

Agenda

Sixtieth Regular or Special Meeting of the Twenty-Ninth Town Council of Highland

Regular Plenary Meeting of Monday, February 14, 2022 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 21-31, allowing such meetings, pursuant to IC 5-14-1.5-3.7 for the duration of the emergency, through to January 1.

People may observe and record the meeting for live streaming by joining the meeting on the Zoom platform:

<https://us06web.zoom.us/j/84272332705?pwd=VVNYa2UrbW04TFVWRjFtbU1NUlNnZz09>

Further, some may need to access the electronic meeting by using the preceding link and adding the Meeting ID 842 7233 2705, and the password (code): 761141.

Prayer: Bernie Zemen

Pledge of Allegiance: Bernie Zemen

Roll Call: Bernie Zemen



Mark A. Herak

**A GREAT PLACE
TO CALL HOME**

Mark J. Schocke

Thomas (Tom) Black

Roger Sheeman

Minutes of Previous Session: Minutes of the Regular Meeting of 24 January 2022.

Special Orders: • Consideration of Proposed Additional Appropriations: *(controlled funds)*
Proposed Additional Appropriations in Excess of the 2022 Budget for the

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.

Appropriation Enactment 2022-08
GENERAL FUND
Increase
Office of Town Council
001-0001-11101 Town Council Salaries \$ 16,248.00
001-0001-11201 TC FICA \$ 1,243.00
Department Increase Total: \$ 17,491.00

Increase
Building and Inspection Department
001-0006-34023 Group Health/Medical Insurance: \$ 35,648.00
Decrease
Police Department
001-0009-34023 Group Health/Medical Insurance: (\$ 35,648.00)
Department Reduction Total: (\$ 35,648.00)

- (a) *Attorney verification of Proof of Publication:* The TIMES 9 February 2022.
- (b) **Public Hearing.**
- (c) Action on **Appropriation Enactment No. 2022-08:** An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the pursuant to I.C. 6-1.1-18, and I.C. 36-5-3-5

Appropriation Enactment 2022-07
INFORMATION COMMUNICATIONS TECHNOLOGY FUND
Acct. 030-0000-11101 Director of IT Salary : \$ 3,999.00
Acct. 030-0000-11201 FICA: \$ 306.00
Acct. 030-0000-11201 PENSION: \$ 448.00
Acct. 030-0000-11210 PERF PAID by EMPLOYER \$ 120.00
Total Personnel Expenditures: \$ 4,873.00
Increase
Acct. 030-0000-34023 Medical/Dental Insurance \$ 1,612.00
Total Contractual and Services Expenditures: \$ 1,612.00
Fund Total: \$ 6,485.00

- (a) *Attorney verification of Proof of Publication:* The TIMES 9 February 2022.
- (b) **Public Hearing.**
- (c) Action on **Appropriation Enactment No. 2022-07:** An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the pursuant to I.C. 6-1.1-18, and I.C. 36-5-3-5

**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.

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.

Communications: Letter of commendation to Policepersons who worked six months without a sick day and without an at-fault accident.

- Staff Reports:**
- Building & Inspection Report for January 2022.
 - Fire Department Report for January 2022.
 - Workplace Safety Report for January 2022.
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Appointments: • Home Rule Boards and Commissions
(Appointments have been placed on agenda in case there is readiness to act)

Executive Appointments

- **Municipal Plan Commission** (1) (vacancy) appointment to be made by Town Council President. *(Note: Unexpired term of the Late Dr. Mark Kendra, term ending 1st Monday January 2024)) No more than two of any party. Current composition is 2 Republicans, 1 Democrat.*
- **Economic Development** Commission (1) appointment to be made by the Town Council President. Term expires 01.30.2022. *(Note: Currently held by Matthew Reardon.)*
- **Tree Board** (1) appointment to be made by the Town Council president BUT nominated by the Town Council. See HMC Section 8.25.030 (B). *(Note: Currently a vacancy for a NON-High School Member)*
- **Community Events Commission**

Executive Appointments

- **Multi-year terms** (1) appointment to be made by the Town Council President term expiring 01.01.2023.

Legislative Appointments

- **Redevelopment Commission** (1) appointments to be made by Town Council. *(Note: Currently held by Cyril Huerter)*
 - **Community Events Commission**
 - **Multi-year terms** (4) appointments to be made by the Town Council with 2 terms expiring 10.01.2022 and 2 terms expiring 01.01.2025.
 - **Annual terms** (9) appointments to be made by the Town Council terms ending on 01.01.2022. *(Note: Currently serving Allencia Ballard, Stan Allen, Deborah Trevino, Christine Gonzalez, Linda Carter, Jeffery Pena, Sandra McKnight, Elizabeth Alakel (who does not wish to be reappointed) and a vacancy.)*
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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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3. **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:(2) appointments to be made by the Town Council.
Term: 1 year.

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

**Unfinished
 Business &
 General Orders:**

REMINDER Jay Lieser, 1st Metropolitan Builders to the Town council agenda for his presentation at conclusion of Town Plenary Meeting, approximately 8:00 p.m.

1. Approval of Conflict of Interest Form: Filed by Executive appointee Christine Cash. Must be approved by both the town council president and the full council.
 2. Approval of workers being paid at higher than the starting pay for the position:
 - Mary Shelton, part time crossing guard at \$11.43.
The range is \$10.35 to \$11.52
 - Tracy Anderson, part time records clerk at \$18.14
Starting is \$16.59 and \$18.14
 - James Svetic, part time crossing guard at \$11.43.
The range is \$10.35 to \$11.52
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NEW BUSINESS:

Comments or Remarks from the Town Council: (Good of the Order)	Councilor Bernie Zemen Councilor Mark Herak Councilor Mark Schocke Councilor Thomas Black Councilor Roger Sheeman
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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 January 24 to February 14, 2020 in the amount of <u>\$1,204,863.14.</u> Payroll Docket for the payday of January 28, 2022 in the amount of <u>\$334,370.02.</u> Payroll Docket for the payday of February 11, 2022 in the amount of <u>\$258,748.29.</u>
ADJOURNMENT	The Town Council may meet in study session immediately following the Regular Meeting. <i>Posted pursuant to IC 5-14-1.5-4(a)</i>

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**Enrolled Minutes of the Fifty-Ninth Regular or Special Meeting
For the Twenty-Ninth Highland Town Council
Regular Plenary Business Meeting (Electronic/In person Hybrid)
Monday, January 24, 2022**

The Twenty-Ninth Town Council of the Town of Highland, Lake County, Indiana met in its regular plenary session on Monday, January 24, 2022 at 6:30 O'clock P.M. in the regular place, the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.*

*This meeting was convened as an *electronic meeting*, pursuant to Governor Holcomb's Executive Order 20-04 and 20-09 allowing such meetings pursuant to IC 5-14-1.5-3.6 for the duration of the COVID-19 public health emergency, extended by Executive Order No. 21-33. Some persons were participating remotely on a Zoom platform that allowed for real time interaction, and supported the public's ability to observe and record the proceedings. People were able to participate in person and remotely. When the agenda item provided for public comment, this was supported as well. Councilor Bernie Zemen, Councilor Mark Herak, Councilor Mark Schocke, Councilor Thomas Black and Councilor Roger Sheeman all participated in person.

Pursuant to HMC Section 2.05.130(A)(2), the Town Council considered and reviewed the agenda in an informal proceeding in the plenary meeting room before the president called the meeting to order.

The Town Council President, Bernie Zemen presided. The Town Clerk-Treasurer, Michael W. Griffin, was present to memorialize the proceedings. The meeting was opened with the Councilor Mark 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.

Additional Officials Present: Scott Bilse, Attorney with Abrahamson, Reed & Bilse (remotely); Mark Knesek, Public Works Director (remotely); Peter Hojnicky, Metropolitan Police Chief; William R. Timmer, Jr., CFOD, Fire Chief (remotely); Alex M. Brown, CPRP, Superintendent of Parks and Recreation (remotely); Kathy DeGuilio-Fox, Redevelopment Director (remotely); Edward Dabrowski, Director of Information Technology; and Kenneth J. Mika, Building Commissioner; were present.

Also present: Larry Kondrat of the Board of Waterworks Directors was present.

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

Minutes of the Previous Meetings: The minutes of the January 10, 2022 meeting were approved by general consent.

Special Orders:

Encomium for an Official

1. *Service as Town Executive.* Presentation of Plaque of Appreciation to the *70th Town Council President*, Roger Sheeman.

The Town Council President read aloud an inscription on a plaque acknowledging Councilor Roger Sheeman and his service as 70th town council president.

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

Roger Sheeman

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

Presented on the 24th Day of January 2022 in the Town of Highland, Lake County, Indiana, by its Town Council and Clerk-Treasurer.

2. **Consideration of Proposed Additional Appropriations:** (non-controlled funds) Proposed Additional Appropriations in Excess of the 2022 Budget for the Unsafe Building Fund, the General Improvement Fund, the Hazardous Materials Response Fund, and the Public Safety Local Income Tax (LIT) Fund.

(a) Attorney verification of Proof of Publication: The TIMES 13 Jan 2022. Mr. Bilse verified the proof of publication was in order.

(b) **Public Hearing.** The Town Council President opened public hearing.

1. Mr. Larry Kondrat, Highland, objected to the language in the enactment that used the wording "...and for the purposes herein *specified*, subject to the laws governing the same:". Mr. Kondrat did not believe that the use of specified was correct as he opined there was nothing specified in the enactment. With leave from the Town Council, the Town Clerk-Treasurer indicated that the terms were used as terms of art in these enactments and that the specified was used to show that both a category of expense and an account naming a purpose were being referenced.

There was no further comment, and the public hearing was closed.

- (c) Action on Appropriation **Enactment No. 2022-05:** An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for •the Unsafe Building Fund, the General Improvement Fund, the Hazardous Materials Response Fund, and the Public Safety Local Income Tax (LIT) Fund all pursuant to I.C. 6-1.1-18, and I.C. 36-5-3-5.

Councilor Herak introduced and moved the consideration of Appropriation Enactment No. 2022-05 at the same meeting of its introduction. Councilor Black 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 Appropriation Enactment No. 2022-05 at the same meeting of its introduction. Councilor Black 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.

