

**Enrolled Minutes of the Ninth Regular Meeting or Special Meeting
For the Thirtieth Highland Town Council Regular Plenary
Business Meeting (In person) Monday, May 13, 2024**

The Thirtieth Town Council of the Town of Highland, Lake County, Indiana met in its regular plenary session on Monday, May 13, 2024 at 6:30 O'clock P.M. in the regular place, the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.

*This meeting was convened as an in person meeting and lived streamed to the Town of Highland Facebook. Facebook permits the public to observe and record the proceedings but allows no interaction between and among the Town Council and members of the public. The public is able to participate in person. Councilor George Georgeff, Councilor Doug Turich, Councilor Alex Robertson, Councilor Tom Black and Councilor Philip Scheeringa all participated in person.

Pursuant to HMC Section 2.05.130(A)(2), the Town Council considered and reviewed the agenda in an informal proceeding in the plenary meeting room before the president called the meeting to order.

The Town Council President Philip Scheeringa presided over the meeting. The Town Clerk-Treasurer, Mark Herak, was present to memorialize the proceedings. The meeting was opened with Councilor Doug Turich reciting the Pledge of Allegiance to the Flag of the United States of America and offering a prayer.

Roll Call: Present on roll call were Councilors George Georgeff, Doug Turich, Alex Robertson, Thomas Black, Philip Scheeringa were present. Clerk-Treasurer, Mark Herak was also present. A quorum was attained.

Additional Officials Present: Alex Brown, CPRP, Superintendent of Parks and Recreation; Metropolitan Police Chief Ralph Potesta; John Reed, Reed, Attorney with Abrahamson, Reed & Bilse; Redevelopment Director Maria Becerra; Mike Pipta, Fire Chief; Ed Dabrowski, Director of Information Technology, Kenneth J. Mika, Building Commissioner, Mark Knesek, Public Works Director were present.

Guests: Theresa Badovich (remotely) and Robin Carlascio (remotely) of the Idea Factory were also present.

Minutes of the Previous Meetings: The minutes of the April 22, 2024 Plenary meeting were approved by general consent.

Special Orders:

- 1. Special Recognition:** Presentation of Plaque of Appreciation to Michael Pipta. Public Works Director Mark Knesek presented to Mike Pipta, a plaque of appreciation for his service to the Town of Highland, serving June 14, 1987 through March 31, 2024.

2. **Administration of Oath of Office** for Police Officer Candidate **Timothy J. Colgrove** was appointed by the Town Board of Metropolitan Police Commissioners at its meeting of 9 May 2024, with the appointment to be effective May 12, 2024, but not earlier than approval by Indiana Public Retirement System (INPRS).

Councilor Black moved that 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 13th day of May, 2024. Councilor Turich seconded the motion. Upon a roll call vote of the elected officials, there were five (5) affirmatives and no negatives. The motion passed.

(a) Instruction and Administration of Oath.

(b) Presentation of Badge by Metropolitan Police Commission Chair and the Metropolitan Police Chief. The Metropolitan Police Chief Ralph Potesta and the Metropolitan Police Commission Chairman Danny Stombaugh presented the police badge to Police Officer Colgrove.

The Town Council President and members of the Town Council welcomed the new officer, who then introduced members of his family who were in attendance.


COPY

STATE OF INDIANA)
) SS:
COUNTY OF LAKE)


CERTIFICATE of APPOINTMENT

This is to certify that the Town Board of Metropolitan Police Commissioners for the Town of Highland, acting in accordance with applicable law, on the 9th day of May, 2024 in the Town of Highland in said County and State, in which it is set forth and declared Timothy J. Colgrove, being of good moral character, was duly appointed to the position of Police Officer, subject to a probationary period, in and for said Town to serve during the probationary or regular appointment if conferred, only during good behavior, subject to the terms and provisions of the Rules, Regulations and Standard Operating Procedures duly adopted and in force for the Highland Metropolitan Police Department and for the citizens of the Town of Highland, all pursuant to I.C. 36-8-9 et seq., with said appointment to be effective, upon its approval, beginning on the 12th day of May, 2024.
IN WITNESS WHEREOF, I have hereunto set my hand and send this certification to be made part of the records of the Town of Highland, Lake County, Indiana this 9th day of May, 2024.

By: **Town Board of Metropolitan
Police Commissioners of Highland**



Danny Stombaugh, Chairman



Larry Moes, Secretary

DETERMINATION of CANDIDATE QUALIFICATION by TOWN LEGISLATIVE BODY
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, UPON PROPER MOTION at its MEETING OF _____ OF 2024.

BY: TOWN COUNCIL of HIGHLAND,
LAKE COUNTY, INDIANA

Philip Scheeringa, President

Doug Turich, Vice -President

George Georgeff, Council Member

Alex Robertson, Council Member

Thomas Black, Council Member

ATTEST:

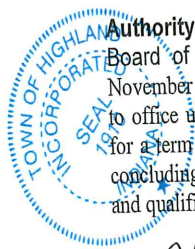
Mark A. Herak,
Town of Highland Clerk-Treasurer

OATH OF OFFICE

I, Timothy J Colgrove, do solemnly (swear or affirm) that I will support the Constitution of the United States, and the Constitution of the State of Indiana, and that I will faithfully and impartially discharge my duties as Police Officer of the Town of Highland, Indiana, according to law, and to the best of my ability, so help me God.

Timothy J. Colgrove

IN WITNESS WHEREOF as subscribed and sworn/affirmed before me, I hereunto set my hand and Corporate seal of the Town of Highland, Indiana this _____, 2024. I certify that I am the duly elected, qualified, acting and serving Clerk-Treasurer for the Town of Highland, and as such empowered pursuant to IC. 33-16-4-1; IC 36-5-6-5 to make acknowledgments.



Authority Expiration: The Director of the Lake County Board of Elections and Registration Certified the Election of November 7, 2023, officially November 28, 2023. I was qualified to office upon my oath administered December 21, 2023, to serve for a term of four years commencing at noon January 1, 2024 and concluding before noon January 1, 2028 and a successor is elected and qualified. IC 36-5-6-2(b)

Mark A. Herak

Mark A. Herak
Town of Highland Clerk-Treasurer

I.C. 36-8-9-4(a)(c)Highland Municipal Code § 51; I.C. 5-4-1-1

Administration
 of
 Police Officer's Oath
 Police Officer Candidate
Timothy J. Colgrove
 Monday, May 13, 2024
 Town of Highland
 Metropolitan Police Department

Metropolitan Police Department Police Chiefs
 (Established 1955)

- Ted Hanson (1955)
- Harold Yoder (1956-57)
- William Graham (1958-62)
- Stephen Ranich (1962-69)
- William Needles (1969-75)
- Robert Brakley (1976)
- Al Pendergast (1976-79)
- James M. Turci (1979-85)
- Richard Hawkins (Interim) (12/28/84-5/28/85)
- Richard Rakoczy (1985-93)
- Lawrence L. Woods Jr. (1994 to 1997)
- Joseph A. Kwansny (1997 to 9/30/00)
- Paul Gard (06/22/00-12/14/00)
- James M. Turci (12/15/00 to 02/15/02)
- Peter T. Hojnicky (02/16/02 to 02/06/23)
- Ralph J. Potesta (02/07/23 to present)

Metropolitan Police Department Police Chiefs
 Established 1955

Town Board of Metropolitan Police Commissioners	Town Council
Chairman	President
Danny Stombaugh	Phillip Scheeringa
Michael Danko	George Georgeff
Steve Jurczak	Doug Turich
Terry Krooswyk	Alex Robertson
Larry Moes	Tom Black
Town Clerk-Treasurer Mark A. Herak	
Town Attorney John P. Reed	
Town Board of Metropolitan Police Commissioners Attorney John P. Reed	
Chief of Police Ralph J. Potesta	

OATH OF OFFICE FOR POLICE OFFICER

I, Timothy J. Colgrove, do solemnly (swear or affirm) that I will support the Constitution of the United States, and the Constitution of the State of Indiana, and that I will faithfully, diligently and impartially discharge my duties as a Police Officer of the Town of Highland, Indiana, according to law, and to the best of my ability, (so help me God).

 Timothy J. Colgrove

IN WITNESS, SUBSCRIBED AND SWORN OR AFFIRMED TO BEFORE ME, AN OFFICIAL AUTHORIZED TO TAKE ACKNOWLEDGEMENTS, ON THIS 13TH DAY OF MAY 2024.

MARK A. HERAK, CLERK-TREASURER
 TOWN OF HIGHLAND

3. Consideration of Proposed Additional Appropriations: (controlled and non-controlled funds): Proposed Additional Appropriations in Excess of the 2024 Budget for the Local Road and Street Fund in the amount of \$75,000.

(a) Attorney verification of Proofs of Publication: The TIMES 29 April 2024.



AFFIDAVIT OF PUBLICATION

Northwest Indiana Times
601 W. 45th Ave.
(219) 933-3333

State of Pennsylvania, County of Lancaster, ss:

I, Yuade Moore, of lawful age, being duly sworn upon oath depose and say that I am an agent of Column Software, PBC, duly appointed and authorized agent of the Publisher of Northwest Indiana Times, a publication that is a "legal newspaper" as that phrase is defined for the city of Munster, for the County of Lake, in the state of Indiana, that this affidavit is Page 1 of 1 with the full text of the sworn-to notice set forth on the pages that follow, and that the attachment hereto contains the correct copy of what was published in said legal newspaper in consecutive issues on the following dates:

Publication Dates:
• Apr 29, 2024

Notice ID: YVZBIYaqnpsgAv9QFRp3
Publisher ID: 96512
Notice Name: NOTICE TO TAXPAYERS OF PROPOSED ADDITIONAL A
Publication Fee: \$21.76

Yuade Moore
Agent

VERIFICATION
State of Pennsylvania
County of Lancaster
Signed or attested before me on this: 04/29/2024

Nicole Burkholder
Notary Public
Notarized remotely online using communication technology via Proof.

Commonwealth of Pennsylvania - Notary Seal
Nicole Burkholder, Notary Public
Lancaster County
My commission expires March 30, 2027
Commission Number 1342120

**TOWN OF HIGHLAND
NOTICE TO TAXPAYERS OF PROPOSED ADDITIONAL
APPROPRIATIONS**

Notice is hereby given the taxpayers of the Town of Highland, Lake County, Indiana, that the Town Council of said Municipality in said Municipal Building, 3333 Ridge Road, at 6:30 p.m. on the 13th day of May 2024, will consider the following additional appropriations in excess of the budget for the current year in the following funds:

Local Road and Street Fund
Acct. 2202-0000-310102
LR & S Engineering \$ 75,000.00
Total 300 Series: \$ 75,000.00
TOTAL for the FUND: \$75,000.00

Funds to support these additional appropriations in the Local Road and Street Fund shall be supported by miscellaneous revenue, unreserved unobligated fund balance on deposit to the credit of the fund. Taxpayers appearing at such meeting shall have a right to be heard thereon. The additional appropriations, as finally made, will be filed with the Department of Local Government Finance, for its review. The Department of Local Government Finance shall make a written determination of the sufficiency of funds within fifteen days of receipt of a certified copy of the action taken.

TOWN COUNCIL of HIGHLAND
Philip Scheerings, President
By: Mark Herak
Clerk-Treasurer
4/29 - 96512
HSPAXLP

(b) **Public Hearing:** There were no comments from the public

c) Action on **Appropriation Enactment No. 2024-05:** An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the **Local Road and Street Fund**, all pursuant to I.C. 6-1.1-18, and I.C. 36-5-3-5

Councilor Black introduced and moved for the consideration of Appropriation Enactment No. 2024-05 at the same meeting of its introduction. Councilor Turich seconded. Upon a roll call vote, a unanimous vote being necessary, there were five (5) affirmatives and no negatives. The motion passed. The enactment could be considered at the same meeting of its introduction.

Councilor Black moved for the passage adoption of Appropriation Enactment No. 2024-05 at the same meeting of its introduction. Councilor Turich seconded. Upon a roll call vote, a two-thirds vote being necessary, there were five (5) affirmatives and no (0) negatives. The motion passed. The enactment was passed and adopted upon the signature of the municipal executive at the same meeting of its introduction.

**Town of Highland
 Appropriation Enactment
 Enactment No. 2024-05**

AN ENACTMENT APPROPRIATING ADDITIONAL MONIES IN EXCESS OF THE ANNUAL BUDGET for the LOCAL ROAD AND STREET FUND ALL PURSUANT TO I.C. 6-1.1-18, and I.C. 36-5-3-5.

WHEREAS, Following a public hearing advertised pursuant to I.C. 5-3-1, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget for the **Local Road and Street Fund**;

WHEREAS, It has been determined that such additional appropriations as may be approved by this enactment, will not increase the levies set under I.C. 6-1.1-17, all pursuant to I.C. 36-5-3-5;

NOW, THEREFORE BE IT ENACTED by the Town Council of the Town of Highland, Lake County, Indiana, as follows:

Section 1. That for the expenses of said municipality, the following additional sums of money are hereby appropriated and ordered set apart out of the **Local Road and Street Fund** herein named and for the purposes herein specified, subject to the laws governing the same:

LOCAL ROAD AND STREET FUND		
Acct. No. 2202-0000-310.02 LR & S Engineering		\$75,000.00
	<i>Total 300 Series:</i>	\$75,000.00
	Fund Total:	\$75,000.00

Section 2. That the Clerk-Treasurer is hereby authorized and instructed to inform the Department of Local Government Finance of this action and that these monies be made available for expenditure pursuant to I.C. 6-1.1-18.

Section 3. That in satisfaction and for the purposes of the provisions set out in I.C. 36-5-2-9.6, I.C. 36-5-3-5, I.C. 36-5-4-2, this enactment shall be deemed properly filed and introduced before the Town Council at a regular or special meeting, properly called and convened pursuant to I.C. 5-1.5-14 *et seq.*

Introduced and Filed on 13th day of May. Consideration on same day or at same meeting of introduction sustained a vote of 5 in favor and 0 opposed, pursuant to IC 36-5-2-9.8.

DULY ORDAINED AND ADOPTED this 13th Day of May, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 5 in favor and 0 opposed.

TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA

Philip Scheeringa, President (IC 36-5-2-10)

ATTEST:

Mark Herak
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5)

4. Proposal Opening: On April 18th, the Highland Council of Community Events advertised in the Times Newspaper (via their Legal Notice Department) that they were accepting proposals for a Beer Vendor to operate the Beer Tent for the BBQ Festival. All proposals were due at the Town Hall by 4 o'clock p.m. Friday, May 3rd, 2024, with the proposals to be opened at the Town Council's 6:30 o'clock p.m. plenary meeting of Monday, May 13th, 2024 (proof of publication attached April 18, 2024).

(a) Attorney verification of Proofs of Publication: The TIMES 18 April 2024.



AFFIDAVIT OF PUBLICATION

Northwest Indiana Times
601 W. 45th Ave.
(219) 933-3333

State of New Jersey, County of Hudson, ss:

I, Kevin King, of lawful age, being duly sworn upon oath depose and say that I am an agent of Column Software, PBC, duly appointed and authorized agent of the Publisher of Northwest Indiana Times, a publication that is a "legal newspaper" as that phrase is defined for the city of Munster, for the County of Lake, in the state of Indiana, that this affidavit is Page 1 of 2 with the full text of the sworn-to notice set forth on the pages that follow, and that the attachment hereto contains the correct copy of what was published in said legal newspaper in consecutive issues on the following dates:

Publication Dates:
• Apr 18, 2024

Notice ID: XNBL1XE9ktsVXsB4Fq89
Publisher ID: 94220
Notice Name: Advertisement for Proposals

Publication Fee: \$61.67

Kevin King

Agent

SHANNEA H HOLMES
NOTARY PUBLIC
STATE OF NEW JERSEY
My Commission Expires August 1, 2026

VERIFICATION

State of New Jersey
County of Hudson

Signed or attested before me on this: 04/18/2024

Shanea H Holmes

Notary Public

Notarized remotely online using communication technology via Proof

ADVERTISEMENT FOR PROPOSAL HIGHLAND COUNCIL OF COMMUNITY EVENTS HIGHLAND LAKE COUNTY, INDIANA BEER GARDEN VENDOR PROPOSAL

1. Notice is hereby that the Highland Council of Community Events, of the Town of Highland, Lake County, Indiana is looking for a Beer Garden Vendor for the period of September 13, 2024, September 14, 2024, September 15, 2024, to operate the beer garden tent at the Town of Highland Backyard BBQ Festival, at Main Square Park, located at 3001 Ridge Road, Highland, Indiana 46322.

REQUIREMENTS

- Beer Garden Vendor shall supply all required alcoholic beverages to be consumed at the festival. However, alcoholic beverages other than beer, wine, seltzer, malt beverages, and cider may NOT be sold.
 - Beer Garden Vendor shall provide all necessary licensed servers.
 - Town shall provide all necessary security so as to ensure proper ID is acquired before any alcoholic beverage purchases are made and provide volunteers to sell tickets for the beer garden.
 - Beer Garden Vendor shall provide all necessary general liability insurance with limits of \$1,000,000 per person and \$3,000,000 per occurrence/aggregate coverage. In addition, Beer Garden Vendor shall provide insurance for off-premise alcohol consumption, including "dram shop" and/or "liquor liability" insurance coverage with limits of \$1,000,000 per person and \$3,000,000 per occurrence/aggregate coverage. All policies stated above shall name the Town of Highland as an additional insured.
 - Beer Garden Vendor shall provide all equipment necessary to serve said beverages including, but not limited to cold storage truck(s), table set-up, cups, and all other items customary to outdoor beer gardens.
 - Beer Garden Vendor shall set up prior to the start of the festival and take down all equipment at the conclusion of the festival. The grounds occupied by the beer tent shall be cleaned prior to 10:00pm on September 16, 2024.
 - Beer Garden Vendor shall post in a conspicuous manner at the front of the beer tent on the opening day a sign showing the full price of all articles to be sold at the beer tent. The size of the sign and place of posting shall be approved by the Town of Highland.
 - Beer Garden Vendor agrees that all proceeds from ticket sales shall be placed in the care of the Town of Highland, and that the Town of Highland shall pay a percentage of all gross revenue of said alcohol sales from the Backyard BBQ Festival. (September 13, 2024, through September 15, 2024) to the Beer Garden Vendor at the conclusion of said Backyard BBQ Festival and keep the remaining percentage for itself.
 - Beer Garden Vendor shall provide a list of previous experiences operating a Beer garden tent.
 - Beer Garden Vendor must complete and return to us an E-Verify Addendum and Affidavit as a requirement of formal approval.
2. BBQ Festival Hours:
Friday September 13, 2024 5:00pm - 10:30pm

Saturday September 14, 2024
5:00pm - 10:30pm
Sunday September 15, 2024
12:00pm - 10:00pm
3. Deadline for Beer Garden Vendor
Proposals for the Backyard BBQ
Festival:
Submit sealed proposal to Highland
Town Hall, 3833 Ridge Road, High-
land, IN by 4:00 pm, (local time) on
May 3, 2024. Said proposal requires
consent to all terms herein stated,
and a statement clearly indicating
the percentage of gross revenue
that the Beer Garden vendor shall
pay to the Town of Highland. Per-
centage of Gross Revenue to the
Town of Highland.
Decision of said Beer Garden Vendor
will be made by the Highland Town
Council at its regular public meeting
on May 13, 2024 at 6:30 (local time).
TOWN COUNCIL of HIGHLAND Phil-
ip Scheeringa, President
By: Mark Herak
Clerk-Treasurer
4/18 - 94220

HSPAXLP

Councilor Turich moved to take the proposals under advisement. Councilor Robertson seconded. Upon a roll call vote of the elected officials, there were five (5) affirmatives and no negatives. The motion passed.

