

**Enrolled Minutes of the Thirty-Fourth Regular Meeting or Special Meeting
For the Thirtieth Highland Town Council Regular Plenary
Business Meeting (In person) Monday, May 12, 2025**

The Thirtieth Town Council of the Town of Highland, Lake County, Indiana met in its regular plenary session on Monday, May 12, 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 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, Redevelopment Director Maria Becerra, John Reed, Attorney with JPR Legal Services were present.

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

Minutes of the Previous Meetings: The minutes of the April 28, 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 Downtown Redevelopment District Allocation Fund in the amount of \$632,700.00.

- (a) Attorney verification of Proofs of Publication: The TIMES 28 April 2025. The Town Attorney verified the proof of the publication complied with IC-5-3-1 et seq.



AFFIDAVIT OF PUBLICATION

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

State of Florida, County of Broward, ss:

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

Publication Dates:

- Apr 28, 2025

Notice ID: eVw8dzjBtGCnh7Ae4gH

Publisher ID: COL-IN-101002

Notice Name: Additional Appropriation May 12, 2025

Publication Fee: \$34.20

India Johnston

Agent



VERIFICATION

State of Florida
County of Broward

Signed or attested before me on this: 04/29/2025

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 12th day of May 2025, will consider the following additional appropriations in excess of the budget for the current year in the following funds:

Downtown Redevelopment District Allocation Fund

4445-0000-31029 Fence Construction Main Square	\$593,700.00
4445-0000-31005 Engineering Fence Main Square	\$39,000.00

Total for 300 Series: \$632,700.00
Total for the Fund: \$632,700.00

Funds to support these additional appropriations in the Downtown Redevelopment District Allocation Fund shall be supported by miscellaneous revenue, unreserved unobligated fund balance on deposit to the credit of the fund.

Taxpayers appearing at such meeting shall have a right to be heard thereon. The additional appropriations, as finally made, will be filed with the Department of Local Government Finance, for its review. The Department of Local Government Finance shall make a written determination of the sufficiency of funds within fifteen days of receipt of a certified copy of the action taken.

TOWN COUNCIL of HIGHLAND
George Georgeff, President
By: Mark Herak
Clerk-Treasurer
4/28 - COL-IN-101002

HSPAXLP

(b) Public Hearing:

Larry Kondrat, Highland, asked why the Council was appropriating money after the fact, as the contract has already been awarded and the contractor has already started construction? He was told that the money was in cash but had to be appropriated to be spent. He then asked if the funding was coming from his property tax dollars? He was told no; the increment came from the businesses located in the allocation zone.

The Council President asked if there were any other comments, hearing none, he closed the public hearing and brought it back to the Council.

(c) Action on **Appropriation Enactment No. 2025-18: An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the Downtown Redevelopment District Allocation 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. 2025-18 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. 2025-18 at the same meeting of its introduction. Councilor Scheeringa seconded. Upon a roll call vote, a two-thirds vote being necessary, there were four (4) affirmatives and one (1) negative, with Councilors Turich, Black, Scheeringa and Georgeff voting in the affirmative and Councilor Robertson voting in the negative. 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. 2025-18

An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the Downtown Redevelopment District Allocation 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 **Downtown Redevelopment District Allocation 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 **Downtown Redevelopment District Allocation Fund** and for the purposes herein specified, subject to the laws governing the same:

DOWNTOWN REDEVELOPMENT DISTRICT ALLOCATION FUND

Increase account:

4445-0000-31029	Fence Construction Main Square	\$	593,700.00
4445-0000-31005	Engineering Fence Main Square	\$	39,000.00
<i>Total for 300 Series:</i>		\$	632,700.00
TOTAL for FUND:		\$	<u>632,700.00</u>

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

Introduced and Filed on the 12th Day of May 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 12th Day of May 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

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

ATTEST:

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

2. **Executive Proclamation:** A Proclamation of the Municipal Executive Recognizing the week of May 4 through May 10, 2025 as Professional Municipal Clerks Week.

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

The Town Council President read aloud the enrolled executive proclamation and announced his approval of the proclamation and executed his signature.



Comments from the Public or Visitors: None

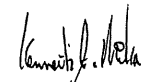
Staff Reports: The following staff reports were received and filed.

Building Report April, 2025

PERMIT TYPE	#	Res.	Comm.	Est. Cost	Fee Collected
Commercial Buildings	0			\$ -	\$ -
Comm. Additions/Remodel	7		7	\$ 278,328.00	\$ 5,007.00
Signs	1		1	\$ 7,346.00	\$ 223.50
Single Family	1	1		\$ 500,000.00	\$ 8,593.50
Duplex/Condo	0			\$ -	\$ -
Residential Additions	0			\$ -	\$ -
Residential Remodeling	82	82		\$ 1,285,982.00	\$ 23,752.50
Concrete/Asphalt/Flatwork	12	12		\$ 98,435.00	\$ 2,565.00
Garages	1	1		\$ 44,873.00	\$ 1,032.00
Sheds	1	1		\$ 3,099.00	\$ 157.50
Decks & Porches	3	3		\$ 16,261.00	\$ 897.00
Fences	16	16		\$ 91,346.00	\$ 3,064.50
Above/In ground pools	2	2		\$ -	\$ 108.00
Drain Tile/Waterproofing	2	2		\$ 18,382.00	\$ 496.50
Misc: Demos (2); Road Cuts (11)	13	13		\$ -	\$ 1,998.00
Total Building Permits	141	133	8	\$ 2,344,052.00	\$ 47,895.00
Electrical Permits	21	17	4	\$ -	\$ 2,483.00
					\$ -
Mechanical Permits	17	14	3	\$ -	\$ 2,597.00
Plumbing Permits	15	15		\$ -	\$ 2,473.05
Water Meters	1	1		\$ -	\$ 519.30
Water taps	0			\$ -	\$ -
Sewer/Storm Taps	0			\$ -	\$ -
Total Plumbing Permits	16	16	0	\$ -	\$ 2,992.35

April 2025 Code Enforcement: 107 Investigations, 72 Warnings & 15 Citations were issued.
Inspections done for the month of April 2025 were as follows: 25 Building Inspections,
24 Plumbing Inspections, 7 HVAC and 22 Electrical Inspections. There were no Electrical Exams given.

