

**Enrolled Minutes of the One Hundred-Fifth Regular Meeting or Special Meeting
For the Twenty-Ninth Highland Town Council Regular Plenary
Business Meeting (Electronic/In person Hybrid) Monday, November 13, 2023**

The Twenty-Ninth Town Council of the Town of Highland, Lake County, Indiana met in its regular plenary session on Monday, November 13, 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 Toya Smith, Councilor Mark Schocke, Councilor Tom Black and Councilor Philip Scheeringa all participated in person and Councilor Zemen was absent due to work requirements.

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 over the meeting. The Town Clerk-Treasurer, Mark Herak, was present to memorialize the proceedings. The meeting was opened with Councilor Toya Smith 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 Toya Smith, Mark J. Schocke, Thomas Black, Philip Scheeringa were present, with Councilor Zemen being absent. Clerk-Treasurer, Mark Herak was also present. A quorum was attained.

Additional Officials Present: Alex Brown, CPRP, Superintendent of Parks and Recreation; Metropolitan Police Chief Ralph Potesta; John Reed, Attorney with Abrahamson, Reed & Bilse; Kenneth J. Mika, Building Commissioner; Redevelopment Director Maria Becerra; Mike Pipta, Fire Chief and Ed Dabrowski, Director of Information Technology were present. Mark Knesek, Public Works Director was remote.

Guests: Theresa Badovich (remotely) and Robin Carlascio (remotely) of the Idea Factory were also present.

Minutes of the Previous Meetings: The minutes of the October 23, 2023 Plenary meeting were approved by general consent.

Special Orders:

- 1. **Consideration of Proposed Additional Appropriations:** *(controlled funds)*
Proposed Additional Appropriations in Excess of the 2023 Budget for the
Community Crossing Grant Fund in the amount of \$461,196.80.
 - (a) Attorney verification of Proofs of Publication: The TIMES 26 October 2023.



See Proof on Next Page

Northwest Indiana Times
601 W. 45th Ave.
(219) 933-3333

I, Stefan Edward Pla, of lawful age, being duly sworn upon oath depose and say that I am an agent of Column Software, PBC, duly appointed and authorized agent of the Publisher of Northwest Indiana Times, a publication that is a "legal newspaper" as that phrase is defined for the city of Munster, for the County of Lake, in the state of Indiana, that this affidavit is Page 1 of 2 with the full text of the sworn-to notice set forth on the pages that follow, and that the attachment hereto contains the correct copy of what was published in said legal newspaper in consecutive issues on the following dates:

PUBLICATION DATES:
Oct. 26, 2023

Notice ID: Dev8cG1O3uD9I6jexfP
Publisher ID: 59764
Notice Name: Notice Add'l 10.23.2023.

PUBLICATION FEE: \$40.83

Stefan Pla

Agent

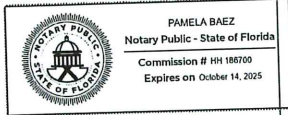
VERIFICATION

State of Florida
County of Orange

Signed or attested before me on this: 10/26/2023

Pamela Baez

Notary Public
Notarized online using audio-video communication



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 November 2023, will consider the following additional appropriations in excess of the budget for the current year in the following funds:

Community Crossing Grant	\$188,322.00
Acct. 2405-0000-41020 CCMG Projects 2023 Parkway Drive	\$27,283.30
Acct. 2405-0000-41021 CCMG Parkway Drive (CE)	\$28,797.50
Acct 2405-0000-41022 CCMG 2023 (CE)	\$216,794.00
Acct 2405-0000-41023 CCMG 2023 Project	\$461,196.80
Total 400 Series:	\$461,196.80
TOTAL for the FUND:	

Funds to support these additional appropriations in the Community Crossing Grant 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
 10/26 - 59764

HSPAXLP

(b) **Public Hearing.** There was no visitor or public comment

(c) Action on **Proposed Appropriation Enactment No. 2023-27:** An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the **Community Crossing Grant Fund**, all pursuant to I.C. 6-1.1-18, and I.C. 36-5-3-5

Councilor Schocke introduced and moved for the consideration of Appropriation Enactment No. 2023-27 at the same meeting of its introduction. Councilor Scheeringa seconded. Upon a roll call vote, a unanimous vote being necessary, there were four (4) affirmatives and no negatives. The motion passed. The enactment could be considered at the same meeting of its introduction.

Councilor Schocke moved for the passage adoption of Appropriation Enactment No. 2023-27 at the same meeting of its introduction. Councilor Scheeringa seconded. Upon a roll call vote, a two-thirds vote being necessary, there were four (4) affirmatives and no (0) negatives. The motion passed. The enactment was passed and adopted upon the signature of the municipal executive at the same meeting of its introduction.

**Town of Highland
Appropriation Enactment
Enactment No. 2023-27**

AN ENACTMENT APPROPRIATING ADDITIONAL MONIES IN EXCESS OF THE ANNUAL BUDGET for the COMMUNITY CROSSING GRANT 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 **Community Crossing Grant 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 **Community Crossing Grant Fund** herein named and for the purposes herein specified, subject to the laws governing the same:

COMMUNITY CROSSING GRANT FUND

Acct. No. 2405-0000-41020 CCMG Projects 2023 Parkway Dr	\$188,322.00
Acct. No. 2405-0000-41021 CCMG Parkway (CE)	\$27,283.30

Acct. No. 2405-0000-41022 CCMG 2023 (CE)
Acct. No. 2405-0000-41023 CCMG 2023 Project

\$28,797.50
\$216,794.00

Total 400 Series: \$461,196.80

Fund Total: \$461,196.80

Section 2. 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 3. 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 13th day of November 2023. Consideration on same day or at same meeting of introduction sustained a vote of 4 in favor and 0 opposed, pursuant to IC 36-5-2-9.8.

DULY ORDAINED AND ADOPTED this 13th Day of November 2023, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 4 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)

Comments from the Public or Visitors:

Communications:

Pumpkin Plod- Thanksgiving Day at 9:00

Santa's March – Saturday, November 25th at 4:45 o'clock p.m. (line up at 4:00)

Christmas Tree Lighting – Saturday, November 25th immediately after Santa & Mrs.

Claus arrive at Main Square (approximately 5:00 o'clock p.m.)

Town Hall and Offices will be closed Thursday, November 23rd and Friday, November 24th.

Passing of long-time Sanitary Board Commissioner Rex Burton

Councilor elect Doug Turich commented that he scheduled two (2)

Town Hall Meetings, to be held December 1st and 29th at the

Lincoln Center. The time is from 6:00 o'clock p.m. to 8:00

o'clock p.m.

Staff Reports: The following staff reports were received and filed.

