findings of Fact will be taken up by the Plan Commission at its meeting on September 15, 2021. This is now placed before the Town Council, *pursuant to IC 36-7-4-1505 (c), Chapter 18.70.100(B), and 18.55.050 of the Highland Municipal Code. (Also see IC 36-7-4-608(f) (PUD Ordinances) (Still a map amendment)*

- (a) Certification of Action by the Plan Commission regarding a Proposed Amendment to the Existing B-PUD District Plan. *(The Town Council may adopt the following ordinance, accept the plan commission favorable recommendation or not pass the ordinance and deny the recommendation of the plan commission.90 days tolls on 19 October 2021 )*

With leave from the Town Council, Mr. Greg Bouwer, representing the petitioner, WSU Properties LLC, offered to answer questions and advocated for the Town Council's favor on the ordinance.

- (b) Proposed **Ordinance No. 1742**: An Ordinance Amending the Comprehensive Zoning Ordinance Passed by the Town Council of the Town of Highland, Lake County, Indiana, on the 9<sup>th</sup> 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 a B-3 PUD District to an Amended B-3 PUD District for petitioner WSU Properties, LLC, for a B-3 PUD in Highland.

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

Councilor Zemen moved to accept the favorable recommendation and to adoption Ordinance No. 1742. Councilor Schocke seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The favorable recommendation was accepted, the petition was granted, and the ordinance was adopted.

ORDINANCE NO. 1742  
of the  
TOWN OF HIGHLAND, INDIANA

**An Ordinance Amending the Comprehensive Zoning Ordinance Passed by the Town Council of the Town of Highland, Lake County, Indiana, on the 9<sup>th</sup> 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 a B-3 PUD District to an Amended B-3 PUD District.**

**WHEREAS**, The Town Council of the Town of Highland, Indiana, did on the 9<sup>th</sup> 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 to an existing B-3 Planned Unit Development District Plan was presented to the Highland Plan Commission by the petitioner and a public hearing was held thereon according to said Ordinance No. 1659, together with all amendments thereof and supplements thereto and codified as Chapter 18.70 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 "**B-3 PUD**" **General Business Planned Unit Development District** is hereby rezoned to "**Amended B-PUD**" **General Business Planned Unit Development District**, which area is more particularly described as follows:

Lot 1 in Highland Acres, in the Town of Highland, as per Plat thereof, recorded in Plat Book 27, Page 69, in the Office of the Record of Lake County, Indiana.

More commonly known as **10404 Indianapolis Boulevard**, 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 "Amended B-PUD" General Business Planned Unit Development District on the specific parcel of the real estate hereinabove described, all of which was formerly B-PUD" General Business Planned Unit Development District, and henceforth whose 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, codified as Title 18 of the Highland Municipal Code, and the same is hereby further amended accordingly;

**Section 4.** That an emergency exists for the immediate taking effect of this amendment, and that the same 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 request, having passed by a vote 6 in favor, and 0 opposed, 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 21<sup>st</sup> day of July 2021, pursuant to IC 36-7-4-605(a)(3).

#### TOWN OF HIGHLAND MUNICIPAL PLAN COMMISSION

Doug Turich, President

Attest:

Mark Kendra, Secretary

#### Action 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 August 23, 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 23<sup>rd</sup> day of August 2021, having 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; IC 36-5-2-10.2)

2. **Commissioning Ceremony:** A ceremony commissioning Metropolitan Police Canine Officer BANE and his assigned officer, Ofc. Anthony Kowal
  - (a) Instruction
  - (b) Institution and Examination
  - (c) Presentation of Badge

The Clerk-Treasurer offered a brief overview of the commissioning ceremony. He posed questions regarding duty and service with the new police canine, to Officer Anthony Kowal, who was assigned to work with Police Canine Bane, to which Officer Kowal answered in the affirmative.

The Clerk-Treasurer then posed similar questions of support and duty to the Town Council President, the Police Chief and Police Sergeant Shawn Anderson regarding its support of Officer Kowal and Police canine Bane. They responded in the affirmative.

The Clerk-Treasurer then presented that based upon the ceremony offered and the appropriate responses to the examination that Officer Anthony Kowal with Police Canine Bane be commissioned for service in the Town of Highland for law enforcement, subject to the approving vote of the Town Council.

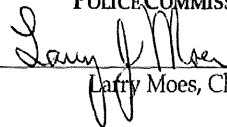
Councilor Herak moved to affirm and approve the commissioning of Police Canine Bane to serve with Officer Anthony Kowal. Councilor Schocke seconded. Upon a vote, *viva voce*, the motion passed. The commissioning was approved.

#### CERTIFICATE OF ASSIGNMENT AND APPOINTMENT

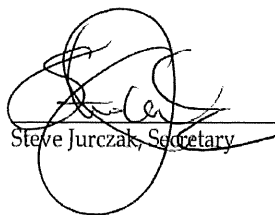
This is to certify that the duly appointed, qualified, acting and serving members of the Highland Town Board of Metropolitan Police Commissioners, acting in accordance with applicable Indiana Statutes, and the Board's Rules and Regulations, on the 25<sup>th</sup> day of February, 2021 in the Town of Highland in said County and State, in which it is set forth and declared that BANE, an appointed **Police Canine officer**, was duly assigned to Police Officer First Class, **Anthony Kowal** and to the Highland Police Department in and for said Town to serve the people of Highland, in the interest of the community, to advance law enforcement purposes, and in support of the Public's Safety.

IN WITNESS WHEREOF, I have hereunto set my hand and send this certification to be made part of the records of the Town of Highland, Lake County, Indiana, this 25 day of Feb 2021.

BY: TOWN BOARD OF METROPOLITAN  
POLICE COMMISSIONERS

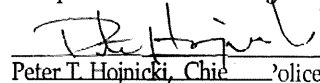


Larry Moes, Chairman



Steve Jurczak, Secretary

Acceptance of Commanding Officer:



Peter T. Hojnicky, Chief of Police



**CERTIFIED STATEMENT OF COMMISSIONING**

I hereby certify, having given affirmation on my oath, that on the 23<sup>rd</sup> Day of August 2021 Police Officer First Class Anthony Kaul and Police Canine Officer BANE, were Commissioned to serve the Citizens of Highland, Lake County, Indiana to formally affirm and authorize the named team's service to carry-out activities in support of law enforcement.

SUBSCRIBED AND CONFIRMED BEFORE ME, this 23<sup>rd</sup> day of August, 2021. In witness hereof, I hereunto set my hand and Corporate seal of the Town of Highland, Indiana. I certify that I am the duly elected, qualified and serving Clerk-Treasurer for the Town of Highland, and as such empowered pursuant to IC. 33-42-4-1; IC 36-5-6-5 to administer oaths and make acknowledgments.

Authority Expiration: The Director of the Lake County Combined Board Certified the Election of November 5, 2019 officially on November 18th 2019. I was qualified to office upon my oath administered December 27, 2019, to serve for a term of four years commencing on January 1, 2020, concluding before Noon January 1, 2024, and until a successor is elected and qualified, pursuant to IC 36-5-6-2(b).



Michael W. Griffin  
Michael W. Griffin, Clerk-Treasurer

**Approval by Legislative Body**

Having received the forgoing recommendation of the municipal town board of metropolitan police commissioners pursuant IC 36-8-9 et seq., and having received the forgoing certificate, the Highland Town Council did favorably act, affirm and approve the commissioning at its meeting of 23 August 2021.

Duly passed and approved, by the Town Council of the Town of Highland, Lake County, Indiana, this 23<sup>rd</sup> day of August 2021, having passed by a vote of 5 in favor and 0 opposed.



TOWN COUNCIL of the TOWN of  
HIGHLAND, INDIANA

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

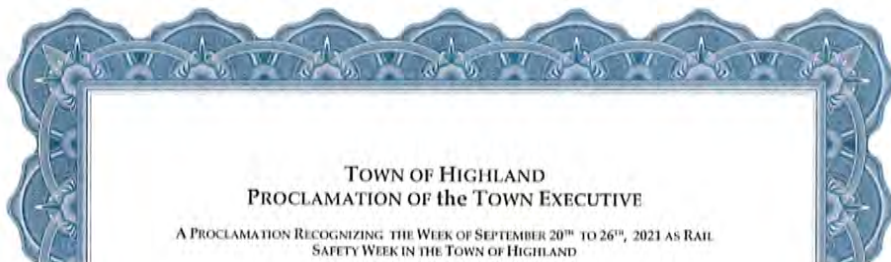
Attest:

Michael W. Griffin

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)

3. **Executive Proclamation:** A Proclamation Recognizing Rail Safety Week in the Town of Highland from September 20 through 26<sup>th</sup> 2021.
  - (a) Reading and Execution of Proclamation.
  - (b) Action by the Town Council President

The Clerk-Treasurer read aloud the enrolled executive proclamation. The Town Council President announced his approval of the proclamation and executed his signature.





#### Comments from Visitors or Residents:

1. Larry Kondrat, Highland, expressed his opposition to the adoption of the proposed ordinance creating the office of Town Manager. He further expressed his opposition to the appointment of an Information Technology Director and for the proposed ordinance fixing the pay.

Mr. Kondrat further expressed his opposition to the creation of the Economic Development Target Area for Webb Hyundai.

#### Unfinished Business and General Orders:

1. **Introduced Enactment No. 2021-35:** An Enactment Appropriating Additional Monies in Excess of the Annual Budget From Monies Received as a Grant from the State or Federal Government, pursuant to I.C. 6-1.1-18-7.5, I.C. 36-5-3-5 et seq. (*At its meeting of August 9, the Town Council acted on the motion to consider the enactment at the same meeting of its introduction. Having not obtained the needed unanimous vote of those present, the enactment is now being considered in the current meeting. Only three affirmative votes are needed for adoption.*)

Councilor Herak moved the passage and adoption of Enactment No. 2021-35. Councilor Schocke seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The enactment was adopted.

APPROPRIATION ENACTMENT  
ENACTMENT NO. 2021-35

AN ENACTMENT APPROPRIATING ADDITIONAL MONIES IN EXCESS OF THE ANNUAL BUDGET FROM MONIES RECEIVED AS A GRANT FROM THE STATE OR FEDERAL GOVERNMENT, PURSUANT TO I.C. 6-1.1-18-7.5, I.C. 36-5-3-5 ET SEQ.

WHEREAS, IC 6-1.1-18-7.5 provides that notwithstanding any other law, the appropriating body of a political subdivision may appropriate any funds received as a grant from the state or the federal government without using the additional appropriation procedures under IC 6-1.1-18-5, if the funds are provided or designated by the state or the federal government as a reimbursement of an expenditure made by the political subdivision;

WHEREAS, The Town Council has been informed of the receipt of funds from a special training grant of the Indiana Department of Homeland Security program, particularly represented on Clerk-Treasurer's receipt number 735559 in the amount of \$4,000.00 as reimbursement in support of active shooter protection program;

WHEREAS, The Town Council has been further informed that these funds were provided or designated by the state or the federal government as a reimbursement of an expenditure made by the political subdivision;

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

Section 1. That for the actual expenses of said municipality related to special training funded by Indiana Department of Homeland Security to reimburse the municipality for a portion of its actual expenses incurred by the training program and related costs the following additional sums of money, received as a grant from the state or the federal government and designated as a reimbursement of an expenditure made by the political subdivision, are hereby appropriated and ordered set apart out of the funds herein named:

CORPORATION GENERAL FUND

Fire Department

Increase Account:

Acct. 001-0007-23012 Active Shooter PPE Supplies	\$ 4,000.00
<b>Total 200 Series:</b>	<b>\$ 4,000.00</b>

<b>Total of All Fund Increases:</b>	<b>\$ 4,000.88</b>
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Section 2. 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 9<sup>th</sup> Day of August 2021. Consideration on the same day or at same meeting of introduction sustained a vote of 4 in favor and 1 opposed, pursuant to IC 36-5-2-9.8 could not be considered at the same meeting of its introduction.

DULY ORDAINED AND ADOPTED this 23<sup>rd</sup> Day of August 2021, by the Town Council of the Town of Highland, Lake County, Indiana, having been 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)

- Proposed Ordinance No. 1740:** An Ordinance Designating An Economic Development Target Area Within The Boundary Of An Economic Revitalization Area Established By Resolution 2012-10 Adopted January 30, 2021 That Is Located At 9236 Indianapolis Boulevard To Enable Property Tax Abatement For Retail Uses. ( At its meeting of August 16, 2021, the Economic Development Commission considered the approval of the Economic Development Target Area, pursuant to IC 6-1.1-12.1-7. The Economic Development Commission favorably recommended the establishment by the Town Council of an EDTA for 9236 Indianapolis Boulevard. A letter reporting this is included.)

Councilor Herak introduced and filed the proposed Ordinance No. 1740. Councilor Herak further gave notice of his intention to move for its adoption at the special meeting of Monday, August 30, 2021.

3. **Proposed Ordinance No. 1741:** An Ordinance to Amend the Highland Municipal Code by Adding a New Chapter 2.17 Establishing the new position of Town Manager all pursuant to IC 36-1-5 and IC 36-5-5 et sequitur.

Councilor Black introduced and moved the consideration of Ordinance No. 1741 at the same meeting of its introduction. Councilor Herak seconded. Upon a roll call vote, a unanimous vote being necessary, there were five affirmatives and no negatives. The motion passed. The ordinance could be considered at the same meeting of its introduction.

Councilor Schocke moved to not adopt introduced Ordinance No. 1741 at the same meeting of its introduction. Councilor Black seconded. Upon a roll call vote, the needed vote for its adoption at the same meeting of its introduction being two-thirds, there were four affirmatives on the motion to not adopt at the same meeting of introduction and one negative. With Councilors Zemen, Herak, Black and Schocke voting in the affirmative not to adopt at the same meeting of its introduction, and Councilor Sheeman voting in the negative, the motion passed. The motion to **not** adopt the Ordinance at the same meeting of its introduction was approved, having not attained the needed two thirds in support of its adoption at the same meeting of introduction.

4. **Proposed Ordinance No. 1743:** An Ordinance To Authorize And Approve Certain Additional Payments To Employees Of The Town Of Highland, Indiana To Acknowledge And Express Appreciation For Services During The Period Of The Novel Corona Virus Pandemic And To Affirm Or Incent Vaccination Against The Virus.

Councilor Herak introduced and moved for the consideration at the same meeting of introduction of Ordinance No. 1743. Councilor Zemen seconded. *Upon a roll call vote*, a unanimous vote being necessary, there were four affirmatives and one negative. With Councilors Zemen, Herak, Schocke and Black voting in the affirmative and Councilor Sheeman voting in the negative, the motion did not pass. The ordinance could not be considered at the same meeting of its introduction.

Prior to the vote there was a colloquy in which Councilors Herak and Schocke expressed support for the ordinance. The Town Council President expressed his reservations and opposition to the purposes of the ordinance. The colloquy included an exploration of the merits of granting such stipends, and considering the possible alternative uses of the General Fund surplus such as using it for other public works applications.

It was noted that the ordinance could be taken up at a future meeting and would only require a vote of three or more in the affirmative to pass it.

5. **Action to approve appointment or employment of full-time employee, pursuant to Section §3.03 of the Compensation and Benefits Ordinance.**

*(A) The hiring of the identified candidate, to the full-time position of Director of Information Technology in Information Communication Technology Department at a rate of pay to be fixed by amendment to the wage and salary ordinance.*

Councilor Herak moved to postpone this matter until October 25, 2021. The motion did not obtain a second and therefore was not placed before the Town Council for action.

With leave from the Town Council, there was a colloquy between the Town Council President, Councilor Schocke and Councilor Herak regarding the readiness to appoint a person to the post, the manner of publishing the notice of the available position, the number of other candidates, and an inquiry into the process that brought the matter to the agenda and the Town Council for its consideration.

With leave from the Town Council, the colloquy included a discussion regarding concerns about the amount of the proposed salary in the ordinance, which was to be the next item of business. It was noted that the matter of hiring was distinct from the matter of the wage and salary ordinance amendment that would fix the bi-weekly pay for the IT Director position.

Councilor Black moved to postpone (table) the consideration of the matter to the next plenary (regular) meeting. Councilor Herak seconded. Upon a roll call vote, there were three affirmatives and two negatives. With Councilors Herak, Schocke and Black voting in the affirmative and Councilors Zemen and Sheeman voting in the negative, the motion passed. The matter would be delayed until the next plenary (regular) meeting.

*Scriveners note:* Following this vote, which scheduled the matter of hiring for consideration at the plenary meeting of September 13, 2021, there was an informal inquiry posed to the Town Council President, which asked about considering this at the next study session. It is further noted that the Town Council President suggested he would place it on the next study session. It is noted that next standing study session before the next plenary meeting is scheduled for September 6, 2021, which is Labor Day. It is customary to cancel the meetings that would occur on this holiday.

6. **Proposed Ordinance No. 1744.1726-D:** An Ordinance to Amend Ordinance No. 1726 to Establish the Wage And Salary Rates Of The Elected Officers, The Non-Elected Officers, And The Employees Of The Town Of Highland, Indiana Particularly Amending To Authorize Changes To The Compensation Associated with the Newly Created Information Communications And Technology Department.

The Town Council President invited action on the proposed ordinance. No motion was made regarding the disposition of this ordinance.

7. **Commendation Letter for Day Off and Signature Authorization.** Action to approve a Letter 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 a special letter of commendation regarding an officer who exhibited extraordinary compassion in bringing meals to a person recovering from COVID 19.

- 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 actions described in the letter of commendation for the following:*

*Sergeant Glenn Cox*

Councilor Herak's motion captured both commendations and is memorialized following item 8.

8. **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:*

*Assistant Chief Pat Vassar  
Commander Ralph Potesta  
Commander John Banasiak  
Sergeant Glenn Cox  
Lance Corporal Greg Palmer  
Officer Richard Hoffman*

*Officer Daniel Matusik  
Corporal Brian Stanley  
Corporal Michael Yonkman  
Officer Frank Peckler  
Officer Darren Conley  
Officer James Mullins  
Officer Ken Norsweather*

Councilor Herak moved to authorize and approve the letters of commendation for Sergeant Glen Cox and for the officers listed in the second letter of commendation, including Chief Peter Hojnicky, whose name was listed by redacted by the Chief based upon initials, and to authorize the members of the Town Council to sign the letters individually. Councilor Schocke seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The letters of commendation authoring the signatures of the individual councilors to be added, were authorized and approved.

9. **Authorizing the proper officer to publish legal notice of a public hearing:** Public Hearing to consider additional appropriations in the amount of \$51,623 in the **General Improvement Fund**, in the amount of \$ \$791,160 in the **Works Board Department of the General Fund**, and in the amount of \$146,458 in the **Community Crossings Grant Fund**.

Councilor Schocke moved to authorize the proper officer to public legal notice as indicated. Councilor Herak seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The proper officer was authorized to public the legal notices of the public hearings as indicated.

**Remarks from the Town Council:**  
*(For the Good of the Order)*

- **Councilor Bernie Zemen:** *Park and Recreation Board Liaison • Fire Department, Liaison.*

Councilor Zemen noted the recent death of Tyler Scheidt, a 21 year-old Highland resident, who worked part time at the Parks and Recreation Department and was to be a Junior at Wabash College. He was killed by a car colliding with him.

Councilor Zemen congratulated the Police Chief on his daughter's recent delivery of twins, noting that the Police Chief was now a grandparent.

Councilor Zemen acknowledged the Building Commissioner, who reported on matters before the Plan Commission.

Councilor Zemen acknowledged the Fire Chief who reported (remotely) on fire department matters and the accident involving the late Mr. Scheidt.

Councilor Zemen acknowledged the Parks and Recreation Superintendent, (remotely) who offered a survey of programs and events under the aegis of the parks and recreation department. He also noted the loss of Mr. Scheidt, who worked in the parks and recreation department recently as a summer worker.

- **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 Liaison and* • *Liaison to the Advisory Board of Zoning Appeals.*

Councilor Herak congratulated the Police Chief on his new status as a grandparent.

Councilor Herak acknowledged the Building Commissioner who reported on matters before the Advisory Board of Zoning Appeals.

Councilor Herak acknowledged the Public Works Director, who reported (remotely) on projects under the aegis of the Public Works Department (agency).

Councilor Herak commented on a recent public discussion at the Study Session of Monday, August 16, in which there was open discussion regarding organizing to seek alternative sources for potable water during the period of the new wholesale agreement. Councilor Herak expressed concern regarding the prudence of being too open prior to all the agreements being approved and the settlement agreement with Hammond still outstanding.

Councilor Herak also expressed condolences to the family of Tyler Scheidt.

- **Councilor Mark Schocke:** *Liaison to the Tree Board* • *Liaison to the Community Events Commission (resigned)*

Councilor Schocke also expressed condolences to the family of Tyler Scheidt. Councilor Schocke requested that the Town Council President consider taking a lawful measure as the municipal executive to express condolences to the family of Tyler Scheidt.

Councilor Schocke welcomed Police Canine Bane and commended his addition to the Highland Police Department.

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

Councilor Black expressed condolences to the family of Tyler Scheidt.

Councilor Black commended the process that located funding for the awarding of the COVID stipends and wondered whether the current contracted IT Director could be included in the proposed measure.

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

The Town Council President also expressed affirming wishes and sympathy to the Scheidt family.

The Town Council President acknowledged the Redevelopment Director who reported on the redevelopment commission actions and related matters of redevelopment.

**Comments from Visitors or Residents**

1. Larry Kondrat, Highland, expressed concerns about a lunch meeting taking place between the Town Council President and a person from Webb Hyundai at which the reconsideration of the requested tax abatement was discussed.
2. Lydia Schott, Highland, (Via Zoom) expressed her opposition to the appointment of a town manager.

**Payment of Accounts Payable Vouchers.** There being no further comments from the public, Councilor Zemen moved to allow the vendors accounts payable vouchers as filed on the pending accounts payable docket, covering the period August 10, 2021, through August 23, 2021. Councilor Schocke seconded. Upon a roll call vote, there were five affirmatives, no negatives. The motion passed. The accounts payable vouchers for the vendor docket were allowed, payments allowed in advance were ratified, and for all remaining invoices, the Clerk-Treasurer was authorized to make payment.

**Vendors Accounts Payable Docket:**

**General Fund, \$235,445.74; Motor Vehicle Highway and Street (MVH) Fund, \$12,107.36; Local Road and Street Fund, \$12,696.22; Law Enforcement Continuing Education and Training and Supply Fund, \$739.43; Information Communications Technology Fund, \$3,741.70; Special Events Non Reverting Fund, \$13,894.42; Municipal Cumulative Capital Development Fund, \$2,535.00; Traffic Violations and Law Enforcement Agency Fund, \$500.00; Public Safety Local Income Tax Fund, \$7,511.93; Total: \$289,171.80.**

**Adjournment of Plenary Meeting.** There being no further business on the agenda, the Town Council President declared the regular plenary meeting of the Town Council of Monday, August 23, 2021, adjourned at 8:04 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/ACPFIM/CMO  
Clerk-Treasurer



**Enrolled Minutes of the Forty-Ninth Regular or Special Meeting  
Special Meeting (Electronic/Hybrid)  
Twenty-Ninth Town Council of Highland  
Monday, August 30, 2021**

The Twenty-Ninth Town Council of the Town of Highland, Lake County, Indiana met in a **special** meeting Monday, August 30, 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 hybrid in person and *electronic meeting*, pursuant to Governor Holcomb's Executive Order 20-04 and 20-09 allowing such meetings pursuant to IC 5-14-1.5-3.7 for the duration of the COVID-19 public health emergency, extended by Executive Order No. 21-18. Some persons were participating remotely on a Zoom platform that allowed for real time interaction between and among all the Town Council and supported the public's ability to observe and record the proceedings. People were able to participate in person and remotely. When an agenda item provided for public comment, this was supported as well. All members of the Town Council were present in person. The Clerk-Treasurer was present in person too.

The meeting was streamed live on the Town of Highland, Indiana Facebook page and participation was supported by the Zoom on-line communication platform.

The Town Council President, Roger Sheeman, presided. The Town Clerk-Treasurer, Michael W. Griffin, was present in person to memorialize the proceedings. The meeting was opened with the Town Council President reciting the Pledge of Allegiance to the Flag of the United States of America.

**Roll Call:** Councilors Bernie Zemen, Mark Herak, Tom Black, Mark Schocke and Roger Sheeman, were present in person as indicated. The Clerk-Treasurer, Michael W. Griffin was present to memorialize the proceedings. A quorum was attained.

*Officials Present:* John P. Reed, Town Attorney; Mark Knesek, Public Works Director; Derek Snyder, P.E., of NIES Engineering, and William R. Timmer, Jr., CFOD, Fire Chief; were also present (electronically). Mr. Knesek and Mr. Snyder were present in person.

*Additional Officials Present:* Ed Dabrowski, IT Consultant/Director (Contract) and Board of Waterworks Directors, was present in person.

*Guests:* Robin Carlascio of the Idea Factory was also present, electronically.

**Special Orders:**

1. **Ratify the Meeting.** Ratify the special meeting with its additional purposes, pursuant to HMC Section 2.05.130(A) (4) and Section 2.05.130(F).

Councilor Schocke moved to ratify the meeting with its additional purposes. Councilor Black seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The meeting was ratified.

2. **Public Hearing General Improvement Project.** Considering the Preliminary Order of the Town Council to proceed with a project to improve the 3500 Block of Jewett Street known as the Jewett Street Reconstruction Project and to finance cost of some of these improvements associated with the reconstruction through the Municipal General Improvement Fund with the collection of special assessments from property owners benefited by the respective Improvements.

- (a) *Verification of Proof of Publication.* (IC 5-3-1;IC 36-9-17) The Town Attorney stated that the proof was in order.

- (b) *Read Notice of Hearing.* The Clerk-Treasurer read aloud the notice regarding this hearing indicating the purpose of the hearing.

