

**Enrolled Minutes of the Sixth Regular Meeting or Special Meeting  
For the Thirtieth Highland Town Council Regular Plenary  
Business Meeting (In person) Monday, March 25, 2024**

The Thirtieth Town Council of the Town of Highland, Lake County, Indiana met in its regular plenary session on Monday, March 25, 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 Tom Black and Councilor Philip Scheeringa all participated in person. Councilor Turich and Councilor Robertson were absent.

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 Councilor Tom Black 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 George Georgeff, Tom Black and Philip Scheeringa were present. Councilor Turich and Councilor Robertson were absent. Clerk-Treasurer, Mark Herak was also present. A quorum was attained. With only three (3) Councilors present, any Ordinance could only be introduced, however if an Ordinance had already been introduced, in order to pass, all three (3) votes would have to be in the affirmative.

**Additional Officials Present:** Alex Brown, CPRP, Superintendent of Parks and Recreation; Metropolitan Police Chief Ralph Potesta; Scott Bilse, 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 March 11, 2024 Plenary meeting were approved by general consent.

**Special Orders:**

1. **Administration of Oath of Office** for Police Officer Candidate **Tyler A. Wilson** was appointed by the Town Board of Metropolitan Police Commissioners at its meeting of 7 March 2024, with the appointment to be effective March 17, 2024, but not earlier than approval by Indiana Public Retirement System (INPRS).

Councilor Georgeff moved that the Town Council of Highland hereby determines that the herein named candidate meets the qualifications for such position, as determined by the Town Board of Metropolitan Police Commissioners and as now approved by the Highland Town Council which is the Town Legislative Body on this 25th day of March, 2024. Councilor Black seconded the motion. Upon a roll call vote of the elected officials, there were three (3) affirmatives and no negatives. The motion passed.

(a) Instruction and Administration of Oath.

(b) *Presentation of Badge by Metropolitan Police Commission Chair and/or Town Council President or the Metropolitan Police Chief.* The Metropolitan Police Chief Ralph Potesta and the Metropolitan Police Commission Chairman Danny Stombaugh presented the police badge to Police Officer Wilson.

The Town Council President and members of the Town Council welcomed the new officers, who then introduced members of their friends and family who were in attendance.

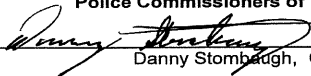
STATE OF INDIANA )  
 ) SS:  
COUNTY OF LAKE )

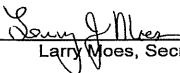
**CERTIFICATE OF APPOINTMENT**

This is to certify that the Town Board of Metropolitan Police Commissioners for the Town of Highland, acting in accordance with applicable law, on the 7th day of March, 2024 in the Town of Highland in said County and State, in which it is set forth and declared Tyler A. Wilson, being of good moral character, was duly appointed to the position of Police Officer, subject to a probationary period, in and for said Town to serve during the probationary or regular appointment if conferred, only during good behavior, subject to the terms and provisions of the Rules, Regulations and Standard Operating Procedures duly adopted and in force for the Highland Metropolitan Police Department and for the citizens of the Town of Highland, all pursuant to I.C. 36-8-9 et seq., with said appointment to be effective, upon its approval, beginning on the 17th day of March, 2024.

IN WITNESS WHEREOF, I have hereunto set my hand and send this certification to be made part of the records of the Town of Highland, Lake County, Indiana this 7th day of March, 2024.

By: **Town Board of Metropolitan  
Police Commissioners of Highland**

  
\_\_\_\_\_  
Danny Stombach, Chairman

  
\_\_\_\_\_  
Larry Moes, Secretary

**DETERMINATION of CANDIDATE QUALIFICATION BY TOWN LEGISLATIVE BODY**  
THE TOWN COUNCIL of HIGHLAND HEREBY DETERMINES that the HEREIN NAMED CANDIDATE MEETS the QUALIFICATIONS FOR SUCH POSITION, AS DETERMINED by the TOWN BOARD of METROPOLITAN POLICE COMMISSIONERS and as NOW APPROVED by the HIGHLAND TOWN COUNCIL which is the TOWN LEGISLATIVE BODY, UPON PROPER MOTION at its MEETING OF MARCH 25TH OF 2024.

BY: TOWN COUNCIL of HIGHLAND,  
LAKE COUNTY, INDIANA

\_\_\_\_\_  
Phillip Scheeringa, President

\_\_\_\_\_  
Doug Turich, Vice -President

\_\_\_\_\_  
George Georgeff, Council Member

\_\_\_\_\_  
Alex Robertson, Council Member

\_\_\_\_\_  
Thomas Black, Council Member




ATTEST:

*Mark A. Herak*

\_\_\_\_\_  
Mark A. Herak,  
Town of Highland Clerk-Treasurer

OATH OF OFFICE

I, **Tyler A. Wilson**, do solemnly (swear or affirm) that I will support the Constitution of the United States, and the Constitution of the State of Indiana, and that I will faithfully and impartially discharge my duties as Police Officer of the Town of Highland, Indiana, according to law, and to the best of my ability, so help me God.

