

**Enrolled Minutes of the Fifth Regular Meeting or Special Meeting  
For the Thirtieth Highland Town Council Regular Plenary  
Business Meeting (In person) Monday, March 11, 2024**

The Thirtieth Town Council of the Town of Highland, Lake County, Indiana met in its regular plenary session on Monday, March 11, 2024 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 in person meeting and lived streamed to the Town of Highland Facebook. Facebook permits the public to observe and record the proceedings but allows no interaction between and among the Town Council and members of the public. The public is able to participate in person. Councilor George Georgeff, Councilor Doug Turich, Councilor Alex Robertson, Councilor Tom Black and Councilor Philip Scheeringa 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 Philip Scheeringa presided over the meeting. The Town Clerk-Treasurer, Mark Herak, was present to memorialize the proceedings. The meeting was opened with members of the *Highland Girl Scouts Troop 10099*, first presenting the flag, then reciting the Pledge of Allegiance to the Flag of the United States of America. Highland Girl Scout Hannah Scheeringa offered a prayer.

**Roll Call:** Present on roll call were Councilors George Georgeff, Doug Turich, Alex Robertson, Thomas Black, Philip Scheeringa were present. Clerk-Treasurer, Mark Herak was also present. A quorum was attained.

**Additional Officials Present:** Alex Brown, CPRP, Superintendent of Parks and Recreation; Metropolitan Police Chief Ralph Potesta; John Reed, Reed, Attorney with Abrahamson, Reed & Bilse; Redevelopment Director Maria Becerra; Mike Pipta, Fire Chief; Ed Dabrowski, Director of Information Technology and Mark Knesek, Public Works Director were present. Kenneth J. Mika, Building Commissioner 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 February 26, 2024 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 2024 Budget for the General Fund in the amount of \$3,500 and the MCCD Fund in the amount of \$18,000.

(a) Attorney verification of Proofs of Publication: The TIMES 26 February 2024.



See Proof on Next Page

Northwest Indiana Times  
601 W. 45th Ave.  
(219) 933-3333

I, Yuade Moore, of lawful age, being duly sworn upon oath depose and say that I am an agent of Column Software, PBC, duly appointed and authorized agent of the Publisher of Northwest Indiana Times, a publication that is a "legal newspaper" as that phrase is defined for the city of Munster, for the County of Lake, in the state of Indiana, that this affidavit is Page 1 of 2 with the full text of the sworn-to notice set forth on the pages that follow, and that the attachment hereto contains the correct copy of what was published in said legal newspaper in consecutive issues on the following dates:

**PUBLICATION DATES:**  
Feb. 26, 2024

Notice ID: aSMpczcNV3ck9mHbPw47  
Publisher ID: 83572  
Notice Name: Addtnl Appropriations MCCD Fund &General Fund  
PUBLICATION FEE: \$45.60

*Yuade Moore*  
Agent

**VERIFICATION**  
State of New Jersey  
County of Hudson  
Signed or attested before me on this: 02/26/2024

*Shannea H Holmes*  
Notary Public  
Notarized remotely online using communication technology via Proof.

SHANNEA H HOLMES  
NOTARY PUBLIC  
STATE OF NEW JERSEY  
My Commission Expires August 1, 2028

**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 **11th day of March 2024**, will consider the following additional appropriations in excess of the budget for the current year in the following funds:

MCCD Fund

Acct. 4402-0000-230.09 MCCD-PD Bullet Proof Vests	\$18,000.00
<b>Total 200 Series:</b>	<b>\$18,000.00</b>
<b>TOTAL for the FUND:</b>	<b>\$18,000.00</b>

General Fund

Acct. 1101-0009-390.05 General Fund - PD Animal Quarantine	\$3,500.00
<b>Total 300 Series:</b>	<b>\$3,500.00</b>
<b>TOTAL for the FUND:</b>	<b>\$3,500.00</b>

Funds to support these additional appropriations in the **MCCD Fund and the General 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. 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  
Philip Scheeringa, President**

**By: Mark Herak  
Clerk-Treasurer  
2/26 - 83572**

HSPAXLP

(b) **Public Hearing.** No comments from the public.

(c) Action on **Appropriation Enactment No. 2024-02:** An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the **General and MCCD Funds**, all pursuant to I.C. 6-1.1-18, and I.C. 36-5-3-5 Councilor Black introduced and moved for the consideration of Appropriation Enactment No. 2024-02 at the same meeting of its introduction. Councilor Turich seconded. Upon a roll call vote, a unanimous vote being

necessary, there were five (5) 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 Appropriation Enactment No. 2024-02 at the same meeting of its introduction. Councilor Turich seconded. Upon a roll call vote, a two-thirds vote being necessary, there were five (5) affirmatives and no (0) negatives. The motion passed. The enactment was passed and adopted upon the signature of the municipal executive at the same meeting of its introduction.

**Town of Highland  
Appropriation Enactment  
Enactment No. 2024-02**

**AN ENACTMENT APPROPRIATING ADDITIONAL MONIES IN EXCESS OF THE ANNUAL BUDGET for the MCCD FUND AND THE GENERAL 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 **MCCD Fund** and the **General 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 **MCCD Fund** herein named and for the purposes herein specified, subject to the laws governing the same:

MCCD FUND

Acct. No. 4402-0000-230.09 MCCD- PD Bullet Proof Vests	\$18,000.00
<i>Total 200 Series:</i>	\$18,000.00
<b>Fund Total:</b>	<b>\$18,000.00</b>

**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 **General Fund** herein named and for the purposes herein specified, subject to the laws governing the same:

GENERAL FUND

Acct. No. 1101-0009-230.09 General Fund- Animal Quarantine	\$3,500.00
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Total 300 Series: \$3,500.00

**Fund Total: \$3,500.00**

**Section 3.** 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 4.** 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 11<sup>th</sup> day of March 2024. 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 11<sup>th</sup> Day of March 2024, 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

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Philip Scheeringa, President (IC 36-5-2-10)

ATTEST:

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

**2. Executive Proclamation:** A Proclamation of the Municipal Executive Recognizing Friday, April 26, 2024 as Arbor Day in Highland.