Derek Snyder, P.E. joined by the Public Works Director offered an overview of the proposed improvements. It was noted that 82% of the residents in the proposed general improvement district signed a petition favoring the proposed project and its proposed financing. It was noted that the project would include road widening, sidewalk replacement, curbs and gutters.

- (c) **Public Hearing on the following Issue:** Whether the benefits that will accrue to the property liable to be assessed for the respective improvements will be equal to the maximum estimated cost of each of the improvements.

1. Curt Sjoquist, 3512 Jewett, Highland, spoke in favor of the project.
2. Michael Strange, 3511 Jewett, Highland, was identified as the person who circulated the petition to support the project. He spoke in favor of the project.
3. Larry Kondrat, Highland, asked about the calculation regarding the possible annual payments on one of the proposed assessments, which was included as an exhibit attached to the Works Board Order No. 2021-29 that was included in the packet distributed prior to the meeting.

It was noted that the preliminary assessments were based upon estimates made before the project had been let for bids, it did not include the interest rate and was based upon four years amortization.

Mr. Kondrat asked about the impact of the assessments relative to the tax caps. It was noted that the assessment is not affected by the circuit breaker.

Mr. Kondrat asked about the use of the APRA money that was allocated for the Town of Highland and its use for this project to eliminate the assessments.

4. Terry Steagall, Highland, (remotely) inquired about the issue of lead water pipes and if it was to be addressed in the project.

The public works director and Mr. Snyder noted that with the new watermain, there will be tie in lines that will be brought to the property line. It was further noted that if there was a lead line into the residence, the resident would be notified by letter.

5. Jesus Vallego, 3542 Jewett Street, Highland, inquired about the run of sidewalk and curbs and the assessment between the owner of the abutting property and his own, concerned about gap between to the two properties.

It was noted that the two properties were in fact contiguous without any gap of unassigned property between.

6. Curt Sjoquist, Highland, sought clarification regarding the water improvements impact on water pressure and whether all sidewalks were to be replaced.

It was noted that all sidewalks were to be replaced and only those properties that did not have sidewalks or whose sidewalk was in need of replacement would be assessed for the sidewalk. Also, it was acknowledged that there could be

improvements in system pressure for water, it was not clear that it would create undue complications for the residents affected.

7. Jesus Vallego, Highland, asked about the time table for the project in order to be able to schedule a replacement of his service line from the main to his residence.

It was noted that the trenching associated with the public improvement would be refilled quickly. However, the connection point would be installed so as to not require any need to take out the new sidewalks to perform the work.

There being no further comments, the Town Council President closed the public hearing.

- (d) *Consideration of Confirmatory Works Board Order No. 2021-28. **Works Board Order 2021-28:** A Confirming Order for the 3500 block of Jewett Ave Street Improvement Project and Financing thereof through Municipal General Improvement Fund and Special Assessments from Property Owners Benefiting from such Improvements.*

Councilor Herak moved the passage and adoption of Works Board Order No. 2021-28. Councilor Black seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The order was adopted.

TOWN OF HIGHLAND  
ORDER OF THE WORKS BOARD NO. 2021-28

AN ORDER CONFIRMING WORKS BOARD ORDER NO. 2021-27 ENTITLED "A PRELIMINARY ORDER FOR THE 3500 BLOCK OF JEWETT AVE. STREET IMPROVEMENT PROJECT AND FINANCING THEREOF THROUGH MUNICIPAL GENERAL IMPROVEMENT FUND AND SPECIAL ASSESSMENTS FROM PROPERTY OWNERS BENEFITING FROM SUCH IMPROVEMENTS"

**Whereas,** On August 16, 2021, the Town Council of the Town of Highland, Indiana adopted Works Board Order No. 2021-27 entitled "A Preliminary Order for the 3500 Block of Jewett Ave. Street Improvement Project and Financing thereof through Municipal General Improvement Fund and Special Assessments from Property Owners Benefiting from such Improvements", a copy of which is attached hereto and incorporated herein;

**Whereas,** The Town Council has held a Public Hearing, after publication and mailing of notice as required by law, and has heard all interested persons regarding Works Board Order No. 2021-27; and,

**Whereas,** The Town Council now desires to confirm Works Board Order No. 2021-27,

**Now Therefore,** Be it resolved by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, as follows:

**Section 1.** That the Town Council hereby determines that the benefits that will accrue to the property liable to be assessed for the improvements (as defined in Works Board Order No. 2021-27) will be in excess of the maximum estimated cost of the improvement;

**Section 2.** That the Town Council hereby confirms Works Board Order No. 2021-27;

**Section 3.** That the Town Council hereby orders that the improvements be completed and hereby determines to levy special assessments against the owner of property to be benefited by the improvements in a total amount not to exceed the estimate of maximum cost for the Improvements, which assessments are to be levied upon completion of the Improvements and determined in accordance with the provisions of I.C. 36-9-36.

**Be it So Ordered.**

**Duly adopted and Ordered** by the Town Council of the Town of Highland, Lake County, Indiana, this 30<sup>th</sup> day of August, 2021 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:

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

EXHIBIT

TOWN OF HIGHLAND  
ORDER OF THE WORKS BOARD NO. 2021 - 27

**A PRELIMINARY ORDER FOR THE 3500 BLOCK OF JEWETT AVE STREET IMPROVEMENT PROJECT AND FINANCING THEREOF THROUGH MUNICIPAL GENERAL IMPROVEMENT FUND AND SPECIAL ASSESSMENTS FROM PROPERTY OWNERS BENEFITING FROM SUCH IMPROVEMENTS**

**Whereas**, Pursuant to IC 36-1-2-24, the Town Council is the works board for the Town of Highland, Indiana (the "Town");

**Whereas**, Pursuant to Ordinance No. 1084, adopted by the Town Council on March 23, 1998, the Town has established a Municipal General Improvement Fund to provide monies to construct, repair, reconstruct or improve certain streets, alleys, sidewalks, curbs, gutters and sewers within the Town;

**Whereas**, Several residents of the **3500 block of Jewett Avenue** have requested consideration of the Town of Highland to install concrete curbs and public sidewalks;

**Whereas**, The cost for curb and sidewalk shall be paid for by the adjoining property owners based upon front footage of their property through a special assessment pursuant to the Special General Improvement District statute;

**Whereas**, The Town Council desires to proceed with the **3500 Block of Jewett Avenue Street Improvement Project** and to finance the portion of the cost of such projects relating to reconstruction of curbs and sidewalks (each such portion of a project, an "Improvement") through the Municipal General Improvement Fund;

**Whereas**, The Town has retained NIES Engineering, Inc. to prepare plans and specifications for the **3500 Block of Jewett Avenue Street Improvement Project**; and,

**Whereas**, The Town desires to finance the costs of the improvements pursuant to assessments to be collected from the property owners benefited by the respective proposed improvements as set forth in IC 36-9-36,

**Now Therefore**, Be it resolved by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, as follows:

**Section 1.** That the Town Council acting as the Works Board, hereby makes a preliminary determination to proceed with the **3500 Block of Jewett Ave Street Improvement Project** and to finance the cost of the improvements through the Municipal General Improvement Fund and the collection of special assessments from property owners benefited by the respective improvements pursuant to IC 36-9-36;

**Section 2.** That the Town Council, acting as the Works Board, hereby adopts the plans and specifications for the projects and directs the Project Engineer to place on file cross-sections, general plans and specifications for each of the improvements;

**Section 3.** That the Town Council, acting as the Works Board, hereby adopts the estimate of the maximum cost of each of the improvements attached hereto as Exhibit A and directs the Clerk Treasurer to place such estimate of maximum costs on file in the office of the Town Council;

**Section 4.** That the Town Council acting as the Works Board, hereby determines to hold a public hearing regarding each of the improvements and whether the benefits that will accrue to the property liable to be assessed for the respective improvements will equal the maximum estimated cost of each of the improvements, which public hearing will be held at the regular meeting place of the Town Council at **6:30 P.M. on August 30, 2021**;

**Section 5.** That the Town Council further directs the Clerk Treasurer to publish notice of such hearing and to mail notice of such hearing to property owners affected by the respective improvements.

**Be it so ordered.**

**DULY, PASSED and ORDERED** by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 16<sup>th</sup> day of August 2021, having passed by a vote of 4 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)

Exhibit

**3500 Block of Jewett Ave. Reconstruction Project**

Preliminary Engineering:	NIES Engineering, Inc. 2421 173 <sup>rd</sup> Street Hammond, Indiana 46323
Project Limits:	Johnston St (west termini) Liable Rd (east termini)

**Estimated Project Cost**

Construction Cost:	\$568,658.00
<u>Construction Engineering Cost:</u>	<u>\$54,500.00</u>
Total Project Cost:	\$623,158.00
 Special Assessment (maximum):	 \$51,622.64

**Description**

The project consists of the reconstruction of the 3500 block of Jewett Avenue. The project includes roadway reconstruction; water main replacement; drainage improvements; new concrete curb and gutter, sidewalk, ramps and driveway aprons; and landscape restoration.

The existing street is an asphalt-paved section with no curbs along either side. The new pavement section will be 30 feet wide and consist of 8 inches of compacted limestone aggregate base course, 2.5 inches of HMA intermediate course, and 1.5 inches of HMA surface course. Curb and gutter will be installed along both sides of the entire roadway for a total back-to-back roadway section width of 33 feet. Public sidewalk will be installed in areas where sidewalks do not exist and replaced in sections where sidewalk is removed for construction.

The existing water main is a dead-end 3-inch diameter pipe. A new 8-inch diameter ductile iron water main will be installed to replace the old 3-inch pipe and will be connected to the existing water system at both Johnston St and Liable Road in order to provide increased flow, pressure and fire protection for the properties along the 3500 block of Jewett Ave.

The existing storm sewer system will be improved by relocating inlets and catch basins to the new curb and gutter location. In addition, existing shallow storm sewers running along both the north and south sides of the existing roadway will be abandoned/removed, and all existing storm laterals will be extended to the deeper storm sewer within the roadway that will remain in service.

The 3500 block of Jewett Avenue is considered a residential street. The area is zoned R1 for single-family residential housing.

It is proposed that the property owners will be assessed for the new concrete curb and gutter across their property frontages, as well as for new sidewalks where none currently exist. Property owners will not be assessed for sidewalks that are removed as a consequence of the project.

It is proposed that the balance of construction is to be paid for by other funds of the municipality which could include Capital Cumulative Improvement (CCI), sanitary district funds, water works funds, Local Road and Street (LR&S) funds, gaming revenue and other capital funds of the municipality.

**3. Works Board Order No. 2021-29: A Preliminary Order Adopting and Approving Municipal General Improvement Fund Special Assessment Rolls for Property Owners Benefiting from the 3500 Block of Jewett Ave. Street Improvement Project.**

Councilor Herak moved the passage and adoption of Works Board Order No. 2021-29. Councilor Black seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The order was adopted.

**TOWN OF HIGHLAND  
ORDER OF THE WORK BOARD NO. 2021-29**

**A PRELIMINARY ORDER ADOPTING AND APPROVING MUNICIPAL GENERAL IMPROVEMENT FUND  
SPECIAL ASSESSMENT ROLLS FOR PROPERTY OWNERS BENEFITING FROM THE 3500 BLOCK OF JEWETT  
AVE. STREET IMPROVEMENT PROJECT**

**Whereas**, Pursuant to Ind. Code 36-1-2-24, the Town Council is the works board for the Town of Highland, Indiana (the "Town");

Minutes of the Special Meeting  
Monday, August 30, 2021  
Page 6 of 17

**Whereas**, Pursuant to Ordinance No. 1084, adopted by the Town Council on March 23, 1998, the Town has established a Municipal General Improvement Fund to provide monies to construct, repair, reconstruct or improve certain streets, alleys, sidewalks, curbs, gutters and sewers within the Town;

**Whereas**, Pursuant to Works Board Order No. 2021-28, the Town Council confirmed Order No. 2021-27 and determined that the benefits to accrue to the property liable to be assessed for reconstruction of curbs and sidewalks in the 3500 Block of Jewett Ave. (the "Improvements") will be in excess of the maximum estimated cost of the Improvements; and,

**Whereas**, An assessment roll for the Improvements, including the name and owner of each parcel of property abutting on and adjacent to such Improvement, a description of each parcel of such property, and the total assessment against each parcel of property, copies of which are attached hereto as Exhibit A (each, an "Assessment Roll"), has been prepared and filed with this Town Council,

**Now, Therefore**, be it resolved by the Town Council acting as the Works Board of the Town of Highland, Lake County, Indiana, as follows:

**Section 1.** That the Town Council hereby adopts and approves the Assessment Roll for the Improvements to the 3500 Block of Jewett Ave.;

**Section 2.** That the Town Council hereby determines to hold a public hearing regarding the Assessment Roll for the Improvements and to receive and hear remonstrances against the amounts assessed on the Assessment Roll and determine whether the lots or tracts of land have been or will be benefited by the Improvements in (a) the amount set forth on the Assessment Roll, (b) such greater or lesser amount, or (c) any amount at all, which public hearing will be held at the regular meeting place of the Town Council at 6:30 p.m. on September 13<sup>th</sup>, 2021, and the Town Council further directs the Clerk-Treasurer to publish notice of such hearing and to mail notice of such hearing to property owners affected by the Improvements.

**Be it So Ordered.**

**Duly adopted and Ordered** by the Town Council of the Town of Highland, Lake County, Indiana, this 30th day of August, 2021 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)

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- 4. Introduced Ordinance No. 1740:** An Ordinance Designating An Economic Development Target Area Within The Boundary Of An Economic Revitalization Area Established By Resolution 2012-10 Adopted January 30, 2021 That Is Located At 9236 Indianapolis Boulevard To Enable Property Tax Abatement For Retail Uses. *(At its meeting of August 16, 2021, the Economic Development Commission considered the approval of the Economic Development Target Area, pursuant to IC 6-1.1-12.1-7. The Economic Development Commission favorably recommended the establishment by the Town Council of an EDTA for 9236 Indianapolis Boulevard. A letter reporting this is included. At the Town Council Meeting of August 23, 2021, Councilor Herak introduced Ordinance No. 1740 and indicated his intention to move its passage and adoption at this meeting)*

Councilor Herak moved the passage and adoption of introduced Ordinance No. 1740. Councilor Zemen seconded. Upon a roll call vote, there were three affirmatives and two negatives. With Councilors Zemen, Herak and Sheeman voting in the affirmative and Councilors Schocke and Black voting in the negative, the motion passed. The ordinance was adopted.

TOWN OF HIGHLAND, INDIANA  
ORDINANCE NO. 1740

AN ORDINANCE DESIGNATING AN ECONOMIC DEVELOPMENT  
TARGET AREA WITHIN THE BOUNDARY OF AN ECONOMIC  
REVITALIZATION AREA ESTABLISHED BY RESOLUTION 2012-10  
ADOPTED JANUARY 30, 2021 THAT IS LOCATED AT 9236  
INDIANAPOLIS BOULEVARD TO ENABLE PROPERTY TAX  
ABATEMENT FOR RETAIL USES

WHEREAS, Indiana Code 6-1.1-12.1; amended, (the "Act") allows a partial abatement of property taxes attributable to "Redevelopment" or "Rehabilitation" activities in "Economic Revitalization Areas" as those terms are defined in the Act;

WHEREAS, On January 30, 2012, the Highland Town Council adopted Resolution No. 2012-10 designating an Economic Development Revitalization Area including 9236 Indianapolis Boulevard;

WHEREAS, IC 6-1.1-12.1-3(e) provides that any facility the primary purpose of which is retail food or beverage service; automobile sales or service; or other retail is not eligible for property tax abatement unless the facility is located in an Economic Development Target Area;

WHEREAS, The Highland Redevelopment Commission and the Town Council desire to have the Real Estate located 9236 Indianapolis Boulevard designated as an Economic Development Target Area for the purpose of offering property tax savings for retail uses;

WHEREAS, IC 6-1.1-12.1-7(a)(1) enables the Town Council to designate an Economic Development Target Area by ordinance after a favorable recommendation by the Economic Development Commission in a specific geographic territory that "has become undesirable or impossible for normal development and occupancy because of a lack of development, cessation of growth, deterioration of improvements or character of occupancy, age, obsolescence, substandard buildings, or other factors that have impaired values or prevent a normal development of property or use of property";

WHEREAS, IC 6-1.1-12.1-7(b) enables the Town Council to designate up to 15% of the total geographic territory of the town to be in Economic Development Target Areas;

WHEREAS, At a meeting held Monday, August 16, 2021, the Highland Economic Development Commission determined the area proposed for an Economic Development Target Area within the Economic Revitalization Area that is located at 9236 Indianapolis Boulevard is substantially less than 15% of the total geographic territory of the town; and

WHEREAS, At the meeting held Monday, August 16, 2021, the Highland Economic Development Commission unanimously recommended designation of an Economic Development Target Area located at 9236 Indianapolis Boulevard to enable property tax abatement for retail uses;

**NOW THEREFORE, IT IS FOUND, DETERMINED AND ORDAINED,** by the Town Council of the Town of Highland as follows:

**Section 1.** That the foregoing findings in the preamble to this ordinance are true, all information required to be submitted has been submitted in proper form and all requirements for approval of property tax abatement for retail uses located at 9236 Indianapolis Boulevard have been met.

**Section 2.** That the real estate within the Economic Revitalization Area established by Resolution No. 2012-10 adopted JANUARY 30, 2012, that is located at 9236 Indianapolis Boulevard as described in Exhibit A attached and incorporated herein by reference, is found to be, declared and designated an Economic Development Target Area.



**Section 3.** That a property owner within said Economic Development Target Area who seeks tax abatement must submit an application of a form approved by the Redevelopment Commission and a "Statement of Benefits" (Form SB-1) prescribed by the Indiana Department of Local Government Finance before installing new equipment or before the redevelopment or rehabilitation of real property for which the person wishes to claim a deduction. The application fee shall be \$250.00 to defray actual processing and administrative costs.

**Section 4.** That the Clerk-Treasurer is authorized and directed to file a copy of this ordinance, including a description of the real estate as contained in **Exhibit A**, with the Lake County Auditor and the Department of Local Government Finance.  
Introduced and Filed on the 23<sup>rd</sup> day of August, 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 30<sup>th</sup> Day of August 2021, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 3 in favor and 2 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)

**EXHIBIT A**

Legal Description of 9236 Indianapolis Boulevard

**LEGAL DESCRIPTION**

Deed Into Trust  
Indiana Land Trust Company  
Instrument No. 2014-068316

LOT 1, RUDOLPH ADDITION TO THE TOWN OF HIGHLAND, AS PER PLAT THEREOF, RECORDED IN PLAT BOOK 94 PAGE 5  
IN THE OFFICE OF THE RECORDER OF LAKE COUNTY, INDIANA.

PLAT MAP  
9236 INDIANAPOLIS BOULEVARD

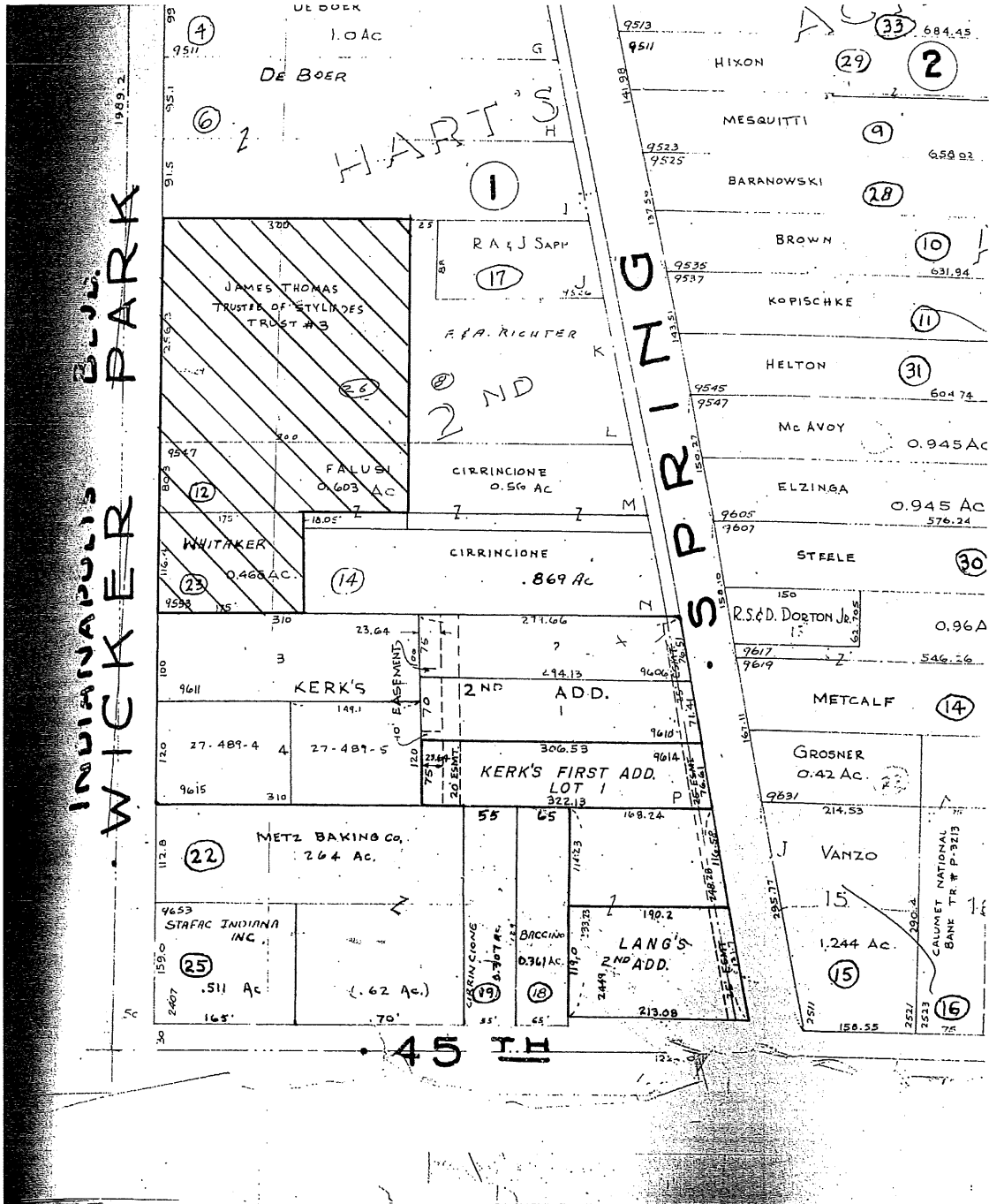


EXHIBIT B

INDIANA LAND TRUST COMPANY TR #120086  
 (DBA: WEBB HYUNDAI, L.L.C.)  
 Tax Abatement Application



**STATEMENT OF BENEFITS  
 REAL ESTATE IMPROVEMENTS**  
 State Form 51767 (06 / 10-14)  
 Prescribed by the Department of Local Government Finance

20 23 PAY 20 24
FORM SB-1 / Real Property
PRIVACY NOTICE
Any information concerning the cost of the property and specific salaries paid to individual employees by the property owner is confidential per IC 6-1.1-12.1-5.1.

This statement is being completed for real property that qualifies under the following Indiana Code (check one box):  
 Redevelopment or rehabilitation of real estate improvements (IC 6-1.1-12.1-4)  
 Residentially distressed area (IC 6-1.1-12.1-4.1)

**INSTRUCTIONS:**

- This statement must be submitted to the body designating the Economic Revitalization Area prior to the public hearing if the designating body requires information from the applicant in making its decision about whether to designate an Economic Revitalization Area. Otherwise, this statement must be submitted to the designating body BEFORE the redevelopment or rehabilitation of real property for which the person wishes to claim a deduction.
- The statement of benefits form must be submitted to the designating body and the area designated an economic revitalization area before the initiation of the redevelopment or rehabilitation for which the person desires to claim a deduction.
- To obtain a deduction, a Form 322RE must be filed with the County Auditor before May 10 in the year in which the addition to assessed valuation is made or not later than thirty (30) days after the assessment notice is mailed to the property owner if it was mailed after April 10. A property owner who failed to file a deduction application within the prescribed deadline may file an application between March 1 and May 10 of a subsequent year.
- A property owner who files for the deduction must provide the County Auditor and designating body with a Form CF-1/Real Property. The Form CF-1/Real Property should be attached to the Form 322RE when the deduction is first claimed and then updated annually for each year the deduction is applicable. IC 6-1.1-12.1-5.1(d)
- For a Form SB-1/Real Property that is approved after June 30, 2013, the designating body is required to establish an abatement schedule for each deduction allowed. For a Form SB-1/Real Property that is approved prior to July 1, 2013, the abatement schedule approved by the designating body remains in effect. IC 6-1.1-12.1-17

SECTION 1 TAXPAYER INFORMATION					
Name of taxpayer Indiana Land Trust Company TR#120086					
Address of taxpayer (number and street, city, state, and ZIP code) 9236 Indianapolis Blvd. Highland, Indiana 46322					
Name of contact person Kelly Webb Roberts		Telephone number ( 815 ) 230-6109		E-mail address Kelly@webbcars.com	
SECTION 2 LOCATION AND DESCRIPTION OF PROPOSED PROJECT					
Name of designating body Town of Highland			Resolution number		
Location of property 9236 Indianapolis Blvd. Highland, Indiana 46322		County Lake County		DLGF taxing district number 45026	
Description of real property improvements, redevelopment, or rehabilitation (use additional sheets if necessary) See Attached...			Estimated start date (month, day, year) August 30, 2021		Estimated completion date (month, day, year) May 1, 2022
SECTION 3 ESTIMATE OF EMPLOYEES AND SALARIES AS RESULT OF PROPOSED PROJECT					
Current number 38.00	Salaries \$50,000.00	Number retained 38.00	Salaries \$50,000.00	Number additional 15.00	Salaries \$50,000.00
SECTION 4 ESTIMATED TOTAL COST AND VALUE OF PROPOSED PROJECT					
			REAL ESTATE IMPROVEMENTS		
			COST		ASSESSED VALUE
Current values			2,500,000.00		1,349,000.00
Plus estimated values of proposed project			3,500,000.00		1,680,000.00
Less values of any property being replaced			-200,000.00		0.00
Net estimated values upon completion of project			6,750,000.00		3,029,000.00
SECTION 5 WASTE CONVERTED AND OTHER BENEFITS PROMISED BY THE TAXPAYER					
Estimated solid waste converted (pounds) 0.00			Estimated hazardous waste converted (pounds) 0.00		
Other benefits					
SECTION 6 TAXPAYER CERTIFICATION					
I hereby certify that the representations in this statement are true.					
Signature of authorized representative <i>Kelly Webb Roberts</i>				Date signed (month, day, year) July 30, 2021	
Printed name of authorized representative Kelly Webb Roberts				Title President	

- Introduced Ordinance No. 1743: An Ordinance To Authorize And Approve Certain Additional Payments To Employees Of The Town Of Highland, Indiana To Acknowledge And Express Appreciation For Services During The Period Of The Novel Corona Virus Pandemic And To Affirm Or Incent Vaccination Against The

Virus. (Introduced by Councilor Herak at the Town Council meeting of August 23, 2021. On the motion to consider at the same meeting of introduction, there were four affirmatives and one negative. The motion required a unanimous vote. A vote on the introduced enactment only requires a majority of the Town Council.)