  
\_\_\_\_\_  
Tyler A. Wilson

IN WITNESS WHEREOF as subscribed and sworn/affirmed before me, I hereunto set my hand and Corporate seal of the Town of Highland, Indiana this March 25, 2024. I certify that I am the duly elected, qualified, acting and serving Clerk-Treasurer for the Town of Highland, and as such empowered pursuant to IC. 33-16-4-1; IC 36-5-6-5 to make acknowledgments.

**Authority Expiration:** The Director of the Lake County Board of Elections and Registration Certified the Election of November 7, 2023, officially on November 28, 2023. I was qualified to office upon my oath administered December 21, 2023, to serve for a term of four years commencing at noon January 1, 2024 and concluding before noon January 1, 2028 and until a successor is elected and qualified. IC 36-5-6-2(b)

  
\_\_\_\_\_

Mark A. Herak  
Town of Highland Clerk-Treasurer



I.C. 36-8-9-4(a)(c) Highland Municipal Code § 51; I.C. 5-4-1-1

Town of Highland  
 Metropolitan Police Department

Administration  
 of  
 Police Officer's Oath  
 Police Officer Candidate  
 Tyler A. Wilson  
 Monday, March 25, 2024

Metropolitan Police Department Police Chiefs  
 (Established 1955)


Metropolitan Police Department Police Chiefs  
 Established 1955

Ted Hanson (1955)  
 Harold Yoder (1956-57)  
 William Graham (1958-62)  
 Stephen Ranich (1962-69)  
 William Needles (1969-75)  
 Robert Brakley (1976)  
 Al Prendergast (1976-79)  
 James M. Turco (1979-85)  
 Richard Hawkins (Interim) (12/28/84-5/28/85)  
 Richard Rakoczy (1985-93)  
 Lawrence L. Woods Jr. (1994 to 1997)  
 Joseph A. Kwasmny (1997 to 9/30/00)  
 Paul Gard (06/22/00-12/14/00)  
 James M. Turco (12/15/00 to 02/15/02)  
 Peter T. Hojncki (02/16/02 to 02/06/23)  
 Ralph J. Potesta (02/07/23 to present)

Town Board of Metropolitan Police Commissioners	Town Council
Chairman	President
Danny Stombaugh	Phillip Scheeringa
Michael Danko	George Georgeff
Steve Jurczak	Doug Turich
Terry Krooswyk	Alex Robertson
Larry Moes	Tom Black
Town Clerk-Treasurer Mark A. Herak	
Town Attorney John P. Reed	
Town Board of Metropolitan Police Commissioners Attorney John P. Reed	
Chief of Police Ralph J. Potesta	

OATH OF OFFICE for POLICE OFFICER

I, Tyler A. Wilson, do solemnly (swear or affirm) that I will support the Constitution of the United States, and the Constitution of the State of Indiana, and that I will faithfully, diligently and impartially discharge my duties as a Police Officer of the Town of Highland, Indiana, according to law, and to the best of my ability, (so help me God)

  
 \_\_\_\_\_  
 Tyler A. Wilson

IN WITNESS, SUBSCRIBED AND SWORN OR AFFIRMED TO BEFORE ME, AN OFFICIAL AUTHORIZED TO TAKE ACKNOWLEDGEMENTS, ON THIS 25TH DAY OF MARCH 2024.

MARK A. HERAK, CLERK-TREASURER  
 TOWN OF HIGHLAND

I.C. 5-4-1-1

**2. Consideration of Proposed Additional Appropriations:** (controlled and non-controlled funds): Proposed Additional Appropriations in Excess of the 2024 Budget for the Law Enforcement Continuing Ed Fund in the amount of \$19,000.

(a) Attorney verification of Proofs of Publication: The TIMES 8 March 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:**  
Mar. 8, 2024

Notice ID: ksc3USo155JZ4GzJzGZ6  
Publisher ID: 86042  
Notice Name: Notice Add'l 3.25.2024

**PUBLICATION FEE:** \$54.41

*Yuade Moore*  
Agent

SHANNEA H HOLMES  
NOTARY PUBLIC  
STATE OF NEW JERSEY  
My Commission Expires August 1, 2026

**VERIFICATION**

State of New Jersey  
County of Hudson

Signed or attested before me on this: 03/08/2024

*Shanea H. Holmes*

Notary Public  
Notarized remotely online using communication technology via Proof.

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 26th 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>
	<b>TOTAL for the FUND:</b>	<b>\$19,000.00</b>

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  
Phillip Scheerling, President

By: Mark Herak  
Clerk-Treasurer  
3/8 - 86042

HSPAXLP

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Notice Add'l 3.25.2024 - Page 2 of 2

(b) **Public Hearing.** There was no comments from the public.

c) Action on **Appropriation Enactment No. 2024-03:** An Enactment Appropriating Additional Moneys in Excess of the Annual Budget for the **Law Enforcement Continuing Ed Fund**, all pursuant to I.C. 6-1.1-18, and I.C. 36-5-3-5

With only three (3) Councilors present, no action other than introducing Appropriation Enactment No. 2024-03. Councilor Black introduced and filed Appropriation Enactment No. 2024-03.