Building Report October, 2023

PERMIT TYPE	#	Res.	Comm.	Est. Cost	Fee Collected
Commercial Buildings	0				
Comm. Additions/Remodel	4		4	\$ 68,670.00	\$ 1,789.50
Signs	5		5	\$ 11,220.00	\$ 957.00
Single Family	0				
Duplex/Condo	0				
Residential Additions	0				
Residential Remodeling	46	46		\$ 623,603.00	\$ 14,191.50
Concrete/Asphalt/Flatwork	9	9		\$ 72,407.00	\$ 2,023.50
Garages	3	3		\$ 127,279.00	\$ 2,980.50
Sheds	2	2		\$ 10,554.00	\$ 364.50
Decks & Porches	1	1		\$ 8,917.00	\$ 384.00
Fences	10	10		\$ 51,723.00	\$ 1,822.50
Above/In ground pools	2	2			\$ 108.00
Drain Tile/Waterproofing	3	3		\$ 30,837.00	\$ 802.50
Misc: Demo (2); Road Cuts (3)	5	4	1		\$ 810.00
Total Building Permits	90	80	10	\$ 1,005,210.00	\$ 26,233.50
Electrical Permits	18	16	2	\$ -	\$ 2,227.00
Mechanical Permits	21	19	2	\$ -	\$ 2,532.00
Plumbing Permits	9	9		\$ -	\$ 1,302.65
Water Meters	1	1		\$ -	\$ 332.10
Water taps	0			\$ -	
Sewer/Storm Taps	0			\$ -	
Total Plumbing Permits	10			\$ -	\$ 1,634.75

October 2023 Code Enforcement: 111 Investigations and 5 Citations were issued & 60 Warnings were given. Inspections done for the month of October 2023 were as follows: 31 Building Inspections, 11 Plumbing Inspections, 16 HVAC and 21 Electrical Inspections. There was 1 Electrical Exam given.

Submitted By:



Kenneth J. Milka

2023
 TOWN OF HIGHLAND INJURIES FOR THE MONTH
October

CASE	DATE OF INJURY	DEPARTMENT	DESCRIPTION	Record Only	OSHA	Not OSHA	Filed with
				No Med Treatment	Recordable	Recordable	WC Insurance
Ro-8	10/15/23	Police	Exposed to unknown drug while searching subject's purse.	x		x	x

RO = Record Only

DEPT	2023		2022	2023		RESTRICTED	LOST DAYS
	INJURIES	YEAR TO		RESTRICTED	LOST DAYS		
	THIS MONTH	DATE	Total Injuries Last Year	DAYS THIS YEAR	THIS YEAR	DAYS 2022	2022
PARK & REC			3	8	158		25
FIRE		1					
POLICE	1	6	7	80	66		67
STREET			1				44
WATER		1	1				
SEWER							77
MAINTENANCE			5				
OTHER							
TOTALS	1	8	17	88	224	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

Mark Herak

From: Denise Beck
Sent: Monday, November 6, 2023 8:10 AM
To: Mark Herak; Chad Kinley
Cc: Michael Pipta
Subject: October Fire Department Stats

Good Morning Mark and Chad,

October 2023 Stats

Types of Calls:	2023	YTD
General Alarms	14	94
Paid Still Alarms	40	307
Totals	54	401

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

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Appointments:

• **Statutory Boards and Commissions**
Executive Appointments

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 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

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. **Municipal Plan Commission** (1) (vacancy) appointment to be made by Town Council President. *(Note: Unexpired term of Hunter Balczo, Esq., (D), term ending 1st Monday January 2025) No more than two of any party. Current composition is 2 Republicans, 1 Democrat.*

Council President Black said he would not make the appointment but rather let the new Council make the appointment.

4. **Redevelopment Commission:** (1) appointment to be made by Town Council President. *(Note: vacancy created by the resignation of Bill Leep – term expires 1st Monday in 2024)*

Council President Black said he would not make the appointment but rather let the new Council make the appointment.

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 11 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, Al Simmons, Ben Reinhart, Sandy Ray and Kathy Smailis.*
2. **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. (Note: There are currently 7 of the 8 in place and serving, Jack Rowe, Carol Parker, Maria Armagast, Michelle Coon, Linda Carter, Rachael Carter, Erica Fizer Katsepas)

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

General Orders and Unfinished Business: None

New Business:

1. **Transfer Resolution No. 2023-28:** An Exigent Resolution Providing For The Transfer Of Appropriation From and Among Major Budget Classifications In the PARK and RECREATION FUND As Requested By The Proper Officer And Forwarded To The Town Council For Its Action Pursuant To IC 6-1.1-18-6.

Councilor Schocke moved the passage and adoption of Transfer Resolution No. 2023-28. Councilor Scheeringa seconded. Upon a roll call vote, there were four (4) affirmatives and no negatives. The motion passed. The order was adopted pending the signature of the Chief Executive.

TOWN OF HIGHLAND
APPROPRIATION TRANSFER RESOLUTION
RESOLUTION NO. 2023-28

AN EXIGENT RESOLUTION PROVIDING for the TRANSFER of APPROPRIATION BALANCES from and AMONG MAJOR BUDGET CLASSIFICATIONS to the PARK and RECREATION FUND as REQUESTED BY THE PROPER OFFICER AND FORWARDED to the TOWN COUNCIL for its ACTION PURSUANT TO IC 6-1.1-18-6.

WHEREAS, It has been determined that certain exigent conditions have developed since adoption of the original budget and it is now necessary to transfer certain appropriations into different categories than were initially appropriated for the various functions to the Park and Recreation Fund;

NOW, THEREFORE BE IT RESOLVED 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 appropriations are hereby transferred and set apart out of the funds hereinafter named for the purposes specified, subject to the laws governing the same, such sums herein transferred unless otherwise stipulated by law;

Section 2. That is has been shown that certain existing unobligated appropriations of the **Park and Recreation Fund** which are not needed at this time for the purposes

for which originally appropriated, and may be transferred to a category of appropriation in order to satisfy an existing need, as follows:

PARK and RECREATION FUND

Park and Recreation Fund

Reduce Account:	#2204-0000-111.31 Park Laborer Wages	\$5,200.00
	<i>Total 100 Series Reductions</i>	
\$5,200.00		
Increase Account:	#2204-0000-210.01 Gasoline and Oil	<u>\$5,200.00</u>
	<i>Total 200 Series Increase</i>	\$5,200.00
	Total of All Fund Decreases:	\$ 5,200.00
	Total of All Fund Increases:	\$ 5,200.00

DULY RESOLVED and ADOPTED this 13th Day of November 2023 by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 4 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 33-16-4-1; IC 36-5-6-5)

Mark Herak

From: Alex Brown
Sent: Friday, November 3, 2023 11:59 AM
To: Mark Herak; Laura Wanicki; Chad Kinley
Subject: Book Transfer

At an upcoming Town Council meeting, we're going to need a book transfer between accounts. The Public Works Dept. is planning on topping off the gas tanks as gas prices are low right now. However, for our share, we are low in our 200 account series.

Please transfer the following in Fund 2204 Park General:

From account 111.31
Park Laborer Wages
\$5200

To account 210.01
Gasoline & Oil
\$5200

Alex M. Brown
Superintendent of Parks & Recreation
2450 Lincoln St.
Highland, IN 46322
219-838-0114

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2 Transfer Resolution No. 2023-29: An Exigent Resolution Providing For The Transfer Of Appropriation Balances From and Among Major Budget Classifications In the CORPORATION GENERAL FUND As Requested By The Proper Officer And Forwarded To The Town Council For Its Action Pursuant To IC 6-1.1-18-6.

Councilor Schocke moved the passage and adoption of Transfer Resolution No. 2023-29. Councilor Scheeringa seconded. Upon a roll call vote, there were four (4) affirmatives and no negatives. The motion passed. The order was adopted pending the signature of the Chief Executive.