Councilor Black moved the passage and adoption of introduced Ordinance No. 1743. Councilor Zemen seconded. Upon a roll call vote, there were four affirmatives and one negatives. With Councilors Zemen, Herak, Schocke and Black voting in the affirmative and Councilor Sheeman voting in the negative, the motion passed. The ordinance was adopted.

ORDINANCE No. 1743  
of the  
TOWN of HIGHLAND, INDIANA

AN ORDINANCE to AUTHORIZE AND APPROVE CERTAIN ADDITIONAL PAYMENTS TO EMPLOYEES of the TOWN of HIGHLAND, INDIANA TO ACKNOWLEDGE AND EXPRESS APPRECIATION for SERVICES DURING THE PERIOD of the NOVEL CORONA VIRUS PANDEMIC and TO AFFIRM OR INCENT VACCINATION AGAINST THE VIRUS.

WHEREAS, Title 36, Article 1 Chapter 4 of the Indiana Code confers certain general corporate powers on the several units of government in Indiana;

WHEREAS, Section fifteen of that chapter specifically provides that a unit of government may fix the level of compensation of its officers and employees;

WHEREAS, I.C. 36-5-3-2 further provides in pertinent part that the town legislative body shall provide reasonable compensation for the other town officers and employees;

WHEREAS, The people of the United States of America, the State of Indiana and the Town of Highland, are enduring a public health emergency, that first began in March 2020, related to the risk of airborne infection from the Novel Corona Virus 19 and its continuing mutations including most recently the Delta Variant;

WHEREAS, The risk to the public health has been combated by sheltering in place, closures of businesses, undertaking personal protective measures including the wearing of face masks, the emergency approval and dissemination of vaccines, and the continuing delivery of critical governmental services by the several workers of the municipal government of Highland; and,

WHEREAS, The Town Council of the Town of Highland, as the town legislative body, now desires to further fix the compensation of the employees of the Town providing a *one-time appreciation stipend*, in appreciation for and in recognition of the commendable service of the municipal workforce during the Novel Corona Virus 19 pandemic, maintaining governmental services without interruption,

NOW, THEREFORE, BE IT HEREBY ORDAINED by the Town Council of the Town of Highland, Lake County, Indiana, that the wages, salaries, and special detail levels of the officers and employees of the Town of Highland, are hereby further established and fixed, pursuant to the provisions indicated herein and as follows:

Section 1. (A) That for all full-time employees, eligible employees as defined by Section 6.03.06(A)(3) of the compensation and benefits ordinance, certain additional identified workers from the departments described in *exhibits* to this ordinance, and paid on call firefighters of the Town of Highland, there shall be paid a one-time Covid-19 service appreciation stipend for the months of service beginning March 1, 2020 through to August 31, 2021;

(B) That the Covid-19 service appreciation stipend authorized by this ordinance shall be calculated on a flat rate of one hundred twelve dollars (\$112) for each month of service that the workers described in this section were employed, in the service period described in this section to be paid in a lump sum not to exceed two thousand sixteen dollars (\$2,016);

(C) That paid on call firefighters shall be further required to have responded to at least two (2) or more fire calls for each month in which the Covid-19 service appreciation stipend is to be paid;

(D) That the provisions of this ordinance will apply to all full-time employees, eligible employees as defined by Section 6.03.06(A)(3) of the compensation and benefits ordinance, certain additional identified workers from the departments described in *exhibits* to this ordinance, and paid on call firefighters of the Town of Highland who are employed on the date of passage and adoption of this ordinance;

Section 2. (A) That, to further affirm and encourage the health and welfare of the public workforce, all full-time employees, eligible employees as defined by Section 6.03.06(A)(3) of the compensation and benefits ordinance, certain additional identified workers from the departments described in *exhibits* to this ordinance, and paid on call firefighters of the Town of Highland, shall be paid a vaccination stipend in the amount of one thousand dollars (\$1,000);

(B) That the vaccination stipend shall not be paid without proof of vaccination to be filed with the worker's department head;

(C) That the proof of vaccination must evidence that the vaccinated worker has received the full course of the vaccine as stipulated by the vaccine manufacturer, meaning the two (2) inoculations for the Pfizer and Moderna vaccines and one (1) for the Johnson and Johnson vaccine and that eligibility will not require any booster;

(D) That all full-time employees, eligible employees as defined by Section 6.03.06(A)(3) of the compensation and benefits ordinance, certain additional identified workers from the departments described in *exhibits* to this ordinance, and paid on call firefighters of the Town of Highland, will have the period beginning from the passage and adoption of this ordinance and until December 31, 2021 to apply for the covid vaccine stipend;

**Section 3.** That each department head shall be required to prepare a roster of eligible workers as defined by this ordinance, depicting that the worker was employed on the date of this ordinance's passage and adoption, and reporting the covid service stipend calculated in the amount authorized by this ordinance for which each listed worker is eligible;

**Section 4.** Notwithstanding the wage and salary ordinance in effect as amended or the provisions of the compensation and benefits ordinance, the following is further directed:

(A) That no elected officer or appointed officer of a board or commission of the town of Highland are eligible for any benefit under this ordinance;

(B) That an eligible worker who is also a paid on call firefighter, shall only benefit under the terms of this ordinance under only one status of eligibility, which ever is greater;

(C) That all payments authorized by this ordinance shall be subject to an additional appropriation of *unreserved, undesignated* fund balance on deposit to the credit of the Corporation General Fund, paid from this approved appropriation to all employees subject to this ordinance's terms regardless of the assigned office or department of the eligible worker;

**Section 5.** That this ordinance is intended to be complementary and a companion to and in support of the existing ordinances governing wages, salaries and compensation and shall not be construed as abridging those provisions except as expressly set forth in Section 4 of this ordinance;

**Section 6. (A)** That the provisions of this ordinance, shall become effective and shall remain in full force and effect from and after the date of its passage and adoption, and until its repeal or amendment by subsequent enactment;

(B) That the clerk-treasurer's authority to implement the provisions of this ordinance pursuant to the provisions expressly set forth in IC 36-5-6-6 (a) (3) & (4) is hereby acknowledged.

Introduced and Filed on the 23<sup>rd</sup> day of August 2021. Consideration on same day or at same meeting of introduction sustained a vote of 4 in favor and 1 opposed, pursuant to IC 36-5-2-9.8.

**DULY ORDAINED and ADOPTED** this 30<sup>th</sup> Day of August 2021, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 4 in favor and 1 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; IC 36-5-2-10.2)

**EXHIBIT A**

**Parks and Recreation Department**

The following are certain additional identified workers from the Parks and Recreation Department to be included according to the terms of this Ordinance.

Ashleigh Banks

Michelle Chandler

Kyla Gamez

Morgan Juarez

Joseph Kiortsis

Robert Kirk  
Scarlett Labuda  
Ryli Letke  
Ethan Lewis  
Cole Linkiewicz  
Angel Morales  
Joseph Optiz  
Madison Owens  
Robert Patterson  
Sarah Peters  
Nicole Russell  
Andrew Sharp  
Olivia Skertich  
Cheryl Spasske  
Justin Stewart  
Corlizha Walker

**EXHIBIT B**

**Metropolitan Police Department**

The following are certain additional identified workers from the Metropolitan Police Department to be included according to the terms of this Ordinance.

Tracy Anderson  
Robert Derengowski  
Isabel Flens  
Jerry Koedyker  
Michael Lambertino  
Aubrey Llano  
Erin Rutherford  
Mallory Marlett  
Marilyn Thompson

*Amendment of Agenda.* Councilor Herak moved to amend the agenda to consider the approval of Works Board Order 2021-30, which affirmed the selection of the contractor as the lowest most responsive and responsible bidder for the Jewett Street Project. Councilor Schocke seconded the motion. Upon a roll call vote, a two-thirds vote being necessary, there were five affirmatives and no negatives. Having attained the needed two-thirds approving vote, the motion passed. The matter of Works Board Order No. 2021-30 was now able to be considered

- 6. Works Board Order No. 2021-30:** A Joint Resolution of the Board of Works, Water Works Board, and the Sanitary Board Accepting and Awarding a Bid to Dyer Construction Co., Inc. for the 3500 Block of Jewett Avenue Water Main Replacement

and Street Improvement Project in the Total amount of \$568,658.00 as the Lowest Responsive and Responsible Bid.

Councilor Herak moved to approve Works Board Order No. 2021-30, joining with the Board of Sanitary Commissioners and Board of Waterworks Directors in approving Dyer Construction as the lowest most responsive and responsive bidder for the 3500 Jewett Street General Improvement Project. Councilor Schocke seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The order was adopted.

TOWN OF HIGHLAND  
BOARD OF WORKS  
ORDER OF THE WORKS BOARD NO. 2021-30

WATER WORKS DISTRICT OF HIGHLAND  
BOARD OF WATER WORKS DIRECTORS  
RESOLUTION NO. 2021-22

SANITARY DISTRICT OF HIGHLAND  
BOARD OF SANITARY COMMISSIONERS  
RESOLUTION NO. 2021-13

A JOINT RESOLUTION OF THE BOARD OF WORKS, WATER WORKS BOARD, AND  
THE SANITARY BOARD ACCEPTING AND AWARDED A BID TO DYER  
CONSTRUCTION CO., INC. FOR THE 3500 BLOCK OF JEWETT AVENUE WATER  
MAIN REPLACEMENT AND STREET IMPROVEMENT PROJECT IN THE TOTAL  
AMOUNT OF \$568,658.00 AS THE LOWEST RESPONSIVE AND RESPONSIBLE BID

**Whereas**, The Town of Highland, through its Town Council, which is the Works Board of the Municipality pursuant to I.C. 36-1-2-24(3), has determined that a need exists to make certain public improvements and repairs to roadway infrastructure on the 3500 Block of Jewett Avenue, including pavement, curb and gutter, sidewalk, driveway aprons and parkway trees and have hereto approved a project to be described as the 3500 Block of Jewett Avenue Water Main Replacement and Street Improvement Project (Project); and

**Whereas**, the Waterworks District of Highland (WW District) is governed by its Board of Waterworks Directors, pursuant to the provisions of IC 8-1.5-4 et seq.; and

**Whereas**, IC 8-1.5-4-4 specifically provides that the Board of Water Works Directors shall manage and control all works of the waterworks and may purchase, acquire, construct, reconstruct, operate, repair and maintain all water works; and

**Whereas**, The WW District, through its Board of Directors, has determined the need to replace and upsize the existing water lines within the Project boundaries, as described herein, in order to improve water flow and water quality; has determined that it would be in the best interest of the utility to coordinate the work with the Project; and have agreed to fund its share of the construction costs and engineering services necessary to complete the work; and

**Whereas**, The Sanitary District of Highland (SD District) is governed by its Board of Sanitary Commissioners, pursuant to the provisions of IC 36-9-25 et seq.; and

**Whereas**, IC 36-9-25-9 specifically provides that the Board of Sanitary Commissioners shall manage and control all works of the district and may purchase, acquire, construct, reconstruct, operate, repair and maintain all sewage works; and

**Whereas**, The Project scope includes the repair and replacement of certain storm water facilities, which are the responsibility of SD District and have agreed to fund its share of the construction costs and engineering services necessary to complete the work; and

**Whereas**, NIES Engineering, Inc. had prepared plans and specifications for the Project on behalf of the Board of Works, Water Works District, and the Sanitary District, and the Project was bid in accordance with IC 36-1-12 et seq.; and notice was published in accordance with IC 5-3-1; and

**Whereas**, the following bids were received at 10:00 a.m. on August 12, 2021:

Dyer Construction Co., Inc.	\$568,658.00
Gough, Inc.	\$606,111.00
Grimmer Construction, Inc.	\$626,966.00
Gariup Construction Co., Inc.	\$657,500.00
<b>Engineer's Estimate</b>	<b>\$519,780.00</b>

**Whereas**, NIES Engineering, Inc. has reviewed the bids and determined that the bid from Dyer Construction Co., Inc. in the amount of Five Hundred Sixty-eight Thousand Six Hundred Fifty-eight Dollars and 00/100 (\$568,658.00) to be the lowest responsive and responsible bid.

**Whereas**, there are sufficient and available appropriations balances on hand to support the payments under the agreement, pursuant to IC 5-22-17-3(e); and

**Whereas**, The Town of Highland, through its Board of Works, now desires to accept the recommendation of the Public Works Director and award a construction contract to Dyer Construction Co., Inc. for the 3500 Block of Jewett Avenue Water Main Replacement and Street Improvement Project, in the amount of \$321,286.58 for street and right-of-way improvements; and

**Whereas**, The Water Works District of Highland, through its Board of Directors, now desires to accept the recommendation of the Water Works Superintendent and Water Works Engineer and award the bid for the 3500 Block of Jewett Avenue Water Main Replacement and Street Improvement Project to Dyer Construction Co., Inc. in the amount of \$185,676.04 for water works improvements; and

**Whereas**, The Sanitary District of Highland, through its Board of Commissioners, now desires to accept the recommendation of the Sanitary District Superintendent and Sanitary District Engineer and award the bid for the 3500 Block of Jewett Avenue Water Main Replacement and Street Improvement Project to Dyer Construction Co., Inc. in the amount of \$61,695.38 for sanitary district improvements.

**Now, Therefore Be it Resolved** by the Board of Directors of the Highland Waterworks, Lake County, Indiana, ordered by the Board of Works for the Town of Highland and resolved by the Board of Commissioners of the Highland Sanitary District as follows:

**Section 1.** That the Bid of Dyer Construction Co., Inc. in the amount of Five Hundred Sixty-eight Thousand Six Hundred Fifty-eight Dollars and 00/100 (\$568,658.00) for the 3500 Block of Jewett Avenue Water Main Replacement and Street Improvement Project is hereby accepted as the lowest responsive and responsible bid.

**Section 2.** That the Town of Highland, through its Board of Works, acknowledges and approves its share of the work for the 3500 Block of Jewett Avenue Water Main Replacement and Street Improvement Project in the amount of Three Hundred Twenty-one Thousand Two Hundred Eighty-six Dollars and 58/100 Cents (\$321,286.58);

**Section 3.** That the Waterworks District of Highland, through its Board of Directors, acknowledges and approves its share of the work for the 3500 Block of Jewett Avenue Water Main Replacement and Street Improvement Project in the amount of One Hundred Eighty-five Thousand Six Hundred Seventy-six Dollars and 04/100 Cents (\$185,676.04);

**Section 4.** That the Sanitary District of Highland, through its Board of Sanitary Commissioners, acknowledges and approves its share of the work for the 3500 Block of Jewett Avenue Water Main Replacement and Street Improvement Project in the amount of Sixty-one Thousand Six Hundred Ninety-five Dollars and 38/100 Cents (\$61,695.38);

**Section 5.** That the Water Works District Superintendent/Public Works Director is authorized to execute the agreement and all documents necessary to implement the Project.

**Duly Adopted, Resolved and Ordered** by the Highland Town Council, Lake County, Indiana, this 30<sup>th</sup> day of August, 2021. Having been passed by a vote of 5 in favor and 0 opposed.

BOARD OF WORKS OF THE TOWN OF  
HIGHLAND, INDIANA

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

*Attest:*

/s/Michael W. Griffin, Clerk-Treasurer (IC 33-43-4-1;IC 36-5-6-5)

**Duly Adopted, Resolved and Ordered** by the Waterworks Board of Directors of Highland, Lake County, Indiana, this 26<sup>th</sup> day of August, 2021. Having been passed by a vote of 5 in favor and 0 opposed.

HIGHLAND WATERWORKS  
BY ITS BOARD OF DIRECTORS:

/s/George A. Smith, President

*Attest:*  
/s/ Richard E. Volbrecht Jr., Secretary

**Duly Adopted, Resolved and Ordered** by the Highland Sanitary District, Board of Commissioners, Lake County, Indiana, this 17<sup>th</sup> day of August, 2021. Having been passed by a vote of 5 in favor and 0 opposed.

HIGHLAND SANITARY DISTRICT



Minutes of the Special Meeting  
Monday, August 30, 2021  
Page 17 of 17

BY ITS BOARD OF COMMISSIONERS:

/s/Richard Garcia, President

*Attest:*

/s/David Jones, Secretary

There being no further business to come before the Town Council, the special meeting of the Town Council, of Monday, August 30, 2021 was adjourned by the Town Council President at 7:35 O'clock p.m.

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

Approved at the meeting of the Town Council of \_\_\_\_\_.

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

\*\*\* Proof of Publication \*\*\*



State of Indiana )  
                          ) ss:  
Lake County )

**NOTICE OF PUBLIC HEARING**

Notice is hereby given that at its meeting on August 30th, 2021 the Town Council of the Town of Highland, Indiana (the "Town") adopted a Preliminary Order approving assessment rolls relating to the reconstruction of curbs and sidewalks in the 3500 block of Jewett Ave (the "Improvements"). The Town Council will hold a public hearing at 6:30 p.m. on September 13th, 2021 in the regular meeting place of the Town Council at the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana, at which time the Town Council will receive and hear remonstrance against the amounts assessed on the assessment rolls, and determine whether the lots or tracts of land have been or will be benefited by the improvements in the following amounts: (a) the amount set forth on the assessment rolls, (b) amounts greater or lesser than the amounts listed on the assessment rolls, or (c) any amount at all. The 3500 block of Jewett Ave Street Improvement Project includes roadway sections of Jewett Ave beginning at Liable Rd and terminating at Johnston Street. There are no public ways that are parallel to the improvements and within 150 feet of the improvements.

A copy of each of the assessment rolls, with the names of owners and descriptions of property subject to assessment and the amounts of any presumptive assessments, are on file and may be inspected in the Office of the Works Board of the Town in the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.

Dated: August 31, 2021  
Michael W. Griffin, Clerk-Treasurer  
Town of Highland, Indiana  
9/2 - 77258- hspaxip

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:  
September 2, 2021

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

ORDER NUMBER 77258

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.

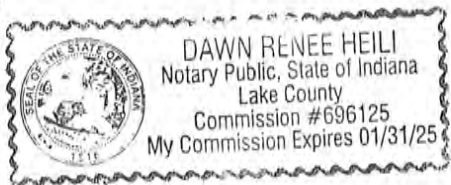
Nicole Muscari, Legal Clerk

By: [Signature]

Subscribed and sworn to before me this 3rd day of September, 2021

[Signature]  
Notary Public

My commission expires:



Section: Legals  
Category: 198 Legal - Lake County  
PUBLISHED ON: 09/02/2021

TOTAL AD COST: 23.39  
FILED ON: 9/2/2021

Town of Highland, Clerk  
(Governmental Unit) Treasurer

To: The Times Media Company

Lake County, Indiana

601-45th Avenue, Munster, IN 46321

PUBLISHER'S CLAIM

LINE COUNT

Display Master (Must not exceed two actual lines, neither of which shall total more than four solid lines of the type in which the body of the advertisement is set) - number of equivalent lines

Head -- number of lines .....  
Body -- number of lines .....  
Tail -- number of lines .....  
Total number of lines in notice .....

COMPUTATION OF CHARGES

50 lines, 1 columns wide equals 50 equivalent lines at .4773 - 1 line cents per line

Additional charges for notices containing rule or tabular work (50 per cent of above amount) \$ 23.39

Charge for extra proofs of publication (\$1.00 for each proof in excess of two) .....

TOTAL AMOUNT OF CLAIM \$ 23.39

DATA FOR COMPUTING COST

Width of single column in picas 9p4  
Number of insertions 1

Size of type 7.0 point.

order 77258

Pursuant to the provisions and penalties of IC 5-11-10-1, I hereby certify that the foregoing account is just and correct, that the amount claimed is legally due, after allowing all just credits, and that no part of the same has been paid.

I also certify that the printed matter attached hereto is a true copy, of the same column width and type size, which was duly published in said paper (1) times. The dates of publication being as follows:

September 3, 2021

Additionally, the statement checked below is true and correct:

..... Newspaper does not have a Web site.  
..X.. Newspaper has a Web site and this public notice was posted on the same day as it was published in the newspaper.

..... Newspaper has a Web site, but due to technical problem or error, public notice was posted on .....  
..... Newspaper has a Web site but refuses to post the public notice.

Date September 3 2021

Nicole L. Muscari  
Title: Legal Clerk

By: [Signature]

**TOWN OF HIGHLAND  
ORDER OF THE WORK BOARD NO. 2021-32**

**AN ORDER CONFIRMING THE MUNICIPAL GENERAL IMPROVEMENT FUND  
SPECIAL ASSESSMENT ROLLS FOR PROPERTY OWNERS BENEFITING FROM THE  
3500 BLOCK OF JEWETT AVE. STREET IMPROVEMENT PROJECT**

**WHEREAS**, On August 30th, 2021, the Town Council of the Town of Highland, Indiana, adopted Works Order No. 2021-29 entitled "A Preliminary Order Adopting and Approving Municipal General Improvement Fund Special Assessment Rolls for Property Owners Benefiting from the 3500 Block of Jewett Ave. Street Improvement Project", a copy is attached hereto as Exhibit "A";

**WHEREAS**, The Town Council has held a public hearing, after publication of notice as required by law, and has received and heard all remonstrance from owners of property described in the notice regarding Works Board Order No. 2021-29; and,

**WHEREAS**, The Town Council now desires to confirm Works Board Order No. 2021-29,

**NOW, THEREFORE**, be it resolved by the Town Council of the Town of Highland, Lake County, Indiana, acting as the works board, as follows:

**Section 1.** That the Town Council hereby confirms Works Board Order No. 2021-29;

**Section 2.** That the Town Council hereby sustains the presumptive assessments as indicated on the Assessment Roll by confirming the presumptive assessment against each of the properties described in the Assessment Roll, which confirmation is based upon this Town Council's findings concerning the special benefits that each property has received or will receive on account of the Improvements (as defined in Works Board Order No. 2021-28);

**Section 3.** The Town Council hereby directs that the Assessment Roll be delivered to the Clerk Treasurer, and that upon completion of the Improvements, the final Assessment Roll for the Improvements be delivered to the Clerk Treasurer for notification to each affected person and collection of the special assessments;

**Section 4.** The Town Council hereby determines that owners of properties described in the Assessment Roll may pay such assessments in annual installments over a period of

\_\_\_\_\_ years, with interest accruing on such unpaid portions at an interest rate of \_\_\_\_\_ percent (\_\_\_\_\_% ) per annum, and also approves the substantially final form of Waiver Agreement attached hereto as Exhibit "B", to be entered into by the Town and each owner of property desiring to pay the assessments in annual installments.

**Be it So Ordered.**

**Duly adopted and Ordered** by the Town Council of the Town of Highland, Lake County, Indiana, this 30th day of August, 2021 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)



EXHIBIT B

TOWN OF HIGHLAND  
ORDER OF THE WORK BOARD NO. 2021-29

**A PRELIMINARY ORDER ADOPTING AND APPROVING  
MUNICIPAL GENERAL IMPROVEMENT FUND SPECIAL  
ASSESSMENT ROLLS FOR PROPERTY OWNERS  
BENEFITING FROM THE 3500 BLOCK OF JEWETT AVE.  
STREET IMPROVEMENT PROJECT**

**Whereas**, Pursuant to Ind. Code 36-1-2-24, the Town Council is the works board for the Town of Highland, Indiana (the "Town");

**Whereas**, Pursuant to Ordinance No. 1084, adopted by the Town Council on March 23, 1998, the Town has established a Municipal General Improvement Fund to provide monies to construct, repair, reconstruct or improve certain streets, alleys, sidewalks, curbs, gutters and sewers within the Town;

**Whereas**, Pursuant to Works Board Order No. 2021-28, the Town Council confirmed Order No. 2021-27 and determined that the benefits to accrue to the property liable to be assessed for reconstruction of curbs and sidewalks in the 3500 Block of Jewett Ave. (the "Improvements") will be in excess of the maximum estimated cost of the Improvements; and,

**Whereas**, An assessment roll for the Improvements, including the name and owner of each parcel of property abutting on and adjacent to such improvement, a description of each parcel of such property, and the total assessment against each parcel of property, copies of which are attached hereto as Exhibit A (each, an "Assessment Roll"), has been prepared and filed with this Town Council,

**Now, Therefore**, be it resolved by the Town Council acting as the Works Board of the Town of Highland, Lake County, Indiana, as follows:

**Section 1.** That the Town Council hereby adopts and approves the Assessment Roll for the Improvements to the 3500 Block of Jewett Ave.;

**Section 2.** That the Town Council hereby determines to hold a public hearing regarding the Assessment Roll for the Improvements and to receive and hear remonstrances against the amounts assessed on the Assessment Roll and determine whether the lots or tracts of land have been or will be benefited by the Improvements in (a) the amount set forth on the Assessment Roll, (b) such greater or lesser amount, or (c) any amount at all, which public hearing will be held at the regular meeting place of the Town Council at 6:30 p.m. on **September 13<sup>th</sup>, 2021**, and the Town Council further directs the Clerk-Treasurer to publish notice of such hearing and to mail notice of such hearing to property owners affected by the Improvements.

