

Agenda
Eighty-fourth Regular or Special Meeting
of the Twenty-Ninth Town Council of Highland
Regular Plenary Meeting of Monday, January 9, 2023 at 6:30 p.m.
Agenda organized pursuant to Section 2.05.090 of the Highland Municipal Code

This meeting will be broadcast as an electronic meeting, pursuant to
Town of Highland Ordinance 1765

Topic: Town of Highland, IN - Town Council Plenary
Time: Jan 9, 2023 06:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/86386722126?pwd=bWdSSG95NW8vbWhMQjBKblNLMnBIQT09>

Meeting ID: 863 8672 2126

Passcode: 884371

One tap mobile

+13017158592,,86386722126#,,,,*884371# US (Washington DC)

+13052241968,,86386722126#,,,,*884371# US

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 646 931 3860 US

+1 720 707 2699 US (Denver)

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

+1 669 444 9171 US

+1 689 278 1000 US

+1 719 359 4580 US

Meeting ID: 863 8672 2126

Passcode: 884371

Find your local number: <https://us06web.zoom.us/j/kyIZ7OUho>

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.

Prayer: Mark J. Schocke

Pledge of Allegiance: Mark J. Schocke

Roll Call:



Bernie Zemen

Toya Smith

A GREAT PLACE
TO CALL HOME

Mark J. Schocke

Thomas (Tom) Black

Roger Sheeman

Minutes of

Previous Session: Minutes of the Regular Meeting of 28 December 2022.

- Special Orders:
1. Election of the **Town Council President** for 2023, pursuant to § 2.05.040 of the Highland Municipal Code.
 2. Election of the **Town Council Vice President** for 2023, pursuant to § 2.05.040 of the Highland Municipal Code.
-

COMMENTS FROM THE PUBLIC or VISITORS

This portion of the Town Council Meeting is reserved for persons who desire to address the Town Council regarding matters on the agenda. Persons addressing the Town Council are requested to limit their presentations to **two (2) minutes** and encouraged to avoid repetitious comments.

- Staff Reports:
- Building & Inspection Report for December 2022.
 - Fire Department Report for December 2022.
 - Workplace Safety Report for December 2022.
-

- Appointments:
- **Statutory Boards and Commissions**
Executive Appointments (May be made in meeting or at another time)
 - 1. **Municipal Plan Commission:** (1) appointment to be made by Town Council President. (Note: Currently held by Mario Martini.) (R))
Citizen members cannot have more than two of any party. Currently, 2 D, 2 R
 - 2. **Advisory Board of Zoning Appeals:** (1) appointment to be made by Town Council President. (Note: Currently held by Susan Murovic)
-

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.

-
3. **Redevelopment Commission:** (3) appointments to be made by Town Council President. *(Note: currently held by George Georgeff, Bill Leep and Sean Conley)*
 4. **Waterworks Board of Directors:** (2) appointments to be made by Town Council President. *(Note: Currently serving Lawrence R. Kondrat (D), and Rick Volbrecht (R). Current composition of the board is three Republicans and two Democrats. No more than three of any one party under state law.*
 5. **Board of Sanitary Commissioners:** (1) appointment to be made by the Town Council President. *(Currently held by Rex Burton (R)). Current composition of the board is three Democrats, two Republicans. No more than three of any one party under state law .appointments to be made by Town Council President. .*

Regional Statutory Commissions or Boards

6. **Northwestern Indiana Regional Planning Commission (NIRPC):** (1) appointment to be made by Town Council President. *(Note: No action is necessary unless the Town Council President wishes to change appointment. Appointee must be an elected official of the community represented. Currently serving, Thomas Black.)*
7. **Town Representative to the Lake County Public Safety Communications Commission.** *Pursuant to Lake County Ordinance No. 1362A-2, the Town of Highland is a Group A municipality, so the appointment is an Executive appointment. Term expires 12.31.2020 and terms are four years. (Currently held by William R. Timmer, Jr., CFOD)*
8. **Economic Development Commission.** (1) Appointment to be made by the municipal executive, but requiring nomination from the Town Council. Term ends just before February 1st. *(Currently vacant)*
 - a. Nomination by the Town Council. *(The council would pass a motion to nominate.)*
 - b. Appointment by executive. *(If nominee is acceptable, the Town Council President may appoint.)*

Home Rule Boards and Commissions

9. **Community Events Commission Multi-Year position:** (1) appointment to be made by the Town Council President. **Term: 4 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.

