

**Enrolled Minutes of the Sixteenth Regular Meeting or Special Meeting
For the Thirtieth Highland Town Council Regular Plenary
Business Meeting (In person) Monday, August 26, 2024**

The Thirtieth Town Council of the Town of Highland, Lake County, Indiana met in its regular plenary session on Monday, August 26, 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 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 Phil Scheeringa 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: Dave Byers, Recreation Director; Metropolitan Police Chief Ralph Potesta; John Reed, Attorney with Abrahamson, Reed & Bilse; Mike Pipta, Fire Chief; Ed Dabrowski, Director of Information Technology, Kenneth J. Mika, Building Commissioner, Kim Webb, Assistant Public Works Director, and Redevelopment Director Maria Becerra were present. Public Works Director Mark Knesek and Alex Brown, CPRP, Superintendent of Parks and Recreation were absent.

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

Minutes of the Previous Meetings: The minutes of the August 12, 2024 Plenary meeting were approved by general consent.

Special Orders:

1. **Consideration of Proposed Additional Appropriations:** (controlled and non-controlled funds): Proposed Additional Appropriations in Excess of the 2024 Budget for the Police Pension Fund in the amount of \$22,741, for the Local & Road Street Fund in the amount of \$88,500 and Redevelopment General Fund in the amount of \$105,000.

(a) Attorney verification of Proofs of Publication: The TIMES 12 August 2024.

See Proof on Next Page

AFFIDAVIT OF PUBLICATION

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

State of Texas, County of Bexar, ss:

I, Hayden Lipsky, 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:

- Aug 12, 2024

Notice ID: glZCe7tjCffbwJ5z1ae

Publisher ID: 116957

Notice Name: Town Council Meeting Additional appropriation

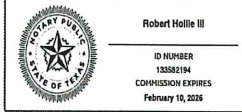
Publication Fee: \$42.49

Hayden Lipsky

Agent

VERIFICATION

State of Texas
County of Bexar



Signed or attested before me on this: 08/13/2024

[Signature]

Notary Public

Electronically signed and notarized online using the Proof platform.

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 26th day of August 2024, will consider the following additional appropriations in excess of the budget for the current year in the following funds:

Redevelopment General Fund	
Acct. 2216-0000-31003 Consultant Fees	\$ 105,000.00
	Total 300 Series: \$ 105,000.00
TOTAL for the FUND:	\$ 105,000.00

Police Pension Fund	
Acct. 2216-0000-31003 Consultant Fees	\$ 22,741.00
	Total 100 Series: \$ 22,741.00
TOTAL for the FUND:	\$ 22,741.00

Local Road & Street Fund	
Acct. 2202-0000-31002 LR&S Construct. Engineering	\$ 88,500.00
	Total 300 Series: \$ 88,500.00
TOTAL for the FUND:	\$ 88,500.00

Funds to support these additional appropriations in the Police Pension Fund, Local Road & Street Fund and the Redevelopment General 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 Scheeringa, President

By: Mark Herak
Clerk-Treasurer

8/12 - 116957

HSPAXLP

(b) Public Hearing:

Larry Kondrat, Highland wanted to know why the additional appropriation of \$105,000 in the Redevelopment General Fund?

He was advised by the Redevelopment Director that \$9,830 was to pay for an agreement with Purdue University obtain updated data, plans and other information relevant to comprehensive plan, gather feedback on meeting processes and project deliverables from the Highland Redevelopment Director and conduct visioning and/or goal development workshops around specific elements of the Highland Redevelopment District Comprehensive Plan and \$94,350 to the Arsh Group to do a Comprehensive Plan. He then asked if Highland already had a Comprehensive Plan? He was advised that there was the Comprehensive Plan on file was done

roughly in 2007 but it is out of date. He then asked if everything on the Comprehensive Plan was completed? He was advised that many items in the plan were completed and some weren't. He wanted to know why everything wasn't completed? He was advised that he needed to speak with the previous Council on why everything on the list wasn't completed. He was told that with tax caps, several projects had to be scrapped because a lack of funds or a simply reprioritizing of projects. He was told that funds in the Redevelopment General Fund is generated from property tax revenues. He said in the previous plan there was a trauma center planned where the public works building is located that wasn't built. They had listed a river walk with gondolas which never materialized. He questioned why put things in a comprehensive plan that were unrealistic or pie in the sky.

Connie Wachala, Highland thanked the Council for putting together and revamping the master plan. She said she knew the Arsh Group has worked with the Town of Highland before. I think that they did the plan for the downtown reconfiguration. They did a great job and I thank you for hiring Purdue. What a great resource to have a local university willing to help us. I think that's a good use of money. She thanked the Council for planning ahead for the future and for their vision. The last master plan was 2007 and master plans are living documents that need to be updated to plan for the next ten (10) or twenty (20) years.

c) Action on **Appropriation Enactment No. 2024-19: An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the Corporation General Fund**, all pursuant to I.C. 6-1.1-18, and I.C. 36-5-3-5

Councilor Georgeff introduced and moved for the consideration of Appropriation Enactment No. 2024-19 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 Georgeff moved for the passage adoption of Appropriation Enactment No. 2024-19 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.

**Town of Highland
Appropriation Enactment
Enactment No. 2024-19**

AN ENACTMENT APPROPRIATING ADDITIONAL MONIES IN EXCESS OF THE ANNUAL BUDGET for the COMMUNITY CROSSING GRANT 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 **Redevelopment General Fund, Police Pension and 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 **Police Pension Fund** herein named and for the purposes herein specified, subject to the laws governing the same:

POLICE PENSION FUND

Acct. No. 8802-0000-11206 Police Pension Dependent Benefits	\$22,741.00	
	<i>Total 100 Series:</i>	\$22,741.00

Fund Total: \$22,741.00

Section 2. 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 & STREET FUND

Acct. No. 2202-0000-31002 LR&S Constr. Engineering	\$88,500.00	
	<i>Total 300 Series:</i>	\$88,500.00

Fund Total: \$88,500.00

Section 3. That for the expenses of said municipality, the following additional sums of money are hereby appropriated and ordered set apart out of the **Redevelopment General Fund** herein named and for the purposes herein specified, subject to the laws governing the same:

REDEVELOPMENT GENERAL FUND

Acct. No. 2216-0000-31003 Consultant Fees	\$105,000.00	
	<i>Total 300 Series:</i>	\$105,000.00

Fund Total: \$105,000.00

Section 4. 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 5. 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 26th day of August 2024. 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 26th Day of August 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)

Comments from the Public or Visitors: None

Staff Reports: None

Communications:

Backyard BBQ Fest at Main Square – September 13th – 15th
Main Street Bureau Restaurant Crawl – August 27th from 4:00 to 9:00
Main Street Bureau Restaurant Crawl – September 24th from 4:00 to 9:00
Main Street Bureau Maker’s Market – October 5th

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: none

New Business:

1. Action to cancel, reschedule or leave as is, the standing Study Session for Monday, September 2, 2024 owing to the Labor Day Holiday. *Pursuant to HMC Section 2.05.130(D), Town Council study sessions may be cancelled by a majority vote of the Town Council or by direction of the Town Council president.*

Council President Scheeringa cancelled the standing Study Session for Monday, September 2, 2024, owing to the Labor Day Holiday. The Clerk-Treasurer advised he would send out proper notice.

