

**Enrolled Minutes of the Thirtieth Regular Meeting or Special Meeting  
For the Thirtieth Highland Town Council Regular Plenary  
Business Meeting (In person) Monday, March 10, 2025**

The Thirtieth Town Council of the Town of Highland, Lake County, Indiana met in its regular plenary session on Monday, March 10, 2025 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, 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 George Georgeff presided over the meeting. The Town Clerk-Treasurer, Mark Herak, was present to memorialize the proceedings. The meeting was opened with Councilor Philip Scheeringa Georgeff 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 as indicated. Clerk-Treasurer, Mark Herak was also present. A quorum was attained.

**Additional Officials Present:** Alex Brown, CPRP, Superintendent of Parks and Recreation Metropolitan Police Chief Ralph Potesta; Mike Pipta, Fire Chief; Ed Dabrowski, Director of Information Technology, Kenneth J. Mika, Building Commissioner, Mark Knesek, Public Works Director, John Reed, Attorney with JPR Legal Services were present. Redevelopment Director Maria Becerra was absent due to the death of her mother.

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

**Minutes of the Previous Meetings:** The minutes of the February 24, 2025 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 2025 Budget for the Redevelopment General Fund and the Redevelopment Capital Fund in the amount of \$265,000.00.

(a) Attorney verification of Proofs of Publication: The TIMES 27 February 2025.



### AFFIDAVIT OF PUBLICATION

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

State of Florida, County of Broward, ss:

I, Enrique Diaz, 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:**

- Feb 27, 2025

Notice ID: ovP6K64bMMtAloU02Td

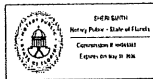
Publisher ID: 100092

Notice Name: Additional Appropriation March 10, 2025

Publication Fee: \$40.42

*Enrique Diaz*

Agent



**VERIFICATION**

State of Florida  
County of Broward

Signed or attested before me on this: 02/28/2025

*S. Smith*

Notary Public

Notarized remotely online using communication technology via Proof.

See Proof on Next Page

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  
4406-0000-34002 Facade Improvement Grant  
30,000.00  
100,000.00  
130,000.00  
Total for the Fund:  
\$130,000.00  
Total for 300 Series:  
Redevelopment General Fund  
Acct. 2216-0000-31003 Consultant Fees  
Total:  
TOTAL for the FUND:  
\$ 135,000.00  
135,000.00  
135,000.00  
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 Georgi, President  
By: Mark Herak  
Clerk-Treasurer  
2/27 - 100092

HSPAXLP

(b) Public Hearing: No comments from the public.

(c) Action on **Appropriation Enactment No. 2025-03**: An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the **Redevelopment General Fund and Redevelopment Capital Fund**, all pursuant to I.C. 6-1.1-18, and I.C. 36-5-3-5

Councilor Black introduced and moved for the consideration of Appropriation Enactment No. 2025-03 at the same meeting of its introduction. Councilor Scheeringa seconded. Upon a roll call vote, a unanimous vote being necessary, there were five (5) affirmatives and no negatives. The motion passed. The enactment could be considered at the same meeting of its introduction.

Councilor Black moved for the passage adoption of Appropriation Enactment No. 2025-03 at the same meeting of its introduction. Councilor Scheeringa seconded.

Discussion: Council Turich asked the Clerk-Treasurer if this additional is in addition to the adopted 2025 budget. The Clerk-Treasurer responded that it was. Councilor Turich then asked for more detail as to why it wasn't budgeted in the adopted 2025 budget? The Clerk-Treasurer answered that he really needed to speak with the Redevelopment Director as she prepares the budget which is reviewed by the Redevelopment Commission. He added that the Redevelopment Capital budget is not one of those funds or budgets approved by the DLGF because the revenue in that fund is not from property taxes but from a previous bond sale. Each year, the Redevelopment Director appropriates money into that fund from the cash on hand, establishing an internal budget. The checks and balances are the Council that has to approve the additional appropriation as is taking place tonight. He said for the Redevelopment General, the Redevelopment Director said it was to pay for the consultant American Structure Point. The Clerk-Treasurer assumed it was for the Safes Street Grant. It is a reimbursement grant where the Town has to pay the engineer or consultant first and then the Town gets reimbursed 80% by the Federal Highway Commission.

Councilor Turich then asked, if we knew we had this grant and would incur these expenses, then why wasn't budgeted for in the 2025 budget? He said that the enactment doesn't provide a lot of detail about hours worked or the plans. He said, he understands there is a need for it but it is not very clear on what the additional appropriations are being used for. He also wanted to know why we are using so many hours from a consultant to do the work within the community? He said he would rather have the Redevelopment Director planned for the hours to be expended and budget accordingly.

Councilor Georgeff said that per the instructions of the Clerk-Treasurer the 2025 budget was to have \$0 growth except for areas like insurance or raises.

Councilor Turich said he understand that but is more concerned on money spent on consultants. There was plenty of time to plan for the hours to be expended by the consultant and use that amount in the budget rather than now having to come back and appropriate additional monies. We are only into March of the New Year and we are already asking for additional monies. He said he is not clear on why we are asking for

more money? Are we out of money in that line and cannot afford to pay cover those bills? What is driving the need? Is the consultant over budget? Has anyone checked? He said he is trying to focus on the consultant fee? He said he would have thought the leader of a department would have when preparing the budget and knowing the grant was approved, would have had the mindset to plan in for growth and to cover the increased expenses, even if we were told \$0 growth.

The Clerk-Treasurer said the Redevelopment Director told him that in the Capital Fund, the \$30,000 was to pay for the electrical work done on Highway Avenue to get the downtown sign working and the \$100,000 was for façade improvements as she is anticipating several businesses signing up this year and wanted to be ready. As for the General, she said she needed the money to pay American Structure Points which he assumed it was for the Highland Safe Streets and Roads for All.

The President called for the question.

Upon a roll call vote, a two-thirds vote being necessary, there were four (4) affirmatives and one (1) negative, with Councilors Robertson, Black, Scheeringa and Georgeff voting in the affirmative and Councilor Turich voting no. 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. 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	\$	<u>100,000.00</u>
<i>Total for 300 Series:</i>	\$	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	<u>\$135,000.00</u>
<b>Total:</b>	<b>\$135,000.00</b>

**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 5 in favor and 0 opposed, pursuant to IC 36-5-2-9.8.

**DULY ORDAINED AND ADOPTED** this 10<sup>th</sup> Day of March 2025, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 4 in favor and 1 opposed.

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

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George Georgeff, President (IC 36-5-2-10)

ATTEST:

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

2. Executive Proclamation: A Proclamation of the Municipal Executive Recognizing Friday, April 25, 2025 as Arbor Day in Highland.
  - (a) Reading and Execution of Proclamation
  - (b) Action by the Town Council President

TOWN OF HIGHLAND  
PROCLAMATION of the TOWN EXECUTIVE

A PROCLAMATION RECOGNIZING FRIDAY, APRIL 25, 2025 AS ARBOR DAY IN HIGHLAND AND APRIL 19  
THROUGH APRIL 25 AS TREE PLANTING WEEK

Whereas, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that  
a special day be set aside for the planting of trees;

Whereas, Trees can reduce the erosion of our precious topsoil by wind and water, cut  
heating and cooling costs, moderate the temperature, clean the air and storm  
water, produce life-giving oxygen, and provide habitat for wildlife;

Whereas, Trees are a renewable resource giving us paper, wood for our homes, fuel for  
our fires and countless other wood products;

Whereas, Trees in our town increase property values, enhance the economic vitality of  
business areas, and beautify our community;

Whereas, Trees, wherever they are planted, are a source of joy and spiritual renewal;  
and,

Whereas, On Arbor Day and during tree planting times, the Tree Board, community  
partners, families and friends join together to celebrate the benefits of trees  
and to recognize the unique beauty of our  
trees, which provide a lasting impression  
on visitors and memories for residents,

Now, Therefore, I, George Georgeff  
of the authority vested in me as President of the  
Town of Highland, Lake County, Indiana, now  
designate Friday, April 25, 2025, as ARBOR DAY in the Town of Highland and the week of April  
19 through April 25th as TREE PLANTING Week;



Scheeringa by virtue  
Town Council of the  
hereby proclaim and

Be it Further Proclaimed, That, I urge all Highland residents to celebrate Arbor Day and to support  
efforts to protect our trees and urge all residents to acquire a plant a tree.

In Witness Whereof, I have hereunto set my hand and caused the Corporate Seal to be affixed at  
Highland Municipal Building this 10<sup>th</sup> day of March in the year 2025.

TOWN of HIGHLAND, INDIANA  
BY ITS TOWN COUNCIL PRESIDENT

George Georgeff

Mark Herak  
Clerk-Treasurer

(Print optimized at 70%)

3. Executive Proclamation: A Proclamation of the Municipal Executive Recognizing the week of March 9 through March 15, 2025 as MS Awareness Week the Town of Highland.