**TOWN OF HIGHLAND
APPROPRIATION TRANSFER RESOLUTION
RESOLUTION NO. 2023-29**

AN EXIGENT RESOLUTION PROVIDING for the TRANSFER of APPROPRIATION BALANCES from and AMONG MAJOR BUDGET CLASSIFICATIONS to the CORPORATION GENERAL FUND as REQUESTED BY THE PROPER OFFICER AND FORWARDED to the TOWN COUNCIL for its ACTION PURSUANT TO IC 6-1.1-18-6.

WHEREAS, It has been determined that certain exigent conditions have developed since adoption of the original budget and it is now necessary to transfer certain appropriations into different categories than were initially appropriated for the various functions to the **Corporation General Fund**;

NOW, THEREFORE BE IT RESOLVED 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 appropriations are hereby transferred and set apart out of the funds hereinafter named for the purposes specified, subject to the laws governing the same, such sums herein transferred unless otherwise stipulated by law;

Section 2. That it has been shown that certain existing unobligated appropriations of the **Corporation General Fund** which are not needed at this time for the purposes for which originally appropriated, and may be transferred to a category of appropriation in order to satisfy an existing need, as follows:

CORPORATION GENERAL FUND

Building and Inspection

Reduce Account:	#1101-0006-340.23 B&I Group Health/Medical	\$5,269.98
	<i>Total 300 Series Reductions</i>	\$5,269.98

Increase Account:	#1101-0006-111.16 B&I Clerk	\$1,665.00
	#1101-0006-111.08 B&I Inspection Secretary	\$2,395.40
	#1101-0006-111.14 B&I Electrical Inspector	\$ 299.48
	#1101-0006-112.01 FICA/Medicare	\$ 333.53
	#1101-0006-112.09 Perf Pension	\$ 454.76
	#1101-0006-112.10 Perf Annuity	<u>\$ 121.81</u>
	<i>Total 100 Series Increase</i>	\$5,269.98

Total of All Fund Decreases:	\$ 5,269.98
Total of All Fund Increases:	\$ 5,269.98

DULY RESOLVED and ADOPTED this 13th Day of November 2023 by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 4 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 33-16-4-1; IC 36-5-6-5)



TOWN OF HIGHLAND

Highland Municipal Building • 3333 Ridge Road

Highland, Indiana 46322

219-838-1080 • Fax 219-972-5097



Population 23,696

Incorporated in 1910

October 13, 2023

Mark Herak
Town of Highland Clerk-Treasurer
3333 Ridge Road
Highland, In 46322

Dear Mark,

I am requesting an appropriation transfer to the following account lines:

0006-11116 - B& I Clerk - \$1665.00
0006-11108 - B& I Inspection Secretary - \$2395.40
0006-11114 - B&I Electrical Inspector - \$299.48
0006-11201 - Fica/Medicare - \$333.53
0006-11209 - Perf Pension - \$454.76
0006-11210 - Perf Annuity - \$121.81

Please draw requested funds from: 0006-34023 - B&I Group Health/Medical in the amount of \$5269.98.

This facilitates outstanding and anticipated expenses for the remainder of 2023.

If you need further information, please do not hesitate to contact me.

Sincerely,

Kenneth J. Mika
Building Commissioner

Cc: Town Council
Chad Kinley

	Group health amount to transfer from 1101.0006.34023	BI Clerk 1101.0006.1114.6	BI Inspection 1101.0006.1110.8	BI Electrical Ins 1101.0006.1114.4	Ins medicaid 1101.0006.1120.1	part retirement 1101.0006.1120.9	part annuity 1101.0006.1121.0
Subm	\$1,052.00	\$1,052.00	\$2,295.40	\$399.48	\$127.37	\$186.48	\$9.92
	\$186.48			\$2028.80	\$183.25	\$288.28	\$7.58
	\$49.95				\$22.91		
Party	\$3,182.40						
	\$183.25						
	\$768.28						
	\$71.86						
NIKK	\$399.48						
	\$22.81						
	\$321.39						
Total from health ins of 1101.0006.34023	\$5,269.98	\$1,052.00	\$2,318.40	\$399.48	\$333.53	\$454.76	\$121.81
							\$5,769.98
							\$2,028.80
							\$321.39
							\$5,269.98

3.Action to approve appointment or employment of full-time employee, pursuant to Section §3.03 of the Compensation and Benefits Ordinance. *Public Works Director recommends the following:*

(A) The hiring of David Pry, to the full-time position of Utility Worker B in Public Works Department (Agency) at a rate of pay of \$15.87 per hour. This will not increase the full-time workforce greater than the authorized work force strength.

Councilor Schocke moved to approve the hiring of David Pry to the full-time position of Utility Worker B as indicated. Councilor Scheeringa seconded. Upon a roll call vote, there were four (4) affirmatives and no negatives. The motion passed.

**TOWN OF HIGHLAND
 PERSONNEL-EMPLOYMENT NOTICE**

Name: David Pry Employee Payroll # _____
 Address: 3037 100th St Phone #: 219-302-4284
 Department: Public Works Account #: Water
 Email address: pry.david619@gmail.com Date Effective: 11-14-23

NEW HIRE (Not currently on the payroll in any status)
 Remind new hires they will need to show their original social security card when they complete their employment forms.
***NEW HIRE PERSONNEL NOTICE MUST BE FILED WITH THE CLERK-TREASURER'S OFFICE *BEFORE EMPLOYEE STARTS WORKING/HIRE DATE!**

For REOC purposes, please indicate: Caucasian Black Hispanic Native American
 Multi-racial Other: _____ Male Female

Job Title: Utility Wkr B Bi-weekly Salary/Hourly Rate: \$15.87

Characterize the Employment:
 Full-Time Part-Time Summer Temporary/Seasonal: _____
 Minor (under age 18) Work Permit Received (Date Season Ends)

Full-Time Only:
 This position succeeds: Joe Anderson (If applicable)
 The current workforce level is 2 as of the date of this notice.
 This position will not increase authorized full-time work force levels.

PAY RATE CHANGE OR CHANGE IN STATUS Date Effective: _____
 Current: Job Title: _____ Account: _____
 Base Bi-weekly/Hourly Rate: _____ Longevity: _____
 Proposed: Job Title: _____ Account: _____
 Base Bi-weekly/Hourly Rate: _____ Longevity: _____
 This position succeeds: _____

Characterize the Increase or Status Change:
 Merit Promotion Returning Summer Brevet/Acting Appt. Per Ordinance
 Administrative Leave (department head requesting must detail rationale on reverse of form)

SEPARATION Last Day Worked: _____ Effective Last Day: _____
 Resignation Discharge Retirement Other _____
 (Details for Discharge may be found in personnel file of the department)

To be paid last direct deposit or payroll check (Detail on back of this page if necessary):
 Vacation Pay: _____ Comp Pay: _____ Personal Day Pay: _____
 Severance Pay: _____ Holiday Pay: _____ Other Pay Allowed: _____

SUPERVISOR SIGNATURE: _____ Date: 11-6-23

TOWN COUNCIL/BOARD OF JURISDICTION ACTION: APPROVED DISAPPROVED
 (If applicable)

 Date of Revision: 4/2010
 Approved by Clerk-Treasurer pursuant to IC36-5-6-6(a)(3)

TOWN of HIGHLAND

VERIFICATION OF APPLICANT FOR EMPLOYMENT FOR
COMPLIANCE WITH MUNICIPAL NEPOTISM POLICY

I, David Pry (printed name), have reviewed the direct line of supervision for the position I am seeking with the Town of HIGHLAND and its Public Works DEPARTMENT, and I am not a relative of any employee who will be in my direct line of supervision in the position of Utility WKR B.

