

**Enrolled Minutes of the Seventieth-Second Regular Meeting or Special Meeting  
For the Twenty-Ninth Highland Town Council  
Regular Plenary Business Meeting (Electronic/In person Hybrid)  
Monday, August 8, 2022**

The Twenty-Ninth Town Council of the Town of Highland, Lake County, Indiana met in its regular plenary session on Monday, August 8, 2022 at 6:30 O'clock P.M. in the regular place, the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.

\*This meeting was convened as both an in person and an electronic meeting. Some persons were participating remotely on a Zoom platform that allowed for real time interaction, and supported the public's ability to observe and record the proceedings. People were able to participate in person and remotely. When the agenda item provided for public comment, this was supported as well. Councilor Zemen, Councilor Toya Smith, Councilor Schocke, Councilor Tom Black, Councilor Roger Sheeman all participated in person.

Pursuant to HMC Section 2.05.130(A)(2), the Town Council considered and reviewed the agenda in an informal proceeding in the plenary meeting room before the president called the meeting to order.

The Town Council President Bernie Zemen presided. The Town Clerk-Treasurer, Mark Herak, was present to memorialize the proceedings. The meeting was opened with Councilor Mark 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, Toya Smith, Mark J. Schocke, Thomas Black, Roger Sheeman and Clerk-Treasurer, Mark Herak were present. A quorum was attained.

**Additional Officials Present:** Alex Brown, CPRP, Superintendent of Parks and Recreation, Mark Knesek, Public Works Director were remote; Pete Hojnicky, Metropolitan Police Chief; William R. Timmer, Jr., CFOD, Fire Chief; Edward Dabrowski, Director of Information Technology; Kenneth J. Mika, Building Commissioner and John Reed, Attorney with Abrahamson, Reed & Bilser were present. Kathy DeGuilio-Fox, Redevelopment Director was absent.

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

**Minutes of the Previous Meetings:** The minutes of the July 27, 2022 Plenary meeting were approved by general consent.

**Special Orders:**

- 1. Consideration of Proposed Additional Appropriations: (controlled and non-controlled funds): Proposed Additional Appropriations in Excess of the 2022**

**Budget for the Fire Department of the General Fund in the amount of \$23,000 and the Motor Vehicle Fund in the amount of \$14,515.**

- (a) Attorney verification of Proofs of Publication: The TIMES 25 July 2022. The Town Attorney stated that the proof of publication complied with the requirements of the law.
- (b) **Public Hearing.** The Town Council President called the public hearing to order.

1. Larry Kondrat, Highland, was inquiring as to the additional appropriations, in particular moving money into the Fire Department to cover group health insurance. The Clerk-Treasurer explained that the former Fire Department secretary, Ron Staroscsak was part time and didn't require health insurance. However, when they went to a full-time secretary, full health insurance was part of the benefit package but the money was never allocated and a short fall of \$23,000 existed. The \$23,000 is to cover the balance of the year. He then inquired as to the street light repairs. The Clerk-Treasurer explained that a vehicle hit one of the Town's street lights and was reimbursed by the insurance carrier. The money was deposited into the general fund but never appropriated to the correct account. In order for Public Works to spend the money, since this took place in 2021, the money had to be re-appropriated.

- (c) Action on **Proposed Appropriation Enactment No. 2022-15: An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the Corporation General Fund and Motor Vehicle Highway Fund**, all pursuant to I.C. 6-1.1-18, I.C. 36-5-3-5, et seq.

Councilor Schocke introduced and moved for the consideration of Enactment No. 2022-15 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 enactment could be considered at the same meeting of its introduction.

Councilor Schocke moved for the passage adoption of Enactment No. 2022-15 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 enactment was passed and adopted upon the signature of the municipal executive at the same meeting of its introduction.

\*\*\* Proof of Publication \*\*\*

State of Indiana )  
 ) ss:  
 Lake County )

Personally appeared before me, a notary public in and for said county and state, the undersigned Nicole Muscari who, being duly sworn, says that She/he is Legal Clerk of the Northwest Indiana Times newspaper of general circulation printed and published in the English language in the Town of Munster in state and county afore-said, and that the printed matter attached hereto is a true copy, which was duly published in said paper for 1 time(s), the date(s) of publication being as follows:

July 25 2022

TOWN OF HIGHLAND, CLERK TREASURER - LEGALS  
 CHAD, ACCTS PAYABLE  
 3333 RIDGE ROAD  
 HIGHLAND IN 46322

ORDER NUMBER 99529

The undersigned further states that the Northwest Indiana Times newspaper maintains an internet website, which is located at [www.nwi.com](http://www.nwi.com) website and that a copy of the above referenced printed matter was posted on such website on the date(s) of publication set forth above.

Nicole Muscari, Legal Clerk

By [Signature]

Subscribed and sworn to before me this 25 day of July 2022

[Signature]  
 Notary Public

My commission expires: 1/31/25

Section: Legals

Category: 198 Legal - Lake County

PUBLISHED ON: 07/25/2022

TOWN OF HIGHLAND  
 NOTICE TO TAXPAYERS OF  
 PROPOSED ADDITIONAL  
 APPROPRIATIONS

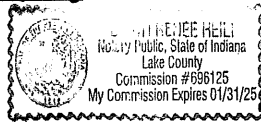
Notice is hereby given the taxpayers of the Town of Highland, Lake County, Indiana, that the Town Council of said Municipality in said Municipal Building, 3333 Ridge Road, at 6:30 p.m. on the 8th day of August 2022, will consider the following additional appropriations in excess of the budget for the current year in the following funds:

Corporation General Fund	
Fire Department	
Acct. 0001-9007-34023	
FD Group	
Health/Medical	\$23,000.00
Total 300 Series:	\$23,000.00
TOTAL for the FUND:	\$23,000.00
Motor Vehicle Highway Fund	
Public Works Agency	
Acct. 0002-0017-36006	
MVH Street Light	
Maintenance	\$14,515.00
Total 300 Series:	\$14,515.00
TOTAL for the FUND:	\$14,515.00

Funds to support these additional appropriations in the Corporation General Fund and the Motor Vehicle Highway Fund shall be supported by miscellaneous revenue, unreserved unobligated fund balance on deposit to the credit of the fund.

Taxpayers appearing at such meeting shall have a right to be heard thereon. Taxpayers are asked to contact the Office of the Clerk-Treasurer at (219) 838-1080 to provide an email address to allow the Zoom platform information to be provided as the meeting is still being conducted as an Electronic/In Person Hybrid. You may also write to the Office of the Clerk Treasurer if you have concerns. The additional appropriations, as finally made, will be filed with the Department of Local Government Finance, for its review. The Department of Local Government Finance shall make a written determination of the sufficiency of funds within fifteen days of receipt of a certified copy of the action taken.

