

Agenda
Eighty-seventh Regular or Special Meeting
of the Twenty-Ninth Town Council of Highland
Regular Plenary Meeting of Monday, February 13, 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 Meeting
Time: Feb 13, 2023 06:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/86390243527?pwd=ZVNqRHA5cTduRVFDVWVlaGliNU1pQT09>

Meeting ID: 863 9024 3527

Passcode: 947915

One tap mobile

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Dial by your location

+1 646 931 3860 US

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+1 646 558 8656 US (New York)

+1 564 217 2000 US

+1 669 444 9171 US

+1 689 278 1000 US

+1 719 359 4580 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

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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: Bernie Zemen

Pledge of Allegiance: Bernie Zemen

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 23 January 2023 and
February 6, 2023.

Special Orders:

1. **Ceremony: Administration of Oath of Office for Metropolitan Police Chief Ralph J. Potesta.** Chief Potesta was appointed the 16th Metropolitan Police Chief by the Town Board of Metropolitan Police Commissioners at its meeting of January 12, 2023, to be effective February 13, 2023.
 - (a) Administration of Oath.
 - (b) Joint Presentation of Badge by Metropolitan Police Commission Chair and Town Council President.

2. **Consideration of Proposed Additional Appropriations: (controlled funds)** Proposed Additional Appropriations in Excess of the 2023 Budget in the **Redevelopment Capital Fund** in the amount of \$50,200.00 and the **Municipal Cumulative Street Fund** in the amount of \$40,000.
 - (a) Attorney verification of Proofs of Publication: The TIMES 25th January 2023.
 - (b) **Public Hearing.**
 - (c) Action on **Proposed Appropriation Enactment No. 2023-04:** An Enactment Appropriating Additional Moneys in Excess of the Annual

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Budget for the **Redevelopment Capital Fund** and the **Municipal Cumulative Street Fund**, all pursuant to I.C. 6-1.1-18, and I.C. 36-5-3-5.

**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 January.
 - Fire Department Report for January.
 - Workplace Safety Report for January.
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Appointments:

- **Statutory Boards and Commissions**
Executive Appointments (May be made in meeting or at another time)
- 1. **Advisory Board of Zoning Appeals:** (1) appointment to be made by Town Council President. *(Note: Currently held by Susan Murovic)*

Regional Statutory Commissions or Boards

- 2. **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

- 3. **Community Events Commission** *Multi-Year position:* (1) appointment to be made by the Town Council President. **Term: 4 years.** *(Positions currently held by Jacqui Herrera and Sandy McKnight)*
 - 4. **Tree Board:** (1) appointments, to be made by the municipal executive, but requiring nomination from the Town Council. *(Positions currently held by James Colias, Ron Jackowski and Natalie Stromberg*.)*
 - 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.)*
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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.

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- **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.*)

Legislative Appointments

Regional Statutory Commissions or Boards

Home Rule Commissions

1. **Main Street Bureau Board:** (17) appointments to be made by the Town Council. Term: Two years ending 1 Jan 2025. *There are currently 6 of the 17 in place and serving. Currently serving are Rhonda Bloch, Teri Yovkovich, Renee Reinhart, Alex Robertson, Diane Barr-Roumbus, James Roumbus.*

3. **Community Events Comission Multi-year positions:** (4) appointments 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, Jack Rowe*)

4. **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 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. **Works Board Order No. 2023-01** An Order Authorizing and Approving An Extension of the Agreement between The Idea Factory and the Town of Highland to perform Professional Communications and Media Design and Development services for the Municipality for a Term of One Month, with an Option to Renew and Extend.

NEW BUSINESS:

1. **Proposed Ordinance No. 1780:** An Ordinance to Make a Technical Updating Amendment to the Current Code of Ordinances for the Town of
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Highland, Particularly Amending Section 4.00 Hours of Work and Compensation Policies, All Pursuant to I.C. 36-5-6 ET SEQ.

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

Councilor Bernie Zemen

Councilor Toya Smith

Councilor Thomas Black

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 January 25, 2023 to February 14, 2023 in the amount of **\$1,837,473.56**.

Payroll Docket for the payday of February 10, 2023 in the amount of **\$248,170.42** (Employee)

Payroll Docket by the Fund for the payday of February 10, 2023 in the amount of **\$295,580.08** (Employer – FICA, PERF, etc)

Payroll Docket for the payday of January 27, 2023 in the amount of **\$239,202.71** (Employee)

Payroll Docket by the Fund for the payday of January 27, 2023 in the amount of **\$286,258.63** (Employer – FICA, PERF, etc)

Payroll Docket by the Fund for the payday of January 27, 2023 in the amount of **\$79,304.46** (Employer – FICA, PERF, etc)

Payroll Docket for the payday of January 27, 2023 in the amount of **\$78,972.63** (Employee)

Payroll Docket by the Fund for the payday of January 27, 2023 in the amount of **\$36,533.69** (Employer – FICA, PERF, etc)

Payroll Docket for the payday of January 27, 2023 in the amount of **\$33,937.39** (Employee)

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ADJOURNMENT

The Town Council may meet in study session immediately following the Regular Meeting.

Posted pursuant to IC 5-14-1.5-4(a)

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**Enrolled Minutes of the Eighty-Fourth Regular Meeting or Special Meeting
For the Twenty-Ninth Highland Town Council
Regular Plenary Business Meeting (Electronic/In person Hybrid)
Monday, January 23, 2023**

The Twenty-Ninth Town Council of the Town of Highland, Lake County, Indiana met in its regular plenary session on Monday, January 23, 2023 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 both an in person and an electronic meeting. Some persons were participating remotely on a Zoom platform that allowed for real time interaction, and supported the public's ability to observe and record the proceedings. People were able to participate in person and remotely. When the agenda item provided for public comment, this was supported as well. Councilor Zemen, Councilor Toya Smith, Councilor Tom Black, Councilor Schocke, Councilor Roger Sheeman 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 Tom Black presided. The Town Clerk-Treasurer, Mark Herak, was present to memorialize the proceedings. The meeting was opened with Councilor Tom Black 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 Bernie Zemen, Toya Smith, Mark J. Schocke, Thomas Black and Roger Sheeman was remote. Clerk-Treasurer, Mark Herak was also present. A quorum was attained.

Additional Officials Present: Alex Brown, CPRP, Superintendent of Parks and Recreation and Mark Knesek, Public Works Director were remote. John Reed, Attorney with Abrahamson, Reed & Bilse was absent. Attorney Scott Bilse, with Abrahamson, Reed & Bilse, Pete Hojnicky, Metropolitan Police Chief; Ralph Potesta, Detective Commander; Edward Dabrowski, Director of Information Technology; Maria Becerra, Redevelopment Director; William R. Timmer, Jr., CFOD, Fire Chief and Kenneth J. Mika, Building Commissioner 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 January 9, 2023 Plenary meeting were approved by general consent.

Special Orders:

1. *Service as Town Executive.* Presentation of Plaque of Appreciation to the 71st Town Council President, Bernie Zemen

The Town Council President read aloud an inscription on a plaque acknowledging Councilor Bernie Zemen and his service as 71st town council president.

On behalf of the people of Highland, the Town Council and the Town Clerk-Treasurer present this special expression of appreciation to

Bernie Zemen

In recognition of his service to the Town of Highland, Indiana serving as the Sixty-Ninth President of the Highland Town Council , for a term commencing January 10, 2022 through January 9, 2023.

Presented on the 23rd Day of January 2023 in the Town of Highland, Lake County, Indiana, by its Town Council and Clerk-Treasurer.

2.. **Proclamation of Municipal Executive:** January 31, 2023 as Petra R. Ostrowski Day. The Town Council President asked Councilor Schocke to read aloud the enrolled Proclamation. Once read, the Town Council President executed and approved the Proclamation with his signature.

TOWN of HIGHLAND
PROCLAMATION of the TOWN COUNCIL EXECUTIVE

A PROCLAMATION in HONOR AND RECOGNITION of PETRA R. OSTROWSKI on the Occasion of her One Hundredth Birthday and Declaring Tuesday, January 31, 2023 to be PRECIOUS CENTENARIAN Day in the TOWN of HIGHLAND

Whereas, There is a citizen in the Town of Highland, **Petra R. Ostrowski**, who is an honored resident of the community, and, who, on the thirty-first day of January 2023 will mark the special occasion of her **One Hundredth** anniversary of birth; and

Whereas, We commend and acknowledge **Petra R. Ostrowski**, who married Roman L. Ostrowski on January 24, 1942 and is mother to sons Ronald and Robert, daughter Romaine; and

Whereas, We commend and acknowledge **Petra R. Ostrowski**, a woman of faith, who loves her Lord and attending Church; and

Whereas, We commend and acknowledge **Petra R. Ostrowski**, who flipped tin at a steel mill; helped her husband Roman at their neighborhood grocery store in East Chicago; served as a lunch matron at an elementary school in Gary and helped so many family members; and

Whereas, It is most appropriate that we all recognize the dedication and commitment of persons who attain to the special tenure of one's centenary year, as **Petra R. Ostrowski** has; and

Whereas, I wish to note with warmth and esteem one of Highland's residents who has attained to such a notable tenure, and calling attention to the joy, activities and life of one who has lived long and lived well;

Now, Therefore, I, Tom Black, by virtue of the authority vested in me as President of the Town Council of the Town of Highland, Lake County, Indiana, now hereby proclaim and recognize **Tuesday, January 31, 2023 as Precious Centenarian Day** in the Town of Highland;

Further, Because 100 years of life well-lived is a profoundly special moment requiring additional recognition, I further proclaim that day as **Petra R. Ostrowski Day** in the Town of Highland and I do wish her on the one hundredth anniversary of her birth, Happy Birthday, and good health.

IN WITNESS WHEREOF, I hereunto set my signature and caused the corporate seal of the municipality to be affixed, this 23rd day of January 2023.

TOWN of HIGHLAND, INDIANA
BY its TOWN COUNCIL PRESIDENT

Tom Black

Attest:

Mark Herak
Clerk-Treasurer

3. Advisory Board of Zoning Appeals Docket: Petition for a **Use Variance** for property located at 9934 Express Drive, Highland, to allow the petitioner to use a percent of the existing building for the purpose of establishing as a Gymnastic and Cheer Leading Instructional Facility. This is a non-conforming use. The property is currently zoned as I-1/ Light Industrial District. Petitioner: **Bruce Boyer of Boyer Properties, Highland, IN.** *(The petition supports the variance)*

The Advisory Board of Zoning Appeals by a vote of four (4) in favor and zero (0) opposed acted to send a **Favorable Recommendation of the request for a use variance** for the property. The ABZA acted at its meeting of 14 December 2022. The findings of fact were memorialized and approved by the board in written form at its meeting of 25 January 2023. *(90 days ends 25 April 2023).*

Pursuant to IC 36-7-4-918.6, the Town Council may act to GRANT the requested use variance an approve the use variance or it may REJECT the requested use variance and DENY the use variance. If not acted upon by the Town Council within 90 days after the ABZA makes it recommendation, the action of the Advisory Board of Zoning Appeals stands.