Town of Highland  
Appropriation Enactment  
Enactment No. 2024-03



AN ENACTMENT APPROPRIATING ADDITIONAL MONIES IN EXCESS OF THE ANNUAL BUDGET for the LAW ENFORCEMENT CONTINUING ED 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 Law Enforcement Continuing ED 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 Law Enforcement Continuing ED Fund herein named and for the purposes herein specified, subject to the laws governing the same:

LAW ENFORCEMENT CONTINUING ED FUND

Acct. No. 2228-0000-230.04 Other Equipment/Supply Line	\$4,000.00
Acct. No. 2228-0000-230.06 Computer Supplies	\$5,000.00
<i>Total 200 Series:</i>	\$9,000.00

Acct. No. 2228-0000-310.04 Training/Tuition	\$10,000.00
<i>Total 300 Series:</i>	\$10,000.00

**Fund Total:** \$19,000.00

**Section 2.** 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 25<sup>th</sup> day of March. 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 8th Day of April, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of     in favor and     opposed.

TOWN COUNCIL of the TOWN of  
HIGHLAND, INDIANA

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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)

**3. Proposal Opening:** On March 18<sup>th</sup>, the Highland Council of Community Events advertised in the Times Newspaper (via their Legal Notice Department) that we were accepting proposals for a Beer Vendor to operate the Beer Tent for the 4<sup>th</sup> of July Festival. All proposals were due at the Town Hall by 4 o'clock p.m. Friday, March 22<sup>nd</sup>, 2024, with the proposals to be opened at the Town Council's 6:30 o'clock p.m. plenary meeting of Monday, March 25<sup>th</sup>, 2024 (proof of publication attached). The publication notifying the change in date for submission was hand delivered to Langel's, Amici's, Growler's, Bridges, Big Frank's. Leroy received the change via a telephone call.

(a) Attorney verification of Proofs of Publication: The TIMES 18 March 2024.



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

I, Laquansay Nickson Watkins, 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:**  
Mar. 18, 2024

Notice ID: xAVvgMeOsGTXMyEVSCPg  
Publisher ID: 87860  
Notice Name: BEER GARDEN VENDOR PROPOSAL  
PUBLICATION FEE: \$65.29

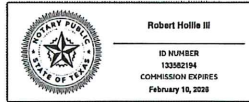
Laquansay Watkins  
Agent

**VERIFICATION**  
State of Texas  
County of Bexar

Signed or attested before me on this: 03/18/2024

APB

Notary Public  
Electronically signed and notarized online using the Proof platform.



**ADVERTISEMENT FOR PROPOSAL  
HIGHLAND COUNCIL OF  
COMMUNITY EVENTS  
HIGHLAND LAKE COUNTY,  
INDIANA  
BEER GARDEN VENDOR PROPOSAL**

Notice is hereby that the Highland Council of Community Events of the Town of Highland, Lake County, Indiana is looking for a Beer Garden Vendor for the period of July 3, 2024 through July 7, 2024 to operate the beer garden tent at the Town of Highland July 4th Festival at Bluff Square Park, located at 5201 Ridge Road, Highland, Indiana 46522.

**REQUIREMENTS**

1. A Beer Garden Vendor shall supply all required alcoholic beverages to be consumed at the festival. However, alcoholic beverages other than beer, wine, seltzer, malt beverages, and cider may NOT be sold.

2. Beer Garden Vendor shall provide all necessary licensed servers. 3. Vendor shall provide all necessary security on site to ensure proper ID is acquired before any alcoholic beverage purchases are made and provide volunteers to set tables for the beer garden.

4. Beer Garden Vendor shall provide all necessary general liability insurance with limits of \$1,000,000 per person and \$2,000,000 per occurrence/aggregate coverage. In addition, Beer Garden Vendor shall provide insurance for all premises-related consumption including "open shop" and/or "open liability" insurance coverage with limits of \$1,000,000 per person and \$3,000,000 per occurrence/aggregate coverage. All policies listed above shall name the Town of Highland as an additional insured.

5. Beer Garden Vendor shall provide all equipment necessary to serve said beverages including, but not limited to cold storage (coolers), table sets, cups, and all other items customary to outdoor beer gardens.

6. Beer Garden Vendor shall set up prior to the start of the festival and breakdown all equipment at the conclusion of the festival. The grounds occupied by the beer tent shall be cleaned prior to 10:00pm on July 8, 2024.

7. Beer Garden Vendor shall post in a conspicuous manner at the front of the beer tent on the opening day a sign showing the full price of all items to be sold at the beer tent. The size of the sign and place of posting shall be approved by the Town of Highland.

