

**Topics Tentatively Scheduled for Study Session Discussion  
and  
Topics Requested for Action at Future Business Meetings of the  
Thirtieth Town Council of Highland**

This meeting will be convened as an in person meeting.

Topic: Town of Highland, IN - Town Council Study Session

Time: May 6, 2024 06:30 PM Central Time (US and Canada)

*This meeting contributes to Agenda building for the plenary meeting. Please, also be aware of the running enrolled list of matters that are likely for the plenary meeting, subject to review by the municipal executive. By practice and local ordinance, study sessions are distinguished from plenary (regular business) meetings of the Town Council "as they shall be conducted with less formality and with no votes or final actions of a dispositive nature unless provided otherwise by proper notice, pursuant to IC [5-14-1.5](#) et seq." (Confer HMC Section 2.05.130(3))*

**x. Discussion:** Appointments.

• **Statutory Boards and Commissions**

*Executive Appointments (May be made in meeting or at another time)*

- 1. Waterworks Board of Directors:** (1) appointment to be made by Town Council President. (Note: Formerly held by Curt Schroeder (D), term ending 1<sup>st</sup> Monday January 2025). Current composition of the board is two Republicans and two Democrats. No more than three of any one party under state law.

Home Rule Commissions or Boards

- 2. Shared Ethics Advisory Commission.** (1) appointment to be made by Town Council President. (Note: Fill vacancy made by resignation of Rev. Tim Huizenga.) (Made pursuant to Article 5, Subdivision (A) of the Interlocal Cooperation Agreement Establishing the Shared Ethics Entity. Qualifications are to be persons who live work or hold property in the county. Further persons appointed must be of good character and not hold any positions within the local government.)

**Legislative Appointments**

- 1 -

*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.*

Home Rule Commissions

1. **Main Street Bureau Board:** (5) appointments to be made by the Town Council. Term: Two years ending 1 Jan 2025. *There are currently 12 of the 17 in place and serving. Currently serving are Rhonda Bloch, Ben Reinhart, Renee Reinhart, Allan Simmons, Diane Barr-Roumbus, James Roumbus, Sandra McKnight, Teri Yovkovich, Sandy Ray, Kathy Smailis, Ben Tomera and Laura Pilewski.*
2. **Community Events Commission** *Multi-year positions:* (1) appointment to be made by the Town Council. **Term: 4 years.** *(Note: Currently vacant)*

*Single year positions:* (9) appointments to be made by the Town Council. **Term: 1 year.** There are currently 5 of the 9 in place and serving. *(Note: Currently serving, Rachael Carter, Olga Briseno, Kathy Camp-Burke, Linda Carter and Jack Rowe)*

- x. **Discussion:** Meeting Schedule. Action to cancel or reschedule to another day the Town Council Plenary Meeting for Monday, May 27, 2024 owing to the Memorial Day Holiday. *Pursuant to HMC Section 2.05.130(D), Town Council study sessions may be cancelled by a majority vote of the Town Council or by direction of the Town Council president.*
- x. **Discussion:** Public Hearing to consider additional appropriations in the amount of \$75,000 from the Local Road and Street Fund to pay for the engineering for the Community Crossings Street Program.
- x. **Discussion:** Works Board Order No. 2024-25 approving and authorizing an agreement between Nies Engineering, Incorporated and the Town of Highland to perform professional design engineering services for the 2024 Community Crossings Grant (CCMG) street improvement and resurfacing project in the amount not to exceed \$75,000. (if the additional appropriation isn't approved, Works Board Order No. 2024-25 cannot be approved at this time.)
- x. **Discussion:** Action to approve pay for employee at higher than starting pay for the range of the position, pursuant to Section 2 (a) of Ordinance No. 1511 the Wage and Salary Ordinance, as amended.  
*The Public Works Director requests to increase the starting pay for Joshua Bertossi, a summer help, Utility Worker B from current starting pay of \$10.50 to \$14.40 per hour.*
- x. **Discussion:** Appointment or employment of full-time employee, pursuant to Section §3.03 of the Compensation and Benefits Ordinance. *The Public Works Director recommends the following:*

- 2 -

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*(A) The hiring of Joshua Bertossi, to the full-time position of Utility Worker B in Public Works Department (Agency) at a rate of pay of \$16.66 per hour. This will not increase the full-time workforce greater than the authorized work force strength.*

- x. **Discussion:** Alpine Amusement Company, Incorporated to furnish, present, operate rides, concessions and attraction services for the Town of Highland, associated with the various festivities, a three (3) year contract at a 27% of gross receipts.
- x. **Discussion:** This is a request from the Highland Police Commission to change section 5.17.05 and 5.17.06 of the Highland Municipal Codes to allow Metropolitan Police Officers who live outside the corporate limits of Lake County, Indiana to have a Town provided take home car.
- x. **Discussion:** Revisit the restructuring of the position of Facilities Supervisor by creating a Lead Pump Station Operator and allocate the balance of the salary of the Facilities Supervisor and redistributed to the Supervisor of Streets, the Supervisor of Water & Sewer and the Supervisor of Maintenance in the form of a 10% salary increase  
this was placed on the agenda at the request of the Public Works Director
- x. **Discussion:** Presentation by Dan Botich for **consideration of the** compliance with the Statement of Benefits as filed and represented by People's Bank S.B. 3915, 3919 & 3927 Ridge Road, Highland; consideration of the compliance with the Statement of Benefits as filed and represented by Demand Real Results, LLC, dba SAFETY TRAINING SERVICES, INC., 8516 Henry Street, Highland; consideration of the compliance with the Statement of Benefits as filed and represented by Evajo, L.L.C., d.b.a Pramuk Dental Center, 2706 Highway Avenue, Highland; Indiana Land Trust Company (Webb Hyundai) 9236 Indianapolis Boulevard, Highland, Indiana. .
- x. **Discussion:** Application for granting tax abatement for x years to Petitioner for Indiana Land Trust Company (Webb Hyundai) 9236 Indianapolis Boulevard, Highland, Indiana.
- x. **Discussion:** Proposal from Police Facilities Design Group for architectural services.
- x. **Discussion:** Presentation by The Idea Factory and the Town of Highland to perform Professional Communications and Media Design and Development services for the Municipality for the year 2024.
- x. **Discussion:** Sign Ordinance  
(this is merely a placeholder and to serve simply as a reminder to the Council once the Town Attorney Reed has completed his review)

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**x. Discussion: By-laws for the HCCE**

(this is merely a placeholder and to serve simply as a reminder to the Council once the Town Attorney Reed has completed his review)

**x. Discussion: Animal Ordinance**

(this is merely a placeholder and to serve simply as a reminder to the Council that at the last study session it was agreed upon that this ordinance needed additional discussion)

**• Plenary Business Meeting of Monday May 13, 2024**

- Minutes of the Meeting of Monday, April 22, 2024.
- Appropriation Enactment No. 2024-05 Local Road and Street Fund
- Works Board Order No. 2024-25
- Application for tax abatement for Webb Hyundai.
- Consideration of the Compliance with Statement of Benefits as filed and represented by:  
Peoples Bank  
Safety Training Services  
Pramuk Dental Center