(A) Opportunity for Comment. The petitioner, Bruce Boyer was present and began by saying Building Commissioner Ken Mika did a very good job in explaining the situation. This is a little unique situation in that this type of business is typically found in a warehouse type setting, with the high ceilings and large open areas which doesn't lend itself to your normal retail building but rather a warehouse. And warehouses are normally found in light industrial settings. These businesses are found throughout Northwest Indiana in warehouses in light industrial areas. This type of use is not a specifically prohibited use in light industrial areas but it's not specific permitted use either, which is why we went before the BZA seeking a variance. Thank you.

(B) Action on the Recommendation. Councilor Sheeman moved to accept the recommendation of the Advisory Board of Zoning Appeals and grant the use variance. Councilor Smith seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The use variance was granted.

Comments from the Public or Visitors: None

Councilor Black asked if there were any other comments. Hearing none, he closed comments from the public and began reading communications.

Communications:

1. January 30, 2023, being the 5th meeting of the month, there will be no Town Council study session.

Staff Reports: None were filed.

Appointments:

• **Statutory Boards and Commissions**

Executive Appointments

1. Advisory Board of Zoning Appeals: (1) appointment to be made by Town Council President. *(Note: Currently held by Susan Murovic.)*

The Town Council President, as municipal executive, said he would delay this appointment until a later date.

2. **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 the position is 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.)*

The Town Council President, as municipal executive, said he would delay this appointment until a later date.

Home Rule Boards and Commissions

3. **Tree Board:** (2) appointments, to be made by the municipal executive, but requiring nomination from the Town Council. *(Positions currently held by James Colias and Ron Jackowski)*

a. Nomination by the Town Council. *(The council would pass a motion to nominate.)*

Councilor Zemen moved the nomination, seconded by Councilor Schocke of James Colias, 2215 Ridgewood Drive, Highland; Ron Jackowski, 3105 Strong Street; Natalie Stromberg, 9035 Orchard Drive, Highland. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The persons named were formally nominated.

Having acknowledged and accepted the nominations, the Town Council President then and reappointed **James Colias**, 2215 Ridgewood Drive, Highland; **Ron Jackowski**, 3105 Strong Street, Highland; and appointed **Natalie Stromberg**, 3817 Jewett Street, Highland.

- 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.)*

The Town Council President indicated that he would delay action on the appointment of a Tree Board Chair until he conferred with the Tree Board members.

Legislative Appointments

1. **Redevelopment Commission** (1) appointment to be made by Town Council. *(Note: currently held by Cyril Huerter)*

Councilor Zemen moved to appoint Tom Black to the Redevelopment Commission. Councilor Schocke seconded. Upon a roll call vote, there were five affirmatives and no negatives. With Councilors Zemen, Smith, Schocke, Black and Sheeman voting in the affirmative. The motion passed. Tom Black, 3515 Garfield Avenue was appointed to the Redevelopment Commission.

Regional Statutory Commissions or Boards

Home Rule Commissions

1. **Main Street Board of Directors.** (17) appointments to be made by the Town Council. Term: Two years ending 1 January 2025. *(Note: Currently serving Teri Yovkovich, Rhonda Bloch, Renee Reinhart, Alex Robertson, James Roumbus, Diane Barr-Roumbus, (plus eleven more vacancies)*

Councilor Schocke moved the appointment of the following persons to new two-year terms on the Main Street Board of Directors, seconded by Councilor Sheeman. Upon a roll call vote, there were five affirmatives. The motion passed. The following persons were appointed to the Main Street Board of Directors:

(1) *Rhonda Bloch*, 2815 Jewett Street, Highland; (2) *Renee Reinhart*, 3636-38th Street, Highland; (3) *Teri Yovkovich*, 2817 Jewett Street, Highland; (4) *Alex Robertson*, 2712 Condit Avenue, Highland; (5) *James Roumbus*, 2819 Jewett Avenue, Highland; (6) *Diane Barr-Roumbus*, 2819 Jewett Street, Highland;

2. Community Events Commission *Multi-year positions: (4) appointments to be made by the Town Council. Term: 4 years. (Note: Currently all positions are 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, Christopher Clarkson Gonzalez, Linda Carter, Elizabeth Alakel and Jeffrey Pena) Mr. Pena advised that he recently too a new job and will be unable to serve on the Commission but he will continue to help out.

Councilor Zemen moved to appoint Jack Rowe to the Community Events Commission. Councilor Smith seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. Jack Rowe was appointed to single year term on the Community Events Commission.

Jack Rowe, 2731 Norman Street

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 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.*)

Councilor Zemen moved the appointment of the following persons as indicated to the Traffic Safety Commission. Councilor Black seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The following persons were appointed to the Traffic Safety Commission as indicated:

Peter Hojnicky, Police Department representative
John Banasiak, Police Department representative
Mark Knesek, Public Works Department representative
William R. Timmer, Jr., CFOD, Fire Department representative

Steven Jurczak, Town Board of Metropolitan Police Commissioners representative

It was noted that Councilor Tom Black continues to serve as the Town Council representative as his term is co-extensive with his term as Town Councilor.

The Town Council President, as municipal executive, said he would delay these appointments until a later date.

General Orders and Unfinished Business: None

New Business:

- 1. Resolution No. 2023-02: A Resolution Authorizing Temporary Interfund Loan or Transfer Pursuant to IC 36-1-8-4 of the Indiana Code and Section 3.20.040 of the Highland Municipal Code for the Corporation Bond and Interest Fund, the Park District Bond and Interest Fund, the Sanitary District Bond and Interest Fund and the Waterworks District Bond & Interest Fund.**

Councilor Schocke moved the passage and adoption of Resolution No. 2023-02. Councilor Sheeman seconded. Upon a roll call vote of the elected officials, there were five (5) affirmatives and no negatives. The motion passed. Resolution 2023-02 was adopted pending the signature of the municipal executive

**TOWN of HIGHLAND
RESOLUTION NO. 2023-02**

A RESOLUTION AUTHORIZING TEMPORARY INTERFUND LOAN or TRANSFER PURSUANT to IC 36-1-8-4 OF THE INDIANA CODE AND SECTION 3.20.040 OF THE HIGHLAND MUNICIPAL CODE FOR, THE CORPORATION BOND AND INTEREST FUND, THE PARK DISTRICT BOND AND INTEREST FUND, THE SANITARY DISTRICT BOND AND INTEREST FUND AND THE WATERWORKS DISTRICT BOND & INTEREST FUND.

Whereas, The Clerk-Treasurer has advised the Town Council that cash balances in the Corporation Bond and Interest Fund, Park District Bond and Interest Fund, Sanitary District Bond & Interest Fund are not sufficient to meet their regular expenses prior to the receipt of the semi-annual distribution of ad-valorem revenues so it has become necessary to temporarily borrow money to enhance the debt service funds;

Whereas, The Clerk-Treasurer has further advised that there is sufficient money on deposit to the credit of the Municipal Cumulative Capital Development Fund and the Economic Development Local Income Tax Fund that can be temporarily transferred, pursuant to IC 36-1-8-4 and HMC Section 3,20.040;

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

Section 1. That the amount of \$383,000.00 be borrowed for the Sanitary District Bond and Interest Exempt Fund with the amount of \$383,000.00 to be loaned by the Municipal Cumulative Capital Development Fund, as authorized by HMC Section 3.20.040 and IC 36-1-8-4;

Section 2. That said loan in the amount \$383,000.00 be repaid to the Municipal Cumulative Capital Development Fund of the Town of Highland upon receipt of sufficient tax or other monies in the Fund with such loan to be repaid no later than December 31, 2023, subject to IC 36-1-8-4(b).

Section 3. That the amount of \$436,600.00 be borrowed for the Park District Bond & Interest Non-Exempt Fund with the amount of \$436,600.00 to be loaned by the Economic Development Local Income Tax Fund;

Section 4. That said loan in the amount of \$436,600.00 be repaid to the Economic Development Local Income Tax Fund of the Town of Highland upon receipt of sufficient tax or other monies in the Park District Bond & Interest Fund with such loan to be repaid no later than December 31, 2023, subject to IC 36-1-8-4(b).

Section 5. That the amount of \$216,000.00 be borrowed for the Corporation Bond & Interest Fund with the amount of \$216,000.00 to be loaned by the Economic Development Local Income Tax Fund;

Section 6. That said loan in the amount of \$216,000.00 be repaid to the Economic Development Local Income Tax Fund of the Town of Highland upon receipt of sufficient tax or other monies in the Corporation Bond & Interest Fund with such loan to be repaid no later than December 31, 2023, subject to IC 36-1-8-4(b);

Section 7. That the amount of \$170,000.00 be borrowed for the Waterworks District Bond & Interest Fund with the amount of \$170,000.00 to be loaned by the Municipal Cumulative Capital Development Fund, by HMC Section 3.20.040 and IC 36-1-8-4;

Section 8. That said loan in the amount of \$170,000.00 be repaid to the Municipal Cumulative Capital Development Fund of the Town of Highland upon receipt of sufficient tax or other monies in the **Waterworks District Bond & Interest Fund** with such loan to be repaid no later than December 31, 2023, subject to IC 36-1-8-4(b);

Section 9. That for the temporary loans made by the Town of Highland to the Sanitary District Bond and Interest Fund, the Park District Bond and Interest Fund and the Corporation Bond & Interest Fund for the purposes of HMC Section 3.20.040(B)(1), this resolution shall serve as evidence of the obligation and that under Section 3.20.040(B)(4) no interest will attain.

Duly Adopted by the Town Council of the Town of Highland, Lake County, Indiana, this 23th day of January 2023. Having been passed by a vote of 5 in favor and 0 opposed.

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

Tom Black, President (IC 36-5-2-10)

Attest:

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

2. Approval and instruction. Action to approve and instruct the Town Council President to affix his signature to the Financial Commitment Letters dated January 24, 2023, to Mrs. Kathy Eaton-McKalip, Director of LPA/MPO & Grant Administration for the Community Crossings Matching Grant Fund.

Councilor Schocke moved to approve the letters of Financial Commitment dated January 24, 2023 and to authorize the Town Council President to affix his signature to them. Councilor Smith seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The letters was approved and the signature was authorized.

