


**Agenda**  
**Fifty-fifth Regular or Special Meeting**  
**of the Twenty-Ninth Town Council of Highland**  
**Regular Meeting of Monday, November 22, 2021 at 6:30 p.m.**  
 Agenda organized pursuant to Section 2.05.090 of the Highland Municipal Code  
 This meeting will be convened as an electronic meeting, pursuant to Governor  
 Holcomb's Executive Orders, 20-04, 20-09, 20-25 and extended by Executive  
 Order 21-28, allowing such meetings, pursuant to IC 5-14-1.5-3.6 for the  
 duration of the emergency, through to December 1.

People may observe and record the meeting for live streaming by joining the meeting on the Zoom platform

<https://us06web.zoom.us/j/84463563958?pwd=dnIweUd4RkRCUWUxWVRDK0xmVkd0Zz09>

Further, some may need to access the electronic meeting by using the preceding link and adding the Meeting ID 844 6356 3958, and the password (code): 135143.

Prayer:	Thomas Black
Pledge of Allegiance:	Thomas Black
Roll Call:	Bernie Zemen
	Mark A. Herak
	Mark J. Schocke
<b>A GREAT PLACE TO CALL HOME</b>	Thomas (Tom) Black
	Roger Sheeman

**Minutes of Previous Session:** Minutes of the Regular Meeting of 08 November 2021.

**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.

- Appointments:**
- **Home Rule Boards and Commissions**  
 (Appointments have been placed on agenda in case there is readiness to act)
  - Legislative Appointments*  
 Home Rule Commissions
  - 1 **Main Street Bureau Board:** Up to (17) appointments to be made by the Town Council. Term: Two years ending 1 Jan 2023. *There are currently 14 of the 17 in place and serving.*
  - 2. **Community Events Commission** *Multi-year positions:* (2) appointments to be made by the Town Council. **Term: 4 years.**

*The Town of Highland acknowledges its responsibility to comply with the American with Disabilities Act of 1990. In order to assist individuals with disabilities who require special services (i.e. sign interpretative services, alternative audio/visual devices, etc.) for participation in or access to Municipal sponsored public programs, services and or meetings, the Town of Highland requests that individuals make requests for these services forty-eight (48) hours ahead of the scheduled program, service and or meeting. To make arrangements, contact the ADA Coordinator for the Town of Highland at (219) 972-7595.*

- One vacancy of term expires on 1 Jan 2025.
- One vacant post the term of which expires 1 January 2022( unexpired term)

Single year position: (1) appointments to be made by the Town Council.

**Term: 1 year.**

- One position the term expiring on 1 January 2022

**Unfinished Business & General Orders:**

1. **Proposed Ordinance No. 1757:** An Ordinance of the Town Council of the Town of Highland, Lake County, Indiana, authorizing the Issuance of its Taxable Economic Development Revenue Bonds, Series 2021 (S.J. Highland, LLC Development Project). *(It is expected that this will be introduced and filed)*
2. **Proposed Ordinance No. 1758:** An Ordinance to Amend Chapter 5.40 of the Highland Municipal Code regarding Tattoo Parlors and further Amending the Ordinance Violations Bureau to include an Additional Fine Schedule for Ordinances that are Subject to Admission before a Violations Clerk in the Ordinance Violations Bureau.
3. **Proposed Ordinance No. 1759:** An Ordinance to Amend Chapter 3.45 in the Highland Municipal Code, to establish a New Trust Fund to be Styled the Local Underground Storage Tanks Fund of the Town of Highland, all Pursuant to IC 36-1-3, IC 36-5-2, IC 13-23 et seq., and 329 IAC 9-8 et seq.
4. **Enactment No. 2021-53:** An Enactment Reducing Appropriations In The Annual Budget For Works Board Department Of The General Fund, Pursuant To I.C. 6-1.1-18, I.C. 36-5-3-5, Et Seq.
5. **Resolution No. 2021-54:** An Exigent Resolution Providing for the Transfer Of Appropriation Balances from and among Major Budget Classifications in the Public Safety Local Income Tax Fund as Requested by The Proper Officer and Forwarded To The Town Council For Its Action Pursuant To I.C. 6-1.1-18-6.
6. **Ratify the calling of an Executive Session:** Session convened at 5:30 p.m. Monday, November 22, 2021, pursuant to HMC Section 2.05.130(A) (4) and Section 2.05.130(A)(6) and Section 2.05.070(B)(3).
7. **Authorizing the proper officer to publish legal notice of a public hearing:** Public Hearing to consider additional appropriations in the amount of \$6,901.00 in the **Downtown Allocation Area Fund** and in the amount of \$2,160 in the **POLICE PENSION Fund**.

**NEW BUSINESS:**

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

- Councilor Bernie Zemen
- Councilor Mark Herak
- Councilor Mark Schocke
- Councilor Thomas Black
- 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

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	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 <b>two (2) minutes</b> and encouraged to avoid repetitious comments.
<b>ACTION TO PAY</b> <b>Accounts Payable</b> <b>Vouchers</b>	Accounts payable vouchers November 9, 2021 to November 22, 2021 in the amount of <b>\$774,563.21</b> . Payroll Docket for the payday of November 5, 2021 in the amount of <b>\$223,689.05</b> .
<b>ADJOURNMENT</b>	The Town Council may meet in study session immediately following the Regular Meeting. <i>Posted pursuant to IC 5-14-1.5-4(a)</i>

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**Enrolled Minutes of the Fifty-fourth Regular or Special Meeting  
For the Twenty-Ninth Highland Town Council  
Regular Plenary Meeting (Electronic/Hybrid)  
Monday, November 08, 2021**

The Twenty-Ninth Town Council of the Town of Highland, Lake County, Indiana met in its regular plenary session on Monday, November 08, 2021 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 an *electronic and in person meeting*, pursuant to Governor Holcomb's Executive Order 20-04 and 20-09 allowing such meetings pursuant to IC 5-14-1.5-3.7 for the duration of the COVID-19 public health emergency, extended by Executive Order No. 21-28. Some persons were participating remotely on a Zoom® platform that allowed for real time interaction between and among all the Town Council and supported the public's ability to observe and record the proceedings. People were able to participate in person and remotely. When an agenda item provided for public comment, this was supported as well. Councilors Bernie Zemen, Mark Herak, Mark Schocke, Tom Black and Roger Sheeman were present in person. The Town Clerk-Treasurer was participating remotely via the Zoom® platform, owing to being in Evansville for the annual State Board of Accounts Fiscal Officers Training.

The Town Council President, Roger Sheeman, presided. The Town Clerk-Treasurer, Michael W. Griffin, was present via Zoom® to memorialize the proceedings. The meeting was opened with Councilor Mark J. Schocke 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, Mark Herak, Mark J. Schocke, Thomas Black and Roger Sheeman. The Clerk-Treasurer, Michael W. Griffin was present remotely to memorialize the proceedings. A quorum was attained. Councilors Zemen, Herak, Schocke, Black, and Sheeman all participated in person.

**Additional Officials Present:** John Reed, Town Attorney (via Zoom®), Mark Knesek, Public Works Director (via Zoom®); Peter Hojnicky, Metropolitan Police Chief; William R. Timmer, Jr., CFOD, Fire Chief; Alex M. Brown, CPRP, Superintendent of Parks and Recreation (via Zoom®); Kathy DeGuilio-Fox, Redevelopment Director; Edward Dabrowski, Director of Information Technology and Kenneth J. Mika, Building Commissioner, were present.

*Also present:* Robin Carlascio, Idea Factory (via Zoom®) was present.

**Minutes of the Previous Meeting:** The minutes of the regular meeting of **October 25, 2021** were approved by general consent.

**Comments from Visitors (regarding matters on the agenda)**

There were no comments.

The public comment period was closed.

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

• **Building & Inspection Report for October 2021**

Permit Type	Number	Residentia	Commercial	Est. Cost	Fees
Commercial Buildings:	0	0	0	\$0.00	\$0.00



Parks	0	0	2	0	0	0	0
Fire	0	1	0	0	0	0	0
Police	0	2	2	0	0	0	0
Street	0	0	1	0	0	0	0
Water & Sewer	0	2	2	32	0	93	81
Maint.	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0
<b>TOTALS</b>	<b>0</b>	<b>5</b>	<b>7</b>	<b>32</b>	<b>0</b>	<b>93</b>	<b>81</b>

Effective January 1, 2002, OSHA changed the record keeping guidelines. The municipality now counts the number of days lost from the day after the injury until the employee returns to work. Weekend, holidays, vacation days or other days scheduled off are included in the lost days count to a maximum of 180 days.

### Appointments:

#### *Legislative Appointments*

#### 1. **Community Events Commission**

Single year positions: (2) appointments to be made by the Town Council.  
**Term: 1 year.**

Councilor Zemen moved that *Sandra McKnight* of Highland be appointed to a vacant annual position on the Community Events Commission. Councilor Black seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. Ms. McKnight was appointed to the Community Events Commission.

### Unfinished Business and General Orders:

#### 1. **Proposed Ordinance No. 1756.1726-E: An Ordinance To Amend Ordinance No. 1726 To Establish The Wage And Salary Rates Of The Elected Officers, The Non-Elected Officers, And The Employees Of The Town Of Highland, Indiana Particularly Amending To Authorize Changes To The Compensation Associated With Utility Worker/Equipment Operator B In The Public Works Department (Agency). (The Public Works Director seeks the change in the pay for the Worker/Equipment Operator B.)**

Councilor Herak introduced and moved for consideration of Ordinance No. 1756.1726-E at the same meeting of its introduction. Councilor Black seconded. Upon a roll call vote, a unanimous vote being necessary, there were five affirmatives and no negatives. The motion passed. The ordinance could be considered at the same meeting of its introduction.

Councilor Herak moved for the passage and adoption of Ordinance No. 1756.1726-E at the same meeting of its introduction. Councilor Black seconded. Upon a roll call vote, a two-thirds vote being necessary, there were five affirmatives and no negatives. The motion passed. The was passed and adopted upon the signature of the municipal executive at the same meeting of its introduction.