TOWN COUNCIL of HIGHLAND  
 Bernie Zemen, President  
 By: Mark Harak, Clerk-Treasurer  
 7/25 - 99529 HSPAXLP



TOTAL AD COST: 29.44

FILED ON: 7/25/2022

Prescribed by State Board of Accounts

General Form No. 99P (Rev. 2009A)

ATTACH COPY OF ADVERTISEMENT HERE

Town of Highland Clerk  
 (Governmental Unit) Treasurer

To: The Times Media Company

Lake County, Indiana

601-45th Avenue, Munster, IN 46321

**PUBLISHER'S CLAIM**

**LINE COUNT**

Display Master (Must not exceed two actual lines, neither of which shall total more than four solid lines of the type in which the body of the advertisement is set) - number of equivalent lines

Head - number of lines

Body - number of lines

Tail - number of lines

Total number of lines in notice

**COMPUTATION OF CHARGES**

61 lines, 61 columns wide equals 61 equivalent lines at .4907 cents per line - 1 line \$ 29.44

Additional charges for notices containing rule or tabular work (50 per cent of above amount)

Charge for extra proofs of publication (\$1.00 for each proof in excess of two)

TOTAL AMOUNT OF CLAIM \$ 29.44

**DATA FOR COMPUTING COST**

Width of single column in picas 9p4

Size of type 7.0 point.

Number of insertions 1

09529

Pursuant to the provisions and penalties of IC 5-11-10-1, I hereby certify that the foregoing account is just and correct, that the amount claimed is legally due, after allowing all just credits, and that no part of the same has been paid.

I also certify that the printed matter attached hereto is a true copy, of the same column width and type size, which was duly published in said paper (1) times. The dates of publication being as follows:

July 25, 2022

Additionally, the statement checked below is true and correct:

..... Newspaper does not have a Web site.

Newspaper has a Web site and this public notice was posted on the same day as it was published in the newspaper.

..... Newspaper has a Web site, but due to technical problem or error, public notice was posted on .....

..... Newspaper has a Web site but refuses to post the public notice.

Date July 25, 2022

Nicole L. Muscarel  
 Title: Legal Clerk

By: [Signature]

**Town of Highland  
Appropriation Enactment  
Enactment No. 2022-15**

AN ENACTMENT APPROPRIATING ADDITIONAL MONEYS IN EXCESS OF THE ANNUAL BUDGET for the CORPORATION GENERAL FUND AND THE MOTOR VEHICLE HIGHWAY FUND, ALL PURSUANT TO I.C. 6-1.1-18, and I.C. 36-5-3-5.

WHEREAS, Following a public hearing advertised pursuant to I.C. 5-3-1, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget for the **Corporation General Fund, the Motor Vehicle Highway Fund;**

WHEREAS, It has been determined that such additional appropriations as may be approved by this enactment, will not increase the levies set under I.C. 6-1.1-17, all pursuant to I.C. 36-5-3-5;

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

**Section 1.** That for the expenses of said municipality, the following additional sums of money are hereby appropriated and ordered set apart out of the **Corporation General Fund**, herein named and for the purposes herein specified, subject to the laws governing the same:

FIRE DEPARTMENT

FD GROUP HEALTH/MEDICAL

Acct. No. 001-0007-34023:

\$ 23,000.00

*Total Series:*

\$ 23,000.00

*Total Series:*

\$ 23,000.00

**Fund Total:**

**\$ 23,000.00**

**Section 2.** That for the expenses of said municipality, the following additional sums of money are hereby appropriated and ordered set apart out of the **Motor Vehicle Highway Fund** herein named and for the purposes herein specified, subject to the laws governing the same:

MOTOR VEHICLE HIGHWAY FUND

Acct. No. 002-0017-36006 MVH Street Light Maintenance: \$ 14,515.00

*Total Series:* \$ 14,515.00

**Fund Total:** **\$ 14,515.00**

**Section 4.** That the Clerk-Treasurer is hereby authorized and instructed to inform the Department of Local Government Finance of this action and that these monies be made available for expenditure pursuant to I.C. 6-1.1-18.

**Section 3.** That in satisfaction and for the purposes of the provisions set out in I.C. 36-5-2-9.6, I.C. 36-5-3-5, I.C. 36-5-4-2, this enactment shall be deemed properly filed and introduced before the Town Council at a regular or special meeting, properly called and convened pursuant to I.C. 5-1.5-14 *et seq.*

Introduced and Filed on the 8<sup>th</sup> Day of August 2022. Consideration on the 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 8<sup>th</sup> Day of August, 2022, 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**

---

**Bernie Zemen, President (IC 36-5-2-10)**

**ATTEST:**

---

**Mark Herak**

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

2. **Advisory Board of Zoning Appeals Docket:** Petition for a **Use Variance** for property located at 8401 Indianapolis Blvd., **Highland**, to allow the petitioner to use a percent of the existing building for the purpose of establishing an indoor climate-controlled storage facility. This is a non-conforming use. The property is currently zoned as B-3/ General Business District. Petitioner: **Jack Rosencrans and Dan Nieman of Sursee Improvements, LLC, c/o DLC Management Corporation, Elmsford, NY.** *(The petition supports the variance)*

The Advisory Board of Zoning Appeals by a vote of two (2) in favor and two (2) opposed acted to send a **neutral recommendation to the Town Council of the request for a use variance** for the property. The ABZA acted at its meeting of 22 June 2022. The findings of fact were memorialized and approved by the Board in written form at its meeting of 27 July 2022. *(90 days ends 25 October 2022).*

*Pursuant to IC 36-7-4-918.6, the Town Council may act to GRANT the requested use variance and approve the use variance or it may REJECT the requested use variance and DENY the use variance. If not acted upon by the Town Council within 90 days after the ABZA makes its recommendation, the action of the Advisory Board of Zoning Appeals stands.*

- (A) *Opportunity for Comment.* There was no comment offered. The petitioner was present.
- (B) *Action on the Recommendation.* Prior to the meeting the petitioner's attorney reached out to the Town's Attorney and advised that they would like to modify their plan based upon comments they heard from the August 1, 2022 Town Council study session and are requesting a deferral until the September 12<sup>th</sup> plenary meeting. The petitioner Mr. Rosencrans was in attendance. He said they would like to ask for a deferral until the September 12<sup>th</sup> plenary meeting.

The Town Attorney advised that with the deferral being until the 12<sup>th</sup> of September, still keeps the project well within the 90-day window. The 90-day clock started July 27<sup>th</sup> when the BZA approved the findings of facts. He said the developer wants to take another look at the entire proposal, possibly submit a different or completely different proposal or withdraw the petition all together. He said he talked with Building Commissioner Ken Mika, as well as, Councilor's Zemen and Schocke and none had a problem with the deferral. He felt a motion to defer was in order.

Councilor Schocke moved to grant the request of the petitioner to defer to the September 12<sup>th</sup> plenary meeting. Councilor Smith seconded. Upon a roll call vote of the elected officials, there were five (5) affirmatives and no negatives. The deferral was granted.

