

Agenda
One Hundred-Second Regular or Special Meeting
of the Twenty-Ninth Town Council of Highland
Regular Plenary Meeting of Monday, September 25, 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 - Plenary Meeting
Time: Sep 25, 2023 06:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/89196768306?pwd=ebFB2ktH2dU0hpOVhVx7thFyzmzeqT.1>

Meeting ID: 891 9676 8306

Passcode: 053266

One tap mobile

+13092053325,,89196768306#,,,,*053266# US

+13126266799,,89196768306#,,,,*053266# US (Chicago)

Dial by your location

- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)
- +1 646 558 8656 US (New York)
- +1 646 931 3860 US
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- +1 305 224 1968 US
- +1 360 209 5623 US
- +1 386 347 5053 US
- +1 507 473 4847 US
- +1 564 217 2000 US
- +1 669 444 9171 US
- +1 689 278 1000 US
- +1 719 359 4580 US
- +1 720 707 2699 US (Denver)
- +1 253 205 0468 US
- +1 253 215 8782 US (Tacoma)
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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: Mark Schocke

Pledge of Allegiance: Mark Schocke

Roll Call: Bernie Zemen



Toya Smith

**A GREAT PLACE
TO CALL HOME**

Mark J. Schocke

Thomas (Tom) Black

Philip Scheeringa

Minutes of Previous Session: Minutes of the Regular Meeting of September 11, 2023.

Special Orders: 1. **Consideration of Proposed Additional Appropriations: (controlled funds)** Proposed Additional Appropriations in Excess of the 2023 Budget in the Corporation General Fund in the amount of \$43,000,

- (a) Attorney verification of Proofs of Publication: The TIMES 15th September 2023.
- (b) **Public Hearing.**
- (c) Action on **Proposed Appropriation Enactment No. 2023-23: An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the Corporation General 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.
- Fire Department Report.
- Workplace Safety Report

Communications:

Appointments: • Statutory Boards and Commissions
Executive Appointments (May be made in meeting or at another time)

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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 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

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 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.)*
4. **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.*
5. **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)*

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 9 of the 17 in place and serving. Currently serving are Rhonda Bloch, Teri Yovkovich, Renee Reinhart, Alex Robertson, Diane Barr-Roumbus,*

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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. There are currently 7 of the 8 in place and serving. (Note: Currently serving, Jack Rowe, Carol Parker, Maria Armagast, Michelle Coon, Linda Carter, Rachael Carter and Erica Fizer Katsepas)

3. **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. *(Appointment vacated by John Bach's appointment to the Sanitary Board effective October 1) This term does not expire until February 1, 2025.)*
- 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.)*

Unfinished None
Business & General
Orders:

NEW BUSINESS:

1. **Authorization for Public Purchase or Reimbursement per HMC Section 2.35.030:** To purchase or reimbursement with municipal funds of three (3) polo style shirts with the proper municipal logo or other shirts possessing the proper logo, two (2) shirts for Councilor Scheeringa and one (1) shirt for Councilor Smith, to be paid or reimbursed by municipal funds.

2. **Pre-Adoption Hearing of the Proposed Fiscal Year 2024 Budget for the Town of Highland.**
 - (a) Acknowledgement of Publication: *(Under current law, no publication by unit just by Department of Local Government Finance online Gateway. The proposed components of budget must be submitted to the Gateway at least 10 days before the Preliminary Hearing. The proposed budget notice was filed with the Gateway on September 15, 2023) (See IC 6-1.1-17-3)*

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(b) Introduction of **Proposed Ordinance No. 1788**: An Ordinance of Appropriations and Budget Levies and Rates for the 2024 Budget of the Civil Town.

(c) **Public Hearing.**

Pursuant to IC 6-1.1-17 et seq., consideration of the proposed ordinance for adoption cannot take place sooner than ten (10) days following the pre-adoption hearing. Consideration for passage and adoption of the Proposed Ordinance will be at the regular meeting of the Town Council, Monday, October 23, 2023 at 6:30 p.m.