BEER GARDEN VENDOR PROPOSAL

1. Highland Council of Community Events is looking for a Beer Garden Vendor for the period of **September 13, 2024 5:00pm-10:30pm, September 14, 2024 12:00pm-10:30pm, September 15, 2024 12:00-10:00pm** to operate the beer garden tent at the Town of Highland Backyard BBQ Festival, at Main Square Park, located at 3001 Ridge Road, Highland, Indiana 46322.

REQUIREMENTS

- a. Beer Garden Vendor shall supply all required alcoholic beverages to be consumed at the festival. However, alcoholic beverages other than beer, wine, seltzer, malt beverages, and cider may NOT be sold.
 - b. Beer Garden Vendor shall provide all necessary licensed servers.
 - c. Town shall provide all necessary security so as to ensure proper ID is acquired before any alcoholic beverage purchases are made and provide volunteers to sell tickets for the beer garden.
 - d. Beer Garden Vendor shall provide all necessary general liability insurance with limits of \$1,000,000 per person and \$3,000,000 per occurrence/aggregate coverage. In addition, Beer Garden Vendor shall provide insurance for off-premise alcohol consumption, including "dram shop" and/or "liquor liability" insurance coverage with limits of \$1,000,000 per person and \$3,000,000 per occurrence/aggregate coverage. All policies stated above shall name the Town of Highland as an additional insured.
 - e. Beer Garden Vendor shall provide all equipment necessary to serve said beverages including, but not limited to cold storage truck(s), table set-up, cups, and all other items customary to outdoor beer gardens.
 - f. Beer Garden Vendor shall set up prior to the start of the festival and takedown all equipment at the conclusion of the festival. The grounds occupied by the beer tent shall be cleaned prior to 10:00pm on September 16, 2024.
 - g. Beer Garden Vendor shall post in a conspicuous manner at the front of the beer tent on the opening day a sign showing the full price of all articles to be sold at the beer tent. The size of the sign and place of posting shall be approved by the Town of Highland.
 - h. Beer Garden Vendor agrees that all proceeds from ticket sales shall be placed in the care of the Town of Highland, and that the Town of Highland shall pay a percentage of all gross revenue of said alcohol sales from the Backyard BBQ Festival. (September 13, 2024, through September 15, 2024) to the Beer Garden Vendor at the conclusion of said Backyard BBQ Festival and keep the remaining percentage for itself.
 - i. Beer Garden Vendor shall provide a list of previous experiences operating a beer garden tent.
2. Deadline for Beer Garden Vendor Proposals for the Backyard BBQ Festival:

Submit sealed proposal to Highland Town Hall, 3333 Ridge Road, Highland, IN by 4:00 pm, (local time) on May 3, 2024. Said proposal requires consent to all terms herein stated, and a statement clearly indicating the percentage of gross revenue that the Beer Garden vendor shall pay to the Town of Highland. Percentage of Gross Revenue to the Town of Highland 57%

42% to BMS

Decision of said Beer Garden Vendor will be made by the Highland Town Council at its regular public meeting on May 13, 2024 at 6:30 (local time).

Name STAN STEFANSKI Date 4/20/24

Big Frank's Sausage LLC Highland, Indiana . Backyard BBQ

Owner of BigFrank's Sausage LLC : Stan Stefanski. Resident in Highland, Indiana.
56 years.

Highland High School graduate 1986. Highland homeowner and tax payer for 30
years.

Indiana University graduate Bloomington Indiana 1991. BA Economics , Slavic
studies, business management, and psychology minors.

Owner/ operator BigFrank's Sausage LLC with growth every year for 13 plus years.
Thirty five plus years management experience.

This Proposal for the Backyard BBQ is as follows:

BigFrank's Sausage will operate and administrate the beer garden.

We will provide the following: License for the event, Insurance for the event. Staff
the event. Put down all the deposits and pay the vendor Indiana Beverage as
required. I Stan Stefanski will manage and supervise the beer garden. We will
provide the following products : Miller lite on tap, Modello on tap, Sam Adams
October fest on tap, Zywiec on tap. We also will provide white claw and twisted
tea and a cider.

Our percentage for the beer garden is 43 percent of the gross sales.

We will have the trailer there along with the necessary coolers for bottles.

Proper signage and pricing will be administered per rules and regulations.

Experience for running the beer garden is as follows:

Operated and Organized the Kielbasa fest beer garden 2018, and 2019

Have been a food vendor for 15 plus years in the following events:

Pierogi fest, Kielbasa fest, taste of Polonia, rock n rail fest, Highland fourth of July
festival

Wicker Park summer concert series, Highland Backyard BBQ, St. Thomas Moore,
St. James, St John the Evangelist, Griffith broad street blues fest, Victory for
veterans ride and many more...

We are prepared for high volume events and look forward to the challenge.

We look forward to working with the town of Highland and understand it is their
event and abide by the rules and regulations.

THANK YOU SINCERELY Stan Stefanski owner operator BigFrank's Sausage LLC
219-616-4079

BEER GARDEN VENDOR PROPOSAL

1. Highland Council of Community Events is looking for a Beer Garden Vendor for the period of **September 13, 2024 5:00pm-10:30pm, September 14, 2024 12:00pm-10:30pm, September 15, 2024 12:00-10:00pm** to operate the beer garden tent at the Town of Highland Backyard BBQ Festival, at Main Square Park, located at 3001 Ridge Road, Highland, Indiana 46322.

REQUIREMENTS

- a. Beer Garden Vendor shall supply all required alcoholic beverages to be consumed at the festival. However, alcoholic beverages other than beer, wine, seltzer, malt beverages, and cider may NOT be sold.
- b. Beer Garden Vendor shall provide all necessary licensed servers.
- c. Town shall provide all necessary security so as to ensure proper ID is acquired before any alcoholic beverage purchases are made and provide volunteers to sell tickets for the beer garden.
- d. Beer Garden Vendor shall provide all necessary general liability insurance with limits of \$1,000,000 per person and \$3,000,000 per occurrence/aggregate coverage. In addition, Beer Garden Vendor shall provide insurance for off-premise alcohol consumption, including "dram shop" and/or "liquor liability" insurance coverage with limits of \$1,000,000 per person and \$3,000,000 per occurrence/aggregate coverage. All policies stated above shall name the Town of Highland as an additional insured.
- e. Beer Garden Vendor shall provide all equipment necessary to serve said beverages including, but not limited to cold storage truck(s), table set-up, cups, and all other items customary to outdoor beer gardens.
- f. Beer Garden Vendor shall set up prior to the start of the festival and takedown all equipment at the conclusion of the festival. The grounds occupied by the beer tent shall be cleaned prior to 10:00pm on September 16, 2024.
- g. Beer Garden Vendor shall post in a conspicuous manner at the front of the beer tent on the opening day a sign showing the full price of all articles to be sold at the beer tent. The size of the sign and place of posting shall be approved by the Town of Highland.
- h. Beer Garden Vendor agrees that all proceeds from ticket sales shall be placed in the care of the Town of Highland, and that the Town of Highland shall pay a percentage of all gross revenue of said alcohol sales from the Backyard BBQ Festival. (September 13, 2024, through September 15, 2024) to the Beer Garden Vendor at the conclusion of said Backyard BBQ Festival and keep the remaining percentage for itself.
- i. Beer Garden Vendor shall provide a list of previous experiences operating a beer garden tent.
2. Deadline for Beer Garden Vendor Proposals for the Backyard BBQ Festival:

Submit sealed proposal to Highland Town Hall, 3333 Ridge Road, Highland, IN by 4:00 pm, (local time) on May 3, 2024. Said proposal requires consent to all terms herein stated, and a statement clearly indicating the percentage of gross revenue that the Beer Garden vendor shall pay to the Town of Highland. Percentage of Gross Revenue to the Town of Highland ___%

Decision of said Beer Garden Vendor will be made by the Highland Town Council at its regular public meeting on May 13, 2024 at 6:30 (local time).

Name Leroy Flores Date 5/3/24

Beer Garden Vendor Proposal

1. Introduction

Leroy's "Hot Stuff" is excited to submit a proposal to be the Beer Garden Vendor for the Town of Highland Backyard BBQ Festival, from September 13, 2024, through September 15, 2024, at Main Square Park.

2. Experience

Leroy's "Hot Stuff" has extensive experience operating and managing successful beer gardens. We have over 30 years of experience catering events and hosting beer gardens at various locations, including the Great Lakes Grand Prix which drew 100k people, and the Southpoint Cruise-in weekly car show that would draw 1000s of cars. Our team is adept at handling large crowds and ensuring a safe and enjoyable environment for all attendees.

3. Proposal

We agree to comply with all the requirements outlined in the proposal document, including:

- Supplying a diverse selection of alcoholic beverages including beer, wine, seltzer, malt beverages, and ciders.
- Providing sufficient licensed servers to ensure prompt service and all permits required by the ATC.
- Obtaining the necessary general liability and dram shop insurance, meeting the specified coverage limits, and naming the Town of Highland as an additional insured.
- Furnishing all equipment necessary for the beer garden operation, including cold storage trucks, tables, cups, and other relevant items.
- Setting up the beer garden before the festival starts on September 13th and ensure proper breakdown and cleaning of the occupied area by September 16th 10:00 PM.
- Display a clear and visible sign with the complete price list of all beverages sold at the beer garden.
- Pay a percentage of the gross revenue from alcohol sales during the festival period (September 13-15) to the Town of Highland as agreed upon.

- If the Town of Highland desires, provide square credit card hardware and software to facilitate the use of credit cards at the event. Credit card sales will be split net of fees.

4. Percentage of Gross Revenue

Leroy's "Hot Stuff" proposes the following revenue-sharing agreement.

Percentage of Gross Revenue to the Town of Highland 50%
Percentage of Gross Revenue to Leroy's "Hot Stuff" 50%

Gross revenues defined as total ticket sales minus sale tax obligations and credit card fees (if used)

5. Previous Experience

Accelerated Cycle Concepts Anniversary Parties

Babaloosa (5-Year Run)

Burns Harbor - Cruise Night, Fall Fest, Food Truck Square, Truck n Treat

Chesterton Feed and Garden - Pet Rescue Appreciation Day

Chesterton Street Dance

Duneland 4th of July Festival - Dogwood (10+ Year Run)

Duneland Family 4th Fest - Hawthorne (10+ Year Run)

Dunes Summer Theater Series

Dyngus Day

Extra Mile - 1 Mile Challenge

Footloose - 5K Walk/Run

Front Porch Music Festival (4-Year Run)

Great Lakes Grand Prix with 4 Simultaneous Bars Including a VIP Bar (2-Year Run)

Harley-Davidson of Valparaiso - Customer and Employee Appreciations, Anniversaries, Oktoberfest

Highland Backyard BBQ

Highland Park Department 75th Anniversary Party

Humane Society Fundraiser
Liberty Township Volunteer FD 60th Anniversary Party
Livin' It Up - Special Olympics Fundraiser
MDA Ride Laporte
Region Games
Ribbon Cuttings - ERA Consults, Smith Legal
Six String Festival (5-Year Run)
South Shore Roller Derby Series
Southpoint Cruise In at Harley-Davidson of Valparaiso (10+ Year Run)
Spring Breakout - LaPorte County Abate
Spring Out to Sunset
Summer Madness – Lake County Abate
Summer Sunset Bash – Ogden Dunes
Sunset Hill Farms - Prairie Magic Music Festival
Talltree Music Series
Taste of Duneland
Town of Beverly Shores Stairs Dedication
Town of Highland July 4th Festival (First 2 Beer Gardens)
US Steel Employee Appreciation Softball Tournament
Waterhole Wednesday Series in Burns Harbor
Women of the Blues

Miscellaneous Events:

Catered Bars (20+ Yearly) - Weddings, Class Reunions, Showers, Celebration of Life, etc.
Created the Porter's Perfect Pint - Raised over \$200,000 in 10 years
Duneland Chamber of Commerce Corkscrew and Brews (Founding Member)
Sandpiper's Preschool Fundraiser - Beer, Wine, and Liquor Tasting Event

6. Contact Information

Name: Leroy Flores

Title: President

Company: Leroy's "Hot Stuff"

Phone Number: 219-406-2697

Email Address: leroyshotstuff@gmail.com

7. Conclusion

Leroy's "Hot Stuff" is committed to providing a professional and well-managed beer garden experience that contributes to the success of the Town of Highland Backyard BBQ Festival. We are confident that our experience, responsible service practices, and dedication to customer satisfaction make us the ideal candidate for this opportunity.

Comments from the Public or Visitors: None

Staff Reports: The following staff reports were received and filed.

Building Report April, 2024

PERMIT TYPE	#	Res.	Comm.	Est. Cost	Fee Collected
Commercial Buildings	0			\$ -	\$ -
Comm. Additions/Remodel	9		9	\$ 472,241.00	\$ 8,946.00
Signs	3		3	\$ 17,860.00	\$ 534.00
Single Family	1	1		\$ 400,000.00	\$ 6,943.50
Duplex/Condo	0			\$ -	\$ -
Residential Additions	3	3		\$ 2,900,223.00	\$ 3,214.50
Residential Remodeling	52	52		\$ 718,522.00	\$ 15,865.50
Concrete/Asphalt/Flatwork	9	9		\$ 110,353.00	\$ 2,650.50
Garages	0			\$ -	\$ -
Sheds	2	2		\$ 14,928.00	\$ 430.50
Decks & Porches	7	7		\$ 50,725.00	\$ 1,677.00
Fences	28	28		\$ 130,325.00	\$ 4,938.00
Above/In ground pools	3	3		\$ -	\$ 162.00
Drain Tile/Waterproofing	6	6		\$ 68,033.00	\$ 1,687.50
Misc: Road Cuts (4)	4	4		\$ -	\$ 594.00
Total Building Permits	127	115	12	\$ 4,883,210.00	\$ 47,643.00
Electrical Permits	12	11	1	\$ -	\$ 3,200.00
Mechanical Permits	16	15	1	\$ -	\$ 2,022.00
Plumbing Permits	15	11	4	\$ -	\$ 2,838.90
Water Meters	1	1		\$ -	\$ 485.50
Water taps	0			\$ -	\$ -
Sewer/Storm Taps	0			\$ -	\$ -
Total Plumbing Permits	16	12	4	\$ -	\$ 3,324.40

April 2024 Code Enforcement: 79 Investigations, 45 Warnings & 4 Citations were issued.
 Inspections done for the month of April 2024 were as follows: 27 Building Inspections,
 27 Plumbing Inspections, 8 HVAC and 20 Electrical Inspections. There were 3 Electrical Exams given.

Submitted By:

Sub. Rec - For Ken Mika

Kenneth J. Mika

2024
 TOWN OF HIGHLAND INJURIES FOR THE MONTH
APRIL

CASE	DATE	DEPARTMENT	DESCRIPTION	Record Only No Med Treatment	OSHA Recordable	Not OSHA Recordable	Filed with WC Insurance
	OF INJURY						
			NO INJURIES FOR THE MONTH				

RO = Record Only

DEPT	2024		2024				
	INJURIES	YEAR TO	2023	RESTRICTED	LOST DAYS	RESTRICTED	LOST DAYS
	THIS MONTH	DATE	Total Injuries Last Year	DAYS THIS YEAR	THIS YEAR	DAYS 2023	2023
PARK & REC				4	56	8	219
FIRE			1				
POLICE		2	6			80	66
STREET WATER SEWER			1				
MAINTENANCE							
OTHER							
TOTALS	0	2	8	4	56	88	285

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

Mark Herak

From: Denise Beck
Sent: Tuesday, May 7, 2024 3:14 PM
To: Mark Herak; Chad Kinley
Cc: Chief Michael Pipta
Subject: April Fire Department Stats

Good Afternoon Mark and Chad,

April 2024 Stats

Types of Calls:	2024	YTD
General Alarms	11	55
Paid Still Alarms	36	132
Totals	47	187

Denise Beck
Highland Fire Department
2901 Highway Ave.
Highland, IN 46322
(219)-923-9876

Communications: Spring Clean-up is May 21st
Shred Day is May 18 (at Public Works from 8:00 to 12:00)
Girls on the Run – May 18th
Community Garden Planting Day – May 18th (next to the Central Fire Station) from 10 to 12
Memorial Day Service – 10:00 at Main Square
HCCE Community wide garage sale – May 18th & 19th
Park Department garage sale at the Lincoln Center – May 18th
On Thursday, April 25, 2024, the Highland Metropolitan Police Commission made the following promotions:
Shawn Anderson from Deputy Commander to Administrative Commander
Corey Anderson from Officer 1st Class to Corporal
James Mullins from Officer 1st Class to Corporal
Dave Byers from Corporal to Sergeant

Appointments:

- **Statutory Boards and Commissions**
Executive Appointments (May be made in meeting or at another time)

Regional Statutory Commissions or Boards

1. **Waterworks Board of Directors:** (1) appointment to be made by Town Council President. (Note: Formerly held by Curt Schroeder (D), term ending 1st 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 Boards and Commissions

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

Regional Statutory Commissions or Boards

Home Rule Commissions

1. **Main Street Bureau Board:** (17) appointments to be made by the Town Council. Term: Two years ending 1 Jan 2025. *There are currently 13 of the 17 in place and serving. Currently serving are Rhonda Bloch, Teri Yovkovich, Renee Reinhart, Alex Robertson, Diane Barr-Roumbus, James Roumbus Sandy McKnight, Al Simmons, Ben Reinhart, Sandy Ray, Kathy Smailis, Ben Tomera and Laura Pilewski.*
2. **Community Events Commission** *Multi-year positions:* (4) appointments 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, Jack Rowe, Linda Carter, Rachael Carter, Kathy Burke and Olga Briseno)*

General Orders and Unfinished Business:

1. **1. Proposed Ordinance Number 1792-B:** An Ordinance to Amend Ordinance No. 1792, an Ordinance to Establish the Wage and Salary Rates of the Elected Officers, the Non-Elected Officers, and the Employee of the Town of Highland, Indiana particularly regarding the change to the Staffing Authority and Creation of a Lead Pump Station Operator in the Public Works Department (Agency). Councilor Georgeff introduced at the April 22, 2024 Town Council Plenary Meeting but the motion failed to get a second.