- (a) Reading and Execution of Proclamation.
- (b) Action by the Town Council President

TOWN OF HIGHLAND  
PROCLAMATION OF the TOWN EXECUTIVE

A PROCLAMATION RECOGNIZING FRIDAY, APRIL 26, 2024 AS ARBOR DAY IN HIGHLAND AND APRIL 21 THROUGH APRIL 27 AS TREE PLANTING WEEK

- Whereas, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees;
- Whereas, Trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air and storm water, produce life-giving oxygen, and provide habitat for wildlife;
- Whereas, Trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products;
- Whereas, Trees in our town increase property values, enhance the economic vitality of business areas, and beautify our community;
- Whereas, Trees, wherever they are planted, are a source of joy and spiritual renewal; and,
- Whereas, On Arbor Day and during tree planting times, the Tree Board, community partners, families and friends join together to celebrate the benefits of trees and to recognize the unique beauty of our trees, which provide a lasting impression on visitors and memories for residents,

Now, Therefore, I, Philip Scheeringa by virtue of the authority vested in me as President of the Town Council of the Town of Highland, Lake County, Indiana, now hereby proclaim and designate Friday, April 26, 2024, as ARBOR DAY in the Town of Highland and the week of April 21 through April 27 as TREE PLANTING Week;

Be it Further Proclaimed, That, I urge all Highland residents to celebrate Arbor Day and to support efforts to protect our trees and urge all residents to acquire a plant a tree.

In Witness Whereof, I have hereunto set my hand and caused the Corporate Seal to be affixed at the Highland Municipal Building this 11<sup>th</sup> day of March in the year 2024.

TOWN OF HIGHLAND, INDIANA  
BY ITS TOWN COUNCIL PRESIDENT

PHILIP SCHEERINGA

Attest:

Mark Herak  
Clerk-Treasurer

Printed on 100% Recycled Paper

**Comments from the Public or Visitors:** None

**Communications:**

HB 1385 – This bill would eliminate most bills for people with insurance..

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

**2024**  
 TOWN OF HIGHLAND INJURIES FOR THE MONTH  
**FEBRUARY**

CASE	DATE	DEPARTMENT	DESCRIPTION	Record Only	OSHA	Not OSHA	Filed with
	OF INJURY			No Med Treatment	Recordable	Recordable	
			NO INJURIES FOR THE MONTH				

RO = Record Only

DEPT	2024		2024				
	INJURIES	YEAR TO	2023	RESTRICTED	LOST DAYS	RESTRICTED	LOST DAYS
	THIS MONTH	DATE	Total Injuries Last Year	DAYS THIS YEAR	THIS YEAR	DAYS 2023	2023
PARK & REC				4	56	8	219
FIRE			1				
POLICE	2	2	6			80	66
STREET WATER SEWER			1				
MAINTENANCE							
OTHER							
<b>TOTALS</b>	<b>2</b>	<b>2</b>	<b>8</b>	<b>4</b>	<b>56</b>	<b>88</b>	<b>285</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

Building Report February, 2024

PERMIT TYPE	#	Res.	Comm.	Est. Cost	Fee Collected
Commercial Buildings	0			\$ -	\$ -
Comm. Additions/Remodel	6		6	\$ 563,309.00	\$ 10,785.00
Signs	5		5	\$ 17,203.00	\$ 2,113.50
Single Family	0			\$ -	\$ -
Duplex/Condo	0			\$ -	\$ -
Residential Additions	0			\$ -	\$ -
Residential Remodeling	33	33		\$ 549,847.00	\$ 11,263.50
Concrete/Asphalt/Flatwork	0			\$ -	\$ -
Garages	0			\$ -	\$ -
Sheds	0			\$ -	\$ -
Decks & Porches	1	1		\$ 17,740.00	\$ 532.50
Fences	6	6		\$ 34,418.00	\$ 1,143.00
Above/In ground pools	1	1		\$ -	\$ 54.00
Drain Tile/Waterproofing	2	2		\$ 14,400.00	\$ 447.00
Misc. Demo (1); Road Cut (2)	3	3		\$ -	\$ 405.00
<b>Total Building Permits</b>	<b>57</b>	<b>46</b>	<b>11</b>	<b>\$ 1,196,917.00</b>	<b>\$ 26,743.50</b>
<b>Electrical Permits</b>	<b>19</b>	<b>12</b>	<b>7</b>	<b>\$ -</b>	<b>\$ 2,723.00</b>
<b>Mechanical Permits</b>	<b>16</b>	<b>11</b>	<b>5</b>	<b>\$ -</b>	<b>\$ 1,947.00</b>
Plumbing Permits	19	14	5	\$ -	\$ 3,703.95
Water Meters	0			\$ -	\$ -
Water Taps	0			\$ -	\$ -
Sewer/Storm Taps	0			\$ -	\$ -
<b>Total Plumbing Permits</b>	<b>19</b>	<b>14</b>	<b>5</b>	<b>\$ -</b>	<b>\$ 3,703.95</b>

February 2024 Code Enforcement: 80 Investigations, 47 Warnings and 0 Citations were issued.

Inspections done for the month of February 2024 were as follows: 22 Building Inspections, 22 Plumbing Inspections, 24 HVAC and 23 Electrical Inspections. There was 1 Electrical Exam given.

Submitted By:

  
 Kenneth J. Mika



**Mark Herak**

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**From:** Denise Beck  
**Sent:** Tuesday, March 5, 2024 1:25 PM  
**To:** Mark Herak; Chad Kinley  
**Cc:** Chief Michael Pipta  
**Subject:** February Fire Department Stats

Sorry-these are February stats. I had the subject wrong.

**From:** Denise Beck  
**Sent:** Tuesday, March 5, 2024 1:24 PM  
**To:** Mark Herak <mherak@highland.in.gov>; Chad Kinley <crkinley@highland.in.gov>  
**Cc:** Chief Michael Pipta <m.pipta@highland.in.gov>  
**Subject:** RE: January Fire Department Stats

Good Afternoon Mark and Chad,

February 2024 Stats

<b>Types of Calls:</b>	<b>2024</b>	<b>YTD</b>
General Alarms	11	30
Paid Still Alarms	26	57
<b>Totals</b>	<b>37</b>	<b>87</b>

*Denise Beck*  
Highland Fire Department  
2901 Highway Ave.  
Highland, IN 46322  
(219)-923-9876

**Appointments:**

• **Statutory Boards and Commissions**

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

Regional Statutory Commissions or Boards

1. **Waterworks Board of Directors:** (1) appointment to be made by Town Council President. *(Note: Formerly held by Curt Schroeder (D), term ending 1<sup>st</sup> 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 Boards and Commissions

2. **Tree Board:** (2) appointments, to be made by the municipal executive, but requiring nomination from the Town Council. *(Positions currently held by Joan Roback and Bernie Zemen.)*
  - a. Nomination by the Town Council. *(The council would pass a motion to nominate.)*
  - b. Appointment by executive. *(If nominee is acceptable, the Town Council President may appoint.)*

Councilor Robertson moved to nominate for the Town Council President's consideration Arleen Sandrick and John (J.T.) Mackey for appointment to the Tree Board, seconded by Councilor Georgeff. Upon a roll call vote, there five (5) affirmatives and no negatives. The motion passed. Arleen Sandrick and John (J.T.) Mackey were nominated for consideration by the Town Council President for appointment to the Tree Board.

