

**Enrolled Minutes of the Fifty-second Regular or Special Meeting
For the Twenty-Ninth Highland Town Council
Regular Plenary Meeting (Electronic/Hybrid)
Monday, October 11, 2021**

The Twenty-Ninth Town Council of the Town of Highland, Lake County, Indiana met in its regular plenary session on Monday, October 11, 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. 21-26. 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. Councilors Mark Herak, Mark Schocke, Tom Black and Roger Sheeman were present in person. Councilor Bernie Zemen participated remotely by Zoom.

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 Bernie Zemen 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 (via Zoom), Mark Knesek, Public Works Director (via Zoom); Peter Hojnicky, Metropolitan Police Chief; William R. Timmer, Jr., CFOD, Fire Chief; Alex M. Brown, CPRP, Superintendent of Parks and Recreation (via Zoom); Kathy DeGuilio-Fox, Redevelopment Director; Edward Dabrowski, Director of Information Technology and Kenneth J. Mika, Building Commissioner, were present.

Also present: Theresa Badovich, Idea Factory (via Zoom) was present.

Minutes of the Previous Meeting:

The minutes of the regular meeting of September 27, 2021 were approved by general consent.

Special Orders:

1. **Consideration of Proposed Additional Appropriations:** (*non-controlled funds*) Proposed Additional Appropriations in Excess of the 2021 Budget in the **Gaming Revenue Sharing Fund** in the amount of \$299,664.
 - (a) Attorney verification of Proofs of Publication: The TIMES 30 September 2021. The Town Attorney indicated that the proofs complied with the relevant law.
 - (b) **Public Hearing.** There were no comments. The hearing was closed.
 - (c) **Action on Proposed Appropriation Enactment No. 2021-47:** An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the Gaming Revenue Sharing Fund, all pursuant to I.C. 6-1.1-18, and I.C. 36-5-3-5.

Councilor Herak introduced Enactment No. 2021-47 and moved for its consideration at the same meeting of its introduction. Councilor Zemen seconded. Upon a roll call vote, a unanimous vote being necessary, there were five affirmatives and no negatives. The motion passed. The enactment could be considered at the same meeting of its introduction.

Councilor Herak moved for the passage and adoption of Enactment No. 2021-47 at the same meeting of its introduction. Councilor Zemen seconded. Upon a roll call vote, a two thirds vote being necessary, there were five affirmatives and no negatives. The motion passed. The enactment was passed and adopted at the same meeting of its introduction.

TOWN OF HIGHLAND
APPROPRIATION ENACTMENT
ENACTMENT NO. 2021-47

AN ENACTMENT APPROPRIATING ADDITIONAL MONEYS IN EXCESS OF THE ANNUAL BUDGET FOR THE GAMING REVENUE SHARING 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 **General Improvement Fund** and in the **Community Crossings Grant 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 **Gaming Revenue Sharing Fund** and for the purposes herein specified, subject to the laws governing the same:

GAMING REVENUE SHARING FUND

Increase:

Acct. 091-0000-31002 Engineering Fees (CCMG)	\$ 30,000.00
Total Series:	\$ 30,000.00

Acct. 091-0000-44085 Jewett Street Improvement:	\$ 269,664.00
Total Series:	\$ 269,664.00

TOTAL for FUND \$ 299,664.00

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 11th Day of October 2021. Consideration on the same day or at same meeting of introduction sustained a vote of 5 in favor and 0 opposed, pursuant to IC 36-5-2-9.8.

DULY ORDAINED AND ADOPTED this 11th Day of October 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)

2. Pre-Adoption Hearing of the Proposed Fiscal Year 2022 Budget for the Town of Highland.

- (a) Acknowledgement of Publication: *(Under current law, no publication by unit just by Department of Local Government Finance online Gateway. The proposed components of budget must be submitted to the Gateway at least 10 days before the Preliminary Hearing. The proposed budget notice was filed with the Gateway on September 30, 2021) (See IC 6-1.1-17-3)* It was noted that the budget was filed as proposed in the Gateway portal on September 30, 2021.
- (b) Introduction of **Proposed Ordinance No. 1751: An Ordinance of Appropriations and Budget Levies and Rates for the 2022 Budget of the Civil Town.** Councilor Herak introduced and filed the proposed ordinance. There was no further action pursuant to I.C. 6-1.1-17-3(a); I.C. 6-1.1-17-5(a)(8) and I.C. 36-5-3-4.

**Town of Highland
 Ordinance No. 1751**

TOWN OF HIGHLAND, LAKE COUNTY, INDIANA

AN ORDINANCE FOR APPROPRIATIONS AND TAX RATES
 OF THE TOWN OF HIGHLAND, LAKE COUNTY, INDIANA

BE IT HEREBY ORDAINED by the Town Council of the Town of Highland, Lake County, Indiana:

Section 1. That for the expenses of the Town of Highland for the year ending December 31, 2022, the sums herein specified are hereby appropriated and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing same. Such sums herein appropriated shall be held to include all expenditures authorized to be made during the year, unless otherwise expressly stipulated and provided by law;

Section 2. That in addition, for the purposes of raising revenue to meet the necessary expenses of the TOWN OF HIGHLAND, the property tax levies and property tax rates as herein specified are included herein. Budget Form 4-B for all funds are incorporated by the signing of this form and must be completed and submitted in the manner prescribed by the Department of Local Government Finance;

Section 3. This ordinance shall be in full force and effect from and after its passage and approval by the Town Council of the Town of Highland, subject to its review and approval by the Department of Local Government Finance.

Fund Name	Proposed Budget	Proposed Tax Levy	Proposed Tax Rate
Corporation General	\$ 8,290,016	\$ 9,187,092	1.0535
Debt Service	\$ 808,000	\$ 1,267,913	0.1454
Local Income Tax (Public Safety LOIT)	\$ 500,000	\$ -	0.0000
Police Pension	\$ 848,127	\$ 3,000	0.0003
Local Road and Streets	\$ 411,600	\$ -	0.0000
Motor Vehicle Highway	\$ 933,318	\$ -	0.0000
LE Continuing Education	\$ 53,000	\$ -	0.0000
Park and Recreation	\$ 2,465,068	\$ 1,284,616	0.1473
Park Bond	\$ 1,663,413	\$ 2,779,071	0.3187
Cumulative Capital Improvement	\$ 115,000	\$ -	0.0000
Cumulative Capital Development	\$ 414,140	\$ 645,308	0.0740
Economic Development Income Tax	\$ 630,000	\$ -	0.0000
Redevelopment General	\$ 305,443	\$ 300,701	0.0345
Redevelopment Bond	\$ 221,848	\$ 349,261	0.0401
Solid Waste District Grant	\$ 192,725	\$ -	0.0000
Information and Communications Technology	\$ 318,340	\$ -	0.0000

VIPS/Park Public Safety Fund	\$ 6,000	\$ -	0.0000
Special Events Non Reverting	\$ 95,914	\$ -	0.0000

	\$ 18,271,952	\$ 15,816,962	\$ 1.8138
Levies Subject to maximum Levy	\$ 11,908,654		
Regular Funds	\$ 17,658,973		
Home Rule Funds	\$ 612,979		

Introduced and Filed on the 11th day of October 2021. Consideration on First Reading not in order, pursuant to I.C. 6-1.1-17-3(a); I.C. 6-1.1-17-5(a)(8) and I.C. 36-5-3-4.