- (a) Reading and Execution of Proclamation  
(b) Action by the Town Council President



Comments from the Public or Visitors: none

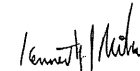
**Staff Reports:** The following staff reports were received and filed.

Building Report February, 2025

PERMIT TYPE	#	Res.	Comm.	Est. Cost	Fee Collected
Commercial Buildings	0			\$ -	\$ -
Comm. Additions/Remodel	2		2	\$ 457,481.00	\$ 8,008.50
Signs	2		2	\$ 9,950.00	\$ 633.00
Single Family	0			\$ -	\$ -
Duplex/Condo	0			\$ -	\$ -
Residential Additions	0			\$ -	\$ -
Residential Remodeling	21	21		\$ 408,844.00	\$ 8,352.00
Concrete/Asphalt/Flatwork	0			\$ -	\$ -
Garages	0			\$ -	\$ -
Sheds	0			\$ -	\$ -
Decks & Porches	2	2		\$ 14,400.00	\$ 718.50
Fences	4	4		\$ -	\$ -
Above/In ground pools	0			\$ 32,508.00	\$ 927.00
Drain Tile/Waterproofing	0			\$ -	\$ -
Misc: Road Cut (1)	1	1		\$ -	\$ 148.50
<b>Total Building Permits</b>	<b>32</b>	<b>28</b>	<b>4</b>	<b>\$ 923,183.00</b>	<b>\$ 18,787.50</b>
<b>Electrical Permits</b>	<b>11</b>	<b>7</b>	<b>4</b>	<b>\$ -</b>	<b>\$ 3,240.00</b>
<b>Mechanical Permits</b>	<b>14</b>	<b>12</b>	<b>2</b>	<b>\$ -</b>	<b>\$ 1,684.00</b>
Plumbing Permits	15	13	2	\$ -	\$ 2,381.60
Water Meters	1		1	\$ -	\$ 350.30
Water Taps	0			\$ -	\$ -
Sewer/Storm Taps	0			\$ -	\$ -
<b>Total Plumbing Permits</b>	<b>16</b>	<b>13</b>	<b>3</b>	<b>\$ -</b>	<b>\$ 2,731.90</b>

February 2025 Code Enforcement: 88 Investigations, 61 Warnings & 1 Citation was issued.  
Inspections done for the month of February 2025 were as follows: 16 Building Inspections,  
16 Plumbing Inspections, 5 HVAC and 24 Electrical Inspections. There was 1 Electrical Exam given.

Submitted By:

  
Kenneth J. Mika

**Mark Herak**

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**From:** Denise Beck  
**Sent:** Tuesday, March 4, 2025 2:56 PM  
**To:** Mark Herak  
**Cc:** Chad Kinley; Chief Michael Pipta  
**Subject:** February Fire Department Stats

Good afternoon,

February 2025 Stats

<b>Types of Calls:</b>	<b>2025</b>	<b>YTD</b>
General Alarms	12	26
Paid Still Alarms	23	55
 Totals	 35	 81

*Denise Beck*

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

**2025**  
 TOWN OF HIGHLAND INJURIES FOR THE MONTH  
**FEBRUARY**

CASE	DATE	DEPARTMENT	DESCRIPTION	Record Only No Med Treatment	OSHA Recordable	Not OSHA Recordable	Filed with WC Insurance
	OF INJURY						
RO-2	2/14/2025	POLICE	Injured was seated in his parked patrol cruiser when the rear of the vehicle was struck by the front of speeding vehicle.			X	X

RO = Record Only

DEPT	2025		2025				
	INJURIES	YEAR TO	2024	RESTRICTED	LOST DAYS	RESTRICTED	LOST DAYS
	THIS MONTH	DATE	Total Injuries Last Year	DAYS THIS YEAR	THIS YEAR	DAYS 2024	2024
PARK & REC			1			4	56
FIRE			1				
POLICE	1	1	7		14	0	17
STREET		1	1				
WATER			1				
SEWER							
CT			1				
REDV			1				
TOTALS	1	2	13	0	14	4	73

Effective January 1, 2002 OSHA changed the recordkeeping guidelines. We now count the number of days lost from the day after the injury until the employee returns to work. Weekends, holidays, vacation days or other days scheduled off are included in the lost days count to a maximum of 180 days

**Communications:**

Community Garage Sale – March 15, 2025 at Lincoln Center  
Birthday Wishes to Konnie Kuiper who turns 86 today  
Birthday Wishes to Councilor Robertson whose birthday is Saturday  
Community Band Concert – March 20, 2025 at Monbeck Auditorium  
Restaurant Crawl March 25<sup>th</sup>  
Chamber of Commerce Breakfast with the Easter Bunny – March 29, 2025  
Arts & Craft Sale at the Lincoln Center – April 5, 2025  
Condolences were offered to Redevelopment Director Maria Becerra on the loss of her mother

**Appointments:**

• **Statutory Boards and Commissions**

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

Regional Statutory Commissions or Boards

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 Boards and Commissions**

3. **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)

*Action.* The Town Council President as municipal executive announced the reappointment of **Alex Robertson**, 2914 Highway Avenue, Highland as the Town Council Representative to the Main Street Bureau Board of Directors.

**Legislative Appointments**

1. **Advisory Board of Zoning Appeals:** (1) appointment to be made by Fiscal Body. (Note: Currently held by David Helms, term ending 1<sup>st</sup> 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 1<sup>st</sup> Monday January 2025). Term is for three (3) years. (Current composition for these five citizen positions is three democrats and two republicans)

Action. Councilor Robertson moved the re-appointment *Mike Danko* (R), 3501 Eder Place, Highland and the appointment of *Shar Miller* (R), 9013 Cottage Grove Avenue, Highland to a three-year term on the Town Board of Metropolitan Police Commissioners, subject to the limitation in IC 36-1-15-10(d)(1). Councilor Scheeringa seconded. Upon a roll call vote, there were four (4) affirmatives and one (1) negative, with Councilors Robertson, Black, Scheeringa and Georgeff voting in the affirmative and Councilor Turich voting in the negative. . The motion passed. Mike Danko was re-appointed and Shar Miller was appointed to the Town Board of Metropolitan Police Commissioners as indicated. The Clerk-Treasurer noted he would prepare the required certification of appointment as required in the statute.

#### Regional Statutory Commissions or Boards

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 member of the Town Council. Term is co-extensive with term on council unless legislative body acts otherwise.

#### Home Rule Commissions

5. **Main Street Bureau Board:** (17) appointments to be made by the Town Council. Term: Two years ending 1 Jan 2075. *Currently serving are Alex Robertson, Diane Barr-Roumbus, James Roumbus Sandy McKnight, Al Simmons, Ben Reinhart, Sandy Ray, Ben Tomera and Desiree Biro.*

#### General Orders and Unfinished Business:

1. **Proposed Ordinance No. 1804-A:** An Ordinance to Amend Chapter 9.05 of the Highland Municipal Code entitled Fire Department making modifications and technical corrections. (Introduced by Councilor Scheeringa at the February 24, 2024 plenary meeting. To pass requires a simple majority of the Council)

Councilor Scheeringa moved for the passage and adoption of Ordinance No. 1804-A Councilor Robertson seconded. Upon a roll call vote, there were three (3) affirmatives, One (1) Negative and one (1) abstention, with Councilors Robertson, Black and Scheeringa voting in the affirmative and Councilor Georgeff voting in the negative and Councilor Turich abstaining. The motion passed. Ordinance 1804-A was passed and adopted upon the signature of the municipal executive.

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 24<sup>th</sup> 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 3 in favor 1 opposed and 1 abstention.

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

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George Georgeff, President (IC 36-5-2-10)

ATTEST:

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

**New Business:**

1. **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:

Councilor Black introduced and moved the consideration of Ordinance No. 1808-C at the same meeting of introduction. Councilor Turich seconded. Upon a roll call vote, a unanimous vote being necessary to consider the Ordinance on the same night of introduction, there were five (5) affirmatives and no negatives. The motion passed. The Ordinance could be considered at the same meeting of its introduction.

Councilor Black moved the passage and adoption of Ordinance No. 1808-C at the same meeting of its introduction. Councilor Turich seconded. Upon a roll call vote, a two-thirds vote being necessary, there were five (5) affirmative votes and no negatives. The motion passed. Ordinance No. 1808-C was passed and adopted upon the signature of the municipal executive at the same meeting of its introduction.

**ORDINANCE No. 1808-C of the  
TOWN of HIGHLAND, INDIANA**

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 CREATING A CATEGORY labelled the HIGHLAND COUNCIL OF COMMUNITY EVENTS COMMISSION and AFFIXING the NUMBER of BOARD MEMBERS and their COMPENSATION.

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

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

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

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

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

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

**WHEREAS**, The Town Council of the Town of Highland, as the town legislative body, has been advised that it is necessary compensate the five (5) member board of the **COUNCIL OF COMMUNITY EVENTS COMMISSION**; and

**WHEREAS**, The Town Council of the Town of Highland, as the Town Legislative body has been further advised to create and fix a compensation for the five (5) member board of the **COUNCIL OF COMMUNITY EVENTS COMMISSION** beginning April 1, 2025.