Town of Highland
 Appropriation Enactment
 Enactment No. 2022-05

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

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

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

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

Section 1. That for the expenses of said municipality, the following additional sums of money are hereby appropriated and ordered set apart out of the Unsafe Building Fund herein named and for the purposes herein specified, subject to the laws governing the same:

UNSAFE BUILDING FUND	
Acct. No. 003-0000-310.05 Demolition Costs:	<u>\$ 142,727.00</u>
<i>Total Series:</i>	\$ 142,727.00
Fund Total:	\$ 142,727.00

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

GENERAL IMPROVEMENT FUND	
Acct. No. 083-0000-34003 Record/Releasing Lien	<u>\$ 10,000.00</u>
<i>Total Series:</i>	\$ 10,000.00
Fund Total:	\$ 10,000.00

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

HAZARDOUS MATERIALS RESPONSE FUND	
Acct. 20-0000-21000 Haz Mat Misc. Supplies:	<u>\$ 3,304.00</u>
<i>Total Supplies:</i>	\$ 3,304.00
Acct. 20-0000-44050 Haz Mat Equipment:	<u>\$ 1,000.00</u>
<i>Total Equipment:</i>	\$ 1,000.00

Fund Total: \$ 4,304.00

Section 4. That the Clerk-Treasurer is hereby authorized and instructed to inform the Department of Local Government Finance of this action and that these monies be made available for expenditure pursuant to I.C. 6-1.1-18.

Section 5. 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 24th Day of January 24, 2022. 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 24th Day of January 2022, 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/ Bernie Zemen, 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)

Comments from the Public or Visitors:

1. Larry Kondrat, Highland, expressed his opposition to the passage of the proposed sense of the Town Council Resolution regarding the business personal property elimination without a corresponding replacement.

Appointments:

Executive Appointments

1. **Municipal Plan Commission** (1) (vacancy) appointment to be made by Town Council President. (*Note: Unexpired term of the Late Dr. Mark Kendra, term ending 1st Monday January 2024*) No more than two of any party. Current composition is 2 Republicans, 1 Democrat.)

The Town Council President indicated that he was still deliberating on this appointment.

2. **Redevelopment Commission Non-voting School Town Advisor.** (1) appointment to be made by the Town Council President. Must be a member of the School Board or a representative of the School town but is appointed by the Town Council President. Term does not expire until 06.30.2022. (See IC 36-7-14-6.1(a)(d)). (*Note: Currently held by Patrick Krull.*)

The Town Council President announce his re-appointment of **Patrick Krull**, 8811 Idlewild Avenue, Highland, to a two-term beginning at the end of this current term as the non-voting advisor to the Redevelopment Commission.

3. **Lake County Convention and Visitors Bureau Board of Directors** (1) appointment to be made by the Town Council President. Must be involved in hotel or hospitality industry. Term does not expire until 06.30.2022. (See IC 6-9-2-3) (*Note: Currently held by Christine Cash.*)

The Town Council President announce his re-appointment of **Christine Cash**, 9515 Kennedy Avenue, Highland, to a three-year term beginning at the end of the current term as the representative from Highland to the Lake County Convention and Visitors Bureau Board of Directors, doing business as the South Shore Visitors and Convention Authority.

4. **Economic Development Commission** (1) appointment to be made by the Town Council President. Term does not expire until 01.30.2022.(*Note: Currently held by Matthew Reardon.*)

The Town Council President indicated that he was still deliberating on this appointment.

5. **Tree Board** (2) appointments to be made by the Town Council president BUT nominated by the Town Council. See HMC Section 8.25.030 (B). (*Note: Currently serving Michael Burns, Jr. and a vacancy from Terry Krooswyk*)

Councilor Black moved to nominate **Elizabeth Herrejon**, 8505 Juniper Trail, Highland for appointment to the Tree Board. Councilor Sheeman seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. *Elizabeth Herrejon* was nominated by the Town Council for appointment to the Tree board.

The Town Council President accepted the nomination and announced his appointment of *Elizabeth Herrejon* to the Tree Board to a term ending 1st Monday | January 2025.

6. **Community Events Commission** *Multi-year positions:* (2) appointments to be made by the Town Council Executive. **Term: 4 years.**
 - *One vacancy of term expiring on 1 Jan 2026.*
 - *One vacant post the term of which expires 1 January 2023*

The Town Council President announced his appointment of **Sandra McKnight**, 3237 Ridge Road, Highland to the multi-year vacancy for term ending on 1 January 2026.

Legislative Appointments

1. **Redevelopment Commission** (2) appointments to be made by Town Council. (*Note: Currently held by Cyril Huerter and Robyn Radford. Ms. Radford does not seek reappointment*)

Councilor Sheeman nominated Cy Huerter for reappointment to the Commission. The Town Council President asked if this nomination could be delayed for further review and deliberation by the Town Council. The Town Council President noted that there were other applicants, and it was believed that these should be interviewed by the Town

Council prior to acting on this. *(Pursuant to IC 36-1-8-10(d)(1), it was noted that the current appointee could hold over in the position up to 90 days after the end of the term of appointment.)*

Councilor Schocke moved to appoint **Alex Robertson**, 9343 Wildwood, Highland to the redevelopment commission for the position being vacated by Robyn Radford, LCSW. Councilor Herak seconded. Upon a roll call vote, there five affirmatives and no negatives. The motion passed. Mr. *Alex Robertson* was appointed to the Redevelopment Commission for a term ending on the first Monday in January 2023 and until a successor was appointed and qualified.

It was noted that the Town Council would schedule interviews with some of the newest applicants.

2. **Community Events Commission *Multi-year terms positions.*** (4) appointments to be made by the Town Council Term: 4 years.
 - *Two (2) vacancies with terms expiring 01.01.2026*
 - *Two (2) vacancies with terms expiring 01.01.2025.*
3. **Community Events Commission *Annual terms positions.*** (9) appointments to be made by the Town Council terms ending on 01.01.2023. (Note: *Currently serving Allencia Ballard, Stan Allen, Deborah Trevino, Christine Gonzalez, Linda Carter, Jeffery Pena, Sandra McKnight, Elizabeth Alakel (who does not wish to be reappointed)*)
4. **Traffic Safety Commission:** Councilor Black is currently serving a term coextensive with his term of office. HMC Section 10.45.030 (A)(4) reads in pertinent part: *"The member(s) ... shall be appointed for a term coextensive with the member's or members' term of office on the town council, unless the town council at its first regular meeting in any year appoints another to serve as its representative(s)."*

The Town Council and the Town Clerk-Treasurer discussed whether the possible appointment of Roger Sheeman as a liaison to the Traffic Safety Commission was done to create a new liaison assignment or if the intention was to make this be an appointment to the commission as the Town Council appointee replacing Councilor Black. If it was the latter, it was noted that the appointment was vested in the full town council and that since the action did not take place at the first plenary meeting of the year, Councilor Black would need to resign in order to create the vacancy and then the Town Council could fill it.

Resignation. Councilor Black resigned his appointment to the Traffic Safety Commission. No further action was necessary.

Councilor Herak moved to appoint Councilor **Roger Sheeman** to the Traffic Safety Commission as the Town Council appointee to fill the vacancy. Councilor Black seconded. Upon a roll call vote, there were three affirmatives and two negatives. With Councilors Herak, Black and Zemen voting in the affirmative and Councilors

Schocke and Sheeman voting in the negative, the motion passed. Councilor **Roger Sheeman** was appointed to the vacancy on the Traffic Safety Commission.

Scriveners note: Main Street Town Council Representative. With leave from the Town Council, it was noted that The Town Council President also appointed **Councilor Thomas Black** to the Main Street Board as the Town Council Representative, pursuant to HMC Section 14.15.020. With this appointment he succeeds Roger Sheeman who held the position until this step. This was undertaken as executive appointment but not in a meeting. This was clarified as initially the appointment was instead treated as a liaison assignment.

General Orders and Unfinished Business:

1. **PROPOSED ORDINANCE No. 1764.1760-A:** An Ordinance To Amend Ordinance No. 1760 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 Authorizing Modification To The Compensation Associated With Positions In The Police Department and Adjusting One Classification of Longevity.

Councilor Herak introduced and moved the consideration of Ordinance No. 1764.1760-A at the same meeting of its introduction. Councilor Black 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 introduction.

Councilor Herak moved the passage and adoption of Ordinance No. 1764.1760-A at the same meeting of its introduction. Councilor Black seconded. Upon a roll call vote, a two-thirds vote being necessary, there were five affirmatives and no negatives. The motion passed. The ordinance was passed and adopted upon the signature of the municipal executive at the same meeting of introduction.