8. Beer Garden Vendor agrees that all proceeds from ticket sales shall be placed in the care of the Town of Highland, and that the Town of Highland shall pay a percentage of all gross revenue of said alcohol sales from the July 4th Festival (July 3, 2024, through July 7, 2024) to the Beer Garden Vendor at the conclusion of said July 4th Festival and keep the remaining percentage for itself.

9. Beer Garden Vendor shall provide a list of previous experiences operating a beer garden tent.

10. Beer Garden Vendor must complete and return to us an E-Verify Affidavit and Affidavit as a requirement of formal approval.

2. July 4th Festival Hours:  
Wednesday July 3, 2024 5:00pm-10:30pm  
Thursday July 4, 2024 2:00pm-9:00pm  
Friday July 5, 2024 2:00pm-10:30pm  
Saturday July 6, 2024 2:00pm-10:30pm  
Sunday July 7, 2024 2:00pm-9:00pm  
3. Deadline for Beer Garden Vendor Proposals for the July 4th Festival:  
Submit sealed proposal to Highland Town Hall, 3333 Ridge Road, Highland, IN by 4:00 pm (local time) on March 22, 2024. Said proposal requires consent to all terms herein stated, and a statement clearly indicating the percentage of gross revenue that the Beer Garden vendor shall pay to the Town of Highland. Percentage of Gross Revenue to the Town of Highland. %  
Decision of said Beer Garden Vendor will be made by the Highland Town Council at its regular public meeting on March 25, 2024 at 6:30 (local time). The Town of Highland reserves the right to reject any and all proposals.  
TOWN COUNCIL of HIGHLAND Phil-  
ip Scheffinga, President  
By: Mark Harak Clerk-Treasurer  
3/18 - 87860 HSPAXLP

Councilor Georgeff moved to take the proposals under advisement. Councilor Black seconded. Upon a roll call vote of the elected officials, there were three (3) affirmatives and no negatives. The motion passed.

## Beer Garden Vendor Proposal

### 1. Introduction

Leroy's "Hot Stuff" is excited to submit a proposal to be the Beer Garden Vendor for the Town of Highland July 4<sup>th</sup> Festival, from July 3<sup>rd</sup>, 2024, through July 7<sup>th</sup>, 2024, at Main Square Park.

### 2. Experience

Leroy's "Hot Stuff" has extensive experience in operating and managing a successful beer garden. We have over 30 years of experience catering events and hosting beer gardens at various locations, including the Great Lakes Grand Prix which drew 100k people, and the Southpoint Cruise-in weekly car show that would draw 1000s of cars. Our team is adept at handling large crowds and ensuring a safe and enjoyable environment for all attendees.

### 3. Proposal

We agree to comply with all the requirements outlined in the proposal document, including:

- Suppling a diverse selection of alcoholic beverages including beer, wine, seltzer, malt beverages, cider, and ready-to-drink cocktails in a can. Beer selection is varied as well and includes local favorites such as Fuzzyline.
- Providing sufficient licensed servers to ensure prompt service and all permits required by the ATC.
- Obtaining the necessary general liability and dram shop insurance, meeting the specified coverage limits, and naming the Town of Highland as an additional insured.
- Furnishing all equipment necessary for the beer garden operation, including cold storage trucks, tables, cups, and other relevant items.
- Setting up the beer garden before the festival starts on July 3<sup>rd</sup> and ensure proper breakdown and cleaning of the occupied area by July 8<sup>th</sup>, 10:00 PM.
- Display a clear and visible sign with the complete price list of all beverages sold at the beer garden.
- Pay a percentage of the gross revenue from alcohol sales during the festival period (July 3<sup>rd</sup> - July 7<sup>th</sup>) to the Town of Highland as agreed upon.

- If desired by the Town of Highland, provide square credit card hardware and software to facilitate the use of credit cards at the event. Credit card sales will be split net of fees.

#### 4. Percentage of Gross Revenue

Leroy's "Hot Stuff" proposes a revenue-sharing agreement of 50% of the gross sales (net sales taxes) from the beer garden during the festival. We are confident in our ability to attract customers and generate significant revenue for the event.

#### 5. Previous Experience

Accelerated Cycle Concepts Anniversary Parties  
Babapaloosa (5-Year Run)  
Burns Harbor - Cruise Night, Fall Fest, Food Truck Square, Truck n Treat  
Chesterton Feed and Garden - Pet Rescue Appreciation Day  
Chesterton Street Dance  
Duneland 4<sup>th</sup> of July Festival - Dogwood (10+ Year Run)  
Duneland Family 4<sup>th</sup> Fest - Hawthorne (10+ Year Run)  
Dunes Summer Theater Series  
Dyngus Day  
Extra Mile - 1 Mile Challenge  
Footloose - 5K Walk/Run  
Front Porch Music Festival (4-Year Run)  
Great Lakes Grand Prix with 4 Simultaneous Bars Including a VIP Bar (2-Year Run)  
Harley-Davidson of Valparaiso - Customer and Employee Appreciations, Anniversaries, Oktoberfest  
Highland Backyard BBQ  
Highland Park Department 75<sup>th</sup> Anniversary Party  
Humane Society Fundraiser  
Liberty Township Volunteer FD 60<sup>th</sup> Anniversary Party  
Livin It Up - Special Olympics Fundraiser

