Enrolled Memorandum of the Meeting Special Study Session/Meeting (In person) Thirtieth Town Council of Highland Monday, February 24, 2025

The Thirtieth Town Council of the Town of Highland, Lake County, Indiana met in study session on **Monday**, **February 24**, 2025, immediately at the adjournment of the February 24, 2025 Plenary Meeting (7:10 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. All Councilors were simultaneously seen and heard. Councilor Turich, Councilor Robertson, Councilor Black, Councilor Philip Scheeringa all participated in person. Councilor Georgeff was absent.

Silent Roll Call: Councilors Doug Turich, Alex Robertson, Tom Black, Philip Scheeringa, were present in person as indicated. Councilor George Georgeff was absent. The Clerk-Treasurer, Mark Herak was present to memorialize the proceedings. *A quorum was attained*.

Officials Present: IT Director Ed Dabrowski, was in person.

x. Discussion: Appointments.

Unless otherwise noted, all terms expire on the 1st Monday in January 2025 and or until a successor is appointed or qualified, not exceeding ninety (90) days.

• Statutory Boards and Commissions

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

Regional Statutory Appointments.

1. Lake County Convention and Visitors Bureau Board of Directors. (1) Appointment by Town Council President. (NOT DUE UNTIL JUNE 30 2025) (Currently serving Christine Cash) Appointing authority must give sole consideration to individuals who are knowledgeable about or employed as executives or managers in Hotel, Motel, Banking, Real Estate and hospitality. Cannot hold an elected or appointed political office

Home Rule Commissions or Boards

2. Main Street Bureau Board of Directors. Town Council President appointment. (1) Appointment. Town Council Representative must be a member of the Town Council. *Term co-extensive with term of appointee.* (Note: Currently serving is Alex Robertson)

Legislative Appointments

- **1. Advisory Board of Zoning Appeals:** (1) appointment to be made by Fiscal Body. (Note: Currently held by David Helms, term ending 1st Monday January 2025). Term is for three (3) years.
- 2. **Town Board of Metropolitan Police Commissioners.** (2) appointments to be made by the Town Council. (Note: Current appointees are Mike Danko (R) and Larry Moses (R), term ending 1st Monday January 2025). Term is for three (3) years. (Current composition for these five citizen positions is three (3) democrats and two (2) republicans)

Regional Statutory Appointments

- 4. Lake County Solid Waste Management District Board of Directors. (1) No action necessary unless a change is desired. (Note: Currently serving Tom Black) Must be a Home Rule Commissions
- 5. Main Street Bureau Board: (17) appointments to be made by the Town Council. (Note: Current Appointees are: Diane Barr-Roumbus, James Roumbus, Sandy McKnight, Al Simmons, Sandy Ray, Ben Tomera, and Desiree Biro, term ending 1st Monday January 2027). Term is for two (2) years.
 - **1.** *Interview with Tom Beck.* The Town Council indicated that Mr. Beck was being considered for appointment to the Highland Metropolitan Police Commission.

Mr. Beck of 9134 O'Day Drive, offered a brief narrative regarding his resume and work background. He said he's been a Highland resident since December 31,1999. He joked that he was hoping with Y2K, his mortgage would be wiped out but it wasn't. He said he is a retired police officer having served 27 years on an Illinois department. He currently works in the dock and door business. He is a member of the Highland Elks Organization. He said he coached his daughter's youth basketball and softball team for years.

Mr. Beck responded to questions regarding his interest in the Highland Metropolitan Police Commission.

Councilor Black asked if you weren't selected for this position, would he want to remain in contention for any other positions?

Mr. Beck said he would consider other openings but he said he'd have to research them first.

Councilor Black then asked Mr. Beck, if selected, what attributes would he bring to the Commission?

Mr. Beck responded that he believes his background as a police officer is his biggest attribute and the years he worked in law enforcement. He felt he can help make suggestions and utilize some of the programs he used in Illinois, like training, might be beneficial to Highland. He felt he could utilize other programs he used in Illinois such as Carfax for police to investigations. He said it was a pretty unique program where you can take a partial plate, run it what you have and it helps you identify vehicles that may have been used in a crime. Ironically, most people don't have an idea of what their license plate number is. They may be able to give a number or letter but with this program you can use their name and DOB and get they're plate. He described some of the other programs he used like Court Smart. This is a training platform to help officers better understand state laws by posing different scenarios of criminal actions and the officer has to select the best answer. He also said they received documents that explained recent supreme court rulings that officers rely on to do their jobs on a monthly basis. He felt his understanding and these programs would be beneficial to Highland.