Councilor Georgeff introduced and moved for the consideration of proposed Ordinance No.1792-B at the same meeting of its introduction. Councilor Turich seconded. Upon a roll call vote, a unanimous vote being necessary, there were five (5) affirmatives and no negatives. The motion passed. The enactment could be considered at the same meeting of its introduction.

Councilor Georgeff moved for the passage adoption of proposed Ordinance No. 1792-B at the same meeting of its introduction. Councilor Turich seconded.

Discussion: Councilor Turich said he reviewed each job description, line by line with the Assistant Public Works Director and the Public Works Director. He thanked them both for taking the time and for providing much detail, inclusive of surrounding Town's job descriptions. He said it knew it took a little longer than people wanted but he felt it better that he do his due diligence.

Upon a roll call vote, a two-thirds vote being necessary, there were five (5) affirmatives and no (0) negatives. The motion passed. The enactment was passed and

adopted upon the signature of the municipal executive at the same meeting of its introduction.

ORDINANCE No. 1792-B
of the
TOWN of HIGHLAND, INDIANA

AN ORDINANCE to AMEND ORDINANCE No. 1792 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 AND CREATION OF A LEAD PUMP STATION OPERATOR IN THE PUBLIC WORKS DEPARTMENT (AGENCY).

WHEREAS, Title 36, Article 1 Chapter 4 of the Indiana Code confers certain general corporate powers on the several units of government in Indiana;

WHEREAS, Section fifteen of that chapter specifically provides that a unit of government may fix the level of compensation of its officers and employees;

WHEREAS, I.C. 36-5-3-2 provides in pertinent part that the town legislative body shall provide reasonable compensation for the other town officers and employees;

WHEREAS, I.C. 36-5-3-2(b), further provides that the Town Legislative body shall, by ordinance fix the compensation of its own members and the Town Clerk-Treasurer;

WHEREAS, I.C. 36-5-3-2(c) still further provides that the compensation of an elected town officer may not be changed in the year for which it is fixed, nor may it be reduced below the amount fixed for the previous year;

WHEREAS, The Town Council of the Town of Highland, as the Town Legislative body, now desires to amend the ordinance that was adopted to fix the compensation of its elected officers, appointed officers and employees of the Town for the year 2024 and thereafter as amended;

WHEREAS, The Town Council of the Town of Highland, as the town legislative body, has been advised that it is necessary create the position of Lead Pump Station Operator; and

WHEREAS, The Town Council of the Town of Highland, as the town legislative body, has been advised that it is necessary and desirable to modify and fix the rates for this position based upon the needs of the Public Works Department (Agency); and

WHEREAS, The Town Council of the Town of Highland, as the town legislative body, now desires to amend the wage and salary ordinance as requested by the Public Works Director; and,

NOW, THEREFORE, BE IT HEREBY ORDAINED by the Town Council of the Town of Highland, Lake County, Indiana, that the Wages, Salaries, and special detail levels of the Officers and Employees of the Town of Highland, are hereby established, modified and fixed, pursuant to the provisions indicated herein and as follows:

Section 1. That Section 9 (A)(4) of Ordinance No. 1792 be amended by repealing Section 9(A)(4) of that Ordinance in its entirety and replacing with the following section, which shall read as follows:

Section 9. *Public Works Department (Agency).* That subject to the provisions of this ordinance, the salary and wages for the non-elected officers and employees of the Town of Highland are hereby fixed for its **Public Works Department** as follows:

(A) Supervisory Employees Incumbent	Starting Rate	Rate
(4) Division Supervisors		
Supervisor Streets (1)	\$ 2,998.45	\$ 2,998.45
Supervisor Water & Sewer (1)	\$ 2,998.45	\$ 2,998.45
Supervisor Maintenance (1)	\$ 2,998.45	\$ 2,998.45
Supervisor Facilities (1)*	\$ 2,998.45	\$ 2,998.45

**If position of Lead Pump Operator is filled, the position of Supervisor Facilities must be vacant.*

Section 2. That Section 9 (B)(8) of Ordinance No. 1792 be amended by repealing Section 9(B)(8) of that Ordinance in its entirety and replacing with the following section, which shall read as follows:

Section 9. *Public Works Department (Agency).* That subject to the provisions of this ordinance, the salary and wages for the non-elected officers and employees of the Town of Highland are hereby fixed for its **Public Works Department** as follows:

(B) Associate Staff and Employees	Starting Rate	Incumbent Rate
(8) Lead Pump Station Operator	(1)	\$25.41
Pump Station Operator	(1)	\$23.10

Section 3. That all portions of ordinances in conflict with this ordinance are hereby repealed and are of no further force nor effect;

Section 4. That a job description be on file for any position created and authorized by this ordinance and maintained on file with the Public Works Department (Agency) and the Office of the Clerk-Treasurer;

Section 5. That except where otherwise noted herein, other compensation and benefits matters not expressly provided herein for salaried and hourly employees and the Clerk-Treasurer shall be as set forth in the Compensation and Benefits Ordinance, commonly called the Employee Handbook as amended from time to time;

Section 6. (A) That an emergency exists for the immediate taking effect of this Ordinance which, shall become effective and shall remain in full force and effect from and *after the date of its passage and adoption* pursuant to any constrains currently in force in Ordinance No. 1792 and until its repeal or amendment by subsequent enactment;

Section 7. That the provisions set forth in Section 1 and Section 2, shall be effective from April 28, 2024 and continue thereafter until amended , modified or repealed by passage and adoption of a successor ordinance.

(B) That the Clerk-Treasurer shall have authority to implement the provisions of this ordinance pursuant to the authority expressly set forth in IC 36-5-6-6 (a) (3) & (4).

Introduced and Filed on the 13th day of May 2024. Consideration on same day or at same meeting of introduction sustained a vote of 5 in favor and a vote of 5 opposed, pursuant to IC 36-5-2-9.8.

DULY ORDAINED and ADOPTED this 13th Day of May 2024, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 5 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

Philip Scheeringa, President (IC 36-5-2-10)

Attest:

Mark Herak Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5;IC 36-5-2-10.2)

New Business:

1. The May 27, 2024 Town Council Plenary Meeting falls on Memorial Day. Historically, the Town Council has cancelled the meeting.

Councilor Turich moved to cancel the Monday, May 27, 2024 Highland Town Council Plenary meeting and rescheduling the plenary meeting to Tuesday, May 28, 2024, starting at the same time. Councilor Black seconded. Upon a roll call vote, there were five (5) affirmatives and no negatives. The motion passed.

Review and Actions for Economic Revitalization Area Compliance

If acceptable to the Council, the motion should move to accept based upon the data in the CF-1 and the recommendation of the Redevelopment Director, to find (name of applicant) is found in compliance with the terms of its abatement and would remain in force for another year.

2. 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. At its meeting of September 14, 2015, the Highland Town Council passed Resolution No. 2015-37 approving this application and its terms for property tax abatement upon the increase in assessed value of \$667,800 as well as a new job and retention of five existing jobs all in consequence of construction of a new building, a People's Bank SB Branch at 3915, 3919 and 3927 Ridge Road, for a period of time not to exceed ten (10) calendar years, according to the schedule in IC 6-1.1-12.1-4(d)(10), subject to continuing compliance with the statement of benefits, IC 6-1.1-12.1 et seq., and terms of the approving resolution. The Town Council conducted its first review at its meeting of November 13, 2017, its second at the Town Council meeting of 26 February 2018 and its third review at its meeting of 25 February 2019 and its fourth review at its meeting of 9 March 2020 and its fifth review at its meeting of 8 March 2021 and its sixth one at its meeting of 28 March 2022 and its seventh review at its meeting of 27 March 2023. The Town Council found the applicant in compliance at each meeting. This is the eighth review for compliance by the petitioner of its terms in the application but the seventh one that applies after filing with the Lake County Auditor. This review is for Taxing period 2024 pay 2025. If approved, three (3) years remain on the 10 year abatement.

Councilor Black moved that based upon the data in the CF-1 and the recommendation of the Redevelopment Director, to find People's Bank in compliance with the terms of its abatement. Councilor Robertson seconded. Upon a roll call vote, there were five (5) affirmatives and no negatives. The motion passed. People's Bank abatement was found in compliance and would remain in force for another year.



**COMPLIANCE WITH STATEMENT OF BENEFITS
 REAL ESTATE IMPROVEMENTS**

State Form 51766 (RS / 12-21)
 Prescribed by the Department of Local Government Finance

20 24 PAY 20 25
 FORM CF-1 / Real Property

PRIVACY NOTICE
 The cost and any specific individual's salary information is confidential; the balance of the filing is public record per IC 6-1.1-12.1-5.3 (k) and (l).

INSTRUCTIONS:

1. This form does not apply to property located in a residentially distressed area or any deduction for which the Statement of Benefits was approved before July 1, 1991.
2. Property owners must file this form with the county auditor and the designating body for their review regarding the compliance of the project with the Statement of Benefits (Form SB-1/Real Property).
3. This form must accompany the initial deduction application (Form 322/RE) that is filed with the county auditor.
4. This form must also be updated each year in which the deduction is applicable. It is filed with the county auditor and the designating body before May 16, 2022, or by the due date of the real property owner's personal property return that is filed in the township where the property is located. (IC 6-1.1-12.1-5.3(j))
5. With the approval of the designating body, compliance information for multiple projects may be consolidated on one (1) compliance form (Form CF-1/Real Property).

SECTION 1 TAXPAYER INFORMATION			
Name of taxpayer Peoples Bank		County Lake	
Address of taxpayer (number and street, city, state, and ZIP code) 9204 Columbia Ave. Munster, IN 46321		DLGF taxing district number 45-30-506	
Name of contact person Mike Shimala		Telephone number (219) 836-4400	
SECTION 2 LOCATION AND DESCRIPTION OF PROPERTY			
Name of designating body Town of Highland		Resolution number	Estimated start date (month, day, year) 7/1/16
Location of property 3927 Ridge Road, Highland, IN 46322		Actual start date (month, day, year) 9/1/16	
Description of real property improvements New building construction, 2283 sq ft		Estimated completion date (month, day, year) 2/1/17	
		Actual completion date (month, day, year) 8/1/17	
SECTION 3 EMPLOYEES AND SALARIES			
EMPLOYEES AND SALARIES		AS ESTIMATED ON SB-1	ACTUAL
Current number of employees		5	6
Salaries		111,000.00	241,300.00
Number of employees retained		5	6
Salaries		111,000.00	241,300.00
Number of additional employees		2	
Salaries		55,000.00	
SECTION 4 COST AND VALUES			
COST AND VALUES		REAL ESTATE IMPROVEMENTS	
AS ESTIMATED ON SB-1		COST	ASSESSED VALUE
Values before project		250,000	302,000
Plus: Values of proposed project		1,000,000-2,000,000	
Less: Values of any property being replaced		na	
Net values upon completion of project		1,750,000-2,250,000	
ACTUAL		COST	ASSESSED VALUE
Values before project		250,000	296,200
Plus: Values of proposed project		825,000	
Less: Values of any property being replaced			
Net values upon completion of project		1,075,000	1,136,800
SECTION 5 WASTE CONVERTED AND OTHER BENEFITS PROMISED BY THE TAXPAYER			
WASTE CONVERTED AND OTHER BENEFITS		AS ESTIMATED ON SB-1	ACTUAL
Amount of solid waste converted			
Amount of hazardous waste converted			
Other benefits:			
SECTION 6 TAXPAYER CERTIFICATION			
I hereby certify that the representations in this statement are true.			
Signature of authorized representative 		Title Vice President	Date signed (month, day, year) 1/31/24

OPTIONAL: FOR USE BY A DESIGNATING BODY WHO ELECTS TO REVIEW THE COMPLIANCE WITH STATEMENT OF BENEFITS (FORM CF-1) THAT WAS APPROVED AFTER JUNE 30, 1991

INSTRUCTIONS: (IC 6-1.1-12.1-5.3 and IC 6-1.1-12.1-5.9)

1. Not later than forty-five (45) days after receipt of this form, the designating body may determine whether or not the property owner has substantially complied with the Statement of Benefits (Form SB-1/Real Property).
2. If the property owner is found NOT to be in substantial compliance, the designating body shall send the property owner written notice. The notice must include the reasons for the determination, including the date, time, and place of a hearing to be conducted by the designating body. The date of this hearing may not be more than thirty (30) days after the date this notice is mailed. A copy of the notice may be sent to the county auditor and the county assessor.
3. Based on the information presented at the hearing, the designating body shall determine whether or not the property owner has made reasonable efforts to substantially comply with the Statement of Benefits (Form SB-1/Real Property), and whether any failure to substantially comply was caused by factors beyond the control of the property owner.
4. If the designating body determines that the property owner has NOT made reasonable efforts to comply, the designating body shall adopt a resolution terminating the property owner's deduction. If the designating body adopts such a resolution, the deduction does not apply to the next installment of property taxes owed by the property owner or to any subsequent installment of property taxes. The designating body shall immediately mail a certified copy of the resolution to: (1) the property owner; (2) the county auditor; and (3) the county assessor.

We have reviewed the CF-1 and find that:			
<input type="checkbox"/> the property owner IS in substantial compliance <input type="checkbox"/> the property owner IS NOT in substantial compliance <input type="checkbox"/> other (specify) _____			
Reasons for the determination (attach additional sheets if necessary)			
Signature of authorized member			Date signed (month, day, year)
Attested by:		Designating body	
If the property owner is found not to be in substantial compliance, the property owner shall receive the opportunity for a hearing. The following date and time has been set aside for the purpose of considering compliance. (Hearing must be held within thirty (30) days of the date of mailing of this notice.)			
Time of hearing	<input type="checkbox"/> AM <input type="checkbox"/> PM	Date of hearing (month, day, year)	Location of hearing
HEARING RESULTS (to be completed after the hearing)			
<input type="checkbox"/> Approved <input type="checkbox"/> Denied (see instruction 4 above)			
Reasons for the determination (attach additional sheets if necessary)			
Signature of authorized member			Date signed (month, day, year)
Attested by:		Designating body	
APPEAL RIGHTS [IC 6-1.1-12.1-5.9(e)]			
A property owner whose deduction is denied by the designating body may appeal the designating body's decision by filing a complaint in the office of the Circuit or Superior Court together with a bond conditioned to pay the costs of the appeal if the appeal is determined against the property owner.			

Peoples Bank
3927 Ridge Road
Highland, IN 46322

Peoples Bank
Head Count with Salary
3927 Ridge Road
Highland, IN 46322
1/31/2024

<u>Classification</u>	<u>Count</u>	<u>Salaries</u>
Universal Bankers	5	\$17,000 - \$41,300
Officers	1	\$66,500 - \$97,750
Total	6	
Annualized Salaries		\$241,300

STATE OF INDIANA)
) ss:
COUNTY OF LAKE)

AFFIDAVIT

I, Michael J. Shimala, hereby state:

1. That I am competent to testify to the facts set forth herein and if called as a witness, I would so testify under oath to these facts.
2. That I am not under any incapacity.
3. That I am an applicant for tax abatement.
4. That the information I have provided on the Form CF-1 is correct.
5. That the information I have provided on the Checklist for Supporting Documentation Required for Evaluation of Compliance with Statement of Benefits and all attachments is correct.

I affirm under the penalties for perjury that the foregoing statements are true and based upon my personal knowledge.

Michael J Shimala
Signature

Michael J. Shimala
Name Printed or Typed

Before me, a Notary Public, in and for said County and State this 31st day of January 2024 personally appeared before me or acknowledge the execution of the above instrument to be his/her voluntary act and deed, for the uses and purposes therein stated.

In witness whereof, I have hereunto set my hand and official seal the date and year last above written.

My Commission Expires:
2/24/24

Bonnie Connors
Bonnie Connors, Notary Public
Resident of Lake County



3. 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. At its meeting of September 8, 2014, the Highland Town Council approved this application for property tax abatement upon the **increase in** assessed value in consequence of conversion of existing vacant building located at 8516 Henry Street, Highland, for a period of time not to exceed ten (10) calendar years, according to the schedule in IC 6-1.1-12.1-4(d)(10), subject to continuing compliance with the statement of benefits, IC 6-1.1-12.1 et seq., and terms of the approving resolution. The Town Council conducted its first review at its meeting of February 8, 2016, its second at its meeting of February 27, 2017, its third review at its meeting of 26 February 2018, its fourth review at its meeting 25 February 2019, its fifth review at its 9 March 2020, its sixth review at its 8 March 2021, with the Town Council finding that Demand Results, LLC abatement was not in compliance per (1) property owner did not substantially comply with its statement of benefits and that the failure to substantially comply was not caused by factors beyond the control of the property owner. Pursuant to I.C. 6-1.1-12.1-5.9, notice in the form of a letter was sent including the following:

- (a) (i) The current number of employees is less than what was originally estimated. Actual number of employees is 27. Estimated number of employees is 34.
(ii) Number of employees retained is less than what was originally estimated. Actual number of employees retained is 25. Estimated number of employees retained is 34.
(iii) Number of additional employees is less than what was originally estimated. Actual number of additional employees is 2. Estimated number of additional employees over three years is 16.

On April 12, 2021, the Town Council conducted a hearing to further consider the property owner's compliance with the statement of benefits and whether any failure to substantially comply was caused by factors beyond the control of the property owner.

The re-review was conducted on the 12 April 2021, the Council found Demand Results, LLC to be in compliance, its seventh review at its meeting of 28 March 2022, its eighth review at its meeting of 27 March 2023. This represents the ninth review of compliance for this property and the ninth one that applies after the filing with the Lake County Auditor. This review is for Taxing period 2024 pay 2025. If approved, one year remains on the 10 year abatement.