**NOW, THEREFORE, BE IT HEREBY ORDAINED** by the Town Council of the Town of Highland, Lake County, Indiana, that Section 6, labelled Town Legislative Body, Boards and Commissions be amended by adding category (I) labelled Highland Council of Community Events Commission, pursuant to the provisions indicated herein and as follows:

**Section 1.** That Section 6 of Ordinance No. 1808 be amended by

creating a section labelled Highland Council of Community Events Commission which shall be numbered as Section 6 (I) and read as follows:

**Section 6.** *Town Legislative Body, Boards and Commission.* That subject to the provisions of this ordinance, the salary and wages for the non-elected officers and employees of the Town of Highland is amended to read as follows:

(I) Highland Council of Community Events Commission

**Section 2.** That the compensation for the Highland Council of Community Events Commission be affixed to read as follows:

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

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

**Section 4.** That except where otherwise noted herein, other compensation and benefits matters not expressly provided herein for salaried and hourly employees and the Clerk-Treasurer shall be as set forth in the Compensation and Benefits Ordinance, commonly called the Employee Handbook as amended from time to time;

**Section 5.** (A) This Ordinance shall become effective and shall remain in full force and effect beginning *after its passage and adoption* pursuant to any constraints currently in force in Ordinance No. 1808 and until its repeal or amendment by subsequent enactment;

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

Introduced on the 10<sup>th</sup> day of March 2025. 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 10th Day of March 2025, 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**

---

George Georgeff, President (IC 36-5-2-10)

Attest:

---

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

2. **Proposed Ordinance No. 1815:** An Ordinance to Amend Chapter 12.15 of the Highland Municipal Code By Amending Solid Waste Service Fees Set Forth in Subdivision (F) of Section 12.15.090 of the Municipal Code Pursuant to IC 36-9-25 Et Sequitur and Modifying or Amending Certain Other Provisions for Technical Clarity and Correctness.

Councilor Black introduced and moved the consideration of Ordinance No. 1815 at the same meeting of introduction. Councilor Robertson seconded. Upon a roll call vote, a unanimous vote being necessary to consider the Ordinance on the same night of introduction, there were five (5) affirmatives and no negatives. The motion passed. The Ordinance could be considered at the same meeting of its introduction.

Councilor Black moved the passage and adoption of Ordinance No. 1815 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) affirmative votes and no negatives. The motion passed. Ordinance No. 1815 was passed and adopted upon the signature of the municipal executive at the same meeting of its introduction.

**ORDINANCE No. 1815  
of the  
TOWN of HIGHLAND, INDIANA**

**An Ordinance to Amend Chapter 12.15 of the Highland Municipal Code By Amending Solid Waste Service Fees Set Forth in Subdivision (F) of Section 12.15.090 of the Municipal Code Pursuant to IC 36-9-25 Et Sequitur and Modifying or Amending Certain Other Provisions for Technical Clarity and Correctness.**

**Whereas,** IC 36-1-3-2 confers upon all local units the powers that they need for the effective operation of government as to local affairs;

**Whereas,** IC 36-1-3-6 (b)(1) prescribes that any such exercise of power shall be authorized through enactment of an ordinance passed by the legislative body; and

**Whereas,** The Town of Highland, is a Municipal Government which may pass and

codify ordinances for the operation of the government, all pursuant to IC 36-1-4 and IC 36-1-5;

**Whereas,** The Sanitary District of Highland is governed by its Board of Sanitary Commissioners, pursuant to the provisions of IC 36-9-25 et seq; and

**Whereas,** IC 36-9-25-9 specifically provides that the Board of Sanitary Commissioners shall manage and control all works of the district and may purchase, acquire, construct, reconstruct, operate, repair and maintain all sewage works; and

**Whereas,** The Board of Sanitary Commissioners in performing its duties, may adopt resolutions, rules and by-laws that are necessary to carry out the provisions of IC 36-9-25 including repealing and amending them consistent with the Sanitary District Law; and;

**Whereas,** IC 36-9-25-11 specifically provides that the Board of Sanitary Commissioners may fix fees for the disposal of sewage and other waste discharged into the sewerage system, including – structures necessary or useful for the collection, treatment, purification, and sanitary disposal of the liquid waste, solid waste, sewage, storm drainage, and other drainage of a municipality, and may change fees from time to time in order to produce revenues sufficient to pay operation, maintenance and administrative expenses; and

**Whereas,** IC 36-9-25-9 expressly provides that the board shall collect and remove garbage, ashes, and other waste materials to prevent the pollution of watercourses within the district and to protect the public health; and

**Whereas,** Pursuant to Section 12.20.360 of the Highland Municipal Code, entitled, Annual Review, the Board of Sanitary Commissioners has studied the current rates and charges of the district and has determined that the rates and charges associated with solid waste management services should be modified; and

**Whereas,** The Board of Sanitary Commissioners has determined that establishing rates to support the costs associated with the solid waste management program is necessary to provide sufficient revenues for operation, maintenance and replacements to the program; and

**Whereas,** The Town of Highland through its Department of Public Sanitation and the Sanitary District provides solid waste management services for which the utilization is measurable and for which costs for administration, management and service provision are realized and the cost basis for these service elements has changed; and

**Whereas,** the Board of Sanitary Commissioners approved a contract with Republic Services of Indiana LP at its meeting of February 18, 2025 pursuant to the procedures set forth in 36-9-30 et seq., and IC 36-9-25 et seq.; and

**Whereas,** The Board of Sanitary Commissioners, following a public hearing conducted on March 4, 2025, determined that the schedule of fees for solid waste

management services required modification in order to remain just, equitable and sufficient to support the costs associated with the program, and did pass and adopted its Resolution No. 2025-05 recommending desirable and necessary changes to Chapter 12.15 of the Highland Municipal Code and recommended to the Town Council for its favor and action; and,

**Whereas,** The Board of Sanitary Commissioners, has requested that the Town Council of the Town of Highland as the legislative body favor approve and adopt these rates and charges pursuant to IC 36-9-25-11 and thereby put them into force and effect; and,

**Whereas,** The Town of Highland, through its Town Council now wishes to still further perfect its own organization as well as that of the Department of Public Sanitation and make certain amendments to the ordinance establishing and governing the rates and charges of the Sanitary District pursuant to IC 36-9-25-11; and

**Whereas,** the Town Council now desires to favor the recommendations for amendment to the Highland Municipal Code as recommended by the board of Sanitary Commissioners for Chapter 12.15 by making these amendments as commended,

**Now, Therefore,** Be it hereby ordained by the Town Council of the Town of Highland, Lake County, Indiana, as follows:

**Section 1.** That Section 12.15.090 (F) of the Highland Municipal Code be hereby amended by repealing in its entirety that section and replacing it with a new section to be numbered as Section 12.15.090 (F), which shall read as follows:

**Section 12.15.090 Solid Waste Management Fees and Services**

(F) The solid waste management and other fees shall be charged according to the following schedule and shall remain in effect as indicated until such time as they may be modified or rescinded by passage and adoption of an ordinance, pursuant to the terms of IC 36-9-25 et seq.:

**Solid Waste Management Fees Schedule  
Monthly Solid Waste Management Fees**

(1)	For the period beginning April 1, 2025:	
(a)	Qualified dwelling unit – 95-gallon refuse cart:	\$28.40
(b)	Qualified dwelling unit 95-gallon recycle cart:	\$3.00
(2)	For the period beginning April 1, 2026:	
(a)	Qualified dwelling unit – 95-gallon refuse cart:	\$29.83
(b)	Qualified dwelling unit 95-gallon recycle cart:	\$3.15
(3)	For the period beginning April 1, 2027:	
(a)	Qualified dwelling unit – 95-gallon refuse cart:	\$31.32
(b)	Qualified dwelling unit 95-gallon recycle cart:	\$3.31
(4)	For the period beginning April 1, 2028:	
(a)	Qualified dwelling unit – 95-gallon refuse cart:	\$33.13

- |     |     |   |                         |         |
|-----|-----|---|-------------------------|---------|
|     | (b) | Qualified dwelling unit                 | 95-gallon recycle cart: | \$3.51  |
| (5) |     | For the period beginning April 1, 2029: |                         |         |
|     | (a) | Qualified dwelling unit                 | 95-gallon refuse cart:  | \$35.33 |
|     | (b) | Qualified dwelling unit                 | 95-gallon recycle cart: | \$3.75  |
| (6) |     | For the period beginning April 1, 2030: |                         |         |
|     | (a) | Qualified dwelling unit                 | 95-gallon refuse cart:  | \$37.66 |
|     | (b) | Qualified dwelling unit                 | 95-gallon recycle cart: | \$4.01  |

**Section 2.** That Section 12.15.093 under Chapter 12.15 of the Highland Municipal Code be and is hereby deleted and repealed in its entirety.