2. **Commendation Letter for Day Off and Signature Authorization.** Action to approve Letters of Commendation for exemplary public service leading to the award of a single paid day off for Officer Christopher Wanat in the Metropolitan Police Department. Pursuant to Section 4.13 of the Compensation and Benefits Ordinance, for the day off to be effective requires the approval of the board of jurisdiction and the Town Council. The Town Board of Metropolitan Police Commissioners has granted preliminary approval for a letter of commendation to Officer Wanat for administering first aid to a male patron of Theos who was in shock and was sitting on the ground in a pool of blood after accidentally shooting himself.

- Action should include approval of the letter and the members of the Town Council to sign the letters of commendation.

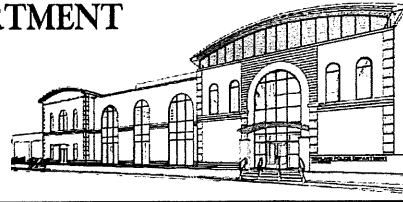
Councilor Turich moved to approve the letter of commendation and to authorize the Town Council members to each affix the councilor's signature on the letter. Councilor Black seconded. Upon a roll call vote, there were five (5) affirmatives and no negatives. The motion passed. Letter of commendation with the signatures of the Town Councilors for Officer Christopher Wanat was approved.



HIGHLAND POLICE DEPARTMENT

3315 RIDGE ROAD
HIGHLAND, IN 46322-2097
(219) 838-3184

RALPH J. POTESTA, CHIEF OF POLICE



July 26th, 2024

Officer Christopher Wanat
Reference Case 24HI05543
Accidental Discharge of A Firearm With Serious Injury

Chris,


On July 20th, 2024 at approximately 7:17pm, you responded to a call at Theo's Restaurant for "a male by the front entrance of the establishment that had a gunshot wound to an unknown area". Upon your arrival, you located a male patron who was in shock and was sitting on the ground in a pool of blood with a firearm laying nearby. You proceeded to look for the source of the massive blood loss and discovered a gunshot wound to the patients' upper right thigh. Realizing the gravity of the situation, you immediately retrieved, and applied a tourniquet to the affected area resulting in the slowing of blood loss to the patient as medics were still enroute.

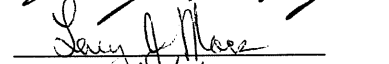
It was determined on scene that the patient had accidentally shot himself with the involved, unholstered handgun that was tucked into his shorts. It appeared that the bullet had pierced his femoral artery and medics on scene eventually complimented the great job you did getting the tourniquet applied in such an expedient manner, thus getting the bleeding under control as much as possible prior to their arrival. You remained calm and collected during this incident and you allowed your experience and training to kick in which resulted in a favorable outcome. To put it bluntly Chris, your actions that day saved this gentleman's life!

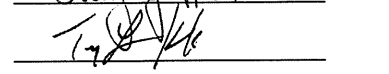
Your efforts during this critical incident are well noted and you are hereby commended for a job well done!

Highland Board of Metropolitan
Police Commissioners

Highland Town Council







3. *Commendation Letter for Day Off and Signature Authorization.* Action to approve Letters of Commendation for exemplary public service leading to the award of a single paid day off for Officer Joshua Brzezinski in the Metropolitan Police Department. Pursuant to Section 4.13 of the Compensation and Benefits Ordinance, for the day off to be effective requires the approval of the board of jurisdiction and the Town Council. The Town Board of Metropolitan Police Commissioners has granted preliminary approval for a letter of commendation Office Brzezinski for administering first-aid to a semi-tractor trailer operator who had a deep laceration on his arm and was spurting blood.

- Action should include approval of the letter and the members of the Town Council to sign the letters of commendation.

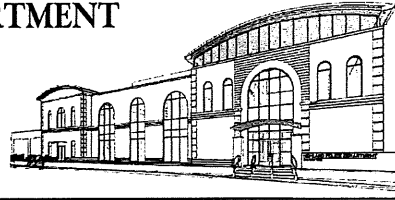
Councilor Black moved to approve the letter of commendation and to authorize the Town Council members to each affix the councilor's signature on the letter. Councilor Georgeff seconded. Upon a roll call vote, there were five (5) affirmatives and no negatives. The motion passed. Letter of commendation with the signatures of the Town Councilors for Officer Joshua Brzezinski was approved.



HIGHLAND POLICE DEPARTMENT

3315 RIDGE ROAD
HIGHLAND, IN 46322-2097
(219) 838-3184

RALPH J. POTESTA, CHIEF OF POLICE



August 14th, 2024
Officer Joshua Brzezinski #236
Reference Case 24HI06107
Agency Assist Pursuit / Personal Injury Accident

Josh,

On August 8th, 2024 at approximately 4:53pm, you responded to the area of Main Street & Indianapolis Boulevard to offer assistance regarding several police agencies who were in pursuit of a reported stolen semi-tractor trailer that was traveling northbound on Indianapolis Boulevard. While at this intersection, the semi-tractor trailer became disabled after crashing into several innocent civilian vehicles. The driver (later identified as Sava Cejic) of the truck was removed from the vehicle and was handcuffed accordingly. You immediately approached Mr. Cejic, and after seeing a large amount of blood pooling underneath him, you assessed his body and located a deep laceration on his arm that was spurting blood. Realizing the gravity of the situation, you immediately retrieved, and applied a tourniquet to the affected area resulting in the slowing of blood loss to the patient as medics were still enroute. It was determined on scene that the patient had accidently sustained the injury on broken window glass as he was exiting the truck.

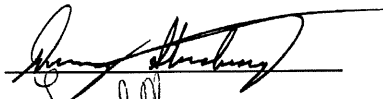
Josh, I personally watched your body-cam footage that documented your actions during this entire incident. I cannot stress enough how much in awe I was at your calm demeanor, quick thinking, and selfless actions as you applied the tourniquet and saved this man's life! I saw the blood literally spurting out of Mr. Cejic's arm with every beat of his heart as you placed the tourniquet on his arm, while at the same time getting your own hands covered in his blood. You were so focused on what you were doing, allowing your training and experience to kick in, ultimately resulting in the saving of a life. Watching that video...I was overcome with feelings of how proud and honored I am that you are a member of this department!

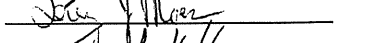
I also heard feedback that the doctors and nurses at the emergency room where Mr. Cejic was transported to had all offered compliments towards "the officer who applied the tourniquet" and the manner in which it was placed.