ORDINANCE No. 1764.1760-A
of the
TOWN of HIGHLAND, INDIANA

AN ORDINANCE to AMEND ORDINANCE No. 1760 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 AUTHORIZING MODIFICATION to the COMPENSATION ASSOCIATED With POSITIONS In THE POLICE DEPARTMENT and ADJUSTING ONE CLASSIFICATION of LONGEVITY

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 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 of the Town of Highland, as the town legislative body, now desires to amend the ordinance that was adopted to fix the compensation of its elected officers, appointed officers and employees of the Town for the year 2022 and thereafter as amended;

WHEREAS, The Town Council of the Town of Highland, as the town legislative body, has been advised that it is desirable to further modify the position of Lead Support Services Training Coordinator and fix rate for the position based upon the needs of the Police Department as well as to acknowledge a change made by an amendment to the wage and salary ordinance with Ordinance No. 1738.1726-C, adopted June 28, 2021;

WHEREAS, The Town Council of the Town of Highland, as the town legislative body, has been further advised that it is desirable to further modify the starting longevity pay in order to align the hourly with the salaried value; and,

WHEREAS, The Town Council of the Town of Highland, as the town legislative body, now desires to further modify the position of Lead Support Services Training Coordinator and fix the rate for the position based upon the needs of the Police Department as well as to acknowledge a change made by an amendment to the wage and salary ordinance with Ordinance No. 1738.1726-C, adopted June 28, 2021, as well as to further modify the starting longevity pay in order to align the hourly with the salaried value,

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

Section 1. That subdivision (F) in Section 10 of Ordinance No. 1760 be amended by repealing it in its entirety and replacing with a successor subdivision, to be styled as Section 10 subdivision (F) which shall read as follows:

Section 10. *Metropolitan Police 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 for its Metropolitan Police Department as follows:

(F) Other Associate Staff and Public Safety Employees

		Starting Rate		Incumbent Rate
(1) Support Services Administrator	(1)	\$ 2,090.77		\$ 2,137.82
(2) Systems Administrator/ IT & Training Officer (part-time)		\$23.39 hr.		\$32.31 hr*.
		Starting Rate		Incumbent Rate
(3) Secretary	(1)	\$ 19.99		\$ 23.15 per hr.
(4) Lead Support Services Clerk	(1)	\$ 17.75		\$ 19.33 per hr.
(5) Lead Support Services Training Coordinator	(1)	\$ 17.23 \$17.75		\$ 18.77 \$19.33
(6) Support Services Clerk	(2)	\$ 16.59		\$ 18.14
Support Services Clerk (part-time)		\$ 16.59 - \$ 18.14 hr.		
Animal Warden (part-time)		\$ 12.48 hr. - \$16.07 hr.		
Crossing Guard (part-time)		\$ 10.35 hr. - \$ 11.52 hr.		
Sub Crossing Guard (part-time)		\$ 10.35 hr. - \$ 11.52 hr.		
Secretary (part-time)		\$ 19.99 hr.-\$ 23.15 hr.		
Metropolitan Police Chaplain (4)		no pay		
Matron or Clerk Duty (call-out) hourly rate - 2 hour minimum				
Off-Duty Court Time (2 hour minimum)		hourly rate		

* That if the incumbent in the position of Systems Administrator/IT & Training Officer as of the date of the passage and adoption of this ordinance, is appointed to the position or performs in the position as a part-time worker, that person shall be paid at the rate denoted for an incumbent based upon composite pay that person earned when holding the position previously.

Section 2. That notwithstanding the provisions set forth in Section 2 subdivisions (A) and (D) of the Wage and Salary Ordinance as amended, the current worker whose promotion was approved by the Town Board of Metropolitan Police Commissioners at its meeting of January 13, 2022, shall be hereby authorized to begin the assignment to Lead Support Services Training Coordinator at the *incumbent rate* approved in this amendment;

Section 3. That Section 4.04 of the Compensation and Benefits Ordinance commonly called the Employees Handbook be hereby further amended to modify the employee longevity schedule for workers who completed one year to read as follows:

§ 4.04 Longevity Pay

Years of Service Completed	NEW RATES	
	HOURLY	BI-WEEKLY
1	\$ 0.09	\$ 7.20

Section 4. That all portions of ordinances in conflict with this ordinance are hereby repealed and are of no further force nor effect;

Section 5. That except where otherwise noted herein, other compensation and benefits matters not expressly provided herein for salaried and hourly employees and the Clerk-Treasurer shall be as set forth in the Compensation and Benefits Ordinance, commonly called the Employee Handbook as amended from time to time;

Section 6. (A) That this ordinance shall become effective and shall remain in full force and effect from and after the date of its passage and adoption, subject to any express provisions of this ordinance, in all other instances not sooner than January 9, 2022, and except to any express effective dates herein described to the contrary 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 24th day of January 2022. Consideration on 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 24th Day of January 2022, 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/ Bernie Zemen, President (IC 36-5-2-10)

Attest:

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

2. **PROPOSED ORDINANCE No. 1765.1743-B:** An Ordinance To Further Amend The Ordinance Adopted 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, Granting An Exception For A Worker In The Parks And Recreation Department.

Councilor Schocke introduced and moved the consideration of Ordinance No. 1765.1743-B at the same meeting of its introduction. Councilor Black 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 introduction.

Councilor Schocke moved the passage and adoption of Ordinance No. 1765.1743-B at the same meeting of its introduction. Councilor Black seconded. Upon a roll call vote, a two-thirds vote being necessary, there were five affirmatives and no negatives. The motion passed. The ordinance was passed and adopted upon the signature of the municipal executive at the same meeting of introduction.

ORDINANCE No. 1765.1743-B
of the
TOWN of HIGHLAND, INDIANA

AN ORDINANCE to FURTHER AMEND THE ORDINANCE ADOPTED 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, GRANTING AN EXCEPTION FOR A WORKER IN THE PARKS and RECREATION 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;

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;

WHEREAS, The Town Council of the Town of Highland, as the town legislative body, did pass Ordinance No. 1743 to 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;

WHEREAS, The Town Council of the Town of Highland, as the town legislative body, has been reliably advised that certain refinements and modifications are now desirable in order to further perfect the program for stipends set forth in Ordinance No. 1743; and,

WHEREAS, The Town Council of the Town of Highland, as the town legislative body, now desires to adopt a particular refinement and modification to its program set forth in Ordinance No. 1743, as amended by 1748.1743-A, to still 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. That the second section styled as 2 of Ordinance No. 1748.1743-A is hereby repealed in its entirety

and amended by adding the following section to be styled as Section 2.1, which shall read as follows:

Section 2.1(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 such 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;

(E) That notwithstanding subdivision (D), for the worker *Robert Kirk*, who was listed on roster of eligible workers provided by the parks and recreation superintendent, who received his first of two doses of a COVID vaccine, on December 22, 2021, the deadline to apply for the vaccine stipend is March 1, 2022;

Section 2. That the adoption of this ordinance and amendment shall in no way be construed as a precedent for the subject department or any other department of the municipality, nor shall it be construed as creating an entitlement for any other workers in any other department, but rather the provisions in this enactment are specific, unique and particularly conferred for the worker named and that worker's unique circumstances;

Section 3. That the payment authorized by this amendment to the ordinance shall be subject to an additional appropriation of *unreserved, undesignated* fund balance on deposit to the credit of the Corporation General Fund, or from the Parks and Recreation Special Operating Fund and be paid from this approved appropriation provided it is approved and authorized by the Town Council, or from an existing appropriation that can be identified for this purpose;

Section 4. 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;

Section 5. (A) That this ordinance, shall become effective and shall remain in full force and effect after the date of its passage and adoption, upon the signature of the municipal executive as attested thereto by the clerk-treasurer;

(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 24th day of January 2022. Consideration on 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 24th Day of January 2022, 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/ Bernie Zemen, 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)

3. **Resolution No. 2022-03: A Resolution Determining an Exigency and authorizing an Extension for a Temporary Interfund Loan or Transfer Pursuant to IC 36-1-8-4.**

Councilor Herak moved the passage and adoption of the resolution. 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
RESOLUTION NO. 2022-03

A RESOLUTION DETERMINING AN EXIGENCY AND AUTHORIZING AN EXTENSION FOR A TEMPORARY INTERFUND LOAN OR TRANSFER PURSUANT TO IC 36-1-8-4.

Whereas, The Clerk-Treasurer previously advised the Town Council that the cash balance in the Waterworks District Bond & Interest Fund, was not sufficient to meet regular operating expenses of the funds prior to the receipt of the semi-annual distribution of ad-valorem revenues so it was necessary to temporarily borrow money to enhance the fund for which the Town Council adopted Resolution No. 2021-03 on January 25, 2021;

Whereas, The Clerk-Treasurer has advised that after a reviewing of revenue forecasts for all funds, there will be insufficient funds on deposit to the credit of the Waterworks District Bond & Interest Fund by December 31, 2021 to repay the temporary loan made from the Corporation General Fund, under the authority of HMC Section 3.20.040 and IC 36-1-8-4;

Whereas, The Clerk-Treasurer has still further advised that there is an exigent circumstance for this fund in consequence of the undue impact of the circuit breaker on the debt service funds of the special taxing districts so as to require an extension of the loan repayment from December 31, 2021 to not later than June 30, 2022, pursuant to the provisions of IC 36-1-8-4(b);

Whereas, The Clerk-Treasurer has further advised that it shall be necessary to declare an exigency and extend these loan repayments from December 31, 2021 to not later than June 30, 2022, pursuant to the provisions of IC 36-1-8-4(b); and

Whereas, The Town Council desires to act according to the advice of the Clerk-Treasurer and declare an exigency and extend this loan repayment from December 31, 2021 to not later than June 30, 2022, pursuant to the provisions of IC 36-1-8-4(b),

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

Section 1. That owing to the review of revenue forecasts for all funds, the Town Council finds and determines that circumstances exist related to the temporary loan in the Waterworks District Bond & Interest Fund such that an exigency is declared, according to terms of IC 36-1-8-4(b)(1) and IC 36-1-2-4.5;

Section 2. That the amount of \$71,567.00 already borrowed for the Waterworks District Bond & Interest Fund with the amount of \$71,567.00 loaned by the General Fund, is re-authorized and extended;

Section 3. That said loan repayment be extended for up to six months from the end of FY 2021 and that repayment be made to the General Fund of the Town of Highland upon receipt of sufficient tax or other monies in the borrowing funds herein named, with such loan likely to be repaid by January 31, 2022 but no later than June 30, 22, subject to IC 36-1-8-4(b);

Section 4. That actions related to the making and extension of a temporary interfund loan for this fund, pursuant to IC 36-1-8-4(b), be further affirmed, ratified and authorized, pursuant to IC 36-1-4-16;

Section 5. That the proper officer be further instructed to Immediately forward an original executed version of this resolution to the State Board of Accounts and the Department of Local Government Finance, and make such changes to the affected budget documents already filed for FY 2021, if necessary, all pursuant to IC 36-1-8-4(b)(2);

Duly Adopted by the Town Council of the Town of Highland, Lake County, Indiana, this 24th day of January 2022. Having been passed by a vote of 5 in favor and 0 opposed.

/s/ Bernie Zemen, 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)

4. **Resolution No. 2022-04:** A Resolution Authorizing Temporary Interfund Loan or Transfer Pursuant to IC 36-1-8-4 of the Indiana Code and Section 3.20.040 of the Highland Municipal Code for the Corporation Bond and Interest Fund, The Park District Bond and Interest Fund, the Sanitary District Bond and Interest Fund, and the Water District Bond and Interest Fund.

