

Topics Tentatively Scheduled for Study Session Discussion
and
Topics Requested for Action at Future Business Meetings of the
Twenty-Ninth Town Council of Highland

This meeting will be convened as a Hybrid in person and electronic meeting.

Topic: Town of Highland, IN - Study Session

Time: Jun 6, 2022 06:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/86834587232?pwd=ZEIPbVB6QTdtdUkraDZnOGRTWmwwUT09>

Meeting ID: 868 3458 7232

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One tap mobile

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

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This meeting contributes to Agenda building for the plenary meeting. Please, also be aware of the running enrolled list of matters that are likely for the plenary meeting, subject to review by the municipal executive. By practice and local ordinance, study sessions are distinguished from plenary (regular business) meetings of the Town Council "as they shall be conducted with less formality and with no votes or final actions of a dispositive nature unless provided otherwise by proper notice, pursuant to IC [5-14-1.5](#) et seq." (Confer HMC Section 2.05.130(3))

X. **Discussion:** Presentation by Parker Criswell, Senior Account, Reedy Financial Group, regarding the State Legislature discussion to reduce/eliminate the Business Personal Property Depreciation Floor. (The IT Director will load the power point presentation)

X. **Discussion:** Consideration of an Anti-Lobbying Ordinance for Former Elected Officials: Councilor Schocke drafted an Anti-Lobbying Ordinance prohibiting former elected officials from lobbying/representing petitioners before the Board of Zoning Appeals and/or the Plan Commission. A copy of the Ordinance was forwarded to the Council of May 20, 2022.

X. **Discussion:** Consideration of Ordinance No. 1764-1760- F: The Building and Inspection Commissioner had requested and the Council via consensus agreed to modify Section 8, Building and Inspection Department, subsection C Associate Employees and Staff by increasing the Incumbent Rate of the Inspection Clerk to \$19.47.

X. **Discussion:** Modifying Ordinance No. 1764-1760-E (1): Section 6
(A) That this ordinance shall become effective and shall remain in full force and

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effect from and after the date of its passage and adoption, subject to any express provisions of this ordinance, in all other instances not sooner than June 12, 2022, and except to any express effective dates herein described to the contrary 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).

(C) That the provisions eliminating the position of 4th Class and modifying the starting position of for Class3, Class 2 and Class 1 rate of pay based upon the level of LAW ENFORCEMENT CERTIFICATION AND EXPERIENCE CERTIFIED shall be effective from and after June 12, 2022;

X. Discussion: Modifying Works Board Order 2022-14: Owing that this is a federal grant, the following documents should have been included in the original Works Board Order.

1. Proposal Letter from Nies Engineering of May 16, 2022 and accepted by Public Works Director, Mark Knesek
2. Table 1 listing the streets that were part of the Grant Application \$11400
3. A signed Clause (Addendum) and Affidavit Addendum to be added to Contract for Services as required by Indiana SEA 590, effective July 1, 2011 by a Principal of Nies.
4. A signed Affidavit of Nies Engineering with the Town of Highland, Lake County, Indiana regarding hire of unauthorized aliens. This affidavit must be notarized.
5. Table 2 for the 2022 Nies Engineering Personnel Hourly Rates
6. Standard Conditions for Professional Engineering Services

The Redevelopment Director attained a \$20,000 grant from Event Jumpstart Grant Program. The \$20,000 was to be divided evenly between the Park Department and Police Department. The Council will need to re-appropriate the money for the Police Department to be able to spend. If the consensus is favorable action from the Council, the action at May 23rd meeting is to

instruct the proper officer to advertise for a public hearing to consider the Additional Appropriation.

X. **Discussion:** Town of Highland Board of Works No. 2022-15. A joint resolution of the Board of Works and the Water Works Board of Directors Awarding a bid to Gatlin Plumbing & Heating, Inc. for the River Drive Water Main replacement and street improvement project in the total amount of \$825,000, as the lowest responsive and responsible bid.

X. **Discussion:** Town of Highland Board of Works No. 2022-16. 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 Services during construction for the River Drive water main replacement and street improvement project in the total amount not to exceed \$61,500.

X. **Discussion:** Town of Highland Appropriation Enactment No. 2022-13. An Enactment Appropriating Additional Monies in Excess of the Annual Budget From Monies Received as a Grant from the State or Federal Government, pursuant to I.C. 6-1.1-18-7.5, I.C. 36-5-3-5 et seq.

X. **Discussion:** Action to approve pay for employee who is temporarily replacing another employee at a higher grade-Action to approve pay for employee who is temporarily replacing another employee at a higher grade level, after thirty full days in the position, pursuant to Section § 4.01 of the Compensation and Benefits Ordinance. The Clerk-Treasurer is reporting he had assigned Chad Kinley to *acting Deputy Clerk Treasurer*.

The Clerk Treasurer made the assignment effective May 7, 2022 and Mr. Kinley held the position from that until a full time Deputy Clerk has been appointed. Chad Kinley will be construed as eligible for the pay of acting Deputy Clerk effective June 7, 2022, provided it is approved by the Council.

- **Plenary Business Meeting of Monday June 13, 2022 Likely matters**
- Minutes of the Meeting of Monday, May 23, 2022.
- Administration of the Oath of Office for Police Candidate Tyler J. Knotts

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- Consideration of Proposed Additional Appropriations
- Salary Ordinance No. 1764-1760-F
- Modifying Salary Ordinance No. 1764-1760-E (1)
- Instructing the proper officer to advertise (sidewalk replacement)
- Order of the Works Board No. 2022-15
- Order of the Works Board No. 2022-16
- Town of Highland Appropriation Transfer Resolution No. 2022-13
- Action to approve pay for employee who is temporarily replacing another
- Accounts payable vouchers Docket
- Payroll Docket for the payday of _May 20, 2022 in the amount \$299,832.09
- Payroll Docket for the payday of June 3, 2022 in the amount of \$238,533.86

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