Councilor Robertson moved that based upon the data in the CF-1 and the recommendation of the Redevelopment Director, to find Demand Real Results, LLC, dba Safety Training Services in compliance with the terms of its abatement. Councilor Turich seconded. Upon a roll call vote, there were five (5) affirmatives and no negatives. The motion passed. Demand Real Results, LLC., abatement was found in compliance and would remain in force for another year.



**COMPLIANCE WITH STATEMENT OF BENEFITS
 REAL ESTATE IMPROVEMENTS**
 State Form 51766 (R6 / 12-21)
 Prescribed by the Department of Local Government Finance

2024 PAY 2025
 FORM CF-1 / Real Property

PRIVACY NOTICE
 The cost and any specific individual's salary information is confidential; the balance of the filing is public record per IC 6-1.1-12.1-5.3 (k) and (l).

- INSTRUCTIONS:**
1. This form does not apply to property located in a residentially distressed area or any deduction for which the Statement of Benefits was approved before July 1, 1991.
 2. Property owners must file this form with the county auditor and the designating body for their review regarding the compliance of the project with the Statement of Benefits (Form SB-1/Real Property).
 3. This form must accompany the initial deduction application (Form 322/RE) that is filed with the county auditor.
 4. This form must also be updated each year in which the deduction is applicable. It is filed with the county auditor and the designating body before May 16, 2022, or by the due date of the real property owner's personal property return that is filed in the township where the property is located. (IC 6-1.1-12.1-5.3(j))
 5. With the approval of the designating body, compliance information for multiple projects may be consolidated on one (1) compliance form (Form CF-1/Real Property).

SECTION 1 TAXPAYER INFORMATION		
Name of taxpayer DEMAND REAL RESULTS LLC	County LAKE	
Address of taxpayer (number and street, city, state, and ZIP code) 8516 Henry St., Highland, IN 46322	DLGF taxing district number 45-30-506	
Name of contact person Mark Fleishman	Telephone number (219) 554-2180 x101	
SECTION 2 LOCATION AND DESCRIPTION OF PROPERTY		
Name of designating body Highland Town Council	Resolution number 2014-31 & 2014-36	Estimated start date (month, day, year) 11/2014
Location of property 8516 Henry St., Highland, IN 46322		Actual start date (month, day, year) 11/2014
Description of real property improvements Renovation of existing, vacant building for offices and training education center. ERA Res 2007-10 & 2007-23 ORD#1564		Estimated completion date (month, day, year) 04/2015
		Actual completion date (month, day, year) 04/2015
SECTION 3 EMPLOYEES AND SALARIES		
	AS ESTIMATED ON SB-1	ACTUAL
Current number of employees	34	25
Salaries	\$25,000	\$93,555
Number of employees retained	34	23
Salaries	\$25,000	\$27,555
Number of additional employees	16 over 3 years	2
Salaries	\$93,280	\$5,000
SECTION 4 COST AND VALUES		
COST AND VALUES		REAL ESTATE IMPROVEMENTS
		ASSESSED VALUE
AS ESTIMATED ON SB-1	COST	
Values before project	500,000.00	
Plus: Values of proposed project	672,935.00	
Less: Values of any property being replaced	0.00	
Net values upon completion of project	1,172,935.00	
ACTUAL	COST	ASSESSED VALUE
Values before project	500,000.00	
Plus: Values of proposed project	719,289.00	
Less: Values of any property being replaced	0.00	
Net values upon completion of project	1,219,289.00	
SECTION 5 WASTE CONVERTED AND OTHER BENEFITS PROMISED BY THE TAXPAYER		
	AS ESTIMATED ON SB-1	ACTUAL
Amount of solid waste converted	0.00	0.00
Amount of hazardous waste converted	0.00	0.00
Other benefits:		
SECTION 6 TAXPAYER CERTIFICATION		
I hereby certify that the representations in this statement are true.		
Signature of authorized representative	Title Owner / Operations Manager	Date signed (month, day, year) 03/07/24

**OPTIONAL: FOR USE BY A DESIGNATING BODY WHO ELECTS TO REVIEW THE COMPLIANCE WITH STATEMENT OF BENEFITS (FORM CF-1)
 THAT WAS APPROVED AFTER JUNE 30, 1991**

INSTRUCTIONS: (IC 6-1.1-12.1-5.3 and IC 6-1.1-12.1-5.9)

1. Not later than forty-five (45) days after receipt of this form, the designating body may determine whether or not the property owner has substantially complied with the Statement of Benefits (Form SB-1/Real Property).
2. If the property owner is found **NOT** to be in substantial compliance, the designating body shall send the property owner written notice. The notice must include the reasons for the determination, including the date, time, and place of a hearing to be conducted by the designating body. The date of this hearing may not be more than thirty (30) days after the date this notice is mailed. A copy of the notice may be sent to the county auditor and the county assessor.
3. Based on the information presented at the hearing, the designating body shall determine whether or not the property owner has made reasonable efforts to substantially comply with the Statement of Benefits (Form SB-1/Real Property), and whether any failure to substantially comply was caused by factors beyond the control of the property owner.
4. If the designating body determines that the property owner has **NOT** made reasonable efforts to comply, the designating body shall adopt a resolution terminating the property owner's deduction. If the designating body adopts such a resolution, the deduction does not apply to the next installment of property taxes owed by the property owner or to any subsequent installment of property taxes. The designating body shall immediately mail a certified copy of the resolution to: (1) the property owner; (2) the county auditor; and (3) the county assessor.

We have reviewed the CF-1 and find that:			
<input type="checkbox"/> the property owner IS in substantial compliance			
<input type="checkbox"/> the property owner IS NOT in substantial compliance			
<input type="checkbox"/> other (specify) _____			
Reasons for the determination (attach additional sheets if necessary)			
Signature of authorized member			Date signed (month, day, year)
Attested by:		Designating body	
If the property owner is found not to be in substantial compliance, the property owner shall receive the opportunity for a hearing. The following date and time has been set aside for the purpose of considering compliance. (Hearing must be held within thirty (30) days of the date of mailing of this notice.)			
Time of hearing	<input type="checkbox"/> AM <input type="checkbox"/> PM	Date of hearing (month, day, year)	Location of hearing
HEARING RESULTS (to be completed after the hearing)			
<input type="checkbox"/> Approved		<input type="checkbox"/> Denied (see instruction 4 above)	
Reasons for the determination (attach additional sheets if necessary)			
Signature of authorized member			Date signed (month, day, year)
Attested by:		Designating body	
APPEAL RIGHTS [IC 6-1.1-12.1-5.9(e)]			
A property owner whose deduction is denied by the designating body may appeal the designating body's decision by filing a complaint in the office of the Circuit or Superior Court together with a bond conditioned to pay the costs of the appeal if the appeal is determined against the property owner.			

Current Compensation by Job Title

No Job Title	Company	Emp ID	Date Hired	Annual Salary	Hourly?	Pay Rate	A. Hrs	Exempt?	Supervisor	Branch/Division/Dept
1-1 BOARD OF DIRECTORS RETAINED	0058- Y4055036	1	01/01/2002	\$ 90,000.00	Yes	\$ 50.00	35.00	No		/ / BOARD OF D
Employee Count : 1										
ADMINISTRATIVE ASSISTANT Employee	Company	Emp ID	Date Hired	Annual Salary	Hourly?	Pay Rate	A. Hrs	Exempt?	Supervisor	Branch/Division/Dept
8868-100 IN ADMINISTRATION - IN RETAINED	0058- Y4055036	6	10/30/2006	\$ 21,000.00	Yes	\$ 17.00	24.00	No	Melinda Gee	/ / ADMINISTRA
Administrative Assistant RETAINED	0058- Y4055036	117	10/25/2021	\$ 31,000.00	Yes	\$ 17.00	32.00	No	Melinda Gee	/ / ADMINISTRA
Administrative Assistant NEW	0058- Y4055036	124	11/15/2023	\$ 37,000.00	Yes	\$ 18.00	40.00	No	Melinda Gee	/ / ADMINISTRA
Employee Count : 3										
ADMINISTRATIVE SVCS MANAGER Employee	Company	Emp ID	Date Hired	Annual Salary	Hourly?	Pay Rate	A. Hrs	Exempt?	Supervisor	Branch/Division/Dept
8868-100 IN ADMINISTRATION - IN RETAINED	0058- Y4055036	5	01/01/2002	\$ 90,000.00	Yes	\$ 50.00	35.00	No	Robert Groszewski Jr	/ / ADMINISTRA
Employee Count : 1										
EQUIPMENT SERVICE TECHNICIAN Employee	Company	Emp ID	Date Hired	Annual Salary	Hourly?	Pay Rate	A. Hrs	Exempt?	Supervisor	Branch/Division/Dept
Equipment Service Technician RETAINED	0058- Y4055036	109	10/21/2019	\$ 45,000.00	Yes	\$ 19.00	32.00	No	Edward Azcona	/ / TECHNICAL
Employee Count : 1										
FACILITIES TECHNICIAN Employee	Company	Emp ID	Date Hired	Annual Salary	Hourly?	Pay Rate	A. Hrs	Exempt?	Supervisor	Branch/Division/Dept
8868-100 IN ADMINISTRATION - IN RETAINED	0058- Y4055036	97	05/25/2016	\$ 30,000.00	Yes	\$ 16.00	30.00	No		/ / ADMINISTRA
Employee Count : 1										
FIELD SERVICES COORDINATOR										

Employee	Company	Emp ID	Date Hired	Annual Salary	Hourly?	Pay Rate	A. Hrs	Exempt?	Supervisor	Branch/Division/Dept
5606-200 IN RESCUE - IN RETAINED	0058- Y4055036	80	06/18/2013	\$ 55,000.00	Yes	\$ 22.00	32.00	No	Patrick Booth	// RESCUE - I
Employee Count : 1										
FIELD SVCS MANAGER										
5606-200 IN RESCUE - IN RETAINED	0058- Y4055036	60	02/27/2012	\$ 61,000.00	Yes	\$ 30.00	40.00	No		// RESCUE - I
Employee Count : 1										
FIELD SVCS TECHNICIAN										
Employee	Company	Emp ID	Date Hired	Annual Salary	Hourly?	Pay Rate	A. Hrs	Exempt?	Supervisor	Branch/Division/Dept
Field Svcs Technician RETAINED	0058- Y4055036	121	03/28/2022	\$ 32,000.00	Yes	\$ 16.00	32.00	No	Patrick Booth	// RESCUE - I
RETAINED	0058- Y4055036	113	05/28/2020	\$ 35,000.00	Yes	\$ 17.00	32.00	No	Patrick Booth	// RESCUE - I
RETAINED	0058- Y4055036	116	06/29/2021	\$ 18,000.00	Yes	\$ 19.00	32.00	No	Patrick Booth	// RESCUE - I
RETAINED	0058- Y4055036	119	03/25/2022	\$ 37,500.00	Yes	\$ 16.00	32.00	No	Patrick Booth	// RESCUE - I
RETAINED	0058- Y4055036	74	09/11/2012	\$ 15,000.00	Yes	\$ 17.00	32.00	No	Patrick Booth	// RESCUE - I
RETAINED	0058- Y4055036	79	05/10/2013	\$ 15,000.00	Yes	\$ 18.00	32.00	No	Patrick Booth	// RESCUE - I
RETAINED	0058- Y4055036	103	06/16/2016	\$ 48,500.00	Yes	\$ 19.00	32.00	No	Patrick Booth	// RESCUE - I
Employee Count : 7										
HOUSEKEEPING										
Employee	Company	Emp ID	Date Hired	Annual Salary	Hourly?	Pay Rate	A. Hrs	Exempt?	Supervisor	Branch/Division/Dept
8868-100 IN ADMINISTRATION - IN RETAINED	0058- Y4055036	88	06/10/2015	\$ 9,500.00	Yes	\$ 15.00	12.00	No	Melinda Gee	// ADMINISTRA
Employee Count : 1										
INSTRUCTOR										
Employee	Company	Emp ID	Date Hired	Annual Salary	Hourly?	Pay Rate	A. Hrs	Exempt?	Supervisor	Branch/Division/Dept
Instructor RETAINED	0058- Y4055036	87	02/10/2023	\$ 35,000.00	Yes	\$ 20.00	24.00	No	Michael Scanton	// TRAINING -

NEW	0058- Y4055036	123	02/10/2023	\$ 35,000.00	Yes	\$ 20.00	No	24.00	No	Michael Scanlon	// TRAINING -
Instructor RETAINED	0058- Y4055036	21	05/15/2006	\$ 50,900.00	Yes	\$ 28.00	No	40.00	No	Michael Scanlon	// TRAINING -
MARKETING STRATEGIST											
Employee	Company	Emp ID	Date Hired	Annual Salary	Hourly?	Pay Rate	A. Hrs	Exempt?	Supervisor	Branch/Division/Dept	
8868-100 IN ADMINISTRATION - IN RETAINED	0058- Y4055036	72	09/10/2012	\$ 49,500.00	Yes	\$ 25.00	40.00	No	Melinda Gee	// ADMINISTRA	
OPERATIONS MANAGER											
Employee	Company	Emp ID	Date Hired	Annual Salary	Hourly?	Pay Rate	A. Hrs	Exempt?	Supervisor	Branch/Division/Dept	
8868-100 IN ADMINISTRATION - IN RETAINED	0058- Y4055036	47	03/11/2011	\$ 105,000.00	Yes	\$ 50.00	40.00	No		// ADMINISTRA	
TECHNICAL SVCS MANAGER											
Employee	Company	Emp ID	Date Hired	Annual Salary	Hourly?	Pay Rate	A. Hrs	Exempt?	Supervisor	Branch/Division/Dept	
8868-400 IN TECHNICAL - IN RETAINED	0058- Y4055036	35	01/01/2002	\$ 33,000.00	Yes	\$ 26.00	24.00	No	Robert Groszewski Jr	// TECHNICAL	
TRAINING COORDINATOR											
Employee	Company	Emp ID	Date Hired	Annual Salary	Hourly?	Pay Rate	A. Hrs	Exempt?	Supervisor	Branch/Division/Dept	
8868-300 IN TRAINING - IN RETAINED	0058- Y4055036	69	04/01/2013	\$ 40,800.00	Yes	\$ 21.00	35.00	No	Michael Scanlon	// TRAINING -	
TRAINING SVCS MANAGER											
Employee	Company	Emp ID	Date Hired	Annual Salary	Hourly?	Pay Rate	A. Hrs	Exempt?	Supervisor	Branch/Division/Dept	
8868-300 IN TRAINING - IN RETAINED	0058- Y4055036	27	07/07/2009	\$ 39,000.00	Yes	\$ 28.00	32.00	No	Robert Groszewski Jr	// TRAINING -	

STATE OF INDIANA)
) ss:
COUNTY OF LAKE)

AFFIDAVIT

I, Mark Fleishman, hereby state:

1. That I am competent to testify to the facts set forth herein and if called as a witness, I would so testify under oath to these facts.
2. That I am not under any incapacity.
3. That I am an applicant for tax abatement.
4. That the information I have provided on the Form CF-1 is correct.
5. That the information I have provided on the Checklist for Supporting Documentation Required for Evaluation of Compliance with Statement of Benefits and all attachments is correct.

I affirm under the penalties for perjury that the foregoing statements are true and based upon my personal knowledge.

M. Fleishman
Signature
Mark Fleishman
Name Printed or Typed

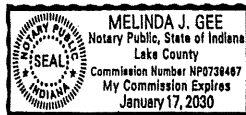
Before me, a Notary Public, in and for said County and State this 07 day of March, 2024, personally appeared before me or acknowledge the execution of the above instrument to be his/her voluntary act and deed, for the uses and purposes therein stated.

In witness whereof, I have hereunto set my hand and official seal the date and year last above written.

My Commission Expires:

January 17, 2030

Melinda J. Gee
Melinda J. Gee, Notary Public
Resident of Lake County



4. 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. At its meeting of June 24, 2019, the Highland Town Council passed Resolution No. 2019-24 approving this application and its terms for property tax abatement upon the estimated increase in assessed value of \$960,000 to be a net value of \$102,000 as well as a new job and retention of three existing jobs, all in consequence of construction of a new building, at 2706 Highway Avenue, for a period of time not to exceed five (5) calendar years, according to the schedule in IC 6-1.1-12.1-4(d)(10), subject to continuing compliance with the statement of benefits, IC 6-1.1-12.1 et seq., and terms of the approving resolution. The Town Council conducted its first review at its meeting of 9 March 2020, its second review at its meeting of 8 March 2021 and its third review at its meeting of 28 March 2022 and its fourth review at its meeting of 27 March 2023. The Town Council found the applicant in compliance at each meeting. This represents the fifth review of compliance for this property and the fifth one that applies after filing with the Lake County Auditor. This review is for Taxing period 2024 pay 2025. If approved, there are no years remaining on the 5- year abatement.

Councilor Georgeff moved that based upon the data in the CF-1 and the recommendation of the Redevelopment Director, to find Evajo, LLC., dba as Pramuk Dental Center in compliance with the terms of its abatement. Councilor Black seconded. Upon a roll call vote, there were five (5) affirmatives and no negatives. The motion passed. Evajo, LLC., dba as Pramuk Dental Center abatement was found in compliance and would remain in force for another year.



**COMPLIANCE WITH STATEMENT OF BENEFITS
 REAL ESTATE IMPROVEMENTS**

State Form 61766 (R5 / 12-21)
 Prescribed by the Department of Local Government Finance

2024 PAY 2025
 FORM CF-1 / Real Property

PRIVACY NOTICE
 The cost and any specific individual's salary information is confidential; the balance of the filing is public record per IC 6-1.1-12.1-5.3 (k) and (l).

INSTRUCTIONS:

1. This form does not apply to property located in a residentially distressed area or any deduction for which the Statement of Benefits was approved before July 1, 1991.
2. Property owners must file this form with the county auditor and the designating body for their review regarding the compliance of the project with the Statement of Benefits (Form SB-1/Real Property).
3. This form must accompany the initial deduction application (Form 322/RE) that is filed with the county auditor.
4. This form must also be updated each year in which the deduction is applicable. It is filed with the county auditor and the designating body before May 16, 2022, or by the due date of the real property owner's personal property return that is filed in the township where the property is located. (IC 6-1.1-12.1-5.3(j))
5. With the approval of the designating body, compliance information for multiple projects may be consolidated on one (1) compliance form (Form CF-1/Real Property).