I understand that Relative means my spouse, parent or stepparent, child or stepchild, brother, sister, stepbrother, stepsister, niece, nephew, aunt, uncle, daughter-in-law or son-in-law (including half-siblings and adopted children).

I hereby verify under the penalty of perjury that the foregoing statements are true. Dated this 10th day of November, 2023

David Pry
(signature)

David Pry
(printed)

Signature of Supervisor: Mark Kaveset

Printed Name: Mark Kaveset

Date: 11-6-23

Form prepared pursuant to IC 36-1-20.2 et seq. The hire of a relative that is related to a direct line supervisor can result in denial of the municipal budget and any additional appropriations by the Department of Local Government Finance.

Office of the Clerk-Treasurer
Form Approved 12.2012, pursuant to IC 36-5-6-6(3)

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4. Works Board Order Number 2023-36: An Order of the Works Board Accepting a quote from Vermeer Midwest for One (1) Vermeer Model BC1500 Brush Chipper in the Total Amount of \$73,415 (cost reflects \$9,000 trade-in).

Councilor Schocke moved the passage and adoption of Works Board No. 2023-36. Councilor Scheeringa seconded. Upon a roll call vote, there were four (4) affirmatives and no negatives. The motion passed. The order was adopted pending the signature of the Chief Executive.

**Town of Highland
 BOARD OF WORKS
 ORDER OF THE WORKS NO. 2023-36**

**AN ORDER OF THE WORKS BOARD ACCEPTING A QUOTE FROM VERMEER MIDWEST,
 INCORPORATED FOR ONE (1) VERMEER MODEL BC1500 BRUSH CHIPPER AS THE
 LOWEST RESPONSIVE AND RESPONSIBLE QUOTE**

Whereas, the Town of Highland, Department of Public Works, as part of its public duties, has responsibility for solid waste collection and disposal, including tree limbs and branches, throughout the Town of Highland and the Director of Public Works has determined a need to purchase a brush chipper in order to carry out its responsibility; and

Whereas, the Town Council, pursuant to §3.05.030(A)(1)(a) of the HMC, serves as purchasing agency for the Public Works Department; and

Whereas, the purchase price exceeds \$15,000.00 and pursuant to §3.05.040(C) of the HMC requires the express approval of the purchasing agency; and

Whereas, the Public Works Director, pursuant to § 3.05.050(D)(1) of the HMC, serves as the Purchasing Agent for the Public Works Department; and

Whereas, The Purchasing Agent, pursuant to §3.05.060(G) of the HMC, expected that the purchase, in aggregate, to be at least \$50,000 and not more than \$150,000.00 and invited quotes in accordance with Section §3.05.060(F)(I) of the HMC; and

WHEREAS, THE FOLLOWING QUOTES WERE RECEIVED:

<u>Company</u>	<u>Make and Model</u>	<u>Quote</u>	<u>Trade-in</u>
Vermeer Midwest, Inc. Net \$73,515.00	Vermeer BC1500	\$81,415.00	\$9,000.00
Alexander Equip Co., Inc. \$83,000.00	Morbark 1621X	\$91,000.00	\$8,000.00
Alexander Equip Co., Inc. \$84,300.00	Morbark 1821	\$92,300.00	\$8,000.00

Whereas, the Public Works Director has reviewed the quotes and determined that the quote of Vermeer Midwest, Incorporated in the net amount of Seventy-three Thousand Four Hundred Fifteen Dollars and No Cents (\$73,415.00) to be the lowest responsive and responsible quote; and

Whereas, there are sufficient and available appropriation balances on hand to support the payment under the agreement.

Now, Therefore, Be it Ordered, by the Town Council of Highland, Indiana that:

The quote of Vermeer Midwest, Incorporated in the amount of Eighty-one Thousand Five Hundred Fifteen Dollars and No Cents (\$81,515.00) less Eight Thousand Dollars and No Cents (\$8,000.00) trade-in of one (1) 2008 BC1500 Brush Chipper for a net purchase price of Seventy-three Thousand Five Hundred Fifteen Dollars and No Cents (\$73,515.00) for the purchase of one (1) Vermeer Model BC1500 Brush Chipper is hereby accepted as the lowest responsive and responsible quote;

The Public Works Director is hereby authorized to execute agreements and all documents necessary to implement the work.

Duly, Passed and Ordered by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 13th day of November, 2023 having passed by a vote of 4 in favor and 0 opposed.

BOARD OF WORKS OF THE TOWN OF
HIGHLAND, INDIANA

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

Attest:

Mark Herak, Clerk Treasurer (IC 33-16-4-1; IC 36-5-6-5)

Mark Herak

From: Kimberly S. Webb
Sent: Friday, November 10, 2023 10:27 AM
To: Mark Herak
Cc: Mark Knesek
Subject: Brush Chipper
Attachments: Works Board Order 2023-36 - Chipper Purchase.docx; Vermeer Q-21765-2.pdf; Highland 1821 140hp JD 11-9-2023.pdf; Highland 1621X 140JD 11-9-2023.pdf

Mark,

Please consider the attached Works Board Order for the purchase of a new brush chipper on the next Town Council agenda. We will be using the funds from account 4402-0000-41004 (MCCD PW Chip & Seal Machine). Can you also create a new account, MCCD PW Brush Chipper, within this fund and transfer the monies.

Thank you,

Kim Webb
Town of Highland
Assistant Public Works Director
(219) 972-5069



2801 Beverly Drive
 Aurora, IL 60502
 630-820-3030
www.vermeer-midwest.com

11/6/2023

Quote #: Q-21765-2
 PO #:

Bill To:
 Highland Town of
 John Mourtidis
 8001 Kennedy Avenue
 Highland, IN 46322
 219-972-5083

Ship To:
 Highland Town of
 John Mourtidis
 8001 Kennedy Avenue
 Highland, IN 46322
 219-972-5083

To Whom It May Concern:

I would like to submit this quote to you.

<p>1 New Vermeer BC1500 DOM. VALUE PACKAGE 130HP T4F</p> <ul style="list-style-type: none"> ~ Cummins QSF3.8L Turbo Diesel 130hp Tier 4 Final ~ 15" Drum Style Chipper 15" x 20" Throat Capacity ~ Eco Idle Engine Control system~Automatically lowers engine RPM if material is not being chipped. Select from 60 seconds, 5 minutes or Off ~ Four sided square anvil/bedknife ~ Weight 7,490 lbs – non winch ~ Transport Length 179" ~ Width 86" ~ Height 104" ~ Fuel Tank 45gal ~ Hydraulic Tank 12gal ~ Patented Vermeer Smartfeed System~Monitors engine rpm which automatically stops and reverses feed rollers when engine droops and senses feed roller jams which responds by shifting material back and forth to reduce the need for manual feed bar manipulation ~ 52" x 32" Infeed Opening ~ Twin Vertical Helical Feed Wheel Rollers ~ 20" x 21" Each ~ 7,000lb Rubber Torsion Axle ~ LT 285/75R16 LR E ~ Electric Brakes with Breakaway switch ~ Low RPM Clutch Engagement System ~ 5" x 8" (12.7 cm x 20.3 cm) A8 double-sided knives ~ Upper and lower feed stop bar for safety~Bottom feed bar is strategically placed to make it possible for an operators leg to strike the bar and shut off the feed mechanism either intentionally or automatically in an emergency situation ~ Hydraulic Over Pressure Sensor ~ 1yr/1,000hr Vermeer Limited Equipment Warranty ~ 3yr/3,000hr Extended Limited Warranty on Drum Housing, Cutter Drums, Shaft and Ring-fetter hubs ~ 031721-VRM Sourcewell Contract # 	<p>\$81,515.00</p>
<p>1 Used 2013 BC1500, 6200 hours, SN# 1VR2161V1D1005243 2008</p>	<p>\$-8,000.00</p>
	<p>Untaxed Machine \$81,515.00 Trade \$-8,000.00</p>