Submitted By:



Kenneth J. Mika

2025
TOWN OF HIGHLAND INJURIES FOR THE MONTH
APRIL

CASE	DATE	DEPARTMENT	DESCRIPTION	Record Only No Med Treatment	OSHA Recordable	Not OSHA Recordable	Filed with WC Insurance
	OF INJURY						
RO-5	4/4/25	Police	Running after subject fell on left shoulder	X		X	X
RO--6	4/7/25	Public Works	while stepping onto step to enter jet truck cab EE felt pop in left knee w/pain	X		X	X

RO = Record Only

DEPT	2025		2024	2025		2024	2024
	INJURIES	YEAR TO		RESTRICTED	LOST DAYS	RESTRICTED	LOST DAYS
	THIS MONTH	DATE	Total Injuries Last Year	DAYS THIS YEAR	THIS YEAR	DAYS 2024	2024
PARK & REC		1	1		7	4	56
FIRE			1				
POLICE	1	3	7		29	0	17
STREET	1	2	1		4		
WATER SEWER			1				
CT			1				
REDV			1				
TOTALS	2	6	13	0	40	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:

National Police Appreciation Week May 11th to May 17th
Friday, May 16th, Cop of the Roof Fundraiser for the Special Olympics, at the Dunkin Donuts on Indianapolis Blvd, from 5:00 o'clock a.m. to noon and from 7:00 o'clock a.m. to 9:00 o'clock a.m. at the new Dunkin Donuts on Kennedy Avenue.
May 17th, at 4:00 o'clock p.m., at Meadows Park, a charity mush ball game between the Highland PD and alumni Highland High baseball and softball players.
Spring Clean-up May 20, 2025
Community Garage Sale – May 23 & 24 from 8:00 o'clock a.m. to 3:00 pm.
May 26th, Memorial Day Ceremony at Main Square, 10:00 o'clock a.m.
Trash/Recycling will be on Wednesday, May 28th
May 30th, Movie in the Park, Main Square, at dusk
Summer Concert Series, Wednesday, June 4th, Main Square, 7:00 o'clock pm.
June 7th from 5:00 o'clock p.m. to 9:00 o'clock p.m. at the Lincoln Center Banquet Hall, Paws for a Cause Building Fundraiser. Donations \$25
Flag Day- Saturday, June 14, 2025
Highland Hazardous Waste Day – June 21, Highland Public Works Facility

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

Legislative Appointments

1. **Advisory Board of Zoning Appeals:** (1) appointment to be made by Fiscal Body. (*Note: Currently held by David Helms, term ending 1st Monday January 2025*). *Term is for three (3) years.*

Regional Statutory Commissions or Boards

Home Rule Commissions

2. **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 Number 1808-E: An Ordinance to Amend Ordinance No. 1808 to establish the wage and salary rates of the Elected Officers, the Non-Elected Officers, and the Employee of the Town of Highland, Indiana particularly regarding the creation of the Position of Inspector (part-time) within the Highland Fire Department. (Introduced by Councilor Scheeringa at the April 28th, 2025 plenary meeting).

Councilor Scheeringa moved for the passage and adoption of Ordinance No. 1808-E. Councilor Robertson seconded. Upon a roll call vote, there were four (4) affirmatives, no negatives and one (1) abstention, with Councilors Georgeff, Robertson, Black and Scheeringa voting in the affirmative and Councilor Turich abstaining. The motion passed. Ordinance 1808-E was passed and adopted upon the signature of the municipal executive.

**ORDINANCE No. 1808-E 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 the POSITION OF INSPECTOR (PART-TIME) WITHIN THE HIGHLAND FIRE DEPARTMENT.

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

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

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

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

WHEREAS, I.C. 36-5-3-2(c) still further provides that the compensation of an elected

town officer may not be changed in the year for which it is fixed, nor may it be reduced below the amount fixed for the previous year;

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

WHEREAS, The Town Council of the Town of Highland, as the town legislative body, has been advised that it is necessary create the position in the Fire Department of: **INSPECTOR (part-time)**; and

NOW, THEREFORE, BE IT HEREBY ORDAINED by the Town Council of the Town of Highland, Lake County, Indiana, that the position of Inspector (Part-Time) be created within the Highland Fire Department, pursuant to the provisions indicated herein and as follows:

Section 1. That Section 12(E) of Ordinance No. 1808 be amended by repealing Section 12 (E) of that Ordinance in its entirety and replacing it with a successor section, styled as Section 12 (E), which shall read as follows:

Section 12. *Fire Department.* That subject to the provisions of this ordinance, the salary and wages for the non-elected officers and employees of the Town of Highland are hereby fixed for its **Highland Fire Department** as follows:

(E) Support Staff:

	Starting Incumbent Rate	Rate
Administrative Assistant* \$2,204.20.	\$2,204.20	
<i>*If position of administrative assistant is filled, the position of secretary must be vacant.</i>		
Secretary (1)	\$ 22.48 per hr.	
Custodian (part-time)	\$7.84 – \$16.87 per hr.	
Inspector (part-time)	\$20. 00 per hr.	

Section 2. That all portions of ordinances in conflict with this ordinance are hereby repealed and are of no further force nor effect;

Section 3. That a job description be on file for any position created and authorized by this ordinance and maintained on file with the Highland Fire Department and

the Office of the Clerk-Treasurer;

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 and Filed 28th day of April 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 12th Day of May 2025, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 4 in favor and 0 opposed and 1 abstention.

**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)

New Business:

1. Meeting Schedule. Action to cancel and reschedule, the plenary meeting for Monday, May 26, 2025 to May 27, 2025 owing to the Memorial Day Holiday and cancelling the study session for Monday, May 26, 2025. *Pursuant to HMC Section 2.05.130(D), Town Council plenary and or study sessions may be cancelled by a majority vote of the Town Council or by direction of the Town Council president.*

Councilor Black moved to cancel and reschedule the standing plenary meeting for Monday, May 26, 2025 to Tuesday, May 27, 2025 and cancel the Monday, May 26th standing study session altogether and not rescheduling, owing to the Memorial Day Holiday. Councilor Scheeringa seconded. Upon a roll call vote, there were five (5) affirmatives and no negatives. The motion passed. The plenary meeting was rescheduled to Tuesday, May 27, 2025.

