

## Topics Tentatively Scheduled for Study Session Discussion and

### Topics Requested for Action at Future Business Meetings of the Twenty-Ninth Town Council of Highland

This meeting will be convened as an electronic meeting, pursuant to Governor Holcomb's Executive Orders 20-04, 20-09 and 20-25 and now extended by Executive Order 20-38 through 2 September 2020 allowing such meetings, pursuant to IC 5-14-1.5-3.6 for the duration of the emergency.

People may observe and record the meeting for live streaming by joining the meeting on the Zoom platform <https://zoom.us/j/95541928637?pwd=NmphSWYrekdOQlh2cGVGUExnU09BQT09> Further, persons wishing to offer comment in the meeting may access the electronic meeting by using the preceding and adding the password for Meeting ID 955 4192 8637, password (code): 157828.

**Monday August 17, 2020:  
Study Session 6:30 p.m.  
Virtual/Electronic 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.*

- X. **Discuss the issue of agreement with the School Town for support of the School Resource Officer.** *(I am reliably advised that the School Town wants to have the agreement as usual.)* (See attachment) In consequence of an
- X. **Continuation of Colloquy and Discussion Regarding Instruction regarding the planned Special Event Scheduled September 26, 2020.** *Chapter 11.15 in the Highland Municipal Code establishes the Community Events Commission. HMC Section 11.15.030 sets forth the purposes of the commission. It has been determined desirable to receive advice regarding the status of the special event. This matter was discussed at the plenary business meeting of the Town Council of Monday August 10. There was no final determination.*
- X. **Discuss Final guidance on Hawk Traffic Control Device.** *Note: NIPRC in managing the federal aid projects in the Transportation Improvement Plan (TIP), has some other entries seeking resources. NIPRC wishes to know the status of this project so as to either protect the funding or release it. It is in the 22-23 Funding period for the TIP. These are encouraged as a matter of enhanced pedestrian and bicycling safety. There is NIPRC data that evidences that the site in Highland warrants such a device.*
- X. **Discuss eGov website proposal.** *Councilor Sheeman seeks discussion of the purchase of this software licensing and migration to the platform. At the study session of Monday, March 02, 2020, Trent Ward made a presentation regarding this platform. It was noted that it was \$20k plus \$5k thereafter annually.*

## II.

### • Plenary Business Meeting of Monday AUGUST 24, 2020 Likely matters

- X. Accounts payable vouchers Docket for the period of August 11, 2020 to August 24, 2020 in the amount of \$ \_\_\_\_\_.
- X. Payroll Docket for the payday of \_\_\_\_\_, 2020 in the amount of \$ \_\_\_\_\_.
- X. Minutes of the Meeting of Monday August 10, 2020.
- X. Works Board Order purchasing some law enforcement equipment from Vigilant.
- X. A Single letter of commendation for Police Officer approving the letter and authorizing signatures.
- X. Action pursuant to the provisions of HMC Chapter 11.15 regarding s fall event.
- X. (Possibly) Consider again agreement with Mad Bomber for September event for fireworks. (Delayed consideration of the agreement at the meeting of July 27,2020.
- X. School Resource Officer IGA.

### *Legislative Appointments*

#### Home Rule Commissions

#### 1. **Community Events Commission:**

(1) appointment to be made by the Town Council. **Term: 4 years.** (Note: vacancy of which term expires January 2022)

**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 Town of Highland Police Officer to the School Town to serve in the capacity as School Resource Officer to instruct both the G.R.E.A.T. curriculum and the Officer Friendly program, 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) Highland police officer to serve as a School Resource Officer. The purpose of the School Resource Officer will be to minimize the potential for hate crimes/bullying, alcohol and drug-related use, gang-related activities, and disruption and/or criminal behavior in and around schools, such as theft, vandalism, truancy, etc. in the most effective and efficient manner possible. Said officer, who shall remain an employee of the Town, shall provide services as presented in a School Resource Officer Job Description, a copy of which is on file with the Town and the School Town. Said job description may be amended from time to time by a written amendment to this Agreement signed by representatives of both parties.

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 **\$79,953.36 for a period of 180 days** during the **2020-2021** school year. The basis for said compensation to the Town is presented as an exhibit to this agreement incorporated herein by reference. The School Town's compensation shall be paid in two (2) equal installments, as follows:

- (A) the first being due on or before December 31, 2030;
- (B) the second payment being due on or before June 30, 2021.