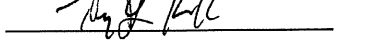
Your efforts during this critical incident are well noted and you are hereby commended for a job well done!

Highland Metropolitan
Police Commission

Highland Town Council







4. **Authorizing the proper officer to publish legal notice of a public hearing:** Authorize a public hearing to consider proposed additional appropriations for Monday, September 9, 2024. Community Crossing Grant Fund in the amount of \$854,503.40 and in the Downtown Redevelopment District Allocation Fund in the amount of \$410,000.

Councilor Robertson moved to authorize the proper officer to publish legal notice as indicated. Councilor Black seconded. Upon a roll call vote, there were five (5) affirmatives and no negatives. The motion passed. The proper officer was authorized to publish the notice as indicated.

Town of Highland • Office of the Town Clerk-Treasurer
Highland Municipal Building • 3333 Ridge Road • Highland, Indiana 46322

Tuesday August 21, 2024

ATTENTION LEGAL NOTICES

Ms. Nicole Muscari
Amanda Koepp
Christina Palama
Customer Service Representative
The Times
601- 45th Avenue
Munster, Indiana 46321

Sent Via Facsimile & Electronic Transmission

Re: Legal Notice for Hearing on Proposed Additional Appropriations in the Community Crossing Matching Grant Fund and Downtown Redevelopment District Allocation Fund

Dear Nicole Muscari, Amanda Koepp, Christina Palma:

Attached, please find one (1) notice for a public hearing regarding proposed additional appropriations in the **Downtown Redevelopment District Allocation Fund and the Community Crossing Matching Grant Fund** as indicated. Please publish this notice one (1) time in satisfaction of I.C. 6-1.1-18-5 *et seq.* and I.C. 5-3-1-2(b). *I have also sent this request by electronic mail.*

The enclosed notice should be published *on or before Friday, August 23, 2024*. As always, please send two (2) proofs of publication for our files. We should have these proofs as soon as possible following their publication in order to permit the Town Attorney to review them prior to the hearing. Our hearing is set for *Monday, September 9, 2024.*

If you have any questions, please feel free to contact me. Thank you for the processing of these requests. Also, if you will, please confirm your receipt by emailing me mherak@highland.in.gov.

Again, I thank you very much.

Sincerely,

Mark Herak
Clerk-Treasurer

Enclosures:

(1) Community Crossing Matching Grant Fund & Downtown Redevelopment District Allocation Fund

5. **Works Board Order No. 2024-44:** An Order Accepting the Performance Agreements with: American Warriors Art; I Dig Dinos for Professional Entertainment and Stage Services for the Town of Highland Associated with the 3rd Annual BBQ Fest and to comply with IC 22- 5-1.7 et seq.

Councilor Turich moved the passage and adoption of Works Board No. 2024-44. Councilor Robertson seconded. Upon a roll call vote, there were five (5) affirmatives and no negatives. The motion passed. The order was adopted pending the signature of the Town Executive.

Town of Highland
Board of Works
Order of the Works Board 2024-44

An Order of the Works Board Accepting the Performance Agreements for Professional Entertainment and Stage Services for the Town of Highland, Associated with the Backyard BBQ Festival, and to Comply with the Provisions of IC 22-5-1.7 et seq.

WHEREAS, THE TOWN OF HIGHLAND, AS PART OF ITS EXERCISE OF PUBLIC POWERS RELATED TO CULTURE AND RECREATION, GENERALLY CONFERRED IN IC 36-10-2, WITH APPROPRIATE FESTIVALS INCLUDING LIVE MUSICAL PERFORMANCE AS ENTERTAINMENT;

WHEREAS, THE COMMUNITY EVENTS COMMISSION HAS RECEIVED PERFORMANCE AGREEMENTS FOR PROFESSIONAL ENTERTAINMENT AND STAGE SERVICES FOR THE TOWN OF HIGHLAND TO BE CONDUCTED DURING THE 2024 BACKYARD BBQ FESTIVAL;

Whereas, The Community Events Commission favorably recommends to the purchasing agency, the approval of the Performance Agreements for professional entertainment and stage services for the Town of Highland to be conducted during the 2024 Backyard BBQ Festival;

Whereas, These professional services owing to their unique requirements and character, as a service, may be purchased in a manner that is determined to be reasonable, pursuant to Section 3.05.090 of the HMC and IC 5-22-6;

Whereas, The Town Council as the Works Board of the Municipality, pursuant to Section 3.05.030 (A)(1) of the HMC serves as purchasing agency for the Municipality and its executive departments except those executive departments which are expressly subject to the purchasing authority of a relevant governing board of jurisdiction; and

Whereas, The aggregate fees for Professional Entertainment and Stage Services for the three (3) days of The Town of Highland's 2024 Backyard BBQ Festival exceeds \$10,000.00, pursuant to Section 3.05.040 (C) and Section 3.05.050(B)(3) of the HMC requires the express approval of the purchasing agency; and

Whereas, The purchase of services will be supported by the several funds of the Town and there is sufficient appropriation or resources in order to support the purchase of services; and

Whereas, The Town Council now desires to approve, authorize and allow the purchase of services pursuant to the terms stated herein,

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

Section 1. That the Performance Agreements for professional entertainment services as set forth in the agreements, for all of the days of the event, for: American Warrior Arts LLC; I Dig Dinos LLC; is hereby accepted, approved and adopted;

Section 2. That the Town Council finds and determines that the manner of purchase for these professional services owing to their unique requirements and character as a service, are both reasonable and appropriate, pursuant to Section 3.05.090 of the HMC and IC 5-22-6;

Section 3. That the Clerk-Treasurer is hereby authorized to issue and to execute all documents necessary to implement the purchase of services thereof;

Section 4. That the proper officers of the municipality are hereby authorized to identify the proper funds of the municipality that may be lawfully expended in order to support and implement the purchase of these services.

Be it so Ordered.

DULY, PASSED and ORDERED by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 26th day of August 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 33-42-4-1;IC 36-5-6-5)

Name of Act	Contract Price
American Warriors Art	\$100
I Dig Dinos LLC	\$100

6. **Resolution No. 2024-22: Resolution No. 2024-22** A Resolution of the Town Council approving the January 1, 2023 Form CF-1/Real Property of Indiana Land Trust Company TR #120086 (DBA: Webb Hyundai LLC) for application of an assessed valuation deduction (tax abatement) for tangible real property.

Councilor Black moved the passage and adoption of Resolution No. 2024-22.
 Councilor Robertson seconded. Upon a roll call vote, there were five (5) affirmatives and (0) negatives. The motion passed. The resolution was adopted pending the signature of the Town Executive.