2. Ratify the calling of an Executive Session: Session convened at 9:10 p.m. Monday, April 28, 2025 and the Executive Session of Monday, May 12, 2025, pursuant to HMC Section 2.05.130(A) (4) and Section 2.05.130(A)(6) and Section 2.05.070(B)(3).

Councilor Scheeringa moved to ratify and approve the calling of the executive session as indicated. Councilor Black seconded. Upon a roll call vote, there were five (5) affirmatives and no negatives. The motion passed. The executive sessions were ratified.

3. Action to approve pay for employees who are temporarily replacing another employee at a higher grade level, after thirty full days in the position, pursuant to Section § 4.01 of the Compensation and Benefits Ordinance. The Superintendent of Parks & Recreation reported he had assigned Alyce Van Drunen and Laurie Glowacki to temporary Director of Recreation.

The Superintendent of Parks & Recreation made the assignment effective 4.12.2025 and Alyce Van Drunen and Laura Glowacki held the position from that date through May 12, 2025. Alyce Van Drunen and Laura Glowacki will be construed as eligible for the pay of as Director of Recreation effective May 12, 2025, provided it is approved.

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

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

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

TOWN OF HIGHLAND
PERSONNEL-EMPLOYMENT NOTICE

Name: Laurie Glowacki Employee Payroll # _____
Address: 1630 186th St., Lansing, IL Phone #: 630-816-0195
Department: Parks & Rec Account #: 111.36

Email address: _____

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

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

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

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

Characterize the Employment:
☐Full-Time ☐Part-Time ☐Summer ☐Temporary/Seasonal: _____
☐Minor (under age 18) ☐Y.E.S. - Date Entered _____ (Date Season Ends)

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

PAY RATE CHANGE OR CHANGE IN STATUS Date Effective: 5/12/2025

Current:
Job Title: Rec Supervisor Account: 111.36
Base Bi-weekly/Hourly Rate: \$1,738.64 Longevity: 39.20 MD: 112.32
CPRP: 53.79

Proposed:
Job Title: Rec Supervisor Account: 111.36
Base Bi-weekly/Hourly Rate: \$2,074.61 Longevity: 39.20 MD: 112.32
This position succeeds: Dave Byers CPRP: 53.79

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

SEPARATION Last Day Worked: _____ Effective Last Day: _____

_____ Date Y.E.S entered ☐Resignation ☐Discharge ☐Retirement ☐Other _____
(Details for Discharge may be found in personnel file of the department)

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

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

SUPERVISOR SIGNATURE: Alex M. B. Date: 5/8/2025

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

Date of Revision: 7/2021

Approved by Clerk-Treasurer pursuant to IC36-5-6-6(a)(3)

Date: _____

TOWN OF HIGHLAND
PERSONNEL-EMPLOYMENT NOTICE

Name: Alyce Van Drunen Employee Payroll # 1609
Address: 8550 Sheffield Ave, Dyer, IN 46311 Phone #: 219-381-6737
Department: Parks & Rec Account #: 111.36

Email address: _____

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

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

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

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

Characterize the Employment:
☐Full-Time ☐Part-Time ☐Summer ☐Temporary/Seasonal: _____
☐Minor (under age 18) ☐Y.B.S. - Date Entered _____ (Date Season Ends)

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

PAY RATE CHANGE OR CHANGE IN STATUS Date Effective: 5/12/2025

Current:
Job Title: Rec Supervisor Account: 111.36
Base Bi-weekly/Hourly Rate: \$1,738.64 Longevity: 47.20 CPRP: 53.79
Liaison to HCCE: 671.92

Proposed:
Job Title: Rec Supervisor Account: 111.36
Base Bi-weekly/Hourly Rate: \$2,074.61 Longevity: 47.20 CPRP: 53.79
This position succeeds: Dave Byers Liaison to HCCE: 671.92

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

SEPARATION Last Day Worked: _____ Effective Last Day: _____

____ Date Y.B.S entered ☐Resignation ☐Discharge ☐Retirement ☐Other
(Details for Discharge may be found in personnel file of the department)

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

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

SUPERVISOR SIGNATURE: Alyce Van Drunen Date: 5/8/2025

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

Date of Revision: 7/2021 Date: _____
Approved by Clerk-Treasurer pursuant to IC36-5-6-6(a)(3)

4. **Resolution No. 2025-06:** A Resolution Approving an Interlocal Cooperation Agreement between the Incorporated Town of Highland and the School Town of Highland for the Utilization of Police Social Worker Program Services for 2025-2026.

Councilor Scheeringa moved the passage and adoption of Resolution No. 2025-06. Councilor Turich seconded. Upon a roll call vote of the elected officials, there were five (5) affirmatives and 0 negatives. The motion passed. Resolution No. 2025-06 was adopted pending the signature of the Town Council President.

**TOWN OF HIGHLAND
TOWN COUNCIL RESOLUTION No. 2025-06**

A Resolution Approving an Interlocal Cooperation Agreement between the Incorporated Town of Highland and the School Town of Highland for the Utilization of Police Social Worker Program Services for 2025-2026

WHEREAS, Indiana Code 36-1-7-1, *et seq.*, allows local government entities to make the most efficient use of the powers by enabling them to mutually utilize services for the mutual benefit of each other; and

WHEREAS, The Incorporated Town of Highland and the School Town of Highland, Lake County, Indiana are municipal corporations empowered by the aforesaid Interlocal Cooperation Act, as amended, with authority to contract with each other on a basis of mutual advantage so as to better provide public services and facilities at a shared cost; and

WHEREAS, The Incorporated Town of Highland and the School Town of Highland desire to enter into a joint agreement pursuant to IC 36-1-7-1, *et seq.*, to Hire a Police Social Worker to act as a bridge between the Highland Metropolitan Police Department and School Town of Highland and to consult with administrators, teachers, parents and other professionals about student problems and appropriate change strategies and networking with school programs; and