Quote #:Q-21765

Initials: _____

Freight and Prep	\$900.00
Grand Total	\$74,415.00
Total Due	\$74,415.00

Finance Options with Approved Credit

Payment Details	Monthly Payment
Approximate payment on 0 months based on \$0 down - 0	

Additional Options

Quantity	Product Name	Net Total	Additional Price Per Month
1.00	CONFIDENCE PLUS 2 YRS (BC1500)-PREMIUM COV WMNT	\$5,988.00	
	CONFIDENCE PLUS 2 YRS (BC1500)-PREMIUM COV WMNT		
1.00	CONFIDENCE PLUS 3 YRS (BC1500)-PREMIUM COV WMNT	\$7,530.00	
	CONFIDENCE PLUS 3 YRS (BC1500)-PREMIUM COV WMNT		

Proposal good for 30 days; we reserve the right at any time prior to acceptance to revoke this quotation.

Accepted by: _____ Date: _____

Thank you for your consideration.

Sincerely,

John Switzer
 john.switzer@vermeermidwest.com

Initials: _____



PROTECT YOUR INVESTMENT WITH

CONFIDENCE PLUS PREMIUM PACKAGE

WHAT IT COVERS

- ✓ **2 YEAR/UNLIMITED or 3 YEAR/UNLIMITED**
Coverage measured from original warranty date
- ✓ Planned maintenance and comprehensive inspections at **REGULAR INTERVALS FOR THE FIRST 1000 HOURS** covered at no charge
(ADDITIONAL PACKAGES AVAILABLE TO PURCHASE)

- ✓ **TRAVEL TIME*** and **DIAGNOSTIC TIME** covered from the **ENTIRE** Vermeer Confidence Plus Program term
(TRAVEL MAX OF \$200/EVENT, DIAGNOSTICS MAX OF ONE HOUR/EVENT)

*No travel for units under \$65,000
 **Engine, battery, and tire limited warranties and support are the responsibility of the respective product's manufacturer

PREMIUM PLUS BENEFITS

- ✓ Dealer Certified Technicians help **PROTECT EQUIPMENT'S PERFORMANCE AND PRODUCTIVITY**
- ✓ Choose the Vermeer Confidence Plus Program that **BEST SUITS YOUR NEEDS**
- ✓ If you sell your Vermeer machine within the coverage, your Confidence Plus is **FULLY TRANSFERABLE** to the next owner

- ✓ **INCREASE YOUR RESALE VALUE** with well-maintained machine and detailed service records from your Vermeer dealer
- ✓ **KNOW YOUR COSTS UP FRONT.** Confidence Plus provides **FIXED COSTS** over the life of the package for primary service intervals, parts, fluid and labor with a single and predictable payment

MACHINE:	PREMIUM 2 YEAR:	PREMIUM 3 YEAR:
BC1500 -- BC1500	\$5,988	\$7,530

NOTES:

EQUIPPED TO DO MORE.[®]

Initials: _____



Alexander Equipment Co.
 4728 Yender Ave
 Lisle, IL 60532
 630-663-1400

TCP Equipment Quote and Order

Sold To: Town of Highland Ship To: _____

Quote No. _____ Quote Date: 11/9/2023 Customer P.O. _____ Requested: _____
 Contact: John Mouralides Contact #: 219-730-7841 Delivery Instructions: _____
 Preparer: Matt Linn Terms: Net 30 Days

2023 MORBARK EGER BEEVER™ 1621X BRUSH CHIPPER



EQUIPMENT AND OPTIONS

STANDARD UNIT:

- Morbark orange urethane paint system
- Infeed with rigid tray and control handle to actuate feed wheels and dual safety pull cables
- Dual horizontal feed wheels with TorqMax™ top feed wheel compression system, hydraulic lift assist, spring assisted down pressure and manually applied hydraulic down pressure at the valve handle
- Reversing automatic feed system
- 30" diameter x 23-3/4" wide, four (4) knife staggered knife pocket drum with removable knife holders and dual sided chambered air-impeller system
- 32-gallon lockable fuel tank with drain plug, sight gauge and shut-off valve
- 12-gallon lockable hydraulic reservoir with sight gauge, drain plug and clean-out cover
- Live hydraulic system including: ball valve, pump, motor, and valve bank with additional valve section for installation of winch package
- Manual crank swivel discharge chute with 360° rotation, lumbuckle height adjustment, bottom clean-out door and adjustable flipper
- 8.28' 6" channel frame with cross bracing for additional structural rigidity
- 5" x 3" tubular steel telescoping drawbar with (2) 12" extensions, adjustable hitch plate with 2-1/2" pintle ring and 3/8" thick safety chains with clasp hooks
- 10,000# Torsion axle, electric brakes, break-away actuator with 235/75R x 17.5", 16-ply radial tires and hexagon splash guard fenders
- 5,000# jack with stationary foot pad
- Lockable steel combination tool and battery box compartment with 6D, 1400CCA battery
- Registration and operator guide holder
- Complete set of manuals including: Safety and Operator's, Parts Manual with electronic back-up, which also includes a Safety Video and OEM component manuals. Also included is an engine manual if applicable along with start-up paperwork
- Enclosed engine with gauge panel, radiator fines screen and slide rails for belt adjustment
- Trailer wiring package includes: 7-pin flat electrical connector, LED tail lamps, LED side marker lamps, tail lights, and license plate holder with light
- John Deere 4045HFC04, 140-HP, Tier 4F diesel engine with over center clutch and block heater in lieu of standard

COMMENTS:

TOTAL CALCULATION

Quantity Requested:	1
Municipal Price =	\$91,000.00
Less Trade 2008 Vermeer BC1500 =	\$8,000.00
Total Delivered Price =	\$83,000.00

QUOTE IS VALID FOR 30 DAYS

Effective - 3/23/2023

TCP Equipment Quote and Order

MORBARK Alexander Equipment Co.
 4728 Yender Ave
 Lisle, IL 60532
 630-663-1400

Sold To: Town of Highland Ship To: _____

Quote No. _____ Quote Date: 11/9/2023 Customer P.O. _____ Requested: _____
 Contact: John Mouratides Contact #: 219-730-7841 Delivery Instructions: _____
 Preparer: Matt Linn Terms: Net 30 Days