Councilor Turich asked Mr. Beck what kind of strategies he she would like to see implemented particularly if selected to enhance community relations in our Town? Additionally, how would he measure the success of those initiatives?

Mr. Beck responded that we could utilize some of our organizations in Town, like the American Legion or the VFW, that when they are having a function to get the police there and get them involved. For example, we invite the police when the Elks are having a family picnic or trunk or treat. It exposes everybody to them. The officers get to sit there and mingle with those in attendance. Those in attendance get to ask questions of the police. He can only speak for the Elks but they have gotten great feedback. The people enjoy having them there and being able to talk with them. A lot of people don't have a clue what the police do on a daily basis.

Councilor Scheeringa described that some of the roll of the police commissioner is dealing with discipline matters, creating the budget and the hiring and promoting of officers. He said I know you said you were a former officer; do you think you can do this and have you ever held an administrative roll?

Mr. Beck said he helped run the canine unit at one department and had to make sure all of the canine handlers were compliant with state and federal laws. He said he had a lot of paperwork he had to submit to the federal government.

The Town Council Vice-President thanked Mr. Beck for attending.





Town of Highland Board or Commission Candidate Information and Application

Please return completed form to Office of the Clerk-Treasurer

Name: Thomas Back				
Home address: 9134 0' Day DR.				
Telephone Number (Home): (119) 213-8682 (If unlisted, please leave blank)				
Alternative Number:				
Home-mail address: T. Beck Qatt, net				
Work e-mail address: Hock@ RDOOF. com				
Vocation: Refired law enforcement / Technician				
Business Name: Reliable Door & Dock				
Business Address: 10216 Word DR.				
City: Woodridge State: IL Zip: 16517				
If applicable, please indicate who reterred you:				
Indicate the Board or Commission in which you are interested in serving: (You may indicate more than one)				
Advisory Board of Zoning Appeals Members of a BZA may not hold other elective or appointive office in municipal, county or state government, except as permitted by I.C. 36-7-4-902. Member must be a resident				
■ Board of Sanitary Commissioners Silent on qualifications				
Highland Appointment Application Page 1 of 9 Revised: 31 December 2019				

Board of Waterworks Directors Silent on qualifications
Park and Recreation Board Members shall be appointed on the basis of their interest in and knowledge of parks and recreation.
Redevelopment Commission Member must be 18 years old & reside in unit
Economic Development Commission Members of an Economic is required to disclose pecuniary interests. One of three is nominated by County Council; one of three is nominated by Town Council; all are appointed by Town Council President. See I.C. 36-7-12.
Plan Commission Citizen members shall be appointed because of the member's knowledge and experience in community affairs, the members' awareness of the social, economic, agricultural, and industrial problems of the area and the member's interest in the development of and integration of the area. Further, citizen members may not hold other elective or appointive office in municipal, state or county government and must be a resident.
Community Events Commission No person shall be appointed as voting member of the Commission who has not attained the age of 18 years, who is not a resident of Highland or who holds any other town office by appointment or election.
Highland Main Street Organization This council, the details of which are still being formulated, will be dedicated to promoting growth, development, and stability in the Highland downtown and to utilize public/private partnerships to achieve these goals. Members will strive to effectively and efficiently develop steps to restore, revitalize and promote the downtown of Highland. The four tenants of the Main Street Program, are (1) Promotion, (2) Organization, (3) Design and (4) Economic Restructuring.
Town Board of Metropolitan Police Commissioners Appointees must be of good moral character and legal residents of the Town
Lake County Convention and Visitors Bureau No appointee may hold an elective or appointed political office while serving on the bureau. Appointing Authority shall give sole consideration to individuals who are knowledgeable about or employed as executives or managers in following businesses: Hotel, Motel, Restaurant, Travel, Transportation, Convention, Trade Show, Riverboat, banking, real estate, and construction.
Tree Board A person must be a resident with an interest in or knowledge of the Urban Forestry Plan adopted for Highland.