**Section 3.** The provisions of this Ordinance amending the municipal code shall become and be in full force and effect from and after the date of its passage and adoption upon its signature by the executive in the manner prescribed by IC 36-5-2-10(a), provided as follows:

(A) That the fees and charges set forth herein shall be made effective from April 1, 2025 and thereafter, until their repeal or modification by passage and adoption of the necessary enabling instruments;

(B) That pursuant to 36-9-25-11(c) the fees and charges imposed by the passage and adoption of this ordinance shall become and be effective upon all users whose property is within the District, having been approved by the Board of Sanitary Commissioners and hereby adopted by the Town Council, which is the legislative body.

*Introduced before the Board of Sanitary Commissioners as a resolution on February 18, 2025. The resolution was ordered for a public hearing on March 4, 2025. Following the hearing, the Board passed the resolution and directed that the matter be set before the Town Council for its consideration, all pursuant to IC 36-9-25-11.*

Introduced and Filed on the 10th day of March 2025. 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 10th Day of March 2025 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**

\_\_\_\_\_  
George Georgeff, President (IC 36-5-2-10)

Attest:

\_\_\_\_\_  
Mark Herak

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

- 3. Works Board Order No. 2025-05:** An Order of the Works Board Approving and Authorizing the Metropolitan Police Chief to purchase from Flock Group Inc., dba Flock Safety, P.O. Box 121923 of Dallas Texas 75312-1923, a Fixed LPR Camera system, equipment and accessories pursuant to I.C.5-22-8-2

Councilor Black moved to approve Works Board Order No.2025-05. Councilor Scheeringa seconded. Upon a roll call vote, there were five (5) affirmatives and no negatives. The motion passed and Works Board Order No. 2025-05 was adopted pending the signature of the municipal executive.

**Town of Highland  
Board of Works  
Order of the Works Board 2025-05**

An Order Approving and Authorizing the Metropolitan Police Chief to purchase from Flock Group Inc., dba Flock Safety, P.O. Box 121923 of Dallas Texas 75312-1923, a Fixed LPR Camera system, equipment and accessories pursuant to I.C. 5-22-8-2.

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

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

**Whereas,** the Metropolitan Police Chief has identified Flock Group Inc., dba Flock Safety, P.O. Box 121923 of Dallas Texas 75312-1923 to be a desirable source vendor for the purchase a Fixed LPR Camera System at a price of \$19,450.00

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

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

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

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

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

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

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

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

**Section 1:** That the Works Board hereby authorizes and approves the purchase from Flock Group Inc., dba Flock Safety, P.O. Box 121923 of Dallas Texas 75312-1923, for the purchase of a LPR Camera System and supplies in the amount of \$19,450.00 pursuant to IC 5-22-2 and Section 3.05.060 (G) (2) of the Highland Municipal Code;

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

- A. That Flock Group Inc., dba Flock Safety, P.O. Box 121923 of Dallas Texas 75312-1923, is the sole source to meet the police departments reasonable requirements for this purchase; and,
- B. That for this purchase, the compatibility of equipment, accessories or replacement parts is a substantial consideration; and
- C. That for the foregoing rationale, this purchase qualifies as a special purchase pursuant to IC 5-22-10 et seq. and HMC Section 3.05.065 (I);

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

**Be It So Ordered.**

**DULY, PASSED, ADOPTED AND ORDERED** by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 10th day of March, 2025 having passed by a vote of 5 in favor and 0 opposed.

TOWN COUNCIL OF THE  
TOWN OF HIGHLAND, INDIANA

---

George Georgeff, President(IC 36-5-2-10)

Attest:

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

# flock safety

## INVOICE

Flock Group Inc dba Flock Safety  
[www.flocksafety.com](http://www.flocksafety.com)

Invoice Number INV-57491  
Invoice Date: 2/5/2025  
Due Date: 3/7/2025  
Payment Terms: Net 30  
PO#:

*LPR*

Bill To: IN - Highland PD  
Highland, Indiana, 46322

Ship To: IN - Highland PD  
3315 Ridge Rd  
Highland, Indiana 46322

Billing Company Name: IN - Highland PD  
Billing Contact Name: Glen Cox  
Billing Email Address: [gcox@highland.in.gov](mailto:gcox@highland.in.gov)

Payment Terms: Net 30  
Contracted Billing Structure: Annual - First Year at Signing

Notes: IN - Highland PD - 4LPR/1PTZ Expansion: Year 1 of 12 Month Term

*Please note a minor change to our invoices starting February 1, 2025 updating product/SKU names listed in each line item. This change is only to naming conventions and will not affect the products, functionality, or services you receive from Flock Safety. Please update your payment system to reflect these new product/SKU names as needed.*

ITEMS	QTY	UNIT PRICE	SALES TAX	TOTAL
Professional Services - Standard Implementation Fee	3	\$650.00	\$0.00	\$1,950.00
Professional Services - Electrical Implementation Fee	1	\$1,250.00	\$0.00	\$1,250.00
Flock Safety LPR, fka Falcon	4	\$3,000.00	\$0.00	\$12,000.00
Flock Safety Video Camera PTZ w/ LTE Service, fka Condor	1	\$3,000.00	\$0.00	\$3,000.00
Professional Services - Electrical Implementation Fee	1	\$1,250.00	\$0.00	\$1,250.00

Unless otherwise noted on the Order Form, the Term shall commence upon first installation and validation of Flock Hardware.  
Link to Location of Services: <https://planner.flocksafety.com/public/319863f-0040-4293-954c-b7779ef05d87>

Subtotal: \$19,450.00  
Sales Tax: \$0.00  
Credit: \$0.00  
Payments: \$0.00  
Balance Due: \$19,450.00

*1025-  
6017 430.912*

If you have questions about your invoice or need to update your billing contact information, please email [billing@flocksafety.com](mailto:billing@flocksafety.com) or call 866-901-1781, option 3.

**flock safety**

**INVOICE**

Flock Group Inc dba Flock Safety  
[www.flocksafety.com](http://www.flocksafety.com)

Invoice Number INV-57491  
Invoice Date: 2/5/2025  
Due Date: 3/7/2025  
Payment Terms: Net 30  
PO#:

Payment Remittance Information	
<b>Pay by Check:</b>	<b>Pay by ACH:</b>
Payable to: Flock Group Inc Memo: INV-57491 Mail to: PO Box 121923 Dallas, TX 75312-1923	Account Legal Name: Flock Group Inc. Account Number: 3302113966 Account Type: Checking Routing / SWIFT Code: 121140399 / SVBKUS6S
<i>If paying by check, please include the remittance slip below.</i>	<i>If paying by ACH, please include your invoice number in the memo section of the ACH transfer request.</i>

Please be aware that failure to pay the invoice by the due date may result in an interest penalty or disconnection of service, as specified in your contract.

.....  
Detach and Return with Payment

**Make Checks Payable to: Flock Group Inc**

If sending via Flock Group Inc Account: IN - Highland PD  
USPS: PO Box 121923  
Dallas, TX 75312-1923

Or

Invoice # INV-57491

If sending via Flock Group Inc  
UPS, FedEx or 891923  
USPS: 1501 North Plano Rd. ste 100  
Richardson, TX 75081

Amount Due: **\$19,450.00**

Amount Enclosed: \$ \_\_\_\_\_

4. **Works Board Order No. 2025-06:** An Order Approving and Authorizing An agreement between NIES Engineering, Incorporated and the Town of Highland to perform Professional Engineering Services during Construction for the 2025 Community Crossings Matching Grant (CCMG) Street Improvement Project in the amount not-to-exceed \$90,000

Councilor Black moved to approve Works Board Order No.2025-06. Councilor Robertson seconded. Upon a roll call vote, there were five (5) affirmatives and no negatives. The motion passed and Works Board Order No. 2025-06 was adopted pending the signature of the municipal executive.



February 28, 2025

Highland  
George Georgeff  
3333 Ridge Road  
Highland, IN 46322

RE: Community Crossing Matching Grant Fund 2025-1

Dear George Georgeff:

The Indiana Department of Transportation (INDOT) has completed the review and selection of projects for funding in the 2025-1 Community Crossings Matching Grant Fund Program. Your community has preliminarily been awarded \$753,271.70 in Community Crossings Matching Grant Funds based upon your estimates from your project application(s). A Community Crossings Matching Grant award letter will be included in the Local Roads and Bridges Matching Grant Agreement as Attachment B.

The Community Crossings Matching Grand Funds, which are administered by INDOT, will be used for funding up to 50 percent of the construction of your project or the purchase of materials. These grant dollars will enable you to help build and improve Indiana's infrastructure.

The state of Indiana looks forward to partnering with all Hoosier communities, both urban and rural, to invest in road and bridge infrastructure projects. Improvement to local roads and bridges will bring about economic development, create jobs, and strengthen local transportation networks for all of Indiana.