Corporation General Fund: (departmentalized)	<i>Proposed</i>	FY 2022 <i>Adopted</i>	\$ 872,043,404 NET AV
<i>Office of the Town Council</i>			
Personnel Services	\$ 80,875	\$ -	
Supplies	\$ 700	\$ -	
Other Services & Charges	\$ 158,677	\$ -	
Capital Outlays	\$ -	\$ -	
Department Total:	\$ 240,252	\$ -	
<i>Advisory Board of Zoning Appeals</i>			
Personnel Services	\$ 3,359	\$ -	
Supplies	\$ 200	\$ -	
Other Services & Charges	\$ 19,160	\$ -	
Capital Outlays	\$ -	\$ -	
Department Total:	\$ 22,719	\$ -	
<i>Volunteers in Policing</i>			
Personnel Services	\$ 2,720	\$ -	
Supplies	\$ 14,130	\$ -	
Other Services & Charges	\$ 3,050	\$ -	
Capital Outlays	\$ -	\$ -	
Department Total:	\$ 19,900	\$ -	
<i>Office of the Clerk-Treasurer</i>			
Personnel Services	\$ 213,980	\$ -	
Supplies	\$ 3,500	\$ -	
Other Services & Charges	\$ 95,301	\$ -	
Capital Outlays	\$ -	\$ -	
Department Total:	\$ 312,781	\$ -	
<i>Building Inspection Department</i>			
Personnel Services	\$ 246,644	\$ -	
Supplies	\$ 9,550	\$ -	
Other Services & Charges	\$ 79,169	\$ -	
Capital Outlays	\$ 1,500	\$ -	
Department Total:	\$ 336,863	\$ -	

<i>Fire Department</i>			
Personnel Services	\$	330,541	\$ -
Supplies	\$	32,075	\$ -
Other Services & Charges	\$	153,994	\$ -
Capital Outlays	\$	-	\$ -
Department Total:	\$	516,610	\$ -

<i>Plan Commission Dept.</i>			
Personnel Services	\$	2,842	\$ -
Supplies	\$	325	\$ -
Other Services & Charges	\$	78,246	\$ -
Capital Outlays	\$	-	\$ -
Department Total:	\$	81,413	\$ -

<i>Metropolitan Police Department</i>			
Personnel Services	\$	4,147,243	\$ -
Supplies	\$	161,000	\$ -
Other Services & Charges	\$	1,627,616	\$ -
Capital Outlays	\$	-	\$ -
Department Total:	\$	5,935,859	\$ -

<i>Works Board Dept.</i>			
Personnel Services	\$	-	\$ -
Supplies	\$	-	\$ -
Other Services & Charges	\$	793,494	\$ -
Capital Outlays	\$-	-	\$ -
Department Total:	\$	793,494	\$ -

<i>Town Hall and Monuments Dept.</i>			
Personnel Services	\$	-	\$ -
Supplies	\$	4,500	\$ -
Other Services & Charges	\$	25,625	\$ -
Capital Outlays	\$-	-	\$ -
Department Total:	\$	30,125	\$ -

PROPERTY TAX IMPACT			
Property Tax Caps	\$	-	\$ -
	\$-	-	\$ -
Department Total:	\$	-	\$ -

	\$	8,290,016	\$ -
Proposed (est.) Rate for the Fund	\$	1.0535	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$	-	per \$100 dollars of av

Redevelopment General Fund:

	<i>Proposed</i>	<i>Adopted</i>
PROPERTY TAX CAP	\$ -	\$ -
Personnel Services	\$ 141,979	\$ -
Supplies	\$ 6,122	\$ -
Other Services & Charges	\$ 157,342	\$ -
Capital Outlays	\$-	\$ -
Fund Total:	\$ 305,443	\$ -
Proposed (est.) Rate for the Fund	\$ 0.0345	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

Rate for both the Redevelopment General and the Redevelopment Capital is capped at .0333, pursuant to IC 36-7-14-28.

Redevelopment Capital Fund:

	<i>Proposed</i>	<i>Adopted</i>
Personnel Services	\$ -	\$ -
Supplies	\$ -	\$ -
Other Services & Charges	\$ -	\$ -
Capital Outlays	\$ -	\$ -
Fund Total:	\$ -	\$ -
Proposed (est.) Rate for the Fund	\$ -	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

Rate for both the Redevelopment General and the Redevelopment Capital is capped at .0333, pursuant to IC 36-7-14-28.

Parks and Recreation Fund:

	<i>Proposed</i>	<i>Adopted</i>
PROPERTY TAX CAPS	\$ -	\$ -
Personnel Services	\$ 1,224,700	\$ -
Supplies	\$ 95,300	\$ -
Other Services & Charges	\$ 1,145,068	\$ -
Capital Outlays	\$-	\$ -
Fund Total:	\$ 2,465,068	\$ -
Proposed (est.) Rate for the Fund	\$ 0.1473	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

Police Pension 1925 Fund:

	<i>Proposed</i>	<i>Adopted</i>
Property Tax Caps	\$ -	\$ -
Personnel Services	\$ 834,892	\$-
Supplies	\$ 900	\$-
Other Services & Charges	\$ 12,335	\$-
Capital Outlays	\$-	\$-
Fund Total:	\$ 848,127	\$ -
Proposed (est.) Rate for the Fund	\$ 0.0003	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

Parks Dist Bond & Lease Fund (Regular)

	<i>Proposed</i>	<i>Adopted</i>
Personnel Services	\$ -	\$-
Supplies	\$ -	\$-
Other Services & Charges	\$ 725	\$-
Debt Service	\$ 1,662,688	\$-
Fund Total:	\$ 1,663,413	\$ -
Proposed (est.) Rate for the Fund	\$ 0.3187	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

Corporation Bond Fund

	<i>Proposed</i>	<i>Adopted</i>
Personnel Services	\$-	\$-
Supplies	\$-	\$-
Other Services & Charges	\$ -	\$-
Debt Service	\$ 808,000	\$-
Fund Total:	\$ 808,000	\$ -
Proposed (est.) Rate for the Fund	\$ 0.1454	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

Motor Vehicle Highway Fund

(departmentalized)

	<i>Proposed</i>	<i>Adopted</i>
<i>Reconstruction and Maintenance Dept.</i>		
Personnel Services	\$ 371,900	\$ -
Supplies	\$ 260,270	\$ -
Other Services & Charges	\$ 212,310	\$ -
Capital Outlays	\$-	\$ -
Department Total:	\$ 844,480	\$ -
 <i>Administration Department</i>		
Personnel Services	\$ 75,088	\$ -
Supplies	\$ 3,000	\$ -
Other Services & Charges	\$ 10,750	\$ -
Capital Outlays	\$-	\$ -
Department Total:	\$ 88,838	\$ -
Fund Total:	\$ 933,318	\$ -
Proposed (est.) Rate for the Fund	\$ -	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

Local Roads & Streets Fund

	<i>Proposed</i>	<i>Adopted</i>
Personnel Services	\$ 94,600	\$-
Supplies	\$ -	\$-
Other Services & Charges	\$ 317,000	\$-
Capital Outlays	\$-	\$-
Fund Total:	\$ 411,600	\$ -
Proposed (est.) Rate for the Fund	\$ -	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

Municipal Cum Cap Dev Fund

	<i>Proposed</i>	<i>Adopted</i>
PROPERTY TAX CAPS \$	-	\$ -
Supplies \$	7,500	\$-
Other Services & Charges \$	237,605	\$-
Capital Outlays \$	169,035	\$-
Debt Service \$	-	\$-
Fund Total: \$	414,140	\$ -
Proposed (est.) Rate for the Fund \$	0.0740	per \$100 dollars of av
Adopted (Est.) Rate for the Fund \$	-	per \$100 dollars of av

The rate is fixed or capped by I.C. 36-9-15.5 et seq.