SECTION 1 TAXPAYER INFORMATION		
Name of taxpayer Evaljo LLC	County Lake	
Address of taxpayer (number and street, city, state, and ZIP code) 1435 Janice Lane Munster, In 46321	DLGF taxing district number	
Name of contact person Kurt E. Pramuk DDS	Telephone number (219) 793-3635	
SECTION 2 LOCATION AND DESCRIPTION OF PROPERTY		
Name of designating body Town of Highland, Indiana Common Council	Resolution number ERA RES NO 2097-a	Estimated start date (month, day, year) 1/27/2020
Location of property Dental Office 2706 Highway Ave Highland, In 46322	Actual start date (month, day, year) 1/27/2020	
Description of real property improvements New Construction	Estimated completion date (month, day, year) 12/31/2019	Actual completion date (month, day, year) 1/24/2020
SECTION 3 EMPLOYEES AND SALARIES		
EMPLOYEES AND SALARIES	AS ESTIMATED ON SB-1	ACTUAL
Current number of employees	3	4
Salaries		
Number of employees retained	4	4
Salaries		
Number of additional employees	1-2	0
Salaries	\$60,000.00	\$134,690.00
SECTION 4 COST AND VALUES		
COST AND VALUES	REAL ESTATE IMPROVEMENTS	
AS ESTIMATED ON SB-1	COST	ASSESSED VALUE
Values before project	\$80,000.00	\$98,800.00
Plus: Values of proposed project	\$870,000.00	\$870,000.00
Less: Values of any property being replaced		
Net values upon completion of project	\$950,000.00	\$739,600.00
ACTUAL	COST	ASSESSED VALUE
Values before project		
Plus: Values of proposed project		
Less: Values of any property being replaced		
Net values upon completion of project	\$102,000.00	\$447,700.00
SECTION 5 WASTE CONVERTED AND OTHER BENEFITS PROMISED BY THE TAXPAYER		
WASTE CONVERTED AND OTHER BENEFITS	AS ESTIMATED ON SB-1	ACTUAL
Amount of solid waste converted	\$0.00	\$0.00
Amount of hazardous waste converted	\$0.00	\$0.00
Other benefits:		
SECTION 6 TAXPAYER CERTIFICATION		
I hereby certify that the representations in this statement are true.		
Signature of authorized representative <i>Kurt Pramuk DDS</i>	Title CEO/President	Date signed (month, day, year) 1-17-2024

**OPTIONAL: FOR USE BY A DESIGNATING BODY WHO ELECTS TO REVIEW THE COMPLIANCE WITH STATEMENT OF BENEFITS (FORM CF-1)
 THAT WAS APPROVED AFTER JUNE 30, 1991**

INSTRUCTIONS: (IC 6-1.1-12.1-5.3 and IC 6-1.1-12.1-5.9)

1. Not later than forty-five (45) days after receipt of this form, the designating body may determine whether or not the property owner has substantially complied with the Statement of Benefits (Form SB-1/Real Property).
2. If the property owner is found NOT to be in substantial compliance, the designating body shall send the property owner written notice. The notice must include the reasons for the determination, including the date, time, and place of a hearing to be conducted by the designating body. The date of this hearing may not be more than thirty (30) days after the date this notice is mailed. A copy of the notice may be sent to the county auditor and the county assessor.
3. Based on the information presented at the hearing, the designating body shall determine whether or not the property owner has made reasonable efforts to substantially comply with the Statement of Benefits (Form SB-1/Real Property), and whether any failure to substantially comply was caused by factors beyond the control of the property owner.
4. If the designating body determines that the property owner has NOT made reasonable efforts to comply, the designating body shall adopt a resolution terminating the property owner's deduction. If the designating body adopts such a resolution, the deduction does not apply to the next installment of property taxes owed by the property owner or to any subsequent installment of property taxes. The designating body shall immediately mail a certified copy of the resolution to: (1) the property owner; (2) the county auditor; and (3) the county assessor.

We have reviewed the CF-1 and find that:			
<input type="checkbox"/> the property owner IS in substantial compliance			
<input type="checkbox"/> the property owner IS NOT in substantial compliance			
<input type="checkbox"/> other (specify) _____			
Reasons for the determination (attach additional sheets if necessary)			
Signature of authorized member			Date signed (month, day, year)
Attested by:		Designating body	
If the property owner is found not to be in substantial compliance, the property owner shall receive the opportunity for a hearing. The following date and time has been set aside for the purpose of considering compliance. (Hearing must be held within thirty (30) days of the date of mailing of this notice.)			
Time of hearing	<input type="checkbox"/> AM <input type="checkbox"/> PM	Date of hearing (month, day, year)	Location of hearing
HEARING RESULTS (to be completed after the hearing)			
<input type="checkbox"/> Approved <input type="checkbox"/> Denied (see instruction 4 above)			
Reasons for the determination (attach additional sheets if necessary)			
Signature of authorized member			Date signed (month, day, year)
Attested by:		Designating body	
APPEAL RIGHTS [IC 6-1.1-12.1-5.9(e)]			
A property owner whose deduction is denied by the designating body may appeal the designating body's decision by filing a complaint in the office of the Circuit or Superior Court together with a bond conditioned to pay the costs of the appeal if the appeal is determined against the property owner.			



EVAJO, LLC
DBA Pramuk Dental Center
2706 Highway Ave
Highland, IN 46322

Classifications	Count	Salary
Dentist/Owner	1	\$53,500.00
Office Manager	1	\$50,000.00
Dental Hygienists	2	\$76,356.76(combined)
TOTAL	4	\$179,856.78

Jan. 2023- Jan. 2024


STATE OF INDIANA)
) ss:
COUNTY OF LAKE)

AFFIDAVIT

I, KURT E. PRAMKE, D.O.S., hereby state:

1. That I am competent to testify to the facts set forth herein and if called as a witness, I would so testify under oath to these facts.
2. That I am not under any incapacity.
3. That I am an applicant for tax abatement.
4. That the information I have provided on the Form CF-1 is correct.
5. That the information I have provided on the Checklist for Supporting Documentation Required for Evaluation of Compliance with Statement of Benefits and all attachments is correct.

I affirm under the penalties for perjury that the foregoing statements are true and based upon my personal knowledge.

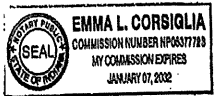


Signature
Kurt E. Pramke, D.O.S.
Name Printed or Typed

Before me, a Notary Public, in and for said County and State this 17th day of January, 2024, personally appeared before me or acknowledge the execution of the above instrument to be his/her voluntary act and deed, for the uses and purposes therein stated.

In witness whereof, I have hereunto set my hand and official seal the date and year last above written.

My Commission Expires: 1/7/2032
Emma L. Corsiglia
Emma L. Corsiglia, Notary Public
Resident of Lake County



5. Consideration of the Compliance with the Statement of Benefits as filed and represented by Indiana Land Trust Company TR#120086, dba Webb Hyundai, LLC 9236 Indianapolis Blvd, Highland. At its meeting of August 9, 2021, the Highland Town Council passed resolution 2021-39 and approved this application for property tax abatement upon the increase in assessed value in consequence of the remodeling of the existing building Webb Hyundai, LLC 9236 Indianapolis Blvd, Highland, for a period of time not to exceed five (5) calendar years, according to the schedule in IC 6-1.1-12.1-4(d)(10), subject to continuing compliance with the statement of benefits, IC 6-1.1-12.1 et seq., and terms of the approving resolution. The Town Council conducted its first review at its meeting of 28 March 2022 and its second review at its meeting of 27 March 2023. The Town Council found the applicant in compliance at each meeting. This represents the third review of compliance for this property and the third one that applies after filing with the Lake County Auditor. This review is for Taxing period 2024 pay 2025. If approved, there are two (2) years remaining on the on the 5- year abatement.

Councilor Georgeff moved that based upon the data in the CF-1 and the recommendation of the Redevelopment Director, to find Indiana Land Trust Company TR#120086, dba Webb Hyundai, LLC., in compliance with the terms of its abatement.

Councilor Robertson seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. Indiana Land Trust Company TR#120086, dba Webb Hyundai abatement was found in compliance and would remain in force for another year.



**COMPLIANCE WITH STATEMENT OF BENEFITS
 REAL ESTATE IMPROVEMENTS**

State Form 51766 (R6 / 4-23)
 Prescribed by the Department of Local Government Finance

20 ²³ PAY 20 ²⁴
FORM CF-1 / Real Property

PRIVACY NOTICE
The cost and any specific individual's salary information is confidential; the balance of the filing is public record per IC 6-1.1-12.1-5.3 (k) and (l).

INSTRUCTIONS:

1. Property owners must file this form with the county auditor and the designating body for their review regarding the compliance of the project with the Statement of Benefits (Form SB-1/Real Property).
2. This form must accompany the initial deduction application (Form 322/RE) that is filed with the county auditor.
3. This form must also be updated each year in which the deduction is applicable. It is filed with the county auditor and the designating body before May 15 or by the due date of the real property owner's personal property return that is filed in the township where the property is located. (IC 6-1.1-12.1-5.3(j))
4. With the approval of the designating body, compliance information for multiple projects may be consolidated on one (1) compliance form (Form CF-1/Real Property).

SECTION 1 TAXPAYER INFORMATION		
Name of Taxpayer Indiana Land Trust Company Tr u/l/a dt #1200086		County Lake
Address of Taxpayer (number and street, city, state, and ZIP code) 9236 Indianapolis Boulevard, Highland, IN 46322		DLGF Taxing District Number 45026
Name of Contact Person	Telephone Number ()	Email Address
SECTION 2 LOCATION AND DESCRIPTION OF PROPERTY		
Name of Designating Body Town of Highland	Resolution Number	Estimated Start Date (month, day, year) August 30, 2021
Location of Property 9236 Indianapolis Boulevard, Highland, IN 46322		Actual Start Date (month, day, year) December 1, 2021
Description of Real Property Improvements		Estimated Completion Date (month, day, year) March 31, 2023 Actual Completion Date (month, day, year) Occupancy Permit
SECTION 3 EMPLOYEES AND SALARIES		
EMPLOYEES AND SALARIES	AS ESTIMATED ON SB-1	ACTUAL
Current Number of Employees	38	53
Salaries	50,000.00 Average	
Number of Employees Retained		
Salaries		
Number of Additional Employees		
Salaries		
SECTION 4 COST AND VALUES		
COST AND VALUES	REAL ESTATE IMPROVEMENTS	
AS ESTIMATED ON SB-1	COST	ASSESSED VALUE
Values Before Project	\$ 2,500,000.00	\$ 1,349,000
Plus: Values of Proposed Project	\$ 3,500,000.00	\$ 1,638,000
Less: Values of Any Property Being Replaced	\$ -300,000	\$ 0
Net Values Upon Completion of Project	\$ 5,700,000.00	\$ 3,029,000
ACTUAL	COST	ASSESSED VALUE
Values Before Project	\$ 2,500,000.00	\$ 1,349,000
Plus: Values of Proposed Project	\$	\$ 1,754,100
Less: Values of Any Property Being Replaced	\$	\$ 0
Net Values Upon Completion of Project	\$	\$ 3,103,100
SECTION 5 WASTE CONVERTED AND OTHER BENEFITS PROMISED BY THE TAXPAYER		
WASTE CONVERTED AND OTHER BENEFITS	AS ESTIMATED ON SB-1	ACTUAL
Amount of Solid Waste Converted		
Amount of Hazardous Waste Converted		
Other Benefits:		
SECTION 6 TAXPAYER CERTIFICATION		
I hereby certify that the representations in this statement are true.		
Signature of Authorized Representative	Title	Date Signed (month, day, year)

OPTIONAL: FOR USE BY A DESIGNATING BODY WHO ELECTS TO REVIEW THE COMPLIANCE WITH STATEMENT OF BENEFITS (FORM CF-1)

INSTRUCTIONS: (IC 6-1.1-12.1-5.3 and IC 6-1.1-12.1-5.9)

1. *Not later than forty-five (45) days after receipt of this form, the designating body may determine whether or not the property owner has substantially complied with the Statement of Benefits (Form SB-1/Real Property).*
2. *If the property owner is found NOT to be in substantial compliance, the designating body shall send the property owner written notice. The notice must include the reasons for the determination, including the date, time, and place of a hearing to be conducted by the designating body. The date of this hearing may not be more than thirty (30) days after the date this notice is mailed. A copy of the notice may be sent to the county auditor and the county assessor.*
3. *Based on the information presented at the hearing, the designating body shall determine whether or not the property owner has made reasonable efforts to substantially comply with the Statement of Benefits (Form SB-1/Real Property), and whether any failure to substantially comply was caused by factors beyond the control of the property owner.*
4. *If the designating body determines that the property owner has NOT made reasonable efforts to comply, the designating body shall adopt a resolution terminating the property owner's deduction. If the designating body adopts such a resolution, the deduction does not apply to the next installment of property taxes owed by the property owner or to any subsequent installment of property taxes. The designating body shall immediately mail a certified copy of the resolution to: (1) the property owner; (2) the county auditor; and (3) the county assessor.*

We have reviewed the CF-1 and find that:			
<input type="checkbox"/>		The Property Owner IS in Substantial Compliance	
<input type="checkbox"/>		The Property Owner IS NOT in Substantial Compliance	
<input type="checkbox"/>		Other (specify) _____	
Reasons for the Determination (attach additional sheets if necessary)			
Signature of Authorized Member			Date Signed (month, day, year)
Attested By		Designating Body Town of Highland	
If the property owner is found not to be in substantial compliance, the property owner shall receive the opportunity for a hearing. The following date and time has been set aside for the purpose of considering compliance. (Hearing must be held within thirty (30) days of the date of mailing of this notice.)			
Time of Hearing	<input type="checkbox"/> AM <input type="checkbox"/> PM	Date of Hearing (month, day, year)	Location of Hearing

HEARING RESULTS (to be completed after the hearing)			
<input type="checkbox"/> Approved		<input type="checkbox"/> Denied (see instruction 4 above)	
Reasons for the Determination (attach additional sheets if necessary)			
Signature of Authorized Member			Date Signed (month, day, year)
Attested By		Designating Body	
APPEAL RIGHTS [IC 6-1.1-12.1-5.9(e)]			
A property owner whose deduction is denied by the designating body may appeal the designating body's decision by filing a complaint in the office of the clerk of the Circuit or Superior Court together with a bond conditioned to pay the costs of the appeal if the appeal is determined against the property owner.			

Webb Hyundai of Highland Personnel Summary 2024

Hyundai	New Car Focus	Combine	Used	Service	Parts	Body	Admin
Owners	3						
Management	4		1	1	1		
Salespeople	10		2		2		
Technicians				10			
Service Advisors				5			
Clerical	5						1
Other	6			1	1		
TOTAL	28		3	17	4		1

STATE OF INDIANA)
) ss:
COUNTY OF LAKE)

AFFIDAVIT

I, Kelly Webb Roberts, hereby state:

1. That I am competent to testify to the facts set forth herein and if called as a witness, I would so testify under oath to these facts.
2. That I am not under any incapacity.
3. That I am an applicant for tax abatement.
4. That the information I have provided on the Form CF-1 is correct.
5. That the information I have provided on the Checklist for Supporting Documentation Required for Evaluation of Compliance with Statement of Benefits and all attachments is correct.

I affirm under the penalties for perjury that the foregoing statements are true and based upon my personal knowledge.

Kelly Webb Roberts
Signature
Kelly Webb Roberts
Name Printed or Typed

Before me, a Notary Public, in and for said County and State this 21st day of March, 2024, personally appeared before me or acknowledge the execution of the above instrument to be his/her voluntary act and deed, for the uses and purposes therein stated.

In witness whereof, I have hereunto set my hand and official seal the date and year last above written.

My Commission Expires: 07/26/25
Jennifer A. Soto
Jennifer A. Soto, Notary Public

Resident of Cook County



6. Works Board Order No. 2024-25: 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 2024 Community Crossings Matching Grant (CCMG) Street Improvement Project in the amount not-to-exceed \$75,000

Councilor Black moved to approve Works Board Order No.2024-25. Councilor Robertson seconded. Upon a roll call vote, there were five (5) affirmatives and no negatives. The motion passed and Works Board Order No. 2024-25 was adopted pending the signature of the municipal executive.

THE TOWN of HIGHLAND
ORDER OF THE WORKS BOARD NO. 2024-25

An Order of the Works Board 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 Matching Grant (CCMG) Street Improvement and Resurfacing Project in the Amount Not-to-Exceed \$75,000.00

Whereas, The Town of Highland, through its Town Council, which is the Works Board of the Municipality pursuant to I.C. 36-1-2-24(3), has determined to improve certain streets (Project) in the Town of Highland and had applied and been approved for a Community Crossings Matching Grant in the amount of \$1,024,569.30, which represents one-half the of the estimated total amount of the Project; and

Whereas, NIES Engineering, Incorporated has offered and presented an agreement to provide and furnish Professional Design Engineering Services in consideration for fees to be charged and billed monthly based upon a not-to-exceed amount of Seventy-five Thousand Dollars (\$75,000.00); and

Whereas, The Project includes the following streets as listed in the proposal as table 1; and

Whereas, There are sufficient and available appropriations balances on hand to support the payments under the agreement, pursuant to IC 5-22-17-3(e); and

Whereas, The Town of Highland, through its Town Council now desires to approve the project and to accept and approve the agreement for services as herein described.

Now Therefore Be it Resolved by the Town Council of the Town of Highland, Lake County, Indiana;

Section 1. That the Professional Design Engineering Services proposal, (incorporated by reference and made a part of this Order) between NIES

Engineering, Incorporated and the Town of Highland, is hereby approved, adopted and ratified in each and every respect;

Section 2. That the terms and charges under the agreement for design engineering services in the not to exceed fee amount of Seventy-five Thousand Dollars (\$75,000.00) is found to be reasonable and fair;

Section 3. That the Town of Highland, through its Board of Works, believes that NIES Engineering, Incorporated has demonstrated professional competence and qualifications to perform the particular professional engineering services called for in the Agreement and associated project, pursuant to I.C. 5-16-11.1-5;

Section 4. That the Director of Public Works be authorized to execute the Agreement with his signature as attested thereto by the Clerk-Treasurer.