Be it So Ordered.

Duly adopted and Ordered by the Town Council of the Town of Highland, Lake County, Indiana, this 30th day of August, 2021 by a vote of 5 in favor and 0 opposed.

TOWN COUNCIL of the TOWN of  
HIGHLAND, INDIANA

  
\_\_\_\_\_  
Roger Sheeman, President of 16-5-2-10

Attest:

  
\_\_\_\_\_  
Michael W. Griffin, IAMC/MMC/CPFA/ACPFIM/CMO  
Clerk-Treasurer of 20-42-4-1, IC 16-5-6-30







# Customer Ad Proof

60064312 TAFT STETTINIUS & HOLLISTER LLP / LEGALS

Order Nbr 76655

<b>Publication</b>	<b>The Times</b>		
Contact	TAFT STETTINIUS & HOLLISTER LLP / LEGALS	PO Number	
Address 1	111 EAST WACKER DRIVE, SUITE 2800	Rate	Legal
Address 2		Order Price	22.91
City St Zip	CHICAGO IL 60601	Amount Paid	0.00
Phone	3125274000	Amount Due	22.91
Fax	3129668580		
Section	Legals	Start/End Dates	08/23/2021 - 08/23/2021
SubSection		Insertions	1
Category	198 Legal - Lake County	Size	49
Ad Key	76655-1	Salesperson(s)	Nicole Muscari
Keywords	Highland - 2021 GO Park Bonds - Notice of Hearing	Taken By	Christina Palma
Notes			

**Ad Proof**

**TOWN OF HIGHLAND  
NOTICE TO TAXPAYERS  
OF PROPOSED ADDITIONAL  
APPROPRIATIONS**

Notice is hereby given to the taxpayers of the Town of Highland, Lake County, Indiana (the "Town"), that the Town Council of the Town will meet on September 13, 2021, at the hour of 7:00 p.m., local time, at the Municipal Building, 3333 Ridge Road, Highland, Indiana, to consider the following additional appropriations in excess of the budget for the current year:

An appropriation for the Highland Park District in the amount of \$3,300,000 on account of the purchase of various items of equipment, pay the costs of planning, construction, development and improvements of park facilities, and pay for the development of land (the "Projects") of the District, including the incidental expenses necessary to be incurred in connection with said projects and the issuance of bonds on account thereof. The funds to meet such additional appropriation are to be provided by the issuance and sale of bonds by the District.

The foregoing appropriation is in addition to all appropriations provided for in the existing budget and tax levy, and a need for such appropriation exists by reason of the inadequacy of the present facilities in the Town. Taxpayers appearing at such meeting shall have a right to be heard thereon. The additional appropriations, as finally made, will be filed with the Department of Local Government Finance, for its information and file.

By: Michael W. Griffin, IACT/MMC  
/CPFA/ACPFIM/CMO  
Clerk-Treasurer  
8/23 - 76655 - hspaxlp

# Chicago Tribune

Printed: 8/19/2021 11:27:30 AM

Page 1 of 3

Order ID: 7023287

\* Agency Commission not included

**GROSS PRICE \* :** **\$22.37**

**PACKAGE NAME: IN Govt Legal Rates Post Tribune**

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Order ID: 7023287

\* Agency Commission not included

**GROSS PRICE \* :** \$22.37

**PACKAGE NAME: IN Govt Legal Rates Post Tribune**

---

**Product(s):** SubTrib\_Post Tribune, classified.chicagotribune.com

**AdSize(s):** 1 Column

**Run Date(s):** Monday, August 23, 2021

**Zone:** Full Run

**Color Spec.** B/W

## Preview

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### **TOWN OF HIGHLAND NOTICE TO TAXPAYERS OF PROPOSED AD- DITIONAL APPROPRIA- TIONS**

Notice is hereby given to the taxpayers of the Town of Highland, Lake County, Indiana (the "Town"), that the Town Council of the Town will meet on September 13, 2021, at the hour of 7:00 p.m., local time, at the Municipal Building, 3333 Ridge Road, Highland, Indiana, to consider the following additional appropriations in excess of the budget for the current year:

An appropriation for the Highland Park District in the amount of \$3,300,000 on account of the purchase of various items of equipment, pay the costs of planning, construction, development and improvements of park facilities, and pay for the development of land (the "Projects") of the District, including the incidental expenses necessary to be incurred in connection with said projects and the issuance of bonds on account thereof. The funds to meet such additional appropriation are to be provided by the issuance and sale of bonds by the District.

The foregoing appropriation is in addition to all appropriations provided

# Chicago Tribune

Printed: 8/19/2021 11:27:30 AM

Page 3 of 3

Order ID: 7023287

\* Agency Commission not included

**GROSS PRICE \* : \$22.37**

**PACKAGE NAME: IN Govt Legal Rates Post Tribune**

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appropriations provided for in the existing budget and tax levy, and a need for such appropriation exists by reason of the inadequacy of the present facilities in the Town. Taxpayers appearing at such meeting shall have a right to be heard thereon. The additional appropriations, as finally made, will be filed with the Department of Local Government Finance, for its information and file.

By: Michael W. Griffin,  
IACT/MMC/CPFA/ACP-  
FIM/CMO  
Clerk-Treasurer  
8/23/21 7023287  
HSPAXLP

**TOWN OF HIGHLAND  
APPROPRIATION ENACTMENT  
ENACTMENT NO. 2021-40**

**An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the Park Non Reverting Capital 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 **Park Non Reverting Capital 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 **Park Non Reverting Capital Fund** and for the purposes herein specified, subject to the laws governing the same:

**PARK NON REVERTING CAPITAL FUND**

Increase:

Acct. No. 010-0000-31001-0021 Legal Services:	\$ 50,000.00
Acct. No. 010-0000-31006-0021 Financial Advisory Services:	\$ 30,000.00
Acct. No. 010-0000-33005-0021 Master Plan Update services:	<u>\$ 63,000.00</u>
<b>Series Total:</b>	<b>\$ 143,000.00</b>

Increase:

Acct. No. 010-0000-43005-0021 Park Benches & Tables:	\$ 70,000.00
Acct. No. 010-0000-46001-0021 Trails Improvements:	\$ 710,000.00
Acct. No. 010-0000-46004-0021 Homestead Park Improvements:	\$ 110,000.00
Acct. No. 010-0000-46005-0021 Lakeside Park Improvements:	\$ 45,000.00
Acct. No. 010-0000-46006-0021 Main Square Improvements:	\$ 87,000.00
Acct. No. 010-0000-46007-0021 Markley Park Improvements:	\$ 110,000.00
Acct. No. 010-0000-46008-0021 Meadows Park Improvements:	\$ 470,000.00
Acct. No. 010-0000-46012-0021 Sharp Athletic Improvements:	\$ 520,000.00
Acct. No. 010-0000-46013-0021 Sheppard Park Improvements:	\$ 775,000.00
Acct. No. 010-0000-46017-0021 Tree removal replacement:	\$ 50,000.00
Acct. No. 010-0000-46018-0021 Vehicles:	<u>\$ 210,000.00</u>
<b>Series Total:</b>	<b>\$3,157,000.00</b>

<b>Fund Total:</b>	<b>\$3,300,000.00</b>
--------------------	-----------------------

**Section 2.** 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 acknowledging order** of the Commissioner, pursuant to IC 6-1.1-18.

**Section 3.** 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 13<sup>th</sup> Day of September 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)**

\*\*\* 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:  
August 26, 2021

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

ORDER NUMBER 76948

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: JoAnn Nuñez

Subscribed and sworn to before me this 27 day of August, 2021.

Dawn Renee Heili  
Notary Public

My commission expires:



Section: Legals  
Category: 198 Legal - Lake County  
PUBLISHED ON: 08/26/2021

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 13th day of September 2021, will consider the following additional appropriations in excess of the budget for the current year in the following funds:  
CORPORATION GENERAL FUND  
Works Board Department  
Acct. 001-0009-11127 Covid Appreciation Stipends \$ 791,160.00  
Total 100 Series: \$791,160.00  
Total for the Department: \$791,160.00

TOTAL for the FUND: \$791 160.00  
Funds to support these additional appropriations in the Corporation General Fund shall be supported by the unreserved, undesignated fund balance in excess of the reserve requirement, interest earnings and miscellaneous revenues.

Taxpayers appearing at such meeting shall have a right to be heard thereon. Taxpayers may also write to the Office of the Clerk-Treasurer if a taxpayer desires to communicate a concern.

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 filed by the Gateway Portal.

TOWN COUNCIL OF HIGHLAND  
Roger Sheeman, President  
By: Michael W. Griffin, IAMC/MMC  
/CPFA/ACPFIM/CMO  
Clerk-Treasurer  
8/26 - 76948 - hspaxlp

TOTAL AD COST: 23.86

FILED ON: 8/26/2021



Town of Highland  
(Governmental Unit)

To: The Times Media Company

Lake County, Indiana

601-45th Avenue, Munster, IN 46321

PUBLISHER'S CLAIM

LINE COUNT

Display Master (Must not exceed two actual lines, neither of which shall total more than four solid lines of the type in which the body of the advertisement is set) - number of equivalent lines

Head - number of lines .....  
Body - number of lines .....  
Tail - number of lines .....  
Total number of lines in notice .....

COMPUTATION OF CHARGES

51 lines, 1 columns wide equals 51 equivalent lines at .4773 - 1 line cents per line

Additional charges for notices containing rule or tabular work (50 per cent of above amount) \$ 23.86

Charge for extra proofs of publication (\$1.00 for each proof in excess of two) .....

TOTAL AMOUNT OF CLAIM \$ 23.86

DATA FOR COMPUTING COST

Width of single column in picas 9p4  
Number of insertions 1

Size of type 7.0 point.

Order 76948

Pursuant to the provisions and penalties of IC 5-11-10-1, I hereby certify that the foregoing account is just and correct, that the amount claimed is legally due, after allowing all just credits, and that no part of the same has been paid.

I also certify that the printed matter attached hereto is a true copy, of the same column width and type size, which was duly published in said paper (1) times. The dates of publication being as follows:

August 26, 2021

Additionally, the statement checked below is true and correct:

- ..... Newspaper does not have a Web site.
- X: Newspaper has a Web site and this public notice was posted on the same day as it was published in the newspaper.
- ..... Newspaper has a Web site, but due to technical problem or error, public notice was posted on .....
- ..... Newspaper has a Web site but refuses to post the public notice.

Date August 27 2021

Nicole L. Muscari  
Title: Legal Clerk

By: Joan Nemes

ATTACH COPY OF ADVERTISEMENT HERE

**TOWN OF HIGHLAND  
APPROPRIATION ENACTMENT  
ENACTMENT NO. 2021-41**

**An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the Works Board Department of the Corporation General 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 **Works Board Department of the Corporation General 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 **Works Board Department of the Corporation General Fund** and for the purposes herein specified, subject to the laws governing the same:

CORPORATION GENERAL FUND

**Works Board Department**

Acct. 001-0009-11127 Covid Appreciation Stipends	\$ 791,160.00
<b>Total 100 Series:</b>	\$ 791,160.00
<b>Total for the Department:</b>	\$ 791,160.00
<b>TOTAL for the FUND:</b>	\$ <u>791,160.00</u>

**Section 2.** 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 3.** 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 13<sup>th</sup> Day of September 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)

\*\*\* 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:

August 26, 2021

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

ORDER NUMBER 76943

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: JoAnn Nuñez

Subscribed and sworn to before me this 27 day of August, 2021.

Dawn Renee Heili  
Notary Public

My commission expires:

Section: Legals

Category: 198 Legal - Lake County

PUBLISHED ON: 08/26/2021

TOWN OF HIGHLAND  
NOTICE TO TAXPAYERS  
OF PROPOSED ADDITIONAL  
APPROPRIATIONS

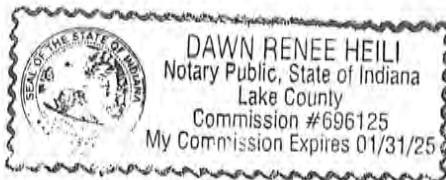
Notice is hereby given the taxpayers of the Town of Highland, Lake County, Indiana, that the Town Council of said Municipality in said Municipal Building, 3333 Ridge Road, Highland at 6:30 p.m. on the 13 September 2021 will consider the following additional appropriations in excess of the budget for the current year in the following funds:  
COMMUNITY CROSSINGS  
GRANT FUND

Increase:  
Acct. 104-0000-44081 CCMG Projects 2021: \$ 146,458.00  
Total for Fund: \$146,458.00

Resources to support these additional appropriations in the Community Crossings Grant Fund shall be from miscellaneous revenues, a Local Road and Bridge Matching Grant Fund grant award, pursuant to IC 8-23-30 deposited to the credit of the fund, and a matching local contribution from funds of the Town deposited to the credit of the Fund.

Taxpayers appearing at such meeting shall have a right to be heard thereon. Taxpayers will have an opportunity to be heard, whether this is convened in person or electronically. If convened electronically, taxpayers are encouraged to access the meeting either in person or through the Zoom meeting platform, if the meeting is convened electronically. Taxpayers and persons interested in offering comment on the proposed additional appropriations should contact the Office of Clerk-Treasurer at (219) 838-1080 to obtain added details on accessing the meeting via Zoom or in person. A written comment may also be provided by writing or dropping off at the Office of the Clerk-Treasurer, 3333 Ridge Road, Highland, Indiana 46322. 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/CPFIM/CMO  
Clerk-Treasurer  
8/26 - 76943 - hspaxlp



TOTAL AD COST: 29.12  
FILED ON: 8/26/2021

Town of Highland  
(Governmental Unit)

To: The Times Media Company

Lake County, Indiana

601-45th Avenue, Munster, IN 46321

PUBLISHER'S CLAIM

LINE COUNT

Display Master (Must not exceed two actual lines, neither of which shall total more than four solid lines of the type in which the body of the advertisement is set) - number of equivalent lines .....  
Head -- number of lines .....  
Body -- number of lines .....  
Tail -- number of lines .....  
Total number of lines in notice .....

COMPUTATION OF CHARGES

62 lines, 1 columns wide equals 62 equivalent lines at .4773 - 1 line cents per line ..... \$ 29.12  
Additional charges for notices containing rule or tabular work (50 per cent of above amount) .....  
Charge for extra proofs of publication (\$1.00 for each proof in excess of two) .....  
TOTAL AMOUNT OF CLAIM ..... \$ 29.12

DATA FOR COMPUTING COST

Width of single column in picas 9p4 ..... Size of type 7.0 point.  
Number of insertions 1

order 76943

Pursuant to the provisions and penalties of IC 5-11-10-1, I hereby certify that the foregoing account is just and correct, that the amount claimed is legally due, after allowing all just credits, and that no part of the same has been paid.

I also certify that the printed matter attached hereto is a true copy, of the same column width and type size, which was duly published in said paper (1) times. The dates of publication being as follows:

August 26, 2021

Additionally, the statement checked below is true and correct:

- ..... Newspaper does not have a Web site.
- ..X.. Newspaper has a Web site and this public notice was posted on the same day as it was published in the newspaper.
- ..... Newspaper has a Web site, but due to technical problem or error, public notice was posted on .....
- ..... Newspaper has a Web site but refuses to post the public notice.

Date August 27 2021

Nicole L. Muscari  
Title: Legal Clerk

By: John Nunez

ATTACH COPY OF ADVERTISEMENT HERE

\*\*\* 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:

August 26, 2021

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

ORDER NUMBER 76942

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.

**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 13th day of September 2021, will consider the following additional appropriations in excess of the budget for the current year:  
**GENERAL IMPROVEMENT FUND**  
Increase  
Acct. No. 083-0000-44022 Curbs & Sidewalks: \$51,623.00  
Total 400 Series: \$51,623.00  
Fund Total: \$51,623.00  
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.  
Taxpayers appearing at such meeting shall have a right to be heard thereon. Taxpayers may also write to the Office of the Clerk-Treasurer if a taxpayer desires to communicate a concern. The additional appropriations, as finally made, will be filed with the Department of Local Government Finance, for its information and file. Once filed, the additional appropriation as approved will be available for the use of the municipality.  
TOWN COUNCIL of HIGHLAND  
Roger Sheeman, President  
By: Michael W. Griffin, IAMC/MMC /CPFA/ACPFIM/CMO  
Clerk-Treasurer  
8/26 - 76942 - hspaxlp

Nicole Muscari, Legal Clerk  
By: JoAnn Nuñez

Subscribed and sworn to before me this 27 day of August, 2021

Dawn Renee Heili  
Notary Public



My commission expires:

Section: Legals  
Category: 198 Legal - Lake County  
PUBLISHED ON: 08/26/2021

TOTAL AD COST: 21.96  
FILED ON: 8/26/2021

Town of Highland, Clerk  
(Governmental Unit) Treasurer

To: The Times Media Company

Lake County, Indiana

601-45th Avenue, Munster, IN 46321

PUBLISHER'S CLAIM

LINE COUNT

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Head -- number of lines .....  
Body -- number of lines .....  
Tail -- number of lines .....  
Total number of lines in notice .....

COMPUTATION OF CHARGES

47 lines, 1 column wide equals 47 equivalent lines at .4773 - 1 line cents per line

Additional charges for notices containing rule or tabular work (50 per cent of above amount) \$ 21.96

Charge for extra proofs of publication (\$1.00 for each proof in excess of two) .....

TOTAL AMOUNT OF CLAIM \$ 21.96

DATA FOR COMPUTING COST

Width of single column in picas 9p4  
Number of insertions 1

Size of type 7.0 point.

order 76942

Pursuant to the provisions and penalties of IC 5-11-10-1, I hereby certify that the foregoing account is just and correct, that the amount claimed is legally due, after allowing all just credits, and that no part of the same has been paid.

I also certify that the printed matter attached hereto is a true copy, of the same column width and type size, which was duly published in said paper (1) times. The dates of publication being as follows:

August 26, 2021

Additionally, the statement checked below is true and correct:

- ..... Newspaper does not have a Web site.
- Newspaper has a Web site and this public notice was posted on the same day as it was published in the newspaper.
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- ..... Newspaper has a Web site but refuses to post the public notice.

Date August 27 2021

Nicole L. Muscari  
Title: Legal Clerk

By: John Nunez

ATTACH COPY OF ADVERTISEMENT HERE





**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 13<sup>th</sup> Day of September 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**  
**PROCLAMATION OF the TOWN EXECUTIVE**

**A PROCLAMATION IN RECOGNITION OF U.S. CONSTITUTION WEEK**  
**SEPTEMBER 17-23, 2021**

**Whereas**, September 17, 2021 marks the two hundred thirty-fourth anniversary of the signing of the Constitution of the United States of America by the 1787 Constitutional Convention, led by George Washington, James Madison and Benjamin Franklin, brilliant men who created a new of government that became the standard for self-government to the world;

**Whereas**, It the privilege and duty of the American people to commemorate the anniversary of the drafting of this magnificent document, the guardian of our liberties; and,

**Whereas**, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States, designating September 17 through 23 as Constitution Week,

**Now, Therefore**, I, Roger Sheeman by virtue of the authority vested in me as President of the Town Council of the Town of Highland, Lake County, Indiana, now hereby proclaim the week September 17 through 23, as U.S. ***Constitution Week*** in the Town of Highland;

**Be it Further Proclaimed**, That the citizens of Highland are hereby urged to reaffirm the ideals the Framers of the Constitution possessed in 1787 by reflecting on the privilege of being an American with all the rights and responsibilities which that privilege involves.

**In Witness Whereof**, I have hereunto set my hand and caused the Corporate Seal to be affixed at the Highland Municipal Building this 13<sup>th</sup> day of September in the year of the common era, two thousand twenty-one, the incorporation of the Town of Highland, the one hundred-eleventh and the Independence of the United States of America, the two hundred forty-fifth.

**TOWN of HIGHLAND, INDIANA**  
**BY ITS TOWN COUNCIL PRESIDENT**

\_\_\_\_\_  
Roger Sheeman

Attest:

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

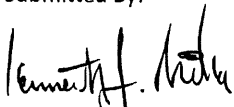
(Print optimized at 78%)

Building Report August, 2021

PERMIT TYPE	#	Res.	Comm.	Est. Cost	Fee Collected
Commercial Buildings	0	0	0	\$ -	\$ -
Comm. Additions/Remodel	12	0	12	\$ 1,222,162.00	\$ 22,447.00
Signs	5	0	5	\$ 24,237.00	\$ 1,423.50
Single Family	0	0	0	\$ -	\$ -
Duplex/Condo	0	0	0	\$ -	\$ -
Residential Additions	0	0	0	\$ -	\$ -
Residential Remodeling	80	80	0	\$ 738,166.00	\$ 17,560.50
Garages	0	0	0	\$ -	\$ -
Sheds	3	3	0	\$ 6,604.00	\$ 676.50
Decks & Porches	4	4	0	\$ 23,074.00	\$ 1,194.00
Fences	15	14	1	\$ 59,471.50	\$ 2,527.50
Above/In ground pools	3	3	0	\$ -	\$ 324.00
Drain Tile/Waterproofing	11	11	0	\$ 93,942.00	\$ 2,640.00
Misc:demo,con & pav,Rd ct,slr pnl, ret. wall	26	26	0	\$ 159,250.00	\$ 7,254.50
<b>Total Building Permits</b>	<b>159</b>	<b>141</b>	<b>18</b>	<b>\$ 2,326,906.50</b>	<b>\$ 56,047.50</b>
<b>Electrical Permits</b>	<b>17</b>	<b>7</b>	<b>10</b>	<b>\$ -</b>	<b>\$ 2,483.00</b>
<b>Mechanical Permits</b>	<b>19</b>	<b>15</b>	<b>4</b>	<b>\$ -</b>	<b>\$ 2,269.00</b>
Plumbing Permits	15	11	4	\$ -	\$ 2,660.20
Water Meters	2	0	2	\$ -	\$ 1,400.00
Water taps	0	0	0	\$ -	\$ -
Sewer/Storm Taps	0	0	0	\$ -	\$ -
<b>Total Plumbing Permits</b>	<b>17</b>	<b>11</b>	<b>6</b>	<b>\$ -</b>	<b>\$ 4,060.20</b>

August 2021 Code Enforcement: 24 Investigations and 0 Citations were issued & 24 Warnings were given. Inspections done for the month of August 2021 were as follows: 69 Building Inspections, 12 Plumbing Inspections, 8 HVAC and 33 Electrical Inspections. There were 2 Electrical Exams given.

Submitted By:



Kenneth J. Mika

**FIRE DEPARTMENT REPORT**

**AUGUST 2021**

<u>Type of Calls</u>	<u>August 2021</u>	<u>YTD</u>
General Alarms	6	75
Paid Still Alarms	26	206
Still Alarms	<u>3</u>	<u>23</u>
	Month 35	
<b>Total Calls in 2021</b>		<b><u>304</u></b>

**2021**  
**TOWN OF HIGHLAND INJURIES FOR THE MONTH**  
**AUGUST**

CASE	DATE	DEPARTMENT	DESCRIPTION	Record Only	OSHA	Not OSHA	Filed with
	OF INJURY			No Med Treatment			
			NO INJURIES FOR THE MONTH				

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		1				0	0
POLICE		2	2			0	0
STREET			1			0	0
WATER/SEWER		2	2	32		93	81
MAINTENANCE						0	0
OTHER						0	0
<b>TOTALS</b>	<b>0</b>	<b>5</b>	<b>7</b>	<b>32</b>	<b>0</b>	<b>93</b>	<b>81</b>

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  
ORDINANCE NO. 1745**

**AN ORDINANCE OF THE TOWN OF HIGHLAND, INDIANA, AUTHORIZING  
ISSUANCE OF GENERAL OBLIGATION PARK BONDS AND APPROPRIATING THE  
PROCEEDS THEREOF**

**Whereas,** The Park and Recreation Board (the "Board") of the Highland Park District (the "District") has determined to issue general obligation bonds in an amount not to exceed \$3,300,000 to fund the cost of the planning, construction, development and improvements of park facilities, all as more particularly described in the Declaratory Resolution adopted by the Board on August 19, 2021, for park and recreation purposes and for the benefit of the taxpayers of the Town (the "Project");

**Whereas,** The Town Council of the Town (the "Council") is authorized and required to approve the issuance of bonds of the District, pursuant to IC 36-10-3-25(c); and,

**Whereas,** The estimated cost of the Project at the present time is in the approximate amount of \$3,300,000, and the Council finds that no provision has been made on account thereof in the District's existing budget; that a need exists for the making of an additional appropriation for such purpose,

**Now, Therefore, be it Ordained** by the Town Council of the Town of Highland, Lake County, Indiana, that:

**Section 1.** The Town Council hereby approves the issuance of bonds of the District in an amount of approximately \$3,300,000 for the Project;

**Section 2.** That an appropriation of the proceeds of the General Obligation Park Bonds, Series 2021 in the amount of \$3,300,000 be and the same is hereby made to be applied on the cost of the Project, said appropriation to include the incidental expenses necessary to be incurred in connection with the Project and the issuance of bonds on account thereof; that said appropriation shall be in addition to all appropriations provided for in the existing budget, and shall continue in effect until the completion of the Project, all pursuant to IC 5-1-2-1.