2023 MORBARK EGER BEEVER™ 1821 BRUSH CHIPPER

MORBARK **BOXER** **DENIS** **CIMAF** **RAYCO**
 BY MORBARK BY MORBARK BY MORBARK

EQUIPMENT AND OPTIONS

- STANDARD UNIT:**
- Morbark orange urethane paint system
 - Infeed with rigid tray and control handle to actuate feed wheels and dual safety pull cables
 - Dual horizontal feed wheels with TorqMax™ top feed wheel compression system, hydraulic lift assist, Variable Force™ constant hydraulic down pressure system with additional manually applied hydraulic down pressure at the valve handle and direct drive bottom feed wheel with torque arm coupler
 - Reversing automatic feed system
 - 30" diameter x 23-3/4" wide, four (4) knife staggered knife pocket drum with removable knife holders and dual sided chambered air-impeller system
 - 32-gallon lockable fuel tank with drain plug, sight gauge and shut-off valve
 - 12-gallon lockable hydraulic reservoir with sight gauge, drain plug and clean-out cover
 - Live hydraulic system including: ball valve, pump, motor, and valve bank with additional valve section for installation of winch package
 - Manual crank swivel discharge chute with 360° rotation, turnbuckle height adjustment, bottom clean-out door and adjustable flipper
 - 8.2# 6" channel frame with cross bracing for additional structural rigidity
 - 5" x 3" tubular steel telescoping drawbar with (2) 12" extensions, adjustable hitch plate with 2-1/2" pintle ring and 3/8" thick safety chains with clasp hooks
 - 10,000# Torsion axle, electric brakes, break-away actuator with 235/75R x 17.5", 16-ply radial tires and hexagon splash guard fenders
 - 10,000# jack with stationary foot pad
 - Lockable steel combination tool and battery box compartment with 8D, 1400CCA battery
 - Registration and operator guide holder
 - Complete set of manuals including: Safety and Operator's, Parts Manual with electronic back-up, which also includes a Safety Video and OEM component manuals. Also included is an engine manual if applicable along with start-up paperwork
 - Enclosed engine with gauge panel, radiator fines screen and slide rails for belt adjustment
 - Trailer wiring package includes: 7-pin flat electrical connector, LED tail lamps, LED side marker lamps, tail lights, and license plate holder with light
 - John Deere 4045HFC04, 140-HP, Tier 4F diesel engine with over center clutch and block heater in lieu of standard

COMMENTS:

TOTAL CALCULATION		
Quantity Requested:	1	
Municipal Price =		\$92,300.00
Less Trade 2008 Vermeer BC1500 =		\$8,000.00
Total Delivered Price =		\$84,300.00

QUOTE IS VALID FOR 30 DAYS

Effective - 3/23/2023

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 was absent because of a work related seminar but Ken Mika, Building Commissioner commented that this Wednesday's Plan Commission Meeting was cancelled because there was no business on the docket. He also commented on the Board of Zoning Appeals and said the meeting in November has been cancelled

due to the fact it is the Wednesday before Thanksgiving. The next BZA meeting will be the 13th of December.

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

Councilor Smith acknowledged Ken Mika, Building Commissioner who recapped that this month's BZA Meeting has been cancelled because it falls on the Wednesday before Thanksgiving..

Councilor Smith then acknowledged Mark Knesek, Public Works Director who thanked the Council for approving the purchase of the new woodchipper. He said you don't know how important that woodchipper is for these guys to get their jobs done and the one that we have is going to be used as back-up. It is when the chipper isn't working right, making the work very slow then everything gets backed-up. He said the water main has been installed on Parkway Drive and everyone is hooked up from Lincoln to Ridgewood. Everyone has fresh drinking water. The goal now is to complete the paving. The contractor hopes to have the paving done by next Tuesday, weather permitting. Its looking like rain next Monday and Tuesday. Leaf pick-up continues with the guys working eleven (11) hour days. Its very hard. When you drive down the streets, you see all the leaves coming down. The goal is to finish each zone by the end of the day.

Councilor Smith said she is so disgusted right now, that we cannot get past racism and I sat here and I watched that we don't like nxxxer's pop-up on that screen. It wasn't up there for second or two but it was up there for a while. I was gonna wait to see who was gonna say something. I want Highland or whoever put it up there that this nxxxer will be coming back. I'm not defeated but it's disgusting. I wanna thank the voters that allow this nxxxer to make history, to serve, I'll be back. This is so disgusting to me and I don't have no words. Even in my time, I never thought that I would even see something like this. And this is disgusting that it stayed up there as long as it did.

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

Councilor Schocke began by saying he wanted to show my support for Toya. What we saw earlier today was blatant racism and I think it's disgusting and it's despicable. It's not welcome here. We absolutely should not accept it or tolerate it in any way. Whoever did that, you are not welcome here. You should not post like that and that is ridiculous. It's not something that's acceptable here. I think it's horrible that in 2023, we're still dealing with this. In any event, I'm offering my full support to my colleague and that's just really ridiculous. I appreciate Ed for getting that down so quickly. It not part of the zoom but somebody did a screen share. Maybe we could disable screen share going forward or maybe we could change the setting to make sure that people

can't share screens going forward. Anyway, I'm disgusted by it and I've got nothing but support for my colleague. It's just not acceptable here.

Councilor Schocke then acknowledged Park Superintendent Alex Brown who said the garage sale at the Lincoln Center for this Saturday is sold out. On Sunday, a big AAU Basketball Tournament is scheduled. He said the Pumpkin Plod is a week from this Thursday. As of this afternoon, there were 645 runners pre-registered. That is pretty much in line with what we had the last couple of years. He said the park crews preparing Main Square for the tree lighting and the Santa march. He said they are busy putting up the Christmas decorations. He said youth basketball is all set as practice started tonight. He said adult softball ended last week. He said the park crews, rather than cutting grass, are winterizing the concession stands, outdoor bathrooms and drinking fountains.

Councilor Schocke said the biddy basketball draft went well this past week and he appreciated all the work that Eric puts into it. His teams practice starts tomorrow night.

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

Councilor Scheeringa said he feels for Councilor Smith. He said, you shouldn't have to feel that way ever. It is disrespectful and despicable. He said, I don't know what else to say but I think everyone in this room loves you and knows that it was unacceptable and not deserved at all. You have the support of everyone in this room. Hopefully, we'll be able to find out who did this.

Councilor Scheeringa began by acknowledging Fire Chief Mike Pipta who reviewed the fire stats for the month of October. He said the new fire truck is in St. John, awaiting to be decaled. Once it is decaled, the truck will be put into service. Once in service, truck #1 and truck #8 will be taken out of service and auctioned off. He said it looks like they will have five (5) fighters going to January 4th, Fire Academy. He said tonight was supposed to be a pinning ceremony for the six (6) fire fighters that were recently promoted. Unfortunately, they received a mutual aid request from Schererville and only returned around 6:20 o'clock p.m.

Mark Herak

From: Denise Beck
Sent: Monday, November 6, 2023 8:10 AM
To: Mark Herak; Chad Kinley
Cc: Michael Pipta
Subject: October Fire Department Stats

Good Morning Mark and Chad,

October 2023 Stats

Types of Calls:	2023	YTD
General Alarms	14	94
Paid Still Alarms	40	307
Totals	54	401

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

Councilor Scheeringa then called upon Chief Potesta. Chief Potesta updated the Council on the stats since his last report, roughly three (3) weeks ago. Since his last report, they had only one burglary and it was a forced entry to a residence. The suspects are known and medication was taken. We've had fifteen (15) incidents of shoplifting in the past 3 weeks. And again, most of those are along the South 41 retail corridor. Out of those 15 cases, we've got 9 individuals charged. Actually, four (4) of them came down from one of the immigration shelters in downtown Chicago and stole \$2,200 in clothing items from one of the stores down by our mall. They got down here in a vehicle that had false tags. The last time the car was registered was in 2014, so I don't know where they got the car. We responded to five (5) active domestic violence disturbances but no arrests.