Cumulative Cap Imp. Fund

	<i>Proposed</i>	<i>Adopted</i>
Personnel Services \$	-	\$-
Supplies \$	-	\$-
Other Services & Charges \$	115,000	\$-
Capital Outlays \$	-	\$-
Fund Total: \$	115,000	\$ -
Proposed (est.) Rate for the Fund \$	-	per \$100 dollars of av
Adopted (Est.) Rate for the Fund \$	-	per \$100 dollars of av

Law Enf. Ed., Trng., & Supply Fund

	<i>Proposed</i>	<i>Adopted</i>
Personnel Services \$-		\$-
Supplies \$	28,000	\$-
Other Services & Charges \$	25,000	\$-
Capital Outlays \$-		\$-
Fund Total: \$	53,000	\$ -
Proposed (est.) Rate for the Fund \$	-	per \$100 dollars of av
Adopted (Est.) Rate for the Fund \$	-	per \$100 dollars of av

Redevelopment Bond Fund

	<i>Proposed</i>	<i>Adopted</i>
Personnel Services \$	-	\$-
Supplies \$	-	\$-
Other Services & Charges \$	350	\$-
Debt Service \$	221,498	\$-
Fund Total: \$	221,848	\$ -
Proposed (est.) Rate for the Fund \$	0.0401	per \$100 dollars of av
Adopted (Est.) Rate for the Fund \$	-	per \$100 dollars of av

Information & Comm Tech

	<i>Proposed</i>	<i>Adopted</i>
Personnel Services	\$ 99,445	\$-
Supplies	\$ 3,000	\$-
Other Services & Charges	\$ 215,895	\$-
Capital Outlays	\$-	\$-
Fund Total:	\$ 318,340	\$ -
Proposed (est.) Rate for the Fund	\$ -	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

VIPS/PARKS Public Safety Fund

	<i>Proposed</i>	<i>Adopted</i>
Personnel Services	\$ 600	\$-
Supplies	\$ 5,400	\$-
Other Services & Charges	\$-	\$-
Capital Outlays	\$-	\$-
Fund Total:	\$ 6,000	\$ -
Proposed (est.) Rate for the Fund	\$ -	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

Solid Waste District Grant Fund

	<i>Proposed</i>	<i>Adopted</i>
Personnel Services	\$-	\$-
Supplies	\$ -	\$-
Other Services & Charges	\$ 192,725	\$-
Capital Outlays	\$-	\$-
Fund Total:	\$ 192,725	\$ -
Proposed (est.) Rate for the Fund	\$ -	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

Special Events Non Reverting

	<i>Proposed</i>	<i>Adopted</i>
Personnel Services	\$ 10,658	\$-
Supplies	\$ 1,000	\$-
Other Services & Charges	\$ 84,256	\$-
Capital Outlays	\$-	\$-
Fund Total:	\$ 95,914	\$ -
Proposed (est.) Rate for the Fund	\$ -	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

Public Safety LIT Fund

	<i>Proposed</i>	<i>Adopted</i>
Personnel Services	\$-	\$-
Supplies	\$-	\$-
Other Services & Charges	\$-	\$-
Capital Outlays	\$ 500,000	\$-
Fund Total:	\$ 500,000	\$ -
Proposed (est.) Rate for the Fund	\$ -	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

Economic Development LIT Fund

	<i>Proposed</i>	<i>Adopted</i>
Personnel Services	\$-	\$-
Supplies	\$-	\$-
Other Services & Charges	\$ 350,000	\$-
Capital Outlays	\$ 280,000	\$-
Debt Service	\$ -	\$-
Fund Total:	\$ 630,000	\$ -
Proposed (est.) Rate for the Fund	\$ -	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

Total of All Funds: \$ 18,271,952 \$ -

Pursuant to IC 6-1.1-17 et seq., consideration of the proposed ordinance for adoption cannot take place sooner than ten (10) days following the pre-adoption hearing. Consideration for passage and adoption of the Proposed Ordinance will be at the regular meeting of the **Town Council, Monday, October 25, 2021 at 6:30 p.m.**

The Town Council and the Town Clerk-Treasurer discussed the proposed budget, noting it was proposed at \$ 3,017,219 over the maximum levy. The spending side was noted that some of the funds as budgeted would need to be adjusted downward. It was further noted that the issue of raises would be discussed later at a scheduled standing Study Session as part of the budget process. It was noted that the proposed tax rates could be seen as not to exceed rates. Further the rates were unduly higher owing to valuing the tax base at 70% of the current net valuation.

Councilor Schocke inquired about the process of assembling the budget and whether the meetings with department heads was sufficient publicly transparent. It was noted that while no one would be turned away, it was not customary to have the department head meetings with the budget chair to be conducted as a public process.

(c) **Public Hearing.** The Town Council President called the hearing to order.

1. Larry Kondrat, Highland, asked whether the proposed budget would increase his taxes. It was noted that the circuit breaker credits would likely protect his tax bill certainty by not allowing his property taxes from being greater than 1% of the amount of his total assessed valuation.

A colloquy ensued between the Clerk-Treasurer, some members of the Town Council and Mr. Kondrat regarding some of the proposed spending described in the proposal

including the inclusion of the new information technology department and the salary of the Director of Information Technology.

3. **Pre-Adoption Hearing of the Proposed Fiscal Year 2022 Budget of the Sanitary District, pursuant to IC 6-1.1-17-20.** *Under amendments to IC 6-1.1-17-20, the proper officers shall submit the proposed budget and property tax levies to the municipal fiscal body. The fiscal body of the city, town, or county (whichever applies) shall review each budget and proposed tax levy and adopt a final budget and tax levy for the taxing unit. The fiscal body may reduce or modify but not increase the proposed budget or tax levy. The final adoption vests with the Town Council. The Town Council should take its final action at its meeting of October 25, 2021.*
- (a) **Acknowledgement of Publication:** *(Under current law, no publication by unit just by Department of Local Government Finance online Gateway. The proposed components of budget must be submitted to the Gateway at least 10 days before the Preliminary Hearing. The proposed budget notice was filed with the Gateway on September 30, 2021). (See IC 6-1.1-17-3)* It was noted that the budget was filed as proposed in the Gateway portal on September 30, 2021.
- (b) **Introduction of Proposed Ordinance No. 1752: An Ordinance of Appropriations and Budget Levies and Rates for the 2022 Budget of the Sanitary District.** Councilor Herak introduced and filed proposed Ordinance No. 1752. There was no further action owing to the There was no further action pursuant to I.C. 6-1.1-17-3(a); I.C. 6-1.1-17-5(a)(8) and I.C. 36-5-3-4.

TOWN OF HIGHLAND
 ORDINANCE NO. 1752

TOWN OF HIGHLAND, LAKE COUNTY, INDIANA

AN ORDINANCE FOR APPROPRIATIONS AND TAX RATES OF THE SANITARY DISTRICT OF THE TOWN OF HIGHLAND, LAKE COUNTY, INDIANA

BE IT HEREBY ORDAINED by the Town Council of the Town of Highland, Lake County, Indiana:

Section 1. Pursuant to the provisions of IC 6-1.1-17-20 (e), the Town Council of Highland hereby finds and determines the following:

- (A) That the Sanitary District is a political subdivision, whose governing body, the Board of Sanitary Commissioners is comprised entirely of non-elected, appointed officials;
- (B) That the assessed valuation of the **Sanitary District** is entirely contained within and is both coterminous and coextensive with the boundaries of the Corporate Town of Highland;

Section 2. That for the expenses of the **Sanitary District of the Town of Highland** for the year ending December 31, 2022, the sums herein specified are hereby appropriated and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing same. Such sums herein appropriated shall be held to include all expenditures authorized to be made during the year, unless otherwise expressly stipulated and provided by law;

Section 3. That in addition, for the purposes of raising revenue to meet the necessary expenses of the **SANITARY DISTRICT** of the **TOWN OF HIGHLAND**, the property tax levies and property tax rates as herein specified are included herein. Budget Form 4-B for all funds are incorporated by the signing of this form and must be completed and submitted in the manner prescribed by the Department of Local Government Finance;

Section 4. This ordinance shall be in full force and effect from and after its passage and approval by the Town Council of the Town of Highland, subject to its review and approval by the Department of Local Government Finance.

Fund Name	Proposed Budget	Proposed Tax Levy	Proposed Tax Rate
Special Sanitary General	\$ 2,288,470	\$ 289,515	0.0332
Special Sanitary Debt Service	\$ 1,867,317	\$ 3,843,458	0.4407
	\$ 4,155,787	\$ 4,132,973	\$ 0.4739

Introduced and Filed on the 11th day of October 2021. Consideration on First Reading not authorized, pursuant to I.C. 6-1.1-17-3(a); I.C. 6-1.1-17-5(a)(8) and I.C. 36-5-3-4.