TOWN OF HIGHLAND
Highland Municipal Building • 3333 Ridge Road • Highland, Indiana 46322
Main Office: (219) 838-1080 • Utility Billing: (219) 972-7589 • Fax: (219) 972-5097



January 24, 2023

Mrs. Kathy Eaton-McKalip
Director of LPA/MPO & Grant Administration
100 N. Senate Ave.
Indianapolis, Indiana 46204

RE: Community Crossings Matching Grant Fund – Financial Commitment Letter
January 2023 Call – Application #12571
Town of Highland

Dear Mrs. Eaton-McKalip,

This letter confirms the Town of Highland's financial commitment for our January 2023 Community Crossings Application #12571. We plan to utilize funding from approved source(s) in order to provide the 50% local match for awarded projects. We expect our aggregate local cost share for the 9 projects included in Application #12571 to be \$274,438.00. We have the local funding available to provide the required 50% match for each of our projects that are awarded.

Sincerely,

Tom Black
Town Council President

Town Council

Bernie Zemen
Ward One

Tova Smith
Ward Two

Mark Schocke
Ward Three

Tom Black
Ward Four

Roger Sheeman
Ward Five

Mark Knesek
Public Works Director

John Reed
Attorney

Clerk-Treasurer
Mark Herak

TOWN OF HIGHLAND
Highland Municipal Building • 3333 Ridge Road • Highland, Indiana 46322
Main Office: (219) 838-1080 • Utility Billing: (219) 972-7589 • Fax: (219) 972-5097



January 24, 2023

Mrs. Kathy Eaton-McKalip
Director of LPA/MPO & Grant Administration
100 N. Senate Ave.
Indianapolis, Indiana 46204

RE: Community Crossings Matching Grant Fund – Financial Commitment Letter
January 2023 Call – Application #12454
Town of Highland

Dear Mrs. Eaton-McKalip,

This letter confirms the Town of Highland's financial commitment for our January 2023 Community Crossings Application #12454. We plan to utilize funding from approved source(s) in order to provide the 50% local match for awarded projects. We expect our aggregate local cost share for the 2 projects included in Application #12454 to be \$385,356.00. We have the local funding available to provide the required 50% match for each of our projects that are awarded.

Sincerely,

Tom Black
Town Council President

Town Council

Bernie Zemen

Ward One

Toya Smith

Ward Two

Mark Schocke

Ward Three

Tom Black

Ward Four

Roger Sheeman

Ward Five

Mark Knesek

Public Works Director

John Reed

Attorney

Clerk-Treasurer

Mark Herak

3. Authorize the proper officer to publish legal notice of a public hearing. Public hearing to considering additional appropriations in the amount of \$50,200.00 in the Redevelopment Capital Fund and \$40,000 in the Municipal Cumulative Street Fund to be held on February 13, 2023, at 6:30 P.M. O'clock in the Municipal Building, 3333 Road Highland.

Councilor Zemen moved to authorize the publication of a legal notice of a public hearing to consider proposed additional appropriations in the Capital Redevelopment fund in the amount of \$50,200.00 and Municipal Cumulative Street Fund in the Amount of \$40,000. Councilor Sheeman seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The publication

and hearing were approved. The meeting will take place on the 13th day of February. The meeting is scheduled to begin at 6:30.

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 **13th day of February 2023**, will consider the following additional appropriations in excess of the budget for the current year in the following funds:

Municipal Cumulative Street Fund

Acct. 4431-0000-44010 Sidewalk Replacement	\$ 40,000.00
Total 400 Series:	<u>\$ 40,000.00</u>

Redevelopment Capital Fund

Acct. 4406-0000-42001 Redevelopment Capital Wayfinding Signs	\$ 36,700.00
	\$ 13,500.00
Acct. 4406-0000-31019 Landscape Services	
Total 400 Series:	<u>\$ 50,200.00</u>

TOTAL for the FUND: \$ 50,200.00

Funds to support these additional appropriations in the **Municipal Cumulative Street Fund** and in the **Redevelopment Capital 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. Taxpayers are asked to contact the Office of the Clerk-Treasurer at (219) 838-1080 to provide an email address to allow the Zoom platform information to be provided as the meeting is still being conducted as an Electronic/In Person Hybrid. You may also write to the Office of the Clerk Treasurer if you have concerns. 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
Tom Black, President

By: Mark Herak
Clerk-Treasurer

4. Councilor Sheeman moved to amend the agenda approving an order for a new 95% energy efficient, American made furnace for the south Fire Station from Siemer Heating and Cooling of Schererville and authorizing the Highland Fire Chief to sign such purchase order in the amount of \$21,497.00. Councilor Schocke seconded the motion to amend the agenda. Upon a roll call vote, a unanimous vote being necessary to amend the agenda, there were five affirmatives and no negatives. The motion passed to amend the agenda.

Councilor Sheeman moved the accept the bid from Siemer Heating and Cooling of Schererville for a new 95% energy efficient, American made furnace for the south Fire Station in the amount of \$21,497 and to authorize the Highland Fire Chief to sign such purchase order. Upon a roll call vote, a two-thirds vote being necessary, there were five affirmatives and no negatives. The motion passed.

Comments from the Town Council:

(Good of the order)

- **Councilor Bernie Zemen:** *Liaison to the Board of Water Works Directors • Liaison and Plan Commission Member • Liaison to the Tree Board • Liaison to the Highland Neighbors for Sustainability.*

Councilor Zemen began by saying the Water Board will meet this Thursday at 6:30, here in the Town Hall. He will be attending a Sustainability Meeting, tomorrow at 6:30 at the Green Witch. The Plan Commission met last Wednesday but the only business was the reorganization of officers. Doug Turich will be replacing Joe Grzymiski as the Plan Commission's representative to the BZA

Councilor Toya Smith: • *Sanitary Board Liaison • Public Works Liaison • Advisory Board of Zoning Appeals Liaison • Liaison to the Building and Inspections.*

Councilor Smith began by acknowledging Ken Mika, Building Commissioner who said the BZA will be meeting this Wednesday. There is one item on their docket and it is a use variance for the property commonly known as the tri-state bus depot. He said the address is 8144 Indianapolis Blvd. They are proposing a mixed use, with a portion of the property proposed as retail and a portion as climate control personal storage. The personal storage is not a permitted use in that zoning. He said he met with an architect who represents Macy's, who are planning on putting in a smaller

footprint retail store in Highland Grove. It will be the spot previously occupied by Marshall's.

She then acknowledged Public Works Director Mark Knesek who there is a 90% chance of snow on Wednesday, with the percentage dropping down to 60% on Thursday. They are projecting a cumulation of about 3 inches on Wednesday. He said they have plenty of salt stock piled so Public Works will be ready. He reminded everyone and asked for their cooperation that if the snow accumulation is greater than 2, please don't park your cars in the street so the plow drivers can do their job of clearing the street.

Councilor Mark Schocke: • *Park and Recreation Board Liaison* • *Council of Community Events Commission Liaison* • *Liaison to Main Street Bureau* .

Councilor Schocke acknowledge Park Superintendent, Alex Brown who said this Sunday at the Lincoln Center is the annual special event for kids with special needs indoor carnival. Its something he's been participating in for 20-years. Its in cooperation with other area park departments all around Lake and Porter County. Each department takes a turn hosting a special event for kids with special needs. Weather permitting, the contractor should begin setting all of the poles on the bike trail this week for the solar project. This project has been 2-years in the works but all the permits have been obtained and the project is proceeding. This Friday, the request for proposal on the 2 new playground equipment are due. The new playground equipment will be installed this summer. Once he has the proposals, he plans on taking the various designs to local schools and meet with the parents to pick out the design. He hopes to have the Park Board approve the designs at its February meeting.

Councilor Schocke commented on how successful the recent blood drive was at Lincoln Center. From the reports he read, they exceeded their best total by 100 units of blood. This was the great American blood drive sponsored by the American Red Cross and ABC 7.

- **Councilor Roger Sheeman:** *Town Board of Metropolitan Police Commissioners Liaison* • *Fire Department, Liaison* • *Chamber of Commerce Liaison* • • *Information Communications and Technology Department Liaison*.

Councilor Sheeman began by acknowledging Pete Hojnicky, Metropolitan Police Chief who said they are beginning the hiring process again. If anyone knows any great candidates please send them their way. They will be taking applications between now and the middle of February. They are taking both certified and non-certified applicants. They are doing the testing a little different, in that the testing will be conducted on both Friday night and Saturday morning to accommodate the work schedules of the applicants. He felt Highland was the only department doing testing that way

He then acknowledged Bill Timmer, Fire Chief who advised that the 2 furnaces at south station need to be replaced. With the cold spell coming and snow predicated, he was asking for authorizing to purchase the new furnace. He received quotes from various dealers with prices ranging from \$14,000 to \$22,000 He liked a 95% energy efficient furnace from Siemer Heating and Cooling out of Schererville. With the next plenary meeting not until the 13th of February, he was asking the Council to allow him to proceed and then ratify it at the Council's February 13th meeting or to amend the agenda for tonight's meeting. He talked with the Clerk-Treasurer who advised either method was acceptable. Councilor Sheeman said at the end of his comments he would move to amend the agenda. He then commented on the predicted snow for Wednesday, with more snow coming on Saturday and Sunday. He exclaimed that winter is here and we back to normal January. He asked the residents to be considerate of the snow plow drivers and keep you're your cars off the streets when the snow accumulation is greater than 2 inches. It's always difficult getting around with snow on the ground but image driving a snowplow truck. He acknowledged an email and call from the Highland Rotary Club, an organization he's been a guest speaker at several times a year, to say they had an anonymous donor offer to pay for the installation of a baby box at the Central Fire Station. The baby box is designed to aid mothers who feel they can no longer care for their baby and rather than neglecting the baby, the mother or a family can bring the baby to the fire station and place the baby in the baby box with no questions asked. Once the baby is placed in the baby box, an alarm goes off alerting the fire department of a baby being placed in the box and the fire department responds immediately. He cited an example from Crown Point where within 2 weeks of being installed, it was put into use. He said it requires an ordinance which he has circulated to the Council and Attorney Reed. He reminded the Council that this wasn't going to happen overnight.

Councilor Schocke said he just had a conversation with one of the Highland School Board members on that exact same topic and they were planning on meeting later this week to discuss. He was advised to reach out to a state rep by the name of Randy Frye. He was told that Randy is a big proponent of the baby box. Councilor Schocke said he was told that there exist a \$10,000 grant for projects such as this.