ORDINANCE No. 1756.1726-E  
of the  
TOWN of HIGHLAND, INDIANA

AN ORDINANCE to AMEND ORDINANCE No. 1726 to ESTABLISH THE WAGE and SALARY RATES of the ELECTED OFFICERS, the NON-ELECTED OFFICERS, and the EMPLOYEES of the TOWN of HIGHLAND, INDIANA PARTICULARLY AMENDING TO AUTHORIZE CHANGES TO THE COMPENSATION ASSOCIATED WITH UTILITY WORKER/EQUIPMENT OPERATOR B in the PUBLIC WORKS DEPARTMENT (AGENCY)

WHEREAS, Title 36, Article 1 Chapter 4 of the Indiana Code confers certain general corporate powers on the

several units of government in Indiana;

WHEREAS, Section fifteen of that chapter specifically provides that a unit of government may fix the level of compensation of its officers and employees; and

WHEREAS, I.C. 36-5-3-2 provides in pertinent part that the town legislative body shall provide reasonable compensation for the other town officers and employees;

WHEREAS, I.C. 36-5-3-2(b), further provides that the Town Legislative body shall, by ordinance fix the compensation of its own members and the Town Clerk-Treasurer;

WHEREAS, I.C. 36-5-3-2(c) still further provides that the compensation of an elected town officer may not be changed in the year for which it is fixed, nor may it be reduced below the amount fixed for the previous year;

WHEREAS, The Town Council of the Town of Highland, as the town legislative body, now desires to further amend the ordinance that was adopted to fix the compensation of its elected officers, appointed officers and employees of the Town for the year 2021 and thereafter as amended;

WHEREAS, The Town Council of the Town of Highland, as the town legislative body, has been advised that it is necessary and desirable to fix the salary for the position of utility worker / equipment operator (b); and,

WHEREAS, The Town Council of the Town of Highland, as the town legislative body, now desires to amend the wage and salary ordinance as requested by the public works director,

**NOW, THEREFORE, BE IT HEREBY ORDAINED** by the Town Council of the Town of Highland, Lake County, Indiana, that the Wages, Salaries, and special detail levels of the Officers and Employees of the Town of Highland, are hereby established and fixed, pursuant to the provisions indicated herein and as follows:

Section 1. That Section 9 Subdivision (B) of Ordinance No. 1726 be further amended, which shall read as follows:

Section 9. *Public Works Department (Agency)*. That subject to the provisions of this ordinance, the salary and hourly wages for the non-elected officers and employees of the Town of Highland are hereby fixed for its **Public Works Department** as follows:

**(B) Associate Staff and Employees**

		<b>Starting Rate</b>		<b>Incumbent Rate</b>
(1) Administrative Assistant	( 1 )	\$ 23.56		\$ 23.56
(2) Public Works Secretary*	( 1 )	\$19.22		\$19.22
(3) Dispatch Clerk	( 1 )	\$17.38		\$17.38
<i>* If position of administrative assistant is filled, the position of public works secretary must be vacant.</i>				
(4) Senior Utility Technician	( 1 )	\$23.56		\$23.56
(5) Utility Technician	( 2 )	\$18.90		\$18.90
<i>This position subject to base modification as outlined in subdivision E</i>				
(6) Utility Worker / Equipment Operator A	( 3 )	\$23.56		\$23.56
(7) Utility Worker / Equipment Operator B	( 2 )	<del>\$22.55</del>	<b>\$23.05</b>	<del>\$22.55</del> <b>\$23.05</b>

Section 2. That all portions of ordinances in conflict with this ordinance are hereby repealed and are of no further force nor effect;

Section 3. (A) This ordinance, which subject to its provisions, shall become and be in full force and effect from and after the date of its passage and adoption without promulgation, upon its signature by the executive in the manner prescribed by IC 36-5-2-10(a), pursuant to any effective dates herein described and until its repeal or amendment by subsequent enactment;

(B) That the Clerk-Treasurer shall have authority to implement the provisions of this ordinance pursuant to the authority expressly set forth in IC 36-5-6-6 (a) (3) & (4).

Introduced and Filed on the 8<sup>th</sup> Day of November 2021. Consideration on same day or at same meeting of introduction sustained a vote of 5 in favor and 0 opposed, pursuant to IC 36-5-2-9.8.

**DULY ORDAINED AND ADOPTED** this 8<sup>th</sup> Day of November 2021, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 5 in favor and 0 opposed.

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

/s/ Roger Sheeman, President (IC 36-5-2-10)

ATTEST:

/s/ Michael W. Griffin, IAMC/MMC/CPFA/ACPFIM/CMO

Clerk-Treasurer (IC 33-42-4-1; IC 36-5-2-10.2; IC 36-5-6-5)

2. **Resolution No. 2021-52:** An Exigent Resolution Providing For The Transfer Of Appropriation Balances From And Among Major Budget Classifications In The Police Department Of The General Fund As Requested By The Proper Officer And Forwarded To The Town Council For Its Action Pursuant To I.C. 6-1.1-18-6.

Councilor Herak moved the passage and adoption of Resolution No. 2021-52. Councilor Black seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The resolution was adopted upon the signature of the municipal executive.

TOWN OF HIGHLAND  
APPROPRIATION TRANSFER RESOLUTION  
RESOLUTION NO. 2021-52

AN EXIGENT RESOLUTION PROVIDING for the TRANSFER of APPROPRIATION BALANCES from and AMONG MAJOR BUDGET CLASSIFICATIONS in the POLICE DEPARTMENT of the GENERAL FUND as REQUESTED BY THE PROPER OFFICER AND FORWARDED to the TOWN COUNCIL for its ACTION PURSUANT TO I.C. 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 of the Police Department of 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 Police Department 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

Metropolitan Police Department

Reduce Account:		
001-0009-11118 LANCE CORPORALS SALARIES		\$ 29,321.00
	<i>Total 100 Series Reductions:</i>	\$ 29,321.00

Increase Accounts:		
001-0009-21002 TIRES		\$ 3,000.00
001-0009-22004 VEH. PARTS & SUPPLIES		\$ 2,000.00
001-0009-23004 Other Supplies		\$ 24,321.00
	<i>Total 200 Series Increases:</i>	\$ 29,321.00

<b>Total of Fund Decreases:</b>	\$ 29,321.00
<b>Total of Fund Increases:</b>	\$ 29,321.00

DULY RESOLVED and ADOPTED this 8<sup>th</sup> Day of November 2021 by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 5 in favor and 0 opposed.

TOWN COUNCIL of the TOWN of  
HIGHLAND, INDIANA

/s/ Roger Sheeman, President (IC 36-5-2-10)

Attest:

/s/ Michael W. Griffin, IAMC/MMC/CPFA/ACPFIM/CMO  
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5)

3. **Works Board Order No. 2021-37:** A Joint Resolution of the Board of Works and the Water Works Board of Directors Accepting and Approving a Proposal from NIES Engineering, Inc. for Professional Engineering Design Services for the River Drive



Water Main And Street Improvement Project in the Total Amount not-to-exceed \$54,000.00.

Councilor Herak moved the passage and adoption of Works Board Order No. 2021-37. Councilor Black seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The order was adopted upon the signature of the municipal executive.

TOWN OF HIGHLAND  
BOARD OF WORKS  
ORDER OF THE WORKS BOARD NO. 2021-37

WATER WORKS DISTRICT OF HIGHLAND  
BOARD OF WATER WORKS DIRECTORS  
RESOLUTION NO. 2021-25

A JOINT RESOLUTION OF THE BOARD OF WORKS AND THE WATER WORKS BOARD OF DIRECTORS  
ACCEPTING AND APPROVING A PROPOSAL FROM NIES ENGINEERING, INC. FOR PROFESSIONAL  
ENGINEERING DESIGN SERVICES FOR THE RIVER DRIVE WATER MAIN AND STREET IMPROVEMENT  
PROJECT IN THE TOTAL AMOUNT NOT-TO-EXCEED \$54,000.00

**Whereas**, The Town of Highland, through its Town Council, which is the Works Board of the Municipality pursuant to I.C. 36-1-2-24(3), has determined that a need exists to make certain public improvements and repairs to roadway infrastructure on River Drive, including the replacement of defective curb and sidewalk, pavement, and tree removal and replacement; and

**Whereas**, The Town of Highland has filed an application for Community Development Block Grant funding (FY 2021), with the Lake County Community Development Department, which will offset the costs for the improvements in the amount of \$102,130.00; and

**Whereas**, the Water Works District of Highland (District) is governed by its Board of Water Works Directors, pursuant to the provisions of IC 8-1.5-4 et seq.; and

**Whereas**, IC 8-1.5-4-4 specifically provides that the Board of Directors shall manage and control all works of the water works and may purchase, acquire, construct, reconstruct, operate, repair and maintain all water works; and

**Whereas**, The Water Works District of Highland (District), through its Board of Directors, has determine the need to replace and upsize the existing water main within the project boundaries, as described herein, in order to improve water flow and water quality and has determined that it would be in the best interest of the utility to coordinate the work with the street improvement project; and

**Whereas**, The Works Board and Water Works District Board of Directors has heretofore determined a need to engage the professional engineering design services in order to implement the Project, and

**Whereas**, NIES Engineering, Incorporated, (Consultant) has offered and presented an agreement to provide and furnish Professional Engineering Design Services in consideration for fees to be charged and billed monthly based upon a lump sum of the value of the services completed, in an amount not to exceed Fifty-four Thousand Dollars (\$54,000.00) allocated in the amounts of Twenty-five Thousand Dollars and no Cents (\$25,000.00) to the Board of Works and Twenty-nine Thousand Dollars and no Cents (\$29,000.00) to the Water Works District; and

**Whereas**, There are sufficient and available appropriations balances on hand to support the payments under the agreement, pursuant to IC 5-22-17-3(e); and

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

**Whereas**, The Water Works District of Highland, through its Board of Directors, now desires to accept and approve the agreement for services as herein described,

**Now, Therefore Be it Resolved** by the Board of Works for the Town of Highland and the Board of Directors of the Highland Water Works, Lake County, Indiana, as follows:

**Section 1.** That the Professional Engineering Design Services Proposal (incorporated by reference and made a part of this resolution) from NIES Engineering, Inc. for the River Drive Water Main and Street Improvement Project is hereby approved, adopted and ratified in each and every respect;

**Section 2.** That the terms and charges under the agreement for Design Engineering services in the not to exceed amount of Fifty-four Thousand (\$54,000.00), allocated in the amounts of Twenty-five Thousand Dollars and no Cents (\$25,000.00) to the Board of Works and Twenty-nine Thousand Dollars and no Cents (\$29,000.00) to the Water Works District, is found to be reasonable and fair;

**Section 3.** That the Town Council, which is the Works Board of the municipality, and the Water Works District of Highland, through its Board of Directors, believes that NIES Engineering, Inc. has demonstrated professional

competence and qualifications to perform the particular professional engineering services called for in the Agreement and associated project, pursuant to I.C. 5-16-11.1-5;

**Section 4.** That the Public Works Director/Water Works District Superintendent is authorized to execute the agreement and all documents necessary to implement the Project.

**BE IT SO ORDERED**

**Duly Adopted, Resolved and Ordered** by the Highland Town Council, Lake County, Indiana, this 8<sup>th</sup> day of November, 2021. Having been passed by a vote of 5 in favor and 0 opposed.

TOWN COUNCIL of the TOWN of  
HIGHLAND, INDIANA

Roger Sheeman, President (IC 36-5-2-10)

Attest:

Michael W. Griffin, IAMC/MMC/CPFA/ACPFIM/CMO  
Clerk-Treasurer (IC 33-42-4-1(6);IC 36-5-6-5)

**Duly Adopted, Resolved and Ordered** by the Water Works Board of Directors of Highland, Lake County, Indiana, this 28<sup>th</sup> day of October, 2021. Having been passed by a vote of 4 in favor and 0 opposed.

**Highland Water Works  
By Its Board of Directors:**

/s/George A. Smith, President

Attest:

/s/Richard E. Volbrecht Jr., Secretary

4. Action to approve pay for employee at higher than starting pay for the range of the position, pursuant to Section 2 (a) of Ordinance No. 1511 the Wage and Salary Ordinance, as amended.