Sanitary District Special Operating Fund

(Departmentalized)

<i>Operating Department</i>	<i>Proposed</i>	<i>Final Approval</i>
Personnel Services \$	-	\$-
Supplies \$	-	\$-
Other Services & Charges \$	-	\$-
Capital Outlays \$	-	\$-
Departmental Total:	\$ -	\$ -
<i>Sanitation and Waste Department</i>	<i>Proposed</i>	<i>Final Approval</i>
Personnel Services \$	292,300	\$-
Supplies \$	13,700	\$-
Other Services & Charges \$	1,982,470	\$-
Capital Outlays \$	-	\$-
Departmental Total:	\$ 2,288,470	\$ -
PROPERTY TAX CAPS	\$ -	\$ -
Fund Total:	\$ 2,288,470	\$ -
Adopted (est.) Rate for the Fund	\$ 0.0332	per \$100 dollars of av
Final (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

Sanitary District Bond and Interest Fund

	<i>Proposed</i>	<i>Final Approval</i>
Personnel Services \$-		\$-
Supplies \$-		\$-
Other Services & Charges \$	1,700	\$-
Debt Service \$	1,865,617	\$-
Fund Total:	\$ 1,867,317	\$ -
Adopted (est.) Rate for the Fund	\$ 0.4407	per \$100 dollars of av
Final (Est.) Rate for the Fund	\$ -	per \$100 dollars of av
Total of All San Dist Funds:	\$ 4,155,787	\$ -

Pursuant to IC 6-1.1-17 et seq., consideration of the proposed ordinance for adoption cannot take place sooner than ten (10) days following the pre-adoption hearing. Consideration for passage and adoption of the Proposed Ordinance will be at the regular meeting of the **Town Council, Monday, October 25, 2021 at 6:30 p.m.**

(c) **Public Hearing.** The Town Council President called the public hearing to order.

1. Larry Kondrat, Highland, asked whether the American Recovery Plan Act or Local Fiscal Recovery Funds money was included in the sanitary district budget. It was noted that the first half of the allocation was receipted into the fund as required but that since it was unclear when the spending would be necessary for the intended use of the funds, the moneys were not included in the budget. It was noted that an additional appropriation hearing would still be necessary.

There were no further questions. The hearing was closed.

4. **Pre-Adoption Hearing of the Proposed Fiscal Year 2022 Budget of the Waterworks District, pursuant to IC 6-1.1-17-20.** *Under amendments to IC 6-1.1-17-20, the proper officers of the special taxing district shall submit the proposed budget and property tax levies to the municipal fiscal body. The fiscal body of the city, town, or county (whichever applies) shall review each budget and proposed tax levy and adopt a final budget and tax levy for the taxing unit. The fiscal body may reduce or modify but not increase the proposed*

budget or tax levy. The final adoption vests with the Town Council. The final adoption vests with the Town Council. The Town Council should take its final action at its meeting of October 25, 2021.

- (a) Acknowledgement of Publication: *(Under current law, no publication by unit just by Department of Local Government Finance online Gateway. The proposed components of budget must be submitted to the Gateway at least 10 days before the Preliminary Hearing. The proposed budget notice was filed with the Gateway on September 30, 2021). (See IC 6-1.1-17-3)* It was noted that the budget was filed as proposed in the Gateway portal on September 30, 2021.
- (b) Introduction of **Proposed Ordinance No. 1753**: An Ordinance of Appropriations and Budget Levies and Rates for the 2022 Budget of the Waterworks District. Councilor Herak introduced and filed proposed Ordinance No. 1753. There was no further action owing to the There was no further action pursuant to I.C. 6-1.1-17-3(a); I.C. 6-1.1-17-5(a)(8) and I.C. 36-5-3-4.

**Town of Highland
 Ordinance No. 1753**

TOWN OF HIGHLAND, LAKE COUNTY, INDIANA

AN ORDINANCE FOR APPROPRIATIONS AND TAX RATES OF THE WATERWORKS DISTRICT OF THE TOWN OF HIGHLAND, LAKE COUNTY, INDIANA

BE IT HEREBY ORDAINED by the Town Council of the Town of Highland, Lake County, Indiana:

Section 1. Pursuant to the provisions of IC 6-1.1-17-20 (e), the Town Council of Highland hereby finds and determines the following:

- (A) That the Waterworks District is a political subdivision, whose governing body, the Board of Waterworks Directors is comprised entirely of non-elected, appointed officials;
- (B) That the assessed valuation of the **Waterworks District** is entirely contained within and is both coterminous and coextensive with the boundaries of the Corporate Town of Highland;

Section 2. That for the expenses of the **Waterworks District of the Town of Highland** for the year ending December 31, 2022, the sums herein specified are hereby appropriated and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing same. Such sums herein appropriated shall be held to include all expenditures authorized to be made during the year, unless otherwise expressly stipulated and provided by law;

Section 3. That in addition, for the purposes of raising revenue to meet the necessary expenses of the **WATERWORKS DISTRICT** of the **TOWN OF HIGHLAND**, the property tax levies and property tax rates as herein specified are included herein. Budget Form 4-B for all funds are incorporated by the signing of this form and must be completed and submitted in the manner prescribed by the Department of Local Government Finance;

Section 4. This ordinance shall be in full force and effect from and after its passage and approval by the **Town Council** of the Town of Highland, subject to its review and approval by the Department of Local Government Finance.

Fund Name	Proposed Budget	Proposed Tax Levy	Proposed Tax Rate
Special Waterworks District Debt Service	\$ 410,788	\$ 673,409	0.0541
	\$ 410,788	\$ 673,409	\$ 0.0541

Introduced and Filed on the 11th day of October 2021. Consideration on First Reading not authorized, pursuant to I.C. 6-1.1-17-3(a); I.C. 6-1.1-17-5(a)(8) and I.C. 36-5-3-4.

Pursuant to IC 6-1.1-17 et seq., consideration of the proposed ordinance for adoption cannot take place sooner than ten (10) days following the pre-adoption hearing. Consideration for passage and adoption of the Proposed Ordinance will be at the regular meeting of the **Town Council, Monday, October 25, 2021 at 6:30 p.m.**

Waterworks District Bond and Interest Fund

	<i>Adopted</i>	<i>Final Approval</i>	
Personnel Services	\$ -	\$ -	
Supplies	\$ -	\$ -	
Other Services & Charges	\$ -	\$ -	
Debt Service	\$ 410,788	\$ -	
Fund Total:	\$ 410,788	\$ -	
Adopted (est.) Rate for the Fund	\$ 0.0541		per \$100 dollars of av
Final (Est.) Rate for the Fund	\$ -		per \$100 dollars of av

(c) **Public Hearing.** The Town Council President called the public hearing to order.

1. Larry Kondrat, Highland, sought clarification on what the budget covered. It was noted that this was for debt service paid by property taxes from the special taxing district for the bonds of 2015 and the Note of 2021.

The hearing was closed. The Town Council President read aloud the following recital:

In all cases above, ten (10) or more taxpayers may object to a budget, a tax rate or tax levy by filing a petition with the Office of the Clerk-Treasurer not more than seven (7) days following these hearings. (Monday, October 18, 2021) The objection petition must identify the provisions of the budget, tax rate or tax levy to which taxpayers object. If a petition is filed, the Town Council shall adopt with the budget a finding concerning the objections in the petition and the testimony presented.

Comments from Visitors (regarding matters on the agenda)

1. Larry Kondrat, Highland, commented on the manner in which the neighboring Town of Griffith was considering to seek a replacement for an Information Technology person. Mr. Kondrat urged the Town Council to rescind the recent hire and use a different process for selecting an IT person.
2. Jake Moore, Highland, with leave from the Town Council, complained of speeding vehicles on the 3800 block of Highway Avenue near Kleinman. He asked that the Town Council take steps to curtail the speeding perhaps installing speed bumps or installing a lighted sign.