Councilor Black moved the passage and adoption of the resolution. Councilor Sheeman 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
RESOLUTION NO. 2022-04

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

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

Whereas, The Clerk-Treasurer has further advised that there is sufficient money on deposit to the credit of the Municipal Cumulative Capital Development Fund and the Economic Development Local Income Tax Fund that can be temporarily transferred, pursuant to IC 36-1-8-4 and HMC Section 3,20.040;

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

Section 1. That the amount of \$547,511.00 be borrowed for the Sanitary District Bond and Interest Exempt Fund with the amount of \$547,511.00 to be loaned by the Municipal Cumulative Capital Development Fund, as authorized by HMC Section 3.20.040 and IC 36-1-8-4;

Section 2. That said loan in the amount \$547,511.00 be repaid to the Municipal Cumulative Capital Development Fund of the Town of Highland upon receipt of sufficient tax or other monies in the Fund with such loan to be repaid no later than December 31, 2022, subject to IC 36-1-8-4(b).

Section 3. That the amount of \$261,007.00 be borrowed for the Park District Bond & Interest Fund with the amount of \$261,007.00 to be loaned by the Economic Development Local Income Tax Fund;

Section 4. That said loan in the amount of \$261,007.00 be repaid to the Economic Development Local Income Tax Fund of the Town of Highland upon receipt of sufficient tax or other monies in the Park District Bond & Interest Fund with such loan to be repaid no later than December 31, 2022, subject to IC 36-1-8-4(b).

Section 5. That the amount of \$120,600.00 be borrowed for the Waterworks District Bond & Interest Fund with the amount of \$120,600.00 to be loaned by the Economic Development Local Income Tax Fund;

Section 6. That said loan in the amount of \$120,600.00 be repaid to the Economic Development Local Income Tax Fund of the Town of Highland upon receipt of sufficient tax or other monies in the Waterworks District Bond & Interest Fund with such loan to be repaid no later than December 31, 2022, subject to IC 36-1-8-4(b);

Section 7. That the amount of \$135,118.00 be borrowed for the Corporation Bond & Interest Fund with the amount of \$135,118.00 to be loaned by the Economic Development Local Income Tax Fund;

Section 8. That said loan in the amount of \$135,118.00 be repaid to the Economic Development Local Income Tax Fund of the Town of Highland upon receipt of sufficient tax or other monies in the Corporation Bond & Interest Fund with such loan to be repaid no later than December 31, 2022, subject to IC 36-1-8-4(b);

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

Duly Adopted by the Town Council of the Town of Highland, Lake County, Indiana, this 24th day of January 2022. Having been passed by a vote of 5 in favor and 0 opposed.

TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA

/s/ Bernie Zemen, 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)

5. **Resolution No. 2022-06:** A Resolution Articulating The "Sense Of The Town Council" Regarding The Indiana General Assembly's Proposed Elimination of Business Personal Property from the Tax Base and Its Undue Impact On The Ability Of Cities And Towns To Provide Public Services through A Variety Of Economic Cycles and Proposing an Alternative that will Achieve its Objects and Purposes. *(Aim has suggested a preparing resolutions like this as part of the AIC, Aim, School Board Association Replace don't Erase Initiative.)*

Councilor Herak moved the passage and adoption of the resolution. Councilor Sheeman seconded. Upon debate and discussion several members of the Town Council indicated that they wanted to review the text. Councilor Herak withdrew his motion to allow the matter to be considered further.

It will be placed on the study session.

Comments from the Town Council:

(Good of the order)

- **Councilor Mark Herak:** •*Budget and Finance Chair • Economic Development Commission Liaison • Public Works Liaison • Building and Inspection Department liaison • Advisory Board of Zoning Appeals Liaison • and Board of Sanitary Commissioners liaison.*

Councilor Herak acknowledged the Building Commissioner, who reported on code enforcement matters and activities related to the Advisory Board of Zoning Appeals.

Councilor Herak acknowledged the Public Works Director who reported on snow removal activities.

Councilor Herak reported on concerns he and the Board of Sanitary Commissioners expressed regarding a general mailing under the apparent authority or sponsorship of North Township offering sewer repair or connection insurance to cover repairs for the portion of the sewer that runs from the public connection to the building or house.

- **Councilor Mark Schocke:** • *Park and Recreation Liaison* • *and Community Events Commission Liaison.*

-

Councilor Schocke acknowledged the Parks and Recreation Superintendent who reported on recreation programming. He also reported on the resurfacing of the bike trail and some parking lots in the park that is being scheduled when the weather allows.

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

Councilor Black thanked the public works snow plow drivers for their work on getting the streets passable during the recent immoderate snows and weather.

Councilor Black noted that the Lake County Solid Waste Management District is working to relocate to a new building it will own.

Councilor Black also noted the post card that would be soon in the mail for all residents regarding the new impact of the wholesale rates on the consumption rate for the next ten years.

- **Councilor Roger Sheeman:** *Town Board of Metropolitan Police Commissioners Liaison*• *Fire Department, Liaison* • *Chamber of Commerce Liaison*• • *Information Communications and Technology Department Liaison.*

Councilor Sheeman acknowledged the Redevelopment Director who reviewed the menu and venues for the restaurant crawl on Tuesday, January 25, 2022.

Councilor Sheeman acknowledged the Police Chief who reported on the ways and means used by the police to send special messages to resident that enroll, such a RAVE alert and Smart 911.

Councilor Sheeman acknowledged the Fire Chief who thanked all those who complied with the no street parking regulations imposed during a snow of 2" or more.

- **Council President Bernie Zemen:** *Town Executive* • *Chair of the Board of Police Pension Trustees* • *Liaison to the Tree Board.*

The Town Council President acknowledged the Building Commissioner who offered a survey of the matters involving the Plan Commission.

Comments from Visitors or Residents:

1. Lydia Shotts, Highland, also noted the letter from the North Township Trustee regarding a sewer line repair insurance. She also noted this with NIPSCO.
2. Larry Kondrat, Highland, expressed concerns regarding the North Township mailer promoting a sewer maintenance or repair insurance.

Mr. Kondrat also expressed concerns regarding the renewed appointment of Mr. Huerter to the Redevelopment Commission. Mr. Kondrat expressed concerns related to press accounts earlier in the year regarding a business dealing involving Lake County that had difficulty.

Payment of Accounts Payable Vouchers. There being no further comments from visitors or residents, Councilor Schocke moved to allow the vendors accounts payable vouchers as filed on the pending accounts payable docket, covering the period **January 11, 2022 through January 24, 2022** and the **payroll dockets for December 31, 2021, and January 14th, 2022.** Councilor Black seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The accounts payable vouchers for the vendor docket were allowed, payments allowed in advance were ratified, the payroll dockets listed were ratified and for all remaining invoices, the Clerk-Treasurer was authorized to make payment.

Vendors Accounts Payable Docket:

General Fund, \$440,762.26; Motor Vehicle Highway and Street (MVH) Fund, \$60,683.08; Local Road and Street Fund, \$3,514.36; Law Enforcement Continuing Education, Training, and Supply Fund, \$2,041.60; Corporation Bond & Interest Fund, \$404,000.00; Information and Communications Technology Fund, \$28,412.46; Solid Waste District Grant Fund, \$146.53; Special Events Non Reverting Fund, \$5,000.00; Municipal Cumulative Capital Development Fund, \$17,098.00; Traffic Violations and Law Enforcement Agency Fund, \$250.00; Gaming Revenue Sharing Fund, \$4,184.14; Community Crossings Grant Fund, \$72,087.58; Total: \$1,038,180.01.

Payroll Docket for payday of December 31, 2021:

Council, Boards and Commissions, \$10,485.27; Office of Clerk-Treasurer, \$15,175.01; Building and Inspection Department, \$8,938.48; Metropolitan Police Department, \$122,428.70; Public Works Department (Agency), \$65,192.07; Fire Department, \$3,524.04; Information Communications and Technology Department, \$3,538.47; and 1925 Police Pension Plan Pension Fund, \$68,421.82; Total Payroll: \$297,703.86.

Payroll Docket for payday of January 14, 2022:

Council, Boards and Commissions, \$0.00; Office of Clerk-Treasurer, \$14,684.70; Building and Inspection Department, \$9,487.88; Metropolitan Police Department, \$35,314.78; Public Works Department (Agency), \$79,932.03; Fire Department, \$11,040.56;

Information Communications and Technology Department, \$3,538.47 and 1925 Police Pension Plan Pension Fund, \$0.00; Total Payroll: \$253,998.42.

Adjournment of Plenary Meeting. There being no further items of business on the agenda, Councilor Schocke moved that the meeting be adjourned. Councilor Black seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. Plenary meeting of the Highland Town Council of Monday, January 24, 2022 was adjourned at 8:34 O'clock p.m.

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

Approved by the Town Council at its meeting of _____, 2022.