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added paper if needed. Further, you may attach a resume.					
as a retired Police officer I believe I have a strong					
undustanting of the relationship of the officers & Comminge					
and rule abilly to objectuly look of needs with					
an open musel					
Do you know of any reason why you may not be able to be covered by a surety					
bond? Yes Wo					
Please provide a list of previous or present involvement or service in the Town of Highland or elsewhere. Highland EKS lodge					
Please return your completed application (pages 1-3) to the Town of Highland, Office of the Clerk-Treasurer • 3333 Ridge Road • Highland, Indiana 46322. E-mail: mgriffin@highland.in.gov					

Please provide a brief written statement regarding why you wish to serve on the commission or board you have checked above. You may attach

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Party Affiliation Certification

Indiana law in some cases requires that a candidate's partisan affiliation

Partisan affiliation information is **not required** for the following boards or commissions;

Redevelopment Commission Economic Development Commission Advisory Board of Zoning Appeals Community Events Commission Main Street Organization Tree Advisory Board

If these are the only boards or commissions for which you are applying, this certificate is which you are applying this certificate is will need to complete this certification.

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- x. Discussion: Proposed Ordinance No. 1804-A: An Ordinance to Amend the Chapter 9.05 of the Highland Municipal Code, entitled *Fire Department*, making modifications and technical correction to Chapter 9.05; Section 9.05.07(4) regarding the residency requirements of the Fire Chief to read as follows:.
 - (4) Licenses, Certificates, Age, Residency.

The fire chief should possess a minimum of National Fire Prevention Association (NFPA) Fire Officer 1 certificate, Instructor 1 certificate, Fire Officer Strategy/Tactics certificate, Fire Inspector 1 Certificate, (preferred) Associate Degree in Fire science, (preferred) Current EMT certification, NIMS 100, 200, 300, 400 & 700, a valid hazardous material technician certificate, a valid Indiana driver's license and should be at least 21 years of age. In addition, the Fire Chief shall live in the Town of Highland or an adjacent community, namely, the Towns of Griffith, Munster, Schererville, or the City of Hammond.

The Clerk-Treasurer explained that he placed it on the study session agenda, as the proposed ordinance was only introduced by Councilor Scheeringa and he wanted to give the Council a chance to ask any questions they might have.

The Council had no further questions.

ORDINANCE No. 1804-A of the TOWN of HIGHLAND, INDIANA

AN ORDINANCE AMENDING CHAPTER 9.05 OF THE HIGHLAND MUNICIPAL CODE ENTITLED FIRE DEPARTMENT

WHEREAS, In consequence of the execution of its public safety powers, set forth in IC 36-1-4, and IC 36-8, the Town of Highland through its Fire Department, the Town Provides Fire prevention, suppression, life and limb and other emergency public safety services; and

WHEREAS, I.C. 36-1-3-4 et sequitur, provides that a unit of town government possesses all powers granted it by statute and all other powers necessary or desirable in the conduct of its affairs, even though not granted by statute; and

WHEREAS, It has been determined that several provisions of Chapter 9.05 need to be modified and enhanced to reflect the current job description for the Fire Chief; and

WHEREAS, The Town Council has determined the municipal code requires amendment in order to the current job description of the Fire Chief.

NOW, THEREFORE, BE IT HEREBY ORDAINED BY the Town Council of the Town of Highland, Lake County, Indiana, as follows:

Section 1. That Chapter 9.05; Section 9.05.07(4) of the Highland Code of Ordinances is hereby amended to read as follows:

(4) Licenses, Certificates, Age, Residency.

The fire chief should possess a minimum of National Fire Prevention Association (NFPA) Fire

Officer 1 certificate, Instructor 1 certificate, Fire Officer Strategy/Tactics certificate, Fire Inspector 1 Certificate, (preferred) Associate Degree in Fire science, (preferred) Current EMT

certification, NIMS 100, 200, 300, 400 & 700, a valid hazardous material technician certificate, a

valid Indiana driver's license and should be at least 21 years of age. In addition, the Fire Chief

shall live in the Town of Highland or an adjacent community, namely, the Towns of Griffith,

Munster, Schererville, or the City of Hammond.

- **Section 2**. All provisions of ordinances in conflict with the provisions hereof are hereby repealed and of no further force nor effect.
- **Section 3.** This ordinance shall become and be in full force and effect from and after its adoption, passage and publication in the manner prescribed by law and until its subsequent amendment or repeal by proper ordinance.

Introduced and Filed on the 24th day of February 2025. Consideration on same day or at same meeting of introduction was not considered, pursuant to IC 36-5-2-9.8.