Our officers had 4 DUIs and responded to six (6) personal injury accidents. We had 4 incidents, where residents were getting scammed. Thank goodness, we didn't suffer any losses in any of those. He quickly went into brief detail on the cases going on. We had an elderly resident who received a phone call from a subject who identified himself as an employee of Microsoft. He told the resident that \$20,000 was accidentally deposited into his bank account and he needed to return it. The resident realized he was being scammed and he came in to make a report and again no loss suffered. We had an elderly female resident receive a phone call from a female identifying herself as being from the Social Security Administration. The caller asked our resident for her social security number so they could send her a new card and unfortunately she provided the number and after she did that the call was terminated and she felt she had been scammed. She actually called the Social Security Administration herself and they informed her that they wouldn't make a call like that and that that was obviously a scam. The last one, a male called an elderly resident, claiming he was from her bank's fraud department. The caller had the victim's name and address already, but she ended up giving her date of birth and social security number and her bank account number. She became suspicious and went to the bank, who informed her that that was also a scam. We had two (2) vehicles flee from our officers. One was a motorcycle and one was an auto. Both of pursuits were terminated by our officers, due to the reckless driving on the suspects. At this point in time, we have no one in custody. Our detectives are working on leads. We had one auto theft from a residence. The keys were left in an unlock vehicle. Two (2) homeless people were walking by and decided to just take it for a joy ride. The vehicle was recovered later that day in Schererville, after their officers pursued it. Now, both homeless individuals have a home at Lake County jail. We've been having an issue under the bridge down by Meijer with a lot of graffiti. We think it might be kids coming from the neighborhood just west of there but a lot of gang graffiti and a lot of gang references, tagger names and juvenile drawings. We are doing extra patrols there and Jeff Siple from Public Works is on top of it, getting the graffiti covered up. Our Academy graduation is Friday, so we'll be having five (5) new officers reporting for duty on Monday morning.

Past 3 weeks since my last report:

1 Burglary – Forced entry residential – known suspects – medication taken

15 incidents of shoplifting in the past 3 weeks – most along the south 41 retail corridor – 9 individuals charged – 4 were from one of the immigration shelters in downtown Chicago – \$2200.00 in clothing items taken - unknown where they got the car to get down here but it had a fake IL temporary tag and the last legitimate registration was in 2014

5 active domestic disturbances – no arrests

4 Driving Under the Influence arrests

6 Personal Injury accidents

4 incidents of residents getting scammed:

Elderly resident received phone call from a subject who identified himself as an employee of Microsoft. Told resident that \$20,000.00 was accidentally deposited into his bank account and he needed to return it. Resident felt it was a scam right away and came to make a report – no loss suffered.

Elderly female resident received a call from a female identifying herself as being from the Social Security Administration. Caller asked our resident for her Social Security number so they could send her a new card. She provided it to the caller then felt she had been scammed so she called SSA and they informed her they would not make a call like that and that this was a scam – No loss suffered at this time.

Male called elderly resident claiming he was from her banks fraud department. Caller had victims name and address but ended up getting her to provide him with her date of birth, Social Security number, and bank account number. She became suspicious after the call and went to her bank who informed her this was a scam. The bank closed our victims accounts – no loss suffered at this time.

Had 2 vehicles flee from our officers. 1 motorcycle and 1 auto – both chases terminated due to the reckless driving of the suspects - no one in custody from either incident.

1 auto theft from a residence – keys left in unlocked vehicle – vehicle recovered the same day after Schererville officers pursued it. 2 homeless individuals were taken into custody

Significant amount of graffiti spray painted under the Indianapolis Blvd. bridge by Meijer

Gang references – tagger names – juvenile drawings - Extra patrols ordered

Covered up By Jeff Siple

Academy Criminal Justice Friday

Councilor Scheeringa then acknowledged IT Director, Ed Dabrowski who said he had no official report but he would be happy to answer any questions people might have. He offered his sincere apology to all in the room who witnessed the act of hate as no one should have had to see something like that. He said it's a sad day that in this day and age this still goes on.

- **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 recognized Redevelopment Director Maria Becerra, who began by apologizing to Councilor Smith on the events of this evening, saying things like this shouldn't be happening. She then said Highland was awarded \$240,000 in the Safe Street Grant. She said this is step 1, in which Highland has to prepare a sound comprehensive plan on various intersections that have experienced fatalities. Since we received this Grant, Highland is eligible for funding for the next five (5) years. Pedestrian safety will also be looked at. She said she received a call from Mr. Belmonte, who said he will begin renovating the restaurant at 2907 Jewett. The project was placed on hold due to COVID. He plans on making it an Italian Restaurant. It will be nice to put this property back on the tax rolls. She said the Main Street Bureau will be meeting this Wednesday to approve some additional decorative lighting on Highway and Jewett.

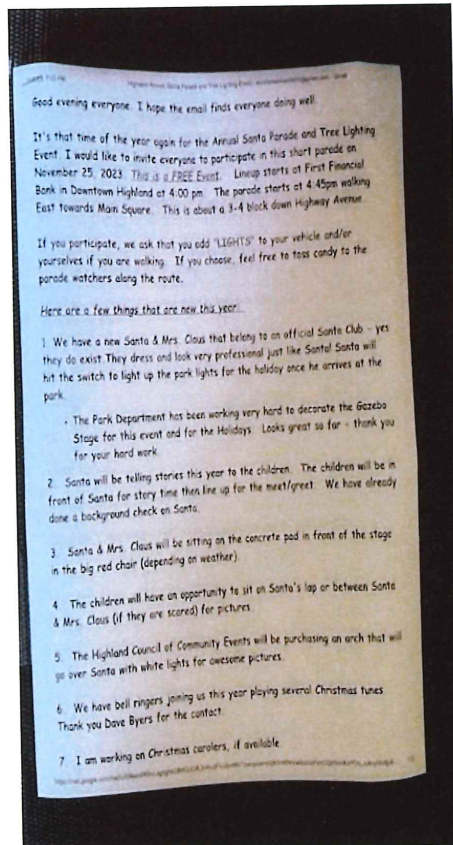
TOWN COUNCIL MTG 11-13-2023

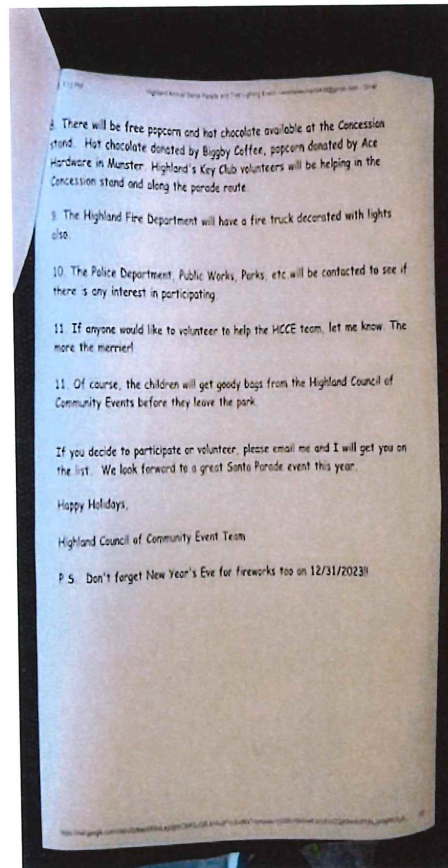
Good News that the Town of Highland did receive the Federal Grant Safe Streets for All, in the amount of \$240,000, from the Department of Transportation.