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

Customer Ad Proof

60008515 TOWN OF HIGHLAND, CLERK TREASURER - LEGALS

Order Nbr 87765

Publication

The Times

Contact TOWN OF HIGHLAND, CLERK TREASURER -
Address 1 3333 RIDGE ROAD
Address 2
City St Zip HIGHLAND IN 46322
Phone 2198381080
Fax 2199725097

PO Number
Rate Legal
Order Price 31.40
Amount Paid 0.00
Amount Due 31.40

Section Legals
SubSection
Category 198 Legal - Lake County

Start/End Dates 02/09/2022 - 02/09/2022
Insertions 1
Size 65

Ad Key 87765-1
Keywords Notice to Taxpayers of Prop Addl Approp

Salesperson(s) Nicole Muscari
Taken By Amanda Koepp

Notes

Ad Proof

Customer Ad Proof

60008515 TOWN OF HIGHLAND, CLERK TREASURER - LEGALS

Order Nbr 87765

**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 28th day of February, will consider the following additional appropriations in excess of the budget for the current year in the following funds:

Increase
INFORMATION COMMUNICATIONS TECHNOLOGY FUND

Acct. 030-0000-11101 Director of IT Salary : \$ 3,999.00

Acct. 030-0000-11201 FICA: \$ 306.00

Acct. 030-0000-11201 PENSION: \$ 448.00

Acct. 030-0000-11210 PERF PAID by EMPLOYER \$ 120.00

Total Personnel Expenditures: \$ 4,873.00

Increase
Acct. 030-0000-34023 Medical /Dental Insurance \$ 1,612.00

Total Contractual and Services Expenditures: \$ 1,612.00

Fund Total: \$ 6,485.00

Funds to support these additional appropriations in the Information Communications Technology Fund shall be from interest earnings, miscellaneous revenues, and from interdepartmental charges fixed and charged annually by the Town Council pursuant to HMC Section 3.45.110 (F) deposited 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 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
Bernie Zemen, President
By: Michael W. Griffin, IAMC/MMC
/CPFA/ACPFIM/CMO
Clerk-Treasurer
2/9 - 87765 HSPAXLP

**TOWN OF HIGHLAND ADDITIONAL
APPROPRIATION ENACTMENT NO. 2022-07**

AN ENACTMENT APPROPRIATING ADDITIONAL MONEYS IN EXCESS OF THE ANNUAL BUDGET for the INFORMATION COMMUNICATIONS TECHNOLOGY FUND, ALL PURSUANT TO I.C. 6-1.1-18, and I.C. 36-5-3-5.

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**;

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

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

Section 1. That for the expenses of said municipality, the following additional sums of money are hereby appropriated and ordered set apart out of the **Information Communications Technology Fund**, herein named and for the purposes herein specified, subject to the laws governing the same:

INFORMATION COMMUNICATIONS TECHNOLOGY FUND

Increase

INFORMATION COMMUNICATIONS TECHNOLOGY FUND

Acct. 030-0000-11101 Director of IT Salary :	\$ 3,999.00
Acct. 030-0000-11201 FICA:	\$ 306.00
Acct. 030-0000-11201 PENSION:	\$ 448.00
Acct. 030-0000-11210 PERF PAID by EMPLOYER	\$ 120.00
<i>Total Personnel Expenditures:</i>	\$ 4,873.00

Increase

Acct. 030-0000-34023 Medical/Dental Insurance	\$ 1,612.00
<i>Total Contractual and Services Expenditures:</i>	\$ 1,612.00

Fund Total: \$ 6,485.00

DULY RESOLVED and ADOPTED this 14th Day of February 2022 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**

Bernie Zemen, President (IC 36-5-2-10)

Attest:

Janice Figueroa
Fiscal Analyst (IC 33-42-4-1; IC 36-5-6-5)

**TOWN OF HIGHLAND ADDITIONAL
APPROPRIATION ENACTMENT NO. 2022-08**

AN ENACTMENT APPROPRIATING ADDITIONAL MONEYS IN EXCESS OF THE ANNUAL BUDGET for the GENERAL FUND, ALL PURSUANT TO I.C. 6-1.1-18, and I.C. 36-5-3-5.

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 **General Fund**;

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

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

Section 1. That for the expenses of said municipality, the following additional sums of money are hereby appropriated and ordered set apart out of the **General Fund**, herein named and for the purposes herein specified, subject to the laws governing the same:

GENERAL FUND

Increase

Office of Town Council

001-0001-11101 Town Council Salaries \$ 16,248.00

001-0001-11201 TC FICA \$ 1,243.00

Department Increase Total: \$ 17,491.00

Section 2. That it has been shown that certain existing unobligated appropriations of the General 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:

Increase

Building and Inspection Department

001-0006-34023 Group Health/Medical Insurance: \$ 35,648.00

Department Increase Total: \$ 35,648.00

Decrease

Police Department

001-0009-34023 Group Health/Medical Insurance: (\$ 35,648.00)

Department Reduction Total: (\$ 35,648.00)

DULY RESOLVED and ADOPTED this 14th Day of February 2022 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**

Bernie Zemen, President (IC 36-5-2-10)

Attest:

Janice Figueroa
Fiscal Analyst (IC 33-42-4-1; IC 36-5-6-5)

Customer Ad Proof

60008515 TOWN OF HIGHLAND, CLERK TREASURER - LEGALS

Order Nbr 87767

Publication **The Times**

Contact TOWN OF HIGHLAND, CLERK TREASURER -
Address 1 3333 RIDGE ROAD
Address 2
City St Zip HIGHLAND IN 46322
Phone 2198381080
Fax 2199725097

PO Number
Rate Legal
Order Price 32.39
Amount Paid 0.00
Amount Due 32.39

Section Legals
SubSection
Category 198 Legal - Lake County

Start/End Dates 02/09/2022 - 02/09/2022
Insertions 1
Size 67

Ad Key 87767-1
Keywords Notice to Taxpayers of Prop Addl Approp

Salesperson(s) Nicole Muscari
Taken By Amanda Koepp

Notes

Ad Proof

Customer Ad Proof

60008515 TOWN OF HIGHLAND, CLERK TREASURER - LEGALS

Order Nbr 87767

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 28th day of February 2022, will consider the following additional appropriations in excess of the budget for the current year in the following funds:

GENERAL FUND

Increase

Office of Town Council

001-0001-11101 Town Council Salaries \$ 16,248.00

001-0001-11201 TC FICA \$ 1,243.00

Department Increase Total: \$ 17,491.00

Increase

Building and Inspection Department

001-0006-34023 Group Health /Medical Insurance: \$ 35,648.00

Department Increase Total: \$ 35,648.00

Decrease

Police Department

001-0009-34023 Group Health /Medical Insurance: (\$ 35,648.00)

Department Reduction Total: (\$ 35,648.00)

Funds to support these additional appropriations in the Corporation General Fund shall be supported by reductions from the Police Department to be used to support the increases to the Building and Inspection Department and from positive net income approved for and identified in the FY 2022 Budget for this this 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 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

Bernie Zemen, President

By: Michael W. Griffin, IAMC/MMC /CPFA/ACPFIM/CMO

Clerk-Treasurer

2/9 - 87767

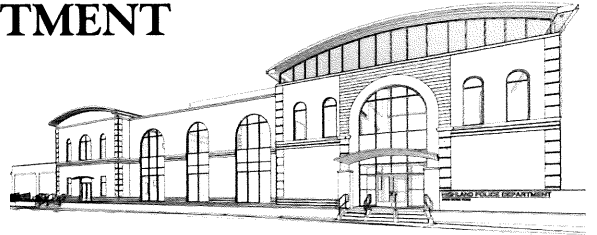
HSPAXLP



HIGHLAND POLICE DEPARTMENT

3315 RIDGE ROAD
HIGHLAND, IN 46322-2097
(219) 838-3184

PETER T. HOJNICKI, CHIEF OF POLICE



January 13, 2022

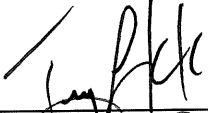
Assistant Chief Vassar
Commander Ralph Potesta
Sergeant Shawn Anderson
Sergeant Glenn Cox
Sergeant Jason Hildenbrand
Corporal Erich Swisher
Corporal David Byers
Corporal Brian Stanley


Corporal Lee Natelborg
Corporal Michael Yonkman
Lance Corp John Hinkel
Officer Brian Orth
Officer Richard Hoffman
Officer Daniel Matusik
Officer Tiffany Perez
Officer James Mullins
Officer Kenneth Norsweather


Working six months without calling off sick and not having an at-fault accident is a tremendous achievement that exemplifies the conscientious effort you have put forth. This accomplishment reflects your concern for the welfare of your fellow officers and a conscientious attitude toward the department and the community.

On behalf of the Metropolitan Board of Police Commissioners, I commend you for your dedication.


Highland Board of Metropolitan
Police Commissioners







Larry J. Moore



Highland Town Council

Building Report January, 2022

PERMIT TYPE	#	Res.	Comm.	Est. Cost	Fee Collected
Commercial Buildings	0	0	0	\$ -	\$ -
Comm. Additions/Remodel	2	0	2	\$ 74,428.00	\$ 1,759.50
Signs	4	0	4	\$ 15,470.00	\$ 1,704.00
Single Family	0	0	0	\$ -	\$ -
Duplex/Condo	0	0	0	\$ -	\$ -
Residential Additions	0	0	0	\$ -	\$ -
Residential Remodeling	0	0	0	\$ 558,928.00	\$ 12,225.00
Garages	0	0	0	\$ -	\$ -
Sheds	0	0	0	\$ -	\$ -
Decks & Porches	1	1	0	\$ 5,000.00	\$ 318.00
Fences	2	2	0	\$ 11,940.00	\$ 397.50
Above/In ground pools	0	0	0	\$ -	\$ -
Drain Tile/Waterproofing	3	3	0	\$ 43,795.00	\$ 1,017.00
Misc: Cell Tower, Road Cuts	4	4	0	\$ 15,000.00	\$ 1,468.50
Total Building Permits	16	10	6	\$ 724,561.00	\$ 18,889.50
Electrical Permits	15	10	5	\$ -	\$ 1,523.00
					\$ -
Mechanical Permits	16	13	3	\$ -	\$ 1,855.00
Plumbing Permits	10	8	2	\$ -	\$ 1,547.45
Water Meters	1	1	0	\$ -	\$ 270.00
Water taps	1	1	0	\$ -	\$ 200.00
Sewer/Storm Taps	0	0	0	\$ -	\$ -
Total Plumbing Permits	12	10	2	\$ -	\$ 2,017.45

January 2022 Code Enforcement: 7 Investigations and 58 Citations were issued & 11 Warnings were given. Inspections done for the month of January 2020 were as follows: 22 Building Inspections, 18 Plumbing Inspections, 10 HVAC and 28 Electrical Inspections. There were 2 Electrical Exams given.