Mr. Moore further expressed concerns regarding rental properties in town and the standard of care such properties would experience, with leave from the Town Council.

With further leave from the Town Council, he reported the need to remove a tree located in the parkway at 3925 Highway.

The public comment period was closed.

Staff Reports: The following staff reports were received and filed.

• **Building & Inspection Report for September 2021**

Permit Type	Number	Residentia	Commercial	Est. Cost	Fees
Commercial Buildings:	0	0	0	\$0.00	\$0.00
Commercial Additions or Remodeling:	10	0	10	\$1,741,699.00	\$31,356.00
Signs:	10	0	10	\$47,910.00	\$4,425.00
Single Family:	0	0	0	\$0.00	\$0.00
Duplex/Condo:	0	0	0	\$0.00	\$0.00

Residential Additions:	0	0	0	\$0.00	\$0.00
Residential Remodeling:	73	73	0	\$552,143.00	\$14,262.00
Garages:	2	2	0	\$85,013.00	\$1,998.00
Sheds:	1	1	0	\$1,413.00	\$214.50
Decks & Porches:	6	6	0	\$61,000.00	\$2,452.50
Fences:	12	11	1	\$70,362.00	\$2,352.00
Swimming Pools:	0	0	0	\$0.00	\$0.00
DrainTile/ Waterproofing:	5	5	0	\$42,610.00	\$1,183.50
Miscellaneous	26	26	0	\$207,196.00	\$6,577.00
TOTAL:	145	124	21	\$2,809,346.00	\$64,820.50
Electrical Permits	17	5	12		\$2,035.00
Mechanical Permits	18	16	2		\$2,035.00
Plumbing Permits	19	11	8		\$3,191.45
Water Meters	1	0	1		\$375.00
Water Taps	0	0	0		\$0.00
Sewer/Storm Taps	0	0	0		\$0.00
TOTAL Plumbing:	20	11	9		\$3,566.45

September Code Enforcement:

Investigations: 025
Citations: 002
Warnings: 025

September Inspections:

Building: 40 Electrical: 233 Plumbing: 17 HVAC: 15
Pool Inspections: 00 Electrical Exam: 01

• **Fire Department Report for September 2021**

<u>Type of Call</u>	<u>Month</u>	<u>YTD</u>
General Alarms	08	83
Paid Still Alarms	28	234
Still Alarms	02	25
Total Alarms:	38	Calls YTD: 342

• **Workplace Safety Report for September 2021**

There were no workplace incidents to report in September. The following report was filed.

Department	Injuries this Month	Year to Date 2021	Total in 2020	Restricted Days 2021	Lost Workdays This Year (2021)	Restricted Days Last Year (2020)	Lost Workdays Last Year (2020)
Parks	0	0	2	0	0	0	0
Fire	0	1	0	0	0	0	0
Police	0	2	2	0	0	0	0
Street	0	0	1	0	0	0	0
Water & Sewer	0	2	2	32	0	93	81

Maint.	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0
TOTALS	0	5	7	32	0	93	81

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

Appointments:

Executive Appointment

1. **Board of Waterworks Directors: (1)** Unexpired term of Ed Dabrowski, for the balance of the term ending 1st Monday in 2023. *(Cannot have more than 3 from the same political party.)*

A colloquy regarding the possible nomination of Larry Kondrat to the vacancy on the board of water works directors occurred. It was noted that the appointment was vested with the municipal executive. With leave from the Town Council, Mr. Kondrat indicated that he had most recently voted in the Democratic primary. There was no further action.

Unfinished Business and General Orders:

1. **Introduced 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.

(At the Town Council meeting of September 27, 2021, upon a motion to consider at the same meeting of its introduction, the vote did not obtain the required unanimous vote of the council members present. It is now presented for action by the Town Council. Passage requires a vote in the affirmative of at least three of the Town Councilors.)

Councilor Black moved the passage and adoption of the Ordinance No. 1744.1726-D. Councilor Schocke seconded.

Amendment attempt. Councilor Herak moved to amend the Ordinance to provide a bi-weekly salary that would render an annual salary of \$64,000. The motion did not attain a second and was not then placed before the Town Council.

Amendment attempt. Councilor Herak moved that the ordinance provide that the person receiving the salary not be eligible for any general increase in wages and salaries that might be adopted by the Town Council to be effective in FY 2022. Councilor Black seconded. Upon a roll call vote, there were three negatives and two affirmatives. With Councilors Zemen, Schocke and Sheeman voting in the negative and Councilors Herak and Black voting in the affirmative, the motion did not pass. The amendment was not adopted.

Upon a roll call vote on the adoption of the ordinance, there were four affirmatives and one negative. With Councilors Zemen, Schocke, Black and Sheeman voting in the affirmative, and Councilor Herak voting in the negative, the motion passed. The ordinance was adopted upon the signature of the executive.

ORDINANCE No. 1744.1726-D
 of the
 TOWN of HIGHLAND, INDIANA

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

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; and

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

WHEREAS, I.C. 36-5-3-2(b), further provides that the Town Legislative body shall, by ordinance fix the compensation of its own members and the Town Clerk-Treasurer;

WHEREAS, I.C. 36-5-3-2(c) still further provides that the compensation of an elected town officer may not be changed in the year for which it is fixed, nor may it be reduced below the amount fixed for the previous year;

WHEREAS, The Town Council did pass and adopted Ordinance No. 1739 establishing an Information Communications and Technology Department, codified as Chapter 2.40, which consists of a Director of Information Technology;

WHEREAS, The Town Council of the Town of Highland, as the town legislative body, now desires to further amend the ordinance that was adopted to fix the compensation of its elected officers, appointed officers and employees of the Town for the year 2021 and thereafter as amended;

WHEREAS, The Town Council of the Town of Highland, as the town legislative body, has been advised that it is necessary and desirable to fix the salary for the position of director of information technology; and,

WHEREAS, The Town Council of the Town of Highland, as the town legislative body, now desires to amend the wage and salary ordinance to establish a position of director of information technology as authorized under HMC Section 2.40.020 and fix rate for the position based upon the needs of the information communications technology department and the Town of Highland,

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 established and fixed, pursuant to the provisions indicated herein and as follows:

Section 1. That Ordinance No. 1726 be amended adding a new section, styled as Section 12.1 *Information Communications Technology Department*, which shall read as follows:

Section 12.1. *Information Communications Technology Department.* That subject to the provisions of this ordinance, the salary and wages for the non-elected officers and employees of the Town of Highland are hereby fixed as biweekly pay unless stated otherwise for its Information Communications Technology Department as follows:

	Starting Rate	Incumbent Rate
(A) Director of Information Technology (1)	\$ 3,538.47	\$ 3,538.47

Section 2. That Section 2.01 styled as Exempt Employees in the Compensation and Benefits Ordinance commonly called the municipal employee handbook, be further amended to read as follows:

§ 2.01 Exempt Employees
 Exempt employees refers to **workers who are** exempt from certain provisions of the Fair Labor Standards Act pertaining to overtime. It also means that you are in a supervisory or professional position as further defined in 29 CFR 541.200 et seq., and not eligible for overtime payments for work in excess of 40 hours per week, except as provided by this handbook.

Exempt Salaried Positions

- | | |
|---|--------------------------|
| Director of Public Works | Street Supervisor |
| Water & Sewer Supervisor | Facilities Supervisor |
| Maintenance Supervisor | Deputy Clerk-Treasurer |
| Building Commissioner/Chief Inspector | Fiscal Analyst |
| Superintendent of Parks & Recreation | Park Director |
| Director of Recreation | Recreation Supervisor(s) |
| Metropolitan Police Division Commander(s) | Chief of Police |

Metropolitan Police Ass't. Div. Commander(s)
Metropolitan Police Administration Officer(s)
Redevelopment Director
Information Technology Director

Assistant Chief of Police
Fire Chief
Operations Director

Section 3. That all portions of ordinances in conflict with this ordinance are hereby repealed and are of no further force nor effect;

Section 4. (A) This ordinance, which subject to its provisions, shall become and be in full force and effect from and after the date of its passage and adoption without promulgation, upon its signature by the executive in the manner prescribed by IC 36-5-2-10(a), pursuant to any effective dates herein described and until its repeal or amendment by subsequent enactment;

(B) That the Clerk-Treasurer shall have authority to implement the provisions of this ordinance pursuant to the authority expressly set forth in IC 36-5-6-6 (a) (3) & (4).

