

**Agenda**  
**Sixty-Eighth Regular or Special Meeting**  
**of the Twenty-Ninth Town Council of Highland**  
**Regular Plenary Meeting of Monday, June 13, 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 Plenary Meeting  
Time: Jun 13, 2022 06:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/82324338723?pwd=MkFuYjB1MjdnVFJwQ0ZxV0JhSVMvZz09>

Meeting ID: 823 2433 8723

Passcode: 090999

One tap mobile

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Prayer: Tom Black

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Pledge of Allegiance: Tom Black

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Roll Call: Bernie Zemen



Toya Smith

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Minutes of

Previous Session: Minutes of the Regular Meeting of 23 May 2022.

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Special Orders:

1. **Administration of Oath of Office** for Police Officer Candidate **Tyler Knotts**. Police Officer Candidate Tyler Knott was appointed by the Town Board of Metropolitan Police Commissioners at its meeting of 9 June 2022, with the appointment to be effective June 12, 2022, but not earlier than approval by Indiana Public Retirement System (INPRS).

- (a) Instruction and Administration of Oath.
- (b) Presentation of Badges by Metropolitan Police Commission Chair and/or Town Council President or the Metropolitan Police Chief.

\*The motion – The Town Council of Highland hereby determines that the herein named candidate meets the qualifications for such position, as determined by the Town Board of Metropolitan Police Commissioners and as now approved by the Highland Town Council which is the Town Legislative Body on this the 27<sup>th</sup> day of June, 2022.

2. **Consideration of Proposed Additional Appropriations: (controlled funds)** Proposed Additional Appropriations in Excess of the 2022 Budget in the **Corporation General Fund** in the amount of \$13,649.65 and the **Local Road & Street Fund** in the amount of \$59,500.00.
  - (a) Attorney verification of Proofs of Publication: The TIMES 2nd June 2022.
  - (b) **Public Hearing.**
  - (c) Action on **Proposed Appropriation Enactment No. 2022-11: An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the Corporation General Fund, the Local Road & Street Fund,** all pursuant to I.C. 6-1.1-18, and I.C. 36-5-3-5.

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COMMENTS FROM  
THE PUBLIC or  
VISITORS

This portion of the Town Council Meeting is reserved for persons who desire to address the Town Council regarding matters on the agenda. Persons addressing the Town Council are requested to limit their

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presentations to **two (2) minutes** and encouraged to avoid repetitious comments.

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**Communications:**

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- Staff Reports:**
- Building & Inspection Report for May 2022.
  
  - Fire Department Report for May 2022.
  
  - Workplace Safety Report for May 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*

1. **Sanitary Board:** (1) appointment, to be made by the municipal executive to fill the unexpired term of Laura Corpus(D). The term runs until December 31, 2025. No more than three of any one party can serve on the Board. Current composition is 3 Republicans, 1 Democrat.
  
2. **Economic Development Commission** (1) appointment to be made by the Town Council President. Term expires 01.30.2022. *(Note: Currently held by Matthew Reardon.)*

*Legislative Appointments*

Home Rule Commissions

1. **Community Events Commission**
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**Unfinished  
Business &  
General Orders:**

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- NEW BUSINESS:**
1. Action to approve pay for employee who is temporarily replacing another employee at a higher grade level, after thirty full days in the position, pursuant to Section § 4.01 of the Compensation and Benefits Ordinance. The Clerk-Treasurer is reporting he had assigned Chad Kinley to *acting Deputy Clerk Treasurer*.

*The Clerk Treasurer made the assignment effective May 7, 2022 and Mr. Kinley held the position from that date forward until a full time Deputy Clerk has been appointed. Chad Kinley will be construed as eligible for the pay of acting Deputy Clerk effective June 7, 2022, provided it is approved by the Council.*

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2. **Works Board Order No. 2022-14(a):** An Order of the Works Board amending Works Board Order No. 2022-14, which was passed by the Council at its May 23<sup>rd</sup> Meeting by a vote of the elected officials with 5 in favor and 0 opposed, to include the required documents in accepting the 2022 Community Crossings Matching Grant.
  3. **Works Board Order No. 2022-15:** An Order of the Works Board awarding a bid to Gatlin Plumbing & Heating, Inc. for the River Drive Water Main Replacement and Street Improvement Project in the total amount of \$825,000 as the Lowest Responsive and Responsible Bid.
  4. **Works Board Order No. 2022-16:** An Order of the Works Board Accepting and Approving the Proposal of Nies Engineering, Inc. for Professional Engineering Services during Construction for the River Drive Water Main Replacement and Street Improvement Project in the total amount not to exceed \$61,500.
  5. **Ordinance Number 1764.1760-E(1):** An Ordinance to Amend Ordinance No. 1764.1760-E which was passed by the Council at its May 23<sup>rd</sup> Meeting by a vote of 5 in favor and 0 opposed, to include the start date when Ordinance Number 1764.1760-(E ) will take effect. The effective date should correspond with a start of a pay period.
  6. **Ordinance Number 1764.1760-F:** An Ordinance to Amend Ordinance No. 1760 which established 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 Incumbent Rate for the Position of Inspection Secretary in the Building and Inspection Department. The effective date should correspond with a start of a pay period.
  7. **Proposed Appropriation Enactment No. 2022-13:** An Enactment Appropriating Additional Moneys in Excess of the Annual Budget from Monies received as a Grant from the State or Federal Government, all pursuant to I.C. 6-1.1-18, and I.C. 36-5-3-5 ET SEQ.
  8. **Authorizing the proper officer to publish legal notice of a public hearing:** Public Hearing to consider additional appropriations in the amount of \$40,000 in the Municipal Cumulative Street Fund.

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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
<b>COMMENTS FROM  THE PUBLIC or  VISITORS</b>	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 <b>two (2) minutes</b> and encouraged to avoid repetitious comments.
<b>ACTION TO PAY</b> Accounts Payable Vouchers	Accounts payable vouchers May 25, 2022 to June 14, 2022 in the amount of \$1,143,546.04. Payroll Docket for the payday of May 20, 2022 in the amount of \$299,832.09 Payroll Docket for the payday of June 3, 2022 in the amount of \$238,533.86
<b>ADJOURNMENT</b>	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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