WHEREAS, The Incorporated Town of Highland and the School Town of Highland desire to enter into a joint agreement pursuant to IC 36-1-7-1, *et seq.*, to provide for the Highland Students an avenue to address student behavioral issues, mental health concerns, and family challenges through social work interventions, rather than solely relying on disciplinary actions, working along with school administrators and counselors to provide support and connect with needed resources for the mutual benefit of the participating entities, and at a shared cost; and

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

Section 1. That a joint agreement, a copy of which is attached and incorporated herein by reference, among and between the Incorporated Town of Highland and the School Town of Highland entered into by the Town of Highland by and through its Town Council, this 12th Day of May 2025 is hereby authorized and approved in each and every respect;

Section 2. That the purpose of this agreement is to authorize and allow the Town Council of the Town of Highland and the School Board of Trustees to act as a joint board of the two participating entities to mutually support and utilize certain specified services associated with the **Police Social Worker Program** for the mutual benefit of the participating entities at shared costs;

Section 3. That the Clerk-Treasurer of the Town of Highland is hereby authorized to execute the duties related to the payment, collection and accounting for all moneys of this joint undertaking, pursuant to the terms of this agreement, in a manner that is mutually acceptable with the duly constituted and acting business official of the School Town of Highland;

Section 4. That the governing boards of the participating entities may be convened as a joint board, or may act as a joint board at separate meetings of the respective governing bodies of the participating entities in which the entities concur;

Section 5. That the governing boards of the participating entities may create a committee comprised of representatives from both participating entities or may designate a single individual from each of the participating entities, which may perform such administrative ministerial duties as the joint board may direct and the agreement may provide;

Section 6. That the President of the Highland Town Council and the Clerk-Treasurer are hereby authorized to execute the joint Interlocal Governmental Agreement with their signatures and any additional documents in order to implement the agreement;

Section 7. That this agreement shall be effective as indicated in and pursuant to its provisions, after the agreement has been authorized and approved by each of the participating entities, evidenced by passage and adoption of a similar Resolution all pursuant to I.C. 36-1-7-2;

Section 8. That before this agreement takes effect, it must be recorded with the Office of the Lake County Recorder. No later than sixty (60) days after it takes effect and is recorded, the agreement must be filed with the Office of the State Board of Accounts for audit purposes, all pursuant to I.C. 36-1-7-6.

Duly Adopted by the Town Council of the Town of Highland, Lake County, Indiana, the 12th day of April 2025. Having been passed by a vote of 5 in favor and 0 opposed.

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

Attest:

Mark Herak

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

INTERGOVERNMENTAL AGREEMENT

This Interlocal Governmental Agreement made and entered into in accordance with I.C. 36-1-7 by and between the TOWN OF HIGHLAND (hereinafter called "Town") and the SCHOOL TOWN OF HIGHLAND (hereinafter called "School Town"), both municipal and corporations organized and operating under the laws of the State of Indiana.

WITNESSETH THAT:

WHEREAS, The Town desires to provide a Public Safety Employee to the School Town to serve in the capacity as a Police Social Worker to consult with administrators, teachers, parents and other professionals about student problems and appropriate change strategies and networking with school programs and community agencies to provide essential services for families and children and to direct and indirect crisis intervention on an individual, group or family basis and to perform other related duties.

THEREFORE, IT IS AGREED AS FOLLOWS:

1. The Town agrees to provide to the School Town the service of one (1) Public Safety Employee to serve as a Police Social Worker. The Police Social Worker will act as a bridge between the Highland Metropolitan Police Department and the School Town of Highland. They will primarily focus on addressing student behavioral issues, mental health concerns, and family challenges through social work interventions, rather than solely relying on disciplinary actions, working along school administrators and counselors to provide support and connect students with needed resources. They counsel those who are grieving for lost loved one and develop programs for at-risk youth. They work with first-responders to negotiate with distressed individuals. They will provide support for domestic violence and substance abuse victims. The Police Social Worker shall be a resource to all School Town of Highland Staff as need arises. These are done in the school setting.

2. In consideration of the same, the School Town agrees to pay for said services in accordance with the terms of this Agreement the amount of **\$15,000.00** during the **2025-2026** school year. The School Town's compensation shall be paid in two (2) equal installments, as follows:

- (A) the first being due on or before January 31, 2026;
- (B) the second payment being due on or before June 30, 2026;

3. The Clerk-Treasurer of the Town shall be authorized to execute the duties of receiving payments from the School Town as described in paragraph two (2) and of disbursing and accounting for all such monies in a manner consistent with the terms of this Agreement.

4. The Police Social Worker will be assigned on a as needed basis to the School Town. If the need exists, the Town agrees to re-evaluate and assign

additional hours as necessary up to and including a full-time basis during the school year. The School Town will only be financially responsible only for the dollar amount stated in Section 2 above during the 2025-2026 school year.

5. The School Town shall provide office space in a building owned or leased by the School Town. The School Town shall provide suitable secured office space for the Police Social Worker and records.

6. The Police Social Worker will wear clothing (police polos and jackets) that will easily identify him or her as a police social worker.

7. The Police Social Worker will work eight (8) hour days, Monday through Friday. The School Town may request additional hours worked per day or work on a weekend or be called-out, with approval in advance by the Administrative Commander. The hourly rate is at \$34.62 and call-out is at a two (2) hour minimum. These costs are in addition to the financial responsibility to the School Town amount stated in Section 2.

8. The Town will assume all costs and responsibility of initial and ongoing training associated with the Police Social Worker, however, if the School Town requests the Police School Worker attend a training specific to the School Town, the School Town will either pay for the training themselves and send the Police Social Worker or reimburse the Town of Highland. Approval in advance by the Administrative Commander is required.

9. Any vehicle or additional equipment or expenses necessary for the program shall be paid for by the Town.

10. The Police Social Worker shall at all times, remain an employee of the Town, which shall be solely responsible for payment of all salary, insurance, worker's compensation coverage, and benefits owing by reason of the Police Social Worker's employment.

11. The Town shall be responsible for selecting the Public Safety Employee to serve as the Police Social Worker, subject to the consent and approval of the School Town. The School Town has final authority on the content of all instructional materials used by the Police Social Worker. The School shall have input, at all times, on the Police Social Workers duties as it pertains to the School Town under this agreement.

12. The administration of the terms of this Agreement shall be accomplished through the Superintendent of the School Town or designee and the Chief of Police or designee.