Introduced and Filed on the 27th Day of September 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., this ordinance could not be considered at the same meeting of its introduction.

DULY ORDAINED AND ADOPTED this 11th Day of October 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**

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 36-5-2-10.2; IC 36-5-6-5)

- 2. Proposed Ordinance No. 1754:** An Ordinance to Amend Section 10.20.220 (B) of the Highland Municipal Code regarding Special Regulations for snow removal modifying the parking proscription to be triggered from one-inch or more of snow to two inches or more.

Councilor Black introduced and moved the consideration of Ordinance No. 1754 at the same meeting of its introduction. Councilor Zemen seconded. Upon a roll call vote, a unanimous vote being necessary, there were four affirmatives and one negative. With Councilors Zemen, Herak, Black and Sheeman voting in the affirmative and Councilor Schocke voting in the negative, the motion did not pass. The ordinance could not be considered at the same meeting of its introduction. This could be considered at the next meeting and then only needing three or more votes for passage.

- 3. Proposed Enactment No. 2021-48:** 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.

Councilor Herak introduced and moved the consideration of Enactment No. 2021-48 at the same meeting of its introduction. Councilor Zemen seconded. Upon a roll call vote, a unanimous vote being necessary, there were five affirmatives and no negatives. The motion passed. The enactment could be considered at the same meeting of its introduction.

Councilor Herak moved the passage and adoption of Enactment No. 2021-48 at the same meeting of its introduction. Councilor Zemen seconded. Upon a roll call vote, a two-thirds vote being necessary, there were five affirmatives and no negatives. The motion passed. The enactment was passed and adopted upon the signature of the municipal executive at the same meeting of its introduction.

ENACTMENT NO. 2021-48

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 United States Department of Justice Program, Bureau of Justice Assistance program, particularly represented on Clerk-Treasurer's receipt number 746266 in the amount of \$1,360.00 as reimbursement in support of Bulletproof Vest Partnership 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 United States Department of Justice Program, Bureau of Justice Assistance to reimburse the municipality for a portion of its actual expenses incurred by the purchase of Bulletproof Vests 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 fund herein named:

MUNICIPAL CUMULATIVE CAPITAL DEVELOPMENT FUND

Increase Account:	
Acct. 055-0000-23009 PD Bulletproof Vests	\$ 1,360.00
Total 200 Series:	\$ 1,360.00
Total of All Fund Increases:	<u>\$ 1,360.00</u>

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 11th Day of October 2021. Consideration on the same day or at same meeting of introduction sustained a vote of 5 in favor and 0 opposed, pursuant to IC 36-5-2-9.8.

DULY ORDAINED AND ADOPTED this 11th Day of October 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

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)

- Resolution No. 2021-49:** An Exigent Resolution Providing For The Transfer of Appropriation Balances From and Among Major Budget Classifications in the Information Communications Technology Fund as Requested by the Proper Officer and Forwarded to the Town Council for its Action Pursuant to I.C. 6-1.1-18-6.

Councilor Black moved the passage and adoption of Resolution No. 2021-49. Councilor Schocke seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The resolution was adopted upon the signature of the municipal executive.

TOWN OF HIGHLAND
APPROPRIATION TRANSFER RESOLUTION
RESOLUTION NO. 2021-49

AN EXIGENT RESOLUTION PROVIDING for the TRANSFER of APPROPRIATION BALANCES from and AMONG MAJOR BUDGET CLASSIFICATIONS in the INFORMATION COMMUNICATIONS TECHNOLOGY

FUND as REQUESTED BY THE PROPER OFFICER AND FORWARDED to the TOWN COUNCIL for its ACTION PURSUANT TO I.C. 6-1.1-18-6.

WHEREAS, It has been determined that certain exigent conditions have developed since adoption of the original budget and it is now necessary to transfer certain appropriations into different categories than were initially appropriated for the various functions of the **Information Communications Technology 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 specified, subject to the laws governing the same, such sums herein transferred unless otherwise stipulated by law;

Section 2. That it has been shown that certain existing unobligated appropriations of the **Information Communications Technology Fund**, which are not needed at this time for the purposes for which originally appropriated, and may be transferred to a category of appropriation in order to satisfy an existing need, as follows:

INFORMATION COMMUNICATIONS TECHNOLOGY FUND

Reduce Account:		
030-0000-20003 MISC SUPPLIES		\$ 3,000.00
	<i>Total 200 Series Reductions:</i>	<u>\$ 3,000.00</u>

Reduce Account:		
030-0000-31006 IT CONSULTANT SERVICES		\$12,450.00
030-0000-32003 IT TELEPHONE		\$ 13,458.00
030-0000-33811 IT SECURITY		\$ 88.00
030-0000-38006 IT SERVICE AGREEMENTS		\$ 277.00
030-0000-39007 IT MISC SERVICES & CHARGES		\$ 1,110.00
030-0000-39024 IT WEBSITE MAINTENANCE		<u>\$ 777.00</u>
	<i>Total 300 Series Reductions:</i>	<u>\$ 28,160.00</u>

Increase and Create Accounts:		
030-0000-11101 DIRECTOR of IT SALARY		\$ 21,231.00
030-0000-11201 FICA		\$ 1,624.00
030-0000-11202 EMPLOYERS INPRS		\$ 2,378.00
030-0000-11203 EMPLOYEES INPRS paid by EMP		<u>\$ 637.00</u>
	<i>Total 100 Series Increases:</i>	<u>\$ 25,870.00</u>

Increase and Create Accounts:		
030-0000-34023 GROUP HEALTH/MEDICAL		\$ 5,116.00
030-0000-34043 AD& D LIFE INSURANCE		<u>\$ 174.00</u>
	<i>Total 300 Series Increases:</i>	<u>\$ 5,290.00</u>

Total of Fund Decreases:		\$ 31,160.00
Total of Fund Increases:		\$ 31,160.00

DULY RESOLVED and ADOPTED this 11th Day of October 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**

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)

5. **Works Board Order No. 2021-35:** An Order Approving and Authorizing the Fire Chief to Enter into a Purchase Agreement with HGAC Buy for the Acquisition of 2021 Typhoon 4 Door Full-tilt Telescoping Ladder Unit, through a governmental entity agreement that has complied with Indiana purchasing law pursuant to IC 36-1-7-12 and Also Finding this to be a Special Purchase, pursuant to IC 5-22 et seq., and Chapter 3.05 of the Highland Municipal Code, authoring the purchase subject to Financing.

Councilor Zemen moved the passage and adoption of Works Board Order No. 2021-35. Councilor Schocke seconded. Upon a roll call vote, there were five

affirmatives and no negatives. The motion passed. The order was adopted upon the signature of the municipal executive.