Submitted By:



Kenneth J. Mika

Janice Figueroa

From: Ron Staroscsak
Sent: Wednesday, February 9, 2022 11:04 AM
To: Janice Figueroa; William Timmer
Cc: Ron Staroscsak
Subject: January Fire Department Stats

Good Morning Janice,

Type of Calls	January 2022	YTD
General Alarms	13	13
Paid Still Alarms	20	20
Still Alarms	3	3
	Month 36	
Total Calls in 2022		36

Ron Staroscsak
Highland Fire Dept.
Chief of Staff
219-923-9876
rstaroscsak@highland.in.gov

2022
TOWN OF HIGHLAND INJURIES FOR THE MONTH
JANUARY

CASE	DATE	DEPARTMENT	DESCRIPTION	Record Only	OSHA	Not OSHA	Filed with
	OF INJURY			No Med Treatment	Recordable	Recordable	
Ro-1	1/1/22	POLICE	Ofc. Was chasing a suspect on foot after vehicle crash ofc slipped while running downhill. Injuring Lt knee	X		X	X

RO = Record Only

DEPARTMENT	INJURIES	YEAR TO	TOTAL	RESTRICTED	LOST DAYS	RESTRICTED	LOST DAYS
	THIS MONTH	DATE	2021	DAYS THIS YEAR	THIS YEAR	DAYS 2021	2021
PARK & REC							
FIRE			1				
POLICE	1	1	4		26		10
STREET							
WATER/SEWER			2			32	
MAINTENANCE							
OTHER							
TOTALS	1	1	7	0	26	32	10

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

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 11th DAY OF February, 2022 Paul R. Kwacich acting Clerk-Treasurer
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 \$ 1,204,863.14.

Dated this _____ day of _____, _____.

TOWN COUNCIL

_____	MARK A. HERAK	_____	ROGER SHEEMAN
_____	BERNIE ZEMEN	_____	MARK SCHOCKE
_____	TOM BLACK	_____	

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
Fund 001 GENERAL						
Dept 0000						
001-0000-45200	GEN FUND TRANSFERS GROSS	96285	PAYROLL ACCOUNT	1/28 PRL D/S TRANSFER GENERAL	200,885.03	46909
001-0000-45200	GEN FUND TRANSFERS GROSS	96483	PAYROLL ACCOUNT	2/11PRL D/S TRANSFER GENERAL	187,564.84	46920
			Total For Dept 0000		388,449.87	
Dept 0001 TOWN COUNCIL						
001-0001-38004	NEW PAGES	96311	CODE PUBLISHING COMPANY INC	MUNICIPAL CODE ORDINANCE 1761	218.50	
001-0001-38004	NEW PAGES	96352	CODE PUBLISHING COMPANY INC	MUNICIPAL CODE ORDINANCE 1762,1763	226.75	
001-0001-39003	2022 MEMBERSHIP-BERNIE ZEMEN	96171	HIGHLANDGRIFFITH CHAMBER OF	2022 MEMBERSHIP-BERNIE ZEMEN	65.00	
001-0001-39003	PAST PRESIDENT AWARD	96296	SMR AWARDS	PAST PRESIDENT AWARD	130.00	
001-0001-39004	INSERTING GAZEBO INTO BILLS	96178	LITHOGRAPHIC COMMUNICATIONS	JAN 2022 GAZEBO EXPRESS INSERT	1,153.06	
001-0001-39021	2022 MEMBERSHIP FEE	96341	SHARED ETHICS INITIATIVE FU	2022 MEMBERSHIP FEE	975.00	
			Total For Dept 0001 TOWN COUNCIL		2,768.31	
Dept 0003 VIPs						
001-0003-22004	INV397209 VIPs 4 PARTS	96429	AUTO-WARES	VIPs VEH PARTS STMT FOR JAN	275.98	
001-0003-39007	VIPs CAR WASHES FOR JAN	96435	EASY CLEAN CAR WASH, INC	VIPs CAR WASHES FOR JAN	6.00	
			Total For Dept 0003 VIPs		281.98	
Dept 0004 CLERK-TREASURER						
001-0004-34023	HEALTH & DENTAL INS	96336	TOWN OF HIGHLAND INS FUND (FEB 2022 HEALTH/LIFE INS PREM GEN	5,021.12	
001-0004-34043	LIFE INS	96336	TOWN OF HIGHLAND INS FUND (FEB 2022 HEALTH/LIFE INS PREM GEN	40.07	
			Total For Dept 0004 CLERK-TREASURER		5,061.19	
Dept 0006 BUILDING & INSPECTION						
001-0006-20001	NAME PLATE NICK & CARL	96260	ALLIN PLASTIC ENGRAVING	NAME PLATE NICK & CARL	23.90	
001-0006-21001	268.3 GAL UNLEADED	96398	TOWN OF HIGHLAND GASOLINE F	FUEL DEPT SHARED BY USAGE	501.14	
001-0006-34023	HEALTH AND DENTAL INSURANCE	96337	TOWN OF HIGHLAND INS FUND (FEB 2022 HEALTH/LIFE INS PREM BLD	7,879.16	
001-0006-34043	LIFE INSURANCE	96337	TOWN OF HIGHLAND INS FUND (FEB 2022 HEALTH/LIFE INS PREM BLD	47.76	
			Total For Dept 0006 BUILDING & INSPECTION		8,451.96	
Dept 0007 FIRE DEPARTMENT						
001-0007-21001	199.00 GAL UNLEADED	96397	TOWN OF HIGHLAND GASOLINE F	FUEL BY USAGE - FIRE	1,156.83	
001-0007-21004	INV # 272109	96405	PERFORMANCE CHEM & SUPPLY I	INSTITUTIONAL SUPPLIES	31.28	
001-0007-23004	VULCAN LIGHT BATTERIES	96406	BEECHY BATTERY INC	VULCAN LIGHT BATTERIES	150.00	
001-0007-23004	T20 TORXJURNYMANT-HANDLE 6IN	96409	GRAINGER	LIGHTING SUPPLIES	77.04	
001-0007-23004	INV# 76064	96408	MENARDS CORP - SCHERERVILLE	MISC SUPPLIES	29.98	
001-0007-34023	HEALTH & DENTAL INSURANCE	96335	TOWN OF HIGHLAND INS FUND (FEB 2022 HEALTH/LIFE INS PREM FIR	2,030.44	
001-0007-34043	LIFE INSURANCE	96335	TOWN OF HIGHLAND INS FUND (FEB 2022 HEALTH/LIFE INS PREM FIR	8.42	
001-0007-35001	ELECTRIC - FD TRAINING SITE	96410	NISOURCE INC.	ELECTRIC - FD TRAINING SITE	30.44	46916
001-0007-35001	ELECTRIC - SOUTH STATION	96413	NISOURCE INC.	GAS & ELECTRIC SOUTH STATION	351.87	46917
001-0007-35001	ELECTRIC - CENTRAL FIRE STATI	96414	NISOURCE INC.	ELECTRIC - CENTRAL FIRE STATION	847.43	46917
001-0007-35003	GAS - CENTRAL STATION	96411	NISOURCE INC.	GAS - CENTRAL FIRE STATION	1,420.15	46917
001-0007-35003	GAS - SOUTH STATION	96413	NISOURCE INC.	GAS & ELECTRIC SOUTH STATION	615.54	46917
001-0007-43064	ENCUMBER ARTIC 4 STAGE SCBA C	96412	5 ALARM FIRE & SAFETY EQPT,	ENCUMBER SCBA COMPRESSOR	39,416.40	
001-0007-43064	ENCUMBER OH DOOR REPLACEMENTS	96407	CRAWFORD DOOR SALES OF L C,	ENCUMBER OH DOORS STATION 1	29,611.00	
			Total For Dept 0007 FIRE DEPARTMENT		75,776.82	
Dept 0008 PLAN COMMISSION						
001-0008-31002	PLAN COMMISSION NIES 01/21 -0	96339	NIES ENGINEERING, INC.	PLAN COMMISSION NIES 01/21 -01/28	1,301.28	
			Total For Dept 0008 PLAN COMMISSION		1,301.28	
Dept 0009 POLICE DEPARTMENT						
001-0009-11302	FREYEK NEW UNIFORMS/EQUIP	96448	STAR UNIFORM	NEW UNIFORMS/EQUIP FOR 2 NEW OFFI	4,881.06	