TOWN OF HIGHLAND, INDIANA
 RESOLUTION NO. 2024 -22

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HIGHLAND, INDIANA APPROVING THE JANUARY 1, 2023 FORM CF-1/REAL PROPERTY OF INDIANA LAND TRUST COMPANY TR #120086 (DBA: WEBB HYUNDAI, L.L.C.) FOR APPLICATION OF AN ASSESSED VALUATION DEDUCTION (TAX ABATEMENT) FOR TANGIBLE REAL PROPERTY UNDER INDIANA CODE 6-1.1-12.1, FOR PROPERTY LOCATED AT 9236 INDIANAPOLIS BOULEVARD

WHEREAS, Indiana Code 6-1.1-12.1 et seq.; amended, (the "Act") allows a partial abatement of property taxes attributable to "Redevelopment" or "Rehabilitation" activities and installation of new machinery and equipment in "Economic Revitalization Areas" as those terms are defined in the Act, and

WHEREAS, The Act provides that such Economic Revitalization Areas are areas within the Town which have:
"...become undesirable for, or impossible of, normal development, and occupancy because of a lack of development, cessation of growth, deterioration of improvements or character of occupancy, age, obsolescence, substandard buildings or other factors which have impaired values or prevent a normal development of property or use of property", and

WHEREAS, Pursuant to Resolution No. 2007-10 adopted on March 26, 2007, as confirmed by Resolution No. 2007-23 adopted on May 14, 2007, the Town Council (the "Town Council") of the Town of Highland, Indiana (the "Town"), designated a certain area located within the Town as the Highland Redevelopment Area as an economic revitalization area (an "ERA") pursuant to Indiana Code 6-1.1-12.1 et seq. (the "Act"), under Section 2.5; and

WHEREAS, Resolution No. 2007-10 remains in full force and effect; and

WHEREAS, Webb Hyundai, L.L.C. (the “Company”) filed with the Town Council a **Statements of Benefits Real Property Improvements (FORM SB-1/Real Property)** dated **March 19, 2021** for which said Statement of Benefits was approved by the Town Council pursuant to Resolution No. 2021-39 on August 9, 2021; and

WHEREAS, The Company submitted and filed with the Town Council on January 26, 2022 a 2023 Pay 2024 FORM CF-1/Real Property as an annual compliance form consistent with the Act (as attached as **EXHIBIT A**) for which the Town Council did not take action as the real property improvements approved for an ERA assessed valuation deduction had not been fully assessed for the January 1, 2022 or the January 1, 2023 assessment dates according to the assessment card of the Lake County, Indiana Office of the Assessor; and

WHEREAS, The Lake County, Indiana Office of the Assessor on August 22, 2023 identified as complete in the notes of the assessment card the Company’s real property and all improvements associated with a January 20, 2022 building permit and subsequent Town certificate of occupancy; and

WHEREAS, The Lake County, Indiana Office of the Assessor on February 7, 2024 applied the real property improvements as completed and fully assessed to the January 1, 2023 assessment date, thirteen months after said assessment date; and

WHEREAS, The Company further submitted and filed with the Town Council on March 21, 2024 an updated and revised 2023 Pay 2024 FORM CF-1/Real Property as an annual compliance form (nunc pro tunc) consistent with the Act (as attached as **EXHIBIT B**) for the Town Council to take action for the Year 1 ERA assessment deduction percentage to be applied to the January 1, 2023 assessment date, and

WHEREAS, The Lake County, Indiana Office of the Auditor will not apply said January 1, 2023 assessment date ERA assessed valuation deduction for Year 1 pursuant to Resolution No. 2021-39 without a Town Council approved January 1, 2023 FORM CF-1/Real Property as submitted and filed with the Office of the Auditor, and

WHEREAS, The Town Council upon review of documents filed by the Company and the assessment records of the Lake County, Indiana Office of the Auditor now desires to take action on said 2023 Pay 2024 FORM CF-1/Real Property as an annual compliance form of the Company

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the Town Council of the Townof Highland, Indiana as follows:

Section 1. The ERA assessed valuation deduction (Tax Abatement) from tangible real property shall be applied only to the Company’s qualified real property improvements to be located at **9236 Indianapolis Boulevard** in the Town (real property parcel number **45-07-29-279-036.000-026**) pursuant to Resolution No. 2021-39.

Section 2. Re-confirms said Resolution No. 2021-39 that granted an assessed valuation deduction (Tax Abatement) from tangible real property **limited to an investment cost of \$3,100,000 with an estimated assessed valuation to be \$1,210,000,** for an abatement period of five (5) years to

the Company in accordance with IC 6-1.1-12.1-3(c) and IC 6-1.1-12.1-17(b) as it relates to the Project.

Section 3. The 2023 Pay 2024 FORM CF-1/Real Property as an annual compliance form dated March 21, 2024 attached under EXHIBIT B is approved as submitted, for execution by the Town Council president and the Clerk-Treasurer.

Section 4. That the Town Council hereby determines that the abatement period under Resolution No. 2021-39 **shall be initiated as Year 1 for the January 1, 2023 assessment date** consistent with completed real property improvements as approved under Resolution No. 2021-39 and as fully assessed and applied to the January 1, 2023 assessment date by the Lake County, Indiana Office of the Assessor pursuant to the current Assessment Card dated August 16, 2024.

Section 5. That this Resolution upon approval and execution be submitted and filed with the Lake County, Indiana Office of the Auditor for the application of the calculated ERA assessed valuation deduction of real property improvements to the January 1, 2023 assessment date as Year 1 of the abatement period pursuant to Resolution No. 2021-39 and this Resolution.

Section 6. That the final determination of the amount of assessed valuation deduction as applied to the Project for real property improvements shall be made by the appropriate Lake County or State of Indiana agency;

Section 7. That if any part, clause, or portion of this Resolution shall be adjudged invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity or constitutionality of this Resolution as a whole or any other part, clause, or portion of this Resolution.

DULY RESOLVED and ADOPTED this 26th_ Day of August 2024, by the Town Council of the Town of Highland, Lake County, Indiana, acting as the designating body, having been passed by a vote of five (5) in favor and 0 opposed.

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

Philip Scheeringa , President
(I.C. 36-5-2-10)

Attest:

Mark Herak
Clerk-Treasurer
(I.C. 33-42-4-1; IC; 1-1-4-1(5); I.C. 36-5-6; IC 36-5-6-7)

EXHIBIT A

2023 Pay 2024 FORM CF-1/Real Property

Indiana Land Trust Company # 120086 (dba: Webb Hyundai, L.L.C.)
January 26, 2022

EXHIBIT B

2023 Pay 2024 FORM CF-1/Real Property

Indiana Land Trust Company # 120086 (dba: Webb Hyundai, L.L.C.)
March 21, 2024

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

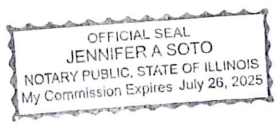
Before me, a Notary Public, in and for said County and State this 21st day of March, 2024, personally appeared before me or acknowledge the execution of the above instrument to be his/her voluntary act and deed, for the uses and purposes therein stated.