13. Any other provision of this Agreement to the contrary notwithstanding this Agreement may be changed or modified only with the written consent of both parties.

14. All notices or communications provided herein shall be in writing and delivered either in person or via certified or registered United States mail, return

receipt requested, and with the proper postage prepaid, addressed to the party for whom such notice or communication is intended.

15. Should any part, term, or provision of this Agreement be determined by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining portion or provisions shall not be affected thereby.

16. No failure or delay in performance of the executed service Agreement by either party shall be deemed to be a breach when such failure or delay is occasioned by or due to any Act of God, strike, lockout, war, riot, epidemic, explosion, sabotage, the binding order of any court or governmental authority, or any other cause, whether of the kind enumerated above or otherwise, not within the control of the party claiming suspension, actually provided that no cause or contingency shall relieve the School Town of its obligation to make payment for the services of the Police Social Worker program actually provided by the Town.

17. This Interlocal Agreement may be executed in several counterparts, each of which when so executed shall be deemed to be an original, and such counterparts, together, shall constitute but one and the same instrument, which shall be sufficiently evidenced by any such original counterpart.

18. Before this agreement takes effect, it must be recorded with the Office of the Lake County Recorder. No later than sixty (60) days after it takes effect and is recorded; the agreement must be filed with the Office of the State Board of Accounts for audit purposes, all pursuant to I. C.36-1-7-6.

Participant Counterpart

EFFECTIVE DATE. This agreement shall be effective after the same has been ratified by each of the participating entities by Ordinance or Resolution all pursuant to I.C.36-1-7-2.

IN WITNESS WHEREOF, the parties have caused this Interlocal Agreement to be executed in their names and on their behalf as of the date first written above.

TOWN OF HIGHLAND, INDIANA
3333 Ridge Road, Highland, Indiana 46322

Through its Town Council

By: _____
George Georgeff, Town Council President

Attest:

Mark Herak,
Clerk-Treasurer

Participant Execution Date: _____

Approved as to Legality and Form:

John P. Reed, Attorney

Participant Counterpart

EFFECTIVE DATE. This agreement shall be effective after the same has been ratified by each of the participating entities by Ordinance or Resolution all pursuant to I.C. 36-1-7-2.

IN WITNESS WHEREOF, the parties have caused this Interlocal Agreement to be executed in their names and on their behalf as of the date first written above.

SCHOOL TOWN OF HIGHLAND, INDIANA
9145 Kennedy Avenue, Highland, Indiana 46322

Through its Board of Trustees

By: _____
Patrick Krull, President

Attest:

Erica Smith-Gomez, Secretary

Participant Execution Date: _____

Approved as to Legality and Form:

Rhett L. Tauber, Attorney

- 5.. **Works Board Order 2025-13** : Approving and Authorizing the Metropolitan Police Chief to Purchase from Community Ford of Bloomington, IN through the State of Indiana one (1) 2025 White Police Inceptor Utility AWD Base (K8A) 3.3L Hybrid pursuant to IC 5-22-10 and Chapter 3.05.060 (G) of the Municipal Code.

Councilor Scheeringa moved the passage and adoption of Works Board No. 2025-13. Councilor Black seconded. Upon a roll call vote, there were five (5) affirmatives and no negatives. The motion passed. The order was adopted pending the signature of the Town Executive.

**Town of Highland
Board of Works
Order of the Works Board 2025-13**

An Order Approving and Authorizing the Metropolitan Police Chief to Purchase from Community Ford of Bloomington, IN through the State of Indiana one (1) 2025 Police Interceptor Utility AWD Base (K8A) 3.3L Hybrid pursuant to I.C. 5-22-8-3.

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 under \$50,000.00.

Whereas, the Metropolitan Police Chief has identified Community Ford of Bloomington, IN through the State of Indiana to be a desirable source vendor for the purchase of one (1) 2025 White Police Interceptor Utility AWD Base (K8A) 3.3L Hybrid for a final price of \$49,047.25.

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) of the Highland Municipal Code, such purchase requires the express approval of the purchasing agency; 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 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 purchase of the vehicle will be supported by a duly approved appropriation in the MCCD funds.

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 Community Ford of Bloomington, IN for the purchase of one (1) 2025 White Police Interceptor Utility AWD Base (K8A) 3.3L Hybrid at the price of \$49,047.25 pursuant to IC 5-22 and Section 3.05.060 (G) of the Highland Municipal Code;

Section 2: 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 12th day of May, 2025 having passed by a vote of 5 in favor and 0 opposed.

TOWN COUNCIL OF THE
TOWN OF HIGHLAND, INDIANA

George Georgeff, President (IC36-5-2-10)

Attest:

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

CHI-002610 IN 5-MORRIS, VB, 001610, REF241 7746 120240709 6276 CERT/CERT TRD RANG/BON/CAMP/BOOK/DAFT/ROTA 024393 160/463 12K528AB SGA31729 NB 0013