MDA Ride Laporte  
Region Games  
Ribbon Cuttings - ERA Consults, Smith Legal  
Six String Festival (5-Year Run)  
South Shore Roller Derby Series  
Southpoint Cruise In at Harley-Davidson of Valparaiso (10+ Year Run)  
Spring Breakout - LaPorte County Abate  
Spring Out to Sunset  
Summer Madness – Lake County Abate  
Summer Sunset Bash – Ogden Dunes  
Sunset Hill Farms - Prairie Magic Music Festival  
Talltree Music Series  
Taste of Duneland  
Town of Beverly Shores Stairs Dedication  
Town of Highland July 4<sup>th</sup> Festival (First 2 Beer Gardens)  
US Steel Employee Appreciation Softball Tournament  
Waterhole Wednesday Series in Burns Harbor  
Women of the Blues

**Miscellaneous Events:**

Catered Bars (20+ Yearly) - Weddings, Class Reunions, Showers, Celebration of Life,  
etc.  
Created the Porter's Perfect Pint - Raised over \$200,000 in 10 years  
Duneland Chamber of Commerce Corkscrew and Brews (Founding Member)  
Sandpiper's Preschool Fundraiser - Beer, Wine, and Liquor Tasting Event

**6. Contact Information**

Name: Leroy Flores

Title: President

Company: Leroy's "Hot Stuff"

Phone Number: 219-406-2697

Email Address: [leroyshotstuff@gmail.com](mailto:leroyshotstuff@gmail.com)

#### **7. Conclusion**

Leroy's "Hot Stuff" is committed to providing a professional and well-managed beer garden experience that contributes to the success of the Highland 4<sup>th</sup> of July Festival. We are confident that our experience, responsible service practices, and dedication to customer satisfaction make us the ideal candidate for this opportunity.



Town of Highland  
 Beer Garden Vendor Services For the 4<sup>th</sup> of July Festival 2024  
 Bid Form

- I. 50 % of gross revenue of said alcohol sales to be paid to the Town of Highland.
- II. Prior Beer Garden Vendor Experience (past 5 years, newest to oldest):

	Event	Year
1	KIELBASSA FEST	2018
2	KIELBASSA FEST	2019
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		

BIG FRANK'S SAUSAGE LLC

(Vendor/Business Name)

[Signature]

(Signature of Authorized Representative)

OWNER

(Title of Authorized Representative)

918 CARROLL ST.

(Business Address)

3/12/24

(Date)

BEER GARDEN VENDOR PROPOSAL

1. Highland Council of Community Events is looking for a Beer Garden Vendor for the period of July 3, 2024 through July 7, 2024, to operate the beer garden tent at the Town of Highland July 4<sup>th</sup> Festival, at Main Square Park, located at 3001 Ridge Road, Highland, Indiana 46322.

REQUIREMENTS

- a. Beer Garden Vendor shall supply all required alcoholic beverages to be consumed at the festival. However, alcoholic beverages other than beer, wine, seltzer, malt beverages, and cider may NOT be sold.
  - b. Beer Garden Vendor shall provide all necessary licensed servers.
  - c. Town shall provide all necessary security so as to ensure proper ID is acquired before any alcoholic beverage purchases are made and provide volunteers to sell tickets for the beer garden.
  - d. Beer Garden Vendor shall provide all necessary general liability insurance with limits of \$1,000,000 per person and \$3,000,000 per occurrence/aggregate coverage. In addition, Beer Garden Vendor shall provide insurance for off-premise alcohol consumption, including "dram shop" and/or "liquor liability" insurance coverage with limits of \$1,000,000 per person and \$3,000,000 per occurrence/aggregate coverage. All policies stated above shall name the Town of Highland as an additional insured.
  - e. Beer Garden Vendor shall provide all equipment necessary to serve said beverages including, but not limited to cold storage truck(s), table set-up, cups, and all other items customary to outdoor beer gardens.
  - f. Beer Garden Vendor shall set up prior to the start of the festival and takedown all equipment at the conclusion of the festival. The grounds occupied by the beer tent shall be cleaned prior to 10:00pm on July 8, 2024.
  - g. Beer Garden Vendor shall post in a conspicuous manner at the front of the beer tent on the opening day a sign showing the full price of all articles to be sold at the beer tent. The size of the sign and place of posting shall be approved by the Town of Highland.
  - h. Beer Garden Vendor agrees that all proceeds from ticket sales shall be placed in the care of the Town of Highland, and that the Town of Highland shall pay a percentage of all gross revenue of said alcohol sales from the July 4<sup>th</sup> Festival. (July 3, 2024, through July 7, 2024) to the Beer Garden Vendor at the conclusion of said July 4<sup>th</sup> Festival and keep the remaining percentage for itself.
  - i. Beer Garden Vendor shall provide a list of previous experiences operating a beer garden tent.
2. Deadline for Beer Garden Vendor Proposals for the July 4<sup>th</sup> Festival:

Submit sealed proposal to Highland Public Works, 8001 Kennedy Avenue, Highland, IN by 4:00 pm, (local time) on March 22, 2024. Said proposal requires consent to all terms herein stated, and a statement clearly indicating the percentage of gross revenue that the Beer Garden vendor shall pay to the Town of Highland. Percentage of Gross Revenue to the Town of Highland \_\_\_%

Decision of said Beer Garden Vendor will be made by the Highland Town Council at its regular public meeting on March 25, 2024 at 6:30 (local time).