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



45-07-29-279-036.000-026



**COMPLIANCE WITH STATEMENT OF BENEFITS
 REAL ESTATE IMPROVEMENTS**
 State Form 51768 (R5 / 12-21)
 Prescribed by the Department of Local Government Finance

2023 PAY 2024
 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 (a) and (j).

- INSTRUCTIONS:**
- 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.
 - 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).
 - This form must accompany the initial deduction application (Form 322/RE) that is filed with the county auditor.
 - 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)).
 - 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#120086		County Lake	
Address of taxpayer (number and street, city, state, and ZIP code) 9236 Indianapolis Blvd. Highland, IN 46322		DLGF taxing district number 45026	
Name of contact person Kelly Webb Roberts		Telephone number (815) 230-6109	
SECTION 2 LOCATION AND DESCRIPTION OF PROPERTY			
Name of designating body Town of Highland		Resolution number	Estimated start date (month, day, year) August 30th, 2021
Location of property 9236 Indianapolis Blvd. Highland, IN 46322			Actual start date (month, day, year) December 1st, 2021
Description of real property improvements Please see attached...			Estimated completion date (month, day, year) May 1st, 2021
			Actual completion date (month, day, year) TBD
SECTION 3 EMPLOYEES AND SALARIES			
EMPLOYEES AND SALARIES		AS ESTIMATED ON SB-1	ACTUAL
Current number of employees		38	
Salaries		50,000 (Average)	
Number of employees retained		N/A	
Salaries		N/A	
Number of additional employees		N/A	
Salaries		N/A	
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		1,349,000.00
Plus: Values of proposed project	3,500,000.00		1,680,000.00
Less: Values of any property being replaced	-300,000.00		0.00
Net values upon completion of project	5,700,000.00		3,029,000.00
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			
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		N/A	N/A
Amount of hazardous waste converted		N/A	N/A
Other benefits:		N/A	N/A
SECTION 6 TAXPAYER CERTIFICATION			
I hereby certify that the representations in this statement are true.			
Signature of authorized representative <i>Kelly Webb Roberts</i>		Title President	Date signed (month, day, year) January 26th, 2022

**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 6-1.1-12.1-5.0)

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.			

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*

Councilor Georgeff acknowledged Metropolitan Police Chief Ralph Potesta who thanked the Council for approving the letters of commendation with a day off for Officers Christopher Wanat and Joshua Brzezinski and then went over the last two (2) weeks crime statistics:

Town Council Notes for 08/26/2024 ((August 12th, 2024 thru August 25th, 2024)

0-Robberies 0-Rapes

1 Residential Burglary – 3100 Block Farmer Drive - Back door pried open – looks to be targeted

Feces in Main Square bathroom – Suspect identified – does not appear to be intentional

1 Drug Overdose death – 29 year old male

8 Assault related calls with 1 arrest – 1 case involved a juvenile fight at the High School – school is handling the discipline.

8 Domestic Violence related calls with 1 arrest

5 DUI Arrests

1 Auto Theft – Juvenile lost keys to his vehicle while at a friend's house. Vehicle recovered in Chicago

42 Accidents covered – 4 involved personal injury

Fraud:

2 females entered Meijer & began scratching off the security numbers on various gift cards. Loaded the unpurchased card #'s into their digital wallets on their phones. Attempts by the females to purchase items were denied. Loss Prevention stated he knew of this scam activity due to this exact thing happening in other Meijer stores throughout the country.

- Resident mailed personal check for a loan payment. Intercepted, washed, cashed \$500 loss

- 2 Businesses had mailed check washed

Resident received a letter on Loan Depot letterhead that she believed to be authentic. She called the number and in speaking with a person. They discussed the issue and she was instructed to go to Walmart and send a money card for \$536.00 which she did. She spoke with the same person a week or so later and talked her into sending another money card to the same location at the beginning of this month. \$1,003.00 total loss.

- Resident received an email from Life Lock that he may have been a victim of fraud on the dark web. After receiving the email, he went to his cell phone and googled Life Lock. He called the number and started to speak with an individual whom he believed was from Life Lock. Male on the line informed our resident that he needed to open a crypto account and transfer some monies into it. After the monies were transferred, they said they would be able to transfer it back to his account and cancel the fraud issues he was having. Resident transferred \$9,500 from his bank and \$15,500 from another account. \$25,000 loss

Had a Residential Entry – Neighbor observed a female climb through the window of a neighbor's home. Officer arrived and detained the female who was hiding inside the house. Homeowner was away at the time and was contacted by our officers. Homeowner stated the female did not have permission to be inside the house - Felony Residential Entry charges filed.

Thefts

• Ulta – 3 females stole 92 bottles of fragrances worth \$3,700.00 – Vehicle registered to a female out of Illinois – Detectives following up

2 teens in a vehicle registered out of Michigan stole a \$230 headset from Target – detectives investigating

Female out of Merrillville stole \$205 in merchandise from Kohl's

Male in a car registered out of Hobart stole over \$130 in meat from Meijer

4 individuals from Chicago stole \$490 in merchandise from Kohl's. Had stolen Marshal's merchandise in their vehicle. All Charged.

• Female out of Chicago charged with stealing \$890 worth of perfume and other merchandise from Kohl's.

Female out of Griffith charged with stealing \$410 in clothing items from Kohl's.

• 1 Male out of Chicago and 1 out of Indianapolis were both charged with stealing \$1,470.00 in merchandise from Kohl's.

Male out of Portage charged with stealing \$271 in merchandise from Meijer.

• Female out of Gary charged with theft of new tires valued at over \$1500.00 from one of our tire shops

Female out of Rockford IL decided she wasn't going to pay for \$109 in services at Amazing Lash Studio. She was arrested for Theft / Resisting / Disorderly Conduct. Transported to LCJ.

Female in a vehicle registered out of Lake Village stole \$205 in merchandise from Kohl's.

K9 Bane retirement - ENLARGED HEART / HEART DISEASE

Academy recruits in week 3 - EVOC - Plainfield - Next week

10 WORKING DAYS IN CODE

72 junk vehicles Tagged

66 self-INITIATED

11 complaints - INCLUDES
Admin -
Building

9 Extensions Granted - MEDICAL
PPW ISSUES
WAITING FOR
PARTS

33

~~33~~ Followups with only 3 Towed

^ 30
~~33~~ GOA OR IN COMPLIANCE

1 PARKING WARNING

ALSO REMOVE VEHICLES
FOR PAVING ON STRONG +
MAPLE
FOR
MARK KNESEK

Councilor Georgeff then acknowledged Redevelopment Director Maria Becerra who gave the following up:

Town Council Meeting 8-26

Commercial Grants Update

NWI PARKINSONS ELEVATOR RIBBON CUTTING EVENT Wed. Sept 4th 7 PM

THE COUNTER – some final inspections hoping to be operational August big crawl & plan a Grand Opening Ribbon Cutting Celebration

