

**Agenda**  
**Eighty-eighth Regular or Special Meeting**  
**of the Twenty-Ninth Town Council of Highland**  
**Regular Plenary Meeting of Monday, February 27, 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 27, 2023 06:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/81525017278?pwd=aHdldVpKc0V6VjQ3N3YreXRxaU9wdz09>

Meeting ID: 815 2501 7278

Passcode: 196079

One tap mobile

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Dial by your location

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+1 305 224 1968 US

+1 720 707 2699 US (Denver)

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

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+1 386 347 5053 US

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+1 669 444 9171 US

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Meeting ID: 815 2501 7278

Passcode: 196079

Find your local number: <https://us06web.zoom.us/u/kdZVNtYBdi>

*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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Prayer: Toya Smith

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Pledge of Allegiance: Toya Smith

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Roll Call: Bernie Zemen



Toya Smith

A GREAT PLACE  
TO CALL HOME

Mark J. Schocke

Thomas (Tom) Black

Roger Sheeman

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Minutes of  
Previous Session: Minutes of the Regular Meeting of 13 February 2023.

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**Special Orders:**

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**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.

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**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)*

Regional Statutory Commissions or Boards

1. **Economic Development Commission.** (1) Appointment to be made by the municipal executive, but requiring nomination from the Town Council. Term ends just before February 1<sup>st</sup>. (*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.*)

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## Home Rule Boards and Commissions

2. **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)*
3. **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.)*
  - **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 Tree Board recommends the reappointment of James Colias as Chairman*

## 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 7 of the 17 in place and serving. Currently serving are Rhonda Bloch, Teri Yovkovich, Renee Reinhart, Alex Robertson, Diane Barr-Roumbus, James Roumbus Sandy McKnight..*
3. **Community Events Commission** *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. There are currently 6 of the 8 in place and serving. (Note: Currently serving, Jack Rowe, Carol Parker, Maria Armagast, Michelle Coon, Linda Carter, Rachael Carter )*

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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; Mark Knesek Public Works Department (Agency) representative; Steve Jurczak, Town Board of Metropolitan Police Commissioners representative; Commander John Banasiak, Police Department representative; and Chief Ralph J. Potesta, Police Department representative.)

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**Unfinished  
Business &  
General Orders:**

1. Proposed Ordinance No. 1780: 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 Policies, All Pursuant to I.C. 36-5-6 ET SEQ.

*Councilor Zemen introduced the ordinance at the meeting of the Town Council of Monday, February 13, 2023, seconded by Councilor Smith. A unanimous consent was not attained to consider on the same night as introduced. Councilor Zemen simply introduced. There was no further action pursuant to IC 6-1.1-17-3(a) and IC 6-1.1-17-5(a)(8).*

2. **Appropriation Enactment No. 2023-04A (as amended):** An Enactment Appropriating Additional Moneys 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.

*Councilor Zemen introduced the enactment at the meeting of the Town Council of Monday, February 13, 2023, seconded by Councilor Sheeman. A unanimous consent was not attained to consider on the same night as introduced. Councilor Zemen simply introduced. There was no further action pursuant to IC 6-1.1-17-3(a) and IC 6-1.1-17-5(a)(8).*

3. **Appropriation Enactment No. 2023-04B (as amended):** An Enactment Appropriating Additional Moneys 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.

*Councilor Zemen introduced the enactment at the meeting of the Town Council of Monday, February 13, 2023, seconded by Councilor Sheeman. A unanimous consent was not attained to consider on the same night as introduced. Councilor*

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*Zemen simply introduced. There was no further action pursuant to IC 6-1.1-17-3(a) and IC 6-1.1-17-5(a)(8).*

- 4. Appropriation Enactment No. 2023-04C (as amended):** An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the **Municipal Cumulative Street Fund**, all pursuant to I.C. 6-1.1-18, and I.C. 36-5-3-5.

*Councilor Zemen introduced the enactment at the meeting of the Town Council of Monday, February 13, 2023, seconded by Councilor Sheeman. A unanimous consent was not attained to consider on the same night as introduced. Councilor Zemen simply introduced. There was no further action pursuant to IC 6-1.1-17-3(a) and IC 6-1.1-17-5(a)(8).*

- 5. Works Board Order No. 2023-01A** 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 Twelve (12) Months.

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- NEW BUSINESS:**
1. Proposed Ordinance No. 1781: An Ordinance to Make a Technical Updating Amendment to the Current Code of Ordinances for the Town of Highland, Particularly Amending Section 5.17 Authorized use of Town Owned and/or Leased Vehicles, All Pursuant to I.C. 36-5-6 ET SEQ.

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**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

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**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.

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**ACTION TO PAY**  
**Accounts Payable**  
**Vouchers**

Accounts payable vouchers February 15, 2023 to February 28, 2023 in the amount of **\$391,485.72**.

**General Fund, \$277,579.58; MVH Fund, \$29,144.87; LAW Enforcement Continuing Education, Training and Supply Fund, \$1,790.40; Information and Communications Technology Fund, \$9,270.99; MCCD, \$3,893.14; Police Pension, \$66,224.74; Public Safety Income Tax Fund; \$3,582.00**

Payroll Docket for payday of February 24, 2023 by fund:

General, \$309,456.81

Payroll Docket for payday of February 24, 2023:

Office of Clerk-Treasurer, \$15,779.22; Building and Inspection Department, \$10,336.33; Metropolitan Police Department, \$151,319.19; Public Works Department (Agency), \$74,829.78; Fire Department, \$5,046.65 and Information and Technology Department, \$4,009.55; Total Payroll: \$261,320.72.

Payroll Docket for payday of February 24, 2023 by fund:

Total Payroll by fund: \$77,969.74.

Payroll Docket for payday of February 24, 2023:

Boards & Commissions. \$11,010.38; Police Pension, \$66,117.09; Total Payroll: \$77,127.47.

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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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