

**Agenda**  
**Sixty-Fourth Regular Meeting**  
**of the Twenty-Ninth Town Council of Highland**  
**Regular Plenary Meeting of Monday, April 11, 2022 at 6:30 p.m.**  
**Agenda organized pursuant to Section 2.05.090 of the Highland**  
**Municipal Code**

**This meeting will be broadcast as an electronic meeting**  
**pursuant to Town of Highland Ordinance 1765**

Topic: Town of Highland, IN - Town Council  
Time: Apr 11, 2022 06:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/85331038621?pwd=WVYycjVJVEtDRlQ4eU9ybEZObotaQT09>

Meeting ID: 853 3103 8621

Passcode: 707935

One tap mobile

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Dial by your location

+1 646 558 8656 US (New York)

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+1 720 707 2699 US (Denver)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 853 3103 8621

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**Prayer:**

Roger Sheeman

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**Pledge of Allegiance:**

Roger Sheeman

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**Roll Call:**



**A GREAT PLACE  
TO CALL HOME**

Bernie Zemen  
Toya Smith  
Mark J. Schocke  
Thomas (Tom) Black  
Roger Sheeman

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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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**Minutes of Previous Session:**Minutes of the Regular Meeting of 28 March 2022

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**Special Orders:****COMMENTS FROM THE PUBLIC or VISITORS**

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

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**Communications:****Staff Reports:**

March Fire Department Stats

Type of Calls	March 2022	YTD
General Alarms	9	36
Paid Still Alarms	20	64
Still Alarms	1	9
	Month 43	
Total Calls in 2022		109

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Building Report March, 2022

PERMIT TYPE	#	Res.	Comm.	Est. Cost	Fee Collected
Commercial Buildings	0	0	0	\$ -	\$ -
Comm. Additions/Remodel	5	0	5	\$ 147,685.00	\$ 4,371.75
Signs	4	0	4	\$ 8,066.00	\$ 1,068.00
Single Family	1	1	0	\$ 300,000.00	\$ 5,293.50
Duplex/Condo	0	0	0		
Residential Additions	0	0	0	\$ -	\$ -
Residential Remodeling	61	61	0	\$ 630,464.00	\$ 15,222.00
Garages	1	1	0	\$ 36,000.00	\$ 883.50
Sheds	1	1	0	\$ 3,105.00	\$ 157.50
Decks & Porches	5	5	0	\$ 24,530.00	\$ 1,137.00
Fences	14	14	0	\$ 61,726.00	\$ 2,386.50
Above/In ground pools	0	0	0		
Drain Tile/Waterproofing	2	2	0	\$ 36,903.00	\$ 810.00
Misc: R.Cuts;Con;Cell Twr;Demo;S.Panels	17	17	0	\$ 141,321.00	\$ 6,677.25
<b>Total Building Permits</b>	<b>111</b>	<b>102</b>	<b>9</b>	<b>\$ 1,389,800.00</b>	<b>\$ 38,007.00</b>
<b>Electrical Permits</b>	<b>23</b>	<b>15</b>	<b>8</b>	<b>\$ -</b>	<b>\$ 3,159.00</b>
<b>Mechanical Permits</b>	<b>8</b>	<b>6</b>	<b>2</b>	<b>\$ -</b>	<b>\$ 1,028.00</b>
Plumbing Permits	15	14	1	\$ -	\$ 2,627.45
Water Meters	1	1	0	\$ -	\$ 245.00
Water Taps	6	6	0	\$ -	\$ 1,200.00
Sewer/Storm Taps	13	13	0	\$ -	\$ 4,100.00
<b>Total Plumbing Permits</b>	<b>35</b>	<b>34</b>	<b>1</b>	<b>\$ -</b>	<b>\$ 8,172.45</b>

March 2022 Code Enforcement: 72 Investigations; 3 Citations were issued & 13 Warnings were given. Inspections done for the month of March 2022 were as follows: 24 Building Inspections, 15 Plumbing Inspections, 5 HVAC and 21 Electrical Inspections. There was 1 Electrical Exam given.

Submitted By:

  
Kenneth J. Mika

**2022**  
**TOWN OF HIGHLAND INJURIES FOR THE MONTH**  
**MARCH**

CASE	DATE	DEPARTMENT	DESCRIPTION	Record Only	OSHA	Not OSHA	Filed with
	OF INJURY			No Med Treatment	Recordable	Recordable	WC Insurance
RO6	3/2/22	Public Works	EE was lifting barrel filled with debris, EE was shifting barrel back & forth when EE felt pain in Rt. Knee	X		X	X

RO = Record Only

DEPARTMENT	2022			2022			
	INJURIES	YEAR TO	TOTAL	RESTRICTED	LOST DAYS	RESTRICTED	LOST DAYS
	THIS MONTH	DATE	2021	DAYS THIS YEAR	THIS YEAR	DAYS 2021	2021
PARK & REC		1					
FIRE			1				
POLICE		2	4		67		10
STREET							
WATER/SEWER			2			32	
MAINTENANCE	1	3	2		16		
OTHER							
<b>TOTALS</b>	<b>1</b>	<b>6</b>	<b>9</b>	<b>0</b>	<b>83</b>	<b>32</b>	<b>10</b>

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

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**Unfinished Business & General Orders:**

- Personnel-employment notice: Approve full time Employment of Fire Department Secretary
- Works Board Order 2022-07 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 IC 5-22 and Chapter 3.05 of the Municipal Code.
- Works Board Order 2022-08 Accepting a proposal from Dean's Lawn & Landscaping for Downtown Highland Landscape Services for the Year 2022 as the Lowest Responsive and Responsible Quote
- 4<sup>th</sup> of July Celebration Musician and Vendor Contracts
- NWI Parkinsons, Inc. 6th Annual Dinner Dance and Sponsorship

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**NEW BUSINESS:**

Ordinance No. 1766 to Amend Chapter 3.20 of the Highland compensation and Benefits Ordinance, Particularly Amending the Provisions Regarding Bridging of Service

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

**Councilor Bernie Zemen**

**Councilor Toya Smith**

**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 March 30 to April 12, 2020 in the amount of \$484,945.20. Payroll Docket for the payday of March 25, 2022 in the amount of \$336,438.42.

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**ADJOURNMENT**

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