*4.1 The Metropolitan Police Chief requests to increase pay for Vanessa Kincaid, a part-time Animal Warden from current starting pay of \$12.00 to \$14.00 per hour.*

Councilor Herak moved to authorize and approve the hourly wage for Ms. Kincaid as Animal Warden to be paid at the hourly rate of \$14 per hour, which is higher than the current starting rate. Councilor Black seconded. Upon a roll call vote, there five affirmatives and no negatives. The motion passed. The higher pay was authorized and approved.

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

*(A) The hiring of Kyle Foster, to the full-time position of Utility Worker B in Public Works Department (Agency) at a rate of pay of \$13.18 per hour. This will not increase the full-time workforce greater than the authorized work force strength*

Councilor Black moved to appoint and hire Kyle Foster to the full-time position of Utility Worker B. Councilor Schocke seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. Kyle Foster was appointed and hired as indicated.

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

- **Councilor Bernie Zemen:** *Park and Recreation Board Liaison • Fire Department, Liaison*

Councilor Zemen acknowledged the Building Commissioner who reported on plan commission matters.

Councilor Zemen acknowledged Superintendent of Parks and Recreation, (remotely) who offered a survey of programs and events under the aegis of the parks and recreation department.

Councilor Zemen acknowledged the Fire Chief who noted the change of from daylight savings time to standard time and encouraged the battery change out for smoke and Co2 detectors.

- **Councilor Mark Herak:** •*Budget and Finance Chair* • *Town Board of Metropolitan Police Commissioners, Liaison* • *Public Works Liaison* • *Economic Development Commission Liaison* • *Board of Sanitary Commissioners Liaison and* • *Liaison to the Advisory Board of Zoning Appeals.*

Councilor Herak acknowledged the Building Commissioner, who offered a brief report on matters before the Advisory Board of Zoning Appeals. Further the Building Commissioner reported on the activities of the Building and Inspection Department.

Councilor Herak acknowledged the Public Works Director who (remotely) offered a survey of activities of the public works agency.

Councilor Herak acknowledged the Police Chief who offered a brief report regarding Halloween incidents and the planned ceremony to commemorate the fiftieth anniversary of the line of duty murder of Police Officer Donald Sheppard, November 12, 1971.

With leave from the Town Council, Councilor Herak offered extended remarks regarding a recent published news account reporting the appointment of the first full-time Director of Information Technology. Councilor Herak expressed his disappointment with and disapproval of the manner in which the position was filled and the Town Council President's handling of the matter.

Councilor Herak dilated upon several incidents or episodes about which Councilor Herak expressed his disapproval of the Town Council President and his role in them.

Councilor Herak requested that the matter of seeking proposals for the municipal property and casualty insurance and related lines be discussed at the next study session.

The Town Council President assented.

- **Councilor Mark Schocke:** *Liaison to the Tree Board* • *Liaison to the Community Events Commission*

Councilor Schocke noted that the Tree Board continued its activities associated with adding to the tree inventory of the town.

**Councilor Tom Black:** *Liaison to the Board of Waterworks Directors.*

Councilor Black reported that the Solid Waste Management District board of directors would meet on Tuesday November 9. The meeting would deal with the relocation of its administrative offices owing to the current building in Hammond being slated for imminent demolition as part of a new capital initiative of the City.

- **Council President Roger Sheeman:** *Town Executive • Chair of the Board of Police Pension Trustees • Chamber of Commerce Liaison • Information Technology Liaison • Redevelopment Commission Liaison.*

The Town Council President acknowledged the Redevelopment Director who reported on the status of the installation of the Electronic Vehicle charging stations to be located in the downtown parking lot at the intersection of Kennedy Avenue and Highway Avenue, as well reporting on other activities of the department.

With leave from the Town Council, Councilor Schocke inquired about the matter of the downtown promotional brochure. The Redevelopment Director noted that in light of the reluctance of the Town Council to take up an additional appropriation of the Innkeeper Fund, resources were identified in yet unused existing resources to support the promotional initiative, which would include an electronic version and would be part of a larger promotions approach not limited to a brochure. It was further noted that the concept was advanced in part as some downtown business operators had inquired about such a resource that could be available in their businesses.

The Town Council President, with leave from the Town Council, offered an extended rejoinder to the remarks made by Councilor Herak.

Councilor Herak wished to offer countering remarks to the Town Council President's rejoinder. The Town Council President indicated that the matter would not be further considered.

Councilor Schocke moved to appeal the decision or ruling of the Town Council President. The motion did not attain a second. The motion could not be considered.

#### **Comments from Visitors or Residents**

1. Larry Kondrat, Highland, offered remarks regarding the uniform that would be provided to the newly appointed Code Enforcement Officer.

Mr. Kondrat acknowledged a recent newspaper account regarding actions taken by the Economic Development Commission. Mr. Kondrat asked about the status of the Griffland and Russell Developers Senior Living facility.

Councilor Schocke referenced his earlier appeal from the decision of the chair, renewing the motion. There was no second. Councilor Schocke withdrew the motion.

**Payment of Accounts Payable Vouchers.** There being no further comments from the public, Councilor Zemen moved to allow the vendors accounts payable vouchers as filed on the pending accounts payable docket, covering the period October 26, 2021, through November 08, 2021 and the payroll dockets for payday of October 08, 2021, October 22, 2021 and the COVID Stipends Payroll October 8, 2021. Councilor Black seconded. Upon a roll call vote, there were five affirmatives, no negatives. The motion passed. The accounts payable vouchers for the vendor docket were allowed, payments allowed in advance, including the payroll docket, were ratified, and for all remaining invoices, the Clerk-Treasurer was authorized to make payment.

#### **Vendors Accounts Payable Docket:**

**General Fund, \$259,353.77; Motor Vehicle Highway and Street (MVH) Fund, \$27,024.04; Local Road and Street Fund, \$13,379.28; Law Enforcement Continuing Education and Training and Supply Fund, \$1,005.71; Insurance Premium Agency Fund, \$8,671.21; Information Communications Technology Fund, \$7,716.63; Solid**

**Waste District Grant Fund, \$155,200.00; Civil Donation Fund, \$188.84; Special Events Non Reverting Fund, \$871.91; Municipal Cumulative Capital Development Fund, \$1,014.51; Traffic and Law Violations Agency Fund, \$3,000.00; Municipal Cumulative Street Fund, \$9,195.90; and Public Safety Local Income Tax Fund, \$5,107.03: \$478,349.55.**

**Payroll Docket for payday of October 08,2021:**

**Council, Boards and Commissions, \$0.00; Office of Clerk-Treasurer, \$15,211.06; Building and Inspection Department, \$6,350.28; Metropolitan Police Department, \$129,079.09; Public Works Department (Agency), \$68,634.60; Fire Department, \$3,796.26; and 1925 Police Pension Plan Pension Fund, \$0.00; Total Payroll: \$223,071.29.**

**Payroll Docket for payday of October 22, 2021:**

**Council, Boards and Commissions, \$8,415.27; Office of Clerk-Treasurer, \$15,129.33; Building and Inspection Department, \$8,139.68; Metropolitan Police Department, \$115,718.77; Public Works Department (Agency), \$65,575.37; Information Technology Communications Department, \$3,538.47; Fire Department, \$33,474.36; and 1925 Police Pension Plan Pension Fund, \$68,421.79; Total Payroll: \$318,413.04.**

**Payroll Docket for payday of October 8, 2021 Special COVID STIPENDS:**

**Council, Boards and Commissions, \$0.00; Office of Clerk-Treasurer, \$19,104.00; Building and Inspection Department, \$12,064.00; Metropolitan Police Department, \$134,912.00; Public Works Department (Agency), \$87,000.00; Fire Department, \$65,552.00; and 1925 Police Pension Plan Pension Fund, \$0.00; Total Payroll: \$318,632.00.**

**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 08, 2021, adjourned at 7:41 O'clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA/ACPFIM/CMO  
Clerk-Treasurer

Approved by the Town Council at its meeting of \_\_\_\_\_, 2021.

Michael W. Griffin, IAMC/MMC/CPFA/ACPFIM/CMO  
Clerk-Treasurer

**ORDINANCE No. 1757**

**To be supplied**

**Ordinance No. 1758  
of the  
TOWN of HIGHLAND, INDIANA**

**AN ORDINANCE to AMEND CHAPTER 5.40 of the HIGHLAND MUNICIPAL CODE REGARDING TATTOO PARLORS and FURTHER AMENDING THE ORDINANCE VIOLATIONS BUREAU TO INCLUDE AN ADDITIONAL FINE SCHEDULE FOR ORDINANCES THAT ARE SUBJECT TO ADMISSION BEFORE A VIOLATIONS CLERK IN THE ORDINANCE VIOLATIONS BUREAU**

**WHEREAS**, IC 36-1-3-4(b) states that a unit of government has all the powers granted it by statute and all other powers necessary or desirable in the conduct of its affairs, even though not granted by statute;

**WHEREAS**, IC 36-8-2-4, provides that a unit of government may regulate conduct, or use or possession of property, that might endanger the public health, safety, or welfare;

**WHEREAS**, IC 36-8-2-10, further provides that a unit of government may regulate the operation of businesses, crafts, professions, and occupations;

**WHEREAS**, The Town Council has been reliably advised that amending Chapter 5.40 of the Highland Municipal Code regulating tattoo parlors, by changing its provisions to be more aligned with the current, prevailing public regard and acceptance of the art and practices of tattooing, would be desirable and of public benefit; and,

**WHEREAS**, The Town Council now desires to make such amendments to Chapter 5.40 of the Highland Municipal Code, so as to modernize its regulatory language rendering it more effective and of greater utility in managing such businesses that may operate in the town,

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

**Section 1.** That Chapter 5.40 of the Highland Municipal Code be hereby amended by repealing it in its entirety and replacing it with a successor chapter to be styled as Chapter 5.40, which shall read as follows:

**Chapter 5.40  
TATTOO PARLORS**

Sections:

5.40.010 Definitions  
5.40.020 Regulation of tattoo parlors  
5.40.030 Penalty

**5.40.010 Definitions.**

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning:

“Administer” means any creation, modification, extension, repair or touch-up of a tattoo.

“Person” means any individual, firm, association, partnership or other business entity of whatever form or character.

“Tattoo” means the insertion of permanent or indelible color or pigment in the skin by puncturing or entering through the outer layer of skin, whether or not it is solely for artistic purposes or otherwise.

#### **5.40.020 Regulation of tattoo parlors.**

(A) It shall be unlawful for any person to engage in or carry out the business of administering a tattoo to any other person, for or without consideration, ~~if the person administering the tattoo is not duly licensed in good standing to practice medicine or osteopathic medicine under the auspices of the Indiana Medical Licensing Board~~ **without first obtaining a business license under the provisions of Chapter 5.05 of this Code;**

(B) It shall be unlawful for any person to own, operate or manage an establishment which knowingly employs or uses a person who is or has violated any subsection herein.