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
Fund 001 GENERAL						
Dept 0009 POLICE DEPARTMENT						
001-0009-22004	INV 395392 CAR 230	96428	AUTO-WARES	VEH PARTS/SUPPLIES FOR PD VEHS FO	801.33	
001-0009-22004	WINDSHLD NOZZLE FOR CAR 9	96446	THOMAS DODGE CHRYSLER JEEP,	WINDSHLD NOZZLE FOR CAR 9	13.09	
001-0009-22004	WINDSHLD WASHER HOSE FOR CAR	96451	WEBB FORD INC	WINDSHIELD WASHER HOSE FOR CAR 98	15.81	
001-0009-32003	IDACS NETWORK ACCESS FOR JAN	96438	INDIANA OFFICE OF TECHNOLOG	IDACS NETWORK ACCESS FOR JAN	140.47	
001-0009-32003	SPILLMAN CIRCUIT USER FEE FOR	96439	LAKE COUNTY DATA PROCESSING	SPILLMAN CIRCUIT USER FEE FOR JAN	309.78	
001-0009-32004	IDACS INTERNET 1/28-2/27	96453	COMCAST CABLE	IDACS INTERNET 1/28-2/27	126.85	
001-0009-32004	CID INTERNET SEARCHES FOR JAN	96447	TLO, LLC	CID INTERNET SEARCHES FOR JAN	98.60	
001-0009-34003	ADDING NEW CARS TO INSURANCE	96434	CROWEL AGENCY INC.	PD BAL OF ADDING CARS TO INSURANC	138.00	
001-0009-34023	HEALTH & DENTAL INSURANCE	96334	TOWN OF HIGHLAND INS FUND (FEB 2022 HEALTH/LIFE INS PREM PD	96,891.49	
001-0009-34042	SURVIVORS ADJ	96334	TOWN OF HIGHLAND INS FUND (FEB 2022 HEALTH/LIFE INS PREM PD	1,957.56	
001-0009-34043	LIFE INSURANCE	96334	TOWN OF HIGHLAND INS FUND (FEB 2022 HEALTH/LIFE INS PREM PD	674.90	
001-0009-35001	LPR AT 8200 INDY READ ON 1/25	96440	NISOURCE INC.	LPR CAMERA AT 8200 INDY READ ON 1	47.19	
001-0009-35001	LPR CAMERA 3949HWAY READ ON 1	96441	NISOURCE INC.	LPR CAMERA 3949 HWAY READ ON 1/	39.65	
001-0009-35001	ELEC SERV TO 3315 RIDGE READ	96442	NISOURCE INC.	ELEC SERV TO 3315 RIDGE READ ON 1	9,043.76	
001-0009-35001	LPR CAMERA AT 2000 RIDGE READ	96443	NISOURCE INC.	LPR CAMERA AT 2000 RIDGE READ ON	32.11	
001-0009-35001	LPR CAMERA AT 10221 INDY READ	96444	NISOURCE INC.	LPR CAMERA AT 10221 INDY READ ON	42.83	
001-0009-36001	SERV CALL FOR LPR AT DULT/KEN	96449	VERMILLION SYSTEMS, INC	SERV CALL FOR LPR AT DULUTH & KEN	372.50	
001-0009-36004	GEN OFFICE CLEANING FOR JAN	96437	GAYLE THARP	GEN OFFICE CLEANING FOR JAN	2,916.67	
001-0009-38006	OVERFILL INSPECTION	96445	NORTHERN IND MECHANICAL, INC	OVERFILL INSPECTION	133.14	
Total For Dept 0009 POLICE DEPARTMENT					118,676.79	
Dept 0011 SERVICES & WORKS						
001-0011-32008	ACCT. SERVICE FEES	96299	FIRST FINANCIAL BANK CORP S	DEC 2021 ACCT ANALYSIS CHARGE	1,741.74	999472
001-0011-32008	ACCT. SERVICE FEES	96298	INVOICE CLOUD, INC	DEC 2021 ACCOUNT SERVICE FEES	443.90	999473
001-0011-35001	000-901-005-4 9217 LIABLE	96304	NISOURCE INC.	MISC TH,VIP 198-801-002-1,000-901	2,561.76	999474
001-0011-35001	583000064,SE CORNER 6 & 41	96305	NISOURCE INC.	MISC.(INDELS BLVD)	189.14	999474
001-0011-35001	7502010024,8001 KENNEDY-ELECT	96348	NISOURCE INC.	MISC (TH,GARAGE)-CT	421.27	999477
001-0011-35002	0514000055, 2705HIGHWAY AVE	96302	NISOURCE INC.	STREET/TRAFFIC LIGHTS- JAN 2022 N	15,997.72	999474
001-0011-35003	198-801-002-1 9201 LIABLE	96304	NISOURCE INC.	MISC TH,VIP 198-801-002-1,000-901	1,412.97	999474
001-0011-35003	7502010024,8001 KENNEDY-GAS	96348	NISOURCE INC.	MISC (TH,GARAGE)-CT	1,035.12	999477
001-0011-35005	WATER/HYDRANT	96358	TOWN OF HIGHLAND UTILITIES	#0542303600 TOWN HALL WATER/SEWER	111.74	
001-0011-35005	TOWN GARAGE WATER/HYDRANT	96359	TOWN OF HIGHLAND UTILITIES	#0382013660 TOWN GARAGE WATER/SE	241.74	
001-0011-35007	STORM/SEWER	96357	TOWN OF HIGHLAND UTILITIES	0901207112- 2819 LINCOLN -STORM-	15.22	
001-0011-35007	TOWN GARAGE SEWER/STORM	96359	TOWN OF HIGHLAND UTILITIES	#0542303600 TOWN HALL WATER/SEWER	167.43	
001-0011-35007	VIPS WATER/HYDRANT	96360	TOWN OF HIGHLAND UTILITIES	#0382013660 TOWN GARAGE WATER/SE	490.25	
001-0011-38005	TEMP WORKERS AGREEMENT	96548	KELLY SERVICES INC.	0643112591 VIPS WATER/SEWER	37.78	
001-0011-38005	2021 GASB	96363	PETERSON CONSULTING SERVICE	TEMP WORKERS AGREEMENT	1,800.00	46922
001-0011-38005	CT 2021 GASB ADMIN EXP	96387	PETERSON CONSULTING SERVICE	PREP OF ANNUAL CAPITAL ASSET FINA	7,850.00	
001-0011-38005	D/S GASB 75 INTERIM REPORT FY	96340	THE HOWARD E. NYHART CO., I	PREP OF ANNUAL CAPITAL ASSET FINA	109.90	
001-0011-43089	LED'S AND BATTERY BACKUPS	96367	MIDWESTERN ELECTRIC INC	D/S GASB 75 INTERIM REPORT FYE 12	633.34	
LED'S AND BATTERY BACK UP UPGRADE					79,488.00	
Total For Dept 0011 SERVICES & WORKS					114,749.02	
Dept 0012 TOWN HALL						
001-0012-21004	GENFACIAL TISSUE 2 PLY	96364	AJAX SANITARY SUPPLY CO, IN	INSTITUTIONAL SUPPLIES FOR TOWN H	37.80	
001-0012-21004	ULTRA LONG ROLL TOWELS	96365	AJAX SANITARY SUPPLY CO, IN	INSTITUTIONAL SUPPLIES FOR TOWN H	106.63	
001-0012-21004	BOTTLE WATER 1/4/22,1/18/22	96362	HINCKLEY SPRINGS	BOTTLE WATER 12/08/21	80.83	
001-0012-35002	3074860092,8201 INDY BLVD BLD	96305	NISOURCE INC.	MISC.(INDELS BLVD)	50.02	999474
001-0012-36003	TOWN HALL MATS 1/18/22	96180	CINTAS CORPORATION #319	TOWN HALL MATS ACT 16459440	57.91	
001-0012-36003	TOWN HALL MATS 2/1/22	96353	CINTAS CORPORATION #319	TOWN HALL MATS ACT 16459440	57.91	
001-0012-36004	JAN. CLEANING SERVICE	96366	GLOBAL MAINTENANCE & CO.	GENERAL CLEANING SERVICES JANUARY	1,400.00	
Total For Dept 0012 TOWN HALL					1,791.10	

INVOICE GL DISTRIBUTION REPORT FOR TOWN OF HIGHLAND
 EXP CHECK RUN DATES 01/26/2022 - 02/15/2022
 BOTH JOURNALIZED AND UNJOURNALIZED

02/11/2022 10:35 AM
 User: CRK
 DB: Highland

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
Fund 001 GENERAL						
Total For Fund 001 GENERAL					717,308.32	
Fund 002 MVH						
Dept 0000						
002-0000-45200	MVH TRANSFERS GROSS	96286		1/28PRL D/S TRANSFER MVH	33,547.58	46910
002-0000-45200	MVH TRANSFERS GROSS	96484		2/11PRL D/S TRANSFER MVH	57,212.12	46921
Total For Dept 0000					90,759.70	
Dept 0016 MVH ADMIN/MAINT						
002-0016-36009	2022 FERTILIZING/WEED CONTROL	96425	TRUGREEN 2743	2022 FERTILIZING VARIOUS AREAS D/	670.46	
Total For Dept 0016 MVH ADMIN/MAINT					670.46	
Dept 0017 MVH CONSTRUCTION/RECONSTRUCT/PRESER(CRP)						
002-0017-21001	320.1 GAL UNLEADED	96399	TOWN OF HIGHLAND GASOLINE F	FUEL DEPT SHARED BY USAGE	8,622.78	
002-0017-22004	1/12/2022 INV # 337-396432	96372	AUTO-WARES	JANUARY 2022 INVOICES FOR THE STR	538.63	
002-0017-22004	20 - SHAKER SCREEN	96378	J & L FASTENERS, INC.	SHAKER SCREEN / SHAKER SCREEN - S	372.17	
002-0017-22004	ALL STEEL LOCK NUT	96421	J & L FASTENERS, INC.	STEEL LOCK NUT - STREET DEPT	21.66	
002-0017-22004	CERTIFIED POWER WIRING HARNES	96380	LINDCO EQUIPMENT SALES, INC	POWER METER WIRING HARNESS/POWER	356.90	
002-0017-22004	CERTIFIED POWER HARNESS 3P	96381	LINDCO EQUIPMENT SALES, INC	POWER HARNESS FOR UNIT # 17 - STR	268.26	
002-0017-22004	121920A1 EDGE	96422	MCCANN INDUSTRIES, INC	EDGE/PLOW BOLT/NUT - STREET DEPT	459.70	
002-0017-22004	HIF2,12.8V,60W,T3-1/2	96424	TERPSTRA'S SALES & SERVICE,	MISC STOCK SUPPLIES - STREET DEPT	86.22	
002-0017-22004	99-9313 BLADE ROTOR	96384	MILESTONE CONTRACTORS NORTH	BLADE ROTOR FOR THE SNOW BLOWER -	42.42	
002-0017-23002	BMP - COLD MIX	96382	MILESTONE CONTRACTORS NORTH	COLD MIX FOR THE STREET DEPT	1,125.30	
002-0017-23002	BMP COLD MIX	96423	HALL SIGNS, INC	BMP COLD MIX FOR THE STREET DEPT	1,501.20	
002-0017-23003	30" SQUARE REFLECTIVE SIGN	96426	HALL SIGNS, INC	30" SQUARE REFLECTIVE SIGN BLANK	144.21	
002-0017-23005	ROAD SALT	96373	COMPASS MINERALS AMERICA IN	ROAD SALT	4,594.47	
002-0017-23005	ROAD SALT	96374	COMPASS MINERALS AMERICA IN	ROAD SALT	10,982.26	
002-0017-23005	ROAD SALT	96375	COMPASS MINERALS AMERICA IN	ROAD SALT	4,086.69	
002-0017-23005	ROAD SALT	96376	COMPASS MINERALS AMERICA IN	ROAD SALT	7,636.45	
002-0017-23006	ORDER #3 -PIZZA- DAY SNOW PLO	96385	AMICI GRILL AND PIZZERIA	PIZZA FOR THE DAY PLOW CREW	137.06	
002-0017-23006	MAILBOX FOR 2152 TERRACE DR	96427	JULIE SMITH	REIMBURSE RESIDENT FOR MAILBOX TH	72.98	
002-0017-23006	PIZZA	96386	LANGEL'S INC	PIZZA FOR THE NIGHT SHIFT SNOW CR	135.60	
002-0017-31002	2021 CCMG (CE)	96383	NIES ENGINEERING, INC.	2021 CCMG (CE)	1,705.00	
002-0017-39005	2021 LANDSCAPE SERVICES DOWNT	96377	DEAN'S LAWN & LANDSCAPING I	2021 DOWNTOWN HIGHLAND LANDSCAPE	2,010.00	
Total For Dept 0017 MVH CONSTRUCTION/RECONSTRUCT/PRE					44,899.96	
Total For Fund 002 MVH					136,330.12	
Fund 004 LR&S						
Dept 0000						
004-0000-31002	GENERAL CONSULTING	96369	NIES ENGINEERING, INC.	GENERAL CONSULTING THRU JAN 28	8,281.44	
004-0000-31026	RIVER DRIVE (PE)	96368	NIES ENGINEERING, INC.	RIVER DRIVE 2021 CDBG (PE) WORKS	4,595.00	
Total For Dept 0000					12,876.44	
Total For Fund 004 LR&S					12,876.44	
Fund 018 LAW ENFORCE CON'T ED						
Dept 0000						
018-0000-23006	4 NEW KEYBOARDS	96430	CDW-GOVERNMENT, INC	4 NEW KEYBOARDS WI TOUCHPAD	1,142.20	
018-0000-23006	GRAPHICS CARD PART FOR PRINTE	96432	COMMUNICATION & DATE SYSTEM	GRAPHICS CARD PART FOR COMPUTER	70.00	
018-0000-23006	MODEM FOR LPR CAMERA RIDGE/KL	96433	CONNECTED SOLUTIONS GROUP,	MODEM FOR LPR CAMERA AT RIDGE /KL	505.00	
018-0000-39005	PD CAR WASHES FOR JAN	96436	EASY CLEAN CAR WASH, INC	PD CAR WASHES FOR JAN	186.00	
Total For Dept 0000					1,903.20	