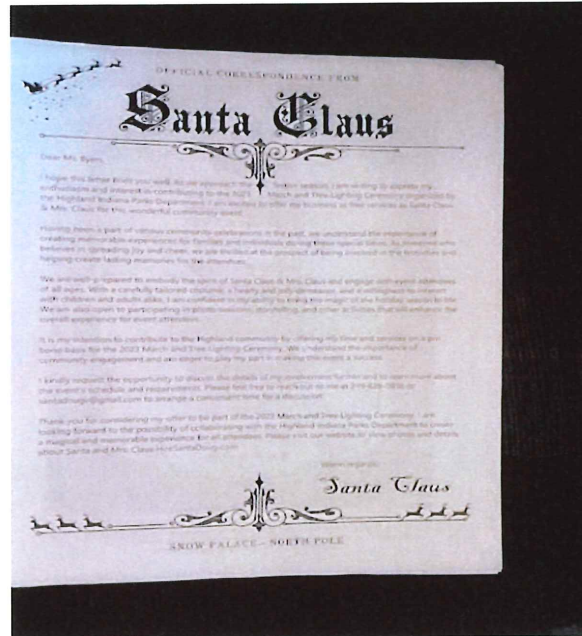
I have received a call from Mr. Belmonte that he will be starting the process to renovate the vacant building at 2907 Jewett to open an Italian Restaurant. We are looking to the renovation of this vacant building and have it completed renovated.

We will keep the Council updated on any activity with prospective Developer, no new updates since the Council's last meeting.

The Clerk-Treasurer had comments from the HCCE President, Linda Carter who teaches class on Monday night and couldn't make it to the meeting in time. Prior to reading the HCCE's comments, he too expressed his apologies to Councilor Smith and his disgust on what transpired this evening. He said that has not place at this meeting or Highland.









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:

Carol Parker, Highland, wanted to follow-up on the comments by the Clerk-Treasurer as they pertained to the Christmas Parade. She wanted to thank Konnie Kuiper, from Hillside Funeral Home, who offered the use of his sleigh for Santa and Mrs. Claus. The parade will have a new Santa and Mrs. Claus. They are Doug Van Der Weide and his wife. They reside in Lowell. She wanted to make sure the Council is on board as the HCCE wants to send out invitations to businesses in our area to see if they would be interested in becoming a sponsor for the various events put on by HCCE. The thinking is most businesses start the new year with a new budget for marketing and rather than

walking from business to business to solicit sponsorships, we would send them an invitation. The minimum sponsorship is \$300 and will go up from there. She wanted to make sure any communications are sent to the Clerk-Treasurer and he would share them with their liaison. Finally, she said the HCCE wants to review their bylaws, as over time, things change and the bylaws need to change over time as well. She commented on safety and the Council President that when the HCCE is ready, to notify the Clerk-treasurer and he place it on a study session.

Larry Kondrat, Highland, began by saying he received a text from Mrs. Shots who said she was very sad to see what happened tonight and she too offers her support from Councilor Smith. He then asked about the starting times for the town hall meetings as proposed by Councilor-elect Turich. He was advised that the two (2) town hall meetings will take place on the 1st and 29th of December, starting at 6:00 o'clock p.m. and ending at 8:00 o'clock p.m.

Jeff Rosignol, Highland, said his comments pertain to the October 23rd approved minutes as found on page forty-five (45) particularly the comments made by Larry Kondrat, "He was offering his condolences to the Scheeringa family. He then said he saw Councilor Schocke's name in the paper. He found it very disappointing if tyrants think that they could tell people what to think. I also understand that you're holding fast Councilor Black, congratulations. Nobody ought to be able to threaten any elected official who are exercising their beliefs. Individuals should be able to support any candidate they want. It takes a weak minded individual to be told that they can't like something. And then that week, Councilor Schocke is removed from his precinct committeeman position within the Republican Party because he wouldn't follow the tyrant's way of thinking." He said Mr. Kondrat congratulated Councilor Black as he understood Councilor Black was holding fast. Mr. Rosignol surmised that Mr. Kondrat's comments related to the email he sent to Councilor Black and the other Republican candidates about a post on facebook that Councilor Black liked. Mr. Rosignol said he doesn't do facebook and he doesn't know much about it but the way Mr. Kondrat's comments are worded, Mr. Rosignol knows where they came from. He offered to show those present some screen shots taken. He said Mr. Kondrat went on to say nobody ought to be able to threaten any elected official who is exercising their beliefs. Mr. Rosignol said he doesn't believe anyone was threatened, certainly not from his email. He said he has copies of his email which he'd love to share with those present and have them made a record in the minutes.

The Clerk-Treasurer said if Mr. Rosignol provided copies he would make them a part of the minutes.

Mr. Rosignol said he would provide a clean copy of his email because the email he had had his notes on them. He went on to say how was it that Michelle Quinn of the Post Tribune got a copy of his email.

Councilor Black advised Mr. Rosignol that might be a better discussion if he had with Miss Quinn. He added that that discussion was better suited outside of this meeting.

Mr. Rosignol said I sent that email to only the six (6) candidates and it managed to get into the hands of this guy who bloviates every time he gets up here and then Miss Quinn gets a copy of the email.

Councilor Black then informed Mr. Rosignol that his two (2) minutes were up.

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 asked for a motion to pay claims.

Payment of Accounts Payable Vouchers. There being no further comments from visitors or residents, Councilor Schocke moved to allow the vendors accounts payable vouchers as filed on the pending accounts payable docket, covering the period **October 25, 2023 through November 14, 2023.** Councilor Scheeringa seconded. Upon a roll call vote, there were four (4) 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.

Accounts payable vouchers October 25, 2023 to November 14, 2023 in the amount of **\$691,695.38 .**

General Fund, \$340,061.93; MVH Fund, \$32,275.41; LAW Enforcement Continuing Education, Training and Supply Fund, \$365.00; Information and Communications Technology Fund, \$25,234.30; Public Safety Income Tax, \$18,090.52; MCCD, \$38,191.00; Mun Cum Street Fund, \$16,500; Solid Waste, \$685.83; Community Crossing Grant, \$1,650.00; Insurance Premium, \$217,842.64; Special Events, \$798.75.

Payroll Docket for payday of November 3, 2023 by fund:

GENERAL, \$278,558.48

PAYROLL DOCKET FOR PAYDAY OF NOVEMBER 3, 2023:

Office of Clerk-Treasurer, \$16,209.32; Building and Inspection Department, \$10,343.53; Metropolitan Police Department, \$126,718.01; Public Works Department (Agency), \$73,175.31; Fire Department, \$1,952.76 and Information and Technology Department, \$4,009.55; Total Payroll: \$232,408.48.

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, November 13, 2023, adjourned at 7:15 o'clock p.m.

Mark Herak
Clerk-Treasurer

Approved by the Town Council at its meeting of November 27, 2023.