Introduced and Filed on the 13<sup>th</sup> day of September 2021. Consideration on 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 September 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; IC 36-5-2-10.2)

**Possible Ordinance**

**To be supplied (If needed)**



**TOWN COUNCIL of the TOWN of HIGHLAND  
RESOLUTION NO. 2021-43**

**A RESOLUTION REGARDING THE DISPOSITION OF APPROPRIATED RESOURCES IN THE WORKS BOARD DEPARTMENT OF GENERAL FUND OF THE MUNICIPALITY, AUTHORIZING THEIR TRANSFER TO THE COMMUNITY CROSSINGS GRANT CAPITAL FUND.**

WHEREAS, The Town of Highland by proper legislative action has established a **Community Crossings Grant Capital Fund**, pursuant to IC 36-1-3, codified as Article III of Section § 3.45 of the Highland Municipal Code;

WHEREAS, HMC Section 3.45.180 (A)(7) provides that resources from this fund may be used: *“to pay expenses related to the acquisition of real property and improvements by the municipality not already provided for in other funds of the municipality;”*

WHEREAS, HMC Section 3.45.129 (A)(3)(a) provides that sources for the Community Crossing Grant Fund may include: *“Money transferred into and deposited into the fund created by this section, from ..... such other local matching resources lawful for application to a particular project;”*

WHEREAS, IC 8-23-30-3 provides that sources for the *Community Crossing Grant Fund* that are used to serve as a local match for an eligible project funded from the State’s **Local Road and Bridge Matching Grant Fund**, includes (1) **any money** the local unit is authorized to use **for a local road or bridge project**, (2) money received by the local unit as a special distribution of local income taxes under IC 6-3.6-9-17, or money from the local unit’s rainy day fund;

WHEREAS, The Public Works Director has requested and recommended the identified amount on deposit to and appropriated in the *Works Board Department* of the **Corporation General Fund**, be transferred to the Community Crossings Grant Capital Fund to support Highland’s local road and street projects approved in the grant application; and,

WHEREAS, The Town Council now desires to favor the request and recommendation of the Public Works Director and the Clerk-Treasurer, in support of the projects that will be undertaken from the Community Crossings Grant Capital Fund,

NOW, THEREFORE BE IT RESOLVED 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 appropriations are hereby transferred and set apart out of the funds hereinafter named for the purposes herein specified, subject to the laws governing the same, such sums herein transferred unless otherwise stipulated by law;

**Section 2.** That it is now hereby authorized and instructed that the amount of two hundred seventy-four thousand, six hundred eighty-six dollars (\$274,686) be now transferred from the proper appropriation of the **Works Board Department in the Corporation General Fund**, and deposited to the credit of the cash balance in the *Community Crossings Grant Capital Fund* and shown below:

CORPORATION GENERAL FUND

**Works Board Department**

Acct. 001-0011-39999 Local Share Transfer CCMGF:	<u>\$ 274,686.00</u>
<i>Total Series:</i>	\$ 274,686.00

**Section 3.** That, pursuant to the foregoing, the Clerk-Treasurer be authorized and is hereby requested to transfer the amount identified herein;

**Section 4.** That the Clerk-Treasurer as the disbursing and fiscal officer of the Municipality, is hereby instructed, authorized and directed to take such steps as necessary to carry out the purposes of this resolution.

**Section 5.** That the money transferred may be expended from the Community Crossings Grant Capital Fund, for purposes permitted by law, and after its appropriation in the manner set forth in IC 6-1.1-18.

**DULY RESOLVED and ADOPTED** this 13<sup>th</sup> Day of September 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  
BOARD OF WORKS  
ORDER OF THE WORKS BOARD NO. 2021-31**

**WATER WORKS DISTRICT OF HIGHLAND  
BOARD OF WATER WORKS DIRECTORS  
RESOLUTION NO. 2021-23**

**SANITARY DISTRICT OF HIGHLAND  
BOARD OF SANITARY COMMISSIONERS  
RESOLUTION NO. 2021-24**

**A JOINT RESOLUTION OF THE BOARD OF WORKS, WATER WORKS BOARD, AND THE  
SANITARY BOARD ACCEPTING AND APPROVING A PROPOSAL FROM NIES  
ENGINEERING, INC. FOR PROFESSIONAL CONSTRUCTION ENGINEERING SERVICES  
FOR THE 3500 BLOCK OF JEWETT AVENUE WATER MAIN REPLACEMENT AND  
STREET IMPROVEMENT PROJECT IN THE TOTAL AMOUNT OF \$54,500.00**

**Whereas**, The Town of Highland, through its Town Council, which is the Works Board of the Municipality pursuant to I.C. 36-1-2-24(3), has determined that a need exists to make certain public improvements and repairs to roadway infrastructure on the 3500 Block of Jewett Avenue, including pavement, curb and gutter, sidewalk, driveway aprons and parkway trees and have hereto approved a project to be described as the 3500 Block of Jewett Avenue Water Main Replacement and Street Improvement Project (Project); and

**Whereas**, the Water Works District of Highland (WW District) is governed by its Board of Water Works Directors, pursuant to the provisions of IC 8-1.5-4 et seq.; and

**Whereas**, IC 8-1.5-4-4 specifically provides that the Board of Water Works Directors shall manage and control all works of the water works and may purchase, acquire, construct, reconstruct, operate, repair and maintain all water works; and

**Whereas**, The WW District, through its Board of Directors, has determined the need to replace and upsize the existing water lines within the Project boundaries, as described herein, in order to improve water flow and water quality; has determined that it would be in the best interest of the utility to coordinate the work with the Project; and have agreed to fund its share of the construction costs and engineering services necessary to complete the work; and

**Whereas**, The Sanitary District of Highland (SD District) is governed by its Board of Sanitary Commissioners, pursuant to the provisions of IC 36-9-25 et seq.; and

**Whereas**, IC 36-9-25-9 specifically provides that the Board of Sanitary Commissioners shall manage and control all works of the district and may purchase, acquire, construct, reconstruct, operate, repair and maintain all sewage works; and

Whereas, The Project scope includes the repair and replacement of certain storm water facilities, which are the responsibility of SD District and have agreed to fund its share of the construction costs and engineering services necessary to complete the work; and

Whereas, The Works Board, Water Works Board, and Sanitary Board have heretofore determined a need to engage Professional Construction Engineering Services in order to implement the Project, and

Whereas, NIES Engineering, Inc., (Consultant) has offered and presented an agreement to provide and furnish Professional Construction Engineering Services in consideration for fees to be charged and billed monthly based upon a lump sum of the value of the services completed, in an amount not to exceed Fifty-four Thousand Five Hundred Dollars (\$54,500.00) allocated in proportional shares equivalent to the percentage of construction work being completed for each agency; and

Whereas, The Town of Highland, through its Board of Works, now desires to accept and approve the agreement for services as herein described; and

Whereas, The Water Works District of Highland, through its Board of Directors, now desires to accept and approve the agreement for services as herein described; and

Whereas, The Sanitary District of Highland, through its Board of Commissioners, now desires to accept and approve the agreement for services as herein described; and

Whereas, There are sufficient and available appropriation balances on hand to support the payments under the agreement, pursuant to IC 5-22-17-3(e); and

Now, Therefore Be it Resolved by the Board of Works for the Town of Highland, Board of Directors of the Highland Water Works District, and the Board of Commissioners of the Highland Sanitary District; Lake County, Indiana and, as follows:

1. That the Professional Construction Engineering Services Proposal (incorporated by reference and made a part of this resolution) from NIES Engineering, Inc. for the 3500 Block of Jewett Avenue Water Main Replacement and Street Improvement Project is hereby approved, adopted and ratified in each and every respect;
2. That the terms and charges under the agreement for Construction engineering services in the not-to-exceed amount of Fifty-four Thousand Five Hundred Dollars (\$54,500.00) allocated in the amount as follows:
  - a. Thirty Thousand Dollars and no Cents (\$30,000.00) to the Town of Highland Board of Works is found to be reasonable and fair;
  - b. Eighteen Thousand Dollars and no Cents (\$18,000.00) to the Water Works District of Highland is found to be reasonable and fair;
  - c. Six Thousand Five Hundred Dollars and no Cents (\$6,500.00) to the Sanitary District of Highland is found to be reasonable and fair
3. That the Town Council, which is the Works Board of the municipality; the Water Works District of Highland through its Board of Directors; and the Sanitary District of Highland through its Board of Commissioners believes that NIES Engineering, Inc. has demonstrated professional competence and qualifications to perform the particular professional engineering services called for in the Agreement and associated project, pursuant to I.C. 5-16-11.1-5;

4. That the Public Works Director, acting also as Water Works District Superintendent and Sanitary District Superintendent, is authorized to execute the agreement and all documents necessary to implement the Project.

Duly Adopted, Resolved and Ordered by the Highland Town Council, Lake County, Indiana, this 30<sup>th</sup> day of August, 2021. Having been passed by a vote of \_\_\_\_\_ in favor and \_\_\_\_\_ opposed.

BOARD OF WORKS OF THE TOWN OF  
HIGHLAND, INDIANA

\_\_\_\_\_  
Roger Sheeman (IC 36-5-2-10)

Attest:

\_\_\_\_\_  
Michael W. Griffin, Clerk-Treasurer (IC 33-16-4-1; IC 36-5-6-5)

Duly Adopted, Resolved and Ordered by the Highland Water Works District, Board of Directors, Lake County, Indiana, this 26<sup>th</sup> day of August, 2021. Having been passed by a vote of 5 in favor and 0 opposed.

HIGHLAND WATER WORKS  
BY ITS BOARD OF DIRECTORS:

George A. Smith  
George A. Smith, President

Attest:

Richard E. Volbrecht, Jr.  
Richard E. Volbrecht, Jr., Secretary

Duly Adopted, Resolved and Ordered by the Highland Sanitary District, Board of Commissioners, Lake County, Indiana, this 17<sup>th</sup> day of August, 2021. Having been passed by a vote of 5 in favor and 0 opposed.

HIGHLAND SANITARY DISTRICT  
BY ITS BOARD OF COMMISSIONERS:

Richard Garcia  
Richard Garcia, President

Attest:

David Jones  
David Jones, Secretary



August 12, 2021

Mr. Roger Sheeman, President  
Highland Board of Works  
Mr. George A. Smith, President  
Highland Water Works Board of Directors  
Mr. Rich Garcia, President  
Highland Board of Sanitary Commissioners  
3333 Ridge Road  
Highland, IN 46322

RE: Proposal for Professional Engineering Services During Construction  
3500 Block of Jewett Avenue Water Main Replacement and Street Improvement Project

Dear Presidents Sheeman, Smith, and Garcia:

Thank you for the opportunity to present this proposal for professional engineering services during construction for the "3500 Block of Jewett Avenue Water Main Replacement and Street Improvement Project". This project would provide water main replacement and street improvements along the 3500 Block of Jewett Avenue. As part of the project, the existing deteriorated, dead end 3-inch diameter water main would be replaced with a new, looped 8-inch diameter water main to provide increased flow and fire protection. In addition, the project would provide a complete street reconstruction, including new full depth asphalt pavement, new curb and gutter, new catch basins connected to the existing storm sewer, new driveway aprons, new/replacement sidewalk, and parkway trees. As a joint project between the Highland Water Works Board, the Highland Board of Works and the Highland Sanitary Board, it is our understanding that all water main replacement work would be funded by the Water Works Board, all storm sewer lateral work would be funded by the Sanitary Board and all remaining street improvements would be funded by Town funds, augmented by homeowner contributions as part of a proposed assessment district for sidewalk and curb. The low bid for this joint project is \$568,658.00, of which \$185,676.04 is estimated for water main replacement, \$61,695.38 is estimated for storm sewer lateral work and \$321,286.58 is estimated for the remaining improvements, as detailed in Table 1.

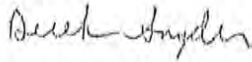
Our proposal is based on providing engineering services during construction, including preparation and review of legal documentation, shop drawing review, regular daily field inspection, pay request review, change order preparation, punch list follow-up and coordination of Contractor's record drawings. We propose to provide engineering services during construction for a not-to-exceed fee of \$54,500.00, divided as follows: \$30,000.00 to the Board of Works, \$18,000.00 to the Water Works Board and \$6,500.00 to the Sanitary Board.

We propose to provide engineering services based on the hourly billing rates presented in Table 2. Direct expenses such as reproduction and similar items will be billed at actual cost. Mileage will be billed at the current IRS approved rate. Billings will not exceed the budget without your prior authorization. The attached "Standard Conditions for Professional Engineering Services" is included by reference.

mail@niesengineering.com  
♦  
www.niesengineering.com

Again, thank you for the opportunity to present this proposal. Your signatures below and return of one copy of this proposal to our office will constitute your acceptance and our notice to proceed.

Yours very truly,  
NIES Engineering, Inc.



Derek R. Snyder, P.E.  
Principal

HIGHLAND BOARD OF WORKS  
(Engineering Fee Authorized: \$30,000.00)

Accepted By: \_\_\_\_\_

Date: \_\_\_\_\_



HIGHLAND WATER WORKS BOARD OF DIRECTORS  
(Engineering Fee Authorized: \$18,000.00)

Accepted By: George Smith

Date: August 26, 2021

HIGHLAND BOARD OF SANITARY COMMISSIONERS  
(Engineering Fee Authorized: \$6,500.00)

Accepted By: Ronald Griffin

Date: 8/17/2021

cc: Highland Board of Works  
Highland Water Works Board of Directors  
Highland Board of Sanitary Commissioners  
Mr. Mark Knesek  
Mr. Michael Griffin

Table 1  
 3500 Block of Jewett Avenue  
 Water Main and Street Improvement Project  
 Preliminary Breakdown of Low Bid by Board

Item	Description	Bids Received on August 12, 2021 at 10:00 AM			Dyer Construction Co., Inc.			Preliminary Breakdown of Quantities (By Board)			Preliminary Breakdown of Costs (By Board)		
		Quantity	Units	Amount	Unit Price	Amount	Board of Works	Water Works Bd.	Salinity Board	Board of Works	Water Works Bd.	Salinity Board	
1	Mobilization and Demobilization	1	LS	\$ 34,000.00	\$ 34,000.00	\$ 34,000.00	0.60			\$ 20,400.00	\$ 13,600.00	\$ -	
2	Maintenance of Traffic	1	LS	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	0.60			\$ 1,500.00	\$ 1,000.00	\$ -	
3	Produce Pre-Construction Video	1	LS	\$ 1,475.00	\$ 1,475.00	\$ 1,475.00	0.60			\$ 885.00	\$ 590.00	\$ -	
4	Remove and Dispose Existing Tree, 18-inch Pay Dia., Including Stump Grinding	1	EA	\$ 500.00	\$ 500.00	\$ 500.00	1			\$ 500.00	\$ -	\$ -	
5	Remove and Dispose Existing Tree, 30-inch Pay Dia., Including Stump Grinding	1,500	EA	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	1			\$ 1,200.00	\$ -	\$ -	
6	Asphalt Pavement Removal, 4-inch Depth Typ.	690	SY	\$ 10.76	\$ 7,424.40	\$ 7,424.40	690			\$ 7,424.40	\$ -	\$ -	
7	Sidewalk or Driveway, Concrete or Asphalt, Remove	60	LF	\$ 10.34	\$ 620.40	\$ 620.40	60			\$ 620.40	\$ -	\$ -	
8	Curb and Gutter, Concrete, Remove	6	EA	\$ 493.55	\$ 2,961.30	\$ 2,961.30	4			\$ 1,974.20	\$ -	\$ -	
9	Storm Sewer Structure, Remove	69	LF	\$ 36.78	\$ 2,537.82	\$ 2,537.82	69			\$ 2,537.82	\$ -	\$ -	
10	Storm Sewer Pipe, Remove	640	LF	\$ 14.65	\$ 9,376.00	\$ 9,376.00				\$ -	\$ -	\$ -	
11	Storm Sewer Pipe, Remove or Abandon with Flowable Fill, Including Lateral Investigation	1,010	CY	\$ 29.05	\$ 29,340.50	\$ 29,340.50	1,010			\$ 29,340.50	\$ -	\$ -	
12	Excavation, Undersized	625	LF	\$ 123.00	\$ 76,875.00	\$ 76,875.00				\$ -	\$ -	\$ -	
13	8-inch Dia. PC 350 Ductile Iron Pipe with Y-Bio Polyethylene Encasement	10	LF	\$ 261.05	\$ 2,610.50	\$ 2,610.50				\$ -	\$ -	\$ -	
14	10-inch Dia. PC 350 Ductile Iron Pipe with Y-Bio Polyethylene Encasement	3	EA	\$ 2,713.56	\$ 8,140.68	\$ 8,140.68				\$ -	\$ -	\$ -	
15	8-inch Dia. AWWA C515 Gate Valve with Valve Box	2	EA	\$ 3,475.29	\$ 6,950.58	\$ 6,950.58				\$ -	\$ -	\$ -	
16	10-inch Dia. AWWA C515 Gate Valve with Valve Box	330	LB	\$ 16.43	\$ 5,421.90	\$ 5,421.90				\$ -	\$ -	\$ -	
17	Ductile Iron Mechanical Joint Compact Fittings	1	EA	\$ 7,982.43	\$ 7,982.43	\$ 7,982.43				\$ -	\$ -	\$ -	
18	Fire Hydrant Assembly and Auxiliary Valve with Valve Box	1	EA	\$ 7,982.43	\$ 7,982.43	\$ 7,982.43				\$ -	\$ -	\$ -	
19	1-inch Dia. Water Service Sets	18	EA	\$ 1,357.08	\$ 24,427.44	\$ 24,427.44				\$ -	\$ -	\$ -	
20	1-inch Dia. Type K Copper Water Service Line	676	LF	\$ 54.91	\$ 37,119.16	\$ 37,119.16				\$ -	\$ -	\$ -	
21	6-inch Dia. Storm Lateral Tap, Including Core Drilling Existing Sewer, Insert-a-Tree, All Required Fittings and Fernco to Existing Lateral	12	EA	\$ 894.33	\$ 10,731.96	\$ 10,731.96				\$ -	\$ -	\$ -	
22	6-inch Dia. Storm Lateral, SDR 35 PVC, Including Removal of Existing Lateral	384	LF	\$ 105.73	\$ 40,600.32	\$ 40,600.32				\$ -	\$ -	\$ -	
23	12-inch Dia. Storm Sewer, SDR 35 PVC	73	LF	\$ 84.37	\$ 6,189.01	\$ 6,189.01	73			\$ 6,189.01	\$ -	\$ -	
24	12-inch Dia. Storm Lateral, AWWA C900, DR 25 PVC	28	LF	\$ 107.52	\$ 3,010.56	\$ 3,010.56	28			\$ 3,010.56	\$ -	\$ -	
25	Storm Catch Basin, Including Casting	4	EA	\$ 3,120.56	\$ 12,482.24	\$ 12,482.24	4			\$ 12,482.24	\$ -	\$ -	
26	Curb and Gutter, Concrete	1,269	LF	\$ 30.58	\$ 38,806.02	\$ 38,806.02	1,269			\$ 38,806.02	\$ -	\$ -	
27	Sidewalk, Concrete, 4 in.	650	SY	\$ 66.71	\$ 43,361.50	\$ 43,361.50	650			\$ 43,361.50	\$ -	\$ -	
28	Sidewalk or Driveway, Concrete, 5 in.	250	SY	\$ 69.64	\$ 17,410.00	\$ 17,410.00	250			\$ 17,410.00	\$ -	\$ -	
29	Curb Ramp, Concrete	9	SY	\$ 183.80	\$ 1,652.40	\$ 1,652.40	9			\$ 1,652.40	\$ -	\$ -	
30	Tri-Axial Geogrid	2,920	SY	\$ 6.51	\$ 19,008.20	\$ 19,008.20	2,920			\$ 19,008.20	\$ -	\$ -	
31	INDOT #53 Compacted Limestone Aggregate Base Course	1,110	TON	\$ 29.72	\$ 32,989.20	\$ 32,989.20	1,110			\$ 32,989.20	\$ -	\$ -	
32	Furnish and Adjust New Storm Manhole Casting to Grade	2	EA	\$ 1,127.25	\$ 2,254.50	\$ 2,254.50	2			\$ 2,254.50	\$ -	\$ -	
33	HMA Intermediate Course, 19.0mm, 2.5-inch Minimum Thickness	300	TON	\$ 67.09	\$ 20,127.00	\$ 20,127.00	300			\$ 20,127.00	\$ -	\$ -	
34	Track Coat Between HMA Courses, 0.10 Gal/SY	2,160	SY	\$ 0.42	\$ 907.20	\$ 907.20	2,160			\$ 907.20	\$ -	\$ -	
35	HMA Surface Course, 9.5mm, 1.5-inch Minimum Thickness	180	TON	\$ 78.23	\$ 14,081.40	\$ 14,081.40	180			\$ 14,081.40	\$ -	\$ -	
36	Replacement Tree, 1.5-inch Min. Caliper	7	EA	\$ 575.00	\$ 4,025.00	\$ 4,025.00	7			\$ 4,025.00	\$ -	\$ -	
37	4-inch Topsoil and Sod for Grass Restoration, Including Maintenance Watering	1,390	SY	\$ 15.25	\$ 21,197.50	\$ 21,197.50	1,390			\$ 21,197.50	\$ -	\$ -	
38	Erosion and Sedimentation Control	1	LS	\$ 2,395.88	\$ 2,395.88	\$ 2,395.88	0.60			\$ 1,437.53	\$ 958.35	\$ -	
39	Excavation and Backfill of Unsuitable Subgrade, Including Disposal and INDOT #2 Limestone (No Slag) Aggregate, as Authorized by Engineer	100	CY	\$ 106.88	\$ 10,688.00	\$ 10,688.00	100			\$ 10,688.00	\$ -	\$ -	
					Total Base Bid	\$ 568,659.00				\$ 321,286.56	\$ 195,676.04	\$ 61,696.59	



Table 2

2021 NIES Engineering Personnel Hourly Rates

Classification	Hourly Rate	
	From	To
Intern	\$39.00	\$46.00
Clerical	\$49.00	\$57.00
Senior Clerical	\$58.00	\$67.00
Administrative Assistant	\$67.00	\$78.00
Senior Administrative Assistant	\$77.00	\$90.00
Technician Level 1	\$65.00	\$76.00
Technician Level 2	\$77.00	\$90.00
Technician Level 3	\$89.00	\$105.00
Technician Level 4	\$100.00	\$118.00
Technician Level 5	\$108.00	\$126.00
Technician Level 6	\$118.00	\$138.00
Engineer Level 1	\$87.00	\$102.00
Engineer Level 2	\$102.00	\$120.00
Engineer Level 3	\$121.00	\$121.00
Engineer Level 4	\$133.00	\$133.00
Engineer Level 5	\$148.00	\$148.00
Project Manager	\$128.00	\$128.00
Senior Project Manager	\$200.00	\$200.00
Principal Level 1	\$145.00	\$145.00
Principal Level 2	\$149.00	\$149.00
Senior Principal	\$202.00	\$202.00

## STANDARD CONDITIONS FOR PROFESSIONAL ENGINEERING SERVICES

The term "NIES Engineering" used in these terms and conditions is defined as: NIES Engineering, Incorporated of 2421 173<sup>rd</sup> Street, Hammond, Indiana 46323; its officers, partners, employees, sub-consultants and sub-contractors.

### 1. REIMBURSABLE EXPENSES:

1.1 Reimbursable expenses are defined as follows and shall be invoiced at direct cost:

- Reproduction of documents.
- Shipping and mailing expenses.
- Any other disbursements, application fees, etc., made on behalf of the Owner.

### 2. INDEMNIFICATION:

- 2.1 The OWNER agrees to hold harmless and indemnify NIES Engineering for and against all claims, damages, awards and costs of defense arising out of delays in NIES Engineering's performance resulting from events beyond the NIES Engineering's control.
- 2.2 Whereas construction job-site safety conditions are the sole responsibility of the Construction Contractor, the OWNER agrees to hold harmless and indemnify NIES Engineering for and against all claims, damages, awards and costs of defense arising out of claims related to Construction job-site safety.
- 2.3 The OWNER agrees to stipulate within the Contract Documents that the Contractor shall purchase and maintain, during the course of construction, "all-risk" builder's risk insurance which names the Contractor, the Owner's agents, and NIES Engineering as additional insureds.
- 2.4 It is understood and agreed that if NIES Engineering's Basic Services under this Agreement do not include project observation or review of the Contractor's performance or any other construction phase services, that such services will be provided for by the Client. If said services are provided for by the Client, then the Client assumes all responsibility for interpretation of the Contract Documents and for construction observation and supervision and waives any claims against NIES Engineering that may be in any way connected thereto. In addition, the Client agrees, to the fullest extent permitted by law, to indemnify and hold NIES Engineering harmless from any loss, claim or cost, including reasonable attorneys' fees and costs of defense, arising or resulting from the performance of such services by other persons or entities and from any and all claims arising from modifications, clarifications, interpretations, adjustments or changes made to the Contract Documents to reflect changed field or other conditions, except for claims arising from the sole negligence or willful misconduct of NIES Engineering.

### 3. TERMINATION:

- 3.1 This agreement between OWNER and NIES Engineering may be terminated by either party upon seven days, written notice in the event of substantial failure of performance of the material terms and conditions of this agreement by the other party through no fault of the terminating party.
- 3.2 If this agreement is terminated during the course of performance of the services, NIES Engineering shall be paid for the services performed during the period prior to the effective date of termination of the agreement.
- 3.3 If, prior to termination of this agreement, any services designed or specified by NIES Engineering during any phase of the service is suspended in whole or in part for more than three months or abandoned after written notice from the OWNER, NIES Engineering shall be paid for such services performed prior to receipt of such notice.

### 4. BILLING/PAYMENTS:

- 4.1 NIES Engineering reserves the right to adjust billing rates periodically as salary rates are adjusted and to use the most up-to-date billing rates in preparing project invoicing.