**Comments from the Public or Visitors:**

Larry Kondrat, Highland, was asking about the \$2 per hour raise that was proposed for the school crossing guards. He felt that the children of this fine Community should have safe passage across the street. He felt it was a wonderful idea of paying them \$2 more an hour as they have to stand in the cold of winter and the heat during the summer. I can tell you it isn't fun, as he lives near a school. What people don't understand is since they moved all of the sixth graders out of the elementary schools and into the middle schools, you now have a bunch of 5<sup>th</sup> graders crossing the kids across the street. The fifth graders are barely tall enough to peer over the top of a hood on a car. A standard fifth grader has just been able to cross the street by themselves much less direct traffic. I think it is a worthy thing to go ahead and reward these people, especially since they get up at six in the morning, go stand out rain or shine or in the snow. He was critical of Councilor Sheeman who at the previous study session said he opposed such a raise that this time. Mr. Kondrat told Councilor Sheeman to quit penny pinching.

**Communications:**

1. **The August 22, 2022 Highland Town Council Plenary Meeting will start at 7:00pm versus the normal starting time of 6:30pm.**
2. **Immediately after the payment of Claims Voucher and prior to the adjournment of the Plenary Meeting, the Council will go into study session to be updated by the Clerk-Treasurer/Jim Higgins on the status of the 2023 Budget. The preliminary budget workshop with the DLGF was held on Thursday, August 4<sup>th</sup>.**

**Staff Reports:**

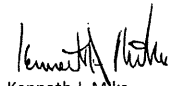


Building Report July, 2022

PERMIT TYPE	#	Res.	Comm.	Est. Cost	Fee Collected
Commercial Buildings	0	0	0	\$ -	\$ -
Comm. Additions/Remodel	1	0	1	\$ 40,000.00	\$ 1,020.00
Signs	6	0	6	\$ 41,443.00	\$ 2,688.00
Single Family	0	0	0	\$ -	\$ -
Duplex/Condo	0	0	0	\$ -	\$ -
Residential Additions	0	0	0	\$ -	\$ -
Residential Remodeling	71	71	0	\$ 1,373,403.00	\$ 27,367.50
Garages	0	0	0	\$ -	\$ -
Sheds	1	1	0	\$ 2,376.00	\$ 141.00
Decks & Porches	7	7	0	\$ 38,616.00	\$ 2,181.00
Fences	17	17	0	\$ 89,793.00	\$ 3,156.00
Above/In ground pools	3	3	0	\$ -	\$ 162.00
Drain Tile/Waterproofing	1	1	0	\$ 19,986.00	\$ 421.50
Misc: Concrete (8), Road Cuts (6)	14	13	1	\$ 68,880.00	\$ 3,546.00
<b>Total Building Permits</b>	<b>121</b>	<b>113</b>	<b>8</b>	<b>\$ 1,674,497.00</b>	<b>\$ 40,683.00</b>
<b>Electrical Permits</b>	<b>17</b>	<b>10</b>	<b>7</b>	<b>\$ -</b>	<b>\$ 2,538.50</b>
<b>Mechanical Permits</b>	<b>20</b>	<b>19</b>	<b>1</b>	<b>\$ -</b>	<b>\$ 2,490.50</b>
Plumbing Permits	9	8	1	\$ -	\$ 1,476.45
Water Meters	1	1	0	\$ -	\$ 292.50
Water taps	1	1	0	\$ -	\$ 200.00
Sewer/Storm Taps	2	2	0	\$ -	\$ 600.00
<b>Total Plumbing Permits</b>	<b>13</b>	<b>12</b>	<b>1</b>	<b>\$ -</b>	<b>\$ 2,568.95</b>

July 2022 Code Enforcement: 125 Investigations and 8 Citations were issued & 3 Warnings were given. Inspections done for the month of July 2022 were as follows: 45 Building Inspections, 14 Plumbing Inspections, 8 HVAC and 17 Electrical Inspections. There were 2 Electrical Exams given.

Submitted By:

  
 Kenneth J. Milka

Types of Calls	July 2022	YTD
General Alarms	10	84
Paid Still Alarms	25	181

Still Alarms                                3                                20

Total calls in 2022                    38                                285

CASE	DATE	DEPARTMENT	DESCRIPTION	Record Only No Med Treatment	OSHA Recordable	Not OSHA Recordable	Filed with WC Insurance
			<b>NO INJURIES FOR THE MONTH</b>				

RO = Record Only

DEPT	2022		TOTAL	2022		RESTRICTED DAYS 2021	LOST DAYS 2021
	INJURIES	YEAR TO		RESTRICTED	LOST DAYS		
	THIS MONT	DATE		DAYS THIS YEAR	THIS YEAR		
PARK & REC		1					
FIRE			1				
POLICE		4	4		67		10
STREET WATER SEWER		1			44		
MAINTENANCE		4	2			32	
OTHER					77		
<b>TOTALS</b>	<b>0</b>	<b>10</b>	<b>9</b>	<b>0</b>	<b>188</b>	<b>32</b>	<b>10</b>

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

Appointments: None

General Orders and Unfinished Business: None

New Business:

**1. APPROPRIATION TRANSFER RESOLUTION NO. 2022-17: AN EXIGENT RESOLUTION PROVIDING FOR THE TRANSFER OF APPROPRIATION BALANCES FROM AND AMONG MAJOR BUDGET CLASSIFICATIONS IN THE PARK & RECREATION FUND AS REQUESTED BY THE PROPER OFFICER AND FORWARDED TO THE TOWN COUNCIL FOR ITS ACTION PURSUANT TO IC 6-1.1-18-6.**

Councilor Black moved the passage and adoption of Works Board Order No. 2022-17. Councilor Schocke seconded. Upon a roll call vote of the elected officials, there were five (5) affirmatives and no negatives. The motion passed. Works Board Order No. 2022-17 was adopted.

**TOWN OF HIGHLAND  
APPROPRIATION TRANSFER RESOLUTION  
RESOLUTION NO. 2022-17**

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

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

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

**Section 1.** That for the expenses of said municipality, the following appropriations are hereby transferred and set apart out of the funds hereinafter named for the purposes specified, subject to the laws governing the same, such sums herein transferred unless otherwise stipulated by law;

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

PARK & RECREATION FUND

**Park Department**

Reduce Account:	#2204-0000-340.23 Group Health Insurance	\$
<u>10,000.00</u>		
	<i>Total 300 Series Reductions</i>	\$
10,000.00		
Increase Account:	#2204-0000-210.01 Gasoline & Oil	<u>\$10,000.00</u>
	<i>Total 200 Series Increases</i>	\$10,000.00
	<b>Total of All Fund Decreases:</b>	<b>\$10,000.00</b>
	<b>Total of All Fund Increases:</b>	<b>\$10,000.00</b>

**DULY RESOLVED and ADOPTED** this 8<sup>th</sup> Day of August 2022 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**

\_\_\_\_\_  
Bernie Zemen, President (IC 36-5-2-10)

Attest:

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

**2. APPROPRIATION TRANSFER RESOLUTION NO. 2022-18: AN EXIGENT RESOLUTION PROVIDING FOR THE TRANSFER OF APPROPRIATION BALANCES FROM AND AMONG MAJOR BUDGET CLASSIFICATIONS IN THE CCI FUND AS REQUESTED BY THE PROPER OFFICER AND FORWARDED TO THE TOWN COUNCIL FOR ITS ACTION PURSUANT TO IC 6-1.1-18-6.**

Councilor Black moved the passage and adoption of Works Board Order No. 2022-18. Councilor Smith seconded. Upon a roll call vote of the elected officials, there were five (5) affirmatives and no negatives. The motion passed. Works Board Order No. 2022-18 was adopted.