Town of Highland
Board of Works
Order of the Works Board 2021-35

An Order Approving and Authorizing the Fire Chief to Enter into a Purchase Agreement with HGAC Buy for the Acquisition of 2021 Typhoon 4 Door Full-tilt Telescoping Ladder Unit, through a governmental entity agreement that has complied with Indiana purchasing law pursuant to IC 36-1-7-12 and Also Finding this to be a Special Purchase, pursuant to IC 5-22 et seq., and Chapter 3.05 of the Highland Municipal Code, authoring the purchase subject to Financing

Whereas, The Town of Highland Fire Department, as part of its public duties, has responsibility for fire suppression, public safety and protection of life and property throughout the Town of Highland and, from time to time, it is necessary to purchase and or lease materials and supplies in order to carryout the functions of the department;

Whereas, The Fire Chief, pursuant to Section 3.05.050 (D)(4) of the Highland Municipal Code, serves as the Purchasing Agent for the Fire Department;

Whereas, The Fire Chief has determined that the current Truck 1, a 1996 Saulsbury Duplex Fire Vehicle has exceeded its useful life and its safe utility for the purposes of the Fire Department;

Whereas, The Fire Chief did sign an agreement with the Houston-Galveston Area Council on May 28, 2021;

Whereas, IC 36-1-7-12 (c), provides that a governmental entity may make a purchase from any other governmental entity or under another governmental entity's referenced written contract if there is compliance with the state purchasing law;

Whereas, The Purchasing Agent, after consultation with colleague municipal fire fighters, pursuant to IC 36-1-7-12 (c) did identify the **Houston-Galveston Area Council, known as the H-GAC**, 3555 Timmons Lane, Suite 120, Houston, Texas, an entity created under the State of Texas Interlocal Cooperation Act, pursuant to Chapter 791 of the Texas Government Code, to be a governmental entity that has complied with the State of Indiana purchasing law therefore did not solicit bids or proposals in support of the acquisition of one (1) **2021 Typhoon 4 Door Full-tilt Telescoping Ladder Unit**, offered for sale by H-GAC;

Whereas, The Purchasing Agent, pursuant to Section 3.05.065 (F) of the Highland Municipal Code and IC 5-22-10-5, further, did not solicit bids or proposals in support of the acquisition of one (1) **2021 Typhoon 4 Door Full-tilt Telescoping Ladder Unit**, offered for sale by Fire Service, Incorporated, because he believed that this particular purchase constitutes a "special purchase" owing to the fact there *exists a unique opportunity to obtain these vehicles at a substantial savings to the governmental body in that if there is a pre-payment discount, if the payment is entirely made in within thirty (30) days*;

Whereas, The Purchasing Agent, recommends that one (1) **2021 Typhoon 4 Door Full-tilt Telescoping Ladder Unit**, offered for sale by **Houston-Galveston Area Council, known as the H-GAC**, 3555 Timmons Lane, Suite 120, Houston, Texas, an entity created under the State of Texas Interlocal Cooperation Act, pursuant to Chapter 791 of the Texas Government Code, offered for sale without discount for one million thirteen thousand, four hundred sixty-two dollars (\$1,013,462) be purchased at the discounted price of nine hundred ninety-nine thousand, five hundred thirteen dollars (\$999,513), provided there is prepayment of this amount;

Whereas, The Town Council as the Works Board of the Municipality, pursuant to Section 3.05.030(A)(1)(d) of the Highland Municipal Code serves as purchasing agency for the Fire Department;

Whereas, The purchase price exceeds \$15,000.00 and will involves a capital lease purchase as part of the financing, pursuant to Section 3.05.040 (C) and Section 3.05.050 (B)(2) of the Highland Municipal Code, the purchasing agent requires the express approval of the purchasing agency to execute the purchase;

Whereas, The purchase will be supported by a budgeted account in the *Municipal Cumulative Capital Development Fund* and there is or expected to be sufficient appropriation in order to support the purchase; and,

Whereas, The Town Council now desires to approve and authorize the Fire Chief to enter into a purchase agreement with **Houston-Galveston Area Council, known as the H-GAC**, 3555 Timmons Lane, Suite 120, Houston, Texas, to be financed by a separate lease-purchase agreement pursuant to the terms stated herein,

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

Section 1. That the Works Board hereby finds and determines the following:

- (A) That the 2021 Typhoon 4 Door Full-tilt Telescoping Ladder Unit is a fire response apparatus and vehicle that would usually retail for one million thirteen thousand, four hundred sixty-two dollars (\$1,013,462) or more if selected as a custom order by the factory, and the discounted price of nine hundred ninety-nine thousand, five hundred thirteen dollars (\$999,513), provided there is prepayment of this amount *offers a substantial savings to the Town of Highland*;

- (B) That if acquired as recommended, the 2021 Typhoon 4 Door Full-tilt Telescoping Ladder Unit purchased through Houston-Galveston Area Council, known as the H-GAC, 3555 Timmons Lane, Suite 120, Houston, Texas, an entity created under the State of Texas Interlocal Cooperation Act, pursuant to Chapter 791 of the Texas Government Code, would be a purchase without additional notice and bidding as authorized under IC 36-1-7-12 (c) ;
- (C) That pursuant to Section 3.05.065 (F) of the Highland Municipal Code and IC 5-22-10-5, the Town Council finds and determines that this purchase further constitutes a "special purchase" owing to the fact there exists a unique opportunity to obtain these vehicles at a substantial savings to the governmental body in that if there is a pre-payment discount, if the payment is entirely made in within thirty (30) days;

Section 2. That based upon the findings and determinations set forth in Section 1, the Town Council as the Works Board of the municipality hereby approves the acquisition of **2021 Typhoon 4 Door Full-tilt Telescoping Ladder Unit**, offered for sale by **Houston-Galveston Area Council, known as the H-GAC**, 3555 Timmons Lane, Suite 120, Houston, Texas, an entity created under the State of Texas Interlocal Cooperation Act, pursuant to Chapter 791 of the Texas Government Code, for the *discounted price* of nine hundred ninety-nine thousand, five hundred thirteen dollars (\$999,513), provided there is prepayment of this amount, provided such payment is lawful and contingent on obtaining lease financing;

Section 3. That the purchase of the identified unit is hereby authorized and approved and the Fire Chief is hereby directed to execute the purchasing agreement with **Houston-Galveston Area Council, known as the H-GAC**, 3555 Timmons Lane, Suite 120, Houston, Texas, an entity created under the State of Texas Interlocal Cooperation Act, pursuant to Chapter 791 of the Texas Government Code and any signature of such an agreement made prior to this order's authorization is hereby ratified pursuant to IC 36-1-4-16;

Section 4. That the Fire Chief is hereby further directed seek quotes for capital lease financing from several financial institutions, according to specifications as set forth by the municipal fiscal officer and once solicited to bring the financing with the lowest net interest cost and term to the Town Council for its consideration and favor;

Section 5. That the Town Council acting as the works board, hereby further finds that the purchase as authorized in this order is contingent upon obtaining desirable lease financing;

Section 6. That the proper officers are authorized and directed to execute the purchase agreement and any additional documents in order to implement the purposes of this order and then file these documents as financial materials with the Office of the Clerk-Treasurer, pursuant to IC 36-5-4-14.

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 11th day of October 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(6);IC 36-5-6-5)

Agreement as an exhibit follows:

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**INTERLOCAL CONTRACT FOR
COOPERATIVE PURCHASING**

ILC No.:
ILC21-11262

Program Number assigned
by H-GAC

THIS INTERLOCAL CONTRACT ("Contract"), made and entered into pursuant to the Texas Interlocal Cooperation Act, Chapter 791, Texas Government Code (the "Act"), by and between the Houston-Galveston Area Council, hereinafter referred to as "H-GAC," having its principal place of business at 3555 Timmons Lane, Suite 120, Houston, Texas 77027, and **Town of Highland**, a local government, a state agency, or a non-profit corporation created and operated to provide one or more governmental functions and services, hereinafter referred to as "End User," having its principal place of business at **3333 Ridge Road Highland, IN 46322**.

WITNESSETH

WHEREAS, H-GAC is a regional planning commission and political subdivision of the State of Texas operating under Chapter 391, Texas Local Government Code; and

WHEREAS, pursuant to the Act, H-GAC is authorized to contract with eligible entities to perform governmental functions and services, including the purchase of goods and services; and

WHEREAS, in reliance on such authority, H-GAC has instituted a cooperative purchasing program under which it contracts with eligible entities under the Act; and

WHEREAS, End User has represented that it is an eligible entity under the Act, that its governing body has authorized this Contract on 5/28/21 (Date), and that it desires to contract with H-GAC on the terms set forth below;

NOW, THEREFORE, H-GAC and the End User do hereby agree as follows:

ARTICLE 1: LEGAL AUTHORITY

The End User represents and warrants to H-GAC that (1) it is eligible to contract with H-GAC under the Act because it is one of the following: a local government, as defined in the Act (a county, a municipality, a special district, or other political subdivision of the State of Texas or any other state), or a combination of two or more of those entities, a state agency (an agency of the State of Texas as defined in Section 771.002 of the Texas Government Code, or a similar agency of another state), or a non-profit corporation created and operated to provide one or more governmental functions and services, and (2) it possesses adequate legal authority to enter into this Contract.