10. **Tree Board:** (3) appointments, to be made by the municipal executive, but requiring nomination from the Town Council. (*Positions currently held by James Colias, Ron Jackowski and Elizabeth Herrejon.*)

- a. Nomination by the Town Council. (*The council would pass a motion to nominate.*)
- b. Appointment by executive. (*If nominee is acceptable, the Town Council President may appoint.*)

- **Tree Board Chairperson.** The Town Council President also appoints the Chairperson to be selected from the membership of the board. (See HMC Section 8.25.030 (C)) (*Currently held by James Colias.*)

11. **Committee and Liaison Assignments.** *Assignments made by Town Council President. (Custom and Convention) The current assignments are below:*

Bernie Zemen: Town Executive, Chair of the Board of Police Pension Trustees, Liaison and Plan Commission Member, Liaison to the Tree Board.

Toya Smith: Sanitary Board Liaison, Advisory Board of Zoning Appeals Liaison; Building and Inspection Department Liaison and Public Works Liaison.

Mark J. Schocke: Park and Recreation Board Liaison, Council of Community Events Liaison.

Tom Black: Liaison to the Board of Waterworks Directors, Liaison to the Redevelopment Commission; Member of the Lake County Solid Waste Management District Board, Member of the Northwestern Indiana Regional Planning Commission (NIRPC), Member Joint Board of Delegates Shared Ethics.

Roger Sheeman: Chamber of Commerce Liaison; Town of Metropolitan Police Commissioners Liaison, Fire Department Liaison, Information Communications and Technology Department Liaison .

Legislative Appointments

1. **Municipal Plan Commission:** (3) appointments to be made by Town Council. (*Note: Appointee may be elected or appointed officials or employees of the Town. Currently one vacancy. Incumbents continue to serve unless the legislative body acts to change. Currently serving: Bernie Zemen (Elected Official); Douglas Turich (employee);*)

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.

2. **Park and Recreation Board: (1)** appointment to be made by Town Council. (Note: Currently serving Nick Russo (D).)

3. **Town Board of Metropolitan Police Commissioners: (1)** appointment to be made by Town Council. (Note: currently serving Terry Krooswyk (D)) Cannot have more than three persons of any single party. Current composition is Three Democrats and 2 Republicans.

5. **Redevelopment Commission (2)** appointments to be made by Town Council. (Note: currently held by Alex Robertson and Cyril Heurter)

Regional Statutory Commissions or Boards

6. **Lake County Solid Waste Management District Board of Directors (1)** appointment to be made by Town Council. (Note: currently held by Councilor Thomas "Tom" Black. Must be a member of the Town Council (Fiscal Body). Term is co-extensive with term of councilor. **No action necessary** unless the Town Council wishes to change the appointment. The term continues until acted upon or status changes as a fiscal body member)

Home Rule Commissions

7. **Main Street Bureau Board: (17)** appointments to be made by the Town Council. Term: Two years ending 1 Jan 2023. There are currently 9 of the 17 in place and serving. Currently serving are Elijah Aurand, Mary Ellis, Evi Lovin, Madison Kristina Owens, Liz Popovich, Renee Reinhart, Ben Reinhart, Alex Robertson, Renee Rosignol, Diane Barr Rounbus, James Rounbus, Sandra McKnight, Teri Yookovich and Rhonda Bloch.

8. **Joint Board of Delegates of the Interlocal Cooperation Ethics Entity.** Continues until recalled. Currently, Thomas Black.

