

Agenda
Eighty-Third Regular or Special Meeting
of the Twenty-Ninth Town Council of Highland
Regular Plenary Meeting of Wednesday, December 28, 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: Dec 28, 2022 06:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/85299237402?pwd=UEExEMlNXa2NQeGJlMkx6ZkNVSWMwQT09>

Meeting ID: 852 9923 7402

Passcode: 312812

One tap mobile

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+1 564 217 2000 US

+1 669 444 9171 US

+1 689 278 1000 US

+1 719 359 4580 US

+1 720 707 2699 US (Denver)

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

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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.

Prayer: Toya Smith

Pledge of Allegiance: Toya Smith

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 December 12, 2022.

Special Orders: 1. **Administration of Oath of Office** for Police Officer Candidate **Shane M. Geringer**, Police Officer Candidate **Addison P. Barnhill** and Police Officer Candidate **Joshua A. Kempke**. Police Officer Candidates Geringer, Barnhill and Kempke were appointed by the Town Board of Metropolitan Police Commissioners at its meeting of 8 December 2022, with the appointment to be effective December 25, 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 28th day of December, 2022.

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: The Town Hall and Public Works will be closed on Monday, January 2nd, 2023.

Garbage pick-up will be Wednesday, January 4th, 2023.

The Town Hall will close at noon, December 30, 2022 for year-end fiscal and records administration.

The Town Council's standing study session of January 2nd, is cancelled.

Staff Reports:

- Building & Inspection Report
- Fire Department Report
- Workplace Safety Report

Appointments:

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

Executive Appointments

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**
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**Unfinished
Business &
General Orders:**

1. **Proposed Ordinance No. 1774:** An Ordinance To Establish The Wage And Salary Rates Of The Elected Officers, The Non-Elected Officers, And The Employees Of The Town Of Highland, Indiana. *The last general wage and salary ordinance, Ordinance 1760 was passed and adopted December 27, 2021 to be effective January 9, 2022. Councilor Sheeman introduced and filed the Ordinance at the Town Council meeting of December 12, 2022. The introduced ordinance was marked up at the Study Session of December 19, 2022.*

**NEW
BUSINESS:**

1. **Proposed Ordinance No. 1764.1760-I:** An Ordinance To Further Amend Ordinance No. 1760, An Ordinance 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 Regarding Change To The Staffing Authority Of The Public Works Department (Agency). *(If adopted will re-establish the position of Assistant Public Works Director.)*

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

(A) The hiring (promotion) of Kimberly Webb, to the full-time position of Assistant Public Works Director in Public Works Department (Agency) at a

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rate of pay of \$2,953.75 bi-weekly with a vehicle and \$3,131.39 bi-weekly without a provided vehicle. This will not increase the full-time workforce greater than the authorized work force strength and takes effect the 1st period in 2023. While under current ordinances, promotions 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.

3. Action to approve *vacation leave* for a non-exempt employee, pursuant to Section §5.02.01 of the Compensation and Benefits Ordinance.

The Metropolitan Police Chief makes the request that Police Officer Raymond Navarro, have Section 5.02.01 of the Highland Municipal Employee Handbook of the Compensation and Benefits Ordinance be retroactively applied to Police Officer Navarro as Section 5.02.01 was modified under Ordinance 1777 on the 12th day of December 2022, taking effect on or after the 8th of January 2023, and Officer Navarro started his employment as a Highland Metropolitan Police on the 11th day of December 2022.

4. **Resolution No. 2022-30:** A Resolution of the Fiscal Body of the Town of Highland Fixing the Official Faithful Performance Bond of the Municipal Fiscal Officer, pursuant to I.C. 5-4-1 et seq.

5. **Resolution No. 2022-31:** A Resolution Articulating The "Sense Of The Town Council" Recognizing the Highland Neighbors for Sustainability as an Advisory Associate Partner Organization to the Town of Highland and urging all citizens to participate in initiatives or programs that improved the environmental quality and well-being of the Town of Highland.

6. **Action to approve appointment or employment of full-time employee, pursuant to Section §3.03 of the Compensation and Benefits Ordinance.** *Operations Director recommends the following:*

(A)The hiring of Tyler Chievrue, to the full-time position of Utility Worker/Driver C in Public Works Department (Agency) at a rate of pay of \$19.19 per hour. This will not increase the full-time workforce greater than the authorized work force strength. Effective date will be 1/08/2023

7. **Action to approve appointment or employment of full-time employee, pursuant to Section §3.03 of the Compensation and Benefits Ordinance.** *Operations Director recommends the following:*

(A)The hiring of David Giza, to the full-time position of Utility Worker/Driver C in Public Works Department (Agency) at a rate of pay of \$19.19 per hour. This will not increase the full-time workforce greater than the authorized work force strength. Effective date will be 1/08/2023

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8. **Appropriation Transfer Resolution No. 2022-32:** An Exigent Resolution Providing For The Transfer Of Appropriation Balances From and Among Major Budget Classifications In Police Pension 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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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	Accounts payable vouchers December 14,2022 to December 29, 2022 in the amount of \$467,956.48.
	Payroll Docket for the payday of December 2, 2022 in the amount of \$229,697.92 (Employee)
	Payroll Docket by the Fund for the payday of December 16, 2022 in the amount of \$273,750.27 (Employer – FICA, PERF, etc)

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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