Duly Ordained and Adopted this 10th Day of March 2025 by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of in favor opposed and abstention.

	TOWN COUNCIL of the TOWN of HIGHLAND, INDIANA
	George Georgeff, President (IC 36-5-2-10)
ATTEST:	
Mark Herak, Clerk-Treasurer (IC 33-16-	4-1; IC 36-5-6-5)

x. Discussion: Authorizing the proper officer to publish legal notice of a public hearing: Public Hearing to consider additional appropriations in the amount of \$130,000 in the Redevelopment Capital Fund and \$135,000 in the Redevelopment General Fund.

Appropriation Enactment No. 2025-03

The Clerk-Treasurer advised the Council that they have a public hearing on March 10, 2025 to consider the request from the Redevelopment Commissioner for an additional appropriation in the Redevelopment General Fund and the Redevelopment Capital Fund. There was no discussion amongst the Council Members.



INTERIM AD DRAFT

This is the proof of your ad scheduled to run in Northwest Indiana Times on the dates indicated below. If changes are needed, please contact us prior to deadline at help@column.us

Notice ID: ovP6K64bMMtAloUl02Td | Proof Updated: Feb. 19, 2025 at 04:55pm CST Notice Name: Additional Appropriation March 10, 2025 | Publisher ID: 100092

This is not an invoice. Below is an estimated price, and it is subject to change. You will receive an invoice with the final price upon invoice creation by the publisher.

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See Proof on Next Page

TOWN OF HIGHLAND
NOTICE TO TAXENYERS OF PROPOSED ADDITIONAL
APPROPRIATIONS
NOtice is breaby given the taxpayers of the Town of Highland, Lake County,
notinans, that the form Council of said Municipal Building, 3338 Ridge Road, at 630 p.m. on the 10th day of March 2025, will consider the following additional gridless in excess of the budget for the
current year in the following funds:
Redevelopment Coatal Fund
4406-0009-31007 Maintenance & Repair
4406-0009-31007 Maintenance & Repair
4406-0009-31007 Maintenance & Repair
4406-0000-31007 Maintenance & Repair
6406-0000-31007 Maintenance & Repair
6406-

HSPAXLP

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 10th day of March 2025, will consider the following additional appropriations in excess of the budget for the current year in the following funds:

Redevelopment Capital Fund

 4406-0000-31007 Maintenance & Repair
 \$ 30,000.00

 4406-0000-34002 Facade Improvement Grant
 \$ 100,000.00

 Total for 300 Series:
 \$ 130,000.00

Total for the Fund: \$130,000.00

Redevelopment General Fund

Acct. 2216-0000-31003 Consultant Fees \$ \frac{135,000.00}{105,000.00} \$ Total: \$ \frac{135,000.00}{135,000.00}

TOTAL for the FUND: \$ <u>135,000,00</u>

Funds to support these additional appropriations in the Redevelopment Capital Fund and 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 George Georgeff, President

By: Mark Herak Clerk-Treasurer

Town of Highland Appropriation Enactment **Enactment No. 2025-03**

An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the Redevelopment Capital Fund and for the Redevelopment General Fund, all pursuant to I.C. 6-1.1-18, I.C. 36-5-3-5, et seq.

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 Capital Fund, and the Redevelopment General Fund;

WHEREAS, It has been determined that such additional appropriations as may be approved by this enactment, will not increase the levy 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 **Redevelopment Capital Fund** and for the purposes herein specified, subject to the laws governing the same:

REDEVELOPMENT CAPITAL FUND

Increase accounts:

4406-0000-31007 Maintenance & Repair

\$ 30,000.00

4406-0000-34002 Facade Improvement Grant\$

100,000.00

Total for 300 Series:

130,000.00

TOTAL for FUND:

\$ 130,000.00

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 **Redevelopment General Fund** and for the purposes herein specified, subject to the laws governing the same:

REDEVELOPMENT GENERAL FUND

Acct. 2216-0000-31003 Consultant Fees

\$135,000.00

Total: \$135,000.00

TOTAL for the FUND:

\$135,000.00

Section 3. That the Clerk-Treasurer is hereby authorized and instructed to inform the Indiana Department of Local Government Finance of this action and that these moneys be made available for expenditure **subject to an order** of the Commissioner, pursuant to IC 6-1.1-18.