GRINDHOUSE CAFÉ - Very close to requesting final Building Dept Inspection and plan a Grand Opening

2907 JEWETT - Owner on target to finish the Exterior by year-end.

9501 INDIANAPOLIS - Waiting for owner update

DEVELOPMENTS

- INDIANAPOLIS REDEV PARCEL – Disposition Legal Notice of offering to take next steps
- KENNEDY PARCEL ACQUISITION – Attorney finalizing documents
 - K& S Engineering Phase I – proposal approved by Commission
- NORTH/SOUTH DEVELOPER NEGOTIATIONS – Attorney following up on Negotiations
 - Expansion of the Commercial Corridor – plan and schedule Public Hearing

Comprehensive Plan

Consultant Contract approved pending additional appropriations

Purdue University is on board for Public & Town Leader and Dept Head survey & workshops

When: October 24th and November 7th starting at 6:00pm-8:00pm

Where: Lincoln Center, 2450 Lincoln St

Safe Street for All Comprehensive Safety Action Plan

The Town of Highland has partnered with American Structurepoint to study roadway and intersection safety needs across our community as part of the Safe Streets and Roads for All (SS4A) discretionary planning grant. This study will lead to the completion of a Comprehensive Safety Action Plan. Your input is essential in shaping effective safety strategies. Together, we can identify behaviors and attitudes that impact road safety, identify mobility challenges, and develop community-supported improvements to enhance safety for all road users.

Vendor will have an informational Table at the Big Crawl Event on September 24, 2024, to share your thoughts on the current roadway/intersection safety needs. This event will take place at Downtown Highland from 4:00 PM to 9:00 PM.

And at the Highland Parks Craft and Vendor Show on October 12, 2024, to share your thoughts on the current roadway/intersection safety needs. This event will take place at the Lincoln Community Center from 9:00 AM to 3:00 PM.

OPTIONAL SURVEY LINK

Additionally, you can contribute by taking our public survey, where you can share your insights on the current road safety in the Town of Highland. Please use the link or QR Code below to participate in the survey.

Survey Link: <https://www.surveymonkey.com/r/TownofHighlandSS4A>

Survey will also have a QRCode:

Councilor Turich asked the Redevelopment Director regarding her comments about 2907 Jewett and the owner completing the exterior by the end of the year. He wanted to know if the owner was going to proceed with his intended restaurant or complete the exterior and leave it that way and walk away. She said the owner plans on proceeding and is in the process of acquiring the adjoining building to the east.

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

Councilor Turich acknowledged Building Commissioner Ken Mika who said the Plan Commission met last week in a public meeting and approved the approved changes to zoning ordinance as it pertained to signs. The vote was six (6) in favor and no negatives. He said representatives from Traditions will be at the September 4th, Plan Commission study session. If their plans are in order, they will be requesting a public hearing on the 18th of September. He said the Tradition's building, which was damaged by fire, was torn down last week. He said the BZA has two (2) items on their agenda, approving the findings of fact which were approved the month earlier. As for Building and Inspection, Cardinal Campus is ready to pour the foundations on the Boutique Hotel. He will do a pre-pour inspection once the pour is completed. He said the Osborne self-storage project continues to move forth, as an electrical permit was issued last week and he received plans for the new Dunkin Donuts proposed for Kennedy Avenue.

Councilor Turich then acknowledged Recreation Director Dave Byers who was filling in for Park Superintendent Alex Brown, who was absent. Dave gave the following report:

Parks update for town council meeting 8/26/24

Our new recreation supervisor hire Cole Linkiewicz Started last Monday. His first big event will be a monthly senior luncheon tomorrow. We have a financial planner with Edward Jones coming to present on the topic of fixed income. 36 registered (38 in July). Thank you to Bigby Coffee for providing coffee at these events.

Fall preschool started last Monday with 37 students over 3 classes. Down from last fall when we had 47 over 4 classes. We're expecting more in the spring semester as we had to turn away a few 3 year olds who are not yet fully potty trained.

Fall brochures were delivered to Highland households last Wednesday. Registration is now open for all programs found in there.

New tumbling and gymnastics classes began on Friday with 34 students over 3 classes. First time having a tumbling program since Tumblebears closed in 2020 due to COVID.

Our adult fall softball season began last night with 32 teams over 4 nights. (33 teams last fall)

An overnight bus trip departed this morning from Lincoln Center heading to the ARK encounter and Cincinnati with 37 passengers. This is up from the last trip to New Orleans in June that had 15 passengers.

We're hosting a bid opening on Wednesday for park concession stand improvements to meet ADA requirements.

Pickleball courts are still under construction at Meadows Park. Likely won't be any activity out there for a couple weeks as the asphalt needs to completely cure before installing the surface coat.

Councilor Turich thanked Dave for including metrics in his report. He said the Park Board will be meeting with the Soccer Organization at their next park board meeting. The Park Board is trying to meet with one youth organization a month. They have already met with Boys Baseball. Councilor Turich asked Dave how often the Park Department updates its master plan. Dave said every five (5) years.

• **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 began by saying he sought quotes from three (3) contractors to get quotes for fix the downtown murals that are peeling. He said he has been forwarding the quotes to the Redevelopment Director. He said Main Street is still waiting on hard quotes for the downtown lighting project. He is hopeful the quotes will come in reasonable so the project can move along soon. The contractors said they would demo their product so the residents can see. He said the project still poses challenges for the contractors considering the infrastructure.

August 21, 2024

Town of Highland

ESTIMATE

Power wash two exterior block walls on Jewett Street to remove loose paint and dirt
Prime two exterior block walls
Paint two exterior block walls
Clean Up and Remove Debris

TOTAL JOB COST: \$8,840.00

**Price does not include any tuckpointing of mortar joints. If any tuckpointing is needed or wanted, cost would be determined after power washing is completed.*

Council Robertson then acknowledged Assistant Public Works Director Kim Webb, who was filling in for Public Works Director Mark Knesek. She gave the following report:

Town Council Meeting 8/26/24

Kim Webb, Asst. Public Works Director, gave the following report to the council.

CCMG – Milling and concrete work are completed for the north side of town. As of the end of today, paving is complete on Strong St. from Parrish to 5th including the cul-de-sacs.

SSO Remedial Project - The water main portion of the project is installed and currently being tested on Parrish from the south edge of Homestead Park to Duluth and on 81st from Duluth St. to Johnston. By the end of this week, the sewer line will be installed up to Parrish Ave.

Restaurant Crawl – Crews will be setting up for the crawl and closing Highway Ave. at 2 p.m.

Hydrant Flushing - M.E. Simpson will begin flushing hydrants tomorrow. This year's area is between Ridge Rd. to 45th Ave, and Kennedy Ave. to Cline Ave. Door hangers are being distributed today instructing residents on what to do if their water is discolored or cloudy.