DULY, PASSED AND ADOPTED by the Town Council of the Town of Highland, Lake County, Indiana this 13th day of May, 2024 having passed by a vote of 5 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

Philip Scheeringa, President

Attest:

Mark Herak, Clerk-Treasurer



April 15, 2024

Mr. Mark Knesek, Public Works Director
Town of Highland, Indiana
3333 Ridge Road
Highland, IN 46322

RE: Proposal for Professional Design Engineering Services
2024 Community Crossings Matching Grant (CCMG) Street Resurfacing Project

Dear Mr. Knesek:

Thank you for the opportunity to present this proposal for professional design engineering services for Highland's 2024 CCMG Street Resurfacing Project. Since INDOT has preliminarily awarded the full \$1,024,569.30 amount requested in Highland's 2024 CCMG Application #13406, the proposed design work will encompass all 21 road segments included in the application, as listed in attached Table 1.

Our proposal is based on providing engineering services including field survey work for intersection sidewalk ramps, preparation of basic street resurfacing plans and specifications suitable for competitive bidding and assistance during the bid process. We propose to provide design engineering services for a not-to-exceed fee of \$75,000.00. Billings will not exceed the budget without your prior authorization. We propose to provide engineering services based on the hourly billing rates presented in Table 2. Direct expenses such as reproduction and similar items will be billed at actual cost. Mileage will be billed at the current IRS approved rate. The attached "Standard Conditions for Professional Engineering Services" is included by reference.

Again, thank you for the opportunity to present this proposal. Your signature below and return of one copy of this proposal to our office will constitute your acceptance and our notice to proceed.

Yours very truly,
NIES Engineering, Inc.

Derek R. Snyder, P.E.
Vice President

TOWN OF HIGHLAND, INDIANA

Accepted By: _____

Date: _____

cc: Highland Town Council
Mr. Mark Herak

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Table 1
 Town of Highland, Indiana
 2024 Community Crossings Matching Grant Application #13406

Project Locations			
Street Name	Limits	Estimated Construction Cost	Estimated Match
Main St	Town Boundary to Norfolk Southern Railroad	\$ 517,021.00	\$ 258,510.50
Strong St	5th St to Grace St	\$ 265,984.00	\$ 132,992.00
5th Pl	Dead End to Strong St	\$ 49,340.00	\$ 24,670.00
Delaware St	Dead End to Strong St	\$ 49,340.00	\$ 24,670.00
Delaware Pl	Dead End to Strong St	\$ 39,720.00	\$ 19,860.00
Parrish Pl	Dead End to Strong St	\$ 39,720.00	\$ 19,860.00
Cottage Grove Av	Dead End to Strong St	\$ 41,690.00	\$ 20,845.00
Cottage Grove Pl	Dead End to Strong St	\$ 39,720.00	\$ 19,860.00
Grand Blvd	Parrish Av to Grace St	\$ 76,062.00	\$ 38,031.00
Eder St	Parrish Av to Grace St	\$ 73,030.00	\$ 36,515.00
Maple Dr	Parrish Av to Grace St	\$ 79,714.00	\$ 39,857.00
Idlewild Av	Parkway Dr to Martha St	\$ 167,010.80	\$ 83,505.40
Wildwood Dr	44th St to Azalea Dr	\$ 44,886.00	\$ 22,443.00
44th St	5th St to Dead End	\$ 130,582.80	\$ 65,291.40
5th Pl	45th St to 44th St	\$ 23,800.00	\$ 11,900.00
Delaware Pl	45th St to 44th St	\$ 23,590.00	\$ 11,795.00
41st Pl	O'Day Dr to Liable Rd	\$ 129,376.00	\$ 64,688.00
41st Ln	Liable Rd to Kleinman Rd	\$ 105,074.00	\$ 52,537.00
Orchard Dr	41st Ln to Dead End	\$ 17,400.00	\$ 8,700.00
42nd Pl	Grace St to Liable Rd	\$ 68,760.00	\$ 34,380.00
43rd St	O'Day Dr to Liable Rd	\$ 67,318.00	\$ 33,659.00
TOTAL COST		\$ 2,049,138.60	\$ 1,024,569.30

* Due to Highland/Schererville Cost-Share of Local Match for Main Street, the Estimated Local Match Breakdown is as Follows:
 Highland = \$895,314.05 and Schererville = \$129,255.25

Table 2
2024 NIES Engineering Personnel Hourly Rates

Classification	Hourly Rate	
	Regular	Overtime
Intern	\$50.00	\$60.00
Clerical	\$55.00	\$65.00
Senior Clerical	\$60.00	\$70.00
Administrative Assistant	\$75.00	\$90.00
Senior Administrative Assistant	\$95.00	\$110.00
Technician Level 1	\$75.00	\$90.00
Technician Level 2	\$90.00	\$105.00
Technician Level 3	\$105.00	\$125.00
Technician Level 4	\$120.00	\$140.00
Technician Level 5	\$130.00	\$155.00
Technician Level 6	\$140.00	\$165.00
Engineer Level 1	\$110.00	\$130.00
Engineer Level 2	\$120.00	\$140.00
Engineer Level 3	\$140.00	\$140.00
Engineer Level 4	\$160.00	\$160.00
Engineer Level 5	\$180.00	\$180.00
Project Manager	\$155.00	\$155.00
Senior Project Manager	\$180.00	\$180.00
Principal Level 1	\$165.00	\$165.00
Principal Level 2	\$185.00	\$185.00
Senior Principal	\$230.00	\$230.00

STANDARD CONDITIONS FOR PROFESSIONAL ENGINEERING SERVICES

The term "NIES Engineering" used in these terms and conditions is defined as: NIES Engineering, Incorporated of 2421 173rd Street, Hammond, Indiana 46323; its officers, partners, employees, sub-consultants and sub-contractors.

1. REIMBURSABLE EXPENSES:

1.1. Reimbursable expenses are defined as follows and shall be invoiced at direct cost:

- Reproduction of documents.
- Shipping and mailing expenses.
- Any other disbursements, application fees, etc., made on behalf of the Owner.

2. INDEMNIFICATION:

- 2.1. The OWNER agrees to hold harmless and indemnify NIES Engineering for and against all claims, damages, awards and costs of defense arising out of delays in NIES Engineering's performance resulting from events beyond the NIES Engineering's control.
- 2.2. Whereas construction job-site safety conditions are the sole responsibility of the Construction Contractor, the OWNER agrees to hold harmless and indemnify NIES Engineering for and against all claims, damages, awards and costs of defense arising out of claims related to Construction job-site safety.
- 2.3. The OWNER agrees to stipulate within the Contract Documents that the Contractor shall purchase and maintain, during the course of construction, "all-risk" builder's risk insurance which names the Contractor, the Owner's agents, and NIES Engineering as additional insureds.
- 2.4. It is understood and agreed that if NIES Engineering's Basic Services under this Agreement do not include project observation or review of the Contractor's performance or any other construction phase services, that such services will be provided for by the Client. If said services are provided for by the Client, then the Client assumes all responsibility for interpretation of the Contract Documents and for construction observation and supervision and waives any claims against NIES Engineering that may be in any way connected thereto. In addition, the Client agrees, to the fullest extent permitted by law, to indemnify and hold NIES Engineering harmless from any loss, claim or cost, including reasonable attorneys' fees and costs of defense, arising or resulting from the performance of such services by other persons or entities and from any and all claims arising from modifications, clarifications, interpretations, adjustments or changes made to the Contract Documents to reflect changed field or other conditions, except for claims arising from the sole negligence or willful misconduct of NIES Engineering.

3. TERMINATION:

- 3.1. This agreement between OWNER and NIES Engineering may be terminated by either party upon seven days, written notice in the event of substantial failure of performance of the material terms and conditions of this agreement by the other party through no fault of the terminating party.
- 3.2. If this agreement is terminated during the course of performance of the services, NIES Engineering shall be paid for the services performed during the period prior to the effective date of termination of the agreement.
- 3.3. If, prior to termination of this agreement, any services designed or specified by NIES Engineering during any phase of the service is suspended in whole or in part for more than three months or abandoned after written notice from the OWNER, NIES Engineering shall be paid for such services performed prior to receipt of such notice.

4. BILLING/PAYMENTS:

- 4.1. NIES Engineering reserves the right to adjust billing rates periodically as salary rates are adjusted and to use the most up-to-date billing rates in preparing project invoicing.

5. REUSE OF DOCUMENTS:

- 5.1. All reports, schedules, drawings, specifications of services of NIES Engineering for this project are instruments of services for this project only and shall remain the property of NIES Engineering until the OWNER has compensated NIES Engineering in full for services rendered pursuant to the AGREEMENT. Upon final payment for services and for each separately accepted and authorized proposal for additional services, ownership of instruments of service shall be vested in the OWNER. NIES Engineering, however, may retain record copies of all such instruments of service and may use such for NIES Engineering's exclusive purposes.
- 5.2. Any reuse of reports, schedules, drawings, specifications of services of NIES Engineering for this project without written verification or adaptation by NIES Engineering for the specific purpose intended will be at OWNER's sole risk and without liability or legal exposure to NIES Engineering, or to NIES Engineering's independent professional associates or consultants, and OWNER shall indemnify and hold harmless NIES Engineering and NIES Engineering's independent professional associates and consultants from all claims, damages, losses and expenses including attorney's fees arising out of or resulting therefrom. Any such verification or adaptation will entitle NIES Engineering to further compensation at rates to be agreed upon by OWNER and NIES Engineering.

6. OPINIONS OF PROJECT COST, CONSTRUCTION AND OPERATION AND MAINTENANCE:

- 6.1. Since NIES Engineering has no control over the cost of labor, materials, equipment or services furnished by others, or over the Contractor methods of determining prices, or over competitive bidding or market conditions, NIES Engineering's opinions of probable Construction Cost are to be made on the basis of NIES Engineering's experience and qualifications and represent NIES Engineering's best judgment as an experienced and qualified professional engineer, familiar with the construction industry; but NIES Engineering cannot and does not guarantee that proposals, bids or actual Construction Cost will not vary from opinions of probable cost prepared by NIES Engineering. Similarly, opinions of Project Cost and Annual Operation and Maintenance Cost cannot be guaranteed because they depend upon numerous factors beyond NIES Engineering's control.

7. MEDIATION:

- 7.1. In addition to and prior to arbitration, the parties shall endeavor to settle disputes by mediation in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect unless the parties mutually agree otherwise. Demand for mediation shall be filed in writing with the other party to this Agreement and with the American Arbitration Association. A demand for mediation shall be made within a reasonable time after the claim; dispute or other matter in question has arisen. In no event shall the demand for mediation be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of limitations.

8. FIDUCIARY RESPONSIBILITY:

- 8.1. CLIENT confirms that NIES Engineering has not offered any fiduciary service to client and no fiduciary responsibility shall be owed to client by NIES Engineering as a consequence of NIES Engineering's entering into this agreement with client.

9. HAZARDOUS MATERIALS:

- 9.1. As used in this Agreement, the term hazardous materials shall mean any substances, including but not limited to asbestos, toxic or hazardous waste, PCBs, combustible gases and materials, petroleum or radioactive materials (as such of these is defined in applicable federal statutes) or any other substances under any conditions and in such quantities as would pose a substantial danger to persons or property exposed to such substances at or near the Project site.
- 9.2. Both parties acknowledge that the NIES Engineering's scope of services does not include any services related to the presence of any hazardous or toxic materials. In the event NIES Engineering or any other party encounters any hazardous or toxic materials, or should it become known to NIES Engineering that such materials may be present on or about the jobsite or any adjacent areas that may affect the performance of NIES Engineering's services, NIES Engineering may, at its option and without liability for consequential or any other damages, suspend performance of its services under this Agreement until the Client retains appropriate engineers or contractors to identify and abate or remove the hazardous or toxic materials and warrants that the jobsite is in full compliance with all applicable laws and regulations.
- 9.3. The Client agrees, notwithstanding any other provision of this Agreement, to the fullest extent by law, to indemnify and hold harmless NIES Engineering from and against any and all claims, suits, demands, liabilities, losses, damages or costs, including attorneys' fees and defense costs arising out of or in any way connected with the detection, presence, handling, removal, abatement, or disposal of any asbestos or hazardous or toxic substances, products or materials that exist on, about or adjacent to the Project site, whether liability arises under breach of contract or warranty, tort, including negligence, strict liability or statutory liability or any other cause of action, except for the sole negligence or willful misconduct of NIES Engineering.

10. CONSEQUENTIAL DAMAGES

- 10.1. Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, neither the Owner or NIES Engineering, their respective officers, directors, partners, employees, contractors or subconsultants shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of or connected in any way to the Project or to this Agreement. This mutual waiver of consequential damages shall include, but is not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation and any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract and breach of strict or implied warranty. Both the Owner and NIES Engineering shall require similar waivers of consequential damages protecting all the entities or persons named herein in all contracts and subcontracts with others involved in this project.

11. SEVERABILITY:

- 11.1. If any clause or provision of this Agreement shall be held to be invalid in whole or in part, then the remaining clauses and provisions or portions thereof shall nevertheless be and remain in full force and effect.

END OF TERMS AND CONDITIONS

NIES-2024-B-IN

7. 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 the hiring of Joshua Bertossi as summer help at a starting pay of \$14.40 per hour.

Councilor Black moved to approve the hiring of Joshua Bertossi as a summer help at a starting rate of \$14.40 per hour. Councilor Turich seconded. Upon a roll call vote, there were five (5) affirmatives and no negatives. The motion passed

8. Action to approve 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:*

(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.

Councilor Robertson moved to approve the hiring of Joshua Bertossi to the full-time position of Utility Worker B at \$16.66 per hour and to instruct the Town Council to affix their signatures to the Personnel-Employment Notice. Councilor Black seconded. Upon a roll call vote, there were five (5) affirmatives and no negatives. The motion passed.

TOWN OF HIGHLAND
 PERSONNEL-EMPLOYMENT NOTICE

Name: Joshua Beckassi Employee Payroll # _____
 Address: _____ Phone #: _____
 Department: Public Works Account #: MWH

Email address: _____

NEW HIRE (Not currently on the payroll in any status) Date Effective: _____
 Remind new hires they will need to show their original social security card when they complete their employment forms.

***NEW HIRE PERSONNEL NOTICE MUST BE FILED WITH THE CLERK-TREASURER'S OFFICE
 *BEFORE EMPLOYEE STARTS WORKING/HIRE DATE!**

For EEOC purposes, please indicate: Caucasian Black Hispanic Native American
Multi-racial Other: _____ Male Female

Job Title: Utility Wkr B Bi-weekly Salary/Hourly Rate: 16.66

Characterize the Employment:
Full-Time Part-Time Summer Temporary/Seasonal: _____
Minor (under age 18) Work Permit Received (Date Season Ends)

Full-Time Only:
 This position succeeds: Brian Burbridge (if applicable)
 The current workforce-level is 2 as of the date of this notice.
 This position will not increase authorized full-time work force levels.

PAY RATE CHANGE OR CHANGE IN STATUS Date Effective: 5-14-24

Current:
 Job Title: Summer Help Account: MWH
 Base Bi-weekly/Hourly Rate: 14.25 Longevity: _____

Proposed:
 Job Title: Utility Wkr B Account: MWH
 Base Bi-weekly/Hourly Rate: 16.66 Longevity: _____
 This position succeeds: Brian Burbridge

Characterize the Increase or Status Change:
Merit Promotion Returning Summer Brevet/Acting Appt. Per Ordinance
Administrative Leave (department head requesting must detail rationale on reverse of form)

SEPARATION Last Day Worked: _____ Effective Last Day: _____

Resignation Discharge Retirement Other _____
 (Details for Discharge may be found in personnel file of the department)

To be paid last direct deposit or payroll check (Detail on back of this page if necessary):

Vacation Pay: _____ Comp Pay: _____ Personal Day Pay: _____
 Severance Pay: _____ Holiday Pay: _____ Other Pay Allowed: _____

SUPERVISOR SIGNATURE: _____ Date: 4-30-24

TOWN COUNCIL/BOARD OF JURISDICTION ACTION: APPROVED DISAPPROVED
 (if applicable)

Date of Revision: 4/2020
 Approved by Clerk-Treasurer pursuant to IC36-5-6-6(a)(3)

9. Works Board Order No. 2024-10: An Order Finding And Determining Certain Personal Property Of The Municipality As No Longer Needed For The Purposes For Which Originally Acquired Or Have Been Left In The Custody Of An Officer Or Employee Of The Town Of Highland And Have Remained Unclaimed For More Than One (1) Year Or Have Been Deemed Worthless And Of No Market Value.

Councilor Robertson moved to approve Works Board Order No.2024-25. Councilor Turich seconded. Upon a roll call vote, there were five (5) affirmatives and no negatives. The motion passed and Works Board Order No. 2024-25 was adopted pending the signature of the municipal executive.

THE TOWN of HIGHLAND
 BOARD of WORKS ORDER NO. 2024-10

**AN ORDER FINDING and DETERMINING CERTAIN PERSONAL PROPERTY of the MUNICIPALITY
as NO LONGER NEEDED for the PURPOSES for WHICH ORIGINALLY ACQUIRED and FURTHER
AUTHORIZING and APPROVING DISPOSAL OR TRANSFER of said PROPERTY**

WHEREAS, The Town Council for the Town of Highland is the Works Board of the Municipality pursuant to IC 36-1-2-24(3) and

WHEREAS, The Town Council has been advised by the Metropolitan Police Department that several items of personal property particularly, several computers whose warranties have expired, all owned by the municipality are no longer needed for the purposes for which it was originally acquired, pursuant to IC 5-22-22; and

WHEREAS, The Metropolitan Police Chief has recommended that disposal of the personal property be authorized, all pursuant to the provisions of IC 5-22-22 et seq.;

WHEREAS, The Metropolitan Police Chief has further recommended that disposal of the personal property be executed by using an internet site, all pursuant to the provisions of IC 5-22-22-4.5; and

WHEREAS The Town Council now desires to favor the recommendation and take those steps necessary to authorize and approve a disposal of personal property of the municipality pursuant to the applicable law,

NOW, THEREFORE, BE IT ORDERED by the Town Council of the Town of Highland, Lake County, Indiana:

Section 1. That the Town Council of the Town of Highland acting as the works board, hereby finds and determines the following:

(A) That there are certain articles of personal property that has been left in the custody of an officer or employee of the municipality for more than one year, pursuant to IC 5-22-22-3(1);

(B) That they these items of personal property are more particularly described in **an exhibit** attached to and incorporated in this works board order;

(C) That the value of any single item of personal property is less than one thousand dollars (\$1,000), **and** that all the items of personal property together are less than \$5,000, all pursuant to IC 5-22-22;

Section 2. That the Metropolitan Police Chief is hereby authorized and instructed to cause a lawful disposal or transfer of the personal property identified in

this Works Board Order by lawful method, with or without advertising, pursuant to IC 5-22-22-6, all pursuant to the provisions of IC 5-22-22 et seq.