### 5. REUSE OF DOCUMENTS:

- 5.1 All reports, schedules, drawings, specifications of services of NIES Engineering for this project are instruments of services for this project only and shall remain the property of NIES Engineering until the OWNER has compensated NIES Engineering in full for services rendered pursuant to the AGREEMENT. Upon final payment for services and for each separately accepted and authorized proposal for additional services, ownership of instruments of service shall be vested in the OWNER. NIES Engineering, however, may retain record copies of all such instruments of service and may use such for NIES Engineering's exclusive purposes.
- 5.2 Any reuse of reports, schedules, drawings, specifications of services of NIES Engineering for this project without written verification or adaptation by NIES Engineering for the specific purpose intended will be at OWNER's sole risk and without liability or legal exposure to NIES Engineering, or to NIES Engineering's independent professional associates or consultants, and OWNER shall indemnify and hold harmless NIES Engineering and NIES Engineering's independent professional associates and consultants from all claims, damages, losses and expenses including attorney's fees arising out of or resulting therefrom. Any such verification or adaptation will entitle NIES Engineering to further compensation at rates to be agreed upon by OWNER and NIES Engineering.

**6. OPINIONS OF PROJECT COST, CONSTRUCTION AND OPERATION AND MAINTENANCE:**

6.1 Since NIES Engineering has no control over the cost of labor, materials, equipment or services furnished by others, or over the Contractor methods of determining prices, or over competitive bidding or market conditions, NIES Engineering's opinions of probable Construction Cost are to be made on the basis of NIES Engineering's experience and qualifications and represent NIES Engineering's best judgment as an experienced and qualified professional engineer, familiar with the construction industry; but NIES Engineering cannot and does not guarantee that proposals, bids or actual Construction Cost will not vary from opinions of probable cost prepared by NIES Engineering. Similarly, opinions of Project Cost and Annual Operation and Maintenance Cost cannot be guaranteed because they depend upon numerous factors beyond NIES Engineering's control.

**7. MEDIATION:**

7.1 In addition to and prior to arbitration, the parties shall endeavor to settle disputes by mediation in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect unless the parties mutually agree otherwise. Demand for mediation shall be filed in writing with the other party to this Agreement and with the American Arbitration Association. A demand for mediation shall be made within a reasonable time after the claim; dispute or other matter in question has arisen. In no event shall the demand for mediation be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of limitations.

**8. FIDUCIARY RESPONSIBILITY:**

8.1 CLIENT confirms that NIES Engineering has not offered any fiduciary service to client and no fiduciary responsibility shall be owed to client by NIES Engineering as a consequence of NIES Engineering's entering into this agreement with client.

**9. HAZARDOUS MATERIALS:**

9.1 As used in this Agreement, the term hazardous materials shall mean any substances, including but not limited to asbestos, toxic or hazardous waste, PCBs, combustible gases and materials, petroleum or radioactive materials (as such of these is defined in applicable federal statutes) or any other substances under any conditions and in such quantities as would pose a substantial danger to persons or property exposed to such substances at or near the Project site.

9.2 Both parties acknowledge that the NIES Engineering's scope of services does not include any services related to the presence of any hazardous or toxic materials. In the event NIES Engineering or any other party encounters any hazardous or toxic materials, or should it become known to NIES Engineering that such materials may be present on or about the jobsite or any adjacent areas that may affect the performance of NIES Engineering's services, NIES Engineering may, at its option and without liability for consequential or any other damages, suspend performance of its services under this Agreement until the Client retains appropriate engineers or contractors to identify and abate or remove the hazardous or toxic materials and warrants that the jobsite is in full compliance with all applicable laws and regulations.

9.3 The Client agrees, notwithstanding any other provision of this Agreement, to the fullest extent by law, to indemnify and hold harmless NIES Engineering from and against any and all claims, suits, demands, liabilities, losses, damages or costs, including attorneys' fees and defense costs arising out of or in any way connected with the detection, presence, handling, removal, abatement, or disposal of any asbestos or hazardous or toxic substances, products or materials that exist on, about or adjacent to the Project site, whether liability arises under breach of contract or warranty, tort, including negligence, strict liability or statutory liability or any other cause of action, except for the sole negligence or willful misconduct of NIES Engineering.

**10. CONSEQUENTIAL DAMAGES**

10.1 Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, neither the Owner or NIES Engineering, their respective officers, directors, partners, employees, contractors or subconsultants shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of or connected in any way to the Project or to this Agreement. This mutual waiver of consequential damages shall include, but is not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation and any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract and breach of strict or implied warranty. Both the Owner and NIES Engineering shall require similar waivers of consequential damages protecting all the entities or persons named herein in all contracts and subcontracts with others involved in this project.

**11. SEVERABILITY:**

11.1 If any clause or provision of this Agreement shall be held to be invalid in whole or in part, then the remaining clauses and provisions or portions thereof shall nevertheless be and remain in full force and effect.

END OF TERMS AND CONDITIONS

NIES-2021-B-IN

**Town of Highland  
Board of Works  
Order of the Works Board 2021-33**

**AN ORDER OF THE WORKS BOARD ACCEPTING THE MEMORANDUM OF UNDERSTANDING AND AGREEMENT REGARDING THE ASSOCIATION OF INDIANA COUNTIES TAX REFUND EXCHANGE AND COMPLIANCE SYSTEM (TREC) IN ORDER TO PROTECT AGAINST NON COLLECTION OF UNPAID WATER SERVICES.**

**Whereas**, The Town of Highland, as part of its exercise of public powers has established a department of waterworks organized under IC 8-1.5-4 et seq.;

**Whereas**, IC 8-1.5-3-8(j) made changes limiting the ability of the municipal water utility to require the co signature of a property owner and mandating that the responsibility for the payment of any user charges by a person occupying the property when that person is not the property owner ;

**Whereas**, Association of Indiana Counties has consented to serve as a “clearinghouse” for counties and municipal governments and facilitate participation in the state’s debtor identification program for persons who refuse to satisfy an unpaid utility bill and under the authority of IC 6-8.1-9.5 et seq., to enlist the Indiana Department of Revenue to intercept unpaid fees from Indiana tax refunds;

**Whereas**, This memorandum of understanding requires the approval of the municipal legislative body in order to allow the municipal water department to participate in this program to limit losses especially owing to the changes described in IC 8-1.5-3-8(j);and,

**Whereas**, The Town Council now desires to approve, authorize and allow the approval of the memorandum of understanding according 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, as follows:

**Section 1.** That the memorandum of understanding/agreement for the Association of Indiana Counties Tax Refund Exchange and Compliance System (TRECS) is hereby approved in all respects;

**Section 2.** That the clearinghouse fees for performance of the services identified as a local collection assistance fee for each delinquent debt submitted to the Indiana Department of Revenue and collected through set off, is found to be reasonable and fair;

**Section 3.** That the Town Council finds and determines that the manner of purchase for these professional services owing to their unique requirements and character as a service, are both reasonable and appropriate, pursuant to Section 3.05.090 of the HMC and IC 5-22-6;

**Section 4.** That the proper officers of the municipality are hereby authorized to identify the proper funds of the municipality that may be lawfully expended in order to support and implement the purchase of these services.

**Be it so Ordered.**

**DULY, PASSED and ORDERED** by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 13<sup>th</sup> day of September 2021 having 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)

**MEMORANDUM OF UNDERSTANDING AND AGREEMENT  
ASSOCIATION OF INDIANA COUNTIES TAX REFUND EXCHANGE AND COMPLIANCE  
SYSTEM**

This **MEMORANDUM OF UNDERSTANDING AND AGREEMENT** ("Agreement") is entered into this 13 day of September, 2021, by and between the Governing Body of the Unit of Local Government of

Town of Highland, Lake County, IN ("Claimant Agency") and the Association of Indiana Counties, Inc., acting as the Indiana Local Government Debt Setoff Clearinghouse ("Clearinghouse").

**RECITALS**

**WHEREAS**, The Indiana Code IC 6-8.1-9.5, (the "Code"), authorizes the Indiana Department of Revenue ("Department") and claimant agencies (as defined in the Code) to cooperate in identifying debtors (as defined in the Code) and obtaining the setoff of tax refunds to satisfy, in whole or in part, a debt (as defined in the Code) owed to a Claimant Agency; and

**WHEREAS**, The Code establishes a procedure by which an Indiana nonprofit that represents units of local government exclusively in Indiana may establish a clearinghouse to: (i) compile and consolidate debts owed to claimant agencies in a format that is consistent with the Department's requirements for the setoff of tax refunds under the Code; (ii) act as an intermediary on behalf of a Claimant Agency with respect to the Department for purposes of the Code; and (iii) submit an application for the setoff of tax refunds with the Department on behalf of a Claimant Agency under the Code; and

**WHEREAS**, The Code provides that the Department may enter into a contract with the Clearinghouse to establish the debt setoff program under the Code (the "Program"); and

**WHEREAS**, Pursuant to the Code, the Clearinghouse has registered with Department to submit delinquent debts on behalf of a local agency and has thereby become authorized to submit delinquent debts on behalf of claimant agencies under the Code; and

**WHEREAS**, Claimant Agency is a local unit of government authorized to submit a debt owed to it to the Clearinghouse pursuant to the Code; and

**WHEREAS**, Claimant Agency desires to enter into this Agreement with Clearinghouse in order to participate in the Program in order to increase the collection rate of debts owed to Claimant Agency; and

**WHEREAS**, Clearinghouse has agreed to submit debts on behalf of Claimant Agency pursuant to the Program:

**NOW THEREFORE**, in consideration of the mutual covenants and agreements, terms and conditions contained herein, Claimant Agency and Clearinghouse mutually agree as follows:

**I. TERM/TERMINATION**. The Code authorizes Department and Clearinghouse to implement the Program effective as of January 1, 2018. This Agreement shall be become

a legally binding agreement between Claimant Agency and Clearinghouse. This Agreement shall remain and continue in full force and effect from year to year unless modified or terminated in writing by either party upon ninety (90) days written notice to the other party. Upon termination of this Agreement all sums due and owing from either party to the other shall remain a lawful obligation of the party and be due and payable. Clearinghouse will erase all claimant data files from its debt setoff system upon termination.

## **II. REPRESENTATIONS AND OBLIGATIONS OF CLAIMANT AGENCY**

- A. Claimant Agency hereby designates, appoints, and authorizes Clearinghouse to process delinquent debts to be submitted to Department. For purposes of the Program, "Delinquent Debt" means:
- (i) a single account or monetary obligation which is at least twenty-five dollars (\$25.00) owed by a debtor to a Claimant Agency; or,
  - (ii) any group of accounts or monetary obligations, that, when combined, total at least twenty-five dollars (\$25.00), owed by the same debtor to a Claimant Agency.

Each account or monetary obligation may have accrued through contract, subrogation, tort, operation of law, or any other legal theory regardless of whether there is an outstanding judgment for the sum.

- B. Claimant Agency shall comply with any and all applicable provisions of Indiana Code prior to the submission of a debt to Clearinghouse for setoff.
- C. Claimant Agency shall, upon execution of this Agreement, file a participation form with Clearinghouse designating a debt setoff coordinator and a debt setoff contact. Such participation form shall be updated on an annual basis and at any time there is a change in the information provided thereon. Clearinghouse shall administratively provide participation forms, as needed, for use by Claimant Agency. The debt setoff coordinator shall be the designated local government employee authorized to receive notices and communication from Clearinghouse to insure that the requirements of this Agreement and the requirements of the Code are met. The debt setoff coordinator shall supply Clearinghouse with any and all information that in the opinion of Clearinghouse is necessary for the proper implementation of this Agreement. The debt setoff contact will receive all referrals from debtors.
- D. Claimant Agency shall use a file format specified by Clearinghouse to prepare debt files and adjustments to debt files that Claimant Agency certifies to Clearinghouse are owed to Claimant Agency and that Claimant Agency desires to have Clearinghouse submit to Department. The Clearinghouse shall timely notify the Claimant Agency of any changes to the file format and the Claimant Agency covenants and agrees that it shall immediately implement any changes required by Clearinghouse. Clearinghouse will establish capability of date and time stamping submitted debt files for priority setting.

- E. Claimant Agency shall transmit a debt file to Clearinghouse in a method and format acceptable to the Clearinghouse. The Claimant Agency shall make every effort to submit a file to Clearinghouse the week of January 4.
- F. Claimant Agency shall, after a debt file has been submitted to Clearinghouse, advise Clearinghouse of any debtor repayment or protests and instructions to delete or reduce a delinquent debt by submitting a new debt file. If Claimant Agency accepts full or partial payment against a debt file that has been submitted to Clearinghouse and sufficient notice is not provided to Clearinghouse to make a timely change to debt file reflecting the payment, Claimant Agency is responsible to refund any resulting fee that may be due to debtor. If Claimant Agency erroneously submits a debt file to the Clearinghouse the claimant agency is responsible for any fees charged the debtor by the Clearinghouse or Department of Revenue.
- G. Upon receipt of notice by the Department under IC 6-8.1-9.5-4 that a tax refund is available, Claimant Agency shall, within fifteen (15) days of the Department's notice provide debtor with the notice required under IC 6-8.1-9.5-5 and, if properly contested by the debtor, provide the debtor with the hearing required under IC 6-8.1-9.5-7(b)

### **III. REPRESENTATIONS AND OBLIGATIONS OF CLEARINGHOUSE**

- A. Clearinghouse shall, upon receipt of Claimant Agency's debt file, compile the information and submit the data to the Department.
- B. Clearinghouse shall make access to Internet-based functionality available to Claimant Agency through which Claimant Agency shall submit debt files.
- C. Clearinghouse shall direct that funds received from Department will be remitted to Claimant Agency within a reasonable time from the date of receipt from Department. Thereafter, Clearinghouse will provide the Claimant Agency an accounting of funds collected which will include the name of the debtor and the amount of the debt setoff by debt unique identification number.
- D. Clearinghouse will provide a toll free telephone number for use by Claimant Agency to receive technical support and provide information on the use of the Clearinghouse internet-based functionality and the processing of debts for submission to Department. Technical support and information shall be available from 8:00 a.m. until 5:00 p.m. (EST), Monday through Friday, excluding holidays. Voicemail and e-mail access shall also be provided as a part of the support/information response system.

### **IV. UNDERSTANDING OF PARTIES**

- A. To recover the costs incurred by Department in collecting debts, the Code authorizes Department to charge the debtor a fee on any funds Department collects for a Claimant Agency. This fee will be added to the amount due when the collection is made and Department will retain the fee once collected. To recover the costs incurred by Claimant Agency in submitting debts for collection, a local collection assistance fee of twenty dollars (\$20.00) is imposed by Clearinghouse on each delinquent debt submitted to Department



and collected through setoff. Department must collect this fee as part of the debt and remit it to Clearinghouse. If Claimant Agency is due a refund of more than twenty-five dollars (\$25.00), Department will establish the tax refund setoff in the amount of the delinquent debt plus its Department fee and the local collection assistance fee. If Department is able to collect only part of a debt through setoff, its fee has priority over the local collection assistance fee and over the remainder of the delinquent debt. The local collection assistance fee has priority over the remainder of the delinquent debt.

- B. The Code establishes that the priority in multiple claims to refunds must be in the order in time that the Clearinghouse submits a claim for collection on behalf of the Claimant Agency. When multiple claims among local claimant agencies are submitted for setoff to Clearinghouse, the claims have priority based on the date and time each claimant agency requested Clearinghouse to submit debts on its behalf. The date and time of submission of the debt file shall constitute the date and time to establish the priority. Clearinghouse shall use submission receipt date and time of original file for priority date and time of specific debt. Additions to a delinquent debt through accrued interest and/or penalties will not change the priority date. Any new delinquent debt for same local Claimant Agency will have a new submission date and time, including new debts for a previously submitted debtor.
- C. Existing submitted delinquent debts may be adjusted upwards for interest and fees, and will retain their original priority order. A later new delinquent debt, even if from the same debtor shall be date stamped by Clearinghouse with the later submission date.
- D. In the event of partial payment of a delinquent debt, Claimant Agency may continue to submit the balance of the debt, if twenty-five dollars (\$25.00) or more, as a part of subsequent data files. If the delinquent debt is reduced to an amount of less than twenty-five dollars (\$25.00), it may be combined with a future delinquent debt submission for the same debtor, and will be treated as a part of the new delinquent debt for purposes of priority and imposition of the local collection assistance fee.
- E. Claimant Agency acknowledges that Claimant Agency is responsible for the notice and hearing requirements of the Code pursuant to IC 6-8.1-9.5. Clearinghouse shall not accept a debt file that is not prepared as specified by Clearinghouse, that has not been certified by Clearinghouse as having complied with the notice and hearing procedures as set forth in the Code pursuant to IC 6-8.1-9.5. Clearinghouse agrees to submit delinquent debts to Department; provided, however Claimant Agency is solely responsible for complying with the Code, specifically including the notice and hearing provisions and other requirements of the Code.
- F. Intercepted funds will be disbursed by Department to Claimant Agency at the direction of Clearinghouse. Claimant Agency shall establish and maintain any necessary accounts to receive intercepted funds as directed by Clearinghouse. Clearinghouse shall timely direct Claimant Agency to establish and maintain such necessary accounts.

**V. COMPENSATION**

- A. Clearinghouse shall receive as compensation for its services the twenty dollars (\$20.00) local collection assistance fee collected by Department on each delinquent debt that is submitted by Clearinghouse and collected through a successful interception. "Successful Interception" occurs when Department matches all or a portion of a debt submitted by Clearinghouse against a State tax refund for interception and payment towards a delinquent debt owed to Claimant Agency.
- B. Claimant Agency authorizes Department to retain and remit the local collection assistance fee to Clearinghouse for each successful debt interception submitted by Claimant Agency. Claimant Agency agrees that Clearinghouse shall retain the local collection assistance fee collected by it in the event Claimant Agency is required, by statute or otherwise, to return to a debtor funds that have been set-off by Department.

**VI. INDEMNIFICATION; REIMBURSEMENT; DISCLAIMER.** Claimant Agency fully understands and warrants to Clearinghouse that by submission of any delinquent debt submitted to Clearinghouse for setoff Claimant Agency has complied with all of the provisions of this Agreement and all of the provisions of the Code that are required prior to submission of a debt for setoff. Claimant Agency shall hold Clearinghouse free and harmless and shall indemnify Clearinghouse against any and all damages, claims, of action, injuries, actions, liability, or proceedings arising from the failure of Claimant Agency to so perform. Claimant Agency shall be responsible for the repayment of any sums received by it, including interest, penalties and court costs, to a debtor in the event a court of competent jurisdiction rules that said repayment is due to a debtor or debtors. Except as expressly stated in this Agreement, Clearinghouse disclaims any representations and warranties that might otherwise be implied in connection with this Agreement and Clearinghouse's services, including, without limitation, any implied warranties of merchantability, fitness for a particular purpose, date accuracy, system integration, and non-infringement.

**VII. NOTICE.** Any notice required to be given under this Agreement shall be sent by certified or registered mail postage prepaid to:

Association of Indiana Counties (Clearinghouse);

Janice Figueroa (Acting Deputy) (debt setoff coordinator)

Town of Highland (Claimant Agency)

3333 Ridge Road, Highland, IN 46322 (Claimant Agency address);

**VIII. ASSIGNMENT; SUBCONTRACTING.** This Agreement is not assignable by either party. To facilitate efficient administration of the Program, Clearinghouse may utilize the services of contractors in connection with Clearinghouse's obligations under this Agreement, provided that Clearinghouse shall remain responsible for any such contractor's acts and omissions in connection with this Agreement as if such acts

and omissions were conducted by Clearinghouse's own personnel. Any contractor personnel authorized to request or receive information relating the Clearinghouse's exchange of data with Department or Claimant Agency for purposes of administering the Program shall be designated, in writing, to Claimant Agency as contemplated herein.

**IX. CONFIDENTIAL INFORMATION; OWNERSHIP RIGHTS.**

- A. In the course of performance of this Agreement, the parties may find it necessary to disclose to the other party certain confidential information ("Confidential Information"). Confidential Information includes, but is not limited to, information relating to the parties' employees, trade secrets, customers, vendors, finances, operations, products, and other business information. Except as otherwise provided by law, the following terms apply to Confidential Information: (i) the receiving party shall treat as confidential and use the same degree of care as it employs in the protection of its own similar confidential information, but in no event less than a reasonable degree of care; and, (ii) the receiving party will only use the information in connection with its business dealings with the disclosing party, and shall disclose information only to employees or contractors having a need to know and who agree to be bound by the terms of this Section, unless otherwise authorized in writing by the disclosing party. Information shall not be subject to these terms if: (i) it is in the public domain at the time of disclosure, or enters the public domain without breach of this Agreement; (ii) it is known to the receiving party prior to the disclosure, or it is independently developed by the receiving party; or (iii) it is obtained by receiving party in good faith from a third party not under obligation of secrecy to the disclosing party. Receiving party will be permitted to disclose that portion of Confidential Information which is the subject of a court or government agency order to disclose, provided the receiving party gives prompt notice to the disclosing party to allow the disclosing party to contest such order. The obligations set forth in this Section survive termination, rescission, non-renewal or expiration of this Agreement
- B. All information, including but not limited to printed, written, oral or computer-formatted information, which Clearinghouse may gain access to during the course of the performance of this Agreement shall be the property of Claimant Agency, shall be held in the strictest confidence, and shall be used solely for the business purposes that are the subject of this Agreement. Clearinghouse shall maintain confidentiality of such information not only during the course of the performance of this Agreement, but following its termination.
- C. Claimant Agency acknowledges that, as between the parties, Clearinghouse owns and retains title to all intellectual property rights embodied in, or practiced by, Clearinghouse in connection with the Program and the proprietary methods utilized by Clearinghouse in performance of its services under this Agreement, and no licenses of such intellectual property rights to Claimant Agency are granted or implied by this Agreement.

**X. MISCELLANEOUS**

- A. This Agreement represents the full and final understanding of the parties with respect to the subject matter described herein and supersedes any and all prior

agreements or understandings, written or oral, express or implied. This Agreement may be modified or amended only by a written statement signed by both parties.

- B. The laws of the State of Indiana shall govern the terms and conditions of this Agreement.
- C. Claimant Agency shall enter into no other contract for similar tax return intercept services with any other entity so long as this Agreement remains in effect.
- D. This Agreement is subject to appropriation.

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed on the day and date first above written, all by authority of their respective governing bodies.

**CLAIMANT AGENCY**

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

\_\_\_\_\_  
Roger Sheeman, President – 5<sup>th</sup> Ward

\_\_\_\_\_  
Bernie Zemen, Vice President - 1<sup>st</sup> Ward

\_\_\_\_\_  
Mark A. Herak – 2<sup>nd</sup> Ward

\_\_\_\_\_  
Mark Schocke – 3<sup>rd</sup> Ward

\_\_\_\_\_  
Thomas Black – 4<sup>th</sup> Ward

Attest:

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

ASSOCIATION OF INDIANA COUNTIES

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David Bottorff, Executive Director

**ATTEST:**

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Ryan Hoff, General Counsel

**THE TOWN OF HIGHLAND**  
**ORDER of the WORKS BOARD NO. 2021-34**

**An Order Authorizing, Approving and Adopting a LICENSE Agreement with The TOWN of HIGHLAND, as Licensor and HELIOS RISING, INCORPORATED, as Licensee, and Approving a Reasonable License fee, Ratifying Actions Previously Taken.**

WHEREAS, THE TOWN OF HIGHLAND, LAKE COUNTY, INDIANA, a municipal corporation organized pursuant to the laws of Indiana (hereinafter sometimes described as Licensor) owns and has title to certain real property located in the Town of Highland, Lake County, Indiana, which is particularly described in an exhibit attached to this order;

WHEREAS, HELIOS RISING INCORPORATED, a private corporation organized pursuant to the laws of Minnesota (hereinafter sometimes described as Licensee) has previously entered into a license agreement for a term certain desires to fix the terms of a license agreement, with similar terms to the one approved by the Town Council August 12, 2019 by Works Board Order No. 2019-23, governing the granting of a license permitting a construction storage yard on premises of the Town of Highland (sometimes herein described as Licensor) as particularly described herein;

WHEREAS, IC 36-8-2-4 provides that a municipality may regulate conduct, or use or possession of property, that might endanger the public health, safety, or welfare;

WHEREAS, IC 36-8-2-10 provides that a municipality may regulate the operation of businesses, crafts, professions, and occupations;

WHEREAS, IC 36-8-2-11 provides that a municipality may regulate solicitation by persons offering goods or services to the public;

WHEREAS, IC 36-7-2-2 provides that a municipality may regulate the use, improvement, and maintenance of real property and the location, condition, and maintenance of structures and other improvements; and

WHEREAS, The Licensor wishes to grant to the Licensee, a license agreement for permitting a construction storage yard on premises of the Licensor as particularly described herein;

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

**Section 1.** That the **Attached License Agreement**, presented by HELIOS RISING INC., CONTRACTING COMPANY, INC., as licensee, to permit a construction storage yard on premises of the Licensor as particularly described herein is hereby approved in each and every respect;

**Section 2.** That the **TERM OF THE LICENSE SHALL BE** for a period of one (1) year as set forth in the licensing agreement set forth herein, and that the

licensee initially shall pay a security deposit in the amount of three thousand dollars (\$3,000) to be deposited with the Town of Highland in its Corporation General Fund and a **monthly** license fee to the Licensor in the amount of three thousand dollars (\$3,000), as provided in the terms of the license agreement **beginning August 27, 2021** for an initial license term of one month, and any holding over by Licensee beyond the expiration of the initial term, shall give rise to a license from month to month and all other provisions of this LICENSE shall continue. Such license from month to month may be terminated by either Licensor or Licensee upon giving thirty (30) days' prior written notice to the other;

**Section 3.** That the Town Council hereby finds and determines that the license fee herein approved is reasonably related to the administrative cost of exercising the regulatory power associated with the licensed activity, pursuant to IC 36-1-3-8(a)(5);

**Section 4.** That pursuant to IC 36-1-4-16, with the passage and adoption of this works board order, any actions taken by an officer regarding this license agreement in advance of this action, are hereby ratified and approved;

**Section 5.** That the proper officer of the municipality be hereby authorized to execute the License Agreement by the officer's signature.