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 School Resource Officer will be assigned on a full-time basis to the School Town the equivalent of up to one hundred eighty (180) days during the school year. The School Town will only be financially responsible for the equivalent number of days actually worked by the School Resource Officer.

5. The School Resource Officer will wear clothing that will easily identify him or her as a police officer.

6. The School Resource Officer will not take personal time off when school is in session. If sick, he must notify the receptionist at the School Town Administration Center. A substitute may be assigned subject to mutual approval of the Police Chief and the School Superintendent.

7. Lunch must be eaten in a School Town cafeteria unless prior arrangements have been made with the Superintendent/designee.

8. The Town will assume all costs and responsibility of initial and ongoing training associated with the School Resource Officer position. Any vehicle or additional equipment or expenses necessary for the program shall be paid for by the Town.

9. The Town shall be responsible for selecting the police officer to serve as the School Resource Officer, 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 School Resource Officer.

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

11. 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.

12. 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.

13. 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.

14. 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 School Resource Officer programs actually provided by the Town.

15. 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.

16. 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: Mark J. Schocke, Town Council President

Attest:

Michael W. Griffin, IMC/MMC/CPFA/ACPFIM/CMO  
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: Luann Jurczak, President

Attest:

Carol Green-Fraley, Secretary

Participant Execution Date: \_\_\_\_\_

Approved as to Legality and Form:

Rhett L. Tauber, Attorney

**Assumed Cost for School Resource Officer  
2020-2021  
Exhibit**

	2020	2021
Salary		
Base Salary 1st Class Patrol Officer	\$65,846.79 •	\$63,408.02
Assigned officer's longevity	\$1,601.60	\$1,705.60 #
One Time Pay Premium		
	<b>67,448.39</b>	<b>65,113.62</b>
<b>Subtotal:</b>		
• 27 pay days in 2020		
<b>Benefits</b>		
Medical Insurance (Family coverage)	\$27,738.60	\$30,512.46 **
Employer Contribution to Health Savings Account	\$2,892.00	\$2,892.00 **
Dental Insurance	\$1,357.08	\$1,492.80 **
Life Insurance (186 per \$1000 of gross payroll, up to \$50k)	\$111.60	\$122.76 **
Dependent life insurance coverage (\$1.50/mo)	\$18.00	\$18.00
Medicare	\$978.00	\$944.15
Employer Contribution to PERF	\$13,609.59 •	\$13,076.98
Workers Compensation Insurance (2.00/\$100 salary)	\$1,348.97	\$1,302.27
Law Enforcement Liability Insurance (no discrete premium)		
	<b>\$48,053.84</b>	<b>\$50,361.42</b>
<b>Subtotal Benefits:</b>		
	<b>\$115,502.23</b>	<b>\$115,475.04</b>

Instruction Days: 180  
School Year Days: 260

\*\* Assumes a 10% increase

	2020	2021
Daily rate based upon 260 days		
	\$ 444.24	\$ 444.13
First Semester		
Second Semester		

School Compensation for 2020-2021 School Year:

**FIRST SEMESTER:** 2020 Days Instruction in School = 87 based upon school calendar

Daily rate = (Total Salary for Year/260) \$ 444.24

Semester 1: \$ 38,648.82

**SECOND SEMESTER:** 2021 Days Students are in School = 93

Daily rate = (Total Salary for Year/260) \$ 444.13

Semester 2: \$ 41,304.53

**School Total: \$ 79,953.36**

\*\*\* PERF PUBLIC SAFETY Employer is 17.5%

1st Class Patrol Officer plus 20 years longevity

1st Installment Due by December 31, 2020: \$ 39,976.68

2nd Installment Due by June 30, 2021: \$ 39,976.68

# School Town of Highland

## 2020-21 School Year Calendar

### AUGUST

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

### SEPTEMBER

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

### OCTOBER

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

### NOVEMBER

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

### DECEMBER

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

### JANUARY

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

1st Semester = 87 Days  
2nd Semester = 93 Days

### August

- 10 New Teacher In-service
- 11 Prof. Develop/Work Day
- 12 First Student Day

### September

- 7 Labor Day (No School)

### October

- 9 End of 1st 9 weeks

### November

- 2-3 Fall Recess/Election Day
- 25-27 Thanksgiving Break (No School)