9. **Community Events Commission Multi-year positions: (1)** appointment to be made by the Town Council. **Term: 4 years.** (Note: Currently vacant)

Single year positions: (8) appointments to be made by the Town Council. **Term: 1 year.** (Note: Currently serving, Allencia L. Ballard, Stan M. Allen, Deborah Trevino, Sandra McKnight, Christopher Clarkson Gonzalez, Linda Carter, Elizabeth Alakel, and Jeffrey Pena)

10. **Traffic Safety Commission: (5)** appointments, which must be comprised of 1 representative from the Fire Department, (1) representative from the Public Works Department (Agency), (1) member from the Town Board of Metropolitan Police Commissioners, and (2) members from the Police Department. Also note, HMC Chapter 10.45 provides that the Police Chief serves as Chief of the Commission regardless of being a member of the commission. (Currently serving, William Timmer, CFO, Fire Department)

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.

Representative; Vacant (owing to retirement) Public Works Department (Agency) representative; Steve Jurczak, Town Board of Metropolitan Police Commissioners representative; Commander John Banasiak, Police Department representative; and Chief Peter T. Hojnicky, Police Department representative.)*

**Unfinished
Business &
General Orders:**

- 1. Proposed Ordinance No. 1764.1760-I:** An Ordinance To Further Amend Ordinance No. 1760, An Ordinance 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 Change To The Staffing Authority Of The Public Works Department (Agency). *(If adopted will re-establish the position of Assistant Public Works Director.)*

Councilor Smith introduced and moved for the consideration of Proposed Ordinance No. 1764.1760-I at the same meeting of its introduction. Councilor Schocke seconded. Upon a roll call vote, a unanimous vote being necessary, there were four affirmatives, no negatives and one abstain, with Councilors Smith, Schocke, Black and Zemen voting in the affirmative and Councilor Sheeman voting to abstain. The motion failed and could not be considered at the same meeting of its introduction.

Councilor Smith introduced and filed on the 28th day of December 2022.

NEW BUSINESS:

- 1. Resolution No. 2023-01:** A Resolution Of The Fiscal Body Of The Town Of Highland Approving And Fixing The Official Charges Or Fees For Information And Communication Technology Services Provided By The Municipality To Its Executive Departments And Offices And Accounted In The Information And Communication Technology Fund.
- 2. Proposed Ordinance No. 1780:** An Ordinance Amending The Parking Schedules Of Chapter 10.35 Of The Highland Municipal Code For The Town Of Highland, Indiana, Repealing All Ordinances And Conflict Therewith And Declaring An Emergency.

**Comments or
Remarks from the
Town Council:
(Good of the Order)**

Councilor Bernie Zemen
Councilor Toya Smith
Councilor Thomas Black

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.

Councilor Mark Schocke

Councilor Roger Sheeman

**COMMENTS FROM
THE PUBLIC or
VISITORS**

This portion of the Town Council Meeting is reserved for persons who desire to address the Town Council. Depending on the nature of the comments, the Town Council may direct the staff to address the topic or follow-up on matters that may arise from public comments. If necessary, the matter may be set for action at a future meeting. Persons addressing the Town Council are requested to limit their presentations to **two (2) minutes** and encouraged to avoid repetitious comments.

**ACTION TO PAY
Accounts Payable
Vouchers**

Accounts payable vouchers December 30, 2022 to January 10, 2023 in the amount of **\$ 1,087,659.15**.

Payroll Docket for the payday of December 30, 2022 in the amount of **\$236,678.22** (Employee)

Payroll Docket by the Fund for the payday of December 30, 2022 in the amount of **\$283,340.90** (Employer – FICA, PERF, etc)

Payroll Docket for the payday of December 30, 2022 in the amount of **\$78,151.82** (Employee)

Payroll Docket by the Fund for the payday of December 30, 2022 in the amount of **\$78,942.55** (Employer – FICA, PERF, etc)

ADJOURNMENT

The Town Council may meet in study session immediately following the Regular Meeting.
Posted pursuant to IC 5-14-1.5-4(a)

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.