*Town Council President's Executive Action.* The Town Council President, as municipal executive, acknowledged the Town Council nomination and announced the appointment of **Arleen Sandrick**, 8945 Highland Street, Highland and **John (J.T.) Mackey**, 2139 Ridgewood Street, Highland, to the Tree Board. Terms are 3 years and until a successor is appointed and qualified, subject to the limitation in IC 36-1-15-10(d)(1). The Clerk-Treasurer noted he would prepare the proper communications of appointment.

3. **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.)*

#### Legislative Appointments

Regional Statutory Commissions or Boards

#### Home Rule Commissions

1. **Main Street Bureau Board:** (17) appointments to be made by the Town Council. Term: Two years ending 1 Jan 2025. *There are currently 13 of the 17 in place and serving. Currently serving are Rhonda Bloch, Teri Yovkovich, Renee Reinhart, Alex*

*Robertson, Diane Barr-Roumbus, James Roumbus Sandy McKnight, Al Simmons, Ben Reinhart, Sandy Ray, Kathy Smailis, Ben Tomera and Laura Pilewski.*

- 2. Community Events Commission** *Multi-year positions: (4) appointments to be made by the Town Council. Term: 4 years. (Note: Currently vacant)*

*Single year positions: (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, Jack Rowe, Linda Carter, Rachael Carter, Kathy Burke and Olga Briseno )*

**General Orders and Unfinished Business:** None

**New Business:**

- 1. Works Board Order No. 2024-17:** An Order Authorizing and Approving An Extension of the Agreement between The Idea Factory and the Town of Highland to perform Professional Communications and Media Design and Development services for the Municipality for a Term of Two (2) Months.

Councilor Georgeff moved the passage and adoption of Works Board Order No. 2024-17. Councilor Black seconded. Upon a roll call vote, there were five (5) affirmatives and no negatives. The motion passed. The order was adopted.

**The Town of Highland  
Board of Works**

**Order of the Works Board No. 2024-17**

**AN ORDER AUTHORIZING AND APPROVING 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 A TERM OF ONE MONTH, WITH OPTION TO RENEW AND EXTEND**

**Whereas,** The Town of Highland, through its Town Council, which is the Works Board of the Municipality has heretofore determined that a need exists to provide greater information to the public regarding the operations and services of the municipality;

**Whereas,** The Town has heretofore determined that a need exists to engage professional communications and media design and development services to assist and support the provision of greater information to the public regarding the operations and services of the municipality;

**Whereas,** Robin A. Carlascio and Theresa K. Badovich, d.b.a. *The Idea Factory*, a media development and design, communication consulting alliance, has proposed to provide professional editorial services to assist and support the provision of greater information to the public regarding the operations and services of the municipality through the development and promulgation of a municipal newsletter;

**Whereas,** As purchasing agency, the Town Council may purchase services using any procedure it considers appropriate, pursuant to IC 5-22-6-1; and

**Whereas,** The Highland Municipal Code provides that, the Town Council may make all contracts for professional services on the basis of competence and qualifications for the type of services to be performed, and negotiate compensation that the public agency determines to be reasonable, pursuant to Section 3.05.090; and

**Whereas,** There are now or will soon be sufficient and available appropriations balances on hand to support the payments for these services under the agreement, pursuant to IC 5-22-17-3(e); and

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

**Now Therefore be it Ordered** by the Town Council of the Town of Highland, Lake County, Indiana;

**Section 1.** That the agreement (incorporated by reference and made a part of this Order) between **Robin A. Carlascio** and **Theresa K. Badovich** doing business as the **Idea Factory**, and the Town of Highland, provide professional editorial services to assist and support the provision of greater information to the public regarding the operations and services of the municipality through the development and promulgation of a municipal newsletter for the period beginning **1 March 2024 through to 31 March 2024** as described herein is hereby approved, adopted and ratified in each and every respect;

**Section 2.** That the charges under the agreement for the services, in the amount of **\$1,969.46 per issue**, or **\$492.36 per page**, which include publishing and coordinating a monthly newsletter to be distributed as an insert in the monthly utility invoice and other related services; stock images or illustrations at **\$52 per image or illustration**, custom photography or graphics at **\$104 per image or graphic**, and website maintenance/updates and services in the amount of **\$140.78 per week**, Web hosting in the amount of **\$25.99 per month** and Web security in the amount of **\$130 per month** are found to be reasonable and fair, all pursuant to IC 5-22-6-1 and Section 3.05.090 of the municipal code;

**Section 3.** That the charges under the terms of the agreement for all the services, will be paid to **The Idea Factory**, after presentation of an invoice for services, following their delivery;

**Section 4.** That the Town Council President be authorized to execute this agreement under the terms of this order with his signature as attested thereto by the Clerk-Treasurer;

**Section 5.** That the Town Council President must approve a preliminary edition of the newsletter at least two weeks prior to publication.

**Be it so Ordered.**

**DULY, PASSED, ADOPTED and ORDERED** by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 11th day of March 2024 having passed by a vote of five (5) in favor and no negatives (0) opposed.

**WORKS BOARD of the TOWN of  
HIGHLAND, INDIANA**

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Philip Scheeringa, President (IC 36-5-2-10)

Attest:

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

**AGREEMENT**

This Transitional Agreement made and entered into this 11th day of March 2024, by and between the *TOWN OF HIGHLAND, BY AND THROUGH ITS TOWN COUNCIL* (hereinafter referred to as the "Town"), and *ROBIN CARLASCIO and THERESA BADOVICH d/b/a THE IDEA FACTORY* (hereinafter referred to as "Idea Factory").

**WITNESSETH THAT:**

**WHEREAS,** The Town is interested engaging the services of Idea Factory for publishing and coordinating a monthly newsletter (Gazebo Express) to be distributed throughout the Town; and

**WHEREAS,** Idea Factory is interested in entering into such an agreement and engaging its services to publish and coordinate a monthly newsletter within the Town; and

**WHEREAS,** The parties wish to reduce their agreement to writing;

**NOW, THEREFORE,** in consideration of the mutual promises and covenants contained herein, it is agreed as follows:

1. Idea Factory agrees to publish and coordinate a monthly newsletter (Gazebo Express) to be distributed in the Town of Highland.

2. The term of this Agreement shall be for one (1) month beginning **March 1, 2024**, through **March 31, 2024**. This Agreement may be extended or renewed by the Town of Highland from month to month or for a longer term based upon approval of the renewal term by the Town.