(C) Subject to subsection (E) of this section, in the case of a person lawfully administering tattoos under this chapter, that person shall be regulated to the extent of the powers and duties of the ~~Medical Licensing Board pursuant to IC 25-22.5-1 et seq.~~ **the Indiana Department of Health and Rule 5 of Title 410, Article 1 and Title 844 of the Indiana Administrative Code as well as any such other laws, rules or regulations as may be issued by a lawful regulatory or statutory authority** ~~utilized by the Medical Licensing Board~~ to the extent those statutes, rules and regulations do not conflict with the letter and intent of the town’s municipal code, the latter of which shall be enforced by the appropriate town authorities.

(D) In the case of a person lawfully administering tattoos under this chapter, that person shall not administer a tattoo to a person who is under the age of 18 years.

(E) Any building utilized to administer tattoos in violation of this chapter, with the actual or constructed knowledge of the owner or manager thereof, or after notice from the town, together with all fixtures and other property used in conjunction with the operation of said building, are hereby declared to be a public nuisance and are subject to prosecution and enforcement by the town to the full extent of the law provided.

#### **5.40.030 Penalty.**

**(A) Except as otherwise provided, any person, entity or organization who shall violate any provisions of this chapter including the failure to obtain a business license, may be fined in the amount set forth in the designated schedule as a payable offense subject to admission before the violations clerk of the ordinance violation bureau in the amount set forth in the admissions clerk payable offenses schedule in HMC 9.85.060 (B). Each day of such unlawful activity as is prohibited shall be deemed a separate offense.**

**(B) If such persons, entity or organization shall violate any provisions of this chapter, and there is a failure to satisfy the civil violation as set forth in Chapter 9.85 HMC, then such violations shall be construed as justiciable offenses and shall be subject to a fine of not less than \$100.00 per violation, nor more than \$2,500. Each day of such unlawful activity as is prohibited shall be deemed a separate offense.**



**(C) In addition to satisfying any fine lawfully imposed under this chapter, the violator may also be made to pay the proper fee in order to comply with the provisions regarding operating with a proper business license.**

~~Any person who violates or fails to comply with this chapter, or any part thereof, shall be punished by a fine not to exceed \$100.00. Every day any violation of this chapter shall continue shall constitute a separate offense. [Ord. 1035, 1996. Code 2000 § 115.99~~

**Section 2.** That Section 9.85.060 Subdivision (B) *General Regulations* of the Highland Municipal Code be hereby amended by including an additional fine schedule for ordinances that are subject to admission before a violations clerk in the ordinance violations bureau, and subject to the enforcement jurisdiction of the building inspector, the associate inspectors, the officers of the Highland police department, the public works director, the assistant public works director or any other person authorized or empowered to enforce the municipal codes of the town of Highland, which shall read as follows:

<b>Code Section</b>	<b>Violation</b>	<b>Fine</b>
5.40.020	Tattoo parlor violations	1st offense: \$100.00 2nd and all subsequent offenses: \$250.00

**Section 3.** That all provisions of ordinances in conflict with the provisions hereof are hereby repealed;

**Section 4.** That this ordinance shall become and be in full force and effect from and after its passage, adoption upon the signature of the municipal executive and until its subsequent amendment or repeal by proper ordinance, all pursuant to IC 36-5-2-10(c).

Introduced and Filed 22<sup>nd</sup> day of November 2021. 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 \_\_\_\_ Day of \_\_\_\_\_  
2021, 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**

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Roger Sheeman, President (IC 36-5-2-10)

Attest:

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Michael W. Griffin, IAMC/MMC/CPFA/ACPFIM/CMO  
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5; IC 36-5-2-10.2)

**ORDINANCE NO. 1759**  
**of the**  
**TOWN of HIGHLAND, INDIANA**

**AN ORDINANCE TO AMEND CHAPTER 3.45 in the HIGHLAND MUNICIPAL CODE, TO ESTABLISH A NEW TRUST FUND TO BE STYLED THE LOCAL UNDERGROUND STORAGE TANKS FUND of the TOWN OF HIGHLAND, ALL PURSUANT TO IC 36-1-3, IC 36-5-2, IC 13-23 ET SEQ., AND 329 IAC 9-8 ET SEQ.**

WHEREAS, The Town Council is the fiscal body of the Town of Highland;

WHEREAS, IC 36-5-2-9 Provides that the legislative body may adopt ordinances and resolutions for the performance of functions of the town; and,

WHEREAS, IC 36-1-3-4 provides that the powers units have under IC 36-1-3-4(b)(1) are listed in various statutes, further noting that these statutes do not list the powers that units have under IC 36-1-3-4 (b)(2); therefore, the omission of a power from such a list does not imply that units lack that power;

WHEREAS, IC 36-1-3-4 further provides that a unit has all powers granted it by statute as well as all other powers necessary or desirable in the conduct of its affairs, even though not granted by statute;

WHEREAS, The Town of Highland through its Police Department and the Public Works Agency own and operate underground storage tanks, to support the dispensing of motor vehicle fuels for the performance of the duties and functions of each department in service to the town;

WHEREAS, Owing to laws and rules regulating the ownership and operation of underground storage tanks, the Town Attorney has advised the Town Council and the clerk-Treasurer of the desirability of establishing a certain dedicated trust fund which is not subject to the controls of IC 6-1.1-18, dedicated by ordinance, established to pay for corrective action and for compensating third parties related accidental releases arising from the operation of such petroleum holding underground storage tanks;

WHEREAS, Rule 8 of Title 329, Article 9, Section 17 of the Indiana Administrative Code offers particular guidance regarding creating a local government fund, possessing such resources funding for part, not all, of the required amount of the required coverage set forth under Section 4 of 329 IAC 9-8, and used in combination with another mechanism that provides the remaining coverage to pay for corrective action and for compensating third parties for bodily injury and property damage caused by accidental releases arising from the operation of such petroleum holding underground storage tanks;

WHEREAS, IC 13-23-7 et sequitur establishes a State of Indiana Excess Liability Fund to assist local owners or operators of underground storage tanks to establish evidence of financial responsibility as required under IC 13-23-4 et seq;

WHEREAS, IC 13-23-9-1.3(a) further adjusts the amount available for payment from the Underground Petroleum Storage Tank Excess Liability Fund for an eligible release discovered on or after July 1, 2016, by establishing a deductible amount of fifteen thousand dollars (\$15,000) and the sum of any unpaid annual registration fees that were due in 2014 or a later year;

WHEREAS, The Town Council has determined that it is necessary, desirable and of great public benefit, to establish the fund herein referenced to support and carryout the lawful public purposes of the municipality; and,

WHEREAS, It would be and is in the best interest of the Town of Highland to enact an ordinance as an amendment to the Highland Municipal Code in order to further perfect the operation of the Town and establish a special trust fund to cover the deductibles related to accessing the Underground Petroleum Storage Tank Excess Liability Fund for an eligible release discovered on or after July 1, 2016,

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

**Section 1.** That Chapter 3.45 of the Highland Municipal Code be amended by adding a new section to be numbered 3.45.121, which shall read as follows:

### **3.45.121 Local Underground Storage Tanks Trust Fund**

(A) There is hereby authorized, created and established a dedicated (trust) fund, to be called the Local Underground Storage Tanks Trust Fund for use by the Town of Highland, and its relevant executive departments, to carry out the purposes of this section of the municipal code;

(B) That the fund is dedicated and established to possess such resources in order to fund for part, but not all, of the amount of the required coverage as set forth under Section 4 of 329 IAC 9-8, and to be used in combination with another mechanism that provides the remaining coverage in order to pay for corrective action and for compensating third parties for bodily injury and property damage caused by accidental releases arising from the operation of such petroleum holding underground storage tanks, all pursuant to 329 IAC 9-8-7(a)(1)(C)(ii);

(C) That expenditures from this fund shall be governed by the following provisions:

(1) That the fund shall be established as an expendable Trust fund, and expenditures from this fund shall for be solely for the purposes and in support of the purposes set forth in this section of this code and according to the laws and relevant guidelines governing the disposition of the assets which comprise the fund, provided the expenditures shall be used to cover the deductibles related to accessing an amount available for payment from the Underground Petroleum Storage Tank Excess Liability Fund for an eligible release discovered on or after July 1, 2016, covering the payment of a deductible amount of fifteen thousand dollars (\$15,000) and the sum of any unpaid annual registration fees that were due in 2014 or a later year;

(2) That expenditures from this fund shall be used in connection with other lawful mechanisms, including but not limited to the State of Indiana Underground Petroleum Storage Tank Excess Liability Fund providing the remaining coverage in order to pay for corrective action and for compensating third parties for bodily injury and property damage caused by accidental releases arising from the operation of such petroleum holding underground storage tanks;

(3) That that some or all of the fund's cash resources be held as designated trust or otherwise restricted from being expended except as to permit its investment by the municipal fiscal officer, with such investment yields being available for expenditure according to the lawful purposes of this code;

(4) That neither the establishment nor the purposes of this fund shall be in derogation of the lawful purposes or construed to exclude the lawful purpose or expenditure from such other funds of the municipality for the same or similar purposes;

(5) That expenditures from the Fund may be made only upon appropriation by the fiscal body for the purpose for which the fund is specifically established, in the manner provided by statute for making other appropriations and shall be disbursed only on approved accounts payable vouchers allowed by the legislative body, all pursuant to IC 5-11-10 and IC 36-5-4;

- (D) That the sources of money for the fund are the following:
- (1) Gifts, and donations from any person or entity given expressly for the purposes and objects of the fund, unless otherwise directed by action of the Legislative Body;
  - (2) An original contribution or transfer authorized by the Town Council to be made from such unreserve, undesignated cash balances on deposit to the credit of the municipal General Fund;
  - (3) That any investments from of fund resources shall assure that the yields from the purchase and sale of any such investments be deposited with the fund;

(E) That all unused and unencumbered monies do not revert to the corporation general fund nor to any fund but shall remain with the Local Underground Storage Tanks Trust Fund until such time as an ordinance is passed dealing with the disposition of the assets of this fund.

(F) The unused and unencumbered balance of an appropriation shall not lapse at the end of the year in which the appropriation was made nor does it revert, but remains in full force and effect to the credit of the fund created by this ordinance without re-appropriation until the purpose for which the appropriation was made has been accomplished or abandoned.

(G) That the clerk-treasurer as municipal fiscal officer, is hereby directed and authorized to perform such duties and keep such accounts as to fulfill the purpose of the fund herein named and to carry-out the provisions of this section.