Section 3. That if the proper officer so desires to employ an auctioneer, the proper officer is hereby authorized and instructed to cause a lawful disposal or transfer of the personal property identified in this Works Board Order by use of an auctioneer pursuant to IC 5-22-22-4 including the following:

- (A) **There be included a detailed description of the surplus property to be sold;**

Section 4. That any and all proceeds yielded from the lawful disposal or transfer authorized by this order shall be deposited with the Office of the Clerk-Treasurer, where such proceeds shall be deposited to the credit of the proper fund.

BE IT SO ORDERED.

DULY ADOPTED and ORDERED BY the Town Council of the Town of Highland, Lake County, Indiana, acting as the Board of Works, this 13th day of May 2024 having passed by a vote of 5 in favor and 0 opposed.

TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA

Philip Scheeringa, President (IC 36-5-2-10)

Attest:

Mark Herak
Clerk-Treasurer (IC 33-16-4-1; IC 36-5-6-5)

Exhibit of Personal Property for Disposal

HPD REFERENCE	BICYCLE DESCRIPTION	SERIAL NUMBER
257513	REMINGTON	B7233124
273964	mongoose	snfsd10c05150
276409	HUFFY	AL08F049840
276908	MONGOOSE	SNFSD16DF8765
284230	JOKER	ACA06L022506
285512	TREK	WTU013C0372C
285966	MONGOOSE	SNFSD05CM5014
285967	SCHWINN	SNVN615C31066
286846	BMX	JM15E01155
287229	MONGOOSE	SNFSD15DW8230
287312	NEXT	99TD936036
287963	TREK	WTU198C00581
288992	KENT	WMGSOM615090516
289586	EVOLUTION	SNFSD13H7065
290230	MONGOOSE	FSD16B35096
294183	DIRECT DRIVE	M3KN85268
294775	SCHWINN	S2600TG
296383	GT	LYS6B12666
297563	huffy	
297564	LAJOLLA	
299027	SPECIALIZED	PR545777
304772	NEXT	00TD52266
305601	MONGOOSE	SNFSD12FS9992
311979	MONGOOSE	ACE10H11361
318120	NISHIKI	EY160302189
319006	KENT	G1411151766

461978	SHIMANU	AT00022096
475031	TREK	WTU112C4657
478792	RIDGELAND	GS92750
484369	SCHWINN	SNFSD17CB2622
486991	SCHWINN	S2606WMJ
490796	KENT	G1083054069
491881	FREESPIRIT	CW01003239
499105	AVALON	GS110203932
508937	HUFFY	83788HUFFY26618
512461	SCHWINN	CK010812
513344	CALOI	
514498	MGX	HL234761
514511	KENT	BCA92064
518270	MONGOOSE	
518323	NISHIKI	EY160409684
520861	HUFFY	SNHTC18E55112
526562	DELRIO	GS130319424
531389	TREK	102765293H
535707	MADDCGEAR	GS72076
541948	huffy	snhbc18e02143
546165	UNKNOWN	NONE
546166	MONGOOSE	SNFSD10DP6901
546167	MURRAY	MOS0504907
546168	HUFFY	507457360
546643	SCHWINN	snfsd18cg2889
546644	HUFFY	snhbz03j17151
20hi04945	fitbike	
10HIE0115	DEWALT	DRILL

F34594
 549610

362560		JK30305568
362804	HUFFY	KK03D30112
363614	MICARGI	FEX150500225
365187	MONGOOSE	ISBS12D01552
370009	KENT	G1801006425
370678	HUFFY	SNHTJ17L73129
371073	KENT	AN000305
371885	GAUNTLET	DJID045035
373117	SCHWINN	51X15927659
374153	DIAMONDBACK	ACF04C000764
375501	SCHWINN	SNIDC06H05387
376909	LAND RIDER	BUV2068386
378631	SCHWINN	SNIDC08D67591
381600	MAGNA	99TD825756
382139	STINGER	MD10384465
401720	MONGOOSE	SNPSD083F2152
408929	NEXT	DJI1085938
408935	NEXT	39062230
409708	SCHWINN	SNGNP06K30665
425938	MT VERNON	
430807	SCHWINN	TJ80106834
433433	MONGOOSE	SNPSD13L90315
433524	UNKNOWN	971D078575
436610	RAGE	G1703028258
441755	DIAMONDBACK	
441756	HUFFY	
444684	MONGOOSE	SNFSD16G86615
449906	NISHIKI	NKW00227T31A

426429

322298	NEXT	HS120413793
323812	THRUSTER	G130917718
324624	ROADMASTER	F04020021292
325062	MONGOOSE	NFSD13C939
325063	SCHWINN	HL1039066
325494	PACIFIC	C4044929
325655	NEXT	JGE037850
325657	HUFFY	C8343326823
325698	NEXT	DJJB071778
326425	NEXT	87109204
327320	BIANCHI	HOA16996
328881	DIAMONDBACK	YF99D08284
333001	HUFFY	SNHTJ15A85858
334231	HUFFY	346799035913F0117
334549		PL1204005715
334594	IVERSON	
334595	UNKNOWN	18-8647
337474	NEXT	
339307	SCHWINN	C06D32056
342796	HYRER	FGDM16C12428
349707	HUFFY	8084HUFFY26618
350840	NEXT	LBH261SM
354870	SCHWINN	SNFSU18AV1582
355946	BCA	GS180134950
358163	HYRER	201559801
358218	MAGNA	99TD583077
359570	ROADMASTER	R3517WCT
360846	KENT	G1409127751

335059

10HIE0165	RYOBI	SAWZALL
10HIE0167	RYOBI	BATTERY
10HIE0236	WII	GAME SYSTEM
11HIE0111	UNKNOWN	FLOOR JACK
17HIE0324	BOSTICH	FINISHING NAILER
17HIE0326	TORO	LEAF BLOWER
17HIE0327	SKIL	SANDER
17HIE0328	DEWALT	DRILL
17HIE0329	BLACK/DECKER	HEDGE TRIMMER
17HIE0335	TORIN	FLOOR JACKS
17HIE0336	PROSOURCE	RED CREEPER
17HIE0337	CRAFTSMAN	MITER SAW
18HIE0020	NUWAVE	PRESSURE COOKER
18HIE0032	DEWALT	DRILL
18HIE0034	BOSCH	DRILL
19HIE0367	MILWAUKEE	TOOL
19HIE0368	MILWAUKEE	TOOL
19HIE0369	MILWAUKEE	TOOL
19HIE0370	MILWAUKEE	TOOL
	TIRES & RIMS	
	FISHING POLLS	
	<i>Rims</i>	
17HIE0240		
17HIE0186		
17HIE0186		
17HIE0186		
17HIE0186		

END of EXHIBIT

10. Works Board Order No. 2024-26: An Order of the Works Board Accepting and Ratifying the Proposal of Alpine Amusement Company, Incorporated to Furnish, Present, an Operate Rides, Concessions, and Attractions Services for the Town of Highland, Associated with Independence Day and BBQ Festivities.

On the advice of the Town Attorney, the Council President removed Works Board Order No. 2024-26 from the agenda as the Attorney had not heard back from Alpine Amusement if they were accepting the changes he made to the insurance requirements.

11. Works Board Order No. 2024-27: An Order of the Works Board Approving and Authorizing the Metropolitan Police Chief to purchase from Dream Builders of America, LLC of Crown Point, Indiana a Fixed LPR Camera system and equipment pursuant to I.C.5-22-8-2

Councilor Turich moved to approve Works Board Order No.2024-25. Councilor Georgeff seconded. Upon a roll call vote, there were five (5) affirmatives and no negatives. The motion passed and Works Board Order No. 2024-25 was adopted pending the signature of the municipal executive.

**Town of Highland
Board of Works
Order of the Works Board 2024-27**

An Order Approving and Authorizing the Metropolitan Police Chief to purchase from Dream Builders of America, LLC of Crown Point, IN, a Fixed LPR Camera system and equipment pursuant to I.C. 5-22-8-2.

Whereas, The Town of Highland Metropolitan Police Department, as part of its public duties, has a responsibility for patrol, public safety and protection of life and property throughout the Town of Highland and, from time to time, it is necessary to purchase and or lease materials and supplies in order to carry out the functions of the department; and

Whereas, The Metropolitan Police Chief has determined a need to replace certain equipment and supplies and has further determined the purchase price will be below \$50,000.00 and an opportunity has arisen which enables the department to purchase the Fixed LPR Camera System.

Whereas, the Metropolitan Police Chief has identified Dream Builders of America Crown Point, IN through the State of Indiana to be a desirable source vendor for the purchase of the Fixed LPR Camera System at a price of \$15,366.82

Whereas, the price for the purchase exceeds \$15,000.00 and, pursuant to Section 3.05.040 (E) as well as Section 3.05.050 (B)(2) of the Highland Municipal Code, such purchase requires the express approval of the purchasing agency; and

Whereas, The Town Council as the Works Board of the Municipality, pursuant to Section 3.05.030 (A)(2) of the Highland Municipal Code serves as the purchasing agency for the Metropolitan Police Department; and

Whereas, The Metropolitan Police Chief, pursuant to Section 3.05.050 (D)(2) of the Highland Municipal Code, serves as the Purchasing Agent for the Metropolitan Police Department; and

Whereas, the purchase of the Fixed LPR Camera System and supplies will be supported by the LOIT Fund.

Whereas, The Town Council now desires to approve and authorize the Police Chief to complete the purchase pursuant to the terms and stated herein.

Whereas, The Purchasing Agent, believes that this purchase qualifies as a special purchase to be made without soliciting bids or proposals because in this instance (1) the compatibility of equipment, accessories or replacement parts is a substantial consideration in this purchase, and (2) only one source meets the department's reasonable requirements, which is the source recommended for this purchase; and

Whereas, The Purchasing Agent, for the rationale stated herein, elects to purchase without resort to soliciting quotes or bids pursuant to Section 3.05.065 (I) of the Highland Municipal Code;

Now, Therefore Be It Ordered by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board of Municipality:

Section 1: That the Works Board hereby authorizes and approves the purchase from Dream Builders of America, LLC of Crown Point, IN, for the purchase of the LPR Camera System and supplies in the amount of \$15,366.82 pursuant to IC 5-22-2 and Section 3.05.060 (G) (2) of the Highland Municipal Code;

Section 2: That the Works Board hereby finds and determines the following;

- A. That Dream Builders of America, LLC of Crown Point, IN, is the sole source to meet the police departments reasonable requirements for this purchase; and,
- B. That for this purchase, the compatibility of equipment, accessories or replacement parts is a substantial consideration; and
- C. That for the foregoing rationale, this purchase qualifies as a special purchase pursuant to IC 5-22-10 et seq. and HMC Section 3.05.065 (I);

Section 3: That the Metropolitan Police Chief is now authorized and approved to execute the purchase agreement and any additional documents in order to implement this purchase and then file these documents as financial materials with the Office of the Clerk-Treasurer, pursuant to IC 36-5-4-14.

Be It So Ordered.

DULY, PASSED, ADOPTED AND ORDERED by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 13th day of May, 2024 having passed by a vote of 5 in favor and 0 opposed.

TOWN COUNCIL OF THE
TOWN OF HIGHLAND, INDIANA

Philip Scheeringa, President(IC 36-5-2-10)

Attest:

Mark A Herak
Clerk-Treasurer (IC 33-16-4-1; IC 36-5-6-5)

Dream Builders
 of America LLC
 3400 E. 97th. Ave.
 Crown Point, IN 46307
 2192263030

Quote

Date	Estimate #
3/4/2024	209647

Name / Address
Town of Highland 3315 Ridge Road Highland, IN 46322

*Przy - 1693
 20240-430.91*

			Project
Description	Qty	Cost	Total
Main St. and Mall Entrance installation			
Avigilon 8-Port Appliance, 8TB HDD	1	2,460.69	2,460.69
Avigilon ACC7 Standard Camera License	7	182.08	1,274.56
Hikvision DeepinView Series 4K 8MP Outdoor Bullet Camera, 2.8-12mm Varifocal Lens	3	973.19	2,919.57
Hikvision AcuSense 8MP IP Fixed Bullet 4MP or 6MP lens	4	364.47	1,457.88
Pole Mount Adaptor	7	96.25	673.75
Installation and Configuration	25	155.00	3,875.00
Outdoor cat5e or better cabling	1	683.93	683.93
			0.00
Hikvision AcuSense 8MP IP Fixed Bullet 4MP or 6MP lens	1	973.19	973.19
Ubiquiti wireless Network access bridge, Network switch and power supplies	1	571.25	571.25
Outdoor NEMA pole mount enclosure	1	477.00	477.00
We look forward to hearing from you!		Total	\$15,366.82
E-mail	JFord@BuildNWI.com		
Web Site	www.DreamBuildersOfAmerica.com		

12. **Proposed Ordinance Number 1792-C:** An Ordinance to Amend Ordinance No. 1792, an Ordinance to Establish the Wage and Salary Rates of the Elected Officers, the Non- Elected Officers, and the Employee of the Town of Highland, Indiana particularly regarding the starting pay for temporary workers for the Park Department and the temporary (summer help) in the Public Works Department (Agency).

Councilor Turich introduced and moved for the consideration of proposed Ordinance No.1792-C at the same meeting of its introduction. Councilor Robertson seconded. Upon a roll call vote, a unanimous vote being necessary, there were five (5) affirmatives and no negatives. The motion passed. The enactment could be considered at the same meeting of its introduction.

Councilor Turich moved for the passage adoption of proposed Ordinance No. 1792-C at the same meeting of its introduction. Councilor Robertson seconded. Upon a roll call vote, a two-thirds vote being necessary, there were five (5) affirmatives and no (0) negatives. The motion passed. The enactment was passed and adopted upon the signature of the municipal executive at the same meeting of its introduction.

ORDINANCE No. 1792-C
of the
TOWN of HIGHLAND, INDIANA

AN ORDINANCE to AMEND ORDINANCE No. 1792 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 THE STARTING PAY FOR TEMPORARY WORKERS FOR THE PARK DEPARTMENT AND THE TEMPORARY (SUMMER HELP) IN THE PUBLIC WORKS DEPARTMENT (AGENCY).

WHEREAS, Title 36, Article 1 Chapter 4 of the Indiana Code confers certain general corporate powers on the several units of government in Indiana;

WHEREAS, Section fifteen of that chapter specifically provides that a unit of government may fix the level of compensation of its officers and employees;

WHEREAS, I.C. 36-5-3-2 provides in pertinent part that the town legislative body shall provide reasonable compensation for the other town officers and employees;

WHEREAS, I.C. 36-5-3-2(b), further provides that the Town Legislative body shall, by ordinance fix the compensation of its own members and the Town Clerk-Treasurer;

WHEREAS, I.C. 36-5-3-2(c) still further provides that the compensation of an elected town officer may not be changed in the year for which it is fixed, nor may it be reduced below the amount fixed for the previous year;

WHEREAS, The Town Council of the Town of Highland, as the Town Legislative body, now desires to amend the ordinance that was adopted to fix the compensation of its

elected officers, appointed officers and employees of the Town for the year 2024 and thereafter as amended;

NOW, THEREFORE, BE IT HEREBY ORDAINED by the Town Council of the Town of Highland, Lake County, Indiana, that the Staffing Authority of the Fire Department is modified and fixed, pursuant to the provisions indicated herein and as follows:

Section 1. That Section 9 of Ordinance No. 1792 be amended by repealing Section 9(B)(26) of that Ordinance in its entirety and replacing with the following section, which shall be numbered as Section 9(B)(26) and read as follows:

Section 9. *Public Works Department (Agency).* That subject to the provisions of this ordinance, the salary and wages for the non-elected officers and employees of the Town of Highland are hereby fixed for its **Public Works Department** as follows:

**Starting
Rate**

(26) Temporary (Summer Help) \$11.00- \$14.40 per hr.

Section 2. That Section 11 of Ordinance No. 1792 be amended by repealing Section 11(6) Temporary workers for parks division of that Ordinance in its entirety and replacing with the following section, which shall be numbered as Section 11(6) Temporary workers for parks division and read as follows:

Section 11. *Parks and Recreation Department.* That subject to the provisions of this ordinance, the salary and wages for the non-elected officers and employees of the Town of Highland are hereby fixed for its **Parks and Recreation Department** as follows:

**Starting
Rate**

(6) Part-time workers:

Temporary workers for parks division \$11.00- \$14.40 per hr.

Temporary Workers reference above refers to Outside summer crew (Summer Help)

Section 3. That all portions of ordinances in conflict with this ordinance are hereby repealed and are of no further force nor effect;

Section 4. That except where otherwise noted herein, other compensation and benefits matters not expressly provided herein for salaried and hourly employees and

the Clerk-Treasurer shall be as set forth in the Compensation and Benefits Ordinance, commonly called the Employee Handbook as amended from time to time;

Section 5. (A) That an emergency exists for the immediate taking effect of this Ordinance which, shall become effective and shall remain in full force and effect from and *after the date of its passage and adoption* pursuant to any constraints currently in force in Ordinance No. 1792 and until its repeal or amendment by subsequent enactment as evidenced by the signature of the Town Council President and attested thereto by the Clerk-Treasurer, all pursuant to IC 36-5-2-10;

(B) That the Clerk-Treasurer shall have authority to implement the provisions of this ordinance pursuant to the authority expressly set forth in IC 36-5-6-6 (a) (3) & (4).

Introduced and Filed on the 13th day of May 2024. Consideration on same day or at same meeting of introduction sustained a vote of 5 in favor and a vote of 0 opposed, pursuant to IC 36-5-2-9.8.

DULY ORDAINED and ADOPTED this 13th Day of May 2024, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 5 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**

Philip Scheeringa, President (IC 36-5-2-10)

Attest:

Mark Herak
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5; IC 36-5-2-10.2)

13. 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 Public Works Director is reporting he had assigned Brett Teske to temporary Facilities Supervisor.

The Public Works Director made the assignment effective April 01, 2024 and Mr. BRETT TESKE HELD THE POSITION FROM THAT DATE THROUGH APRIL 30, 2024. BRETT TESKE WILL BE CONSTRUED AS ELIGIBLE FOR THE PAY OF AS FACILITIES SUPERVISOR EFFECTIVE MAY 01, 2024, PROVIDED IT IS APPROVED.