Sincerely,

A handwritten signature in black ink, appearing to read "Mike Braun".

Mike Braun, Governor

A handwritten signature in black ink, appearing to read "Kent Abernathy".

Kent Abernathy, INDOT Commissioner



March 6, 2025

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

RE: Proposal for Professional Design Engineering Services  
2025 Community Crossings Matching Grant (CCMG) Street Resurfacing Project

Dear Mr. Knesek:

Thank you for the opportunity to present this proposal for professional design engineering services for Highland's 2025 CCMG Street Resurfacing Project. Since INDOT has preliminarily awarded the full \$753,271.70 amount requested in Highland's 2025 CCMG Application #14322, the proposed design work will encompass all 12 road segments included in the application, as listed in attached Table 1.

Our proposal is based on providing engineering services including field survey work for intersection sidewalk ramps and curb/gutter replacement areas, preparation of basic street resurfacing plans and specifications suitable for competitive bidding and assistance during the bid process. We propose to provide design engineering services for a not-to-exceed fee of \$90,000.00. Billings will not exceed the budget without your prior authorization. We propose to provide engineering services based on the hourly billing rates presented in Table 2. Direct expenses such as reproduction and similar items will be billed at actual cost. Mileage will be billed at the current IRS approved rate. The attached "Standard Conditions for Professional Engineering Services" is included by reference.

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

Yours very truly,  
NIES Engineering, Inc.

TOWN OF HIGHLAND, INDIANA

*Derek Snyder*

Accepted By: \_\_\_\_\_

Derek R. Snyder, P.E.  
Vice President

Date: \_\_\_\_\_

cc: Highland Town Council  
Mr. Mark Herak

Table 1  
Town of Highland, Indiana  
2025-1 Community Crossings Matching Grant Application #14322

2025-1 CCMG Project Locations			
Street Name	Limits	Estimated Construction Cost	Estimated Match
Wirth Rd	Kleinman Rd to Cline Av	\$ 213,093.00	\$ 106,546.50
Price Pl	Wirth Rd to 38th St	\$ 47,262.00	\$ 23,631.00
38th St	Price Pl to Cline Av	\$ 32,217.00	\$ 16,108.50
42nd Pl	Liable Rd to Kleinman Rd	\$ 126,553.00	\$ 63,276.50
Grace St	120' S. of 41st St to 41st St	\$ 47,075.00	\$ 23,537.50
Grace St	Ridge Rd to Strong St	\$ 406,853.00	\$ 203,426.50
Delaware St	Ridge Rd to LaPorte St	\$ 334,677.40	\$ 167,338.70
Condit St	Kennedy Av to 5th St	\$ 91,419.00	\$ 45,709.50
Woodward Av	Bluebird Ln to Martha St	\$ 69,506.00	\$ 34,753.00
Woodward Av	Martha St to Dead End	\$ 31,661.00	\$ 15,830.50
Georgetowne Dr	Dead End to Kennedy Av	\$ 88,847.00	\$ 44,423.50
Sara Ln	Dead End to Dead End	\$ 17,380.00	\$ 8,690.00
TOTAL COST		\$ 1,506,543.40	\$ 753,271.70

Table 2  
2025 NIES Engineering Personnel Hourly Rates

Classification	Hourly Rate	
	Regular	Overtime
Intern	\$50.00	\$60.00
Clerical	\$55.00	\$65.00
Senior Clerical	\$60.00	\$70.00
Administrative Assistant	\$75.00	\$90.00
Senior Administrative Assistant	\$95.00	\$110.00
Technician Level 1	\$75.00	\$90.00
Technician Level 2	\$90.00	\$105.00
Technician Level 3	\$110.00	\$130.00
Technician Level 4	\$125.00	\$145.00
Technician Level 5	\$135.00	\$160.00
Technician Level 6	\$145.00	\$170.00
Engineer Level 1	\$95.00	\$115.00
Engineer Level 2	\$120.00	\$140.00
Engineer Level 3	\$130.00	\$150.00
Engineer Level 4	\$170.00	\$170.00
Engineer Level 5	\$180.00	\$180.00
Surveyor Level 2	\$125.00	\$125.00
Project Manager	\$155.00	\$155.00
Senior Project Manager	\$180.00	\$180.00
Principal Level 1	\$175.00	\$175.00
Principal Level 2	\$195.00	\$195.00
Senior Principal	\$230.00	\$230.00

NIES-2025-B-IN

#### STANDARD CONDITIONS FOR PROFESSIONAL ENGINEERING SERVICES

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

**1. REIMBURSABLE EXPENSES:**

- 1.1. Reimbursable expenses are defined as follows and shall be invoiced at direct cost:
- Reproduction of documents.
  - Shipping and mailing expenses.
  - Any other disbursements, application fees, etc., made on behalf of the Owner.

**2. INDEMNIFICATION:**

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

**3. TERMINATION:**

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

**4. BILLING/PAYMENTS:**

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

**5. REUSE OF DOCUMENTS:**

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

NIES-2025-B-IN

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

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

**7. MEDIATION:**

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

**8. FIDUCIARY RESPONSIBILITY:**

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

**9. HAZARDOUS MATERIALS:**

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

**10. CONSEQUENTIAL DAMAGES**

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

**11. SEVERABILITY:**

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

END OF TERMS AND CONDITIONS

NIES-2025-B-IN

**5. Works Board Order No. 2025-07:** An Order of the Works Board Offering, Authorizing and Approving an Extension to the Contract between the Town of Highland and Dave's Tree Service, for tree services through December 31, 2025, all Pursuant to Indiana Code 5-22-17-4 and Chapter 3.05.040(A) of the Highland Purchase Code.

Councilor Scheeringa moved to approve Works Board Order No.2025-07. Councilor Robertson seconded. Upon a roll call vote, there were five (5) affirmatives and no negatives. The motion passed and Works Board Order No. 2025-07 was adopted pending the signature of the municipal executive.

**TOWN of HIGHLAND  
BOARD OF WORKS  
ORDER of the WORKS BOARD NO. 2025-07**

An Order of the Works Board Offering, Authorizing and Approving an Extension to the Contract between the Town of Highland and Dave's Tree Service for Tree Services through December 31, 2025, all Pursuant to Indiana Code 5-22-17-4 and Chapter 3.05.040(A) of the Highland Purchase Code.

**Whereas,** The Town of Highland did receive bids on February 22, 2024 for Tree Services, pursuant to IC 5-22 *et seq.* and on February 26, 2024, the Town Council for the Town of Highland accepted and awarded a bid for tree services inclusive of tree and stump removal to Dave's Tree Service, Inc. as the lowest responsible and responsive bid; and

**Whereas,** Dave's Tree Service, Inc. has expressed interest, through a letter dated February 7, 2025, attached hereto, to extend the current contract for an additional year at the same terms and conditions for Tree Services, inclusive of tree and stump removal; and

**Whereas,** Dave's Tree Service, Inc. has demonstrated professional competence and qualifications to perform the tree services for the Town of Highland and it has been determined that extending the current contract will realize a cost and time savings for mutual benefit of both parties; and

**Whereas,** The Town Council for the Town of Highland, pursuant to IC 5-22-17-4, now wishes to offer a contract extension to Dave's Tree Service, Inc., through December 31, 2025, for Tree Services, under the original terms, conditions and prices as the original contract (1-year), all pursuant to IC 5-22-17-4,

**Now Therefore Be it Ordered** by the Town Council of the Town of Highland, Lake County, Indiana,

**Section 1.** That the Director of Public Works is hereby ordered to offer a contract extension to Dave's Tree Services, Inc. under the same terms, conditions, and prices for the period January 1, 2025 through December 31, 2025;

**Section 2.** That, if accepted, the Director of Public Works be authorized to execute the Contract Extension with his signature as attested thereto by the Clerk Treasurer.

**Be it So Ordered**

**DULY, PASSED, ADOPTED and ORDERED** by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 10th day of March, 2025 having passed by a vote of 5 in favor and 0 opposed.

