

Agenda
Seventieth-First Regular or Special Meeting
of the Twenty-Ninth Town Council of Highland
Regular Plenary Meeting of Monday, July 25, 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: Jul 25, 2022 06:30 PM Central Time (US and Canada)

Join Zoom Meeting

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Meeting ID: 813 5716 2681

Passcode: 594968

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Topic: Town of Highland, IN - Town Council Plenary Meeting

Time: June 27, 2022 06:30 PM Central Time (US and Canada)

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.

Prayer: Toya Smith

Pledge of Toya Smith

Allegiance:

Roll Call:

Bernie Zemen



Toya Smith

A GREAT PLACE
TO CALL HOME

Mark J. Schocke

Thomas (Tom) Black

Roger Sheeman

Minutes of
Previous
Session:

Minutes of the Regular Meeting of 11 July 2022.

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.

Communications

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Staff Reports: • Building & Inspection Report for June 2022.

• Fire Department Report for June 2022.

• Workplace Safety Report for June 2022.

Appointments: • Home Rule Boards and Commissions
(Appointments have been placed on agenda in case there is readiness to act)

Executive Appointments

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1. **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**

**Unfinished
Business &
General Orders:**

**NEW
BUSINESS:**

1. **Action regarding Community Crossings Grant Project for 2022.**
 - (a) **Works Board Order No. 2022-20:** An Order of the Works Board Accepting the Bid of Milestone Contractors North, Inc. for the 2022 Community Crossing Matching Grant Street Improvement Project Being the Lowest Responsive and Responsible Bid in the amount of One Million Five Hundred Thirty-Three Thousand Six Hundred Eighty-Four Dollars (\$1,533,684.00).
 - (b) **Works Board Order No. 2022-21:** An Order Approving and Authorizing An agreement between NIES Engineering, Incorporated and the Town of Highland to perform Professional Engineering Services during Construction for the 2022 Community Crossings Matching Grant (CCMG) Street Improvement Project in the amount not-to-exceed \$77,500.
 2. **Proposed Appropriation Enactment No. 2022-14:** 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.
 3. **Resolution No. 2022-14:** A Resolution Of The Fiscal Body Of The Town Of Highland Approving And Fixing The Official Charges Or Fees For Information And Communication Technology Services Provided By The Municipality To Its Executive Departments And Offices And Accounted In The Information And Communication Technology Fund.
 4. **Transfer Resolution No. 2022-15:** An Exigent Resolution Providing For The Transfer Of Appropriation Balances From and Among Major Budget Classifications In the Special Events Fund As Requested By The Proper Officer And Forwarded To The Town Council For Its Action Pursuant To IC 6-1.1-18-6.
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5. **Works Board Order No. 2022-19:** An Order Approving and Authorizing the Metropolitan Police Chief to enter into a purchase agreement with CDW Government LLC to purchase five (5) in-car computers with accessories at a price of \$20,409.20, and finding it Both to be a Special Purchase and a Small Purchase pursuant to I.C. 5-22 and Chapter 3.05 of the Highland Municipal Code.
6. **Works Board Order No. 2022-18:** An Order Authorizing, and Approving the Payment of Elective Honoraria to the Municipal Departments and Select Event Participants in Recognition of and in Goodwill for their Assistance and Support of the Events under the Community Events Commission and Authorizing the Payment of Elective Honoraria for Their Participation in the Annual Highland Independence Day Festival.
7. *Commendation Letter for Day Off and Signature Authorization.* Action to approve Letters of Commendation for Exemplary Public service leading to the award of a single paid day off for several workers in the **Metropolitan Police Department**. Pursuant to **Section 4.13** of the Compensation and Benefits Ordinance, for the day off to be effective requires the approval of the board of jurisdiction and the Town Council. The Town Board of Metropolitan Police Commissioners has granted preliminary approval to several letters of commendation regarding several employees who have worked six months without calling off sick and without experiencing an “at fault accident”.
- Action should include approval for the members of the Town Council to sign the letters of commendation.

The Police Chief and the Town Board of Metropolitan Police Commissioners are asking for approval of a letter of commendation for six months of work without calling off and not having an at-fault accident for the following:

*Police Chief Peter Hojnicky
Assistant Chief Pat Vassar
Det. Sgt Jason Hildenbrand
Det. Corp Brian Stanley
Det. Corp Lee Natelborg
Det. Corp Darren Conley
Corporal Gerardo Garza
Corporal Erich Swisher
Corporal Michael Yonkman
Corporal Nick Vanni*

*Lance Corporal Greg Palmer
Officer Anthony Kowal
Officer Joel Sullivan
Detective Frank Peckler
Detective Gerardo Garza
Officer Emmalie Wolke
Officer Corey Anderson
Officer Kade Sapp
Officer Joshua Brzezinski
Officer John Freyek
Officer James Glidewell*

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8. Action to approve appointment or employment of full-time employee, pursuant to Section §3.03 of the Compensation and Benefits Ordinance. Assistant Public Works Director recommends the following, effective August 8,2022:

(A) *The hiring (promotion) of **Brian Burbridge**, to the full-time position of Utility Worker B in Public Works Department (Agency) at a rate of pay of \$13.71 per hour. This will not increase the full-time workforce greater than the authorized work force strength. (Previously the worker worked summer hire help for the street department for several years. While under current ordinances, hires are under the authority of the department head. The Public Works Director asked for this action to affirm the promotion and the retention of the position.)*

9. Transfer Resolution No. 2022-16: An Exigent Resolution Providing For The Transfer Of Appropriation Balances From and Among Major Budget Classifications In Motor Vehicle Highway Fund, Local Road & Street Fund, CCI Fund and the CEDIT Econ. Dev. Income Tax Fund As Requested By The Proper Officer And Forwarded To The Town Council For Its Action Pursuant To IC 6-1.1-18-6.

10. Authorizing the proper officer to publish legal notice of a public hearing: Public Hearing to consider additional appropriations in the amount of \$23,000 in the Corporation General Fund and \$14,515 in the Motor Vehicle Highway Fund.

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

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 July 13, 2022 to July 25, 2022 in the amount of
Accounts Payable	\$978,504.84.
Vouchers	Payroll Docket for the payday of July 15, 2022 in the amount of \$264,313.10

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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