Name Steve Jellis Date 3/12/24

BIG F RANK'S SALSA & BEER LLC



**To the Highland Council of Community Events,**

**Bridges' Scoreboard would like to continue our partnership with the Town of Highland. After a very successful 2023 Town of Highland July 4th Festival Bridges' Scoreboard would like to be your be your Beer Vendor once again in 2024. We would like to propose the following gross revenue split for the 2024 event.**

**All revenue to be split in the following manner:  
55% to Town of Highland  
45% to Bridges' Scoreboard**

**Bridges' Scoreboard will be responsible for obtaining and providing necessary permits, insurance, varied beer selection, wine, canned cocktails, bartenders and all necessary equipment to dispense the beverages.**

**The Town of Highland and the HCCE will continue to handle responsibilities of all other aspects of the event, including but not limited to, security, entertainment, ticketing, ID checking, wristbands and fencing. Bridges' Scoreboard will be promoted with their logo as a sponsor in event marketing.**

**We are happy to answer any questions you may have and look forward to working with you again. Thank you for your time and consideration.**

**Jeff & Scott Bridges  
Co-owners  
Bridges' Scoreboard Restaurant & Sports Bar**

*\*The motion – The Town Council will take the proposals under review.*

**4. Commendation Letter for Sgt. Brian Stanley #204: Action to approve Letter of Commendation for Sgt. Brian Stanley for putting together a new Defensive Tactics Curriculum as a result of significant changes to State of Indiana Training Requirements.**

*\*The motion -The Town Council hereby approves the Letter of Commendation for Sgt. Brian Stanley and authorizes the Town Council to sign the letter of commendation.*

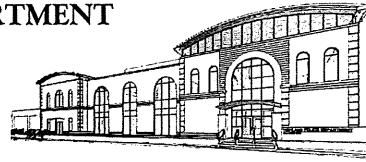
**Councilor Black moved that letter of commendation for Sgt. Brian Stanley for putting**

together a new Defensive Tactics Curriculum be approved and that the Town Council members be authorized to sign severally and singularly. Councilor Georgeff seconded. Upon a roll call vote of the elected officials, there were three (3) affirmatives and no negatives. The motion passed. The Commendation Letter for Sgt. Brian Stanley was adopted.



**HIGHLAND POLICE DEPARTMENT**

3315 RIDGE ROAD  
HIGHLAND, IN 46322-2097  
(219) 838-3184  
RALPH J. POTESTA, CHIEF OF POLICE



Sgt. Brian Stanley #204

Brian,

It has been brought to our attention that you have been working diligently on putting together a new Defensive Tactics Curriculum as a result of significant changes to State of Indiana Training Requirements related to this field in 2024. We all understand the importance of making sure our own officers are trained correctly and in accordance with State guidelines and we appreciate, more than you know, that you have agreed to undertake this huge task.

When I first saw the new requirements several months ago, I did not fret as I knew that we were in good hands having you at the helm in making sure we get into compliance. This administration has always had the utmost confidence in your instructing abilities and we all know that you take this particular topic seriously as it shows in the energy and enthusiasm you project at the trainings.

We just want you to know that all your hard work did not go unnoticed and we appreciate all the time and energy you put into creating the new program.

On behalf of the Metropolitan Board of Police Commissioners, I commend you for your hard work and dedication.

Metropolitan Board of  
Police Commissioners

Town Council

\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_

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\_\_\_\_\_  
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Comments from the Public or Visitors:

Stan Stefanski, Highland, introduced himself to those Council members who didn't know who he was and that he started and owns Big Frank's Sausage. He's been in business 13 years. He said he submitted a proposal to operate this year's 4<sup>th</sup> of July beer garden. He gave a list of those events in which he operated the beer garden, including the Pierogi Fest in Whiting and the Wicker Park Concert Series. He told the Council he was a life-long resident of Highland, where he pays property taxes, a 1986 graduate of Highland High School and a 1991 graduate of Indiana University

**Communications:**

Town Hall and Offices will be closed Friday, March 29, 2024 in observance of Easter.  
New Trash Rate effective April 1, 2024 - new rate \$28.92 up from \$27.47

**Staff Reports:** None

**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. **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:**

1. **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.