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

---

George Georgeff, President (IC 36-5-2-10)

Attest:

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

2024 Bid Tabulation  
Tree Services

Bids Received on February 22, 2024 at 10:15 AM					Dave's Tree Service, Inc.		Raptor's Tree Service LLC	
Item	Class	Estimated Quantity	Unit	Measured Diameter at Height of 24"	Unit Price	Amount	Unit Price	Amount
1	Scheduled Tree Removal	3	EA	12" to 24"	\$600.00	\$1,800.00	NR	NR
2	Scheduled Tree Removal	6	EA	25" to 36"	\$1,400.00	\$8,400.00	NR	NR
3	Scheduled Tree Removal	12	EA	37" to 60"	\$2,200.00	\$26,400.00	NR	NR
4	Scheduled Tree Removal	3	EA	>60"	\$2,800.00	\$8,400.00	NR	NR
5	Emergency Tree Removal	1	EA	12" to 24"	\$900.00	\$900.00	NR	NR
6	Emergency Tree Removal	2	EA	25" to 36"	\$2,300.00	\$4,600.00	NR	NR
7	Emergency Tree Removal	2	EA	37" to 60"	\$2,400.00	\$4,800.00	NR	NR
8	Emergency Tree Removal	2	EA	>60"	\$2,900.00	\$5,800.00	NR	NR
9	Stump Grinding	1290	INCH	Stump Grinding	\$7.00	\$9,030.00	NR	NR
<b>Total Bid Amount</b>						<b>\$70,130.00</b>		<b>NR</b>
	Affidavit of Compliance					√		
	Contractor's Bid for Public Works - Form 96					√		
	Certification Regarding Unauthorized Aliens					√		
	5% Bid Security					√		

DAVE'S TREE SERVICE, INC.  
1555 Park West Circle  
Munster, IN 46321

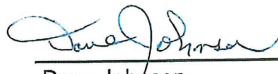
Office: 219-922-1819  
Fax: 219-922-9843  
Cell: 219-712-1600

February 7, 2025

Attn: mknesek@highland.in.gov

#### TOWN OF HIGHLAND

Dave's Tree Service, Inc. will hold pricing for tree removal, stump removal and emergency work as quoted in the February 6, 2024 awarded contract bid for the entire 2025 contracted season.

  
\_\_\_\_\_  
Dave Johnson  
Owner

6. **Works Board Order No. 2025-08:** An Order of the Works Board Accepting the Bids of Big Concrete & Excavating, for (concrete work) for the Year 2025 in the Amount of \$75,810.

(a) Attorney verification of Proofs of Publication: The TIMES 20th & 27th of February 2025. Bids Opened March 6th.

\*IC 5-3-1-2(e) - If the event is the receiving of bids, notice shall be published two (2) times, at least one (1) week apart, with the second publication made at least seven (7) days before the date the bids will be received.



#### OFFICIAL AD PROOF

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](mailto:help@column.us)

Notice ID: riEFByMwZZfityPHXHHq | Proof Updated: Feb. 14, 2025 at 03:37pm CST  
Notice Name: Invitation to Bid - 2025 Concrete | Publisher ID: 100035

See Proof on Next Page

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.

FILER	FILING FOR
TOWN OF HIGHLAND PUBLIC WORKS	Northwest Indiana
/Legals Webb	Times
kwebb@highland.in.gov	
(219) 972-5069	

Columns Wide: 1	Ad Class:	Legals
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02/20/2025: Indiana Government (CM)	67.86
(2 Run) Notice	
02/27/2025: Indiana Government (CM)	67.86
(2 Run) Notice	

<b>Total</b>	<b>\$135.72</b>
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Enrolled Minutes  
Highland Town Council  
March 10, 2025  
Page 39 of 57

Advertisement for Bids  
Town of Highland  
Road Materials and Supplies (Concrete Work)

Notice is hereby given that the Town Council of the Town of Highland, Lake County, Indiana, will receive sealed bids for the following road materials, supplies and services for the year 2025:

Concrete Curb and Gutter (Rollback and Highback)  
Concrete Sidewalk  
Concrete Driveway

Bids will be received at the Highland Public Works Facility, 8001 Kennedy Avenue, Highland, Indiana, 46322 until 10:00 a.m. (local time), Thursday, March 6, 2025, at which time all bids will be opened and read aloud. The bid documents, including specifications, are on file at the office of the Public Works Director of the Town of Highland, 8001 Kennedy Avenue, Highland, Indiana and may be obtained upon request. All bids are to be furnished in accordance with the bid documents on file in the office of the Public Works Director.

Bidders shall execute their bids on forms prescribed by the Town of Highland and shall include the Indiana State Board of Accounts Form 96, Certification Regarding Unauthorized Aliens, Town of Highland Responsible & Responsive Bidder - Affidavit of Compliance, signed copies of Addenda (if issued) and satisfactory bid security.

Each Bidder must ensure that all employees and applicants for employment are not discriminated against because of their race, creed, color, sex, or national origin.

Each bid shall be accompanied by an acceptable certified check or cashier's check made payable to the Town of Highland or an acceptable bid bond, executed by an incorporated surety company in good standing and qualified to do business in the State of Indiana, in an amount equal to 5 percent of the total bid price.

The successful bidder will be required to furnish, execute, and deliver to the Town of Highland a satisfactory performance bond in the amount of their bid to guarantee the faithful performance of the contract.

The successful Contractor and his or her subcontractors shall be a licensed "Specialty Contractor" with the Town of Highland pursuant to Chapter 5.20 "Licensing of Building Contractors" of the Highland Municipal Code.

The Town Council of the Town of Highland reserves the right to reject any and all bids.

Mark J. Knesek  
Public Works Director  
Highland, Indiana  
2/20, 2/27 - 100035

HSPAXLP

Councilor Robertson moved to approve Works Board Order No.2025-08. Councilor Black seconded. Upon a roll call vote, there were five (5) affirmatives and no negatives. The motion passed and Works Board Order No. 2025-08 was adopted pending the signature of the municipal executive.

**Town of Highland  
BOARD OF WORKS  
ORDER OF THE WORKS NO. 2025-08**

**AN ORDER OF THE WORKS BOARD ACCEPTING CERTAIN BIDS  
FOR ROAD MATERIALS, SUPPLIES, AND SERVICES, CONCRETE  
WORK, AND AWARDING A CONCRETE SERVICES CONTRACT TO  
Big Concrete and Excavating, 6707 Broadway Avenue,  
Merrillville, Indiana, IN THE AMOUNT OF Seventy-Five  
THOUSAND Eight HUNDRED AND Ten DOLLARS FOR THE YEAR  
2025 AS THE LOWEST RESPONSIVE AND RESPONSIBLE BID**

**Whereas,** The Town Council, as the Board of Works of the municipality, has deemed it necessary to solicit bids for road materials and supplies, and services (concrete work), in order to construct, repair, and maintain public ways throughout the Town; and

**Whereas,** The purchase price exceeds \$15,000.00 and pursuant to §3.05.040 (C) of the HMC requires the express approval of the purchasing agency; and

**Whereas,** The Town Council, pursuant to §3.05.030(A)(1) of the HMC, serves as purchasing agency for the Public Works Department; and

**Whereas,** The Public Works Director, pursuant to §3.05.050(D)(1) of the HMC, serves as the Purchasing Agent for the Public Works Department; and

**Whereas,** The Purchasing Agent, pursuant to §3.05.060(F) of the HMC, expected that the purchase, aggregate, would be at least \$50,000 but not more than \$150,000, and invited quotes in accordance with Section §3.05.060(F) of the HMC; and

**Whereas,** The Public Works Director has prepared quote specifications for the work anticipated for the year 2025 and the work was bid in accordance with §3.05.060(F) of the HMC; and

**Whereas,** Bids pursuant to the specifications for concrete work were received on Thursday, March 6, 2025, at 10:00 o'clock a.m., with the bid tabulation being as follows:

<u>Company</u>	<u>Total Base Bid</u>
Davis Concrete	\$90,550.00
Rieth-Riley Construction Co., Inc.	\$103,039.20
H3 Concrete, Inc.	\$78,888.00
Big Concrete & Excavating	\$75,810.00
Gariup Construction Co., Inc.	\$251,500.00

**Whereas,** The Public Works Director has reviewed the quote and determined that the quote of Big Concrete & Excavating, 6707 Broadway Avenue, Merrillville, Indiana, in the amount of Seventy-Five Thousand Eight Hundred Ten Dollars and no Cents (\$75,810.00) to be the lowest responsive and responsible bid; and

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

**Whereas,** The Town of Highland, through its Town Council now desires to accept and approve the agreement for service as herein described, representing the lowest responsive and responsible quote,

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

**Section 1.** That the bid for concrete work from **Big Concrete & Excavating** be accepted as the lowest responsive and responsible bid as follows:

<u>Description</u>	<u>Unit</u>	<u>Quantity</u>	<u>Unit</u>	<u>Price</u>
<b>Total Cost</b>				
Highback Curb	LF	60	\$41.00	\$2,460.00
Rollback Curb	LF	500	\$39.00	\$19,500.00
4" Sidewalk	SF	3,500	\$9.50	\$33,250.00
Curb Ramp (ADA)	SF	200	\$19.00	\$3,800.00
6" Driveway	SF	1,200	\$14.00	\$16,800.00

**Section 2.** That the Public Works Director is hereby authorized to execute agreements and all documents necessary to implement the work.

**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 10<sup>th</sup> day of March, 2025 having passed by a vote of 5 in favor and 0 opposed.