3. **Pre-Adoption Hearing of the Proposed Fiscal Year 2024 Budget of the Sanitary District, pursuant to IC 6-1.1-17-20.** *Under amendments to IC 6-1.1-17-20, the proper officers shall submit the proposed budget and property tax levies to the municipal fiscal body. The fiscal body of the city, town, or county (whichever applies) shall review each budget and proposed tax levy and adopt a final budget and tax levy for the taxing unit. The fiscal body may reduce or modify but not increase the proposed budget or tax levy. The final adoption vests with the Town Council. The Town Council should take its final action at its meeting of October 23, 2023.*

(a) Acknowledgement of Publication: *(Under current law, no publication by unit just by Department of Local Government Finance online Gateway. The proposed components of budget must be submitted to the Gateway at least 10 days before the Preliminary Hearing. The proposed budget notice was filed with the Gateway on September 15, 2023). (See IC 6-1.1-17-3)*

(b) Introduction of **Proposed Ordinance No. 1789**: An Ordinance of Appropriations and Budget Levies and Rates for the 2024 Budget of the Sanitary District.

(c) **Public Hearing.**

Pursuant to IC 6-1.1-17 et seq., consideration of the proposed ordinance for adoption cannot take place sooner than ten (10) days following the pre-adoption hearing. Consideration for passage and adoption of the Proposed Ordinance will be at the regular meeting of the Town Council, Monday, October 23, 2023 at 6:30 p.m.

4. **Pre-Adoption Hearing of the Proposed Fiscal Year 2024 Budget of the Waterworks District, pursuant to IC 6-1.1-17-20.** *Under amendments to IC 6-1.1-17-20, the proper officers of the special taxing district shall submit the proposed budget and property tax levies to the municipal fiscal body. The fiscal body of the city, town, or county (whichever applies) shall review each budget and proposed tax levy and adopt a final budget and tax levy for the taxing unit. The fiscal body may reduce or modify but not increase the*

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- (b) Introduction of **Proposed Ordinance No. 1790**: An Ordinance of Appropriations and Budget Levies and Rates for the 2024 Budget of the Waterworks District.
- (c) **Public Hearing.**

Pursuant to IC 6-1.1-17 et seq., consideration of the proposed ordinance for adoption cannot take place sooner than ten (10) days following the pre-adoption hearing. Consideration for passage and adoption of the Proposed Ordinance will be at the regular meeting of the Town Council, Monday, October 23, 2023 at 6:30 p.m.

In all cases above, ten (10) or more taxpayers may object to a budget, a tax rate or tax levy by filing a petition with the Office of the Clerk-Treasurer not more than seven (7) days following these hearings. (Monday, October 16, 2023) The objection petition must identify the provisions of the budget, tax rate or tax levy to which taxpayers object. If a petition is filed, the Town Council shall adopt with the budget a finding concerning the objections in the petition and the testimony presented

- 5. **Proposed Enactment No. 2023-21**: An Enactment Regarding the Disposition of Surplus on Deposit to the Credit of the Water Cash Reserve Fund, Authorizing its transfer to the Corporation General Fund, pursuant to I.C. 8-1.5-3-11 et seq.
- 6. **Proposed Enactment No. 2023-22**: An Enactment Regarding the Disposition of Surplus on Deposit to the Credit of the Sanitary District Sewage Cash Reserve Fund, Authorizing its transfer to the Corporation General Fund, pursuant to HMC Section 12.10.110.

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|---------------------|------------------------|
| Comments or | Councilor Bernie Zemen |
| Remarks from the | |
| Town Council: | Councilor Toya Smith |
| (Good of the Order) | Councilor Thomas Black |

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Councilor Mark Schocke

Councilor Phil Scheeringa

**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 September 13, 2023 to September 26, 2023 in the amount of **\$344,395.30**.

General Fund, \$232,737.18; MVH Fund, \$15,923.35; LAW Enforcement Continuing Education, Training and Supply Fund, \$1,386.72; Information and Communications Technology Fund, \$8,210.35; LR&S, \$466.32; Special Events, \$1,529.00; MCCD, \$8,593.00; Public Safety Fund, \$3,877.00; Corporation Bond Exempt Fund, \$1,500.00; Community Crossings Grant, \$2,172.72; Donation, \$304.25; Police Pension, \$67,695.41;

Payroll Docket for payday of September 22, 2023 by fund:

General, \$283,537.15

Payroll Docket for payday of September 22, 2023:

Office of Clerk-Treasurer, \$16,312.19; Building and Inspection Department, \$10,816.09; Metropolitan Police Department, \$131,891.92; Public Works Department (Agency), \$72,439.19; Fire Department, \$1,782.40 and Information and Technology Department, \$4,009.55; Total Payroll: \$237,251.34.

Payroll Docket for payday of September 29, 2023 by fund:

Total Payroll by fund: \$79,054.50

Payroll Docket for payday of September 29, 2023:

Boards & Commissions. \$10,651.82; Police Pension, \$67,587.76;
Total Payroll: \$78,239.58.

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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