**TOWN OF HIGHLAND  
 APPROPRIATION TRANSFER RESOLUTION  
 RESOLUTION NO. 2022-18**

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

**WHEREAS,** It has been determined that certain exigent conditions have developed since adoption of the original budget and it is now necessary to transfer certain appropriations into different categories than were initially appropriated for the various functions of the 2022 **Community Crossings Matching Grant Project**;

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

**Section 1.** That for the expenses of said municipality, the following appropriations are hereby transferred and set apart out of the funds hereinafter named for the purposes specified, subject to the laws governing the same, such sums herein transferred unless otherwise stipulated by law;

**Section 2.** That is has been shown that certain existing unobligated appropriations of the **CCI 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:

CCI FUND

CCI

Reduce Account:	#4401-0000-151.00 Investments <i>Total 100 Series Reductions</i>	<u>\$ 30,760.00</u> \$
30,760.00		
Increase Account:	#4401-0000-310.02 CCI Prof. Services <i>Total 300 Series Increases</i>	<u>\$ 30,760.00</u> \$ 30,760.00
	<b>Total of All Fund Decreases:</b>	<b>\$ 30,760.00</b>
	<b>Total of All Fund Increases:</b>	<b>\$ 30,760.00</b>

**DULY RESOLVED and ADOPTED** this 8<sup>th</sup> Day of August 2022 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

---

Bernie Zemen, President (IC 36-5-2-10)

Attest:

---

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

---

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

**3. CONSIDERATION OF A SPECIAL EVENT WITH ALCOHOL PERMIT (SEAP): THE MOTION SHOULD BE MADE CONTINGENT UPON THE HCCE HAVING THEIR PERMIT APPROVED BY THE HIGHLAND PARK AND RECREATION BOARD, PURSUANT TO SECTION 11.10.225(F)(4) OF THE HIGHLAND MUNICIPAL CODE. THE COMMUNITY EVENTS COMMISSION REQUIRE A PERMIT FROM THE PARK AND RECREATION BOARD TO SUPPORT THE BEER GARDEN AS PART OF THE HIGHLAND BACKYARD BARBEQUE FESTIVAL TO BE HELD THE WEEKEND OF SEPTEMBER 17<sup>TH</sup> & 18<sup>TH</sup>. PURSUANT TO SECTION 11.10.225(F)(4) OF THE HIGHLAND MUNICIPAL CODE, THE TOWN COUNCIL MUST CONSIDER THE PERMIT FOLLOWING THE RECEIPT OF ACTION OF THE PARK AND RECREATION BOARD.**

COUNCILOR SCHOCKE MOVED TO APPROVE THE SPECIAL EVENT WITH ALCOHOL PERMIT (SEAP) FOR THE HCCE'S HIGHLAND BACKYARD BARBEQUE FESTIVAL TO BE HELD THE WEEKEND OF SEPTEMBER 17 & 18 CONTINGENT UPON APPROVAL FROM THE HIGHLAND PARK & RECREATION BOARD. COUNCILOR SHEEMAN SECONDED. UPON A ROLL CALL VOTE, THERE WERE FIVE (5) AFFIRMATIVES AND NO NEGATIVES. THE MOTION PASSED. THE SEAP PERMIT FOR THE HCCE WAS APPROVED CONTINGENT UPON PARK AND RECREATION BOARD APPROVAL.

**4. ORDINANCE NUMBER 1764.1760-G: AN ORDINANCE TO AMEND ORDINANCE NO. 1760 WHICH ESTABLISHED THE WAGE AND SALARY RATES OF THE ELECTED OFFICERS, THE NON-ELECTED OFFICERS, AND THE EMPLOYEES OF THE TOWN OF HIGHLAND, INDIANA PARTICULARLY AUTHORIZING MODIFICATION TO THE STARTING RATE OF THE POSITIONS OF CROSSING GUARDS AND SUB CROSSING**

**GUARDS IN THE METROPOLITAN POLICE DEPARTMENT. THE EFFECTIVE DATE SHOULD CORRESPOND WITH A START OF A PAY PERIOD.**

Councilor Black introduced and moved for the consideration of Ordinance Number 1764.1760-G at the same meeting of its introduction. Councilor Smith seconded. Upon a roll call vote, a unanimous vote being necessary, there were five affirmatives and no negatives. The motion passed. The enactment could be considered at the same meeting of its introduction.

Councilor Black moved for the passage adoption of Ordinance No. 1764.1760-G at the same meeting of its introduction. Councilor Smith seconded. Upon a roll call vote, a two-thirds vote being necessary, there were five affirmatives and no negatives. The motion passed. The Ordinance was passed and adopted upon the signature of the municipal executive at the same meeting of its introduction.

Councilor Sheeman commented that that believes these crossing guards are going to still be underpaid. After speaking to the Chief and finding out what some of the crossing guards are paid at other towns, I am more than happy to vote for this increase. I don't think it comes up to the level what other towns are paying their crossing guards. At first, I was opposed to the increase as I'm thinking, here we go again increasing their hourly rate when we just did it.

Councilor Schocke said he certain is in favor for this increase as this is still well below what other towns are paying for their crossing guards, so perhaps in the budget process, maybe there is something we could even make another adjustment. It is something we need to do, as I agree with Councilor Sheeman that they are underpaid. I think this is a good piece of legislation as obviously our children's safety is very important.

**ORDINANCE No. 1764.1760-G  
of the  
TOWN of HIGHLAND, INDIANA**

**AN ORDINANCE to AMEND ORDINANCE No. 1760 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 AUTHORIZING MODIFICATION to the COMPENSATION ASSOCIATED WITH THE PART-TIME POSITIONS Of Crossing Guard and Sub Crossing Guard In the POLICE DEPARTMENT and**

**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;

**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 amend the ordinance that was adopted to fix the compensation of its elected officers, appointed officers and employees of the Town for the year 2022 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 further modify these positions in the Police Department of: Part-Time Crossing Guard; Part-Time Sub Crossing Guard and fix the rate for these positions based upon the needs of the Police Department;

**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 Metropolitan Police Chief; and,

**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, modified and fixed, pursuant to the provisions indicated herein and as follows:

**Section 1.** That subdivision (F)(6) in Section 10 of Ordinance No. 1760 be further amended by repealing it in its entirety and replacing with a successor subdivision, to be styled as Section 10 subdivision (F)(6) which shall read as follows:

**Section 10.** *Metropolitan Police Department.* That subject to the provisions of this ordinance, the salary and wages for the non-elected officers and employees of the Town of Highland are hereby fixed for its Metropolitan



Police Department as follows:

**F) Other Associate Staff and Public Safety Employees**

		Starting Rate	Incumbent Rate
(6) Support Services Clerk/	(2)	\$16.59 hr.	\$18.14 hr.
Support Service Clerk (part-time)		\$16.59 hr.	\$18.14 hr.
Animal Warden	(part-time)	\$12.48 hr.	\$16.07 hr.
Crossing Guard	(part-time)	\$11.52 hr.	\$13.43 hr.
Sub Crossing Guard	(part-time)	\$11.52 hr.	\$13.43 hr.
Secretary	(part-time)	\$19.99 hr.	\$23.15 hr.