**WORKS BOARD OF THE TOWN  
HIGHLAND, INDIANA**

Enrolled Minutes  
 Highland Town Council  
 March 10, 2025  
 Page 42 of 57

George Georgeff, President (IC 36-5-2-10)

Attest:

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

Project:	Concrete Service				
Engineer:					
Bid Date:	March 8, 2025 @10:00am				
Doc Fee:	No Fee				
Set #	Company	Name	Phone #	Email Address	Issued by
1	H3	Ian Hook		ihook@h3concrete.com	kw 2-20-25
2	Rieth-Riley	Sandra Thomas		stthomas@Rieth-Riley.com	nk 2-20-25
3	Big Concrete	Todd O'Day			2/20/25
4	Davis Concrete	Chaz Davis		chazdavis@davisconcrete.com	2-21-25
5	Garing Cons.	Michelle Lauerman		Michelle.Lauerman@garing.com	2-21-25
6	CARDENAS ENTERPRISES			CARDENAS.ENTRPRSES.INC@gmail.com	2-25-25
7					
8					
9					
10					

Town of Highland, Indiana  
2025 Road Materials and Supplies (Concrete Work)  
Bid Tabulation

Name of Bidder	Email Address	Total Base Bid	Affidavit of Compliance	State Form 96	E-Verify	5% Bid Security
319 Concrete (TODD O'DAY)	TODD@319concrete.com	\$ 75,810.00	✓	✓	✓	✓
Davis Concrete	chardavis@davisconcrete.com	\$ 90,550.00	✓	✓	✓	✓
Riehl-Riley Construction Co., Inc.	bruce@riehl-riley.com	\$ 103,370.00	✓	✓	✓	✓
At Garinup Construction	Alexander.garinup@garinup.com	\$ 251,500.00	✓	✓	✓	✓
H3 concrete	jhuckels@h3concrete.com	\$ 78,888.00	✓	✓	✓	✓
		\$				
		\$				
		\$				
		\$				
		\$				
		\$				
		\$				
		\$				
		\$				

*2025 Bid Form*  
*Road Materials and Supplies (Concrete Work)*

Item	Class	Estimated Quantity	Unit	Description	Unit Price	Amount
1	Concrete	60	LF	Highback Curb	\$ 41.00	\$ 2460.-
2	Concrete	500	LF	Rollback Curb	\$ 39.00	\$ 19500.-
3	Concrete	3500	SF	4" Sidewalk	\$ 9.50	\$ 33250.-
4	Concrete	200	SF	Curb Ramp (ADA)	\$ 19.00	\$ 3800.-
5	Concrete	1200	SF	6" Driveway	\$ 14.00	\$ 16800.-
Total Bid Amount						\$ 75,810.-

Bidder: Big Concrete & Excavating

Agent: Todd M. O'Day

Signature of Agent: TMO

Address: 6707 Broadway

Merrillville, IN 46410

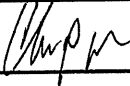
Phone: 219-718-8555

*2025 Bid Form*  
*Road Materials and Supplies (Concrete Work)*

Item	Class	Estimated Quantity	Unit	Description	Unit Price	Amount	
1	Concrete	60	LF	Highback Curb	\$ 55. <sup>00</sup>	\$ 3,300. <sup>00</sup>	✓
2	Concrete	500	LF	Rollback Curb	\$ 50. <sup>00</sup>	\$ 25,000. <sup>00</sup>	✓
3	Concrete	3500	SF	4" Sidewalk	\$ 11. <sup>50</sup>	\$ 40,250. <sup>00</sup>	✓
4	Concrete	200	SF	Curb Ramp (ADA)	\$ 35. <sup>00</sup>	\$ 7,000. <sup>00</sup>	✓
5	Concrete	1200	SF	6" Driveway	\$ 12. <sup>50</sup>	\$ 15,000. <sup>00</sup>	✓
Total Bid Amount						\$ 90,550. <sup>00</sup>	✓

Bidder: Davis Concrete Construction Co.

Agent: Christopher P. Davis President

Signature of Agent: 

Address: 11244 W. Manhattan-Monee Rd, Monee, IL 60449

Phone: 708-388-1100

*2025 Bid Form*  
*Road Materials and Supplies (Concrete Work)*

<i>Item</i>	<i>Class</i>	<i>Estimated Quantity</i>	<i>Unit</i>	<i>Description</i>	<i>Unit Price</i>	<i>Amount</i>
1	Concrete	60	LF	Highback Curb	\$ 67.00	\$ 4,020.00
2	Concrete	500	LF	Rollback Curb	\$ 55.00	\$ 27,500.00
3	Concrete	3500	SF	4" Sidewalk	\$ 11.50	\$ 40,250.00
4	Concrete	200	SF	Curb Ramp (ADA)	\$ 38.00	\$ 7,600.00
5	Concrete	1200	SF	8" Driveway	\$ 20.00	\$ 24,000.00
Total Bid Amount						\$ 103,370.00

Bidder: Rieth-Riley Construction Co., Inc.

Agent: Christopher W. Fouts, Sales Manager

Signature of Agent: 

Address: 7500 W. 5th Avenue

Gary, IN 46406

Phone: 219-977-0722

*2025 Bid Form*  
*Road Materials and Supplies (Concrete Work)*

Item	Class	Estimated Quantity	Unit	Description	Unit Price	Amount
1	Concrete	60	LF	Highback Curb	\$ 200.00	\$ 12,000.00
2	Concrete	500	LF	Rollback Curb	\$ 180.00	\$ 90,000.00
3	Concrete	3500	SF	4" Sidewalk	\$ 25.00	\$ 87,500.00
4	Concrete	200	SF	Curb Ramp (ADA)	\$ 100.00	\$ 20,000.00
5	Concrete	1200	SF	6" Driveway	\$ 35.00	\$ 42,000.00
<b>Total Bid Amount</b>						<b>\$ 251,500.00</b>

Bidder: Gariup Construction Co., Inc.

Agent: Matthew Gariup, Treasurer

Signature of Agent: \_\_\_\_\_



Address: 3965 Harrison Street (46408) P.O. Box 64879

Gary, IN 46401-0879

Phone: 219-887-5233

*2025 Bid Form*  
*Road Materials and Supplies (Concrete Work)*

Item	Class	Estimated Quantity	Unit	Description	Unit Price	Amount
1	Concrete	60	LF	Highback Curb	\$ \$43.30	\$ \$2,598.00
2	Concrete	500	LF	Rollback Curb	\$ \$40.40	\$ \$20,200.00
3	Concrete	3500	SF	4" Sidewalk	\$ \$9.90	\$ \$34,650.00
4	Concrete	200	SF	Curb Ramp (ADA)	\$ \$19.60	\$ \$3,920.00
5	Concrete	1200	SF	6" Driveway	\$ \$14.60	\$ \$17,520.00
Total Bid Amount						\$ \$78,888.00

Bidder: H3 Concrete, Inc.

Agent: Ian Hook

Signature of Agent: 

Address: 1800 E. Joe Orr Rd.

Chicago Heights, IL 60411

Phone: (708) 265-5705

Town of Highland, Indiana  
Board of Works  
2025 Road Materials and Supplies (Concrete)  
Bid Tabulation

Bids Received on March 6, 2025 at 10:00 AM				Davis Concrete		Rieth-Riley Construction Co., Inc.		Big Concrete & Excavating, Inc.		Ganup Construction Co., Inc.		H3 Concrete, Inc.		Cardenas Enterprises	
Item	Description	Quantity	Units	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	Highback Curb	60	LF	\$ 55.00	\$ 3,300.00	\$ 67.00	\$ 4,020.00	\$ 41.00	\$ 2,460.00	\$ 200.00	\$ 12,000.00	\$ 43.30	\$ 2,598.00	nr	nr
2	Rollback Curb	500	LF	\$ 50.00	\$ 25,000.00	\$ 55.00	\$ 27,500.00	\$ 38.00	\$ 19,000.00	\$ 180.00	\$ 90,000.00	\$ 40.40	\$ 20,200.00	nr	nr
3	4" Sidewalk	3,500	SF	\$ 11.50	\$ 40,250.00	\$ 11.50	\$ 40,250.00	\$ 9.50	\$ 33,250.00	\$ 25.00	\$ 87,500.00	\$ 9.90	\$ 34,650.00	nr	nr
4	Curb Ramp (ADA)	200	SF	\$ 35.00	\$ 7,000.00	\$ 38.00	\$ 7,600.00	\$ 19.00	\$ 3,800.00	\$ 100.00	\$ 20,000.00	\$ 19.60	\$ 3,920.00	nr	nr
5	6" Driveway	1,200	SF	\$ 12.50	\$ 15,000.00	\$ 20.00	\$ 24,000.00	\$ 14.00	\$ 16,800.00	\$ 35.00	\$ 42,000.00	\$ 14.60	\$ 17,520.00	nr	nr
				Total	\$ 90,550.00	Total Base Bid	\$ 103,370.00	Total Base Bid	\$ 75,610.00	Total Base Bid	\$ 251,500.00	Total Base Bid	\$ 78,888.00	Total Base Bid	\$ -
	Affidavit of Compliance				✓		✓		✓		✓		✓		
	Contractor's Bid for Public Works - Form 96				✓		✓		✓		✓		✓		
	Certification Regarding Unauthorized Aliens				✓		✓		✓		✓		✓		
	5% Bid Security				✓		✓		✓		✓		✓		

**Comments from the Town Council:**

*(Good of the order)*

- **Councilor Doug Turich:** *Park and Recreation Board Liaison • Liaison and Plan Commission Member • Advisory Board of Zoning Appeals Liaison • Redevelopment Commission Member • Liaison to Building & Inspection Department*

Councilor Turich acknowledged Building Commissioner Ken Mika who reviewed the Building and Inspection Report found under staff reports filed earlier in the agenda for the month of February and then gave the following report:

**3/10/25 HIGHLAND TOWN COUNCIL MEETING / BUILDING & INSPECTION REPORT**

- BZA & Plan Commission / No report.
- Summarized stats for February 2025 Building Dept. Report.