Chief Timmer said he knows State Rep Randy Fry personally, who is a retired Indianapolis Fire Fighter and as a matter of fact, State Rep Fry was at the Highland Fire Station not too long ago. State Rep Fry is the Chairman Public Safety Committee. He said he is compiling a list of extrication tools he plans on purchasing later in the month. The nice thing, they will all be battery powered. He concluded by thanking Joe Grzymiski for his service to the community and the Highland Fire Department, who after 20 plus years of service to the Highland Fire Department decided to retire.

He then acknowledged Ed Dabrowski, IT Director, who said he has been working this past month renegotiating a Comcast contract. He said the Town was able to triple their internet speed and cut prices by 10%. This is something he does every 2-years and saves the Town roughly \$7,000 annually. He said he's been working with Assistant Public Works Director Kim Webb on reducing the Verizon bill. He's projected another savings of around \$7,000.

- **Town Council President Tom Black:** *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 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.*

Councilor Black began by acknowledging Redevelopment Director, Maria Becerra who began by welcoming Town Council President Tom Black as a voting member of the Redevelopment Commission. She said she and Susan met with the Highland Neighbors for Sustainability on the 10th of this month and she thought it was a very productive meeting and she is looking forward to working with them. The meeting pertained to mainly structure and who will be the main contact person they will be working with. She said there is another meeting tomorrow at the Green Witch starting at 6:30. Neither she nor Susan will be in attendance as they have a Redevelopment Commission meeting at the same time. She thanked the Council for advertising for the additional appropriations for the wayfinding signs and the trimming of the trees by the depot and on Indianapolis Blvd. Once the money is approved, they will begin both projects. She said she and Susan will be meeting with Ken Mika tomorrow to discuss the façade improvement project for the new tattoo parlor. She said the Commission is working on their 2023 goals in terms of new developments and businesses, improving the website. She concluded by saying the Commission is working on an initiative about providing incentives to town employees, starting with the police, who buy a home in Highland. Incentives such as helping with closing costs and a down payment.

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

Comments from Visitors or Residents: None

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

Payment of Accounts Payable Vouchers. There being no further comments from visitors or residents, Councilor Zemen moved to allow the vendors accounts payable vouchers as filed on the pending accounts payable docket, covering the period **January 11, 2023 through January 24, 2023.** Councilor Schocke 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.

Vendors Accounts Payable Docket:

General Fund, \$330,814.07; MVH Fund, \$44,314.53; LR&S Fund, \$11,418.12; LAW Enforcement Continuing Education, Training and Supply Fund, \$2,465.67; Information and Communications Technology Fund, \$12,282.70; Traffic Violations, \$3,000.00; MCCD, \$1,567.92; Community Crossing Grant, \$1,163.82; Total: \$407,026.83.

PAYROLL DOCKET FOR PAYDAY OF JANUARY 13, 2023 BY FUND:

TOTAL PAYROLL BY FUND: \$325,121.49.

PAYROLL DOCKET FOR PAYDAY OF JANUARY 13, 2023:

OFFICE OF CLERK-TREASURER, \$14,924.98 BUILDING AND INSPECTION DEPARTMENT, \$9,482.39; METROPOLITAN POLICE DEPARTMENT, \$132,272.38; PUBLIC WORKS DEPARTMENT (AGENCY), \$76,782.14; FIRE DEPARTMENT, \$4,856.07 AND INFORMATION AND TECHNOLOGY DEPARTMENT, \$3,857.93; TOTAL PAYROLL: \$242,175.89.

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, January 23, 2023, adjourned at 7:21 O'clock p.m.

Mark Herak
Clerk-Treasurer

Approved by the Town Council at its meeting of February 13, 2023.

**Enrolled Minutes of the Twenty-ninth Regular or Special Meeting
Special Meeting
Twenty-Ninth Town Council of Highland
Monday, February 6, 2023**

The Twenty-Ninth Town Council of the Town of Highland, Lake County, Indiana met *electronically* in a special meeting on **Monday, February 6, 2023** at 6:00 O'clock P.M., in the regular place, the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.* The special meeting was convened immediately before the standing regular plenary meeting of the Town Council.

* This meeting was convened as both an in person and an electronic meeting. Some persons were participating remotely on a Zoom platform that allowed for real time interaction, and supported the public's ability to observe and record the proceedings. People were able to participate in person and remotely. When the agenda item provided for public comment, this was supported as well. Councilor Toya Smith, Councilor Tom Black, Councilor Schocke all participated in person, with Councilors Zemen and Sheeman being absent.

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.

Roll Call: Present of Roll Call were Councilors Toya Smith, Mark Schocke, Tom Black and Roger Sheeman with Councilor Zemen being absent. Clerk-Treasurer, Mark Herak was present to memorialize the proceedings. A quorum was attained.

Special Orders:

Interviews of prospective appointees

1. The Town Council conducted an interview with **Mr. Allan Simmons** (D), 3840 Jewett, Highland, who expressed interest in being appointed to the Advisory Board of Zoning Appeals.

Mr. Simmons offered a brief narrative regarding his work background. Mr. Simmons responded to questions regarding his interest in the Advisory Board of Zoning Appeals.

General Orders and Unfinished Business:

1. Meeting Authorization & Ratification. Ratify the calling of an early start (special) meeting for Monday, February 6, 2023 to conduct interviews of prospective candidates, pursuant to HMC Section 2.05.130(A) (4) and Section 2.05.130(F).

Councilor Schocke moved to ratify the calling of the special meeting as described. Councilor Smith seconded. Upon a roll call vote, there were three affirmatives and no negatives. The motion passed. The special meeting held immediately before the study session to interview prospective candidates for appointment to boards and commissions and any other business that came before the Council was authorized and ratified.

New Business:

1. **Resolution No. 2023-04:** A Resolution Authorizing Execution of an Employment Agreement With Peter T. Hojnicky. (Item withdrawn from the agenda)

There being no further interviews or business to come before the Town Council, the special meeting of the Town Council, of Monday, February 6, 2023, was adjourned at 6:30 o'clock p.m. The Town Council immediately went into the study session portion of the agenda.

Mark Herak
Clerk-Treasurer

*** Proof of Publication ***

State of Indiana)
) ss:
Lake County)

Personally appeared before me, a notary public in and for said county and state, the undersigned Nicole Muscari who, being duly sworn, says that She/he is Legal Clerk of the Northwest Indiana Times newspaper of general circulation printed and published in the English language in the Town of Munster in state and county afore-said, and that the printed matter attached hereto is a true copy, which was duly published in said paper for 1 time(s), the date(s) of publication being as follows:
Jan 25, 2023

TOWN OF HIGHLAND, CLERK TREASURER - LEGALS
CHAD, ACCTS PAYABLE
3333 RIDGE ROAD
HIGHLAND IN 46322

ORDER NUMBER 109915

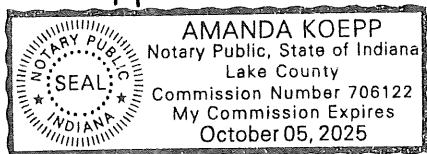
The undersigned further states that the Northwest Indiana Times newspaper maintains an Internet website, which is located at www.nwi.com website and that a copy of the above referenced printed matter was posted on such website on the date(s) of publication set forth above.

Nicole Muscari, Legal Clerk
By: [Signature]

Subscribed and sworn to before me this 25 day of Jan, 2023

[Signature]
Notary Public

My commission expires:



Section: Legals

Category: 198 Legal - Lake County

PUBLISHED ON: 01/25/2023

TOTAL AD COST: 131.07
FILED ON: 1/25/2023

***** Proof of Publication *****

**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 13th day of February 2023, will consider the following additional appropriations in excess of the budget for the current year in the following funds:

Municipal Cumulative Street Fund	
Acct. 4431-0000-44010 Sidewalk Replacement	\$ 40,000.00
Total 400 Series:	\$ 40,000.00
Redevelopment Capital Fund	
Acct. 4406-0000-42001 Redevelopment Capital Wayfinding Signs	\$ 36,700.00
Acct. 4406-0000-31019 Landscape Services	\$ 13,500.00
Total 400 Series:	\$ 50,200.00
TOTAL for the FUND:	\$ 50,200.00

Funds to support these additional appropriations in the Municipal Cumulative Street Fund and in the Redevelopment Capital 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. Taxpayers are asked to contact the Office of the Clerk-Treasurer at (219) 838-1080 to provide an email address to allow the Zoom platform information to be provided as the meeting is still being conducted as an Electronic/In Person Hybrid. You may also write to the Office of the Clerk Treasurer if you have concerns. 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

Tom Black, President

By: Mark Herak

Clerk-Treasurer

1/25 - 109915

HSPAXLP

ATTACH COPY OF ADVERTISEMENT HERE

TOWN OF HIGHLANDS, Clerk
(Governmental Unit) Treasurer

To: The Times Media Company

Lake County, Indiana

601-45th Avenue, Munster, IN 46321

PUBLISHER'S CLAIM

LINE COUNT

Display Master (Must not exceed two actual lines, neither of which shall total more than four solid lines of the type in which the body of the advertisement is set) -- number of equivalent lines
Head -- number of lines
Body -- number of lines
Tail -- number of lines
Total number of lines in notice

COMPUTATION OF CHARGES

87 lines, 3 columns wide equals 261 equivalent lines at .5041 cents per line \$ 131.07
Additional charges for notices containing rule or tabular work (50 per cent of above amount)
Charge for extra proofs of publication (\$1.00 for each proof in excess of two)
TOTAL AMOUNT OF CLAIM \$ 131.07

DATA FOR COMPUTING COST

Width of single column in picas 9p4 Size of type 7.0 point. 109915
Number of insertions 1

Pursuant to the provisions and penalties of IC 5-11-10-1, I hereby certify that the foregoing account is just and correct, that the amount claimed is legally due, after allowing all just credits, and that no part of the same has been paid.

I also certify that the printed matter attached hereto is a true copy, of the same column width and type size, which was duly published in said paper (1) times. The dates of publication being as follows:

Jan 25, 2023

Additionally, the statement checked below is true and correct:

- Newspaper does not have a Web site.
..X.. Newspaper has a Web site and this public notice was posted on the same day as it was published in the newspaper.
..... Newspaper has a Web site, but due to technical problem or error, public notice was posted on
..... Newspaper has a Web site but refuses to post the public notice.

Date Jan 30 2023

Nicole L. Muscari
Title: Legal Clerk
By: [Signature]

**Town of Highland
Appropriation Enactment
Enactment No. 2023-04**

AN ENACTMENT APPROPRIATING ADDITIONAL MONIES IN EXCESS OF THE ANNUAL BUDGET for the REDEVELOPMENT CAPITAL FUND, ALL PURSUANT TO I.C. 6-1.1-18, and I.C. 36-5-3-5.