**Section 2.** That upon adoption, notwithstanding the provisions of this ordinance, the Clerk-Treasurer is authorized to transfer from the unreserve, undesignated balance on deposit to the credit of the General Fund an amount equal to fifteen thousand dollars (\$15,000) and then deposit it to the credit of the fund established by this ordinance, provided that an original iteration of this ordinance be attached to the accounts payable voucher to serve as the invoice and authorizing document;

**Section 3.** Any and all such ordinances in conflict with the provisions of this ordinance are hereby repealed and of no further force nor effect;

**Section 4.** Whereas an emergency exists for the immediate taking effect of this Ordinance, it shall become and be in full force and effect from and after the date of its passage and adoption upon its signature by the executive in the manner prescribed by IC 36-5-2-10(a);

Introduced and Filed 22<sup>nd</sup> day of November 2021. 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 \_\_\_\_ Day of \_\_\_\_\_ 2021, 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**

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Roger Sheeman, President (IC 36-5-2-10)

Attest:

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Michael W. Griffin, IAMC/MMC/CPFA/ACPFIM/CMO  
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5; IC 36-5-2-10.2)

**TOWN of HIGHLAND  
APPROPRIATION ENACTMENT  
ENACTMENT NO. 2021-53**

**AN ENACTMENT REDUCING APPROPRIATIONS IN THE ANNUAL BUDGET FOR WORKS BOARD DEPARTMENT OF THE GENERAL FUND, PURSUANT TO I.C. 6-1.1-18, I.C. 36-5-3-5, ET SEQ.**

WHEREAS, It has been determined that it is now necessary to reduce appropriations from what was appropriated in the budget for the Works Board Department of the General Fund;

WHEREAS, It has been determined that such diminished and reduced appropriations as may be approved by this enactment, will neither increase nor decrease the levy set under I.C. 6-1.1-17 and in the course of collection for FY 2021, however such reduction will return the resources dedicated to support such reduced appropriations to the cash on deposit to the credit of the General Fund; and,

WHEREAS, At the meeting of the Town Council of September 13, 2021, the Clerk-Treasurer pledged to an inquiring resident that upon a reliable ascertainment of the actual needed appropriation to fund the objects and purposes set forth in Ordinance No. 1748.1743-A, he would prepare and cause an enactment to be presented to the Town Council to reduce the appropriations in excess of the requirements of the stipend enabling ordinance,

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

**Section 1.** That for the expenses of said municipality, the following appropriations of money are hereby reduced and ordered returned and reverted to the funds herein named and for the purposes herein specified, subject to the laws governing the same:

CORPORATION GENERAL FUND:

**Works Board Department**

Reduce Account:

001-0011-11146 COVID Appreciation Stipends:	<u>\$290,247.00</u>
Total Reduction to 100 Series:	<u>\$290,247.00</u>

**Total Reduction for the Fund:**                    \$ 290,247.00

**Section 2.** That the Clerk-Treasurer is hereby authorized and instructed to inform the Indiana Department of Local Government Finance of



this action and, *if possible*, that these reductions be used to reinforce the available financial support for the adopted and filed budget for FY 2022, pursuant to IC 6-1.1-17;

**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 the 22<sup>nd</sup> day of November 2021. Consent to consider this enactment 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 Passed and Adopted** this 26<sup>th</sup> Day of April 2021, by the Town Council of the Town of Highland, Indiana. Having passed by a vote of 5 in favor and 0 opposed, with a duly constituted enactment, all pursuant to I.C. 36-5-2-9.6; I.C. 36-5-3-5; I.C. 36-5-4-2.

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

\_\_\_\_\_  
Roger Sheeman, President (IC 36-5-2-10)

*Attest:*

\_\_\_\_\_  
Michael W. Griffin, IAMC/MMC/CPFA/ACPFIM/CMO  
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5)

**TOWN OF HIGHLAND  
RESOLUTION NO. 2021-54**

**A RESOLUTION OF THE TOWN OF HIGHLAND, INDIANA RATIFYING, AFFIRMING AND APPROVING RESOLUTIONS NO. 2021-27 AND RESOLUTION NO. 2021-29 OF THE REDEVELOPMENT COMMISSION AUTHORIZING THE DISPOSAL OF PROPERTY OWNED BY THE REDEVELOPMENT DEPARTMENT, PURSUANT TO IC 36-7-14-22**

**WHEREAS**, The Highland Redevelopment Commission determined that the sale of certain real property and improvements owned by the Town of Highland Redevelopment Department, would further the execution of the redevelopment plan and best serve the interest of the community, from the standpoint of both human and economic welfare;

**WHEREAS**, The Redevelopment Commission complied with the provisions of Indiana Code 36-7-14-22, in disposing of the property, and did obtain an acceptable offer that its accepted from an able buyer;

**WHEREAS**, The Redevelopment Commission, at its meeting of September 28, 2021, did pass and adopt Redevelopment Resolution No. 2021-27, a resolution accepting an offer to purchase property owned by the Redevelopment Department located at 2821 Jewett Avenue, by Richard Kroll and the Zorn Brewing Group in the amount of eighty-eight thousand dollars and no cents (\$88,000);

**WHEREAS**, The Redevelopment Commission, at its meeting of October 26 2021, did pass and adopt Redevelopment Resolution No. 2021-29, a resolution accepting an offer to purchase property owned by the Redevelopment Department located at 2821 Jewett Avenue, by Richard Kroll and the Zorn Brewing Group in the amount of eighty-eight thousand dollars and no cents (\$88,000), but further offering a credit to cover roof repairs in the amount of seven thousand, eight hundred seventy-three dollars and no cents (\$7,873.00), thus reducing the sale price to eighty-thousand, one hundred twenty-seven dollars and no cents (\$80,127);

**WHEREAS**, In the course of perfecting and concluding the sale and transfer of the real property, representatives from the Meridian Title Corporation noted that the actual deed for the property was not recorded according to the requirements of IC 36-7-14-9(c), which provides that for property purchased by the commission, title should be conveyed to the Town of Highland, Department of Redevelopment, instead these deeds were held only in the name of the Town of Highland;

**WHEREAS**, As part of its due diligence, the Meridian Title Corporation indicated that in addition to the resolutions noted herein, it would be necessary to have an additional resolution from the Town Council as the governing body of the Town, affirming the sale, transfer of the deed and authorizing the redevelopment director to execute all documents where necessary to perfect and conclude the sale of the property; and,

**WHEREAS**, The Highland Town Council (the "Town Council"), as the legislative body of the Town, now desires to act upon a resolution, which provides reasonable assurance to the Meridian Title Company and all others, sufficient to allow the that the sale of the property as properly authorized by the Redevelopment Commission,

**NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF TOWN OF HIGHLAND, INDIANA, AS FOLLOWS:**

**Section 1.** That the Highland Town Council makes the following findings and determinations:

(A) That the Redevelopment Commission complied with the provisions of Indiana Code 36-7-14-22, in disposing of the property, and did obtain an acceptable offer that its accepted from an able buyer;

(B) That the provisions and terms of Redevelopment Resolution No. 2021-27 and Resolution No. 2021-29 are acknowledged and affirmed;

(C) That the Redevelopment Commission is empowered under IC 36-7-14-12.2(a)(2) to hold, purchase, exchange, or otherwise dispose of property on terms and conditions that the commission considers best for the unit and its inhabitants;

(D) That for the property located at 2821 Jewett Avenue it was noted that the actual deed for the property was not recorded according to the requirements of IC 36-7-14-9(c), which expressly provides that for property purchased by the commission, title should be conveyed to the *Town of Highland, Department of Redevelopment*, and instead the deed for this subject property was recorded and held only in the name of the Town of Highland;

(E) That owing to the foregoing it is desirable and necessary to have an additional resolution from the Town Council as the governing body of the Town, affirming the sale, transfer of the deed and authorizing the redevelopment director to execute all documents where necessary to perfect and conclude the sale of the property;

**Section 2.** That based upon the forgoing findings and determinations, the disposal of the property 2821 Jewett Avenue, by the Redevelopment Commission to Richard Kroll and the Zorn Brewing Group in the amount of eighty-eight thousand dollars and no cents (\$88,000), offset by a credit to cover roof repairs in the amount of seven thousand, eight hundred seventy-three dollars and no cents (\$7,873.00), thus reducing the sale price to eighty-thousand, one hundred twenty-seven dollars and no cents (\$80,127); is affirmed;

**Section 3.** That the provisions of Redevelopment Resolution No. 2021-27 and Redevelopment Resolution No. 2021-29 are hereby further affirmed fully informing the sale and transfer of the deed to Richard Kroll and the Zorn Brewing Group, and authorizing and approving the redevelopment director as the proper officer to execute any and all documents in order to perfect and conclude the sale, transfer and disposal of this subject real property and improvements;

**Section 4.** That any actions that may have occurred prior to approval, evidenced in this resolution that ordinarily would take place following approval, are hereby approved and ratified, pursuant to IC 36-1-4-16 and that this resolution once adopted be delivered to the redevelopment director for its application and use in support of the property transfer and disposal.

**DULY RESOLVED and ADOPTED** this 22<sup>nd</sup> Day of November 2021 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**

\_\_\_\_\_  
Roger Sheeman, President (IC 36-5-2-10)

**Attest:**

\_\_\_\_\_  
Michael W. Griffin, IAMC/MMC/CPFA/ACPFIM/CMO  
Clerk-Treasurer (IC 33-42-4-1;IC 36-5-6-5)

**Exhibits:**

**RESOLUTION 2021-27  
REDEVELOPMENT COMMISSION**

**A RESOLUTION OF THE HIGHLAND REDEVELOPMENT COMMISSION APPROVING AND ACCEPTING AN OFFER TO PURCHASE REDEVELOPMENT DEPARTMENT OWNED PROPERTY LOCATED AT 2821 JEWETT AVENUE AS SUBMITTED BY RICHARD J. KROLL IN THE AMOUNT OF EIGHTY-EIGHT THOUSAND DOLLARS AND 00/100 CENTS (\$88,000.00)**

**Whereas**, The Redevelopment Commission of the Town of Highland, Indiana ("The Redevelopment Commission") is authorized to undertake redevelopment activities under IC 36-7-14 (the "Act") and more specifically Section 39 for which public money may be spent and private property may be acquired;

**Whereas**, Redevelopment activities include performing all acts incident to the statutory powers and duties of a Redevelopment Commission;

**Whereas**, The Redevelopment Commission wishes to dispose of property located at 2821 Jewett Avenue;

**Whereas**, The Redevelopment Commission did advertise and, through a public offering pursuant to Indiana Code 36-7-14-22, offered for sale on November 18, 2019 the property located at 2821 Jewett Avenue;

**Whereas**, The Redevelopment Commission did not receive, nor accept, an proposals and/or offers;

**Whereas**, The Redevelopment Commission determined to list the property through a real estate broker and during their meeting of August 24, 2021 did consider all offers that were subsequently submitted;

**Whereas**, The Redevelopment Commission, during their regularly scheduled plenary business meeting of August 24, 2021 did consider a motion to reject four offers to purchase property located at 2821 Jewett Avenue and invite the remaining four offerors to present their plan for the property in an Executive Session convened on September 14, 2021;

**Whereas**, The Redevelopment Commission did interview representatives of all four offers and determined that the highest and best use of the property was presented by representatives of the Zorn Brewing Company; and

**Whereas**, The Town of Highland, through its Redevelopment Commission, now desires to accept the offer as presented by Rick Kroll and the Zorn Brewing Group in the amount of \$88,000.00,

NOW, THEREFORE, BE IT RESOLVED by the Highland Redevelopment Commission of the Town of Highland, Lake County, Indiana as follows:

1. The prefatory statements set forth above are incorporated herein as if set forth at length.
2. That it is in the best interest of the Town and necessary in furtherance of the Redevelopment Plan to accept an offer in the amount of \$88,000.00 to purchase property located at 2821 Jewett Avenue as submitted by Rick Kroll and the Zorn Brewing Group.
3. Further all parties involved understand that the final sale of the property located at 2821 Jewett Avenue will be contingent on approvals from the Town of Highland Plan Commission and Board of Zoning Appeals.
4. Further still, the Redevelopment Director is hereby authorized to execute the agreement and all documents necessary to implement the project, except where IC 36-7-14-22(i) requires otherwise.
5. This resolution shall be in full force and effect after its passage and adoption by the Redevelopment Commission.