**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.** That except where otherwise noted herein, other compensation and benefits matters not expressly provided herein for salaried and hourly employees and the Clerk-Treasurer shall be as set forth in the Compensation and Benefits Ordinance, commonly called the Employee Handbook as amended from time to time;

**Section 4.** (A) That this ordinance shall become effective and shall remain in full force and 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 August 21, 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).

Introduced and Filed on 8<sup>th</sup> day of August 2022. 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 August 2022, 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**

---

Bernie Zemen, President IC 36-5-2-10)

Attest:

---

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

5. **Works Board Order No. 2022-22:** An Order of the Works Board Finding and Determining Certain Personal Property of The Municipality as No Longer Needed For The Purposes For Which Originally Acquired and Deemed Worthless and of No Market Value, And Further Authorizing And Approving Disposal Or Transfer Of Said Property.

Councilor Black moved the passage and adoption of Works Board Order No. 2022-22. Councilor Sheeman seconded. Upon a roll call vote of the elected officials, there were five (5) affirmatives and no negatives. The motion passed. Works Board Order No. 2022-22 was adopted.

**THE TOWN of HIGHLAND  
BOARD of WORKS ORDER NO. 2022-22**

**AN ORDER FINDING And DETERMINING A CERTAIN ITEM OF PERSONAL PROPERTY Of The MUNICIPALITY As NO LONGER NEEDED For The PURPOSES For WHICH ORIGINALLY ACQUIRED AND HAVE BEEN DEEMED WORTHLESS AND OF NO MARKET VALUE, And FURTHER AUTHORIZING And APPROVING DISPOSAL OR TRANSFER Of Said PROPERTY**

**WHEREAS,** The Town Council for the Town of Highland is the Works Board of the Municipality pursuant to IC 36-1-2-24(3) and

**WHEREAS,** The Town Council has been advised by the Fire Department that an item of personal property particularly, *an Eagle Air Compressor*, owned by the

municipality are no longer needed for the purposes for which it was originally acquired, pursuant to IC 5-22-22; and

**WHEREAS,** The Fire Chief has recommended that disposal of the personal property be authorized, all pursuant to the provisions of IC 5-22-22 et seq.;

**WHEREAS,** The Fire Chief has further recommended that disposal of the personal property be executed by scrapping or “junking” the asset, finding it worthless, all pursuant to the provisions of IC 5-22-22-8; and

**WHEREAS** The Town Council now desires to favor the recommendation and take those steps necessary to authorize and approve a disposal of personal property of the municipality pursuant to the applicable law,

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

**Section 1.** That the Town Council of the Town of Highland acting as the works board, hereby finds and determines the following:

(A) That there is a certain article of personal property possessed or owned by the municipality, that is no longer needed, unfit for the purposes for which it was acquired, pursuant to IC 5-22-22-3; or,

(B) That this certain article of personal property possessed or owned by the municipality, has been left in the custody of an officer or employee of the Town of Highland and has remained unclaimed for more than one (1) year, pursuant to IC 5-22-22-3; or,

(C) That there is a certain article of personal property possessed or owned by the municipality, that may be deemed worthless or of no market value as the estimated cost of the sale and transportation of the property exceeds the property value, pursuant to IC 5-22-22-8;

(D) That they this item of personal property is particularly described as an *Eagle Air Compressor*, Serial Number: 53172801 and a *Hannany Hose Reel*, Serial Number, 210067;

**Section 2.** That the Fire Chief is hereby authorized and instructed to cause a lawful disposal or transfer of the personal property identified in this Works Board Order by **junking or scrapping it**, pursuant to IC 5-22-22-8;

**Section 3.** That no notice of the disposal is necessary all pursuant to IC 5-22-22-6;

**Section 4.** That any and all proceeds yielded from the lawful disposal or transfer authorized by this order shall be deposited with the Office of the Clerk-Treasurer, where such proceeds shall be deposited to the credit of the proper fund.

**BE IT SO ORDERED.**

**DULY ADOPTED and ORDERED** BY the Town Council of the Town of Highland, Lake County, Indiana, acting as the Board of Works, this 8th day of August 2022, having passed by a vote of 5 in favor and 0 opposed.

TOWN COUNCIL of the TOWN of  
HIGHLAND, INDIANA

---

Bernie Zemen, President (IC 36-5-2-10)

Attest:

---

Mark Herak  
Clerk-Treasurer (IC 33-42-4-1; IC 36-5-6-5)

8. **Authorizing the proper officer to publish legal notice of a public hearing:** Public Hearing to consider additional appropriations in the amount of \$102,000 in the CCI Fund.

Councilor Black moved to authorize the publication of a legal notice of a public hearing to consider proposed additional appropriations as indicated. Councilor Smith seconded. Upon a roll call vote, there were five affirmatives and no negatives. The motion passed. The publication and hearing were approved. The meeting will take place on the 22<sup>nd</sup> day of August. The meeting is scheduled to begin at 7:00.

**Comments from the Town Council:**

*(Good of the order)*

**Councilor Toya Smith:** • *Sanitary Board Liaison* • *and Public Works.*

Councilor Smith acknowledged the Building Commissioner, Ken Mika who commented that BZA approved two (2) use variances at their last meeting. One was for a national chain body shop to be located in the same complex as the Antique Mall and the other was an overflow new car parking area in the 9700 block of Indpls Blvd for Garber Chevy. After the Attorney finishes the findings of fact and they are voted on by the BZA, they will be forwarded to the Town Council for their up or down vote. Ken also commented on what's on the next Plan Commission Docket. The proposed Car Wash project, is located where the bars Nine or Coyote Ugly existed. The petitioner is coming before the Plan Commission requesting a one lot subdivision, as well as, approval for the design of their building as the building is located in an overlay district. He also commented that work has begun on the gas station at the corner of Hart and Indianapolis Blvd. If you drive by, you'll see that the contractor has started installing sheet pilings.

Councilor Smith then acknowledged Public Works Director, Mark Knesek. Mr. Knesek commented that the River Drive water main has been installed. The water main was installed by Gatlin Plumbing which took them about a week to install. As Gatlin was installing the new main their equipment tracking over the old main caused it to rupture twice. The water main has been pressure tested and it passed and will be chlorated next week. If it passes the chlorination test, then Gatlin will flush the line. After flushing, then water samples will be taken, sent to a lab for testing and if accepted, Gatlin will start to connect the service lines. He said all of the paperwork for the Community Crossings Grant has been submitted. Once approved, they can begin the road projects.