3. Idea Factory shall be paid for its services rendered pursuant to this Agreement, the sum of \$1,946.46 per issue or \$492.36 per page stock images or illustrations at \$52 per image or illustration, custom photography or graphics at \$104 per image or graphic, as well as the website maintenance/update fees of \$140.78 per week, Web hosting fees of \$25.99 per month, Web security fees of \$130.00 per month. The weekly and monthly fees shall be payable to The Idea Factory at its business address, **1 Courthouse Square, Suite 207, Crown Point, Indiana 46307**.

4. This Agreement may be cancelled by either party upon such party providing the other party thirty (30) days written notice.

5. In the event the Town's appropriations are insufficient to pay the expenses of this Agreement, and upon thirty (30) days written notice being given by the Town to Idea Factory, this Agreement shall become null and void.

6. This Agreement shall be governed by the laws of the State of Indiana and shall be binding upon the parties' heirs, legal representatives, successors, and assigns.

7. That the Town Council President must approve a preliminary edition of the newsletter at least two weeks prior to publication.

**IN WITNESS WHEREOF**, this Agreement has been entered into between the parties this 11th day March 2024.

**TOWN OF HIGHLAND**

**THE IDEA FACTORY**

By: \_\_\_\_\_  
Philip Scheeringa, President

\_\_\_\_\_  
Robin Carlascio

Attest: \_\_\_\_\_  
Mark Herak  
Clerk-Treasurer

\_\_\_\_\_  
Theresa Badovich

2. **Authorizing the proper officer to publish legal notice of a public hearing:** Authorize a public hearing to consider proposed additional appropriations for Monday, March 25, 2024. **Law Enforcement Continuing Ed Fund, \$19,000;**

Councilor Turich moved to authorize the proper officer to publish legal notice of a public hearing to consider proposed additional appropriations as indicated. Councilor Robertson seconded. Upon a roll call vote, there were five (5) affirmatives and no negatives. The motion passed. The proper officer was authorized to publish the legal notice.

**Town of Highland • Office of the Town Clerk-Treasurer**  
Highland Municipal Building • 3333 Ridge Road • Highland, Indiana 46322

Wednesday March 5, 2024

ATTENTION LEGAL NOTICES

Ms. Nicole Muscari  
Amanda Koepp  
Christina Palama  
Customer Service Representative  
The Times  
601- 45th Avenue  
Munster, Indiana 46321

*Sent Via Facsimile & Electronic Transmission*

Re: Legal Notice for Hearing on Proposed Additional Appropriations in the Law Enforcement Continuing Education Fund

Dear Nicole Muscari, Amanda Koepp, Christina Palma:

Hello. Attached, please find one (1) notice for a public hearing regarding proposed additional appropriations in the Law Enforcement Continuing Ed Fund as indicated. Please publish this notice one (1) time in satisfaction of I.C. 6-1.1-18-5 *et seq.* and I.C. 5-3-1-2(b). *I have also sent this request by electronic mail.*

The enclosed notice should be published *on or before* Wednesday, March 13, 2024. As always, please send two (2) proofs of publication for our files. We should have these proofs as soon as possible following their publication in order to permit the Town Attorney to review them prior to the hearing. Our hearing is set for *Monday, March 25, 2024.*

If you have any questions, please feel free to contact me. Thank you for the processing of these requests. Also, if you will, please confirm your receipt by emailing me [mherak@highland.in.gov](mailto:mherak@highland.in.gov).

Again, I thank you very much.

Sincerely,

Mark Herak  
Clerk-Treasurer

Enclosures:  
(1) Notice for Law Enforcement Continuing ED Fund

Authorizing the proper officer to publish legal notice of a public hearing: Public Hearing to consider additional appropriations in the amount of \$19,000.00 in the Law Enforcement Continuing Ed Fund.



**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 25th day of March 2024, will consider the following additional appropriations in excess of the budget for the current year in the following funds:

Law Enforcement Continuing ED Fund

Acct. 2228-0000-230.04	Other Equipment/Supply Line	\$ 4,000.00
Acct. 2228-0000-230.06	Computer Supplies	\$ 5,000.00
<b>Total 200 Series:</b>		<b>\$ 9,000.00</b>

Acct. 2228-0000-310.04	Training/Tuition	\$10,000.00
<b>Total 300 Series:</b>		<b>\$10,000.00</b>

**TOTAL for the FUND: \$19,000.00**

Funds to support these additional appropriations in the Law Enforcement Continuing Ed 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. 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  
 Philip Scheeringa, President**

By: Mark Herak  
 Clerk-Treasurer

3. **Works Board Order No. 2024-18:** An Order Authorizing and Approving the Metropolitan Police Chief to Purchase from Motorola Solutions Inc, 500 West Monroe Chicago, IL in-car radios with accessories, and finding it a Special Purchase pursuant to I.C. 5-22 and Section 3.05.060(G)(2) and Section 3.05.065(I) of the Highland Municipal Code.

Councilor Robertson moved the passage and adoption of Works Board Order No. 2024-18. Councilor Black seconded. Upon a roll call vote, there were five (5) affirmatives and no negatives. The motion passed. The order was adopted.

Town of Highland  
Board of Works  
Order of the Works Board 2024-18

An Order Approving and Authorizing the Metropolitan Police Chief to Purchase from Motorola Solutions Inc, 500 West Monroe Chicago, IL in-car radios with accessories, and finding it a Special Purchase pursuant to I.C. 5-22 and Section 3.05.060(G)(2) and Section 3.05.065(I) of the Highland Municipal Code.

**Whereas**, The Town of Highland Metropolitan Police Department, as part of its public duties, has a responsibility for patrol, public safety and protection of life and property throughout the Town of Highland and, from time to time, it is necessary to purchase and or lease materials and supplies in order to carry out the functions of the department; and

**Whereas**, The Metropolitan Police Chief has determined a need to replace certain equipment and supplies and has further determined the purchase price will be below \$50,000.00. An opportunity has arisen which enables the department to purchase additional in-car radios with accessories.