WHEREAS, Following a public hearing advertised pursuant to I.C. 5-3-1, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget for the **Redevelopment Capital Fund** and the **Municipal Cumulative Street Fund**;

WHEREAS, It has been determined that such additional appropriations as may be approved by this enactment, will not increase the levies set under I.C. 6-1.1-17, all pursuant to I.C. 36-5-3-5;

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

Section 1. That for the expenses of said municipality, the following additional sums of money are hereby appropriated and ordered set apart out of the **Redevelopment Capital Fund** herein named and for the purposes herein specified, subject to the laws governing the same:

REDEVELOPMENT CAPITAL FUND

Acct. No. 4406-0000-31019 Landscape Services	\$13,500.00
<i>Total 300 Series:</i>	\$13,500.00
Acct. No. 4406-0000-42001 Wayfinding Signs	\$36,700.00
<i>Total 400 Series:</i>	\$36,700.00
Fund Total:	\$50,200.00

Section 2. That for the expenses of said municipality, the following additional sums of money are hereby appropriated and ordered set apart out of the

Municipal Cumulative Street Fund herein named and for the purposes herein specified, subject to the laws governing the same:

MUNICIPAL CUMULATIVE STREET FUND

Acct. No. 4431-0000-44010 Sidewalk Replacement	\$40,000.00
<i>Total 400 Series:</i>	\$40,000.00
Fund Total:	\$40,000.00

Section 3. That the Clerk-Treasurer is hereby authorized and instructed to inform the Department of Local Government Finance of this action and that these monies be made available for expenditure pursuant to I.C. 6-1.1-18.

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

Introduced and Filed on the 13th Day of February 2023. Consideration on the same day or at same meeting of introduction sustained a vote of in favor and opposed, pursuant to IC 36-5-2-9.8.

DULY ORDAINED AND ADOPTED this 13th Day of February 2023, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of in favor and opposed.

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

Tom Black, President (IC 36-5-2-10)

ATTEST:


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

Building Report January, 2023

PERMIT TYPE	#	Res.	Comm.	Est. Cost	Fee Collected
Commercial Buildings	0			\$ -	\$ -
Comm. Additions/Remodel	6		6	\$ 405,381.00	\$ 8,053.50
Signs	5		5	\$ 14,488.00	\$ 1,275.00
Single Family	1	1		\$ 490,000.00	\$ 8,428.50
Duplex/Condo	0				
Residential Additions	0				
Residential Remodeling	26	26		\$ 510,519.00	\$ 10,401.00
Garages	1	1		\$ 11,298.00	\$ 487.50
Sheds	0				
Decks & Porches	0				
Fences	0				
Above/In ground pools	0				
Drain Tile/Waterproofing	4	4		\$ 38,183.00	\$ 1,026.00
Misc: Cell Twr. (1); Road Cuts (3)	4	3	1	\$ 8,000.00	\$ 1,531.50
Total Building Permits	47	35	12	\$ 1,477,869.00	\$ 31,203.00
Electrical Permits	15	10	5	\$ -	\$ 2,046.00
Mechanical Permits	21	19	2	\$ -	\$ 2,469.00
Plumbing Permits	7	6	1	\$ -	\$ 1,468.35
Water Meters	2	2		\$ -	\$ 585.00
Water taps	1	1		\$ -	\$ 200.00
Sewer/Storm Taps	2	2		\$ -	\$ 600.00
Total Plumbing Permits	12	11	1	\$ -	\$ 2,853.35

January 2023 Code Enforcement: 49 Investigations and 6 Citations were issued & 0 Warnings were given. Inspections done for the month of January 2023 were as follows: 12 Building Inspections, 16 Plumbing Inspections, 7 HVAC and 15 Electrical Inspections. There was 1 Electrical Exam given.

Submitted By:


Kenneth J. Mika

Mark Herak

From: Denise Beck
Sent: Thursday, February 2, 2023 11:18 AM
To: Mark Herak; Chad Kinley
Subject: January Fire Department Stats

Good Morning Mark and Chad,

Types of Calls	Jan 2023	YTD
General Alarms	11	11
Paid Still Alarms	18	18
Total calls in 2023	29	29

Denise Beck

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

2023

**TOWN OF HIGHLAND INJURIES FOR THE MONTH
JANUARY**

CASE	DATE	DEPARTMENT	DESCRIPTION	Record Only No Med Treatment	OSHA Recordable	Not OSHA Recordable	Filed with WC Insurance
	OF INJURY						
			No Injuries for the month				

RO = Record Only

DEPT	2023		previous year	2023		previous year	
	INJURIES	YEAR TO	TOTAL	RESTRICTED	LOST DAYS	RESTRICTED	LOST DAYS
	THIS MONTH	DATE	2022	DAYS THIS YEAR	THIS YEAR	DAYS 2022	2022
PARK & REC			3		31		25
FIRE							
POLICE			7				67
STREET			1				44
WATER SEWER			1				
MAINTENANCE			5				77
OTHER							
TOTALS	0	0	17	0	31	0	213

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

**The Town of Highland
Board of Works
Order of the Works Board No. 2023-01**

AN ORDER AUTHORIZING AND APPROVING AN AGREEMENT BETWEEN THE IDEA FACTORY AND THE TOWN OF HIGHLAND TO PERFORM PROFESSIONAL COMMUNICATIONS AND MEDIA DESIGN AND DEVELOPMENT SERVICES FOR THE MUNICIPALITY FOR A TERM OF ONE MONTH, WITH OPTION TO RENEW AND EXTEND

Whereas, The Town of Highland, through its Town Council, which is the Works Board of the Municipality has heretofore determined that a need exists to provide greater information to the public regarding the operations and services of the municipality;

Whereas, The Town has heretofore determined that a need exists to engage professional communications and media design and development services to assist and support the provision of greater information to the public regarding the operations and services of the municipality;

Whereas, Robin A. Carlascio and Theresa K. Badovich, d.b.a. *The Idea Factory*, a media development and design, communication consulting alliance, has proposed to provide professional editorial services to assist and support the provision of greater information to the public regarding the operations and services of the municipality through the development and promulgation of a municipal newsletter;

Whereas, As purchasing agency, the Town Council may purchase services using any procedure it considers appropriate, pursuant to IC 5-22-6-1; and

Whereas, The Highland Municipal Code provides that, the Town Council may make all contracts for professional services on the basis of competence and qualifications for the type of services to be performed, and negotiate compensation that the public agency determines to be reasonable, pursuant to Section 3.05.090; and

Whereas, There are now or will soon be sufficient and available appropriations balances on hand to support the payments for these services under the agreement, pursuant to IC 5-22-17-3(e); and

Whereas, The Town of Highland, through its Town Council acting as the Works Board now desires to accept and approve the agreement for services as herein described.

Now Therefore be it Ordered by the Town Council of the Town of Highland, Lake County, Indiana;

Section 1. That the agreement (incorporated by reference and made a part of this Order) between **Robin A. Carlascio** and **Theresa K. Badovich** doing business as the **Idea Factory**, and the Town of Highland, provide professional editorial services to assist and support the provision of greater information to the public regarding the operations and services of the municipality through the development and promulgation of a municipal newsletter for the period beginning **1 March 2023 through to 31 March 2023** as described herein is hereby approved, adopted and ratified in each and every respect;

Section 2. That the charges under the agreement for the services, in the amount of **\$1,969.46 per issue**, or **\$492.36 per page**, which include publishing and coordinating a monthly newsletter to be distributed as an insert in the monthly utility invoice and other related services; stock images or illustrations at **\$52 per image or illustration**, custom photography or graphics at **\$104 per image or graphic**, and website maintenance/updates and services in the amount of **\$140.78 per week**, Web hosting in the amount of **\$25.99 per month** and Web security in the amount of **\$130 per month** are found to be reasonable and fair, all pursuant to IC 5-22-6-1 and Section 3.05.090 of the municipal code;

Section 3. That the charges under the terms of the agreement for all the services, will be paid to **The Idea Factory**, after presentation of an invoice for services, following their delivery;

Section 4. That the Town Council President be authorized to execute this agreement under the terms of this order with his signature as attested thereto by the Clerk-Treasurer;

Section 5. That the Town Council President must approve a preliminary edition of the newsletter at least two weeks prior to publication.

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 13th day of February 2023 having passed by a vote of ____ in favor and ____ opposed.

**WORKS BOARD of the TOWN of
HIGHLAND, INDIANA**

Tom Black, President (IC 36-5-2-10)

Attest:

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

AGREEMENT

This Transitional Agreement made and entered into this 13th day of February 2023, by and between the **TOWN OF HIGHLAND, BY AND THROUGH ITS TOWN COUNCIL** (hereinafter referred to as the "Town"), and **ROBIN CARLASCIO and THERESA BADOVICH d/b/a THE IDEA FACTORY** (hereinafter referred to as "Idea Factory").

WITNESSETH THAT:

WHEREAS, The Town is interested engaging the services of Idea Factory for publishing and coordinating a monthly newsletter (Gazebo Express) to be distributed throughout the Town; and

WHEREAS, Idea Factory is interested in entering into such an agreement and engaging its services to publish and coordinate a monthly newsletter within the Town; and

WHEREAS, The parties wish to reduce their agreement to writing;

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, it is agreed as follows:

1. Idea Factory agrees to publish and coordinate a monthly newsletter (Gazebo Express) to be distributed in the Town of Highland.

2. The term of this Agreement shall be for one (1) month beginning **March 1, 2023**, through **March 31, 2023**. This Agreement may be extended or renewed by the Town of Highland from month to month or for a longer term based upon approval of the renewal term by the Town.

3. Idea Factory shall be paid for its services rendered pursuant to this Agreement, the sum of \$1,946.46 per issue or \$492.36 per page stock images or illustrations at \$52 per image or illustration, custom photography or graphics at \$104 per image or graphic, as well as the website maintenance/update fees of \$140.78 per week, Web hosting fees of \$25.99 per month, Web security fees of \$130.00 per month. The weekly and monthly fees shall be payable to The Idea Factory at its business address, **1 Courthouse Square, Suite 207, Crown Point, Indiana 46307**.

4. This Agreement may be cancelled by either party upon such party providing the other party thirty (30) days written notice.

5. In the event the Town's appropriations are insufficient to pay the expenses of this Agreement, and upon thirty (30) days written notice being given by the Town to Idea Factory, this Agreement shall become null and void.

6. This Agreement shall be governed by the laws of the State of Indiana and shall be binding upon the parties' heirs, legal representatives, successors, and assigns.

7. That the Town Council President must approve a preliminary edition of the newsletter at least two weeks prior to publication.

IN WITNESS WHEREOF, this Agreement has been entered into between the parties this 13th day February 2023.