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
Fund 018 LAW ENFORCE CON'T ED						
Total For Fund 018 LAW ENFORCE CON'T ED					1,903.20	
Fund 027 INSURANCE PREMIUM						
Dept 0000	INSURANCE PREMIUM HEALTH/DENT	96294	METLIFE GROUP BENEFITS	KM05-958227 FEB 2022 DENTAL PREMI	8,993.25	46911
027-0000-34002	INSURANCE PREMIUM HEALTH JAN	96295	AIM MEDICAL TRUST	FEB 2022 MEDICAL AND LIFE INSURAN	210,105.89	999478
027-0000-34002					219,099.14	
Total For Dept 0000					219,099.14	
Fund 028 GASOLINE FUND						
Dept 0000	3000 GAL. UNLEADED	96395	WARREN OIL COMPANY	UNLEADED FUEL DEPT. SHARED BY USA	7,589.79	
028-0000-21001	5000 GAL DIESEL	96396	WARREN OIL COMPANY	DIESEL FUEL DEPT SHARED BY USAGE	15,906.50	
028-0000-21001					23,496.29	
Total For Dept 0000					23,496.29	
Fund 030 ICT FUND						
Dept 0000	FEB 2022 POSTAGE METER SERVIC	96404	PITNEY BOWES INC.	FEB 2022 POSTAGE METER SERVICE A	129.29	
030-0000-32001	INTERNET SVC PS BLDG	96244	COMCAST CABLE	INTERNET FOR PUBLIC SAFETY BLDG	253.47	999468
030-0000-32003	PARK INTERNET ACCT	96248	COMCAST CABLE	PARK INTERNET ACCT 87714002502083	247.96	999468
030-0000-32003	FD SOUTH 2647 45TH ST	96245	COMCAST CABLE	FD S STATION PHONE/INTERNET SVC 1	132.57	999469
030-0000-32003	PW INTNET # 8771400250212877	96246	COMCAST CABLE	8771400250212877 PW 8001 KENNEDY	307.05	999470
030-0000-32003	MEADOWS PKINTERNET ACT	96247	COMCAST CABLE	MEADOWS PK MO INTERNET 1/12-2/11/	117.65	999471
030-0000-32003	PUMP STATION 877140025029637	96333	COMCAST CABLE	PUMP STATION 8771400250296375 1/	229.48	999476
030-0000-32003	FIRE DEPT	96391	AT&T MOBILITY	FIRE DEPT 666-4120 ACT 2872990949	86.02	46913
030-0000-32003	MONTHLY CELL PHONE	96393	VERIZON	PD CELL PHONE USE PD- 642004646-0	1,459.80	46914
030-0000-32003	642004646-00002 BROADBAND	96392	VERIZON	642004646-00002 D/S BROADBAND	330.21	46915
030-0000-32003	MO INTERNET SVC	96389	COMCAST CABLE	TOWN HALL ACCT 8771400250188267	235.27	999479
030-0000-32003	3001 RIDGE MAIN SQUARE	96390	COMCAST CABLE	3001 RIDGE MAIN SQUARE 8771400250	156.30	999480
030-0000-34023	HEALTH AND DENTAL INSURANCE	96338	TOWN OF HIGHLAND INS FUND (FEB 2022 HEALTH/LIFE INS PREM ICT	2,958.27	
030-0000-34043	LIFE INSURANCE	96338	TOWN OF HIGHLAND INS FUND (FEB 2022 HEALTH/LIFE INS PREM ICT	14.45	
030-0000-38006	CLOUD BACKUP OCTOBER 2021	95962	EDWARD DABROWSKI (R)	CLOUD BACKUP SERVICES FOR ENTIRE	1,330.42	46908
030-0000-45200	ICT TRANSFERS GROSS	96287	PAYROLL ACCOUNT	1/28PRL D/S TRANSFER ICT	4,489.71	46919
030-0000-45200	ICT TRANSFERS GROSS	96485	PAYROLL ACCOUNT	2/11 PRL D/S TRANSFER ICT	4,489.70	46919
Total For Dept 0000					16,967.62	
Total For Fund 030 ICT FUND					16,967.62	
Fund 031 SOLID WASTE						
Dept 0000	2022 RECYCLE INSERT	96370	LITHOGRAPHIC COMMUNICATIONS	RECYCLE INSERT 2022	801.06	
031-0000-33002					801.06	
Total For Dept 0000					801.06	
Total For Fund 031 SOLID WASTE					801.06	
Fund 033 DONATION						
Dept 0007 FIRE DEPARTMENT	ACTIVE SHOOTER TRAINING REFRE	96415	LANGEL'S INC	ACTIVE SHOOTER TRAINING REFRESHME	101.15	
033-0007-00300					101.15	
Total For Dept 0007 FIRE DEPARTMENT					101.15	
Total For Fund 033 DONATION					101.15	

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
Fund 036 SPECIAL EVENTS Dept 0000 036-0000-38608	NEW YEARS HORNS	96282	FUN EXPRESS LLC	BRIGHT NEW YEARS HORNS	129.70	46906
			Total For Dept 0000		129.70	
			Total For Fund 036 SPECIAL EVENTS		129.70	
Fund 050 POLICE PENSION Dept 0000 050-0000-45200	POLICE PENSION TRANSFERS GROS	96292	PAYROLL ACCOUNT	1/28 PRL D/S TRANSFER POLICE PEN	68,864.76	34914
			Total For Dept 0000		68,864.76	
			Total For Fund 050 POLICE PENSION		68,864.76	
Fund 055 MCCD Dept 0000 055-0000-39006	TRAVEL EXPENSE CHRIS	96388	BELLEFEUIL, SZUR & ASSOC/DB	SOFTWARE TRAINING W/ CHRIS 12/13/	1,803.34	
			Total For Dept 0000		1,803.34	
			Total For Fund 055 MCCD		1,803.34	
Fund 083 GENERAL IMPROVEMENT Dept 0000 083-0000-34003	LIEN REL'S JEWETT AVE PROJECT	96361	LAKE COUNTY RECORDER	LIEN REL'S JEWETT AVE PROJECT-. 3	75.00	46912
			Total For Dept 0000		75.00	
			Total For Fund 083 GENERAL IMPROVEMENT		75.00	
Fund 085 TRAFFIC VIOLATIONS Dept 0001 TOWN COUNCIL 085-0001-00400	CASH BOND FEES	96416	LAKE COUNTY CLERK	CASH BOND FEES	2,500.00	46918
			Total For Dept 0001 TOWN COUNCIL		2,500.00	
			Total For Fund 085 TRAFFIC VIOLATIONS		2,500.00	
Fund 249 PUBLIC SAFETY INCOME TAX FUND Dept 0000 249-0000-43008	VIDEO/RADAR EQUIP FOR NEW VEH	96452	WATCHGUARD VIDEO	VIDEO/RADAR EQUIP FOR NEW VEHICLE	2,607.00	
			Total For Dept 0000		2,607.00	
			Total For Fund 249 PUBLIC SAFETY INCOME TAX FUND		2,607.00	

BOTH OPEN AND PAID
 Vendor

GL Number	Invoice Line Desc	Ref #	Invoice Description	Amount	Check #
			Fund 001 GENERAL	717,308.32	
			Fund 002 MVH	136,330.12	
			Fund 004 LR&S	12,876.44	
			Fund 018 LAW ENFORCE CON'T ED	1,903.20	
			Fund 027 INSURANCE PREMIUM	219,099.14	
			Fund 028 GASOLINE FUND	23,496.29	
			Fund 030 ICT FUND	16,967.62	
			Fund 031 SOLID WASTE	801.06	
			Fund 033 DONATION	101.15	
			Fund 036 SPECIAL EVENTS	129.70	
			Fund 050 POLICE PENSION	68,864.76	
			Fund 055 MCCD	1,803.34	
			Fund 083 GENERAL IMPROVEMENT	75.00	
			Fund 085 TRAFFIC VIOLATIONS	2,500.00	
			Fund 249 PUBLIC SAFETY INCOME TAX	2,607.00	

Fund Totals:

1,204,863.14