POLICE INTERCEPTOR SG A31729

2025 UTILITY AND 119" WHEELBASE
3.3L HYBRID ENGINE
10-SP MODULAR HYBRID AUTO TRN

EXTERIOR: OXFORD WHITE
INTERIOR: EBONY CLOTH FRT/VINYL REAR

STANDARD EQUIPMENT INCLUDED AT NO EXTRA CHARGE

EXTERIOR	INTERIOR	FUNCTIONAL	SAFETY/SECURITY
• 18" HD STEEL WHEELS	• 35/50R18 SPLIT VINYL REAR	• UNIVERSAL TOP TRAY	• TRANSMISSION-10-SPEED AUTO
• 255/50R18 ABS BSW	• A/C W/ AUTOCLIMATE CLIMATE	• AM/FM/MP3/BLUETOOTH & USB	• 75 MPH REAR-CRASH TESTED
• POLICE TIRES	• CONTROL DUAL ZONE	• COLUMN MOUNTED SHIFTER	• ADVANCETRAC™ WITH RSCB
• CLASS III HITCH RECEIVER	• BLACK VINYL FLOOR COVERING	• ENGINE OIL COOLER	• AIRBAGS - FRONT AND SIDE
• DUAL EXHAUST SYSTEM	• CERTIFIED SPEEDOMETER	• FULL-TIME ALL WHEEL DRIVE SYSTEM	• AIRBAGS - SAFETY CANOPY
• DUAL POWER MIRRORS	• CLOTH BUCKET FRONT SEATS	• HEAVY DUTY SUSPENSION	• SOS POST CRASH ALERT SYS
• FULL SIZE 18" SPARE W/TPMS	• CONSOLE MOUNTING PLATE	• HEAVY-DUTY 50-AMP BATTERY	• TIRE PRESSURE MONITOR SYS
• HEADLAMPS - AUTO, LED	• ENGINE HOUR / OIL METER	• INTERIOR TRUNK/OUTLET RELEASE	
• LOWWAGH INCLUDES FRONT HOUSING (W/ LED WIG-WAG)	• HYDRO SANITIZATION SOLUTION	• POLICE GRAVELS - 1 W/AL DISC	
• KEY LOCKS (P/PASS/SET/FIT)	• RED/WHITE TASK LIGHTING	• W/ ABS & TRACTION CONTROL	
• PRIVACY GLASS 2ND/3RD ROW	• PWR ON/PASS SEAT W/HELMER	• POWER STEERING W/EPAS	
	• SEATBACK INTRUSION PLATES	• REAR VIEW CAMERA	
	• TILT/TELESCOPING STEERING W/IL W/ 4 CONFIGURABLE LATCHING SWITCHES	• TRANSMISSION OIL COOLER	

INCLUDED ON THIS VEHICLE (MSRP)

EQUIPMENT GROUP 500A		PRICE INFORMATION (MSRP)
1003-401502/28/24IN		BASE PRICE \$49,616.00
JM STEREO		TOTAL OPTIONS/OTHER 2,080.00
50 STATE EMISSIONS	NO CHARGE	TOTAL VEHICLE & OPTIONS/OTHER \$51,696.00
DRIVER SIDE LED SPOT LAMP	60.00	DESTINATION & DELIVERY 1,685.00
KEYED ALIKE - KEY CODE J	50.00	
FRONT HEADLAMP LIGHT SOLUTION	500.00	
POL VIBE HARNESS CONNECTOR KIT	250.00	
POLICE WIRING KIT REAR		
POLICE WIRING KIT FRONT	30.00	
REAR DR VINYL AND LOCKS HOFH	340.00	
DEFLECTOR PLATE	60.00	
REAR CONSOLE MOUNTING PLATE	60.00	
FRONT LICENSE PLATE BRACKET	NO CHARGE	

10 Hard-to-get HYBRIDS!
Indicate Quantity Ordered

QUOTATION & Order Form

MSRP.....	\$53,140.00
Less IN Gov't Bid Discounts.....	(\$4,100.00)
Plus IN Tire/Envir.Fee.....	\$1.25
Plus 45-dy IN BMV temp License tag.....	\$6.00
TOTAL UNIT Cost.....	\$49,047.25

BLOOMINGTON FORD, INC. 2200 S Walnut St Bloomington, IN 47401	SHIP ONE CN06	CONVOY 47-3325 QT 5B	TOTAL MSRP \$53,140.00
Purchase authorized by: /	SHIP TWO	ITEM #	
/ AGENCY			
Date of Order			

This label is affixed pursuant to the Federal Automobile Information Disclosure Act, Gasoline, License, and Title Fees, State and Local Taxes are not included. Dealer installed options or accessories are not included unless listed above.

SPECIAL ORDER
RF241 N RB 2X 515 002810 06 24 24

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Ford Credit

WARNING: Operating, servicing and maintaining a passenger vehicle, pickup truck, van, or off-road vehicle can expose you to chemicals including engine exhaust, carbon monoxide, phthalates, and lead, which are known to the State of California to cause cancer and birth defects or other reproductive harm. To minimize exposure, avoid breathing exhaust, do not use the engine except as necessary, service your vehicle in a well-ventilated area and wear gloves or wash your hands frequently when servicing your vehicle. For more information go to www.P65Warnings.ca.gov/passenger-vehicle.

Fuel Economy and Environment

Fuel Economy
23 MPG combined city/hwy
21 city
25 highway
4.3 gallons per 100 miles

You spend \$1,750 more in fuel costs over 5 years compared to the average new vehicle.

Annual fuel cost \$2,300

Fuel Economy & Greenhouse Gas Rating (EPA only) Smog Rating (California only)

5 Best

The vehicle emits 302 grams CO₂ per mile. The best emits 16 grams per mile (light duty only). Producing and distributing fuel also create emissions. Learn more at fuel-economy.gov.

GOVERNMENT 5-STAR SAFETY RATINGS

Overall Vehicle Score Not Rated
Based on the combined ratings of frontal, side and rollover. Should ONLY be compared to other vehicles of similar size and weight.

Frontal Crash Driver Not Rated, Passenger Not Rated
Based on the risk of injury in a frontal impact. Should ONLY be compared to other vehicles of similar size and weight.

Side Crash Front seat ★★★★★, Rear seat ★★★★★
Based on the risk of injury in a side impact.

Rollover ★★★★★
Based on the risk of rollover in a single-vehicle crash.

Star ratings range from 1 to 5 stars (★★★★★), with 5 being the highest. Source: National Highway Traffic Safety Administration (NHTSA). www.safercar.gov or 1-888-327-4226

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1FMEK3AWBSGA31729

QR Code

SCAN QR CODE TO VIEW

Key & Fob, Maintenance, Repairs, Service, etc.

www.ford.com/Police/sga31729

- Authorizing the proper officer to publish legal notice of a public hearing:
A Public Hearing to consider additional appropriations in the amount of \$65,000.00 in the MCCD Fund. If approved, the public hearing will be held on May 27, 2025, at 6:30 P.M. O'clock in the Municipal Building, 3333 Ridge Road, Highland.

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

**TOWN OF HIGHLAND
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 27th day of May 2025, will consider the following additional appropriations in excess of the budget for the current year in the following funds:

MCCD Fund

4402-0000-43002 PD Cars	\$	49,000.00
4402-0000-43010 PD Computer/Printer Replacement	\$	<u>16,000.00</u>

Total for 400 Series: \$ 65,000.00

Total for the Fund: \$65,00.00

Funds to support these additional appropriations in the MCCD Fund shall be supported by miscellaneous revenue, unreserved unobligated fund balance on deposit to the credit of the fund.