DULY PASSED AND RESOLVED by the Redevelopment Commission of the Town of Highland, Lake County, Indiana, this 28<sup>th</sup> day of September, 2021 having passed by a vote of 3 in favor and 0 opposed, *with 1 abstention.*

REDEVELOPMENT COMMISSION of the  
TOWN OF HIGHLAND, INDIANA

By: *C. Huerter*  
Cyril Huerter, President

ATTEST:

By: *R. Radford*  
Robyn Radford, Secretary  
Town of Highland, Indiana Redevelopment Commission

9-28-2021  
Dated

*Kathy DeGuilfo-Fox*  
Kathy DeGuilfo-Fox, Redevelopment Director  
Town of Highland Department of Redevelopment

9-28-2021  
Dated

**RESOLUTION 2021-29  
REDEVELOPMENT COMMISSION**

**A RESOLUTION OF THE HIGHLAND REDEVELOPMENT COMMISSION AMENDING RESOLUTION 2021-27 APPROVING AND ACCEPTING AN OFFER TO PURCHASE REDEVELOPMENT DEPARTMENT OWNED PROPERTY LOCATED AT 2821 JEWETT AVENUE AS SUBMITTED BY RICHARD J. KROLL IN THE AMOUNT OF EIGHTY-EIGHT THOUSAND DOLLARS AND 00/100 CENTS (\$88,000.00) TO OFFER A CREDIT IN THE AMOUNT OF \$7,873.00 FOR ROOF REPAIR OF SAID PROPERTY.**

**Whereas,** The Redevelopment Commission of the Town of Highland, Indiana ("The Redevelopment Commission") is authorized to undertake redevelopment activities under IC 36-7-14 (the "Act") and more specifically Section 39 for which public money may be spent and private property may be acquired;

**Whereas,** Redevelopment activities include performing all acts incident to the statutory powers and duties of a Redevelopment Commission;

**Whereas,** The Redevelopment Commission wishes to dispose of property located at 2821 Jewett Avenue;

**Whereas,** The Redevelopment Commission did advertise and, through a public offering pursuant to Indiana Code 36-7-14-22, offered for sale on November 18, 2019 the property located at 2821 Jewett Avenue;

**Whereas,** The Redevelopment Commission did not receive, nor accept, an proposals and/or offers;

**Whereas,** The Redevelopment Commission determined to list the property through a real estate broker and during their meeting of August 24, 2021 did consider all offers that were subsequently submitted;

**Whereas,** The Redevelopment Commission, during their regularly scheduled plenary business meeting of August 24, 2021 did consider a motion to reject four offers to purchase property located at 2821 Jewett Avenue and invite the remaining four offerors to present their plan for the property in an Executive Session convened on September 14, 2021;

**Whereas,** The Redevelopment Commission did interview representatives of all four offers and determined that the highest and best use of the property was presented by representatives of the Zorn Brewing Company; and

**Whereas**, The Town of Highland, through its Redevelopment Commission, now desires to accept the offer as presented by Rick Kroll and the Zorn Brewing Group in the amount of \$88,000.00; and

**Whereas**, The Redevelopment Commission now desires to offer Rick Kroll and the Zorn Brewing Group a credit in the amount of \$7,873.00 for roof repairs of property located at 2821 Jewett.

**NOW, THEREFORE, BE IT RESOLVED** by the Highland Redevelopment Commission of the Town of Highland, Lake County, Indiana as follows:

1. The prefatory statements set forth above are incorporated herein as if set forth at length.
2. That it is in the best interest of the Town and necessary in furtherance of the Redevelopment Plan to amend Resolution 2021-27 and offer a credit in the amount \$7,873.00 and thereby reducing the purchase amount to \$80,127.00 of said property located at 2821 Jewett Avenue.
3. Further all parties involved understand that the final sale of the property located at 2821 Jewett Avenue will be contingent on approvals from the Town of Highland Plan Commission and Board of Zoning Appeals.
4. Further still, the Redevelopment Director is hereby authorized to execute the agreement and all documents necessary to implement the project, except where IC 36-7-14-22(i) requires otherwise.
5. This resolution shall be in full force and effect after its passage and adoption by the Redevelopment Commission.

**DULY PASSED AND RESOLVED** by the Redevelopment Commission of the Town of Highland, Lake County, Indiana, this 26<sup>th</sup> day of October, 2021 having passed by a vote of 4 in favor and 0 opposed *and 1 abstention.*

REDEVELOPMENT COMMISSION of the  
TOWN OF HIGHLAND, INDIANA

By:   
Cyril Huertter, President



ATTEST:

By: Bill Leep  
Bill Leep, Secretary  
Town of Highland, Indiana Redevelopment Commission

10-27-2021  
Dated

Kathy DeGiulio-Fox  
Kathy DeGiulio-Fox, Redevelopment Director  
Town of Highland Department of Redevelopment

Nov 27, 2021  
Dated

**OFFICE of the HIGHLAND TOWN COUNCIL**

**NOTICE OF EXECUTIVE SESSION**

DATE: **MONDAY, NOVEMBER 15, 2021 (Date originally sent)**

TO: NEWS GROUPS  
INFORMATION PATRONS  
ALL PERSONS INTERESTED IN HIGHLAND  
GOVERNANCE

FROM: OFFICE of the CLERK-TREASURER

THE HIGHLAND TOWN COUNCIL, WHICH IS THE GOVERNING BODY of the MUNICIPAL CORPORATION, WILL BE CONDUCTING AN **EXECUTIVE SESSION**, FOR INTERVIEWS and NEGOTIATIONS with INDUSTRIAL or COMMERCIAL PROSPECTS or AGENTS of these PROSPECTS.

THE PURPOSE OF THIS EXECUTIVE SESSION IS *EXPRESSLY* PERMITTED UNDER THE OPEN MEETING ACT, **PURSUANT TO I.C. 5-14-1.5-6.1(b)(4)**. EXECUTIVE SESSIONS ARE MEETINGS FROM WHICH THE PUBLIC IS EXCLUDED FOR THE POLICY REASONS STATED IN THE SPECIFIC STATUTE.

THIS MEETING WILL BE CONVENED **MONDAY NOVEMBER 22, 2021 at 5:30 p.m.** at the HIGHLAND MUNICIPAL BUILDING, 3333 RIDGE ROAD, HIGHLAND, INDIANA 46322. WHILE THE MEETING IS CLOSED TO THE PUBLIC, A MEMORANDUM OF THE MEETING WILL BE CERTIFIED AND MAINTAINED WITH THE RECORDS OF THE TOWN.

HIGHLAND TOWN COUNCIL  
Roger Sheeman, President

BY: MICHAEL W. GRIFFIN, IAMC/MMC/CPFA/ACPFIM/CMO  
CLERK-TREASURER

**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 **13<sup>th</sup> day of December 2021**, will consider the following additional appropriations in excess of the budget for the current year in the following funds:

POLICE PENSION FUND

Acct. 050-0000-11206 Dependent benefits:	\$ <u>6,901.00</u>
<b>Total 100 Series:</b>	\$ <u>6,901.00</u>
<b>TOTAL for the FUND:</b>	\$ <u><b>6,901.00</b></u>

Funds to support these additional appropriations in the **Police Pension Fund** shall be supported by shall be supported by unreserved, undesignated fund balance on deposit to the credit of the Police Pension Fund.

Taxpayers appearing at such meeting shall have a right to be heard thereon. Taxpayers may also write to the Office of the Clerk-Treasurer if a taxpayer desires to communicate a concern.

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 filed by the Gateway Portal.


**TOWN COUNCIL of HIGHLAND  
Roger Sheeman, President**

**By: Michael W. Griffin, IAMC/MMC/CPFA/ACPFIM/CMO  
Clerk-Treasurer**

ALLOWANCE OF ACCOUNTS PAYABLE VOUCHERS

TOWN OF HIGHLAND, INDIANA

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC-5-11-10-1.6

DATED THIS 19<sup>2</sup> DAY OF November, 2021  
  
FISCAL OFFICER

ALLOWANCE OF VOUCHERS

We have examined the Accounts Payable Vouchers listed on the foregoing Register of Accounts Payable Vouchers consisting of 5 pages and except for accounts payables not allowed as shown on the Register such accounts payables are hereby allowed in the total amount of \$ 774,563.21.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