TOWN OF HIGHLAND

THE IDEA FACTORY

By: _____
Tom Black, President

Robin Carlascio

Attest: _____
Mark Herak
Clerk-Treasurer

Theresa Badovich

This instrument prepared by:

Rhett L. Tauber, Esq.
Tauber Westland & Bennett P.C.
1415 Eagle Ridge Drive
Scherverville, Indiana 46375
(219) 865-8400

ORDINANCE No. 1780
of the
TOWN of HIGHLAND, INDIANA

AN ORDINANCE TO MAKE A TECHNICAL UPDATING AMENDMENT TO THE CURRENT CODE OF ORDINANCES FOR THE TOWN OF HIGHLAND, PARTICULARLY AMENDING SECTION 4.00 HOURS OF WORK AND COMPENSATION POLICES, ALL PURSUANT TO IC 36-5-6 ET SEQ.

WHEREAS, Title 36, Article 1, Chapter 5 of the Indiana Code provides that the legislative body of a unit shall codify, revise, rearrange, or compile the ordinances of the unit into a complete, simplified code excluding formal parts of the ordinances;

WHEREAS, The legislative body of this unit, the Town of Highland, is the Town Council, pursuant to IC 36-1-2-9(5) and IC 36-5-2-2;

WHEREAS, The present general and permanent ordinances of the Town of Highland, formally codified in 2012, are in need of technical and substantive modifications not confined to any particular Title, Article or Chapter but nevertheless desirable to further improve and perfect the Code; and,

WHEREAS, The Town Council, is persuaded that it is necessary and desirable to adopt the several technical and substantive modifications necessary to carry out this requirement and to further improve and perfect the Code,

NOW, THEREFORE, BE IT HEREBY ORDAINED BY the Town Council of the Town of Highland, Lake County, Indiana, as follows:

Section 1. That the Highland Municipal Employee Handbook of the Compensation and Benefit Ordinance, be hereby amended by adding Section 4.03.13, which shall read as follows:

4.03.13 Residency Stipend pay for Officers residing in the Town of Highland.

Effective January 1, 2024, a Highland Police Officer who is a resident of the Town of Highland will receive \$200.00 a month for each complete month that they are a resident of the Town of Highland or a maximum of \$2400.00 in a calendar year. In order to qualify for this stipend, the Officer needs to provide a copy of his/her Homestead Exemption or a copy of their current lease accompanied by a sworn statement of residency. Officers will be paid in one (1) lump sum, up to \$2400.00, in January of the following year. If an Officer moves out of the Town of Highland or leaves their employment with the Town of the Highland prior to the conclusion of the calendar year they will not be entitled to any residency stipend.

Section 2. The provisions of this Ordinance shall be effective from and after January 1, 2024.

Section 3. That this ordinance shall be effective from and after its passage and adoption, as evidenced by the signature of the Town Council President and attested thereto by the Clerk-Treasurer, all pursuant to IC 36-5-2-10 and IC 36-5-2-10.2.

Introduced and Filed on 13th day of February 2023. Consideration on same day or at same meeting of introduction sustained a vote of in favor and opposed, pursuant to IC 36-5-2-9.8.

DULY ORDAINED and ADOPTED this 13th Day of February 2023, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of in favor and opposed.

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

Tom Black, 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)

GL Number Invoice Line Desc Ref # Vendor Invoice Description Amount Check #

Fund 1101 GENERAL						
Dept 0000						
1101-0000-45200	GEN FUND TRANSFERS GROSS	101775	PAYROLL ACCOUNT	1/27PRL D/S TRANSFER GENERAL	221,646.31	48472
1101-0000-45200	GEN FUND TRANSFERS GROSS	101949	PAYROLL ACCOUNT	2/10BRL D/S TRANSFER GENERAL	181,224.25	48489
	Total For Dept 0000				402,870.56	

Dept 0001 TOWN COUNCIL						
1101-0001-31003	TRANSCRIPT 140 PAGES - SENT V	101831	ISEMINGER & ASSOCIATES, INC	CHOSEN CONSULTING V HIGHLAND	560.00	
1101-0001-39003	PAST PRESIDENT AWARD	101741	SMR AWARDS	PAST PRESIDENT AWARD	132.00	
1101-0001-39004	INSERTING GAZEBO INTO BILLS	101730	LITHOGRAPHIC COMMUNICATIONS	NOV 2022 GAZEBO EXPRESS INSERT	1,136.72	
	Total For Dept 0001 TOWN COUNCIL				1,828.72	

Dept 0003 VIPS						
1101-0003-22004	NEW GRAPHICS FOR VIPS CARS	101866	NWI EMERGENCY OUTFITTERS,LL	NEW GRAPHICS FOR VIPS CARS AND IA	1,000.00	
1101-0003-36001	LABOR TO INSTALL GRAPHICS	101866	NWI EMERGENCY OUTFITTERS,LL	NEW GRAPHICS FOR VIPS CARS AND IA	400.00	
1101-0003-39007	VIPS CAR WASHES FOR JAN	101880	EASY CLEAN CAR WASH, INC	VIPS CAR WASHES FOR JAN	3.00	
	Total For Dept 0003 VIPS				1,403.00	

Dept 0004 CLERK-TREASURER						
1101-0004-20003	OFFICE SUPPLIES	101728	PULSE TECHNOLOGY OF INDIANA	OFFICE SUPPLIES	127.86	
1101-0004-34023	HEALTH & DENTAL INS	101815	TOWN OF HIGHLAND INS FUND (FEB 2023 HEALTH/LIFE INS PREM GEN	5,668.05	48480
1101-0004-34043	LIFE INS	101815	TOWN OF HIGHLAND INS FUND (FEB 2023 HEALTH/LIFE INS PREM GEN	65.72	48480
	Total For Dept 0004 CLERK-TREASURER				5,861.63	

Dept 0006 BUILDING & INSPECTION						
1101-0006-20001	NAME PLATE MORGAN WRIGHT INV	101663	ALLIN PLASTIC ENGRAVING	NAME PLATE MORGAN WRIGHT INV 0111	12.95	
1101-0006-20003	HP INK KENS PRINTER	101822	ODP BUSINESS SOLUTIONS,LLC	HP INK KENS PRINTER	103.61	
1101-0006-21001	111.4 GAL UNLEADED	101769	TOWN OF HIGHLAND GASOLINE F	FUEL BY USAGE - INSPECTIONS	506.32	48475
1101-0006-34023	HEALTH AND DENTAL INSURANCE	101816	TOWN OF HIGHLAND INS FUND (FEB 2023 HEALTH/LIFE INS PREMIUM	4,389.23	48480
1101-0006-34043	LIFE INSURANCE	101816	TOWN OF HIGHLAND INS FUND (FEB 2023 HEALTH/LIFE INS PREMIUM	28.92	48480
1101-0006-39001	IN ADA & TITLE VI COORDINATOR	101796	AIM, ACCELERATE IND MUNICIP	IN ADA & TITLE VI COORDINATORS AS	25.00	48477
	Total For Dept 0006 BUILDING & INSPECTION				5,066.03	

Dept 0007 FIRE DEPARTMENT						
1101-0007-11204	FIREFIGHTER PHYSICAL - HOFKAM	101931	OCCUPATIONAL HEALTH CENTERS	FIREFIGHTER PHYSICAL/DRUG SCREEN,	374.00	
1101-0007-20003	510811 ELECTRODE ADLIT	101926	MCKESSON MEDICAL-SURGICAL G	ELECTRODES PADZ	1,667.17	
1101-0007-21001	129.7 DIESEL	101770	TOWN OF HIGHLAND GASOLINE F	FUEL BY USAGE - FIRE	1,313.86	48475
1101-0007-21004	OFFICE SUPPLIES-REPLACEMENT LAB	101917	AMAZON	OFFICE SUPPLIES	28.88	
1101-0007-23004	DEWALT BATTERY/CHARGER	101914	AAA SUPPLY CORPORATION	DEWALT BATTERY/CHARGER	539.00	
1101-0007-23004	BATTERIES	101920	BATTERIES PLUS	BATTERIES 3V	53.40	
1101-0007-23006	2 1/2 " HOSES	101924	GARNER SALES & SERVICE	HOODS/2 1/2 HOSES	485.90	
1101-0007-23006	2 1/2 " HOSES	101925	GARNER SALES & SERVICE	HOSES BALANCE	32.65	
1101-0007-34023	HEALTH & DENTAL INSURANCE	101814	TOWN OF HIGHLAND INS FUND (FEB 2023 HEALTH/LIFE INS PREM FIR	4,912.47	48480
1101-0007-34043	LIFE INSURANCE	101814	TOWN OF HIGHLAND INS FUND (FEB 2023 HEALTH/LIFE INS PREM FIR	13.42	48480
1101-0007-35001	ELECTRIC - SOUTH STATION	101927	NISOURCE INC.	ELECTRIC SOUTH STATION	336.46	
1101-0007-35001	ELECTRIC - CENTRAL FIRE STATI	101929	NISOURCE INC.	ELECTRIC - CENTRAL FIRE STATION 0	905.58	
1101-0007-35001	ELECTRIC - FD TRAINING SITE	101930	NISOURCE INC.	ELECTRIC - FD TRAINING SITE 450-	60.00	
1101-0007-35003	GAS - SOUTH STATION	101927	NISOURCE INC.	GAS & ELECTRIC SOUTH STATION	797.48	
1101-0007-35003	GAS - CENTRAL STATION 563-050	101928	NISOURCE INC.	GAS - CENTRAL FIRE STATION 563-05	1,534.21	
1101-0007-36003	OH DOOR REPAIRS-NORTHSIDE WES	101922	CRAWFORD DOOR SALES OF L C,	OH DOOR REPAIRS-NORTHSIDE WEST DO	320.00	
1101-0007-39007	STATION 1 ANNUAL GENERATOR PM	101923	DUANE'S ELECTRIC, INC	EMERGENCY GENERATOR PM	1,262.50	
1101-0007-39007	STATION 2 ANNUAL GENERATOR PM	101933	DUANE'S ELECTRIC, INC	EMERGENCY GENERATOR PM	540.00	
	Total For Dept 0007 FIRE DEPARTMENT				15,176.98	

GL Number Invoice Line Desc Ref # Vendor Invoice Description Amount Check #

Fund 1101 GENERAL
 Dept 0008 PLAN COMMISSION NIES PC 50712002490 01/20 - 0 101804 NIES ENGINEERING, INC. NIES PC 50712002490 01/20 - 01/27 915.78
 1101-0008-31002 Total For Dept 0008 PLAN COMMISSION 915.78