Section 4. 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 the 10th Day of March 2025. Consideration on the same day or at same meeting of introduction sustained a vote of in favor and opposed, pursuant to IC 36-5-2-9.8.

DULY ORDAINED AND ADOPTED this 10th Day of March 2025, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of in favor and opposed.

	TOWN COUNCIL of the TOWN of HIGHLAND, INDIANA
	George Georgeff, President (IC 36-5-2-10
TTFST.	

ATTEST:

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

x. Discussion: Highland SS4A Safety Action Plan Final Draft. (full draft on file in the Clerk-Treasurer's Office)

John Kennedy, of American Structure Point explained to the Council that his firm was the firmed hired by the Redevelopment Commission to serve as consultant doing the Safe Streets for All Grant. He directed the Council to the draft proposal dated 12/31/2024 which included a list of projects. He said there were three (3) tiers. The tiers were developed based upon the feedback they got from the data they gathered from crash reports provided by the police department and other information they gathered from the community and public input. He said in the report, you have a list of roadway intersections and non-motorized areas for your consideration. He said the Council needs to approve the report sometime in March. He reminded the Council that what they received was a planning grant. The next phase of the project is the implementation grant. The planning grant has to be approved by the Council before they can apply for the

Implementation Grant. He said no project has been selected as they haven't established a budget and they don't know what they can afford or what they will be asking the federal government to offset. Some of the projects under consideration include light signage, table tops (speed tables). He said the round a bouts have been removed as a potential project. He said his staff will work with the Redevelopment Commission to work up the financial costs. The final grant will be for construction.

Councilor Scheeringa asked if the Council had seen table tops. He said Hammond has several. He gave the locations of 169th Street and Kennedy Avenues as an example. He said they really do serve a purpose of slowing traffic down.

Mr. Kennedy went on to say that most of the accidents in Highland occurred on state highways or Route 41. Since Highland has no jurisdiction over Route 41, the projects listed in the report focus on local roadways or in the neighborhoods. He said in the data gathered, they got a lot of complaints about speeding cars in the neighborhoods. He said maybe speed bumps or more signage might help the police with enforcement. He said they are still gathering data.

Councilor Turich asked where they are gathering their data from?

Mr. Kennedy said they gathered a lot of data from the police reports. He said his staff attended several events in Highland, like the car show and talked with over 300 residents. They also did a survey on line. He said over 100 residents responded to the survey on line.

Councilor Turich questioned whether that sample size was reflective of the Town of Highland which has over 20,000. He suggested maybe we do another blast. He said each Councilor has a facebook following and maybe they should use that medium to get the blast out.

Mr. Kennedy felt another blast was not needed because he felt the response was good. The Highland numbers were better than other communities. He said the on line survey was shut down in November.

Councilor Turich felt that a 2% response wasn't reflective and maybe we should put something in the Gazebo. He says he continues to receive emails and calls about speeding cars in the neighborhoods. He felt we should blast it out their again.

They thanked Mr. Kennedy for staying around after the Redevelop meeting and updating the Council.

x. Discussion: Proposed Salary Amendment to Ordinance No. 1808-C, compensation for the Highland Council of Community Events Commission: **Proposed Ordinance No. 1808-C:** An Ordinance To Amend Ordinance No. 1808 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 creation and hereby fixing a compensation of the Highland Council of Community Events Commission as follows:

(I) Highland Council of Community Events Commission

Chairman (Citizen member)	(1)	\$150-per month
Citizen Member Secretary	(1)	\$100 per month
Citizen Members	(3)	\$100 per month

The Clerk-Treasurer explained that the compensation proposed for the Highland Council of Community Events Commission is the same as other Boards and Commissions in Highland as instructed by the Town Council.

Councilor Turich asked when the Commission members could start to draw their compensation?

The Clerk-Treasurer explained that if the Council takes up this Ordinance at its March 10th Plenary meeting and adopts it, from his Office point of view, he would like to have the compensation start the 1st of April. Starting mid-month can be an accounting nightmare.

The Council had no problem starting the compensation April 1, 2025.

X. Discussion: Consideration of the Candidates. The Town Council held off discussions of the candidates interviewed thus far until they had an opportunity to interview current Commissioner Mike Danko.

There being no further business necessary or desired to be discussed by the Town Council, the study session of the Town Council of **Monday**, **February 24**, **2024**, was adjourned by the Town Council Vice-President at 7:41 o'clock p.m.