*(Councilor George Georgeff introduced the ordinance at the meeting of the Town Council of Monday, March 11, 2024).*

Councilor Georgeff moved for the passage adoption of Ordinance No. 1795. Councilor Black seconded. Upon a roll call vote, there were three (3) affirmatives, no negatives. The motion passed. Ordinance 1795 was passed and adopted upon the signature of the municipal executive.

**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) Reinspection's 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) Reinspection's 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) Reinspection's 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 25th Day of March 2024, by the Town Council of the Town of Highland, Lake County, Indiana, having been passed by a vote of 3 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; IC 36-5-2-10.2)



**New Business:**

1. ACTION TO APPROVE PAY FOR EMPLOYEE WHO IS TEMPORARILY REPLACING ANOTHER EMPLOYEE AT A HIGHER GRADE LEVEL, AFTER THIRTY FULL DAYS IN THE POSITION, PURSUANT TO SECTION § 4.01 OF THE COMPENSATION AND BENEFITS ORDINANCE. CLERK-TREASURER IS REPORTING HE HAD ASSIGNED SUSAN DAVILA TO ACTING LEAD UTILITY CLERK.

The Clerk-Treasurer made the assignment effective 2.14.2024 and Mrs. Davila held the position from that date through March 14, 2024. Susan Davila will be construed as eligible for the pay of a Lead Utility Clerk effective March 17, 2024, provided it is approved.

§ 4.11 Pay for Temporarily Replacing another Employee at a Higher Grade Level

If a regular full time employee is assigned to temporarily replace another Employee at a higher grade-level for an extended period of time, that employee will begin to receive a greater rate of pay after completing thirty (30) calendar days in that position.

*The actual rate will be subject to approval by the Town Council.* All other Benefits remain the same.

Councilor Georgeff moved to approve the temporary assignment and the higher pay for the period following thirty days in the position. Councilor Black seconded. Upon a roll call vote, there were three (3) affirmatives and no negatives. The motion passed. The temporary assignment and the higher pay were approved.

TOWN OF HIGHLAND  
PERSONNEL-EMPLOYMENT NOTICE

4:15 PM

RECEIVED  
MAR 13 2024

Name: Sue Davila Employee Payroll # 1891  
Address: \_\_\_\_\_ Phone #: \_\_\_\_\_  
Department: Clerk-Treasurer's Office Account #: \_\_\_\_\_  
Email address: \_\_\_\_\_

**NEW HIRE** (Not currently on the payroll in any status) Date Effective: \_\_\_\_\_  
Remind new hires they will need to show their original social security card when they complete their employment forms.  
**\*NEW HIRE PERSONNEL NOTICE MUST BE FILED WITH THE CLERK-TREASURER'S OFFICE \*BEFORE EMPLOYEE STARTS WORKING/HIRE DATE!**

For EEOC purposes, please indicate: Caucasian Black Hispanic Native American  
Multi-racial Other: \_\_\_\_\_ Male Female

Job Title: \_\_\_\_\_ Bi-weekly Salary/Hourly Rate \_\_\_\_\_

Characterize the Employment:  
Full-Time Part-Time Summer Temporary/Seasonal: \_\_\_\_\_  
Minor (under age 18) Y.E.S. - Date Entered \_\_\_\_\_ (Date Season Ends)

Full-Time Only:  
This position succeeds: \_\_\_\_\_ (If applicable)  
The current workforce level is \_\_\_\_\_ as of the date of this notice. *Lead Utility Clerk 1st Disadv 2/15/2024*  
This position will/~~will not~~ increase authorized full-time work force levels.

**PAY RATE CHANGE OR CHANGE IN STATUS** Date Effective: 3/17/2024

Current:  
Job Title: Utility Clerk Account: \_\_\_\_\_  
Base Bi-weekly/Hourly Rate: \$ 21.26 Longevity: \_\_\_\_\_

Proposed:  
Job Title: ACTING Lead Utility Clerk Account: \_\_\_\_\_  
Base Bi-weekly/Hourly Rate: \$ 22.46 Longevity: \_\_\_\_\_  
This position succeeds: \_\_\_\_\_

Sue has met the 30 Calendar Day Requirement, as stated in the handbook, for filling an Acting position

Characterize the Increase or Status Change:  
Merit Promotion Returning Summer Brevet/Acting Appt. Per Ordinance \_\_\_\_\_  
Administrative Leave (*department head requesting must detail rationale on reverse of form*)

**SEPARATION** Last Day Worked: \_\_\_\_\_ Effective Last Day: \_\_\_\_\_  
\_\_\_\_ Date Y.E.S entered Resignation Discharge Retirement Other \_\_\_\_\_  
(Details for Discharge may be found in personnel file of the department)

To be paid last direct deposit or payroll check (Detail on back of this page if necessary):

Vacation Pay: \_\_\_\_\_ Comp Pay: \_\_\_\_\_ Personal Day Pay: \_\_\_\_\_  
Severance Pay: \_\_\_\_\_ Holiday Pay: \_\_\_\_\_ Other Pay Allowed: \_\_\_\_\_

