

**Town of Highland**  
**Board of Works**  
**Order of the Works Board 2022-07**

**An Order Approving and Authorizing the Purchase of Certain Public Safety Communications Equipment, as Identified by the Metropolitan Police Chief, from Motorola Solutions, Inc., of Allen, Texas and finding it to be a Special Purchase pursuant to I.C. 5-22 and Chapter 3.05 of the Municipal Code.**

**Whereas,** The Town of Highland Metropolitan Police Department, as part of its public duties, has a responsibility for patrol, 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 carry out the functions of the department; and

**Whereas,** The Metropolitan Police Chief has determined a need to replace certain equipment and supplies and has further determined the purchase price will be below \$150,000.00;

**Whereas,** The Metropolitan Police Chief has identified Motorola Solutions, Inc., of Allen, Texas to be the desirable source vendor for the purchase forty-four (44) wearable cameras, with magnetic chest mounts and accessories (Project Name (44) V300 EL5 per quote CPE-0141-04) at a total purchase price of \$103,340.00;

**Whereas,** The price for the purchase exceeds \$15,000.00 and requires express approval of the purchasing agency pursuant to Section 3.05.040 (D) as well as, Section 3.05.040 (E) of the Highland Municipal Code; and

**Whereas,** The Town Council as the Works Board of the Municipality, pursuant to Section 3.05.030 (A)(2) of the Highland Municipal Code serves as the purchasing agency for the Metropolitan Police Department; and

**Whereas,** The Metropolitan Police Chief, pursuant to Section 3.05.050 (D)(2) of the Highland Municipal Code, serves as the Purchasing Agent for the Metropolitan Police Department; and

**Whereas,** The Purchasing Agent, believes that this purchase qualifies as a special purchase to be made without soliciting bids or proposals because in this instance (1) the compatibility of equipment, accessories or replacement parts is a substantial

consideration in this purchase and (2) only one source meets the department's reasonable requirements, which is the source recommended for this purchase;

**Whereas,** The Purchasing Agent, for the rationale stated herein, elects to purchase without resort to soliciting quotes or bids pursuant to IC5-22-10 and Section 3.05.065 (I) of the Highland Municipal Code;

**Whereas,** The purchase of the wearable cameras, with magnetic chest mounts and accessories will be supported by an appropriation anticipated to be approved and adopted in the Public Safety Income Tax Fund and a grant from Indiana Department of Homeland Security, Indiana Local Body Camera in the amount of (\$32,000);

**Whereas,** The Town Council now desires to approve and authorize the Police Chief to complete the purchase pursuant to the terms and 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 authorizes and approves the purchase from Motorola Solutions, Inc., of Allen, Texas as a desirable source vendor for the purchase of forty-four (44) wearable cams, with chest mounts and accessories as set forth in quote, which is attached as an exhibit to and made part of this order at a total purchase price of \$103,340.00;

**Section 2.** That the Works Board hereby finds and determines the following:

- (A) That Motorola Solutions 412 E. Exchange, Allen, Texas a sole source to meet the police departments reasonable requirements for this purchase;
- (B) That this purchase, the compatibility of equipment, accessories or replacement parts is a substantial consideration; and,
- (C) That the forgoing rational, this purchase qualifies as a special purchase pursuant to IC5-22-10 et seq. and HMC Section 3.05.065(I); and,

**Section 3.** That the Metropolitan Police Chief is now authorized and approved to execute the purchase agreement and any additional documents in order to implement this purchase 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** this 11th Day of April by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, and having been passed by a vote of 5 in favor and 0 opposed.

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

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

Attest:

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Mark Herak  
Clerk-Treasurer (IC 33-16-4-1;IC 36-5-6-5)

### § 3.17 Confidential Information

In the course of your employment with the Town, you may have access to information which is confidential, including, but not limited to, information about new Town projects, accounting records, insurance records, personnel records and information about our citizens. You shall not use, disclose or divulge the confidential information of the Town or its citizens to any third party, without prior authorization.

### § 3.18 Residency

Employees are encouraged to live within the Town limits; however, residency will not be a condition of employment or continued employment.

### § 3.19 Seniority

Seniority means your length of continuous service with the Town from your most recent date of hire.

### § 3.20 Bridging of Service

§ 3.20.01 All service of previous municipal, county or state employment of one or more years, will be treated as continuous service after completing one (1) full consecutive year of service with the town of Highland for all purposes where length of service affects a group employment benefit, with the exception of INPRS pensions, which is governed by state law. This will be effective for all full-time hires that occur after October 31, 2020. *(Amended by Ordinance 1721 10.26.2020)*

§ 3.20.02 For Police Department Pension purposes actual time of service will be the factor in gaining full pension rights on retirement.