He then acknowledged Linda Carter, president of the HCCE, who began by thanking the Council for approving the kid activities for the upcoming BBQ Fest and then gave the following update on the upcoming BBQ Fest:

BACKYARD BBQ UPDATE

8/26/2024

1. 15 food vendors – an increase of 4 food vendors
2. 12 non-food vendors
3. Setup for food trailers – Thursday night from 4-5 but not confirmed yet.
4. Tents/Booths can setup on Friday.
5. Beer garden layout completed.
 - a. Work with Parks Department for setup
 - b. Work with Police & Public Works for barrels
 - c. Volunteer signups for beer garden help:
 - i. Selling tickets
 - ii. ID table
 - iii. Bracelets
 - iv. Signup sheet will be ready soon
6. Key Club from High School will be assisting with parking for the Main Square lot – setup to be the same as July 4th. They will also assist with the handicap area, if enough volunteers arrive.
7. Kids activities are setup – waiting for approval. American Warriors & I Dig Dinos
8. Permit secured for event/amusement rides
9. Permit secured for beer garden per Stan.
10. Contacted Chief Pipta for inspection of rides/foods. He will handle.
11. HCCE tent will have a lost/found sign, information, kids ID bracelets

Yard Sale update – had almost 100 town participants. Sunday was a slow day for some.

Linda Carter

HCCE, President

Councilor Turich asked Kim if she would provide him with the total miles of street paving slated for 2024. She said he would supply it in the morning. He wanted to see how far along the Town was on its paving for 2024.

Councilor Black asked Kim that when she prepared the specifications for trash, would she prepare two (2) alternates, one with recycling and one without.

• **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 said recycling has been talked about at the last several Lake County Solid Waste Board Meetings. The feeling is to move away from curb side recycling as so often the loads become contaminated and it all ends up in the landfill. It is felt that those serious about recycling will dispose of them properly (rinsing glassware or removing labels) and not contaminate by tossing in dirty pizza boxes, etc. He said the Shared Ethics Commission has a new website. The last one was several years old. The new website will make finding share ethics training easier. He said he has not heard back from Father Greg from the Saint James the Less Church so we will probably have to ask someone else to fill the vacant spot.

• **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 began by wishing Councilor Georgeff Happy Birthday and saying Phil's son just hit a home run. He then acknowledged Fire Chief Mike Pipta who recapped the fire activity since the July 8th meeting. He said they have 39 calls for the month, thankfully nothing too major. He reminded everyone that the heat index for tomorrow will be 115 degrees and to those going to the crawl to remain hydrated. He said they are getting ready to start their annual pump testing on the various rigs. This will take several weeks. He said the trailers were picked up today and delivered to Crown Point and they've been getting great reviews on face book.

Councilor Scheeringa then acknowledged IT Director Ed Dabrowski who said despite the heat, the technology has been performing normally. He said not only Highland but across the country there has been an influx of email related issues. He said 70% of the emails one receives in a day are garbage. He said people should be careful about opening emails from unknown persons. He said he is looking at getting some advanced email protection for the Town. He said it is not cheap. He also commented that he is looking at a redundancy of services between departments. He said he wants work with the department heads to cut some of those costs and optimize what we have. He mentioned the South Fire Station where there is a dedicated comcast line but it is unmanned. He said there are air cards in all of the vehicles so there is no need to have dedicated line. He said several of the offices in the Town have cable tv with premium channels. The Fire Department is free but not the other departments are not.

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:

Kathy Perrin, Highland and a member of the Highland Neighbors for Sustainability wanted to tell of a recycling sneakers program. She said if you have old sneakers, it doesn't matter the condition or how old, bring them to the Lincoln Center or the Green Witch where there are collection boxes. They are collecting them through the end of September. If they are salvageable, the sneaker company will refurbish them and donate them. If they aren't, the company will deconstruct them and recycle the parts.

Rick Volbrecht, Highland piggybacked on an earlier report given by Metropolitan Police Chief as he relayed his own experience of having several of his checks stolen from the post office, washed and drawn upon his bank account. He said his \$90 check stolen was washed and turned into \$7,500 which was withdrawn from his account. He's told that he will be reimbursed from his loss. He finds it frustrating that one key opened all the mailboxes in the Chicagoland an Northern Indiana area and his stop payment on other checks stolen only last six (6) months and he has to keep renewing.

Dan Barabas, Highland began by saying he was proud to be a Highland resident. He said he was on a condo board for 4 years as a treasurer, so he has sympathy with some of the things you guys deal with. He was there to inquire about the status of 3,116 Lincoln Place. He said he and his wife live two (2) doors down from 3116 and his Mother, who passed away last fall was immediately to the right of 3116. He said he and his brother are joint owners of his mother's house and are trying to decide to sell it or sell her house and buy out his brother and move into her house. I know that the Town gave her an ultimatum with a finite time period to the owner of 3116 Lincoln Street. He said it was in two (2) parts. He said that after the outside was cleaned up, the Town was to gain entry and inspect the inside. They were to determine whether or not the residence was safe to live in. Her kids have done a great job of cleaning up the exterior but the Town has not gained entry into the inside to conduct an evaluation. He said he became concerned when her children told him at the beginning of June that they were going to sell the house. In fact, they were supposed to have someone come look at the house this Wednesday. That development gives me specific concerns and when Mr. Mika says, they are going to give the family several more weeks to clean up the premises. This isn't a simple flip house or paint wall paper. This is a Town that requires a permit to do tuck pointing or roof replacement. The Town needs to come out and do an evaluation to determine if the house poses a risk to the public safety. I will be happy to offer specific examples of why I raise these concerns. I will be happy to offer them in a closed session. He said he wants to be clear, he is not satisfied if someone buys the thinks they can flip with some coats of paint. You need to have a third party to evaluate it. If they say it doesn't pose a risk to public safety, I'll believe them.

Ken Mika said should the house be flipped, the new owners would be required to bring the house up to code, which would require an inspection.

Larry Kondrat, Highland began by commenting on the Park Department five (5) year plan. They don't make pie in the sky promises but develop a realistic plan and then implement

it. He said after their master plan, they went out and did a five (5) million dollar bond issue. They bought equipment and did other improvements to the parks and not going around doing haphazard stuff like proposed building a trauma center or gondolas for the Little Calumet River. Did they finish it all? No, they have roughly \$800,000 left. They plan on spending the balance before issuing another bond. The Redevelopment Commission bought a piece of property to hold a dog pound. You paid \$377,000 for that piece of property. You're going to have to renovate it and spend another \$130,000, not to mention it is right across the alley from residential. So, you are spending \$500,000 to house dogs and that building is the gateway to Highland. This will go along with the proposed river walk. We already have a dog pound near the pumping station. Yes, it needs to be updated but for a lot less expensive than \$500,000.