ARTICLE 2: APPLICABLE LAWS

H-GAC and the End User agree to conduct all activities under this Contract in accordance with all applicable rules, regulations, and ordinances and laws in effect or promulgated during the term of this Contract.

ARTICLE 3: WHOLE AGREEMENT

This Contract and any attachments, as provided herein, constitute the complete contract between the parties hereto, and supersede any and all oral and written agreements between the parties relating to matters herein.

ARTICLE 4: PERFORMANCE PERIOD

The period of this Contract shall be for the balance of the fiscal year of the End User, which began **01/01/2021** and ends **12/31/2021**. This Contract shall thereafter automatically be renewed annually for each succeeding fiscal year, provided that such renewal shall not have the effect of extending the period in which the End User may make any payment due an H-GAC contractor beyond the fiscal year in which such obligation was incurred under this Contract.

ARTICLE 5: SCOPE OF SERVICES

The End User appoints H-GAC its true and lawful purchasing agent for the purchase of certain products and services through the H-GAC Cooperative Purchasing Program. End User will access the Program through HGACBuy.com and by submission of any duly executed purchase order, in the form prescribed by H-GAC to a contractor having a valid contract with H-GAC. All purchases hereunder shall be in accordance with specifications and contract terms and pricing established by H-GAC. Ownership (title) to products purchased through H-GAC shall transfer directly from the contractor to the End User.

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ARTICLE 6: PAYMENTS

H-GAC will confirm each order and issue notice to contractor to proceed. Upon delivery of goods or services purchased, and presentation of a properly documented invoice, the End User shall promptly, and in any case within thirty (30) days, pay H-GAC's contractor the full amount of the invoice. All payments for goods or services will be made from current revenues available to the paying party. In no event shall H-GAC have any financial liability to the End User for any goods or services End User procures from an H-GAC contractor.

ARTICLE 7: CHANGES AND AMENDMENTS

This Contract may be amended only by a written amendment executed by both parties, except that any alterations, additions, or deletions to the terms of this Contract which are required by changes in Federal and State law or regulations are automatically incorporated into this Contract without written amendment hereto and shall become effective on the date designated by such law or regulation.

H-GAC reserves the right to make changes in the scope of products and services offered through the H-GAC Cooperative Purchasing Program to be performed hereunder.

ARTICLE 8: TERMINATION PROCEDURES

H-GAC or the End User may cancel this Contract at any time upon thirty (30) days written notice by certified mail to the other party to this Contract. The obligations of the End User, including its obligation to pay H-GAC's contractor for all costs incurred under this Contract prior to such notice shall survive such cancellation, as well as any other obligation incurred under this Contract, until performed or discharged by the End User.

ARTICLE 9: SEVERABILITY

All parties agree that should any provision of this Contract be determined to be invalid or unenforceable, such determination shall not affect any other term of this Contract, which shall continue in full force and effect.

ARTICLE 10: FORCE MAJEURE

To the extent that either party to this Contract shall be wholly or partially prevented from the performance within the term specified of any obligation or duty placed on such party by reason of or through strikes, stoppage of labor, riot, fire, flood, acts of war, insurrection, accident, order of any court, act of God, or specific cause reasonably beyond the party's control and not attributable to its neglect or nonfeasance, in such event, the time for the performance of such obligation or duty shall be suspended until such disability to perform is removed; provided, however, force majeure shall not excuse an obligation solely to pay funds. Determination of force majeure shall rest solely with H-GAC.


ARTICLE 11: VENUE

Disputes between procuring party and Vendor are to be resolved in accord with the law and venue rules of the State of purchase.

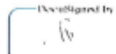
THIS INSTRUMENT HAS BEEN EXECUTED BY THE PARTIES HERETO AS FOLLOWS:

Town of Highland
Name of End User (local government, agency, or non-profit corporation)

3333 Ridge Road
Mailing Address

Highland, IN 46322
City, State ZIP Code

Signature of chief elected or appointed official | Date

William Timmer, Fire Chief
Typed Name & Title of Signatory

Houston-Galveston Area Council
3555 Timmons Lane, Suite 120, Houston, TX
77027
By: 
Executive Director
Date: 9/29/2021

6. **Authorizing the proper officer to publish legal notice of a public hearing:** Public Hearing to consider additional appropriations in the amount of \$50,658 in the **Information Communications Technology Fund** and in the amount of \$3,400 in the **Metropolitan Police Department of the Corporation General Fund**.

Councilor Black moved that the proper officer be authorized to publish legal notice of a public hearing as indicated. Councilor Schocke seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The proper officer was authorized 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 acknowledged the Building Commissioner who reported on plan commission matters, noting it was cancelling its meeting in September.

Councilor Zemen acknowledged the Fire Chief thanked the Town Council for approving subject to financing the acquisition of a new fire truck.

The Fire Chief further reported on Fire department activities.

Councilor Zemen acknowledged Superintendent of Parks and Recreation, who offered a survey of programs and events under the aegis of the parks and recreation department.

Councilor Zemen noted that the Community Events Commission was conducting its Trunk or Treat event on October 23, 2021.

- **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 acknowledged the Building Commissioner, who offered a brief report on matters before the Advisory Board of Zoning Appeals. Further the Building Commissioner reported on the activities of the Building and Inspection Department.

Councilor Herak acknowledged the Police Chief, who offered a brief report on the crime watch program.

Councilor Herak acknowledged the Public Works Director who offered a survey of activities of the agency. He noted the annual so-called "Fall Clean-up" event on Tuesday, October 12.

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

Councilor Schocke noted that he had received from several employees thank you's for the recent COVID Stipends.

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

Councilor Black acknowledged the new Director of Information Technology, who then reported on department activities.

- **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 acknowledged the Redevelopment Director who reported on the Makers Market and the other activities of the department.

Comments from Visitors or Residents

1. Larry Kondrat, Highland, inquired about the status of a pending property sale under the aegis of the Redevelopment Department. It was noted that since the property was acquired by a transfer from the County to the Town Redevelopment Department, any sale or transfer will also require the Town Council to act.

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 September 28, 2021, through October 11, 2021 and the payroll docket for payday of September 24, 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, including the payroll docket, were ratified, and for all remaining invoices, the Clerk-Treasurer was authorized to make payment.

Vendors Accounts Payable Docket:

General Fund, \$688,143.86; Motor Vehicle Highway and Street (MVH) Fund, \$24,450.64; Local Road and Street Fund, \$13,379.28; Law Enforcement Continuing Education and Training and Supply Fund, \$3,908.12; Hazardous Materials Response Fund, \$503.00; Insurance Premium Agency Fund, \$9,371.63; Gasoline Agency Fund, \$21,587.03; Information Communications Technology Fund, \$9,428.90; Traffic and Law Violations Agency Fund, \$500.00; Municipal Cumulative Street Fund, \$3,477.80; Public Safety Local Income Tax Fund, \$408.85; and Economic Development Local Income Tax Fund, \$199,680.00; Total: \$974,839.11.

Payroll Docket for payday of September 24, 2021:

Council, Boards and Commissions, \$10,659.77; Office of Clerk-Treasurer, \$15,034.66; Building and Inspection Department, \$6,481.28; Metropolitan Police Department, \$129,485.58; Public Works Department (Agency), \$64,959.87; Fire Department, \$3,783.12; and 1925 Police Pension Plan Pension Fund, \$68,421.79; Total Payroll: \$298,826.07.

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, October 11, 2021, adjourned at 9:06 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