**Whereas**, The Metropolitan Police Chief has identified Motorola Solutions Inc. of Chicago, IL to be a desirable source vendor for the purchase of three (3) in-car radios with accessories at a price of \$16,916.93

**Whereas**, The price for the purchase exceeds \$15,000.00 and, pursuant to Section 3.05.040 (e) as well as Section 3.05.050(b)(2) of the Highland Municipal Code requires the express approval of the purchasing agency; and

**Whereas**, The Town Council as the Works Board of the Municipality, pursuant to Section 3.05.030(a)(2) of the Highland Municipal Code serves as the purchasing agency for the Metropolitan Police Department; and

**Whereas**, The Metropolitan Police Chief, pursuant to Section 3.05.050(D)(2) of the Highland Municipal Code, serves as the Purchasing Agent for the Metropolitan Police Department; and

**Whereas**, the Purchasing Agent, believes that this purchase qualifies as a special purchase to be made without soliciting bids or proposals because in this instance (1) the compatibility of equipment, accessories or replacement parts is a substantial consideration in this purchase and (2) only one source meets the department's reasonable requirements, which is the source recommended for this purchase;

**Whereas**, The Purchasing Agent, for the rational stated herein, elects to purchase without resort to soliciting quotes or bids pursuant to Section 3.05.065 (I) of the Highland Municipal Code;

**Whereas,** The purchase of the three (3) car radios and accessories will be supported by appropriations in the LOIT Fund ;

**Whereas,** The Town Council now desires to approve and authorize the Police Chief to complete the purchase pursuant to the terms and stated herein.

**Now, Therefore Be It Ordered** by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board of Municipality:

**Section 1:** That the Works Board hereby authorizes and approves the purchase from Motorola Solutions Inc. 500 West Monroe, Chicago, IL, for the purchase of three (3) car radios plus accessories as set forth in the invoices, which is attached as an exhibit to and made a part of this order in the amount of \$16,916.93;

**Section 2.** That the Works Board hereby finds and determines the following:

- (A) That Motorola Solutions Inc., 500 West Monroe Chicago IL a sole source to meet the police departments reasonable requirements for this purchase; and,
- (B) That for this purchase, the compatibility of equipment, accessories or replacement parts is a substantial consideration; and,
- (C) That the foregoing rational, this purchase qualifies as a special purchase pursuant to IC5-22-10 et seq. and HMC Section 3.05.065 (I)

**Section 3:** That the Metropolitan Police Chief is now authorized and approved to execute the purchase agreement and any additional documents in order to implement this purchase and then file these documents as financial materials with the Office of the Clerk-Treasurer, pursuant to IC 36-5-1-4-14.

**Be It So Ordered.**

**DULY, PASSED, ADOPTED AND ORDERED** by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 11th day of March, 2024 having passed by a vote of 5 in favor and 0 opposed.

TOWN COUNCIL OF THE  
TOWN OF HIGHLAND, INDIANA

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Philip Scheeringa, President (IC 36-5-2-10)

Attest:

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

4. **Proposed Ordinance No. 1795:** An Ordinance to Make Technical Amendments To The Current Code of Ordinances for The Town of Highland, Amending Title 15, particularly modifying or amending Chapter 15.20.020(G) regarding fee and payment schedule of the assistant inspector for plumbing, repealing all Ordinances in conflict therewith and declaring an emergency, All Pursuant To IC 36-1-5 and IC 36-1-27 Et Seq. (Introduce Only)

Councilor Georgeff introduced and filed the proposed Ordinance 1795. There was no further action to I.C. 6-1.1-17-3(a); I.C. 6-1.1-17-5(a)(8) and I.C. 36-5-3-4.

**ORDINANCE No. 1795  
of the  
TOWN of HIGHLAND, INDIANA**

**AN ORDINANCE To AMEND TITLE 15 OF THE HIGHLAND MUNICIPAL CODE, PARTICULARLY MODIFYING OR AMENDING Chapter 15.20.020(G) Regarding Fee and Payment Schedule of the assistant inspector for plumbing, REPEALING ALL ORDINANCES IN CONFLICT THEREWITH, AND DECLARING AN EMERGENCY, ALL PURSUANT TO IC 36-1-5 ET SEQ.**

**WHEREAS**, Title 36, Article 1, Chapter 5 of the Indiana Code provides that the legislative body of a unit **shall** codify, revise, rearrange, or compile the ordinances of the unit into a complete, simplified code excluding formal parts of the ordinances;

**WHEREAS**, The legislative body of this unit, the Town of Highland, is the Town Council, pursuant to IC 36-1-2-9(5) and IC 36-5-2-2;

**WHEREAS**, IC 36-7-2-9 provides that a unit of government may enforce compliance with certain building regulations and codes; and

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

**WHEREAS**, The Building Commissioner, pursuant to the foregoing powers, has recommended certain modifications to Chapter 15.20 of the Highland Municipal Code, that will further improve and perfect the regulatory scheme for the Town of Highland; and

**WHEREAS**, The Town Council, is persuaded that it is necessary and desirable to adopt the several substantive modifications recommended by the Building Commissioner to further improve and perfect the Code,

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

**Section 1.** That Section 15.20.020(G) of the Highland Municipal Code be hereby modified and amended to be styled Section 5.20.020(G), which shall read as follows:

**15.20.020 Enforcement officer – Assistant inspector plumbing.**

(C) The assistant inspector for plumbing shall receive no annual salary but shall be compensated according to the following schedule:

Fee and Payment Schedule:

(Effective March 1, 2019)

- (1) For each one-unit plumbing examination proctored as provided in HMC 15.20.100 \$17.50.
- (2) For each inspection performed which includes the following:
  - (a) Rough Inspection: \$24.75 each.
  - (b) Final Inspection: \$24.75 each.
  - (c) Underground: \$24.75 each.
  - (d) Sewer tap inspections: \$24.75 each.
  - (e) Water tap inspections: \$24.75 each.
  - (f) Reinspections in consequence of red tagging: \$24.75

Fee and Payment Schedule:

(Effective July 1, 2020)

- (1) For each one-unit plumbing examination proctored as provided in HMC 15.20.100 \$18.00.
- (2) For each inspection performed which includes the following:
  - (a) Rough Inspection: \$25.50 each.
  - (b) Final Inspection: \$25.50 each.
  - (c) Underground: \$25.50 each.
  - (d) Sewer tap inspections: \$25.50 each.
  - (e) Water tap inspections: \$25.50 each.
  - (f) Reinspections in consequence of red tagging: \$25.50

Fee and Payment Schedule:

(Effective January 1, 2024)

- (1) For each one-unit plumbing examination proctored as provided in HMC 15.20.100: \$28.00.

(2) For each inspection performed which includes the following:

- (a) Rough Inspection: \$28.00 each.
- (b) Final Inspection: \$28.00 each.
- (c) Underground: \$28.00 each.
- (d) Sewer tap inspections: \$28.00 each.
- (e) Water tap inspections: \$28.00 each.
- (f) Reinspections in consequence of red tagging: \$54.00

**Section 2.** All provisions of ordinances in conflict with the provisions hereof are hereby repealed.

**Section 3.** Notwithstanding section 4 of this ordinance, the provisions set forth in Section 4 of this ordinance shall not go into effect sooner than the passage and adoption of this ordinance and **not before June 25, 2024**;

**Section 4.** Whereas an emergency exists, this ordinance shall become and be in full force and effect from and after the date of its adoption, passage and publication in the manner prescribed by law, until its subsequent amendment or repeal by proper ordinance, *provided, any increase in fees described herein shall not go into effect until at least ninety (90) days following their publication pursuant to IC 5-3-1, as set forth in IC 36-5-2-10(d), and not sooner than provided in the amended schedules.*

Introduced and Filed on the 11<sup>th</sup> day of March 2024. Consideration on same day or at same meeting of introduction, pursuant to IC 36-5-2-9.8 was not sought.