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 August 14, 2024 through August 27, 2024. Councilor Turich 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 August 14,2024- August 27, 2024 in the amount of **\$397,127.46**

General Fund, \$237,391.26; MVH Fund, \$7,055.84; LR&S, \$13,763.15; LAW Enforcement Continuing Education Training and Supply Fund, \$1,149.24; Public Safety Income Tax, \$40,666.95; Special Events, \$ 14,799.00; MCCD, \$1,771.36; Information and Communications Technology Fund, \$10,592.00; Police Pension, \$69,938.66

Payroll Docket for payday of August 23, 2024 by fund:

General, \$317,072.11

Payroll Docket for payday of August 23, 2024;

Office of Clerk-Treasurer, \$15,379.47; Building and Inspection Department, \$11,141.00; Metropolitan Police Department, \$153,167.65; Public Works Department (Agency), \$78,978.87; Fire Department, \$2,338.64 and Information and Technology Department, \$4,205.45;
Total Payroll: \$265,211.08.

Payroll Docket for payday of August 30, 2024 by fund:

Total Payroll by fund: \$81,365.61.

Payroll Docket for payday of August 30, 2024:

Boards & Commissions. \$10,993.62; Police Pension, \$69,531.01;

Total Payroll: \$80,524.63.

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, August 26, 2024, adjourned at 7:55 o'clock p.m. He then announced the Town Council would be going into a study session which was properly advertised.

Mark Herak
Clerk-Treasurer

Approved by the Town Council at its meeting of September 9, 2024.

James Estes, a principal in Police Facility Design Group, hired by the Town Council to prepare rough size requirements and cost for a new town hall. Mr. Estes explained the process to the Council, having met with the various department head on Sunday and Monday. He said based upon the information he gathered, he should have rough space requirements and costs in three (3) to four (4) weeks.

Functional Elements and Space Needs											
HIGHLAND TOWN HALL											
TOWN HALL / MISCELLANEOUS		EXIST	PRIOR NEEDS 2003			CURRENT NEEDS 2024			PLANNING HORIZON NEEDS 2044		
No.	Name:	EX	P1	O1	S1	P2	O2	S2			
1.01	Lobby	512	0	Varies	600	0	Varies	600			
1.02	Public Toilets	147	0	2 @4	425	0	2 @4	425			
1.03	Vending Lounge / Kitchen	58	0	4	175	0	4	175			
1.04	Lobby Mtg. Rm. / Att. Client Confer.	0	0	3	75	0	3	75			
1.05	Judge's Robing Room	0	[1]	1	40	[1]	1	40			
1.06	Town Hall Meeting Room Diaz / Well	1065	0	Diaz + 2	1450	0	Diaz + 2	1450			
1.07	* Town Hall Meeting Room Gallery			60			60				
1.08	* Coatroom	0	0	1	50	0	1	50			
1.09	*Audio / Video Cart Storage	0	0	1	20	0	1	20			
1.10	Council Chambers	602	0	20	525	0	20	525			
1.11	Meeting Room 1	441	0	20	525	0	20	525			
1.12	Meeting Room 2	210	0	12	375	0	12	375			
1.13	Central Supply	0	0	1	160	0	1	160			
1.14	Janitor Office / Workshop	175	[1]	1	185	[1]	1	185			
Totals (Areas= Net Square Feet)		3210	[2]	-	4605	[2]	-	4,605			

Functional Elements and Space Needs											
HIGHLAND TOWN HALL											
TOWN CLERK / TREASURE		EXIST	PRIOR NEEDS 2003			CURRENT NEEDS 2024			PLANNING HORIZON NEEDS 2044		
No.	Name:	EX	P1	O1	S1	P2	O2	S2	P2	O2	S2
2.01	Clerk / Treasure	234	1	5	240	1	5	240			
2.02	Deputy Clerk Treasure	182	1	3	175	1	3	175			
2.03	Utilities Collection staff	690	-	-	-	-	-	-			
	*Utilities Staff		3	6	360	3	6	360			
	*Payroll / Personnel Clerk		1	2	120	1	2	120			
	*Encumbering Clerk ¹ .		1	2	120	1	2	120			
	*Chancery / Bursar		2	4	240	2	4	240			
	*Future Staff	0	0	0	0	1	2	120			
2.04	Computer Room (Finance Billing Output)	196	0	2	240	0	2	240			
2.05	Copier & Supply Room	187	0	2	250	0	2	250			
2.06	Mgr. of Information Technology Office	0	0	2	120	1	2	120			
2.07	Mgr. of Information Technology Workroom	0	0	1	120	0	1	120			
2.08	File Room	505	0	2	650	0	2	650			
2.09	Vault	0	0	2	150	0	2	150			
2.10	Records Review	0	0	2	65	0	2	65			
2.11	Auxiliary Office	0	0	0	0	1/2 ⁴ .	2	125			
2.12	Coffee Counter	0 ² .	0	1	30	0	1	30			
Totals (Areas= Net Square Feet)		1587	9	-	2880	11 1/2	0	3,125	11 1/2	0	0

Functional Elements and Space Needs												
HIGHLAND TOWN HALL												
BUILDING & INSPECTIONS		EXIST	PRIOR NEEDS 2003			CURRENT NEEDS 2024			PLANNING HORIZON NEEDS 2044			
No.	Name:	EX	P1	O1	S1	P2	O2	S2	P2	O2	S2	
3.01	Building Commissioner	240	1	4	240	1	4	240				
3.02	Building Inspection Secretary ²	197 ⁴	1 ^{1/2}	3	320	1 ^{1/2}	3	320				
3.03	Plan Review	285 ⁴	0	3 ³	100	0	3 ³	100				
3.04	Plan Storage / Print Room	132	0	1 ³	185	0	1 ³	185				
3.05	Inspections office	Note 4	-	-	-	-	-	-				
	*Plumbing Inspector		1	1	115	1	1	115				
	*Code Enforcement		1	1	115	1	1	115				
	*Electrical Inspector		1	2	115	1	2	115				
	*Property Maintenance		0	0	0	1	2	115				
Totals (Areas= Net Square Feet)		854	5^{1/2}	-	1190	6^{1/2}	-	1,305				

Functional Elements and Space Needs												
HIGHLAND TOWN HALL												
PUBLIC WORKS		EXIST	PRIOR NEEDS 2003			CURRENT NEEDS 2024			PLANNING HORIZON NEEDS 2044			
No.	Name:	EX	P1	O1	S1	P2	O2	S2	P2	O2	S2	
4.01	Public Works Director	258	1	4	240	1	4	240				
4.02	Secretary / Reception	344	1	4	240	1 ^{1/2}	5	360				
4.03	Plan / File Storage	0	0	1	125	0	1	125				
4.04	Workroom / Copier / Coffee	0	0	1	125	0	1	125				
4.05	Sanitary District / Redevelop. Office	149	1 ^{1/2}	3	230	1 ^{1/2}	3	230				
Totals (Areas= Net Square Feet)		751	2+1¹	-	960	2^{1/2}+1¹	-	1,080				

Net Subtotals		9,635					10,115				
Gross Totals		16.5	16,379	20.5	17,195						