**Councilor Mark Schocke:** • *Park and Recreation Liaison* • *and Community Events Commission Liaison.*

Councilor Schocke acknowledged Park Superintendent Alex Brown. Alex began by saying, I'm sure everyone remembers the tragic loss of Tyler Scheidt last year about this time. He was a fine, young man that also worked for the Park Department. The Park Board was approached by lots of people in Town to name something after him. Through much research they found out he loved to play basketball at the Pettit Park basketball court. A few months back the Park Board passed a resolution to name the basketball court at Pettit Park, the Tyler Scheidt Memorial Basketball Court. I wanted to make sure that the Council was aware of that that dedication ceremony. It is this Saturday, at 10:30 in the morning at Pettit Park. At this point, we are expecting hundreds of people, just based on the responses to the people that are interested in attending that event. There's going to be speeches as a lot of his coach X coaches want to speak. I know his father wants to speak and I believe that Carlos Alberto will speak on behalf of the Park Board, so Bernie I didn't know if you wanted to speak as the Town Council President.

Councilor Zemen said he would like to say a few words.

Alex said he would make sure I get your name on the program. After the dedication, several of his friends have organized a three on three basketball tournament. We are

repaving the court with his name and number, as well as on the back boards. A plaque was ordered but unfortunately it won't arrive in time for the dedication. I spoke with Pat Vassar after church yesterday and told him about the event. I believe we'll probably need some traffic control in the neighborhood. As you can see the bike path is all torn up in preparation to be repaved. Everything is milled right now and the contractor is currently replacing some sections as they found after milling a lot of reflective cracking that were much worse than anticipated so there'll be replacement of those areas. If all goes well, they should start the paving next week. The path is not closed but a rough ride. The summer help is going back to school this Thursday, so summer's over.

Councilor Schocke added that right after the 4<sup>th</sup> of July summer is basically over. In terms of the HCCE, they are actively planning the Highland Backyard Barbeque Festival to be held the weekend of September 17 & 18<sup>th</sup>. The special event permit with alcohol in on the Park Board's agenda for next week. The proposed band schedules have been published. It looks like a fun event and hopefully it will be successful. I am not going to call it a Fall Festival because we all know the Fall Festival is cursed.

- **Councilor Tom Black:** *Liaison to the Board of Waterworks Directors • Redevelopment Commission Liaison.*

Councilor Black said he spoke with the Redevelopment Director, Kathy DeGuilio-Fox who said the Redevelopment Commission will be meeting tomorrow night in executive session to appoint a new Redevelopment Director and an Assistant Redevelopment Director. The Commission is wanting to change the title from Administrative Assistant to Assistant Redevelopment Director and increase the salary roughly \$20,000. The Water Board is working with the Clerk-Treasurer to collect \$379,000 from the Town of Dyer as Highland under billed Dyer for that amount. For whatever reason, the new rates from Hammond which were to be passed along to Dyer were never entered into the system so Dyer was being billed at the 2020 rates.

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

Councilor Sheeman acknowledged Pete Hojnicky, the Metropolitan Police Chief who began by welcoming back Fire Chief Bill Timmer. He then thanked the Council for adopting the \$2 per hour increase in pay for the school crossing guards. It is much deserved, as everyone commented on initially. He said that Traffic Safety was cancelled for lack of an agenda.

Councilor Schocke commented he could attest to the difficulty of being a school crossing guard as he was a crossing guard at 1 time. He served as a school crossing guard at 41<sup>st</sup> and Liable, along with former police officer Pete Nelson's son Keith. Keith is now a police officer in Scottsdale. He said that was the closest he came to getting a badge.

Town Attorney said he usually doesn't talk during this part of the meeting but he wanted people to know that he can hardly pick up the newspaper in the last couple of weeks without an article about the new legislation regarding the mechanical arms on school buses. The new legislation will give enforcement officials extra ability to enforce. He said Highland, as well as, other communities have received additional funding to increase patrols to ensure drivers are complying when the mechanical arm is in the down position. The additional funding will allow the Town to pay officers to follow school buses and write tickets to violators.

Council Zemen asked whether the school buses have cameras to record violators who drive around the down mechanical arm. The Metropolitan Police Chief answered in the affirmative. If a driver goes around the down mechanical arm, the school bus driver will notify the school resource officer who will review the tape and then run the license plate. A ticket is then issued.

Councilor Sheeman announced he had discussions with a couple of our State Legislators regarding the school resource officer. He said the Legislators promised him that in the next session in January, as part of the Education Bill, they are going to expand the grant process to include school resource officers. The other thing is I've mentioned a couple times is about training which the feds we're going to conduct. It's being finalized and it's going to be like two and a half days of training in Valparaiso. As he gets more information, he will pass it on.

The Metropolitan Police mentioned to Councilor Black in regard two recent events that required the use of the drone. They utilized their drone on two occasions this past weekend. One was on a pursuit of a fleeing suspect who was found hiding in the marsh after he crashed. The drone has an infrared feature which they used to find the suspect. The other was to assist a neighboring community in the search for a suspect.

Councilor Sheeman then acknowledged Fire Chief Timmer who was in attendance for the first time after being absence for several weeks because of an illness. He said Chief Timmer looked 20 year younger.

Chief Timmer said he was feeling pretty good and its great to be back but I would not recommend what he went through as a fountain of youth. I want to thank everyone who reached out to me to check upon my recovery. Making it more difficult was that his wife Bonnie was in the hospital at the same time and my only visitors were my 2 kids. He especially wanted to thank Assistant Chiefs Ken Mika and Mike Piptka for filling in for him during his absence. I'm sure they weren't planning on spending their entire 4<sup>th</sup> of July weekend and the 3 or 4 weeks afterward filling in for him. My cardiologist said that in about another week or so, I will have a lot more energy. I don't want to see my hospital bill

Councilor Schocke kidded the Fire Chief that the Chief needed to check out the tires on his pick-up as he saw Assistant Chief Pipka doing donuts and burn outs in it.

Chief Timmer continued as part of my cardiac rehab is to walk every day, so I took advantage and used it to inspect all of the grade schools. He said he'll probably do the preschool inspection of the high school and middle school probably over the Thanksgiving Holiday. He also advised that the Highland Christian School is in the process of building a pretty substantial addition, as they are growing in numbers.

Councilor Zemen asked the Chief what was all the activity on Saturday night. He was at the all class reunion at the American Legion and all these emergency vehicles sped past.

The Chief said a semi-truck hit a lady in front of the Pilot Gas Station on the Blvd and she was pinned temporarily inside her car.

Councilor Sheeman then acknowledged IT Director, Ed Dabrowski who said he continues to assist other departments with their needs. He said, so far, the camera hasn't failed and were 40 minutes into the meeting which is a good sign so I hope I don't jinx myself.

- **Council President Bernie Zemen:** *Town Executive • Chair of the Board of Police Pension Trustees • Liaison to the Tree Board.*

Councilor Zemen said he didn't have much as Building Commissioner Mika covered the Planning Commission portion when he updated the Council what was happening with the BZA.

