

**Topics Tentatively Scheduled for Study Session Discussion  
and  
Topics Requested for Action at Future Business Meetings of the  
Thirtieth Town Council of Highland**

**This meeting will be convened as an in person meeting.**

Topic: Town of Highland, IN - Town Council Study Session

Time: May 12, 2025 Immediately following the adjournment of the May 12, 2025 plenary meeting

*This meeting contributes to Agenda building for the plenary meeting. Please, also be aware of the running enrolled list of matters that are likely for the plenary meeting, subject to review by the municipal executive. By practice and local ordinance, study sessions are distinguished from plenary (regular business) meetings of the Town Council "as they shall be conducted with less formality and with no votes or final actions of a dispositive nature unless provided otherwise by proper notice, pursuant to IC [5-14-1.5](#) et seq." (Confer HMC Section 2.05.130(3))*

**x. Discussion: Appointments.**

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

**• Statutory Boards and Commissions**

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

**Regional Statutory Appointments.**

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

**Home Rule Commissions or Boards**

**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.

*The Town of Highland acknowledges its responsibility to comply with the American with Disabilities Act of 1990. In order to assist individuals with disabilities who require special services (i.e. sign interpretative services, alternative audio/visual devices, etc.) for participation in or access to Municipal sponsored public programs, services and or meetings, the Town of Highland requests that individuals make requests for these services forty-eight (48) hours ahead of the scheduled program, service and or meeting. To make arrangements, contact the ADA Coordinator for the Town of Highland at (219) 972-7595.*

## Regional Statutory Appointments

### Home Rule Commissions

4. **Main Street Bureau Board:** (17) appointments to be made by the Town Council. (Note: Current Appointees are: Diane Barr-Roumbus, James Roumbus, Sandy McKnight, Al Simmons, Sandy Ray, Ben Tomera, Laura Pilewski and Desiree Biro, term ending 1<sup>st</sup> Monday January 2027). Term is for two (2) years.

x. **Discussion:** Update of the Clerk-Treasurer's May 9<sup>th</sup> meeting to discuss a unified strategy in regards to SB1.

x. **Discussion:** Change the title of the Deputy-Clerk Treasurer to Chief Deputy-Clerk Treasurer and increase the salary to be commiserate of neighboring communities. Currently, the Deputy Clerk is paid \$2,464.41 bi-weekly or \$60,074.66. I would like to create a range from \$65,000 to \$75,000. I'm looking for someone with a strong experience in municipal government, with a concentration in accounting. The increase will be funded within my budget.

As a comparison:

St. John- Clerk-Treasurer: \$100,001

Deputy: \$86,646

Utility Clerk: \$66,924

Schererville- Clerk-Treasurer: \$102,112

Deputy: \$73,570

Utility Clerk: \$55,096

Cedar Lake- Clerk-Treasurer: \$74,279

Deputy: \$58,278

Utility Clerk: \$40,335

Griffith- Clerk-Treasurer: \$76,552

Deputy: \$73,335

Utility Clerk: \$51,695

Dyer- Clerk-Treasurer: \$93,358

Deputy: \$80,226

Controller: \$68,360

Crown Point- Clerk-Treasurer: \$100,612

Deputy: \$88,511

Deputy: \$70,632

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Utility Clerk: \$67,398  
Munster- Clerk-Treasurer: \$120,880  
Controller: \$155,521  
Deputy Controller: \$57,212  
Accounting Analyst: \$104,452  
Deputy: \$54,152  
Utility Clerk: \$48,838

Placeholders:

x. **Discussion:** Lamar Advertising, Shawn Pettit will attend the study session to discuss the non-binding letter of intent to purchase an easement from the Town.

x. **Discussion:** Revisiting plans about a new town hall

Councilors Turich and Robertson to update the Council on their public safety building tour.

x. **Discussion:** Restructuring the Police Commission

Police Commission Liaison Scheeringa to meet with FOP President Glidewell and then report back to the Council on subjects that need the attention of the Council.

x. **Discussion:** Attorney Reed to meet with the Clerk-Treasurer to draft a middle ground proposal to present to the Council on how to comply with the new state law regarding parking over a sidewalk and exempt those with driveways that are too short to allow the homeowner to be in compliance. Some driveways in the older section of Highland won't accommodate one car.

**Proposed Ordinance No. 1818:** An Ordinance to Amend Title X of the Highland Municipal Code relating to Stopping, Standing, and Parking, and the Ordinance Violations Bureau, providing for the Enforcement Thereof, Repealing all Ordinances in Conflict Therewith:

Proposed

#### **Section 10.20.070 Vehicles Parked on Sidewalks**

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**Section 1.** That Section **10.20.070**, “*Vehicles Parked on Sidewalks*” of the Highland Municipal Code be amended by repealing section 10.20.070 and replacing it with a new section to be styled as 10.20.070 which shall read as follows:

The driver of any vehicle shall not park over any public sidewalk. Penalty, see

Currently

**Section 10.20.070 Vehicles Parked on Sidewalks**

The driver of any vehicle shall not park over any sidewalk area except at a permanent or temporary driveway.

**x. Discussion:** Shared Ethics Membership Renewal.

Cal Bellamy called and offered to meet with the Council to answer any questions the Council might have as he would hope they wouldn't leave Shared Ethics. He said they are in the process of updating their training curriculum. They are working in conjunction with IUN to create new and meaningful exercises for the trainers, who will then train the Town's employees. Highland's trainer is Maria Becerra.

**x. Discussion:** disclaimer to be read before each meeting that is be live streamed and recorded.

Before we begin, we are advising that this meeting is being recorded and livestreamed. If you are uncomfortable with being recorded, we ask you to leave the meeting, otherwise , your continued attendance is your consent to be recorded.

**• Plenary Business Meeting of Monday May 27, 2025**

- Minutes of the Meeting of Monday, May 12, 2025
- Appointments
- Payroll Docket
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