

**Topics Tentatively Scheduled for Study Session Discussion
and
Topics Requested for Action at Future Business Meetings of the
Thirtieth Town Council of Highland**

This meeting will be convened as an in person meeting.

Topic: Town of Highland, IN - Town Council Study Session

Time: March 18, 2024 06:30 PM Central Time (US and Canada)

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: Appointments.

• Statutory Boards and Commissions

Executive Appointments (May be made in meeting or at another time)

- 1. Waterworks Board of Directors:** (1) appointment to be made by Town Council President. (Note: Formerly held by Curt Schroeder (D), term ending 1st Monday January 2025). Current composition of the board is two Republicans and two Democrats. No more than three of any one party under state law.

Home Rule Commissions or Boards

- 2. Shared Ethics Advisory Commission.** (1) appointment to be made by Town Council President. (Note: Fill vacancy made by resignation of Rev. Tim Huizenga.) (Made pursuant to Article 5, Subdivision (A) of the Interlocal Cooperation Agreement Establishing the Shared Ethics Entity. Qualifications are to be persons who live work or hold property in the county. Further persons appointed must be of good character and not hold any positions within the local government.)

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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.

Legislative Appointments

Home Rule Commissions

- 1. Main Street Bureau Board:** (6) appointments to be made by the Town Council. Term: Two years ending 1 Jan 2025. *There are currently 12 of the 17 in place and serving. Currently serving are Rhonda Bloch, Ben Reinhart, Renee Reinhart, Allan Simmons, Diane Barr-Roumbus, James Roumbus, Sandra McKnight, Teri Yovkovich, Sandy Ray, Kathy Smailis, Ben Tomera and Laura Pilewski.*
- 2. Community Events Commission Multi-year positions:** (1) appointment to be made by the Town Council. **Term: 4 years.** (Note: Currently vacant)

Single year positions: (9) appointments to be made by the Town Council. **Term: 1 year.** There are currently 5 of the 9 in place and serving. (Note: Currently serving, Rachael Carter, Olga Briseno, Kathy Camp-Burke, Linda Carter and Jack Rowe)

x. Information Only; New Trash Rates effective April 1, 2024

(a new contract will be bid at the end of the year. The Public Works Director will be in attendance to answer any questions.)

Attached is a spreadsheet from Doug Rosenbaum, Republic Services, regarding the new rate (\$21.77) for Refuse and Recyclables Collection and Disposal for year six of the contract beginning on April 1, 2024. The 1st tab on the attached spreadsheet (Recycle History) shows the computation of the rate for this year's Recycle Commodity Market Value. Pursuant to Ordinance No. 1698 adopted by the Town Council on May 20, 2019 and Resolution 2019-14 adopted by the Board of Sanitary Commissioners, the new residential rate (with the old rate for comparison) is calculated as follows:

	2023-24	2024-25	Difference
Republic Services Base	\$ 20.11	\$ 20.91	\$.80
Town Services	\$ 6.87	\$ 7.15	\$.28
Total Trash Services	\$ 26.98	\$ 28.06	\$ 1.08
Recycle Service commodity	\$.49	\$.86	\$.37
Total Residential Rate	\$ 27.47	\$ 28.92	\$ 1.45

Total paid to Republic per household \$21.77

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Total charged to residents \$28.92

- x. **Discussion:** The Beer Vendor proposals are scheduled to be opened at the Council's March 25, 2024 Plenary Meeting. Is it the intention of the Council to award the contract that evening or take the proposals under advisement and award at the April 8th meeting?

- x. **Discussion:** Ordinance No. 1792.1578-E changing the staffing authority of the Metropolitan Police Department particularly eliminating the position of Assistant Chief, creating the position of Patrol Commander at the same rate of pay and reducing the authorized strength of the Deputy Commander from two (2) to one (1) effective March 31, 2024. The position of Assistant Chief will remain on the books until the current Assistant Chief has used all accrued vacation days, personal business days, comp time hours and unpaid holiday leave are exhausted. Severance, if any, cannot be used to extend time. (Chief Potesta will be in attendance)

- x. **Discussion:** Works Board Order No. 2024-19 authorizing the Metropolitan Police Chief to enter into a five (5) year lease/purchase agreement with Axon Enterprise, Inc. 17800 N. 85th Street, Scottsdale, Arizona 85255 for a total cost less trade-ins of \$141,226.00. The money would come out of Public Safety or MCCD and paid in 5 annual installments. (Chief Potesta along with Erich Swisher will be attendance.)

- x. **Discussion:** With members of the Park Department for Christmas Decorations for Main Square. Several proposals were gathered by the staff of the Park Department and then presented from review and selection by the Park Board. The proposal before the Council tonight is from Holiday Outdoor Décor in the amount of \$73,756.61.

- x. **Discussion:** Ordinance No. 1795 amending the fee and payment schedule of the assistant inspector for plumbing in the Highland Municipal Code to correspond to the adopted 2024 Salary Ordinance. The rates were last changed in 2020 and the fees will increase from \$25.50 to \$28.00. The new rate was in the adopted budget so no additional funds will be necessary. (Introduced only at the last meeting.)

- x. **Discussion:** An Agreement between The Idea Factory and the Town of Highland to perform Professional Communications and Media Design and Development services for the Municipality for the year 2024.

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- x. **Discussion:** Selection of a location for the 2024 Highland Fireworks.
(this is merely a placeholder and to serve simply as a reminder to the Council)
- x. **Discussion:** Highland Neighbors for Sustainability . (Resolution 2022-31 sunset on 12/31/2023),
(this is merely a placeholder and to serve simply as a reminder to the Council once the
Town Attorney Reed has completed his review of the documents.)
- x. **Discussion:** Animal Ordinance
(this is merely a placeholder and to serve simply as a reminder to the Council once the
Town Attorney Reed has completed his review)

x. Discussion: Proposal Roadway Lighting LED Upgrade

Attached for your consideration is the proposal for engineering design from Nies Engineering for services for the Roadway Lighting LED Upgrade project. These would be on main roadways where the lights are owned by the Town of Highland. I believe these roads are all in TIF districts.

(Mark Knesek, Public Works Director and Derek Snyder of Nies Engineering will be in attendance)

- x. **Discussion:** Joint purchase between Highland Public Works and Highland Park Department. The cost is \$139,900 (inclusive of trade-in) to be split evenly between Public Works and the Park Department. This expenditure was planned for in the 2024 Budget. The money for Public Works will come out of MVH and for the Park Department, Park Capital. (Works Board Order No. 2024-20)
- x. **Discussion:** Redevelopment is partnering with the Park Department to purchase two (2) wind turbine benches in the amount of \$4,150 each. This will require an appropriation and cash transfer which requires approval from the Council as this is a transfer between funds. (Appropriation and Cash Transfer Resolution No. 2024-05. The Redevelopment Director will be in attendance.)
- x. **Discussion:** Main Street would like to host three (3) big restaurant crawls in 2024. The Main Street Bureau would like to host them on the last Tuesday's of June, July and August. They would like to get this advertised with the Park Department. Both the Police Chief and

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Public Works Director are fine with it from their end.

- **Plenary Business Meeting of Monday March 25, 2024**

- Minutes of the Meeting of Monday, March 11, 2024.
- Swearing in Ceremony for Officer Tyler A. Wilson
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