Dept 0009 POLICE DEPARTMENT

1101-0009-21001	1000.4 GAL OF GAS DELV ON 1/2	101878	WARREN OIL COMPANY	1000.4 GAL OF GAS DELV /23	2,994.59	
1101-0009-21004	MEDICAL SUPPLIES FOR CAB	101842	CINTAS CORPORATION NO 2	MEDICAL SUPPLIES FOR CABINET IN B	149.47	
1101-0009-22004	INV 421863	101879	AUTO-WARES	VEH PARTS AND SUPPLIES FOR JAN	682.21	
1101-0009-22004	VEH INTERFACE CABLE	101841	CARRIER & GABLE, INC	VEHICLE INTERFACE CABLES	1,080.00	
1101-0009-22004	PARTS FOR CAR 5	101847	GRIMMER AUTOMOTIVE, INC	PARTS AND LABOR FOR CAR 5	82.29	
1101-0009-22004	55GAL 2W20 OIL	101858	NAPA AUTO PARTS	55 GAL 2W20 OIL	585.00	
1101-0009-22004	INV NMT 1327 NEW CAR EQUIP	101865	NWI EMERGENCY OUTFITTERS,LL	NEW CAR EQUIPMENT FOR 2 NEW VEH	9,438.00	
1101-0009-22004	NEW GRAPHICS FOR NEW CARS	101867	NWI EMERGENCY OUTFITTERS,LL	NEW GRAPHICS AND INSTALL ON NEW C	675.00	
1101-0009-23004	AIR HOSE REPR KIT AND REEL	101854	MENARDS	AIR HOSE REPAIR KIT AN REEL	83.98	
1101-0009-23004	LG BAG OF DOG FOOD	101856	MENARDS	LG BAG OF DOG FOOD FOUR POUND	54.98	
1101-0009-23004	3PC COLORCONNEX KIT	101855	MENARDS CORP - SCHERERVILLE	3PC BLUE COLOR CONNEX KIT	6.99	
1101-0009-23004	DOG FOOD FOR POUND	101857	MENARDS CORP - SCHERERVILLE	DOG FOOD FOR POUND	5.06	
1101-0009-32003	IDACS NETWORK ACCESS FOR JAN	101850	INDIANA OFFICE OF TECHNOLOG	IDACS NETWORK ACCESS FOR JAN	150.31	
1101-0009-32004	IDACS INTERNET 1/28-2/27	101850	COMCAST CABLE	IDACS INTERNET SERVICE 1/28-2/27	126.85	
1101-0009-32004	CID INTERNET SEARCHES FOR JAN	101876	TLO, LLC	CID INTERNET SEARCHES FOR JAN	75.00	
1101-0009-34023	HEALTH & DENTAL INSURANCE	101813	TOWN OF HIGHLAND INS FUND (FEB 2023 HEALTH/LIFE INS PREM PD	95,288.40	48480
1101-0009-34042	SURVIVORS ADJ	101813	TOWN OF HIGHLAND INS FUND (FEB 2023 HEALTH/LIFE INS PREM PD	2,120.04	48480
1101-0009-34043	LIFE INSURANCE	101813	TOWN OF HIGHLAND INS FUND (FEB 2023 HEALTH/LIFE INS PREM PD	408.60	48480
1101-0009-35001	LPR AT 2000 RIDGE READ ON 1/1	101859	NISOURCE INC.	LPR AT 2000 RIDGE READ ON 1/10	32.01	
1101-0009-35001	LPR AT 10221 INDY RED ON 1/13	101860	NISOURCE INC.	LPR AT 10221 INDY READ ON 1/13	45.68	
1101-0009-35001	ELEC SERV FOR 3315 RIDGE READ	101861	NISOURCE INC.	ELEC SERV FOR 3315 RIDGE READ ON	9,656.28	
1101-0009-35001	LPR AT 8200 INDY READ ON 1/25	101862	NISOURCE INC.	LPR AT 8200 INDY READ ON 1/25	46.77	
1101-0009-35001	LPR AT 3949 HIGHWAY READ ON 1	101863	NISOURCE INC.	LPR AT 3949 HIGHWAY READ ON 1/23	40.96	
1101-0009-35005	WATER SERV 3315 RIDGE 11/22-1	101942	TOWN OF HIGHLAND UTILITIES	WATER SERVICE 3315 RIDGE 12/27/22	760.19	
1101-0009-36001	LABOR FOR REPAIRS TO CAR 5	101847	GRIMMER AUTOMOTIVE, INC	PARTS AND LABOR FOR CAR 5	230.00	
1101-0009-36001	EQUIP INSTALL ON 3 NEW VEH	101864	NWI EMERGENCY OUTFITTERS,LL	EQUIP INSTALL FOR 3 NEW VEH	3,600.00	
1101-0009-36001	INSTALL GRAPHICS ON CARS	101867	NWI EMERGENCY OUTFITTERS,LL	NEW GRAPHICS AND INSTALL ON NEW C	1,500.00	
1101-0009-36004	GEN OFC CLEANING FOR JAN	101846	GAYLE THARP	GEN OFC CLEANING FOR JAN	2,916.67	
1101-0009-39001	MEMBERSHIP DUES	101844	DIST ONE LAW ENFORCMNT COUN	MEMBERSHIP DUES	300.00	
1101-0009-39005	TNR FELLINE	101848	HUMANE INDIANA	TNR FELLINE	50.00	

Total For Dept 0009 POLICE DEPARTMENT 133,185.33

Dept 0011 SERVICES & WORKS	CASH HANDLING TRAINING DECEMB	101828	APT US&C	CASH HANDLING TRAINING PROGRAM DE	1,750.00	48482
1101-0011-31003	DEC BILLING DETAIL	101800	LONDON WITTE GROUP, LLC	DEC BILLING DETAIL	2,475.00	
1101-0011-32008	ACCT. SERVICE FEES	101739	FIRST FINANCIAL BANK CORP S	DEC 2022 ACCT ANALYSIS CHARGE	441.37	
1101-0011-32008	BANK RECS	101797	BAKER TILLY MUNICIPAL ADVIS	BANK RECONCILIATION	14,957.50	999650
1101-0011-32008	BANK RECS	101799	BAKER TILLY MUNICIPAL ADVIS	BANK RECONCILIATION	15,000.00	
1101-0011-34003	2023 AUTO INS D/S GEN	101824	TOWN OF HIGHLAND INS FUND (GEN. D/S 2023PROPERTY/CASUALTY I	91,976.64	48484
1101-0011-34003	2023 CASUALTY INS D/S GEN	101824	TOWN OF HIGHLAND INS FUND (GEN. D/S 2023PROPERTY/CASUALTY I	72,277.02	48484
1101-0011-34005	2023 EXCESS LIABILITY	101824	TOWN OF HIGHLAND INS FUND (GEN. D/S 2023PROPERTY/CASUALTY I	16,211.45	48484
1101-0011-34008	2023 PUBLIC OFFICIALS LIABLI	101824	TOWN OF HIGHLAND INS FUND (GEN. D/S 2023PROPERTY/CASUALTY I	5,503.00	48484
1101-0011-34011	2023 PROPERTY INS D/S GEN	101824	TOWN OF HIGHLAND INS FUND (GEN. D/S 2023PROPERTY/CASUALTY I	30,241.77	48484
1101-0011-34013	2023 WORKERS COMP	101824	TOWN OF HIGHLAND INS FUND (GEN. D/S 2023PROPERTY/CASUALTY I	68,672.63	48484
1101-0011-35001	000-901-005-4 9217 LIABLE	101807	NISOURCE INC.	MISC TH,VTP 198-801-002-1,000-901	1,246.07	999652
1101-0011-35001	7502010024,8001 KENNEDY-ELECT	101808	NISOURCE INC.	MISC (TH,GARAGE)-CT JAN 23	1,270.38	999652
1101-0011-35001	558-300-0064, SE CONOR 6&41	101809	NISOURCE INC.	MISC (HIGHWAY OF FLAGS) JAN 2023	263.30	999652
1101-0011-35002	0514000055, 2705HIGHWAY AVE	101805	NISOURCE INC.	STREET/TRAFFIC LIGHTS- JAN 2023 N	17,467.11	999652

GL Number Invoice Line Desc Ref # Vendor Invoice Description Amount Check #

Fund	Dept	Account	Description	Amount	Check #
Fund 1101	Dept 0011	GENERAL SERVICES & WORKS			
		198-801-002-1	9201 LIABLE	1,831.72	999652
		1101-0011-35003	NISOURCE INC.	3,704.98	999652
		1101-0011-35003	NISOURCE INC.	373.30	
		1101-0011-35005	TOWN OF HIGHLAND UTILITIES	177.31	
		1101-0011-35005	TOWN OF HIGHLAND UTILITIES	626.45	
		1101-0011-35007	TOWN OF HIGHLAND UTILITIES	162.18	
		1101-0011-35007	TOWN OF HIGHLAND UTILITIES	50.16	
		1101-0011-35007	TOWN OF HIGHLAND UTILITIES	15.22	
		1101-0011-38005	PETERSON CONSULTING SERVICE	8,061.30	
		2021	GASB		
			Total For Dept 0011 SERVICES & WORKS	354,756.26	

Fund	Dept	Account	Description	Amount	Check #
Fund 2201	Dept 0012	TOWN HALL			
		1101-0012-21004	BOTTLE WATER 01/17/23	91.40	
		1101-0012-35002	307-486-009-2, 8201 INDI BULD	56.08	999652
		1101-0012-36003	TOWN HALL MATS ACT 1659440	63.50	
		1101-0012-36003	TOWN HALL MATS ACT 1659440	55.14	
		1101-0012-36004	JAN GENERAL CLEANING	1,470.00	
			Total For Dept 0012 TOWN HALL	1,736.12	
			Total For Fund 1101 GENERAL	922,800.41	

Fund	Dept	Account	Description	Amount	Check #
Fund 2201	Dept 0000	MVH			
		2201-0000-45200	MVH TRANSFERS GROSS	21,422.10	48473
		2201-0000-45200	MVH TRANSFERS GROSS	37,207.71	48490
			Total For Dept 0000	58,629.81	

Fund	Dept	Account	Description	Amount	Check #
Fund 2201	Dept 0016	MVH ADMIN/MAINT			
		2201-0016-11306	CDL PHYSICAL REIMBURSEMENT	70.00	
		2201-0016-36001	LABOR FOR LIFT REPAIR	420.00	
			Total For Dept 0016 MVH ADMIN/MAINT	490.00	

Fund	Dept	Account	Description	Amount	Check #
Fund 2202	Dept 0000	LR&S			
		2202-0000-31002	PARKWAY DR (PE)	3,317.50	
		2202-0000-31002	31 HOURS GENERAL	4,775.14	
			Total For Fund 2201 MVH	89,293.72	