Councilor Sheeman asked if he could ask Building Commissioner Mika regarding someone being injured in a building at 9717 Spring Drive which is in the Industrial Park. Ken said that the operator of the business submitted a business license in October of last year, which he rejected from the standpoint that it wasn't a permitted use in that zoning classification. In addition, the building did not meet building code requirements for operating that type of business. He is currently dealing with the owner's attorney.

Councilor Zemen then asked the Clerk-Treasurer regarding the Car Show and Cruise. He hadn't seen any advertisements and wondered if it was still scheduled as this is already August. Councilor Zemen was advised that the Car Cruise is scheduled for September 27, 2022.

That concluded comments from the Council and President Zemen then turned it over to comments from visitor's or residents, reminding them to limit it to 2 minutes.

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

TERRY STEAGAL, HIGHLAND, The Police Chief and the FOP President made a presentation to the Council during a study session a few weeks ago. And since this is budget time, I



think you're going to have to seriously consider what they presented. There were three major points. The first thing was equity. The second thing was retention and the third thing was recruitment. And all of those things take money. How will you fund these items properly without establishing a Public Safety Tax? Another area that needs to be addressed is an additional school resource officer. You need to look at the whole picture and strongly consider a Public Safety Tax. You need to figure out a way to budget for these items and a Public Safety Tax seems as the only viable solution. To make that happen, it's on the Council to take responsibility. We need to make sure we maintain a professional staff because if you don't maintain a good staff, what can happen is you get an incompetent staff and it can cost you a lot of money in lawsuits. So, I think you need to take a serious look at what needs to happen here. The Police Chief and the FOP President seem to be in sync with what they felt needed to be done. I think we need to start putting some certain proposals on the table. The other thing that I think that needs to be done is we've got to quit dismantling the Redevelopment Department and to make sure that developers know that the Town Council is in support of Redevelopment and that nasty word that sometimes comes up called TIF. The example is Ultra which per Mr. Mika's assessment needs to be demolished and redeveloped. The other thing that needs to happen, is the old Town Theatre property. You have a developer, 1<sup>st</sup> Metropolitan, who made a major proposal and spent a lot of money already on architects and lawyers. The Council needs to send a message to these people that you are willing to work with them. The only message sent by the Council is that the Council is not in total agreement on Redevelopment.

LARRY KONDRAT, HIGHLAND, Everybody gets all confused, as TIF is tax increment financing. A developer comes in and he does an improvement. You make an investment and his property taxes go up from the mark that you've historically have recorded or levied against the property. The TIF starts at zero or in the case of the Scheeringa's Farm, it starts at about \$1,600 dollars and you put a \$30 million investment on it. And a property taxes shoot up to about \$250- \$350,000. The investor or developer actually pays the property taxes and those property taxes are actually used to pay for the development. The property taxes are turned around and given right back to the developer. They do not pay property taxes they take it out of one pocket and they put it right back in the other pocket. It is just silly nonsense and they not only get to keep the asset, they keep all the rents. They keep all of the deductions for all the expenses. I know what I'm talking about Mr. Sheeman as I own millions of dollars' worth of property. The developer gets to write off their property taxes that they pay. They get to write off their rents. They get to pass it through their LLC. They get to put it right back in their pocket. This Town never should have done those two TIF districts. You got nothing out of them. You put the TIFs on the basic edges of our town. The only developable property is located in a different town. I agree with Terry; the Redevelopment Commission does need to be disbanded but not reconstructed as Mr. Sheeman proposes. He wants to put himself in charge. He wants to put Mr. Schocke on the board. He wants to put Mr. Schocke on the board as a person of truth and justice. Mr. Sheeman wants to bring his cohorts on so that he can run the whole scheme behind everybody's back. Nobody should be fooled by this. Mr. Schocke, you should be careful of what that man's trying to do your reputation. He's trying to use your face. Don't go for it Mr. Black. If this man tries to take anything regarding

Redevelopment, please, please, please vote no. The same to you, Miss Smith. It's a scam it. It takes money out of your pocket, because you got to pay higher property taxes to make up the difference. Money that could be used to retain police officers. In one development, once it goes through, we have to give up \$4 million over 20 years. On another development, we gave up \$16 and a half million. The man approved \$10 and a half million dollars. The farm yields \$600 in property taxes. Once developed, the Town will still only get \$600. It will be that way for the next 25 years.

Connie Wachala, Highland, I want to thank you for giving raises to the crossing guards. I was a crossing guard, say 15 years ago. I did that for two years. My children were out of school, by then, but they needed a guard on my corner as they were having a hard time filling that position, and so I said I do it. It was three times a day so I'm glad that you're raising the rates. It probably is still too low, although I didn't hear what the rate was, but the crossing guards definitely deserve it. And I have to say I am glad to hear this talk about economic justice at the Council, taxing the wealthy is certainly something that we need to do, taxing the corporations.

Councilor Zemen asked if there were any other comments. Hearing none, he closed comments from the public and brought it back to the Council. He then entered a motion to pay claims.

**Payment of Accounts Payable Vouchers.** There being no further comments from visitors or residents, Councilor Schocke moved to allow the vendors accounts payable vouchers as filed on the pending accounts payable docket, covering the period **July 27, 2022 through August 9, 2022.** Councilor Smith seconded. Upon a roll call vote, there were five (5) affirmatives and no negatives. The motion passed. The accounts payable vouchers for the vendor docket were allowed, payments allowed in advance were ratified, the payroll dockets listed were ratified and for all remaining invoices, the Clerk-Treasurer was authorized to make payment.

**Vendors Accounts Payable Docket:**

**General Fund, \$450,853.95; Special Events, \$8,608.67; MVH Fund, \$9,449.43; Gasoline Fund, \$33,779.42; Information and Communications Technology Fund, \$8,494.00; LR&S, \$51,266.58; Insurance Premium, \$212,433.88; M CCD, \$743.66; Police Pension, \$68,954.23;  
Total: \$ 844,583.82.**

**PAYROLL DOCKET FOR PAYDAY OF JULY 29, 2022:**

**COUNCIL, BOARDS AND COMMISSIONS, \$10,617.13; OFFICE OF CLERK-TREASURER, \$10,616.82 BUILDING AND INSPECTION DEPARTMENT, \$10,274.74; METROPOLITAN POLICE DEPARTMENT, \$123,119.46; PUBLIC WORKS DEPARTMENT (AGENCY), \$71,178.86; FIRE DEPARTMENT, \$29,279.79; FIRE DEPARTMENT ADMINISTRATION, 4,856.07 AND 1925 POLICE PENSION PLAN PENSION FUND, \$68,846.58; INFORMATION AND TECHNOLOGY DEPARTMENT, \$3,690.41; TOTAL PAYROLL: \$227,736.36.**

**AFTER PAYMENT OF CLAIMS AND PRIOR TO ADJOURNMENT, THE COUNCIL WENT IT STUDY SESSION TO HEAR AND UPDATE FROM THE CLERK-TREASURER AND THE TOWN'S FINANCIAL ADVISOR JIM HIGGINS FROM LWG.**

JIM REVIEWED WITH THE COUNCIL A ONE PAGE BUDGET CALENDAR THAT WALKS THROUGH THE BUDGET PROCESS AND SOME KEY DATES. ESSENTIALLY, MARK AND I STARTED BACK IN MID-JUNE. LOOKING AT SOME PRE-BUDGET WORKSHEETS.