**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 13<sup>th</sup> day of September 2021 having passed by a vote of \_\_\_\_ in favor and \_\_\_\_ opposed.

**TOWN COUNCIL as the Works BOARD 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)

## LICENSE AGREEMENT

THIS LICENSE is made and entered into this day, 2 AUGUST 2019, by and between HELIOS RISING, INC., located at 1205 S. MISSION STREET, Suite 12, W MOUNT PLEASANT, MICHIGAN 48858, hereinafter referred to as "Licensee", and Town of Highland, located at 3333 Ridge Road, Highland, IN 46322, hereinafter referred to as "Licensor".

**WHEREAS**, The Licensee is desirous of using the property located at 8001 Kennedy Avenue (Sharp Athletic Complex Parking Lot), the south 100 feet by 175 feet of the existing parking lot ("the Premises") for an initial term of one (1) month beginning 27<sup>th</sup> AUGUST 2021 for the purposes of construction storage yard and then on a month to month basis thereafter for the sum of \$3,000 per month, and Licensor is willing to license the Premises to Licensee for such purpose. Any holding over by Licensee beyond the expiration of the initial term, shall give rise to a license from month to month and all other provisions of this LICENSE shall continue. Such license from month to month may be terminated by either Licensor or Licensee upon giving thirty days' prior written notice to the other.

**NOW THEREFORE**, for mutual consideration, it is hereby agreed that payment shall be due on the fifth day of each month. The Premises shall be used and licensed for storage of equipment and materials. Notwithstanding the above, the Premises shall not be used for the storage of fuel or other Hazardous Substances, except in the amounts necessary for Licensee's operation of its equipment. For the purposes of this LICENSE, the term "Hazardous Substances" shall mean any material or substance which is regulated by any local, state or federal governmental entity because of its dangerous, hazardous, toxic or flammable characteristics.

Licensee further agrees to indemnify, defend and hold the Licensor harmless from any and all claims for personal injury or property damage that may be brought as a result of the activities of the Licensee on the Premises.

Licensee shall, at its sole cost and expense, comply with all laws, rules, ordinances and regulations of all governing bodies and obtain all necessary permits and licenses as required for the use of the property. Licensee shall provide and coordinate all street use operations as required by the local authorities having jurisdiction.

Licensee shall indemnify, defend and hold Licensor, its agents, employees, and lenders, harmless from and against any and all loss of rents and/or damages, liabilities, judgments, claims, expenses, penalties, and attorneys' and consultants' fees arising out of or involving any Hazardous Substance brought onto the Premises by or for Licensee, or any third party under the control of Licensee. Licensee shall not bear any responsibility, whether for indemnity or under any other legal theory, and Licensor shall indemnify, defend and hold harmless Licensee and its agents, employees and affiliated companies, for any loss, damage, injury, cost or expense arising out of or in any way related to any Hazardous Substance or Hazardous Substance contamination resulting from any negligent act or omission, willful misconduct or breach of this LICENSE by Licensor or its agents and employees, or any Hazardous Substance or Hazardous Substance contamination at, adjacent to or emanating from the Premises which pre- existed the commencement date of this LICENSE or was otherwise not caused by Licensee's use of the Premises.

Licensee shall provide Licensor with a certificate of insurance showing Licensee's commercial general liability insurance coverage in an amount not less than \$2,000,000 and providing that Licensor is an additional insured on the Licensee's policy.

Licensee shall deposit \$3,000 with Licensor upon execution hereof the Security Deposit as security for Lessee's faithful performance of its obligations under this LICENSE. If Licensee fails to pay License fee, or otherwise Defaults under this LICENSE, Licensor may use, apply



or retain all or any portion of said Security Deposit for the payment of any amount already due Licensor, for Rents which will be due in the future, and/ or to reimburse or compensate Licensor for any liability, expense, loss or damage which Licensor may suffer or incur by reason thereof. If Licensor uses or applies all or any portion of the Security Deposit, Licensee shall within 10 days after written request therefor deposit monies with Licensor sufficient to restore said Security Deposit to the full amount required by this LICENSE. Within 30 days after the expiration or termination of this LICENSE, Licensor shall return that portion of the Security Deposit not used or applied by Licensor. No part of the Security Deposit shall be considered to be held in trust, to bear interest or to be prepayment for any monies to be paid by Licensee under this LICENSE.

The Premises have been inspected and are accepted by Licensor and Licensee in their present condition. Licensee shall, at its own expense and at all times, keep the premises neat, clean and in acceptable condition. Licensee agrees to leave the Premises in as clean a condition, or cleaner, than Licensee finds it. Any repairs to Premises, including without limit repairs to the fences, driveway access and landscape to the extent caused by Licensee will be the sole responsibility of Licensee and shall be completed by Licensee prior to the expiration of the term of this LICENSE. Any improvements to the Premises required for Licensee's use shall be the sole responsibility of Licensee.

Upon the execution of this LICENSE, Licensee shall deliver to Licensor the first month's LICENSE payment and deposit in the amount of **\$6,000**.

If Licensee defaults in any of its obligations under this LICENSE, Licensor shall have all rights and remedies available at law or in equity as a result of such default.

Licensee shall take all reasonable steps to maintain security at premises. Licensee will assume all responsibility for the protection of its equipment and materials from theft or vandalism or other hazards. Licensor shall not be responsible for the acts or omissions of any third person, on or off the premises, which directly or indirectly causes any harm to Licensee, its employees, agents, officers, directors, invitees, or contractor, or its/their property, or the property of others.

Licensees shall not assign or hypothecate this LICENSE or any other interest or sublet the Premises or any part thereof.

Licensee shall keep the premises free from any liens arising out of any work performed for, materials furnished to, or obligations incurred by Licensee, and shall hold Licensor harmless against the same. In the event Licensee becomes insolvent, bankrupt, or if a receiver, assignee or other liquidating officer is appointed for the business of Licensee, Licensor may cancel this Agreement at its option.

Licensor warrants to the Licensee that it is either the fee owner of the Premises or has by other means the right to LICENSE the Premises to Licensee and will protect the Licensee from any claims for license fees or damages arising out of any actual or reputed interest in the Premises property by any other person or corporation.

It is hereby mutually agreed and understood that this LICENSE contains all agreements, promises and understandings between Licensor and Licensee and that no prior or contemporaneous verbal or oral agreements, promises or understandings shall or will be binding upon either the Licensor or Licensee in any dispute, controversy or proceeding law, and any addition, variation or modification to this LICENSE shall be void and ineffective unless in writing signed by the parties hereto.

If Licensor and/or Licensee signs as a corporation, the person or persons executing this LICENSE on behalf of Licensor and/or Licensee do hereby covenant and warrant that Each is

a valid and existing corporation, that each has and is qualified to do business in the state where the Premises are located, that the corporation has full right and authority to enter into this LICENSE, and that the person or persons signing on behalf of the corporation were authorized to do so. If Licensor and/or Licensee signs as a partnership, the person or persons executing the LICENSE on behalf of each do hereby covenant and warrant that Licensor and/or Licensee is a valid and existing partnership and that the person or persons so executing and initialing as required in this Section have authority to do so on behalf of each in accordance with the Partnership Agreement, and that this LICENSE is binding upon each in accordance with its terms and enforceable against the assets of the partnership and the general partners, individually.

THIS LICENSE AGREEMENT is signed by the parties as of the date hereinabove recited.

(LICENSEE)

HELIOS RISING, INCORPORATED

By: \_\_\_\_\_  
Title: Pierce L. Butler, Director/Officer

(LICENSOR)

TOWN of HIGHLAND  
PUBLIC WORKS DEPARTMENT

By: \_\_\_\_\_  
Mark Knesek, Public Works Dir.

## CONTROLLED EVENTS

### 5.25.010 Definitions.

For the purposes of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning:

*“Alcoholic beverage” shall include but not be limited to beer, hard cider, flavored malt beverage, liquor and any beverage defined in IC 7.1-1-3-5.*

*“Controlled event” shall refer to any festival, gathering, party, activity involving the public as an invitee, or assembly, at which alcoholic beverages may be furnished, bartered, delivered, sold, exchanged, provided, given away or consumed, including but not limited to beer tents and beer gardens, on any public ways, alleys, sidewalks, bump-outs, public landscaping, real property or easements owned or leased by the municipality. The term shall not include residential block parties that are authorized and approved by proper authority of the town of Highland, under HMC [10.15.030](#); nor shall the term include any activity for which a license to encroach was granted, and an associated agreement to particularly allow this activity was approved by passage and adoption of Resolution No. 2007-30, on July 9, 2007, with the agreement being executed August 8, 2007, so long as the license to encroach remains in force and the terms of the associated agreement are honored. [Ord. 1416 § 2, 2008. Code 2000 § 119.01].*

### 5.25.020 Approval for controlled event.

(A) In addition to any other required permits and permissions, approval shall be obtained from the town council when any person or persons desires to conduct a controlled event.

(B) Application for permission must be made in writing and filed with the clerk of the legislative body at least 60 days before the desired date of the controlled event. The clerk-treasurer shall be authorized and empowered to develop such application guidance or forms consistent with the administration of this chapter.

(C) The town council must act in a regular or special meeting upon the application, where it may, in its discretion, issue such permit and likewise, in its discretion, may refuse the issuance of a permit.

(D) All applicants who are issued a permit under this chapter shall be required to procure liability insurance coverage in an amount satisfactory to the town council that designates the town of Highland, Indiana, as an additional insured for the period of time that the controlled event is being conducted.

(E) It shall be an offense to conduct a controlled event without complying with the provisions of this chapter. [Ord. 1416 § 2, 2008. Code 2000 § 119.02].

### 5.25.030 Additional restrictions.

No municipal public officer or law enforcement official may sign or offer other approval for any permit issued under IC 7.1-3 et seq. and associated with a controlled event unless and until the controlled event has been approved by the town council pursuant to this chapter. [Ord. 1416 § 2, 2008. Code 2000 § 119.03].

### 5.25.040 Penalty.

(A) Any person, entity or organization who shall violate any provisions of this chapter shall be fined in the amount set forth in the designated schedule as a payable

offense subject to admission before the violations clerk of the ordinance violation bureau in the amount set forth in the admissions clerk payable offenses schedule in HMC [9.85.060](#).

(B) If such persons, entity or organization shall violate any provisions of this chapter, and there is a failure to satisfy the civil violation as set forth in Chapter [9.85](#) HMC, then such violations shall be construed as justiciable offenses and shall be subject to a fine of not less than \$50.00 per violation, nor more than \$2,500. Each day of such unlawful activity as is prohibited shall be deemed a separate offense. [Ord. 1416 § 2, 2008. Code 2000 § 119.99].

**Ordinance No. 1746  
of the  
TOWN of HIGHLAND, INDIANA**

**AN ORDINANCE AMENDING CHAPTER 5.25 OF THE HIGHLAND MUNICIPAL CODE CONTROLLED EVENTS, MODIFYING ITS TERMS REGARDING ITS APPLICATION TO EVENTS SPONSORED BY THE MUNICIPALITY, ALL PURSUANT TO IC 36-1-3, IC 36-1-4, IC 36-8 AND IC 36-9 ET SEQ.**

**Whereas,** The Town of Highland is a local unit of general government governed by a Town Council, which is both the fiscal and legislative body of the Town;

**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 passage of an ordinance passed by the legislative body;

**Whereas,** I.C. 36-9-2-7 provides that municipalities may regulate the use of public ways; and,

**Whereas,** I.C. 36-8-2-4 A unit may regulate conduct, or use or possession of property, that might endanger the public health, safety, or welfare;

**Whereas,** I.C. 36-8-2-9 A unit may regulate public gatherings;

**Whereas,** The Town of Highland, is a Municipal Government which may pass and codify ordinances for the operation of the government, all pursuant to IC 36-1-4 and IC 36-1-5;

**Whereas,** The Town Council of the Town of Highland, has been advised that an amendment to Chapter 5.25 regarding controlled events, should be considered as its advance timetable regarding the filing of application when the controlled event applicant is an entity under the aegis of the municipal government; and,

**Whereas,** The Town Council determines that such an amendment to be necessary and desirable for the conduct of the affairs of the Town, and in the public interest, consistent with powers previously described as well as the powers granted under IC 36-1-3 et seq.,

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

**Section 1.** That Section 5.25.020 of the Highland Municipal Code is hereby amended according to the following and shall read as follows:

5.25.020 Approval for controlled event.

(A) In addition to any other required permits and permissions, approval shall be obtained from the town council when any person or persons desires to conduct a controlled event.

(B) **Except as otherwise provided, A an application or request** for permission must be made in writing and filed with the clerk of the legislative body at least 60 days before the desired date of the controlled event. The clerk-treasurer shall be authorized and empowered to develop such application guidance or forms consistent with the administration of this chapter.

**(C) When the applicant is the municipality, through its executive departments, its administrative bodies, or agencies, no formal application is required provided that a request shall be filed in sufficient time to permit the town council to act in a regular or special meeting in advance of the event.**

~~(D)~~ (D) The town council must act in a regular or special meeting upon the application **or request**, where it may, in its discretion, issue such permit and likewise, in its discretion, may refuse the issuance of a permit.

~~(E)~~ (E) All applicants **that are not a municipal executive department, administrative body or agency**, who are issued a permit under this chapter shall be required to procure liability insurance coverage in an amount satisfactory to the town council that designates the town of Highland, Indiana, as an additional insured for the period of time that the controlled event is being conducted.

~~(F)~~ (F) It shall be an offense to conduct a controlled event without complying with the provisions of this chapter. [Ord. 1416 § 2, 2008. Code 2000 § 119.02].

**Section 2.** That the provisions set forth in this ordinance shall become and remain in full force and effect thereafter, immediately following the date of its passage and adoption, upon its signature by the executive in the manner prescribed by IC 36-5-2-10(a) and its publication as prescribed in IC 36-5-2-10(b) if required.

Introduced and Filed on the 13<sup>th</sup> day of September 2021. Consideration on 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 September 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; IC 36-5-2-10.2)

Highland Redevelopment Department  
Main Street Bureau

Friday, September 9, 2021

Mr. Roger Sheeman, President  
Highland Town Council  
3333 Ridge Road  
Highland, Indiana 46322

**Re: Request for permission to conduct a Controlled Event**

Dear Mr. Sheeman:

This is to serve as a written request for permission to conduct an event regulated by Chapter 5.25 of the Highland Municipal Code.

It is the request of the Main Street Bureau that our sponsored event, scheduled on September 28, 2021, be granted permission or a relevant permit to conduct the event authorized as a controlled event.

Thank you for your consideration.

Highland Main Street Bureau  
Highland Redevelopment Department



## **Notice of Available New Position Information Technology Director**

Pursuant to Compensation and Benefits Ordinance, commonly known as the Municipal Employees' Handbook, Section 3.21 passed and adopted as Ordinance No. 1378 as amended, please be advised of this Notice of the following Available Position as Described herein.

Interested Members of the Municipal Workforce are invited to file an Application with the Office of the Clerk-Treasurer, not later than 4:30 p.m. on the conclusion of the posting period.

**Posted: Wednesday: August 11, 2021**  
**Posting Period Ends: August 17, 2021**

The Town of Highland, Lake County, Indiana is seeking the best qualified candidate for the newly created full-time position **Director of Information Technology**. This role will manage and deliver information and communication technology services to all departments of the municipality.

### Roles and Responsibilities

- Analyze business requirements of all Town of Highland departments to determine their technology needs including computers, network, phones, and printers. Troubleshoot, purchase and replace parts as required.
- Direct and support implementation of new software and hardware.
- Deliver and maintain operations and systems. Perform monthly uploads and updates to Town specific programs.
- Coordinate IT activities to ensure data availability and network services with as little downtime as necessary.
- Oversee broadcast and recording of audio/visual aspect of public meetings.
- Minimize security risk and vulnerabilities.
- Prepare annual financial budgets and prepare proposals for capital projects.

Candidate should possess integrity, honesty and excellent interpersonal communication skills. A candidate for this position must be

- qualified by training or experience in the field of computer networking, information technology, informatics; or have a certification or an advanced degree in the field of computer technology, electronics.
- Experience in analysis, implementation and evaluation of IT systems and their specifications.
- Sound understanding of computer systems (hardware/ software), networks etc.
- Experience in controlling information technology budget.

The position is appointed by Town Council. The position is newly created and will head a department of information and communication technology. If the candidate for director also possesses a relevant State of Indiana certification to perform duties according to the Indiana Data and Communications System (IDACS), the computerized law enforcement/criminal justice communications and information storage and retrieval system, when performing those duties, the director will be under the sole management of the Police Chief pursuant to the administrative rules of the state. Candidates should have this certification or be willing immediately upon hire to earn this certification.

**TOWN OF HIGHLAND  
PERSONNEL-EMPLOYMENT NOTICE**

Name: Edward Dabrowski Employee Payroll # \_\_\_\_\_  
 Address: \_\_\_\_\_ Phone #: \_\_\_\_\_  
 Department: Information Communications Technology Account #: \_\_\_\_\_

Email address: \_\_\_\_\_

**NEW HIRE** (Not currently on the payroll in any status) **Date Effective: 31 August 2021**

**Remind new hires they will need to show their original social security card when they complete their employment forms.**

**\*NEW HIRE PERSONNEL NOTICE MUST BE FILED WITH THE CLERK-TREASURER'S OFFICE  
\*BEFORE EMPLOYEE STARTS WORKING/HIRE DATE!**

For EEOC purposes, please indicate: Caucasian Black Hispanic Native American  
Multi-racial Other: \_\_\_\_\_ Male Female

Director of Information Technology  
 Job Title: \_\_\_\_\_ Bi-weekly Salary/Hourly Rate \_\_\_\_\_

Characterize the Employment:  
Full-Time Part-Time Summer Temporary/Seasonal: \_\_\_\_\_  
Minor (under age 18) Work Permit Received (Date Season Ends)

Full-Time Only: **N/A**  
 This position succeeds: \_\_\_\_\_ (If applicable)  
 The current workforce level is \_\_\_\_\_ as of the date of this notice.  
 This position will/will not increase authorized full-time work force levels.

**PAY RATE CHANGE OR CHANGE IN STATUS** **Date Effective:** \_\_\_\_\_

Current:  
 Job Title: \_\_\_\_\_ Account: \_\_\_\_\_  
 Base Bi-weekly/Hourly Rate: \_\_\_\_\_ Longevity: \_\_\_\_\_

Proposed:  
 Job Title: \_\_\_\_\_ Account: \_\_\_\_\_  
 Base Bi-weekly/Hourly Rate: \_\_\_\_\_ Longevity: \_\_\_\_\_  
 This position succeeds: \_\_\_\_\_

Characterize the Increase or Status Change:  
Merit Promotion Returning Summer Brevet/Acting Appt. Per Ordinance \_\_\_\_\_  
Administrative Leave (department head requesting must detail rationale on reverse of form)

**SEPARATION** **Last Day Worked:** \_\_\_\_\_ **Effective Last Day:** \_\_\_\_\_

Resignation Discharge Retirement Other \_\_\_\_\_  
 (Details for Discharge may be found in personnel file of the department)

**To be paid last direct deposit or payroll check (Detail on back of this page if necessary):**

Vacation Pay: \_\_\_\_\_ Comp Pay: \_\_\_\_\_ Personal Day Pay: \_\_\_\_\_  
 Severance Pay: \_\_\_\_\_ Holiday Pay: \_\_\_\_\_ Other Pay Allowed: \_\_\_\_\_

**SUPERVISOR SIGNATURE:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**TOWN COUNCIL/BOARD OF JURISDICTION ACTION:** APPROVED DISAPPROVED  
 (if applicable)

\_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 Date: \_\_\_\_\_

Date of Revision: 4/2020

Approved by Clerk-Treasurer pursuant to IC36-5-6-6(a)(3)

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 10<sup>th</sup> DAY OF September, 2021  
FISCAL OFFICER 

ALLOWANCE OF VOUCHERS

We have examined the Accounts Payable Vouchers listed on the foregoing Register of Accounts Payable Vouchers consisting of 6 pages and except for accounts payables not allowed as shown on the Register such accounts payables are hereby allowed in the total amount of \$ 945,097.36.

Dated this \_\_\_\_\_ day of \_\_\_\_\_,

TOWN COUNCIL

MARK A. HERAK

ROGER SHEEMAN

BERNIE ZEMEN

MARK SCHOCKE

TOM BLACK

Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
<b>Fund 001 GENERAL</b>					
<b>Dept 0000</b>					
001-0000-45200	93792	PAYROLL ACCOUNT	8/27PRL D/S TRANSFER GENERAL	171,059.33	46184
001-0000-45200	93950	PAYROLL ACCOUNT	9/10 PRL D/S TRANSFER GENERAL	181,125.34	46203
		Total For Dept 0000		352,184.67	
<b>Dept 0001 TOWN COUNCIL</b>					
001-0001-31001	93818	FROST BROWN TODD LLC	PROFESSIONAL SERVICES THROUGH 7/	8,401.28	
001-0001-33001	93682	THE TIMES	NOTICE OF DETERMINATION TO ISSU	16.71	
001-0001-33001	93828	THE TIMES	NOTICE OF DETERMINATION TO ISSU	23.86	
001-0001-39003	93959	SCHOOL TOWN OF HIGHLAND	2021-22 PATRON AD (1/3 PAGE)	250.00	
001-0001-39003	93770	THE CORPORATE THREAD	POLOS SHIRTS FOR TOWN COUNCIL	378.80	
001-0001-39004	93689	LITHOGRAPHIC COMMUNICATIONS	AUGUST 2021 GAZEBO EXPRESS INSERT	1,113.97	
001-0001-39004	93791	THE IDEA FACTORY, INC	GAZEBO EXPRESS AUG/WEBSITE UPDATE	1,993.71	
		Total For Dept 0001 TOWN COUNCIL		12,178.33	
<b>Dept 0003 VIPs</b>					
001-0003-22004	93860	INV337-382721 VEH PART FOR V5	VEH PART FOR V5	59.99	
		AUTO-WARES			
		Total For Dept 0003 VIPs		59.99	
<b>Dept 0004 CLERK-TREASURER</b>					
001-0004-20003	93775	PULSE TECHNOLOGY OF INDIANA	D/S OPNRS, PENS, FLDS, CALC TA	42.91	46188
001-0004-31004	93802	INTERNAL CONTROLS TRAINING- J	INTERNAL CONTROLS TRAINING- JANIC	138.00	46201
001-0004-31004	93940	2021 CONF REG MICHAEL G	2021 ILMCT VIRTUAL DIS MEET & ANN	375.00	
001-0004-34023	93850	HEALTH AND DENTAL INSURANCE	TOWN OF HIGHLAND INS FUND (	5,715.44	
001-0004-34043	93850	LIFE INSURANCE	TOWN OF HIGHLAND INS FUND (	33.56	
001-0004-39001	93688	NOTARY APPLICATION	CHAD KINLEY (R) NOTARY APPLICATION, CRIMINAL HISTO	118.22	
		Total For Dept 0004 CLERK-TREASURER		6,423.13	
<b>Dept 0006 BUILDING &amp; INSPECTION</b>					
001-0006-34023	93852	HEALTH AND DENTAL INSURANCE	TOWN OF HIGHLAND INS FUND (	5,234.18	
001-0006-34043	93852	LIFE INSURANCE	TOWN OF HIGHLAND INS FUND (	29.94	
		Total For Dept 0006 BUILDING & INSPECTION		5,264.12	
<b>Dept 0007 FIRE DEPARTMENT</b>					
001-0007-20003	93923	AA BATTERIES	AA & AED BATTERIES	351.00	
001-0007-20003	93921	INVOICE# 2513522997	OFFICE SUPPLIES	212.03	
001-0007-22004	93918	5151 BRAKE PARTS	GARBER CHEVROLET OF HIGHLAN	178.09	
001-0007-23012	93924	BP HELMETS AND PLATES - 2	BP HELMETS AND PLATES - 2	9,505.00	
001-0007-32005	93917	STATIONS SECURITY SYSTEM	PHIL & SON, INC STATIONS SECURITY	145.60	
001-0007-32005	93919	FIRE ALARM MONITORING - CENTR	STANLEY CONVERGENT SECURITY FIRE ALARM MONITORING BOTH STATIO	186.63	
001-0007-32006	93928	BROADBAND AIR CARDS FOR RIGS	VERIZON WIRELESS AIR CARDS FOR RIGS	300.10	
001-0007-34023	93851	HEALTH & DENTAL INSURANCE	TOWN OF HIGHLAND INS FUND (	2,159.83	
001-0007-34043	93851	LIFE INSURANCE	TOWN OF HIGHLAND INS FUND (	7.12	
001-0007-35001	93925	ELECTRIC - SOUTH STATION	NISOURCE INC. GAS & ELECTRIC SOUTH STATION	522.89	46197
001-0007-35001	93927	ELECTRIC - CENTRAL FIRE STATI	NISOURCE INC. ELECTRIC - CENTRAL FIRE STATION	836.29	46197
001-0007-35003	93925	GAS - SOUTH STATION	NISOURCE INC. GAS & ELECTRIC SOUTH STATION	54.84	46197
001-0007-35003	93926	GAS - CENTRAL STATION	NISOURCE INC. GAS - CENTRAL FIRE STATION	71.61	46197
001-0007-35005	93920	HYDRANT - SOUTH STATION	TOWN OF HIGHLAND UTILITIES SOUTH STATION WATER & SEWER	100.94	
001-0007-35005	93922	HYDRANT - CENTRAL STATION	TOWN OF HIGHLAND UTILITIES CENTRAL STATION WATER & SEWER	113.30	
001-0007-35007	93920	STORM - SOUTH STATION	TOWN OF HIGHLAND UTILITIES SOUTH STATION WATER & SEWER	97.37	
001-0007-35007	93922	STORM - CENTRAL STATION	TOWN OF HIGHLAND UTILITIES CENTRAL STATION WATER & SEWER	126.47	
		Total For Dept 0007 FIRE DEPARTMENT		14,969.11	
<b>Dept 0008 PLAN COMMISSION</b>					