Taxpayers appearing at such meeting shall have a right to be heard thereon. The additional appropriations, as finally made, will be filed with the Department of Local Government Finance, for its review. The Department of Local Government Finance shall make a written determination of the sufficiency of funds within fifteen days of receipt of a certified copy of the action taken.

**TOWN COUNCIL of HIGHLAND
George Georgeff, President**

**By: Mark Herak
Clerk-Treasurer**

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 April and then said the BZA will be meeting in two (2) weeks. They have two (2) petitioners, Rape Crisis Center on Ridge Road is seeking a use variance and the other is on south Kennedy Avenue and they too are seeking a use variance and a Developmental Standard Variance. He said there is nothing to report for the Plan Commission as nothings been filed. He said from the Building Department, there are many projects ongoing. He said Cardinal Campus continues to advance at a good pace, as he was out there inspecting the 3rd floor. He said the exterior walls should be in place by the end of this week. He added that he is asking the residents to keep their grass cut. He said he mentioned it in the Gazebo Express, as code enforcement is out and issuing warnings. Public Works Director Knesek reminded the public that when cutting their grass, don't blow the clippings into the street. When wet by rain, the clippings make the roadway very slippery, especially for motorcycles, not to mention the clippings plug the storm drain covers. He said to blow the clippings back onto the grass as the clippings make great mulch.

Councilor Turich then acknowledged Park Superintendent Alex Brown, who said the Community Band is having their summer concert on Thursday, May 22nd at Main Square. The band is made up of a group of amateur musicians that like to play their instruments. They rehearse once a week. The concert will be Thursday, May 22nd at Main Square and it is free to the public. He said this Friday and Saturday, there will be a big, antique and collectible toy show in the Lincoln Center. He said this Saturday is the annual Girls on the Run. This is a really big event for the Town. He asked the motorist to be vigilant when driving as there are lots of little girls and their parents running. He said the course begins at the high school, then heads north on 41st Street to Liable. On Liable, they head north to Lincoln Street to the bike trail and then back to the high school. He said he had a bid opening this past Wednesday, for a project that he has been working on for over twenty (20) years and that's the bridges over ditches. The bridges will connect Highland's bike trail to Munster. Munster's bike trail ends at Fisher Street. The other bridge will connect Brantwood with the Meadows. The bid came in at \$1.8m which was \$400,000 less than the engineers projection. Construction on the bridges should begin this fall. The Park Board is finishing up interviews for his replacement. No decision has been made.

Councilor Turich asked the Clerk-Treasurer to explain the re-establishing of the MCCC fund as there is a lot of misinformation on social media and he wanted to clarify.

The Clerk-Treasurer said the fund dates back to the 80's. The work re-established confused most people, thinking the fund was no longer and the Council was re-establishing the fund and the tax. He said the fund still exists. The word re-establishing wasn't his choice of words but words required by statute. He said he wasn't re-establishing but increasing the tax rate from \$0.0464 to the maximum allowable of \$0.05. He relayed the wording to when the school was going for the referendum. The school was required to word the referendum a certain way that confused many voters. If the proposed increase doesn't pass, the MCCD still exists. He said the Town receives roughly \$990,000 annually from MCCD. Purchases made from the MCCD fund in 2025 included new police vehicles, tasers, payment of the fire truck and sweeper lease, bullet proof vests for the police department. He then gave an example of a house with an AV of \$250,000. The proposed increase in the tax rate, would increase that persons taxes by \$4.95

- **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 said for the month of April, they had 13 general alarms and 49 paid still alarms. He said they had 62 calls of service, which included auto-aid calls, assisting Griffith this past weekend with a large brush fire and today there was a car fire at Webb Hyundai. He said the Fire/Police Pancake Fundraiser was a huge success. He thanked everyone who attended and participated. He said the Fire Department will once again have their aerial out video- taping the Girls on the Run. He thanked the Council for adopting Ordinance No. 1808-E.

Council Robertson then acknowledged Public Works Director Mark Knesek who said public work crews have been busy patching some of the streets from the water main breaks. He said the street department has been busy picking up branches. He couldn't believe how many branches they have picked up so far. Now that the ground is beginning to dry up, crews will start restoration in the back yards. Camera crews are televising the sewers and catch basins on the streets scheduled for repaving as part of the CCMG program. If they find any clay pipes with cracks, they plan on replacing the pipe. He said they don't want a sink hole on a new street. He said crews cleaned up the property on north Kennedy, including the alley. He said there was a lot of garbage and overgrown weeds in the alley.

Councilor Turich asked Mr. Knesek if there as an ordinance against blowing your grass clipping into the street.

Mr. Knesek said yes and code enforcement has been enforcing. They will knock on doors or speak with landscapers that they are not permitted to blow their clippings into the street. Most people say they didn't know but will stop the practice.

- **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 at this time

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

Councilor Scheeringa began by wishing all the Mother's Happy Mother's Day giving special notice to his wife Amy, who keeps the house together, especially when he is at meetings. She doesn't always get the recognition she deserves.

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

Town Council Meeting Notes for 05/12/2025 – Police Department – 04/28/2025 thru 05/12/2025

0 Burglaries / Robberies / Rapes / Thefts from vehicles

3 Assaults – 1 Arrest made

Responded to 19 Domestic Disturbance calls. 3 arrests made.

1 Auto Theft – Semi Tractor stolen from Pilot lot overnight

44 Accidents handled (5 personal injury)

5 DUI arrests made

1 Drug Overdose – suspected heroin or meth – 20 year old male from Highland survived

Fraud – Packages were delivered to a Highland home – homeowner was able to retrieve them right away.

-unknown male showed up after the delivery and knocked on the door

-Requested the packages – Homeowner refused to give them to him and called the police.

-Be aware that many times in situations like this an individual will use a stolen credit card number to make purchases and have the items delivered to an unsuspecting home. Never answer the door and, call the police if this happens.