Ken Mika  
Town of Highland  
Building Commissioner / Zoning Administrator

Councilor Turich then acknowledged Park Superintendent Alex Brown, who said they've been having lots of huge events every weekend in the Lincoln Center. This past Sunday was a huge youth wrestling tournament which was held there for the 1st time. This took place on Sunday. He said the sponsored loved the facilities and if we ever have them back, we'll have to treat them differently as they operate differently from the basketball tournaments they host. When they host basketball tournaments, after the player finishes their game, they and their family leave. Not so with wrestling families. After their match, the families stay so parking became crazy. He said there were a lot of upset renters who could not find places to park. He said if they do come back, they probably won't rent rooms out on that day. He said the night before was the Daddy/Daughter Dance which was a very successful event. He said they just had their assessment and draft of the boys for the Boys Middle School Basketball League. They will have six (6) team this year. He said the HCCE had their 1st meeting last Wednesday and they elected officers with the Chairman being Sandy McKnight, Vice-Chairman Linda Carter and Secretary is Donna Scheidt. The meeting took only 45 minutes and was very efficient. He said the bid opening for the Hawk Signal at Kennedy and the bike trail is this Wednesday. He said the lead time on the signal arms is four (4) to six (6) months. He expects the signal to be operating by fall at the earliest.

Councilor Turich asked Mr. Brown to provide an update on the fence around Main Square. Alex said he is waiting on the final approval from the Council. He said the last question he had to answer was over two (2) weeks ago and it had to do with the gauge of aluminum. He said they are going with the heavier aluminum.

Councilor Georgeff said he gave approval last week so its okay to go to bid.

Alex Brown said he would call Nies tomorrow 1st thing. He added that they did add the conduit to all the brick columns just in case they ever want to decorate the columns or the fence. He felt it was smart to do it now and incorporated while construction is taking place.

- **Councilor Alex Robertson:** • *Redevelopment Commission Member* • *Fire Department Liaison*
  - *Public Works Liaison* • *Liaison to Main Street Bureau* • *Liaison to the Tree Board*
  - *Liaison to the Highland Neighbor for Sustainability.*

Councilor Alex Robertson acknowledged Fire Chief Mike Pipta. Chief Pipta reviewed the report found under Staff Reports earlier in the agenda for the month of February and added that tomorrow, at 9:15 was the national test for tornado preparedness will take place with everyone town testing their tornado sirens.

Council Robertson acknowledged Public Works Director Mark Knesek who said they reopened the garage on Saturdays for dumping. Residents will be able to dump six (6) days a week. The garage will be open on Saturday from 8 o'clock am. to 3:30 o'clock pm. He said they are going to have to give their salt quantities for 2026 by the end of the month which is crazy. He said it is kind of a dice roll on how much we're gonna need. He said they still have to get delivery of the balance of their 2025 salt order. He said they use around 2,500 tons a year. This year they cut back to 1,500 tons. He said that would probably hold them but he wouldn't feel comfortable not ordering any salt. He's thinking of paving an area behind the garage to store the additional salt as this will probably be an occurrence every year. He said Lake County Hazardous Waste is trying something new. They are going to combine hazardous waste day with paper shredding for all communities. If they have a hazardous waste day scheduled, they will now include paper shredding. It will be open to all residents of Lake County and not just the resident of that community. He said with rising costs of service, he was glad that Dave's Tree Service held his price and Big Concrete and Excavating actually came in 2% less than the current contract. He said redevelopment money could not be used to pay town employees to maintain the downtown. Because of that, then Public Works Director John Bach, contracted out but the cost was never transferred over and public works continued to pay the cost. This year, the cost is being transferred back to redevelopment. He said the money being saved will be used for tree removal. He said with the assessment going on now, he predicts that many more trees will be needed to be cut down. He said he would like to remove the remaining Ashe Trees in the downtown beds but in the flower beds are electrical and water lines in them which makes it difficult.

- **Councilor Thomas (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 he had no report.

- **Councilor Philip Scheeringa:** *Redevelopment Commission Member • Information Communications and Technology Department Liaison • Metropolitan Police Commissioners Liaison.*

Councilor Scheeringa acknowledged Metropolitan Police Chief Ralph Potesta who gave the following report:.

Town Council Notes for 03/10/2025 Meeting – Police Department

Pursuit update from this afternoon: Lake / Porter County officers chasing reported robbery suspect's w-b on I-80. Suspects had stolen over \$6,000 of merchandise from an unknown location in LaPorte County. Involved in accident at Cline / Highway. 4 suspects ran from the vehicle...2 towards Griffith and 2 towards Highland. All taken into custody in the immediate area.

0 – Robberies / Burglaries / Rapes / Auto Thefts / Vehicle Break-ins

15 Domestic Disturbance calls – 2 arrests

1 DUI

41 accidents handled

4 Retail Thefts – 2 arrests – 4 juveniles trespassed and released to parents

Loss range - \$78.00 to \$748.00 No Highland residents involved.

Suspects from Hammond – Merrillville – Crown Point – Cedar Lake – Fleeing vehicle with IL plate

February Patrol Stats:

42 Arrests

Total traffic citations issued: 261 Total traffic warnings Issued: 406

859 Incidents Handled 65 Accidents 6 DUI's

Will be sending one more patrol officer to SWAT qualifications – Josh Brzezinski – This will give us one Regional SWAT Team member on each patrol crew.

Our 2 officers who have been out with injury will both be back to work tomorrow.

2 Rookie's Finished FTO on own

Messages

From: BRIAN ORTH (HIPD) To: RALPH POTESTA; BRIAN ORTH  
Subject: CODE STATES FOR PAST 2 WEEKS  
STARTING ON MONDAY 2-24-25 TO TODAY MONDAY 3-10-25

11 DAYS ON DUTY WITH 1 OF THEM IN PATROL .....

TOTAL CASE --- 144.....

SELF INTI --- 136.....

1 HANDICAP CITATION .....

1 PARKING CITATION.....

19 JUNK VEHICLES TAGGED .....

35 FOLLOW UPS ON JUNK VEHICLES .....

CHECKING 3 BUSINESS'S PER SHIFT FOR HANDICAP & FIRE LANE VIOLATIONS

ORTH

Councilor Scheeringa then acknowledged IT Director Ed Dabrowski who said he had no formal report but would answer any questions anyone might have. No one had any questions.

- **Councilor George Georgeff:** *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 • Liaison to the Board of Water Works • Liaison to the Sanitary Board*

Councilor Georgeff reminded everyone that tickets are still available for the Chamber of Commerce Breakfast with the Easter Bunny. You can purchase tickets on line or at the Chamber's office which is located on Kennedy Avenue in Highland.

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

**Comments from Visitors or Residents:** None

Councilor Georgeff 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 February 26, 2025 through March 11, 2025. Councilor Scheeringa seconded. Upon a roll call vote, there were four (4) 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 February 26, 2025- March 11, 2025 in the amount of **\$394,139.60**.

**General Fund**, \$300,780.42; **MVH Fund**, \$50,081.60; **LR&S** \$6,435.00;  
**LAW Enforcement Continuing Education Training and Supply Fund**, \$1,220.60;  
**Public Safety Income**, \$9,366.00; **MCCD**, \$4,223.80; **ICT Fund**, \$13,054.08;  
**Insurance Premium** \$8,978.10

Payroll Docket for payday of February 21, 2025 by fund:

General, \$2,146.85

Payroll Docket for payday of February 21, 2025

Public Works Department (Agency), \$1,776.68;

Total Payroll: \$1,776.68

Payroll Docket for payday of March 7, 2025 by fund:

General, \$349,948.20

Payroll Docket for payday of March 7, 2025:

Office of Clerk-Treasurer, \$17,732.02; Building and Inspection Department, \$11,564.29; Metropolitan Police Department, \$172,278.41; Public Works Department (Agency), \$85,099.54; Fire Department, \$2,337.15; and Information and Technology Department, \$4,354.35;

Total Payroll: \$293,365.76

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, March 10, 2025, adjourned at 7:20 o'clock p.m.

Mark Herak  
Clerk-Treasurer

Approved by the Town Council at its meeting of March 24, 2025.