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
Fund 001 GENERAL						
Dept 0008 PLAN COMMISSION						
001-0008-31002	PLAN COMMISSION 08/20 - 08/27 93916		NIES ENGINEERING, INC.	PLAN COMMISSION 08/20 - 08/27	897.26	
				Total For Dept 0008 PLAN COMMISSION	897.26	
Dept 0009 POLICE DEPARTMENT						
001-0009-11302	UNIFORM/EQUIP FOR NEW OFFICER 93878		STAR UNIFORM	UNIFORMS/EQUIP FOR NEW OFFICER BR	375.10	
001-0009-11302	UNIFORMS/EQUIP NEW OFFICER 25 93879		STAR UNIFORM	UNIFORMS/EQUIP FOR NEW OFFICER SA	715.95	
001-0009-11302	UNIFORMS /EQUIP NEW OFFICER 93880		STAR UNIFORM	UNIFORMS/EQUIP FOR NEW OFFICER AN	705.95	
001-0009-11302	UNIFORMS/EQUIP NEW OFFICER 93881		STAR UNIFORM	UNIFORMS/EQUIP FOR NEW OFFICER WO	716.20	
001-0009-21001	1072.7 GAL OF GAS 93884		WARREN OIL COMPANY	1072.7 GAL OF GAS DELV ON 8/27	2,905.73	
001-0009-21001	1012 GAL OF GAS 93885		WARREN OIL COMPANY	1012 GAL OF GAS DELV ON 6/3	2,781.38	
001-0009-21001	1267.5 GAL OF GAS 93886		WARREN OIL COMPANY	1267.5 GAL OF GAS DELV ON 8/16	3,479.33	
001-0009-21002	4 NEW TIRES FOR CAR 93 93866		HELLMANS AUTO SUPPLY CO.	4 NEW TIRES FOR CAR 93	542.88	
001-0009-22004	INV382684 93859		AUTO-WARES	VEH PARTS FOR PD VEH AUG STMT	324.87	
001-0009-22004	VEH PARTS 93867		HIGHLAND BODY SHOP, INC	VEVH PARTS AND LABOR TO REPAIR CA	87.25	
001-0009-22004	ENGINE BRACKET FOR CAR 228 93887		WEBB FORD INC	ENGINE BRACKET FOR CAR 228	78.25	
001-0009-23004	TASER CARTRIDGES 93861		AXON ENTERPRISE, INC	TASER CARTRIDGES	996.96	
001-0009-23004	1 CT CLEAR PKG LIST ENVELOPES 93883		ULINE	1 CT 5.5 X10 CLEAR PKG LIST ENVEL	75.69	
001-0009-32003	SPILLMAN CIRCUIT USER FEE FOR 93868		LAKE COUNTY DATA PROCESSING	SPILLMAN CIRCUIT USER FEE FOR AUG	308.30	
001-0009-32004	IDACS INTERNET 8/28-9/27 93863		COMCAST CABLE	IDACS INTERNET 8/28-9/27	126.85	
001-0009-32004	CID INTERNET SEARCHES FOR AUG 93882		TIO, LLC	CID INTERNET SEARCHES FOR AUGUST	75.00	
001-0009-34023	HEALTH & DENTAL INSURANCE 93853		TOWN OF HIGHLAND INS FUND (	AUG 2021 HEALTH/LIFE INS PREM PD	91,997.26	
001-0009-35001	SURVIVORS ADJ 93853		TOWN OF HIGHLAND INS FUND (	AUG 2021 HEALTH/LIFE INS PREM PD	2,086.96	
001-0009-35001	LPR CAMERA 8200 INDPLS READ O 93873		NISOURCE INC.	LPR CAMERA AT 8200 INDSPR READ ON	43.05	
001-0009-35001	CAMERA 3949 HIGHWAY READ ON 8 93874		NISOURCE INC.	CAMERA AT 3949 HIGHWAY AVE READ O	36.66	
001-0009-35001	CAMERA AT 10221 INDPLS READ O 93875		NISOURCE INC.	CAMERA AT 10221 INDPLS READ ON 8/	40.01	
001-0009-35001	ELEC SERV FOR 3315 RIDGE READ 93876		NISOURCE INC.	ELECTRIC SERV AT 3315 RIDGE READ	6,442.99	
001-0009-35001	CAMERA AT 2000 RIDGE READ ON 93877		NISOURCE INC.	CAMERA AT 2000 RIDGE RD READ ON 8	31.86	
001-0009-36001	LABOR TO REPAIR CAR 228 93867		HIGHLAND BODY SHOP, INC	VEVH PARTS AND LABOR TO REPAIR CA	248.40	
001-0009-36003	LABOR & GUTTERS FOR BLDG REPA 93864		E.C.BABILLA ROOFING, INC	LABOR AND PARTS FOR REPAIRS TO GU	2,298.72	
001-0009-36004	GEN OFFC CLEANING FOR AUG 93865		GAYLE THARP	GEN OFFICE CLEANING FOR AUG AT PD	2,666.66	
001-0009-38006	MAT CHANGE AT PD ON 8/24 93862		CINTAS CORPORATION #319	MAT CHANGE AT PD ON 8/24	37.10	
001-0009-39005	DOG FOOD FOR ANIMAL POUND 93869		MENARDS	DOG FOOD FOR ANIMAL POUND	90.96	
001-0009-39005	TARP FOR ANIMALA POUND 93870		MENARDS	HEAVY DUTY TARP FOR ANIMAL POUND	13.98	
001-0009-39005	CLEANING SUPPLIES FOR POUND 93871		MICHAEL A LAMBERTINO (R)	REIMBURSE FOR CLEANING SUPPLIES F	13.97	
001-0009-39005	MEDS FOR RESCUED ANIMALS AT P 93872		N CNRL EMERG VET CLINIC	MEDS FOR ANIMALS IN POUND AFTER R	79.82	
				Total For Dept 0009 POLICE DEPARTMENT	120,424.09	
Dept 0011 SERVICES & WORKS						
001-0011-21005	MOP BUCKET W/WHEELS 93831		AMAZON	IC SUPPLIES	775.86	
001-0011-21005	BOWL CLEANER 93894		PERFORMANCE CHEM & SUPPLY I	VARIOUS IC SUPPLIES	1,177.02	
001-0011-21005	6' X 5' FH BANNER 93832		REGION SIGNS INC	FH SIGNAGE	135.00	
001-0011-21005	HOOPER CORDLESS VAC FOR FC 93817		WAL-MART COMMUNITY	FC VACCUUM	158.00	
001-0011-32008	ACCT. SERVICE FEES 93806		FIRST FINANCIAL BANK CORP S	AUG 2021 ACCT ANALYSIS CHARGE	2,209.91	999435
001-0011-35001	000-901-005-4 9217 LIABLE 93809		NISOURCE INC.	MISC TH,VIP 198-801-002-1,000-901	2,040.51	999436
001-0011-35001	558-300-0064, SE CONOR 6&41 93810		NISOURCE INC.	MISC (HIGHWAY OF FLAGS)	37.78	999436
001-0011-35001	7502010024,8001 KENNEDY-ELECT 93812		NISOURCE INC.	MISC (TH,GARAGE)-CT	330.83	999436
001-0011-35002	0514000055, 2705HIGHWAY AVE 93811		NISOURCE INC.	STREET/TRAFFIC LIGHTS- AUGUST 202	14,005.16	999436
001-0011-35003	130-850-001-0,3333 RIDGE RD A 93809		NISOURCE INC.	MISC TH,VIP 198-801-002-1,000-901	230.79	999436
001-0011-35003	7502010024,8001 KENNEDY-GAS 93812		NISOURCE INC.	MISC (TH,GARAGE)-CT	21.07	999436
001-0011-35005	2724 HIGHWAY ACCT #0101123300 93836		TOWN OF HIGHLAND UTILITIES	TOWN SPRINKLERS	649.42	
001-0011-35005	WATER/HYDRANT 93838		TOWN OF HIGHLAND UTILITIES	#0542303600 TOWN HALL WATER/SEWER	261.62	
001-0011-35005	TOWN GARAGE WATER/HYDRANT 93839		TOWN OF HIGHLAND UTILITIES	#03822013660 TOWN GARAGE WATER/SE	202.16	

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
<b>Fund 001 GENERAL</b>						
<b>Dept 0011 SERVICES &amp; WORKS</b>						
001-0011-35007	STORM	93834	TOWN OF HIGHLAND UTILITIES	0901207112- 2819 LINCOLN -STORM-	15.22	
001-0011-35007	VIPS WATER/HYDRANT	93835	TOWN OF HIGHLAND UTILITIES	0643112591 VIPS WATER/SEWER	37.78	
001-0011-35007	STORM/SEWER	93838	TOWN OF HIGHLAND UTILITIES	#0542303600 TOWN HALL WATER/SEWER	521.48	
001-0011-35007	TOWN GARAGE SEWER/STORM	93839	TOWN OF HIGHLAND UTILITIES	#0382013660 TOWN GARAGE WATER/SE	402.95	
001-0011-39001	PAYROLL CORE LICENSE SUB TERM	93837	BUREAU OF NATIONAL AFFAIRS	PAYROLL CORE LICENSE SUB TERM 5/1	745.00	
			Total For Dept 0011 SERVICES & WORKS		23,957.56	
Dept 0012 TOWN HALL						
001-0012-21004	BOTTLE WATER 8/18/21	93764	HINKLEY SPRINGS	BOTTLE WATER 8/18/21	79.82	
001-0012-35002	307-486-009-2, 8201 INDY BULD	93810	NISOURCE INC.	MISC (HIGHWAY OF FLAGS)	46.06	999436
001-0012-36003	TOWN HALL MATS 8/17/21	93683	CINTAS CORPORATION #319	TOWN HALL MATS ACT 16459440 8/1	57.91	
001-0012-36003	TOWN HALL MATS 8/31/21	93816	CINTAS CORPORATION #319	TOWN HALL MATS ACT 16459440 8/3	57.91	
001-0012-36004	AUGUST GENERAL CLEANING	93945	GLOBAL MAINTENANCE & CO.	GENERAL CLEANING SERVICES FOR AUG	1,400.00	
			Total For Dept 0012 TOWN HALL		1,641.70	
			Total For Fund 001 GENERAL		537,999.96	
<b>Fund 002 MVH</b>						
<b>Dept 0000</b>						
002-0000-45200	MVH TRANSFERS GROSS	93793	PAYROLL ACCOUNT	8/27 PRL D/S TRANSFER MVH	6,176.23	46185
002-0000-45200	MVH TRANSFERS GROSS	93951	PAYROLL ACCOUNT	9/10PRL D/S TRANSFER MVH	4,680.54	46204
			Total For Dept 0000		10,856.77	
<b>Dept 0016 MVH ADMIN</b>						
002-0016-33001	ADDITIONAL APPROPRIATIONS	93947	THE TIMES	PROOF OF PUBLICATION ADDITIONAL A	21.96	
002-0016-33001	PROPOSED ADDITIONAL APPROPRIA	93948	THE TIMES	PROOF OF PUBLICATION PROPOSED ADD	29.12	
002-0016-33001	PROOF OF PUBLICATION	93949	THE TIMES	PROOF OF PUBLICATION PROPOSED GEN	26.25	
002-0016-36001	MECHANIC	93897	AUGSTEN ELECTRIC INC	TRANSMISSION REPAIR FOR UNIT # 33	855.43	
002-0016-36001	CLEAN BURN - MAINTENANCE	93903	GINGERTCH CLEAN BURN, INC	CLEAN BURN - MAINTENANCE	380.00	
002-0016-36003	REPAIR AC TOWNHALL	93908	MECHANICAL CONCEPTS, INC.	REPAIR AC PUBLIC WORKS	337.75	
			Total For Dept 0016 MVH ADMIN		1,650.51	
<b>Dept 0017 MVH RECONSTRUCTION/MAINTENANCE</b>						
002-0017-22004	INV09962 - G5330402 END PLATE	93898	BEC ENTERPRISES, LLC	END PLATE BROOM ASSY - STREET DEP	10.19	
002-0017-22004	20980650 HANDLE	93900	GARBER CHEVROLET OF HIGHLAN	HANDLE FOR UNIT # 40 - STREET DEP	26.63	
002-0017-22004	84053438 HANDLE	93902	GARBER CHEVROLET OF HIGHLAN	HANDLE/PANEL/LOCK FOR UNIT #40 -	654.38	
002-0017-22004	POWER SIGHT AND TEMP GAUGE	93906	LINDCO EQUIPMENT SALES, INC	CERTIFIED POWER SIGHT AND TEMPERA	29.14	
002-0017-22004	T0924 HOG RING	93907	LINDY'S ACE HARDWARE, INC	HOG RING - STREET DEPT	3.99	
002-0017-22004	823-1275 MUD FLAP	93911	NAPA AUTO PARTS	MUD FLAPS FOR UNIT # 40 - STREET	23.06	
002-0017-22004	15243904 - PAD	93914	SMITH MOTORS INC OF HAMMOND	PAD / COVER - STREET DEPT	261.09	
002-0017-22005	1023196 4' GARDEN STAKE	93909	MENARDS CORP - SCHERVILLE	4" GARDEN STAKE/ORTHO VEG 2 GAL -	115.93	
002-0017-23001	246752 GR 8 STONE	93905	KROOSWYK TRUCKING & EXCAVAT	GR 8 STONE FOR STREET RESTORATION	669.46	
002-0017-23003	MKE INKZALL MULTI COLOR MARKE	93904	HOME DEPOT CORPORATION	MULTI COLOR MARKERS/JIGSAW BLADE	18.45	
002-0017-23004	AGW151 A100 EX FL EXTRA PAINT	93912	SHERWIN WILLIAMS CORP	PAINT FOR THE STREET DEPT	122.40	
002-0017-23004	8000-538115 GAL HL 2320 FDTF	93913	SHERWIN WILLIAMS CORP	PAINT FOR THE STREET DEPT	191.50	
002-0017-36001	LABOR & SHOP SUPPLIES UNIT #7	93901	GARBER CHEVROLET OF HIGHLAN	REPAIR (LABOR & SHOP SUPPLIES) FO	175.95	
002-0017-36006	REPAIR STREET LIGHTS OUT	93946	MIDWESTERN ELECTRIC INC	REPAIR STREET LIGHTS OUT KENNEDY	357.00	
002-0017-36007	JULY TRAFFIC SIGNAL MAINT	93910	MIDWESTERN ELECTRIC INC	TRAFFIC SIGNAL MAINTENANCE FOR JU	301.65	
002-0017-39005	2021 LANDSCAPE SERVICES DOWNT	93899	DEAN'S LAWN & LANDSCAPING I	2021 DOWNTOWN HIGHLAND LANDSCAPE	2,530.00	
			Total For Dept 0017 MVH RECONSTRUCTION/MAINTENANCE		5,490.82	
			Total For Fund 002 MVH		17,998.10	

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
Fund 004 LR&S Dept 0000						
004-0000-31002	3500 BLOCK OF JEWETT (PE)	93895	NIES ENGINEERING, INC.	PROFESSIONAL DESIGN ENGINEERING F	12,949.90	46186
004-0000-45200	LR&S TRANSFERS GROSS	93794	PAYROLL ACCOUNT	8/27PRL D/S TRANSFER LR&S	7,490.49	46205
004-0000-45200	LR&S TRANSFERS GROSS	93952	PAYROLL ACCOUNT	9/10PRL D/S TRANSFER LR&S	11,307.16	
	Total For Dept 0000				31,747.55	
	Total For Fund 004 LR&S				31,747.55	
Fund 018 LAW ENFORCE CON'T ED Dept 0000						
018-0000-23004	4 MINI BIKE PUMPS	93888	AMAZON	MINI BIKE PUMPS	62.00	
	Total For Dept 0000				62.00	
	Total For Fund 018 LAW ENFORCE CON'T ED				62.00	
Fund 027 INSURANCE PREMIUM Dept 0000						
027-0000-34002	INSURANCE PREMIUM HEALTH/DENT	93827	METLIFE GROUP BENEFITS	SEPT 2021 DENTAL PREMIUMS	8,278.49	46194
027-0000-34002	INSURANCE PREMIUM HEALTH FEB	93826	AIM MEDICAL TRUST	SEPT 2021 MEDICAL AND LIFE INSURA	217,159.30	999438
	Total For Dept 0000				225,437.79	
	Total For Fund 027 INSURANCE PREMIUM				225,437.79	
Fund 030 ICT FUND Dept 0000						
030-0000-31006	MONTHLY IT PER WBO 2020-47	93857	CBL CONSULTING, INC	MONTHLY IT SUPPORT PER WBO 2020-	4,150.00	
030-0000-32001	SEPT 2021 POSTAGE METER SERVI	93805	PITNEY BOWES INC.	SEPT 2021 POSTAGE METER SERVICE	129.29	
030-0000-32003	FIRE DEPT	93771	AT&T MOBILITY	FIRE DEPT 666-4120 ACT 2872990949	43.07	46179
030-0000-32003	INTERNET SVC PS BLDG 8771400	93687	COMCAST CABLE	INTERNET FOR PUBLIC SAFETY BLDG	238.40	46180
030-0000-32003	PUMP STATION 877140025029637	93765	COMCAST CABLE	PUMP STATION 8771400250296375 08	241.27	46180
030-0000-32003	PARK INTERNET ACCT 8771400250	93766	COMCAST CABLE	PARK INTERNET ACCT 87714002502083	246.40	46180
030-0000-32003	FD SOUTH 2647 45TH ST	93684	COMCAST CABLE	FD S STATION PHONE/INTERNET SVC 1	119.85	46181
030-0000-32003	PW INTNET # 8771400250212877	93685	COMCAST CABLE	8771400250212877 PW 8001 KENNEDY	300.27	46182
030-0000-32003	MEADOWS PK INTERNET ACT 877140	93691	COMCAST CABLE	MEADOWS PK MO INTERNET 8/12-9/11/	114.84	46183
030-0000-32003	3001 RIDGE MAIN SQUARE 877140	93820	COMCAST CABLE	3001 RIDGE MAIN SQUARE 8771400250	134.69	46191
030-0000-32003	ACCT #510375025	93821	SPRINT	BI/FD MO WIRELESS SVC 510375025 -	75.33	46192
030-0000-32003	MO INTERNET SVC 8771400250188	93830	COMCAST CABLE	TOWN HALL ACCT 8771400250188267	234.90	46195
030-0000-32003	MONTHLY CELL PHONE 642004646-	93844	VERIZON WIRELESS	PD CELL PHONE USE PD- 642004646-0	1,397.47	46196
030-0000-32003	642004646-00002 BROADBAND-J K	93929	VERIZON WIRELESS	642004646-00002 D/S BROADBAND-J K	30.01	46199
030-0000-32003	ELEVATOR PHONE-8/2/21-9/1/21	93942	AT&T	219923-2320 260 1 ELEVATOR PHONE	194.87	46200
030-0000-32003	MONTHLY TELEPHONE FEE- PD	93941	WINDSTREAM HOLDINGS INC	MONTHLY TELEPHONE FEE- PD SEPT 2	782.17	46202
030-0000-32003	SIP TRUNKING CHARGES @ \$.018	93858	CBL CONSULTING, INC	SIP TRUNKING CHARGES 8/21	350.42	
030-0000-33811	BRIVO CLOUD HOSTED MONTHLY SI	93772	PHIL & SON, INC	BRIVO CLOUD HOSTED MONTHLY SITE/A	100.95	
030-0000-38006	WEB SECURITY MONTHLY	93791	THE IDEA FACTORY, INC	GAZEBO EXPRESS AUG/WEBSITE UPDATE	899.99	
030-0000-39005	ACROBACROBAT PRO SUBS, INDESI	93815	ADOBE SYSTEMS INCORPORATED	ACROBACROBAT PRO SUBS, INDESIGN A	1,631.16	
030-0000-39007	EMAIL ARCHIVING SERVICES 8/1/	93856	CBL CONSULTING, INC	EMAIL ARCHIVING SERVICES 8/1/21-8/	682.86	
030-0000-39024	WEB UPDATE WEEKLY	93791	THE IDEA FACTORY, INC	GAZEBO EXPRESS AUG/WEBSITE UPDATE	541.08	
	Total For Dept 0000				12,639.29	
	Total For Fund 030 ICT FUND				12,639.29	
Fund 050 POLICE PENSION Dept 0000						
050-0000-45200	POLICE PENSION TRANSFERS GROS	93799	PAYROLL ACCOUNT	8/27PRL D/S TRANSFER POLICE PENS	68,529.44	34271

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

Fund 050 POLICE PENSION  
 Dept 0000

Total For Dept 0000 68,529.44  
 Total For Fund 050 POLICE PENSION 68,529.44

Fund 054 CCI FUND  
 Dept 0000

054-0000-31002 2021 CCMG (PE) 93896 NIES ENGINEERING, INC. CCMG 2021 (PE) 899.48  
 Total For Dept 0000 899.48

Total For Fund 054 CCI FUND 899.48

Fund 055 MCCD  
 Dept 0000

055-0000-23009 VEST CARRIER FOR WOLKE 93892 THE EAGLE UNIFORM CO VEST CARRIERS FOR 2 NEW OFFICERS 561.00  
 055-0000-39006 TRAVEL EXPENSE CHRIS 93681 BELLEFEUIL, SZUR & ASSOC/DB SOFTWARE TRAINING W/ CHRIS 7/6/21 1,740.00  
 055-0000-43009 MEDIA PRESENTERS FOR PUBLIC M 93690 BRIAN WYNN MEDIA PRESENTERS FOR PUBLIC MEETI 2,086.91  
 055-0000-43013 NEW VEH ACCESSORIES 93889 NWI EMERGENCY OUTFITTERS,LL NEW VEH ACCESSORIES 5,555.00  
 055-0000-43013 NEW VEH ACCESSORIES 93890 NWI EMERGENCY OUTFITTERS,LL NEW VEH ACCESSORIES 5,555.00  
 055-0000-43013 NEW VEH ACCESSORIES 93891 NWI EMERGENCY OUTFITTERS,LL VEH ACCESSORIES FOR NEW VEH 5,555.00

Total For Dept 0000 21,052.91

Total For Fund 055 MCCD 21,052.91

Fund 059 SHARED ETHICS  
 Dept 0000

059-0000-38011 BUSINESS LUNCHEON 93803 AVALON MANOR, INC SHARED ETHICS ADVISORY COMMITTEE 2,517.00  
 059-0000-38013 PROFESSIONAL DEVELOPMENT PRES 93804 LIMARDI CONSULTING, LLC PROFESSIONAL DEVELOPMENT PRESENTA 2,500.00  
 059-0000-38014 SEAC BOARD AND COMM HAND 70CO 93819 SUNCREST CHRISTIAN CHURCH SEAC BOARD AND COMM HAND 70COPY X 73.50

Total For Dept 0000 5,090.50

Total For Fund 059 SHARED ETHICS 5,090.50

Fund 104 COMMUNITY CROSSING GRANT FUND  
 Dept 0000

104-0000-44080 2020 CCMG CLOSEOUT 93801 INDIANA DEPT OF TRANSPORTAT CCMG 2020 CLOSEOUT INVOICE FOR RE 15,780.34  
 Total For Dept 0000 15,780.34

Total For Fund 104 COMMUNITY CROSSING GRANT FUND 15,780.34

Fund 249 PUBLIC SAFETY INCOME TAX FUND  
 Dept 0000

249-0000-43049 LPR CAMERA SURVL VIDEO RENEWA 93893 VIGILANT SOLUTIONS LPR CAMERA SURV VIDEO RENEWAL 7,860.00  
 Total For Dept 0000 7,860.00

Total For Fund 249 PUBLIC SAFETY INCOME TAX FUND 7,860.00



GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
				Fund 001 GENERAL	537,999.96	
				Fund 002 MVH	17,998.10	
				Fund 004 LR&S	31,747.55	
				Fund 018 LAW ENFORCE CON'T ED	62.00	
				Fund 027 INSURANCE PREMIUM	225,437.79	
				Fund 030 ICT FUND	12,639.29	
				Fund 050 POLICE PENSION	68,529.44	
				Fund 054 CCI FUND	899.48	
				Fund 055 MCCD	21,052.91	
				Fund 059 SHARED ETHICS	5,090.50	
				Fund 104 COMMUNITY CROSSING GRANT	15,780.34	
				Fund 249 PUBLIC SAFETY INCOME TAX	7,860.00	
				<b>Fund Totals:</b>	<b>945,097.36</b>	

**Payroll Docket**

<b>\$</b>	<b>225,029.18</b>	<b>\$</b>	<b>225,029.18</b>	<b>Delta</b>	<b>\$</b>	<b>-</b>
<b>Council, Boards and Commissions</b>		<b>\$</b>	<b>-</b>			
<b>Office of Clerk-Treasurer</b>		<b>\$</b>	<b>15,091.35</b>			
Regular Staff	\$ 15,091.35					
Field Service Rep	\$ -					
<b>Building &amp; Inspection</b>		<b>\$</b>	<b>7,726.68</b>			
<b>Metropolitan Police</b>		<b>\$</b>	<b>129,311.60</b>			
Crossing	\$ -					
Full-Time Police	\$ 109,696.52					
Full-Time Non-sworn	\$ 19,615.08					
<b>Public Works Department</b>		<b>\$</b>	<b>69,046.41</b>			
<b>Fire Department</b>		<b>\$</b>	<b>3,853.14</b>			
Component One	\$ 3,853.14					
Component Two	\$ -					
<b>Police 1925 Pensions</b>		<b>\$</b>	<b>-</b>			

**Payday: 13-Aug-2021**