The pre-budget worksheets needed to be prepared for the Department of Local Government & Finance. At the same time, Mark requested from the Department heads an indication of what they would like to have in next year's budget. The form the department heads filled out is commonly known as a Form 1. He had asked that this be completed by the middle of July. The State started to give us estimates of miscellaneous revenues which are used in the making up of the budget. Examples are the alcohol and beverage tax, excise taxes, commercial vehicle taxes. Any distribution that passed through the State, they were able to give us an updated estimate of what those revenues would be for Highland for the remainder of this year and full projected for next year. That was completed by mid-July. Just last week on Thursday, we met with the Department of Local Government Finance Field REP to go over some of the budget forms that Mark and I've been working on almost every other day. I know Mark's been working on it daily to get the information into the gateway system that the State maintains, in order to produce the budget. So, we had that meeting on Thursday of last week and then the next big date was today as we just wanted to talk to the Council about where we're at with the budget process. I want to focus on where we go forward. The one thing I want to make sure, is we give the Council sufficient time to review the budget and have input on the budget, as we go through the process. Hopefully, by next Monday, the County Auditor will provide us with an estimate of the net assessed value for next year for 2023 that's the suggested deadline for counties to certify those values. Most counties comply but sometimes they're delayed, but it won't have a big impact if it's delayed. The next milestone we're looking at is no later than two weeks from tonight, and I would hope to do this sooner, but at least before the evening of the 22<sup>nd</sup>, I would like to circulate to each Council member a copy of a budget book, and this would be the budget that would list everything that's involved in the gateway filing system. It walks through the entire process and talks about where all the funds are at as of June 30, 2022. It shows the various appropriation requests of each department. Keep in mind, the budget process from the State's standpoint is an 18- month window. We're going to look at it from July 1, 2022 through December 31 of 2023. We're going to look at the cash that you have on hand as of July 1. We're going to look at all the revenue that's estimated from all the miscellaneous sources and from property taxes. That determines the money that's available to be spent. We're going to assume that all the appropriations that are remaining for the last half of the year are spent and all next year's money is spent and hopefully there's a cash balance that's remaining. And, if those numbers are positive than your budget is funded or fundable, and the State won't cut your budget. But quite often what happens is we look at a budget and we're not planning to spend all the money this year and we're going to spend some of it next year, so what we end up

having to do is what is known as a reduction this year. It's an order to the State that we're not going to spend this money this year and we're going to spend it next year and here's our affirmative action to document. I would like to have that budget book in your hands, along with an explanation and an overview prior to the 22<sup>nd</sup> as that would give the Council and entire week to look through the information and then come to the work session on the 29<sup>th</sup> with any questions. I will be attending the work session in person and we will walk through every piece of the budget. We also have the Sanitary District and Water Board budgets to approve as they are supported funds by property taxes. Whereas they are appointed bodies, their budgets have to be passed by an elected body, the Council. Our budget notice for the public hearing has to be submitted by the 8<sup>th</sup> of September with initial adoption meeting will be the 19<sup>th</sup> of September. So, after our workshop on the 29<sup>th</sup>, we'll have two weeks to refine or adjust. After the 19<sup>th</sup> of September, the actual adoption meeting will be the 10<sup>th</sup> of October. Once that information is provided to the State, then they have till the end of the year to certify your budget. The key for us is to include or address the priorities of the Council, where possible. We will adjust to satisfy those priorities. We will want to make sure those priorities are funded. One of the major responsibilities that you have as a Council is the adoption of the budget. We can all suggest, the department heads can suggest, Mark can suggest, I can suggest to Mark but the end decision on what that budget looks like rests with the Council. We should everything accounted for and balanced within the next 2 weeks.

Councilor Schocke asked, it's just for people at home, it's basically like a timeline of events that need to happen leading up to the budget that's what I'm gathering out of this. Basically, we adopt what you would almost call a preliminary budget as of October 10 and then someone down State, at the State Board of Accounts actually gives us the high sign that says Yes, this is an appropriate budget, and then they give us some feedback. At that point and if that's true, then how long does that take them before it gets back to us.

Jim responded, you're correct and it is Department of Local Government Finance that does that review. They will review every unit across the state that has a budget that requires adoption. All budgets must be submitted by November 1, as that's the statutory deadline. So, between the time of November 1 and December 31 they will review every budget of every taxing authority in the state. They will sign off on whether or not it is fundable and their question when it comes to approval or disapproval is all based upon a mathematical equation. If we say we have available in revenue \$100,000 and we want to spend \$150,000 they'll say no because it's more money than we want to spend but if we say we have \$100,000 and our total expenditures are \$95,000 they're not going to question whether a \$5,000 balance is enough or not. That decision comes down in the form called a 1782 notice that they'll provide to Mark and I, and I think Chad gets a will get a copy of that as well. When we receive notice, we will have seven days to review that and to follow up with them if we think there's an error or misunderstanding and then the budget becomes finalized.

Councilor Schocke added, just to be clear, it looks like we adopt on October 10 then on October 11 we send it down to the DLGF. Then they get back to us in the Form 1782 notice. I'm just curious how much time we have after that to officially finalize the budget because I always hate the end of the year rush, you know I mean we've got about 1000 things to do before December 31 including insurance renewals and all that good stuff that we should really start looking at probably now so I'm just trying to figure out how much time we've got.

Jim responded, that once the budgets are adopted on October 10, there's nothing that you can do after that point in time to amend the budget that's being considered by the State. If we need to amend the budget then we would have to do that next year, through an additional appropriation.

Town of Highland  
 2023 Budget Calendar

<u>Date</u>	<u>Description</u>	<u>Comments</u>
June 30 (Th)	Pre-Budget Worksheets Posted on Gateway	Completed
July 14 (Th)	Form 1's (2023 Budget Request ) from Department Heads to Clerk-Treasurer	Completed
July 15 (F)	DLGF to provide Miscellaneous Revenue Estimates 2022/2023	Completed
August 4 (Th)	DLGF Summer Budget Workshop	Completed
August 8 (M)	Budget Overview for the Council	
August 15 (M)	County Auditor to Certified 2023 Net Assessed Values	
August 22 (M)	Circulate 2023 Budget Books to the Council, Water and Sanitary Boards	
August 29 (M)	Budget Workshop - Town Council	
September 8 (Th)	Deadline to Post Budget Notice (Form 3) on Gateway	
September 13 (T)	Sanitary Board Meeting	
September 19 (M)	Public Hearing - Budgets	
September 22 (Th)	Water Board Meeting	
October 10 (M)	Council Adopts Budgets	
October 12 (W)	Upload Budget Forms in Gateway	
December 30 (F)	Deadline to adopt 2023 Salary Ordinance	

**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, AUGUST 8, 2022, ADJOURNED AT 7:56 O'CLOCK P.M.

Mark Herak  
Clerk-Treasurer

Approved by the Town Council at its meeting of August 22, 2022.