**DULY ORDAINED and ADOPTED** this \_\_\_\_ Day of \_\_\_\_\_ 2024, 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**

\_\_\_\_\_  
Philip Scheeringa, President (IC 36-5-2-10)

Attest:

\_\_\_\_\_  
Mark Herak  
Clerk-Treasurer (IC 33-16-4-1;IC 36-5-6-5;IC 36-5-2-10.2)

**Comments from the Town Council:**

*(Good of the order)*

- **Councilor George Georgeff:** *Chamber of Commerce; • Liaison to the Board of Water Works • Co-Chair Town Board of Metropolitan Police Commission • Redevelopment Commission Member*

Councilor Georgeff began by acknowledging Metropolitan Police Chief Ralph Potesta who went over the last two (2) weeks crime statistics:

Last 2 weeks:

Male resident badly burned yesterday evening. He tried setting a small fire in a burn pit on his patio using gasoline and caught himself on fire. Transported to University of Chicago for treatment of severe burns.

Friday evening had a Bomb Threat called into McDonalds on Indianapolis Blvd near Martha. Call was similar to Griffith High Schools swatting incident last week. Caller said a male was hiding in the bathroom with a gun and a bomb. Unfounded.

1 Burglary – Residential. Suspect known to victim.

6 Domestic argument related calls – 1 arrest – 1 pending possible charges after further investigation.

3 DUI arrests

Scams:

Resident received a call from "Comcast" who talked him into purchasing \$1,200 in Apple Gift cards for the purposes of receiving a reduction on his cable and internet bill. Cards were purchased and resident provided the caller with the barcode numbers. \$1,200 loss.

Resident was on her computer and a "pop-up" appeared saying there was an issue with her FaceBook account. She called the number provided and spoke with an individual who identified himself as support staff for FaceBook. He talked victim into gaining access into her computer and she later observed \$278 missing from her bank account.

Resident applied for a job online through "Indeed.com" and provided all her identifiers, and bank account information. After not getting paid she discovered that the company she applied for was fraudulent. No loss reported yet.

41 Total accidents – 32 of these were property damage only – 1 involved injury.

8 were Hit and Run accidents with 1 arrest being made.

Only 2 Retail thefts with 1 arrest

Only 1 vehicle broken into – Hamptons apartment complex

1 stolen auto – Suspect known to victim. Charges filed.

1 arrest for traffic related charges as the result of a Road Rage incident.

2 other incidents of road rage where guns were pointed. 1 suspect identified. Other case still being investigated.

Conducted 26 new hire candidate interviews last 2 weeks.

These are candidates with no Indiana Law Enforcement Certification so they will be going to the Police Academy in August.

We have chosen what we believe to be the top 3 candidates and are starting to process them for hiring.

Hope to have them hired by mid-June with the intention of sending them to the August Academy.

Also still processing 2 certified officers for hiring. One is a Deputy with the Lake County Sheriff and one is an officer with the Illinois Park District Police (He'll have to attend an abbreviated IN Academy).

He continued, we had an unfortunate situation yesterday evening. One of our residents was setting a small fire in a burn pit in his backyard and set himself on fire. He was transported to the University of Chicago for treatment of severe burns. We offer our prayers for him. I'm not gonna mention any names but he's got a long road to recovery. This past Friday evening, we had a bomb threat call at McDonald's on the Boulevard near Martha. It was similar to one that Griffith High School had last week. It was a swatting incident. The caller said there was a male hiding in the bathroom with a gun and a bomb. That's the same thing that happened at the apartment in Highland a few weeks ago. Our officers got there and cleared the building and we determined that it was a swatting incident as well. Over the past two (2) weeks, we only had one burglary. It was a residential burglary. The suspect was known to the victim. Charges are pending. We had



3 DUI arrests, six (6) domestic argument related calls, resulting in one arrest for domestic battery. We have one (1) pending with other charges our detectives are investigating. I just want to mention a couple of scams that we had in the past two (2) weeks. We had a resident receive a call from someone claiming they were from Comcast. They talked a resident into purchasing \$1,200 in Apple gift cards for the purposes of receiving a reduction on his cable and Internet bill. The resident went and purchased those cards and provided the caller with the bar code. That person is out \$1,200. We're looking into that. We had another who was on her computer and a pop-up appeared, saying there was an issue with her Facebook account. She called the number on the pop-up, spoke with an individual who identified himself as support staff from Facebook. He talked our victim into gaining access to her computer and she later discovered that \$278 was missing from one of her bank accounts. We had a resident apply for a job online through indeed.com. She provided all of her identifiers and bank account information. After not getting paid after a couple of weeks she did some digging and discovered the company she applied for was fraudulent. At this point, there's no loss but she's keeping an eye on all her accounts. Over the past 2 weeks, we had a total of 41 accidents and fortunately there was only one that involved injury. Eight were hit and runs. They had 2 retail thefts over the past two (2) weeks, so that appears to be slowing down. They only had one car broken into in the past 2 weeks and that was at the Hamptons. Several items were stolen out of a car overnight. One auto theft suspect was known to the victim and charges were filed. We've been seeing a lot of road rage incidents. We have one that we ended up charging one of the drivers with several traffic related charges. The other 2 involved the pointing of firearms at the drivers. We identified one suspect but were unable to charge him. The Police Commission completed 26 interviews over the last 2 weeks. Of the 26 candidates, the Commission chose 3 candidates. They have started the process to hire those 3 candidates. These candidates are all non-certified officers. They'll have to go to the Academy. We're anticipating hiring them in June and they'll be going to the August Academy. They are still processing the 2 that are certified officers. One's a deputy with the Lake County Sheriff and the other one's an officer with the Illinois Park District Police. He'll have to attend an abbreviated academy and then he'll be on board.