§ 3.20.03 For elected Town Officials all previous Town employment or elected service will be bridged as continuous service upon assuming office. This provision shall be construed pursuant to the provisions of IC 36-5-3-2. *(Amended by Ordinance 1721 10.26.2020)*

### § 3.21 Promotions

Promotions are based on the belief that it is in the best interest of all of us to have the most qualified person on every job. It is our policy to fill vacancies whenever practical by promoting current, qualified employees who deserve such promotions. Various positions will be posted on the Town's bulletin boards for five workdays. If you want to be considered for the position, notify your supervisor. Promotions will be made on the basis of factors such as job performance, efficiency, training, knowledge, job qualifications, skills, ability and the supervisors' evaluation of the employees' potential abilities. To be eligible for promotion, an employee must meet minimum requirements of the higher-level position and must have a current satisfactory performance rating in the present position. **Final decisions whether to promote a current employee or to hire someone outside the organization resides solely with the Department Manager and, for some jobs, the governing board of jurisdiction.**



2927 Jewett Avenue
Highland IN 46322
219-237-2342

Email: nwiparkinson@comcast.net

Dear Friend:

March 2022

NWI Parkinsons, Inc., is sponsoring our 6th Annual Dinner Dance to be held on Friday, May 20, 2022, at The Center for Visual and Performing Arts in Munster, Indiana. The evening starts at 5:30 P.M., and will feature dance music by the band, "Uptown Dance Band". Ticket price includes complimentary champagne & hors d'oeuvres, silent auction tables, a cash bar, dinner, raffle, dancing, and dinner music provided by renowned vibraphonist, Di' Kobie Berry, during dinner. Tickets can be purchased at NWI Parkinsons office for \$125 per person.

Monies from this event help fund our Annual Educational Symposium for Parkinson Disease. Additionally, funds from this Gala Fundraiser support our weekly exercise classes, which meet in our Activities Room at our Parkinson Building in Highland and Methodist Hospital Southlake Campus in Merrillville.

We are preparing a high-profile ad book to promote local businesses in our region with ALL proceeds from this book going to the above-mentioned activities. We need your help to achieve our goal, which is to help find a cure for Parkinson's and to offer further education for those afflicted with the disease. Various patronage levels are as follows:

Sponsorship Form (Please Check Sponsorship Level)
Table with 6 columns: Amount, Sponsorship Level, Tables, Tickets, and Advertisements.

All table sponsors will receive a MINIMUM of 8 tickets for the dinner/show, ad in the program book, V.I.P. seating, your logo on a banner, all printed material, publicity recognition and verbal recognition during the event.

Form fields for Sponsorship: Company Name, Company Address, Contact Name, Contact Phone, Contact Email.

Ad Book Only Form (Please Check Advertisement Level)

Table with 2 columns: Please Check Advertisement Level and Please check below. Includes options for Back Cover, Inside Front Cover, Inside Back Cover, Gold Trimmed Page, Silver Trimmed Page, and email/business card options.

Ad format should be 5 x 7, B & W (either bitmap line art Full Color). Camera-ready ads must be in .pdf, or jpeg format. (\*Back Cover, Inside Front & Back Covers are available on 1st Come - 1st Serve Basis. Please call to check availability.) Ads received via email will be acknowledged.

Form fields for Ad Book Only: Company Name, Company Address, Contact Name, Contact Phone, Contact Email.

Silent Auction Donation Item Form

Form fields for Silent Auction: Company Name, Company Address, Contact Name, Contact Phone, Contact Email, Item Donated, Retail Value\*.

(For items donated that are valued over \$500, please contact Don or Elizabeth at 219-237-2342)
Make check payable to: NWI Parkinsons, Inc.
Mail to: NWI Parkinsons, Inc., 2927 Jewett Avenue, Highland, IN 46322

In order to be recognized in the event program, all sponsorship commitments and ads must be received no later than May 13, 2022. For tickets and additional information, please call NWI Parkinsons at 219-237-2342. Thank you so much for your support. We look forward to seeing you at this event. And also check out our website, NWIParkinson.org, for more information.

Elizabeth Woodbury
Founder / Chair Person
NWI Parkinsons, Inc.

Don Nagdeman
Marketing Director
NWI Parkinsons, Inc.