§ 4.11 Pay for Temporarily Replacing another Employee at a Higher Grade Level If a regular full time employee is assigned to temporarily replace another Employee at a higher grade-level for an extended period of time, that employee will begin to receive a greater rate of pay after completing thirty (30) calendar days in that position.

The actual rate will be subject to approval by the Town Council. All other Benefits remain the same.

Councilor Georgeff moved to approve the temporary assignment and the higher pay for the period following thirty days in the position. Councilor Robertson seconded. Upon a roll call vote, there were five (5) affirmatives and no negatives. The motion passed. The temporary assignment and the higher pay were approved.

~~5/17~~ Pac
5/17

TOWN OF HIGHLAND
PERSONNEL-EMPLOYMENT NOTICE

RECEIVED
MAY 13 2024

Name: Brett Teske Employee Payroll # 1743
Address: _____ Phone #: _____
Department: Public Works Account #: _____
Email address: _____

NEW HIRE (Not currently on the payroll in any status) Date Effective: _____
Remind new hires they will need to show their original social security card when they complete their employment forms.

***NEW HIRE PERSONNEL NOTICE MUST BE FILED WITH THE CLERK-TREASURER'S OFFICE
*BEFORE EMPLOYEE STARTS WORKING/HIRE DATE!**

For EEOC purposes, please indicate: Caucasian Black Hispanic Native American
Multi-racial Other: _____ Male Female

Job Title: _____ Bi-weekly Salary/Hourly Rate _____

Characterize the Employment:
Full-Time Part-Time Summer Temporary/Seasonal: _____
Minor (under age 18) Work Permit Received (Date Season Ends)

Facilities Supr P. Pfa
retired 3-31-24
P/B 4/21/24
P/E 5/11/24

Full-Time Only:
This position succeeds: _____ (If applicable)
The current workforce level is _____ as of the date of this notice.
This position will/will not increase authorized full-time work force levels.

PAY RATE CHANGE OR CHANGE IN STATUS Date Effective: 5-1-24

Current: Job Title: Pump Station Operator Account: _____
Base Bi-weekly/Hourly Rate: 23.10 Longevity: .34 Cells: 3.67 # 27.11 20amp

Proposed: Job Title: Temporary Facilities Supervisor Account: _____
Base Bi-weekly/Hourly Rate: 34.07 Longevity: .34 # 34.41 80amp

Characterize the Increase or Status Change:
Merit Promotion Returning Summer Brevet/Acting Appt. Per Ordinance Temporary 4.11
Administrative Leave (department head requesting must detail rationale on reverse of form)

SEPARATION Last Day Worked: _____ Effective Last Day: _____

Resignation Discharge Retirement Other _____
(Details for Discharge may be found in personnel file of the department)

To be paid last direct deposit or payroll check (Detail on back of this page if necessary):

Vacation Pay: _____ Comp Pay: _____ Personal Day Pay: _____
Severance Pay: _____ Holiday Pay: _____ Other Pay Allowed: _____

SUPERVISOR SIGNATURE: _____ Date: 5-13-24

TOWN COUNCIL/BOARD OF JURISDICTION ACTION: APPROVED DISAPPROVED
(If applicable)

Date: _____

Comments from the Town Council:

(Good of the order)

- **Councilor George Georgeff:** *Chamber of Commerce; • Liaison to the Board of Water Works • Co-Chair Town Board of Metropolitan Police Commission • Redevelopment Commission Member*

He began by acknowledging Metropolitan Police Chief Ralph Potesta who went over the last two (2) weeks crime statistics:

TC Mtg Notes 05/13/2024:

0 Robbery

0 Burglary

0 Auto Thefts

6 DUI Arrests

3 calls for domestic arguments - 0 Arrests made

49 Accidents handled – 8 involved personal injury

10 Retail Thefts

8 Arrests made

5 Hispanic males loaded up several suitcases with merchandise at one of our stores in the Highland Grove Mall. All fled out of the store with the merchandise. No one in custody at this time however, good video and witness information was obtained. Detectives following up.

Another retail theft in Highland Grove resulted in the arrests of 4 individuals (1 from Gary and 3 from Chicago) for the theft of over \$1,500.00 in merchandise.

2 females out of Hobart were arrested for stealing \$450.00 in makeup items from another store in Highland Grove.

1 male out of Calumet City charged with theft of \$430.00 in video game accessories from Meijer.

1 male out of Chicago stole \$180.00 in clothing items from a Highland Grove store.

Female out of IL fled from a business on Main Street with over \$300.00 in hair care items. Charges are pending while our detectives gather more information on the suspect.

Total of 3 Highland juveniles were caught shoplifting at various stores in town.

2 females stole high end alcohol items from a retail outlet on south Indianapolis Blvd. Charges pending as one suspect was recognized as a past offender by loss prevention officers.

MEMORIAL SERVICE

Councilor Georgeff then acknowledged the Tire Barn. A woman got a flat tire on Indianapolis Boulevard and was able to drive her car to the Tire Barn. Fortunately, they were open on Mother's Day. They fixed her tire and when she went to pay, they told her no charge and wished her Happy Mother's Day. He said this is the kind of businesses in Town.

• **Councilor Doug Turich:** *Park and Recreation Board Liaison • Liaison and Plan Commission Member • Advisory Board of Zoning Appeals Liaison • Redevelopment Commission Member*

Councilor Turich began by acknowledging Park Superintendent Alex Brown who commented on some of the events happening in the Park Department. He said the Girls on the Run, which is happening this Saturday is a huge event, with nearly, 2,500 runners participating. He reminded Councilor Scheeringa that he hoped the soccer club had adjusted their games as Shepard Park because once the race starts, it will be impossible to get in or out of Shepard Park.

Councilor Scheeringa said they shut down 41st street from the high school, all the way east to Liable Road. Then the course goes north to Lincoln Place. From Lincoln Place to Lincoln and then west to the bike trail. From the bike trail south back to the high school.

Alex said the Community Band's first outdoor concert of 2024 is next Thursday night at Main Square Park. That group works hard to put the concert together. He said the Park Department is receiving a lot of complaints about the tall grass but with all this rain, it is impossible to keep up, as some areas are under water and our tractors can't get in there to cut. He said the installers should be at Brantwood Park tomorrow, weather permitting, to install the Brantwood playground equipment. They were supposed to start last week but Nipsco requires their watch and protect group to witness the installation and they weren't available until now. He said the Park Board opened bids for the tennis courts at Brantwood and the pickleball courts at Meadows Park. Work won't actually begin until July as Nipsco won't allow any work on the tennis courts in Brantwood until July and the contractor is the same for both projects and doesn't want to have to mobilize twice, so he'll do both projects in July. He said both projects should be done by September.

He then acknowledged Building Commissioner Ken Mika, welcoming him back. Mr. Mika said the Boutique Hotel at Cardinal Campus should be breaking ground in the next three (3) weeks. He said if anyone has driven by the self-storage units at 8621 Osbourne, they will notice the infrastructure improvements including the widening of Osbourne Street. It now looks like a full street, with curbs and sidewalks. They are currently in the process of excavating the foundations of the buildings. He said the former business called Bone Dry which will become the Grind House Café are busy remodeling the building. They have already paved the gravel parking lot. He said with all this rain, they continue to have grass maintenance issues with both residential and commercial properties. He said they are starting to get a handle on it but residents and commercial owners have to know, they need to cut their grass. He said they don't normally issue citations until the grass starts to get to 8" or 12" in height.

He said they prefer to give the owner a verbal warning to cut the grass versus a formal citation and give them 48 hours to cut the grass. If the grass isn't taken care of, they then issue a written citation, making the owner to appear in court. One of the eyesores is the property at the 9000 block of Indianapolis Boulevard. They finally made contact with the owner, a retired doctor who lives in California. He said he will get it taken care of within the week. This owner will be in Town in two (2) weeks and a meeting has been scheduled with him to discuss other maintenance issues on the building. He then mentioned Dr. Foreit's building on Highway Avenue. He will be moving his existing ice cream shop into the newly remodeled building across the street when completed. It is the building with the wrap around porch. He said the Plan Commission will have no meeting this Wednesday but the Plan Commission will definitely be meeting in study session next month as he has several topics to go over with them. He said the BZA will be meeting as they have two (2) findings of fact to approve. They had another item but the petitioner failed to get their legal notice published in time.

Councilor Turich asked the status of Traditions. He said there was a rumor that the owner, who collected his insurance money was going to just walk away. Ken said that wasn't true as he talked with the contractor who is representing the owner who said the owner recently hired an architectural firm from Schererville to put together plans for the new building.

Councilor Georgeff asked about the status of Marcus Auto Leasing as he is still getting complaints about the bleeding of the parking lot lights. George asked if we could not have Attorney Reed send a formal letter to Marcus Auto Leasing as the next course of action.

Attorney Reed felt that wasn't necessary as he will consult with Hyre Electric and have them take a photometric reading to see if Marcus Auto Leasing is complying with the agreement they signed. The agreement they signed, said 0 bleed. If they aren't in compliance then action should be taken, including fining them. He said this have been going on for a long time and he thought it was resolved.

Ken reiterated that any plan submitted by Marcus Auto Leasing have to receive permission from the Plan Commission, as it is in an overlay district. He said he already rejected their request to change the name on the sign.

- **Councilor Alex Robertson:** *Sanitary Board Liaison • Redevelopment Commission Member*
- *Council of Community Events Commission Liaison • Public Works Liaison • Liaison to Main Street Bureau • Liaison to the Tree Board • Liaison to the Highland Neighbor for Sustainability.*

Councilor Robertson's began by acknowledging Public Works Director Mark Knesek who gave an update on the sewer project. He said the contractor installed 290 foot of 30 inch pipe and one manhole. This manhole is where the 30" and 60" pipes meet. The base of this manhole was 45,000 lbs. and required a crane to place it on the base. The 60 inch pipe was

delivered today. He said the contractor is ahead of schedule. Insituform is in Town working. They have done nine (9) segment and lined 1,148 feet of 8" pipe, 568 feet of 15" pipe. They have 80 more segments to complete. When they do the linings on the streets, they hang door hangers on the resident's doors advising what days they will be working in their neighborhood. He said sometimes the residents will call as they experience a plastic smell in their house. This is typical because before applying the liner, Insituform will jet the lines and this causes the trap to dry out. The residents were advised to simply run water in their sinks and that will stop the fumes from backing up into their house. He said the smell is not harmful but just annoying. He said like parks, with all this rain we are a little behind on mowing. Also, some spots are simply too wet to mow. He said many backyards are flooding as the water has no place to go, especially after their pipes have been lined. Many people have inquired about backyard drains but if they don't have a storm sewer in the vicinity, there's nothing to hook up to. We're asking the residents to be patient.

Councilor Robertson asked about any relief to the property owners who are filling their pools or are putting in new sod?

Mark Knesek said there really is no relief but the property owners should wait till summer rates go into effect which is May 22 this year.

Alex said the meeting next month of the HCCE will be the last big meeting before the 4th of July starts. He encouraged any department head to attend, especially if they have any outstanding questions. He then asked the Fire Chief if he had nailed down a date to do the safety walk through? Chief Pipta said they usually do it two (2) weeks before the festival. He said he will give everyone a heads up.

- **Councilor Tom Black:** *Redevelopment Commission Liaison and Member • Member of the Lake County Solid Waste Management District Board • Member of the Northwestern Indiana Regional Planning Commission (NIPRC) • Shared Ethics Representative • Liaison Traffic Safety*

Councilor Black began by acknowledging Redevelopment Director Maria Becerra who gave the following report:

REDEVELOPMENT May 13th 2024

Safe Streets for All – We are on track with the planned schedule Grant

Consolidate Plan RFP – We will get this advertised and start the process

Kennedy Development – Ongoing conversations continue, nothing that needs to come before the Council yet.

Indianapolis Redevelopment Parcel – waiting for 2 appraisals

Main Street – Thursday Market started 30 vendors registered

Essay Contest Winners selected and to be announced.

Monthly Crawl - Social Media monthly – planning the 3 big crawls July, August. Sept

Councilor Black said the Lake County Solid Waste Management District will be meeting this week and he'll give an update at the next plenary meeting. He reminded everyone that they are still looking for volunteers for their Citizens Advisory Commission. He said if anyone is interested to please see him and he will forward them the information. He then asked Chief Pipta to give an update on the baby box.

Chief Pipta answered that the baby box is in the wall and the alarm system is all hooked up. He said the concrete pad was poured today. The next step is to finish removing the wood off the side of the building and get the wall power washed and then they are going to paint the wall to match the color of the baby box. He said it looks like the baby box will be operational June 19th. He said they are planning a dedication ceremony and will keep everyone posted. He said he sat down and started reading the rules. He said the baby box

has to be checked seven (7) days a week and the alarm system tested weekly. He said the Fire Department participated in Teacher Appreciation last week at Merkley School. Councilor Robertson provided the luncheon and Councilor Georgeff sang karaoke.

• **Town Council President Philip Scheeringa:** *Town Executive (I.C. 36-1-2-5-(4); I.C. 36-5-2-2; I.C. 36-5-2-7); • Board of Trustees of the Police Pension Fund, Chair (By Law) • Budget Committee Chairman • Redevelopment Commission Member • Co-Chair Town Board of Metropolitan Police Commission • Fire Department Liaison • Information Communications and Technology Department Liaison • Building and Inspection Department Liaison.*

Councilor Scheeringa reminded everyone to be cautious this Saturday with all of the events taking place, especially the Girls on the Run. He then thanked Carl Porter. He said he's been sending him lots of addresses and forwarding lots of pictures about high grass and overgrown brush and he' on top of it. He also thanked the Parks Department. He said they have done an outstanding job in keeping the soccer fields playable. There's water everywhere and there's nothing you can do. He said they were bringing out generators to pump the water off the fields so the kids could continue to play. He was saying with all this rain; the mowing has been hampered so please be patient.

Councilor Scheeringa then acknowledged Fire Chief Mike Pipta who recapped the fire activity for the month of April (the report is found under staff reports). He said Truck 2 has been in service about 2 to 3 weeks. He said they got a good group of guys trained on it and they continue to certify more guys.

He then acknowledged IT Director Ed Dabrowski who said he continues working on a camera system with additional cameras and wi-fi. He hopes to have it active the first week of June. He said he is making some progress with the Fire Department. He is installing 7G modems in all of the fire apparatuses. He said the fire apparatuses will be more advanced than the police vehicles. He said they made security improvements to our water plants and the Fire Department. He complimented the Town's internet provider for notifying him when the Town would experience outages because of their upgrade, so he could notify the various departments. The outages normally ran between 5 and 15 minutes. Last month, our internet provider went through a major upgrade in Highland. This upgrade gave the Town of Highland 30% more speed and better yet there was no price increase. He thought the upgrade was provided to their residential customers.

Councilor Turich asked Ed about coming up with a cost proposal with milestones and dates to equip the police department community room making it live streaming capable. His goal was to move the Council's meetings over there. He wanted to know if Ed could give an idea of cost and how long would it take.

Ed said that it is possible but the community room wasn't set up for live streaming and would require running some temporary wiring.

The Clerk-Treasurer reminded the Council that starting in 2025, any meeting that takes place in a room that has live streaming capabilities, that meeting must be live streamed. Many Towns complained about the additional costs they will occur when the new law

goes into effect. He also congratulated Mike Pipta for his dedicated service to the Town. He said Mike started his career at Highland, June 14, 1987. He reminded Mike that the participants in the Girls on the Run look forward to the fire truck.

That concluded comments from the Council and President Scheeringa then turned it over to comments from visitor's or residents, reminding them to limit it to 2 minutes.

Comments from Visitors or Residents:

Larry Kondrat, Highland, stated that all of the tax breaks the Town gave, referencing Dan Botich's presentation on the jobs created because of the tax abatements and improvements done on the properties, really doesn't benefit the Town because all of those properties are in allocation zones and the increased AV stays in the allocation zone. He then commented that his property was damaged by representatives of Town. They came to my house and cut down my tree. He said he's been working with Mark and Kim and they said they were going to replace this tree but he's putting the Town on notice. He said he wants his property back to normal. They not only came there without my permission but they came without notice. They took my property. They damaged my property, and then they took it with them. He said he wanted his property repaired. He said this is not funny. It damaged by peace and tranquility. Whether it was an accident or it wasn't an accident, he doesn't give a shit.

Councilor Scheeringa asked if there were any other comments. Hearing none, he closed comments from the public and brought it back to the Council. He then asked for a motion to pay claims.

Payment of Accounts Payable Vouchers. There being no further comments from visitors or residents, Councilor Robertson moved to allow the vendors accounts payable vouchers as filed on the pending accounts payable docket, covering the period April 24, 2024 through May 14, 2024. Councilor Black seconded. Upon a roll call vote, there were five (5) affirmatives and no negatives. The motion passed. The accounts payable vouchers for the vendor docket were allowed, payments allowed in advance were ratified, the payroll dockets listed were ratified and for all remaining invoices, the Clerk-Treasurer was authorized to make payment.

Accounts payable vouchers April 24, 2024 to May 14, 2024 in the amount of **\$1,950,472.10**.

General Fund, \$393,124.69; MVH Fund, \$37,301.24; LR&S, \$165.30; LAW Enforcement Continuing Education, Training and Supply Fund, \$580.18; Traffic Violations, \$1,250.00; Public Safety Income Tax, \$50,680.61; American Rescue Plan Grant, \$1,082,240.80; Special Events; \$1,112.52; MCCD, \$117,960.58; Information and Communications Technology Fund, \$14,682.61; Gasoline Fund, \$26,882.40; Police Pension, \$800.00; Insurance Premium, \$223,691.17;

Payroll Docket for payday of May 3, 2024 by fund:

General, \$294,334.62

Payroll Docket for payday of May 3, 2024:

Office of Clerk-Treasurer, \$17,134.44; Building and Inspection Department, \$11,412.46; Metropolitan Police Department, \$132,541.80; Public Works Department (Agency), \$77,717.28; Fire Department, \$2,047.48 and Information and Technology Department, \$4,205.45;
Total Payroll: \$245,058.91.

Adjournment of Plenary Meeting. There being no further business on the agenda, the Town Council President declared the regular plenary meeting of the Town Council of Monday, May 13, 2024, adjourned at 8:00 o'clock p.m.

Mark Herak
Clerk-Treasurer

Approved by the Town Council at its meeting of May 28, 2024.