Councilor Georgeff then commented on the Chamber of Commerce. He said the Chamber is holding their annual breakfast with the Easter Bunny, this Saturday, March 16<sup>th</sup>. It will be at the Highland High School Cafeteria. They'll have 2 seating's, 9 to 10 am and 10:30 to 11:30. Tickets are and sale on the Chambers website. Tickets are \$7 each. Next month, the chamber is gonna be starting a new Chamber shop local gift card program. All chamber members will be eligible to participate in it. The program will help the participating businesses to encourage shoppers to spend their money locally. He said Thursday, July 11 is the annual Chamber of Commerce Golf Outing. And finally, he wanted to commitment on the delay of installing the playground equipment at Brantwood Park. He said he talked to Public Works Director Mark Knesek, as well as, the public relations person from Nipsco. He said Nipsco keeps reassuring him that everything's moving forward. He said he would like to keep the pressure on the till the new park equipment is installed. The park has been there over 60 years and there has always been playground equipment.

• **Councilor Doug Turich:** *Park and Recreation Board Liaison • Liaison and Plan Commission Member • Advisory Board of Zoning Appeals Liaison • Redevelopment Commission Member*

Councilor Turich began by thanking Alex Brown and the Highland Park Board for allowing him to volunteer at the Daddy daughter dance last Friday. What a great turnout as there were over 300 tickets sold. A big thank you to Alyce and the park staff for putting on an amazing event.

He then recognized Park Superintendent Alex Brown who there is a lot going on. The only couple really to report on is that bids are going out next week for the reconstruction of the tennis courts at Brantwood Park and the pickleball courts at Meadows Park. Bid openings should be at the end of this month and then the Park Board will approve those bids at their April 1<sup>st</sup> Park Board Meeting, unless they come in as crazy as they did in the fall. Hopefully, they're more reasonable. He said we've had a longstanding grant to do some bridges that connect Brantwood Park to Meadows Park and the other to connect Highland's bike trail to the Munster Park Trail which dead-ends at Fisher Street. He had a meeting last week with the interim Town Manager from Munster when he received word that finally, all of the approvals for the project were received. The grant has been held in place by NIRPC for almost twenty years. The project is slated for a November letting. He had resigned himself to the fact that the project would never come to fruition. He said they have a brand new pickle ball league starting tonight. It is full with 16 players. This Saturday at Lincoln Center is the garage sale. All 120 booths are rented. He said the Community Concert Band is having their annual spring concert next Thursday at Monbeck Auditorium. He said we've got 8 teams in our Middle School Basketball League, which is really good. We haven't had that many teams in quite a while. We've been having 4 to 6 every year over the last few years, so we're up to 8. Those numbers are really good.

In the absence of Building Commissioner Ken Mika, Councilor Turich said the Plan Commission did not have a meeting in the month of March as both the study session and public meeting were cancelled. As for the BZA, there are a couple of items on the docket and the meeting is scheduled for the 4<sup>th</sup> Wednesday of this month.

Councilor Scheeringa asked if he could ask Alex Brown a few questions regarding the playground equipment at Brantwood Park. He said he and the Clerk-Treasurer were on a telephone call with a resident from the Brantwood subdivision. Can you explain in more detail what is happening with the playground equipment at Brantwood Park?

Alex Brown said we really don't know what's going as we don't have a timeline or anything. We don't have approval from Nipsco to install the new playground equipment where the old playground existed. It was his understanding the problem was with the cathodic protection which runs over the gas pipeline that runs underneath the proposed playground location. It's called A/C mitigation. We've got to stay away from the gas lines. There are 2 big gas lines that go right through that park. They're asking us to stay 25 feet away from those grounding wires. The request is really shrinking our footprint. He said, he and Public Works Director Mark Knesek,

met with Nipsco's Public Affairs Department and their Land Department and they assured us that a meeting would be scheduled between the 2 departments and get this settled. As of yet, no meeting was scheduled. Obviously, the weather's getting nicer and the contractor was ready to go the first of March to install that piece of equipment. Hopefully, he doesn't get too busy that it pushes it back even farther. He said we've got 21 playgrounds in Town, just in the park system and that doesn't count what we've got at schools and everything else. We systematically try and replace them and it was time for the equipment at Brantwood Park to be replaced.

Councilor Georgeff said Nipsco is simply dragging their feet. It shouldn't take over one month to review the drawings.

• **Councilor Alex Robertson:** *Sanitary Board Liaison • Redevelopment Commission Member • Council of Community Events Commission Liaison • Public Works Liaison • Liaison to Main Street Bureau • Liaison to the Tree Board • Liaison to the Highland Neighbor for Sustainability.*

Councilor Robertson began by giving an update on the fireworks. He said he is meeting with representatives from North Township on the 19<sup>th</sup> of March. He said the fireworks vendor suggested Shepard Park. He said we'll consider the pros and cons of Shepard Park as they did the other locations.

He then recognized Public Works Director Mark Knesek asking Mr. Knesek to explain about the concerns over the trees on Duluth. Mark said as he reported a couple meetings ago, that 95 trees were going to be cut down and the contractor started last week. Some of the residents didn't think that all of the trees were going to be cut down but most of the trees were aging and well beyond their time. Most of them were silver maples and when cut down, we discovered holes in their trunks. It's just a matter of time before the wind starts blowing them down and hurting someone. When the project's over, we're gonna replant trees, giving everyone the opportunity to choose a nice parkway tree that's not gonna raise up their sidewalks. Last Friday night, with all the rain, we had an SSO overflow. Our guys were out 3 and a half hours bypass pumping, which is pumping from a sanitary sewer to a storm sewer. If they wouldn't do that, all those basements would fill up with water, so this is a really important project and once the project is complete, there won't be a need for bypass pumping. We rely upon our flow monitors that we have installed in the man holes to advise us to start the bypass pumping. We have been doing this for years. We use to have a permanent bypass so that when the sanitary sewer would fill up, it would automatically pump the water into the storm sewer but the EPA said the Town had to remove it, so we have to do it manually. We don't like cutting down trees but it made sense to cut down both sides of the street as the trees on the other side were aging as well. He said the contractor should be close to finishing Duluth and then he'll start on Parrish and then move to the park and cut a few down there. He said Monday he'll be meeting with the police department trying to figure out a route for a piece of heavy equipment which is being used on the project and needs to be assembled on site. Once the piece of equipment is assembled, the contractor will start digging. This is

supposed to happen on Monday. He had a final comment to those who are planting trees on Arbor Day. Please make sure you call 811 before digging and get a locate. It's a free service. You don't want to cut into any cable tv lines or fiber optic. That would be very expensive.

Councilor Black asked the Public Works Director if there was going to be any sidewalk restoration as part of the tree removal?

Mark Knesek responded not on the north side but those on the south side will be replaced along with the aprons and curves. He said sidewalk restoration was not part of the project. It wasn't in the project cost.

Councilor Robertson then asked HCCE members Kathy Burke or Sandy McKnight if they had anything to report.

Kathy Burke said there wasn't too much to report. She said we're just getting started with a lot of the events for the year. Vendor applications are out and payments are coming in.