Fund	Dept	Account	Description	Amount	Check #
Fund 2201	Dept 0017	MVH CONSTRUCTION/RECONSTRUCT/PRESHR(CRP)			
		2201-0017-21001	DEF	182.32	
		2201-0017-21001	498.3 GAL DIESEL	4,095.12	48475
		2201-0017-22004	COVER	156.19	
		2201-0017-22004	MOTOR WIPER W/S ELEC MODULE	695.00	
		2201-0017-23002	COLD MIX	875.00	
		2201-0017-23003	PAINT	56.14	
		2201-0017-23003	BOSS HEADLIGHT	275.08	
		2201-0017-23003	PROLONG CARTRIDGE FILTER	23.47	
		2201-0017-23005	ROAD SALT	13,061.32	
		2201-0017-23005	ROAD SALT	9,014.42	
		2201-0017-36006	REPAIR LIGHTS HIGHWAY AVE	1,227.35	
		2201-0017-36007	DEC TRAFFIC SIGNAL MAINT	512.50	
			Total For Dept 0017 MVH CONSTRUCTION/RECONSTRUCT/PRE	30,173.91	

User: AMY.SHELTON
DB: Highland

EXP CHECK RUN DATES 01/25/2023 - 02/14/2023
BOTH JOURNALIZED AND UNJOURNALIZED

GL Number Invoice Line Desc Ref # Vendor Invoice Description Amount Check #

Fund 2202 LR&S Dept 0000 Total For Dept 0000 8,092.64
Total For Fund 2202 LR&S 8,092.64

Fund 2228 LAW ENFORCE CON'T ED
Dept 0000
2228-0000-23004 3-2PK AIR PUMP KITS 101838 AMAZON 3-2PK AIR PUMP KITS 41.97
2228-0000-23004 CC SUPPLIES FOR PD/FD EVENT 101849 INDIANA GROCERY GROUP, LLC 104.70
2228-0000-23006 2 TONER CARTRIDGES 101868 ODP BUSINESS SOLUTIONS, LLC 499.58
2228-0000-23006 USB PLUG AND TONER CARTRDG 101869 ODP BUSINESS SOLUTIONS, LLC 286.82
2228-0000-31004 OFFICER TRAINING - STREET COP 101882 NJ CRIMINAL INTERDICTION LLC 299.00
2228-0000-31004 REGS FEE FOR TRAINING RECRDS/ 101975 PRI MANAGEMENT GROUP 222.60
2228-0000-31004 RECORDS TRAINING 3/28 101976 PRI MANAGEMENT GROUP 119.25
2228-0000-31004 REGIST TRAINING FOR CMDR /REC 101977 PRI MANAGEMENT GROUP 427.35
2228-0000-31004 REGIS FEE EVO INSTRCTR COURSE 101873 STATE OF INDIANA 425.00
2228-0000-31004 GAS 101875 THOMAS MICHAEL MANYER (R) 641.34
2228-0000-33002 NEW LH AND MAILING LABELS 101839 BAXTER PRINTING INC 186.00
2228-0000-33002 NEW HIRE POSTERS 101840 BAXTER PRINTING INC 60.00
2228-0000-39005 PD CAR WASHES FOR JAN 101881 EASY CLEAN CAR WASH, INC 93.00
Total For Dept 0000 3,406.61
Total For Fund 2228 LAW ENFORCE CON'T ED 3,406.61

Fund 2240 PUBLIC SAFETY INCOME TAX FUND
Dept 0000
2240-0000-43071 COMFORT 95 1 STAGE ECM FURNAC 101932 SIEMER HEATING & COOLING IN NEW FURNACE SOUTH STATION 21,497.00
Total For Dept 0000 21,497.00
Total For Fund 2240 PUBLIC SAFETY INCOME TAX FUND 21,497.00

Fund 2302 DONATION
Dept 0009 POLICE DEPARTMENT
2302-0009-00200 SUPPLIES FOR WEBINAR TRNG ADM 101853 LANGEU'S INC 95.90
Total For Dept 0009 POLICE DEPARTMENT 95.90
Total For Fund 2302 DONATION 95.90

Fund 2505 SPECIAL EVENTS
Dept 0000
2505-0000-20003 MONTHLY SUBSCRIP FORMS 101829 JACQUELINE HERRERA (R) 199.92
2505-0000-20003 BARRICADE RENTAL FOR THE CHRI 101836 TRAFIC MANAGEMENT COMPANY, BARRICADE RENTAL FOR THE CHRISTMA 240.06
Total For Dept 0000 439.98
Total For Fund 2505 SPECIAL EVENTS 439.98

Fund 4402 MCCD
Dept 0000
4402-0000-23009 WEST CARRIER FOR NEW OFFICER 101874 THE EAGLE UNIFORM CO 273.00
4402-0000-39006 SOFTWARE TRAINING 101731 BELLEFEUIL, SZUR & ASSOC/DB 2,718.34
4402-0000-43004 BAL OF SHIPPING OF FURNITURE 101851 K-LOG 79.65
4402-0000-43004 4 NEW ADMIN CHAIRS 101852 K-LOG 2,018.31
4402-0000-43010 PRINTERS AND SCANNER FOR CARS 101845 EMP TECHNICAL GROUP LLC 1,285.00
Total For Dept 0000 6,374.30

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
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Fund 4402	MCCD				6,374.30	
Total For Fund 4402 MCCD						

Fund 6604	SOLID WASTE				20,607.34	
Dept 0000	TRUCK 20 RESTORATION	101884	GIVES CORPORATION	RESTORATION OF TRUCK NO. 20 D/S -	20,607.34	
Total For Dept 0000					20,607.34	
Total For Fund 6604 SOLID WASTE					20,607.34	

Fund 7701	ICT FUND				31,653.06	
Dept 0000	LINCOLN CENTER ACCT 877140025	101934	COMCAST CABLE	PARK INTERNET ACCT 87714002502083	310.48	999654
7701-0000-32003	3001 RIDGE MAIN SQUARE 877140	101935	COMCAST CABLE	3001 RIDGE MAIN SQUARE 8771400250	164.90	999655
7701-0000-32003	MO INTERNET SVC 8771400250188	101936	COMCAST CABLE	TOWN HALL ACCT 8771400250188267 I	303.63	999656
7701-0000-32003	PUMP STATION 877140025029637	101937	COMCAST CABLE	PUMP STATION 8771400250296375	246.42	999657
7701-0000-32003	POLICE BLDG 8771400250239508	101938	COMCAST CABLE	INTERNET FOR PUBLIC SAFETY BLDG 8	273.47	999658
7701-0000-32003	FIRE DEPT	101945	A&T MOBILITY	FIRE DEPT 666-4120 ACT 2872990949	171.99	48486
7701-0000-32003	MONTHLY CELL PHONE 642004646-	101946	VERIZON	PD CELL PHONE USE PD- 642004646-0	1,477.28	48487
7701-0000-32003	642004646-00002 BROADBAND	101947	VERIZON	642004646-00002 D/S BROADBAND FIR	330.21	48488
7701-0000-32003	POLICE BLDG 8771400250239508	101948	COMCAST CABLE	INTERNET FOR PUBLIC SAFETY BLDG 8	279.90	999659
7701-0000-34017	ICT CYBER INS	101830	TOWN OF HIGHLAND INS FUND (ICT CYBER INS	15,138.31	48484
7701-0000-34023	HEALTH AND DENTAL INSURANCE	101812	TOWN OF HIGHLAND INS FUND (FEB 2023 HEALTH/LIFE INS PREM ICT	3,199.84	48480
7701-0000-34043	LIFE INSURANCE	101812	TOWN OF HIGHLAND INS FUND (FEB 2023 HEALTH/LIFE INS PREM ICT	9.50	48480
7701-0000-45200	ICT TRANSFERS GROSS	101777	PAYROLL ACCOUNT	1/27PRL D/S TRANSFER ICT	4,873.71	48474
7701-0000-45200	ICT TRANSFERS GROSS	101951	PAYROLL ACCOUNT	2/10PRL D/S TRANSFER ICT	4,873.42	48491
Total For Dept 0000					31,653.06	
Total For Fund 7701 ICT FUND					31,653.06	

Fund 7726	GASOLINE FUND				26,456.40	
Dept 0000	5001 GALLONS DIESEL	101765	WARREN OIL COMPANY	DIESEL FUEL D/S	17,496.00	48476
7726-0000-21001	3000 GALLONS UNLEADED	101766	WARREN OIL COMPANY	UNLEADED GASOLINE D/S	8,231.10	48476
7726-0000-21001	DIESEL EXHAUST FLUID	101771	WARREN OIL COMPANY	DIESEL EXHAUST FLUID D/S	729.30	48476
Total For Dept 0000					26,456.40	
Total For Fund 7726 GASOLINE FUND					26,456.40	

Fund 8802	POLICE PENSION				68,329.58	
Dept 0000	POLICE PENSION TRANSFERS GROS	101782	PAYROLL ACCOUNT	1/27PRL D/S TRANSFER POLICE PENSI	68,329.58	36363
Total For Dept 0000					68,329.58	
Total For Fund 8802 POLICE PENSION					68,329.58	

Fund 8903	INSURANCE PREMIUM				9,006.24	
Dept 0000	INSURANCE PREMIUM HEALTH/DENT	101811	METLIFE GROUP BENEFITS	KM05-958227 JAN 2023 DENTAL PREM	9,006.24	48479
8903-0000-34002	INSURANCE PREMIUM HEALTH/DENT	101823	AIM MEDICAL TRUST	FEB 2023 MEDICAL AND LIFE INSURAN	211,951.38	999651
8903-0000-34005	PROPERTY, CASUALTY, CYBER	101810	BROWN INSURANCE GROUP	MUNICIPAL PACKAGE INS. RENEWAL PO	417,469.00	48478
Total For Dept 0000					638,426.62	
Total For Fund 8903 INSURANCE PREMIUM					638,426.62	

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
Fund Totals:						
	Fund 1101 GENERAL				922,800.41	
	Fund 2201 MVH				89,293.72	
	Fund 2202 LR&S				8,092.64	
	Fund 2228 LAW ENFORCE CON'T ED				3,406.61	
	Fund 2240 PUBLIC SAFETY INCOME TA				21,497.00	
	Fund 2302 DONATION				95.90	
	Fund 2505 SPECIAL EVENTS				439.98	
	Fund 4402 MCCD				6,374.30	
	Fund 6604 SOLID WASTE				20,607.34	
	Fund 7701 ICT FUND				31,653.06	
	Fund 7726 GASOLINE FUND				26,456.40	
	Fund 8802 POLICE PENSION				68,329.58	
	Fund 8903 INSURANCE PREMIUM				638,426.62	

1,837,473.56