### December

- 16-18 Early Release Days
- 18 End of 1st Semester
- 21-31 Winter Recess (No School)

### January

- 1 Winter Recess (No School)
- 4 Classes Resume
- 18 Martin Luther King Day (No School)

### February

- 12-15 Presidents' Day (No School)

### March

- 12 End of 3rd 9 weeks
- 22-26 Spring Recess

### April

- 2-5 Good Friday

### May

- 26 End of 2nd Semester
- 26 Final Day for Teachers & Students
- 24-26 Early Release Days
- 31 Memorial Day

### FEBRUARY

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

### MARCH

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

### APRIL

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

### MAY

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

### JUNE

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

### JULY

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31



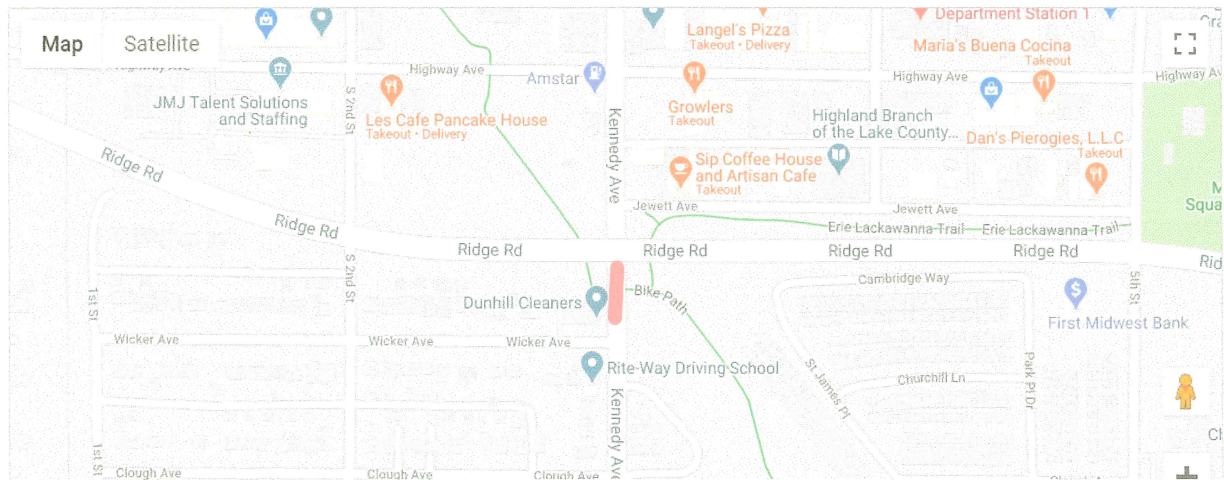
Note: Each Wednesday will be an Early Release Day

### Key

- = First/Last Day of School
- = No School
- = Prof. Develop (No School)
- = End of 9 Weeks

# HAWK PROJECT

Signal on Erie Lackawanna Trail (NIRPC2600421)									
Des Number	NIRPC2600421	Amendment	20-00 STIP	Exempt Category	Non-Exempt	Est Total Project Cost	\$350,000		
Lead Agency	Highland	Contact (ERC)	Bach, John 2199725069			County	Lake		
Project Type	Bicycle Enhancement	Letting Date	01/16/2019	Functional Classification	Major Collector	Bike/Ped Component(s)	Yes 100%		
Title	Signal on Erie Lackawanna Trail								
Limits									
Description	at the EL trail intersection with Kennedy Ave								
Phase	Fund Source	Prior SFY	SFY2020	SFY2021	SFY2022	SFY2023	SFY2024	Future SFY	Total
CN	Local Fund	-	-	-	-	\$70,000	-	-	\$70,000
CN	TAP Chicago UZA	-	-	-	-	\$280,000	-	-	\$280,000
<b>Total Construction</b>		-	-	-	-	\$350,000	-	-	\$350,000
<b>Total Programmed</b>		-	-	-	-	\$350,000	-	-	\$350,000



The project is scheduled to be installed between July 2022 to June of 2023.

HAWK signals are becoming more commonplace, and one just became operational in Munster on Main Street where the Pennsy Greenway crosses from Schererville. On that note, if I recall correctly one of the issues with the HAWK signal placement on Kennedy was the proximity to the traffic light. To this end I have screenshot your example, and the Munster site where their HAWK is sandwiched between two signals as shown below.

## MUNSTER EXAMPLE