TOWN COUNCIL

\_\_\_\_\_  
MARK A. HERAK

\_\_\_\_\_  
ROGER SHEEMAN

\_\_\_\_\_  
BERNIE ZEMEN

\_\_\_\_\_  
MARK SCHOCKE

\_\_\_\_\_  
TOM BLACK

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
<b>Fund 001 GENERAL</b>						
Dept 0000	GEN FUND TRANSFERS GROSS	95174	PAYROLL ACCOUNT	11/19PRL D/S TRANSFER GENERAL	164,330.16	46563
	Total For Dept 0000				164,330.16	
Dept 0001 TOWN COUNCIL	PROFESSIONAL SERVICES THROUGH 10	95076	FROST BROWN TODD LLC	PROFESSIONAL SERVICES THROUGH 10	3,600.50	
001-0001-31001	NEW PAGES	95071	CODE PUBLISHING COMPANY INC	MUNICIPAL CODE ORDINANCE 1754,1755	410.00	
001-0001-38004	GAZEBO EXPRESS FEB 2021	95063	THE IDEA FACTORY, INC	GAZEBO EXPRESS NOV/WEBSITE UPDATE	2,093.71	
001-0001-39004			Total For Dept 0001 TOWN COUNCIL		6,104.21	
Dept 0003 VIPS	VIPS CAR WASHES FOR OCT	95087	EASY CLEAN CAR WASH, INC	VIPS CAR WASHES FOR OCTOBER	15.00	
001-0003-39007			Total For Dept 0003 VIPS		15.00	
Dept 0004 CLERK-TREASURER	HEALTH & DENTAL INS	94869	TOWN OF HIGHLAND INS FUND (	NOV 2021 HEALTH/LIFE INS PREM CT	5,715.44	
001-0004-34023	LIFE INS	94869	TOWN OF HIGHLAND INS FUND (	NOV 2021 HEALTH/LIFE INS PREM CT	33.56	
001-0004-34043			Total For Dept 0004 CLERK-TREASURER		5,749.00	
Dept 0007 FIRE DEPARTMENT	CLASS B POLO SHIRTS	95058	FIRE SERVICE, INC.	CLASS B POLO SHIRTS	119.00	
001-0007-11304	S3468602.001	95055	LEEP'S SUPPLY COMPANY INC	PLUMBING SUPPLIES	53.48	
001-0007-23004	INV# 74223	95056	MENARDS	MISC SUPPLIES	35.75	
001-0007-31107	TARGET SOLUTIONS PREMIER MEMB	95105	TARGET SOLUTIONS INC.	TARGET SOLUTIONS ONLINE FIRE TRAI	2,800.80	
001-0007-32005	STATIONS SECURITY SYSTEM	95060	PHIL & SON, INC	STATIONS SECURITY	145.60	
001-0007-35005	HYDRANT - SOUTH STATION	95106	TOWN OF HIGHLAND UTILITIES	SOUTH STATION WATER & SEWER	100.94	
001-0007-35005	HYDRANT - CENTRAL STATION	95107	TOWN OF HIGHLAND UTILITIES	CENTRAL STATION WATER & SEWER	107.12	
001-0007-35007	STORM - SOUTH STATION	95106	TOWN OF HIGHLAND UTILITIES	SOUTH STATION WATER & SEWER	97.37	
001-0007-35007	STORM - CENTRAL STATION	95107	TOWN OF HIGHLAND UTILITIES	CENTRAL STATION WATER & SEWER	111.92	
001-0007-36001	5124 BRAKE REPAIRS	95059	FAUTH SERVICE, INC	5124 BRAKE REPAIRS	1,025.00	
001-0007-36001	5221 REPAIR TANK TO PUMP VALV	95104	FIRE SERVICE, INC.	5215 ENGINE BELTS & FAN REPAIRS	3,970.11	
001-0007-36001	REPAIR SENSIT GOLD GAS ANALYZ	95110	SENSIT TECHNOLOGIES	REPAIR HAZ MAT METER	292.80	
001-0007-36003	REPAIR SOUTH STATION ROOF	95057	KORELLIS ROOFING, INC	SOUTH STATION ROOF REPAIRS	487.30	
001-0007-36003	REPAIR CENTRAL STATION ROOF	95108	KORELLIS ROOFING, INC	CENTRAL STATION ROOF REPAIRS	620.47	
001-0007-39001	FIRE SETUP & ONLINE TRAINING	95101	ESO SOLUTIONS, INC	FIRE ADMINISTRATION SOFTWARE	1,674.70	
001-0007-39001	INDIANA FIRE CHIEFS MEMBERSHI	95102	IFCA MEMBERSHIP APPLICATION	INDIANA FIRE CHIEF MEMBERSHIP	125.00	
001-0007-39001	2021 DUES CHIEF TIMMER	95103	INTERNATIONAL CODE COUNCIL	ICC ANNUAL MEMBERSHIP	145.00	
001-0007-39007	STATION 2 ANNUAL GENERATOR PM	95061	DUANE'S ELECTRIC, INC	EMERGENCY GENERATOR PM	420.00	
001-0007-39007	STATION 1 ANNUAL GENERATOR PM	95062	DUANE'S ELECTRIC, INC	EMERGENCY GENERATOR PM	485.00	
001-0007-39007	PUMP TEST 5215	95109	FIRE SERVICE, INC.	PUMP TEST 5215	250.00	
	Total For Dept 0007 FIRE DEPARTMENT				13,067.36	
Dept 0008 PLAN COMMISSION	NIES INV 5071200234-10/22-11/	95079	NIES ENGINEERING, INC.	NIES INV 5071200234-10/22-11/01/2	1,805.16	
001-0008-31002			Total For Dept 0008 PLAN COMMISSION		1,805.16	
Dept 0009 POLICE DEPARTMENT	POLYGRAPH TESTING FOR POLICE	95078	ALERT PROFESSIONAL INVEST,I	POLYGRAPH TESTING FOR POLICE APPL	175.00	
001-0009-11204	POLYGRAPH TEST 2 POTENTIAL AP	95080	ALERT PROFESSIONAL INVEST,I	POLYGRAPHS FOR 2 POTENTIAL APPLIC	350.00	
001-0009-11204	PSYCHOLOGICAL TEST FOR POTENT	95086	CLINICAL PSYCHOLOGY CENTER,	PYSCH TEST FOR POTENTIAL POLICE A	200.00	
001-0009-21001	IND TIRE FEE	95090	HELLMANS AUTO SPLY CO.	STOCK TIRES FOR PD VEH	7.00	
001-0009-21001	1250 GAL OF GAS	95100	WARREN OIL COMPANY	1250. GAL OF GAS DELV ON 11/9	3,600.00	
001-0009-21002	STOCK TIRES FOR PD VEHs	95090	HELLMANS AUTO SPLY CO.	STOCK TIRES FOR PD VEH	3,676.52	
001-0009-21004	NEW VACCUMS FOR CLEANING	95096	THE HENRY CO INC	NEW VACCUMS FOR CLEANING	690.00	

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
Fund 001 GENERAL						
Dept 0009 POLICE DEPARTMENT						
001-0009-22004	STOCK BRAKES AND ROTORS FOR P	95093	NAPA AUTO PARTS	STOCK BRAKES AND ROTORS	1,969.12	
001-0009-23004	NEW TASERS AND CARTRIDGES	95082	AXON ENTERPRISE, INC	NEW TASERS AND CARTRIDGES	9,843.96	
001-0009-23004	8.5X11 PAPER SUPPLY	95097	THE PAPER CORPORATION	PD PAPER SUPPLY	1,508.00	
001-0009-32003	IDACS NETWORK ACCESS FOR OCT	95091	INDIANA OFFICE OF TECHNOLOG	IDACS NETWORK ACCESS FOR OCTOBER	140.47	
001-0009-34023	HEALTH & DENTAL INSURANCE	94870	TOWN OF HIGHLAND INS FUND (	NOV 2021 HEALTH/LIFE INS PREM PD	99,082.75	
001-0009-34042	SURVIVORS ADJ	94870	TOWN OF HIGHLAND INS FUND (	NOV 2021 HEALTH/LIFE INS PREM PD	2,086.96	
001-0009-35005	WATER SERVICE TO PD 9/24-10/2	95099	TOWN OF HIGHLAND UTILITIES	WATER SERVICE TO 3315 RIDGE RD 9/	681.12	
001-0009-36001	MONTHLY INSPECTION OF FUEL PU	95094	NORTHERN IND MECHANICAL, INC	MONTHLY INSPECTION OF FUEL PUMP	268.44	
001-0009-38006	MAT CHANGE AT PD ON 11/15	95084	CINTAS CORPORATION #319	MAT CHANGE AT PD ON 11/15	37.10	
001-0009-38006	MAT CHANGE AT PD ON 11/2	95085	CINTAS CORPORATION #319	MAT CHANGE AT PD ON 11/2	37.10	
001-0009-39001	INVESTIGATION SYSTEM SERV PK	95092	LEADSONLINE, LLC	TOTAL TRACK INVEST SYSTEM SERV PA	2,212.44	
	Total For Dept 0009 POLICE DEPARTMENT				126,565.98	
Dept 0011 SERVICES & WORKS						
001-0011-31003	AGREEMENT CIRCUIT BREAKER	95065	REEDY FINANCIAL GROUP, PC	AGREEMENT CIRCUIT BREAKER	15,000.00	
001-0011-35005	2724 HIGHWAY ACCT #0101123300	95067	TOWN OF HIGHLAND UTILITIES	TOWN SPRINKLERS	499.04	
001-0011-35005	WATER/HYDRANT	95068	TOWN OF HIGHLAND UTILITIES	#0542303600 TOWN HALL WATER/SEWER	109.18	
001-0011-35005	TOWN GARAGE WATER/HYDRANT	95069	TOWN OF HIGHLAND UTILITIES	#0382013660 TOWN GARAGE WATER/SE	202.16	
001-0011-35007	STORM	95066	TOWN OF HIGHLAND UTILITIES	0901207112- 2819 LINCOLN -STORM-	15.22	
001-0011-35007	STORM/SEWER	95068	TOWN OF HIGHLAND UTILITIES	#0542303600 TOWN HALL WATER/SEWER	162.58	
001-0011-35007	TOWN GARAGE SEWER/STORM	95069	TOWN OF HIGHLAND UTILITIES	#0382013660 TOWN GARAGE WATER/SE	402.95	
001-0011-35007	VIPS WATER/HYDRANT	95070	TOWN OF HIGHLAND UTILITIES	0643112591 VIPS WATER/SEWER	37.78	
001-0011-38005	BANK RECS	94952	BAKER TILLY MUNICIPAL ADVIS	BANK RECONCILIATION	6,089.25	
001-0011-39001	DUES-FIGUEROA	95073	GOV'T FINANCE OFFICERS ASSO	ANNUAL DUES FOR GRIFFITH/STRBJAK/	525.00	
	Total For Dept 0011 SERVICES & WORKS				23,043.16	
Dept 0012 TOWN HALL						
001-0012-21004	BOTTLE WATER 11/10/21	95075	HINCKLEY SPRINGS	BOTTLE WATER 11/10/21	68.83	
001-0012-36003	TOWN HALL MATS 11/9/21	95074	CINTAS CORPORATION #319	TOWN HALL MATS ACT 16459440	57.91	
	Total For Dept 0012 TOWN HALL				126.74	
	Total For Fund 001 GENERAL				340,806.77	
Fund 002 MVH						
Dept 0000						
002-0000-45200	MVH TRANSFERS GROSS	95175	PAYROLL ACCOUNT	11/19PRL D/S TRANSFER MVH	14,436.27	46564
	Total For Dept 0000				14,436.27	
Dept 0016 MVH ADMIN						
002-0016-11304	CARHART VEST - PIZZUTO	95114	AMAZON	UNIFORM ORDER PW	79.99	
002-0016-20003	MVH PETTY CASH REPLENISHMENT	95131	PETTY CASH - PUBLIC WORKS	REPLENISH PETTY CASH DRAWER THU 1	14.00	
	Total For Dept 0016 MVH ADMIN				93.99	
Dept 0017 MVH RECONSTRUCTION/MAINTENANCE						
002-0017-21003	6PC 1/4IN DR IMP SOCKET ADAPT	95135	HOME DEPOT CORPORATION	WRENCH FOR THE GARAGE - STREET DE	24.15	
002-0017-22004	10/20/2021 INVOICE # 337-3900	95115	AUTO-WARES	OCTOBER 2021 INVOICES FOR THE STR	1,048.08	
002-0017-22004	EXHAUST PIPE	95116	HAMMOND MUFFLERS	EXHAUST PIPE FOR UNIT # 4 - STREE	60.00	
002-0017-22004	EXTRA THICK FLAT WASHER 1 1/8	95118	J & L FASTENERS, INC.	EXTRA THICK FLAT WASHER - STREET	5.34	
002-0017-22004	SCHMIDT WASHER	95120	LINDCO EQUIPMENT SALES, INC	WASHER/HEX NUT/COVER/PARKING DOCK	278.46	
002-0017-22004	5479-126215 SHOE - DISC PARK	95128	NAPA AUTO PARTS	BRAKE SHOE/DISC PARKING BRAKE - S	77.93	
002-0017-22004	MISC PARTS AND SUPPLIES	95129	NAPA AUTO PARTS	MISC PARTS AND SUPPLIES - STREET	567.16	
002-0017-22004	SCRAPER 26 INCH	95132	TERPSTRA'S SALES & SERVICE,	CARBURETOR/SCRAPER/AIR FILTER - S	160.83	
002-0017-22004	BLADE ROTOR	95133	TERPSTRA'S SALES & SERVICE,	BLADE ROTOR - STREET DEPT	44.12	