Alex said they are accepting bids for the beer vendor. He said the requirements have been posted by the HCCE on their Facebook. The requirements for the carnival hasn't gone out yet as it is lengthier than the beer quote.

- **Councilor Tom Black:** *Redevelopment Commission Liaison and Member • Member of the Lake County Solid Waste Management District Board • Member of the Northwestern Indiana Regional Planning Commission (NIPRC) • Shared Ethics Representative • Liaison Traffic Safety*

Councilor Black said the Lake County Solid Waste Management Board met at the end of February. They elected new officers. The President will be Rick Long of Lake Station. Vice President will be Christine Cid from the County Council. He said they are looking for residents that would be interested in joining their Citizens Advisory Commission. The Citizens Advisory Commission is to give advice on how to plan events to help the environment and things like that. If anyone is interested, please go to the Lake County Solid Waste Management District website and put in an application. He said last week Traffic Safety met. They continue to look for ways to improve student safety around Merkley School.

- **Town Council President Philip Scheeringa:** *Town Executive (I.C. 36-1-2-5-(4); I.C. 36-5-2-2; I.C. 36-5-2-7); • Board of Trustees of the Police Pension Fund, Chair (By Law) • Budget Committee Chairman • Redevelopment Commission Member • Co-Chair Town Board of Metropolitan Police Commission • Fire Department Liaison • Information Communications and Technology Department Liaison • Building and Inspection Department Liaison.*

Councilor Scheeringa began by saying Fire Chief Mike Pipta was dispatched to a car accident. He did say, Chief Pipta did wish the best to the person who experienced the burns last night. Councilor Scheeringa said they tried getting the helicopter but either it was unable to fly or it was already out. He said he met with Chief Pipta and Public Works

Director Knesek and advised that the Fire Department needed to estimate and log the amount of water that is used during training. It is to comply with a water audit for a grant. It's possible we could get a low interest loan or grant to pay for the water used.

Mark Knesek said it is really a guess. We don't want a fireman to stop training to calculate how much water he/she is using. It shouldn't be too hard since a nozzle sprays x gallons of water per minute.

Councilor Scheeringa said Truck 2 is going to Fire Services to get everything mounted, so hopefully it will be in service soon. May 1<sup>st</sup> is the projected date of being placed in service.

He then acknowledged IT Director Ed Dabrowski who said he just completed a very busy period for calls for service. Some were issues were software issues with some dell machines that was caused by an upgrade. These machines are installed throughout Town. There were some issues with some school security equipment that got resolved quickly. There was a major issue with the tunnel that is used to communicates the County's IT updates throughout the County. He said he had a punch list at the Fire Department which he knocked off, including the intercom buttons in the training room. He said he cleaned out the fire department radio room, replacing an old PC with a new one.

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

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

Councilor Scheeringa said the Clerk-Treasurer will be staying afterward to talk with the Girl Scouts about Highland Town Government.

Linda Carter, Highland, wanted to give an update to the Council as to where we were with some of the things that we've already accomplished. She said the HCCE did the volunteer flyer and was posted on the HCCE Facebook page on March 8<sup>th</sup> asking for volunteers to help with the beer garden. She said the Town Attorney is reviewing the beer garden proposal again. She said the contract came in from Alpine Amusement for the Council and Alex Brown to review. Hopefully that will get squared away soon. The parade applications were sent to the Idea Factory for posting on the Town website and social media. She said the bands are done and that's the biggest task. As mentioned, Alex Robertson is still working on the fireworks. She said Kathy Burke is in charge of the food vendors. Some vendors have already sent in their applications and money. She said they are looking into working in kid's activities an hour before the bands start, however that is not set in stone. They do have a magician who is scheduled to walk in the Kiddie Parade, doing magic acts as he walks the parade route. The kiddie parade will be the 6<sup>th</sup> of July. She said most of the Chairs have been decided. If a list is needed, just request it and one will be provided. Whereas, the Chair is in charge of the event, all members of the HCCE will be helping in the events. She said they started planning Memorial Day. Sandy McKnight will Chair that event because of her connections with Hometown Heroes. She said once the Council decides on the fireworks location, they will advertise in the Panorama Magazine. A decision needs to be made by the end of April. They are taking

out a ½ page ad for the 4<sup>th</sup> of July and ½ page ad for the BBQ fest. She believed that the Park Department also advertises in the Panorama Magazine.

Carlos Aburto, Highland wanted to expound a little on the Brantwood Park. He began by saying no good deed goes unpunished. He said it was time to update the playground equipment at Brantwood Park and rotate the footprint not realizing the can of worms that we would be opening and all the hoops we'd have to go through. He said he has friends and acquaintances in Brantwood and I know there's a stir. I get calls as well as many of you. It's a sensitive issue. There's probably no more sensitive issue than you can have in a neighborhood than a playground for your children and it appears that this may be dragging through the summer. As Alex Brown, our Superintendent indicated, he's doing everything he can. I know that Councilman Georgeff, as well as, the Park Board is trying to think inside and outside of the box. As Alex Brown said, the footprint maybe shrunk but we are maybe considering redoing the tennis courts so the swings can be salvaged. We know the parents are very concerned about not having swings. He didn't want the people in the neighborhood to think we're not doing the best we can for them.

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

**Payment of Accounts Payable Vouchers.** There being no further comments from visitors or residents, Councilor Robertson moved to allow the vendors accounts payable vouchers as filed on the pending accounts payable docket, covering the period **February 28, 2024 through March 12, 2024**. Councilor Turich 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.

Accounts payable vouchers February 28, 2024 to March 12, 2024 in the amount of **\$729,445.22**.

General Fund, \$405,361.20; MVH Fund, \$27,130.64;  
LAW Enforcement Continuing Education, Training and Supply Fund, \$5,104.91;  
Public Safety Income Tax, \$44,197.60; Donation, \$749.99;  
Special Events; \$789.77; MCCD, \$2,638.20;  
Information and Communications Technology Fund, \$11,750.23;  
Insurance Premium, \$231,722.68;

Payroll Docket for payday of March 8, 2024 by fund:

General, \$325,134.89

Payroll Docket for payday of March 8, 2024:

Office of Clerk-Treasurer, \$17,032.19; Building and Inspection Department, \$11,334.22; Metropolitan Police Department, \$160,639.70; Public Works Department (Agency), \$79,718.76; Fire Department, \$2,294.31 and Information and Technology Department, \$4,205.42; Total Payroll: \$275,224.63.

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, March 11, 2024, adjourned at 7:20 o'clock p.m.

Mark Herak  
Clerk-Treasurer

Approved by the Town Council at its meeting of March 25, 2024.