Handled 12 Retail Thefts – 6 arrests made – Loss ranges from \$45.00 up to \$1,591.00

Suspects from: Griffith / Gary / Merrillville / Lake Station / a group of females from Illinois (not in custody at this time) / 3 females out of South Bend / One female 58 Year old Highland resident.

No park graffiti reported. Did have some spray painted wording under the Ridge Rd. overpass that spans the railroad tracks by Highway Avenue downtown. Juvenile wording. Covered by Public Works.

Misprint about our proposed new dog pound facility. A \$1 million dollar price tag was mistakenly printed in the Gazebo Express flyer. This is nowhere near what we are looking at.

Complaints about reptile care at Reptile Emporium were followed up on by a State veterinary specialist last week. The specialist was escorted to the business by code enforcement officer Orth. The business was entered as the owner arrived to open for the day. Business owner was extremely cooperative and no issues were found.

Councilor Turich asked the Chief when the last time the police department went out for quotes to equip the cars with lights and decals? The Chief said it was probably when Chief Hojnicky was Chief. Councilor Turich asked if it didn't make sense to go out for proposals to see if the current supplier is still competitive? The Chief said he would do that. Councilor Turich asked the Chief to make sure he included in the proposal a turn around time and not only cost. The Chief said he would. Councilor Turich then asked how soon

could he have the proposals back. The Chief said he should be able to turn it around in a couple of weeks.

Councilor Scheeringa then acknowledged IT Director Ed Dabrowski who said all the technical equipment seems to be work well. He said everything's been working fine. He said has been trying to clear out old inventory. He said our supplies are up which takes proper disposal techniques. He said how quickly inventory increases. A part fails and a new part arrives very quickly and is installed. The failed part is put in the corner with the intentions of checking it out and disposing but before you know it, the corner has accumulated all these failed parts. He said you have to dispose of them properly and can't just toss them in the dumpster. He said he is working with the Fire Department in having new security doors installed in South Station. He said there was a delay because the manufacturer sent the wrong keypads. The police department is very particular on what kind of keypads to purchase so they work with their fobs. The new keypad will cost more. He said he is working with the Park Department in replacing static displays with informational signs. The informational signs can be changes with continuous new information versus the static signs. He said he has been talking with the Town's software providing, BS&A about going to cloud base and is in the process of getting quotes. Preliminary the costs are quite high.

- **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 said he wanted to start by discussing the article in the Gazebo Express regarding the fundraising goal for the new animal shelter and the goal of \$1m. He said this is incorrect and asked the Chief of Police to comment. Chief Potesta said no dollar amount was given to the producers of the Gazebo Express and the project is nowhere near \$1m.

Councilor Turich said that during his tour of the Public Works Facility with Mark Knesek and Alex Robertson, this conversation came up. He said he got the impression that the requested information is sometimes rushed. He suggested to the Council that more time is asked to review it. In addition to additional time, someone from the Town has to physically sign off on it, that they have reviewed it and approve of the content. If they don't have a sign off, then they can't publish it. He said he was told that there have been several instances where the producers of the Gazebo had expressed their opposition and there was resistance and hesitation to write the article. Because stories are rushed, incorrect information went out. He said facebook blew up over the weekend. There's a lot of misinformation about that out there. There was a lot of misinformation about the notice the Clerk-treasurer published. He wanted to make it clear that they can't publish until they are given approval. He said it works both ways. If incorrect information is printed, then you back to the leader and say, you approved it, why was the information was wrong and we were made to look foolish.

Mark Knesek said he requires his approval before anything about his department is printed in the gazebo express.

Councilor Georgeff said the Town received a very nice award that will be displayed in the Town Hall till the end of the year and then it can go down to the town garage. This award was given to Grimmer Construction. He said two (2) other Highland businesses received awards that evening. Emcor Hyre and RJ Mica and Associates also received awards. He said it was nice to see other Highland businesses receive awards.

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:

Larry Kondrat, Highland, said he thought the problem over the weekend was not with the tax but the notice placed in the paper by the Clerk-Treasurer which stated the re-establishing of the tax. He felt that is what set most people off thinking the tax had gone away and now the Clerk-Treasurer was asking the Council to re-establish the tax. If people had watched the meeting two weeks ago, they would have realized it was not a new tax but increasing the rate from \$0.0464 to \$0.05.

Councilor Turich said a lot of people watch the Town Council meetings but that comment didn't seem to make it onto facebook. He said he was looking forward to resume discussions about a media manager. He said he read on facebook that the reason the town was putting up the fence was so that they could charge people to Main Square during a festival. He had no idea why that was said but the person who started it was someone he has a lot of respect for.

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

Payment of Accounts Payable Vouchers. There being no further comments from visitors or residents, Councilor Robertson moved to allow the vendors accounts payable vouchers as filed on the pending accounts payable docket, covering the period April 30, 2025 through May 13 ,2025. Councilor Black seconded. Upon a roll call vote, there were five (5) affirmatives and no negatives. The motion passed. The accounts payable vouchers for the vendor docket were allowed, payments allowed in advance were ratified, the payroll dockets listed were ratified and for all remaining invoices, the Clerk-Treasurer was authorized to make payment.

Accounts payable April 30, 2025 to May 13, 2025, in the amount of **\$665,480.60**

General Fund, \$385,633.46; MVH Fund, \$22,727.38; LAW Enforcement Continuing Education Training and Supply Fund, \$314.75; Public Safety Income, \$4,535.28; Donation, \$59.99; MCCD, \$8,278.44; ICT Fund, \$16,602.48; Insurance Premium \$227,328.82

Payroll Docket for payday of May 2, 2025 by fund:

General, \$312,164.37

Payroll Docket for payday of May 2, 2025;

Office of Clerk-Treasurer, \$17,639.24.; Building and Inspection Department, \$9,666.53; Metropolitan Police Department, \$144,951.58; Public Works Department (Agency), \$79,240.41; Fire Department, \$2,348.40 and Information and Technology Department, \$4,354.35;

Total Payroll: \$258,200.51.

Adjournment of Plenary Meeting. There being no further business on the agenda, the Town Council President declared the regular plenary meeting of the Town Council of Monday, May 12, 2025, adjourned at 7:25 o'clock p.m.

Mark Herak
Clerk-Treasurer

Approved by the Town Council at its meeting of May 27, 2025.