User: CRK  
 DB: Highland  
 EXP CHECK RUN DATES 11/10/2021 - 11/23/2021  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
Fund 002 MVH	RECONSTRUCTION/MAINTENANCE					
Dept 0017 MVH	GORILLA TAPE BLACK 35YD	95121	LINDY'S ACE HARDWARE, INC	RAKE FOR LEAF VAC - STREET DEPT	49.98	
002-0017-22005	11/2/2021 218630 9.5MM SURFA	95127	MILESTONE CONTRACTORS NORTH	9.5MM SURFACE RESTORATION - STREE	803.04	
002-0017-23001	LED CHRISTMAS BULB REPLACEMENT	95113	AMAZON	CHRISTMAS LED BULB REPLACEMENTS F	899.99	
002-0017-23004	6 OUTLET BLACK SURGE	95117	HOME DEPOT CORPORATION	6 OUTLET SURGE/GLOVES - STREET DE	36.73	
002-0017-23006	MAILBOX POST	95134	HOME DEPOT CORPORATION	MAILBOX POST - STREET DEPT	67.46	
002-0017-23006	2021 CCMG (CE)	95130	NIES ENGINEERING, INC.	2021 CCMG (CE)	21,279.92	
002-0017-31002	WHEEL ALIGNMENT	95119	LEVIN TIRE CENTER INC	WHEEL ALIGNMENT FOR UNIT # 4 - ST	148.07	
002-0017-36001	PHOTOCELL REPLACEMENT	95124	MIDWESTERN ELECTRIC INC	CHANGE PHOTOCELL KENNEDY FROM HIG	134.00	
002-0017-36006	STRAIGHTEN DECORATIVE LIGHT	95126	MIDWESTERN ELECTRIC INC	STRAIGHTEN DECORATIVE LIGHT #14 J	117.50	
002-0017-36007	LOCATE TRAFFIC SIGNALS	95122	MIDWESTERN ELECTRIC INC	LOCATE TRAFFIC SIGNALS 45TH AND K	238.30	
002-0017-36007	LOCATE TRAFFIC SIGNALS	95123	MIDWESTERN ELECTRIC INC	LOCATE TRAFFIC SIGNALS RIDGE AND	238.30	
002-0017-36007	REPLACE SIGNS	95125	MIDWESTERN ELECTRIC INC	REPLACE SIGNS KENNEDY - HIGHWAY T	1,333.95	
	Total For Dept 0017 MVH			RECONSTRUCTION/MAINTENANCE	27,613.31	
	Total For Fund 002 MVH				42,143.57	
Fund 018 LAW ENFORCE CON'T ED						
Dept 0000	SAN DISK EXTREME UHS CARD W A	95081	AMAZON	COMPUTER SUPPLIES	95.68	
018-0000-23006	OFFICER TRAINING	95098	TOWN OF GRIFFITH	OFFICER WELLNESS/SUICIDE PRESENTA	1,095.83	
018-0000-33002	SIGNAGE FOR LOBBY AREA	95083	BAXTER PRINTING INC	SIGNAGE FOR LOBBY AREA	20.00	
018-0000-39005	PD CAR WASHES FOR OCT	95088	EASY CLEAN CAR WASH, INC	PD CAR WASHES FOR OCTOBER	69.00	
018-0000-42014	K9 EQUIPMENT	95089	ELITE K-9 INC.	K9 EQUIPMENT	2,950.30	
	Total For Dept 0000				4,230.81	
	Total For Fund 018 LAW ENFORCE CON'T ED				4,230.81	
Fund 027 INSURANCE PREMIUM						
Dept 0000	INSURANCE PREMIUM HEALTH FEB	95148	AIM MEDICAL TRUST	NOV 2021 MEDICAL AND LIFE INSURAN	229,530.96	999451
027-0000-34002					229,530.96	
	Total For Dept 0000				229,530.96	
	Total For Fund 027 INSURANCE PREMIUM				229,530.96	
Fund 030 ICT FUND						
Dept 0000	ELEVATOR PHONE-10/2/21-11/1/2	95136	AT&T	219923-2320 260 1 ELEVATOR PHONE	194.44	46552
030-0000-32003	219 R10 2255 255 7 10/2/21-11/1/	95137	AT&T	219 R10 2255 255 7 10/2/21-11/1/	574.24	46553
030-0000-32003	INTERNET SVC PS BLDG 8771400	95138	COMCAST CABLE	INTERNET FOR PUBLIC SAFETY BLDG	238.40	46554
030-0000-32003	FD SOUTH 2647 45TH ST	95139	COMCAST CABLE	FD S STATION PHONE/INTERNET SVC 1	129.74	46555
030-0000-32003	MEADOWS PKINTERNET ACT 877140	95140	COMCAST CABLE	MEADOWS PK MO INTERNET 11/12-12/1	114.73	46556
030-0000-32003	PW INTNET # 8771400250212877	95141	COMCAST CABLE	8771400250212877 PW 8001 KENNEDY	300.13	46557
030-0000-32003	PHONE/INTERNET FD CENTRAL	95142	COMCAST CABLE	FD CENTRAL/2901 HIGHWAY-PHONE/INT	214.76	46558
030-0000-32003	PW/B&I/PARK/FD WIRELESS 78032	95143	VERIZON	PW/B&I/PARK/FD WIRELESS 780324475	1,149.71	46560
030-0000-32003	MONTHLY TELEPHONE FEE- PD	95144	WINDSTREAM HOLDINGS INC	MONTHLY TELEPHONE FEE- PD NOV 202	814.36	46561
030-0000-34023	HEALTH AND DENTAL INSURANCE	94871	TOWN OF HIGHLAND INS FUND (	NOV 2021 HEALTH/LIFE INS PREM ICT	6,171.88	
030-0000-34043	LIFE INSURANCE	94871	TOWN OF HIGHLAND INS FUND (	NOV 2021 HEALTH/LIFE INS PREM ICT	24.90	
030-0000-38006	OCT 2021 COPIER AGREEMENT	95146	RICOH USA, INC	OCT 2021 COPIER AGREEMENT	498.46	
030-0000-38006	WEB SECURITY MONTHLY	95063	THE IDEA FACTORY, INC	GAZEBO EXPRESS NOV/WEBSITE UPDATE	899.99	
030-0000-39024	WEB UPDATE WEEKLY	95063	THE IDEA FACTORY, INC	GAZEBO EXPRESS NOV/WEBSITE UPDATE	541.08	
030-0000-45200	ICT TRANSFERS GROSS	95176	PAYROLL ACCOUNT	11/19PRL D/S TRANSFER ICT	4,303.50	46562
	Total For Dept 0000				16,170.32	

INVOICE GL DISTRIBUTION REPORT FOR TOWN OF HIGHLAND  
 EXP CHECK RUN DATES 11/10/2021 - 11/23/2021  
 BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Vendor Invoice Description Amount Check #

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
Fund 030 ICF FUND			Total For Fund 030 ICF FUND		16,170.32	
Fund 036 SPECIAL EVENTS						
Dept 0000	SALES TAX - CEC RENTALS	95149	INDIANA DEPT OF REVENUE	OCT 2021 CEC SALES TAX	3.48	999452
036-0000-38601			Total For Dept 0000		3.48	
Fund 050 POLICE PENSION			Total For Fund 036 SPECIAL EVENTS		3.48	
Dept 0000	OFFICE SUPPLIES INV 339973	95095	PULSE TECHNOLOGY OF INDIANA	OFFICE SUPPLIES	299.48	
050-0000-20003	POLICE PENSION TRANSFERS GROS	95181	PAYROLL ACCOUNT	11/19PRL D/S TRANSFER POLICE PENS	68,529.44	34539
050-0000-45200			Total For Dept 0000		68,828.92	
Fund 055 MCCD			Total For Fund 050 POLICE PENSION		68,828.92	
Dept 0000	BUILDING DEPT SOFTWARE MODULE 95064		BELLEFEUIL, SZUR & ASSOC/DB	BUILDING DEPT SOFTWARE MODULE-WOB	25,460.00	
055-0000-39004	CHRISTMAS 2021 FIX DOWNTOWN S	95145	SOUNDS COOL LIVE AUDIO LLC	CHRISTMAS 2021 FIX DOWNTOWN SOUND	293.35	
055-0000-43009			Total For Dept 0000		25,753.35	
Fund 091 GAMING REVENUE			Total For Fund 055 MCCD		25,753.35	
Dept 0000	3500 BLOCK OF JEWETT (CE)	95112	NIES ENGINEERING, INC.	3500 BLOCK OF JEWETT (CE)	5,103.86	
091-0000-31002	3500 BLOCK OF JEWETT (CN)	95111	DYER CONSTRUCTION CO	3500 BLOCK OF JEWETT (CN)	41,991.17	
091-0000-44085			Total For Dept 0000		47,095.03	
			Total For Fund 091 GAMING REVENUE		47,095.03	



INVOICE GL DISTRIBUTION REPORT FOR TOWN OF HIGHLAND  
 EXP CHECK RUN DATES 11/10/2021 - 11/23/2021  
 BOTH JOURNALIZED AND UNJOURNALIZED

User: CRK  
 DB: Highland

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

Fund Totals:

Fund 001	GENERAL	340,806.77	
Fund 002	MVH	42,143.57	
Fund 018	LAW ENFORCE CON'T ED	4,230.81	
Fund 027	INSURANCE PREMIUM	229,530.96	
Fund 030	ICT FUND	16,170.32	
Fund 036	SPECIAL EVENTS	3.48	
Fund 050	POLICE PENSION	68,828.92	
Fund 055	MCCD	25,753.35	
Fund 091	GAMING REVENUE	47,095.03	

774,563.21

**Payroll Docket**

<b>\$</b>	<b>223,689.05</b>	<b>\$</b>	<b>223,689.05</b>	<b>Delta</b>	<b>\$</b>	<b>-</b>
<b>Council, Boards and Commissions</b>		<b>\$</b>	<b>-</b>			
<b>Office of Clerk-Treasurer</b>		<b>\$</b>	<b>15,111.74</b>			
Regular Staff	\$ 15,111.74					
Field Service Rep	\$ -					
<b>Building &amp; Inspection</b>		<b>\$</b>	<b>7,109.08</b>			
<b>Metropolitan Police</b>		<b>\$</b>	<b>125,596.46</b>			
Crossing	\$ 1,125.53					
Full-Time Police	\$ 107,481.54					
Full-Time Non-sworn	\$ 16,989.39					
<b>Public Works Department</b>		<b>\$</b>	<b>68,652.36</b>			
<b>Fire Department</b>		<b>\$</b>	<b>3,680.94</b>			
Component One	\$ 3,680.94					
Component Two	\$ -					
<b>Information Communications Tech Department</b>		<b>\$</b>	<b>3,538.47</b>			
<b>Police 1925 Pensions</b>		<b>\$</b>	<b>-</b>			

**Payday: 5-Nov-2021**