SUPERVISOR SIGNATURE: [Signature] Date: 3-13-2024

**TOWN COUNCIL/BOARD OF JURISDICTION ACTION:** APPROVED DISAPPROVED  
(If applicable)

Date of Revision: 7/2021  
Approved by Clerk-Treasurer pursuant to IC36-5-6-6(a)(3)

- 2. Authorizing the proper officer to publish legal notice of a public hearing: Public Hearing to consider additional appropriations in the amount of \$5,057,410.84 in the American Rescue Plan Grant Fund and in the amount of \$50,000 in the Redevelopment Capital Fund;

Councilor Black moved to authorize the proper officer to publish legal notice of a public hearing to consider proposed additional appropriations as indicated. Councilor Georgeff seconded. Upon a roll call vote, there were three (3) affirmatives and no negatives. The motion passed. The proper officer was authorized to publish the legal notice.

- 3. Works Board Order Number 2024-19: An Order of the Works Board

Authorizing the Metropolitan Police Chief to enter into a five (5) year lease/purchase agreement with Axon Enterprise, Inc. 17800 N. 85<sup>th</sup> Street, Scottsdale, Arizona 85255 for a total cost less trade-ins of \$141,226.00 in five (5) annual payments. The money will come out of either Public Safety or MCCD

Councilor Georgeff moved the passage and adoption of Works Board Order No. 2024-19. Councilor Black seconded. Upon a roll call vote, there were three (3) affirmatives and no negatives. The motion passed. The order was adopted pending the signature of the municipal executive.

**TOWN OF HIGHLAND  
BOARD OF WORKS  
ORDER OF THE WORKS BOARD 2024-19**

An Order of the Works Board Approving and Authorizing the Metropolitan Police Chief to Enter into a Lease/Purchase Agreement with Axon Enterprise, Inc., 17800 N. 85<sup>th</sup> Street, Scottsdale, Arizona 85255, to Support the Purchase of thirty (30) Axon Taser 10 Hardware, thirty (30) Axon Taser Data Science Program (Item 101180), thirty (30) Axon Taser Evidence Commercial License (Item 20248), one(1) Axon Taser Evidence Commercial License (Item 20248) thirty (30) Axon Taser 10 Replacement Access Program (Item 100751), one (1) Axon Taser on Demand Certification (Item 10193), one Axon 10 two(2) Day Instructor Course, thirty (30) Axon Taser 10 Extended Warranty Handle (Item 100704), one (1) Axon Taser 10 Extended Warranty Handle (Item 100704), thirty 30) Axon Taser 7 Extended Warranty Battery Pack (Item 80374), one (1) Extended Warranty Battery Pack (Item 80374), six (6) Axon Taser 7 Extended Warranty Battery Pack (Item 80374), one (1) Axon Taser 7 Dock Six Bay Extended Warranty (Item 80396) in the gross amount of One Hundred Forty Eight Thousand Seven Hundred Thirty Two Dollars and No Cents (\$148,732.00) less thirty (30) trade-ins of Seven Thousand Five Hundred Six Dollars and No Cents (\$7,506.00), the net amount not to exceed One Hundred Forty-One Thousand Two Hundred Twenty-Six Dollar and No Cents (\$141,226.00) for five (5) years with one annual payment.

**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 not less than Fifty Thousand Dollars (\$50,000) and not greater than One Hundred Fifty Thousand Dollars (\$150,000.00), pursuant to HMC Section 3.05.060(F);

**Whereas,** The price for the purchase exceeds Fifteen Thousand and No Cents (\$15,000.00) and, pursuant to Section 3.05.040 (C) as well as Section 3.05.050 (B)(1) of the Highland Municipal Code requires the express approval of the purchasing agency; and

WHEREAS, THE METROPOLITAN POLICE CHIEF HAS DETERMINED A NEED TO PURCHASE AND/OR REPLACE CERTAIN EQUIPMENT AND SUPPLIES AND HAS SECURED A QUOTE FROM AXON ENTERPRISE, INC. 17800 N. 85TH STREET, SCOTTSDALE, ARIZONA 85255 FOR THE LEASE PURCHASE OF THIRTY (30) BUNDLE- TASER 10 CERTIFICATION UNDER ITEM C0010 AND ONE (1) AXON TASER 10 2 DAY INSTRUCTOR COURSE UNDER ITEM 101208 NOT TO EXCEED ONE HUNDRED FORTY-ONE THOUSAND TWO HUNDRED TWENTY-SIX DOLLARS AND NO CENTS (\$141,226.00) FOR A TERM OF FIVE (5) YEARS WITH ONE ANNUAL PAYMENT; AND

Whereas, The Town Board of Metropolitan Police Commissioners and the Metropolitan Police Chief have represented that seeking additional bids or quotes would not advance the process and may add undue cost to acquisition in terms of time and money; 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 lease - purchase payments for the products listed herein will be supported by an appropriation in the Municipal Capital Cumulative Fund (MCCD) and in the Public Safety Income Tax Fund (LOIT); and

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

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

**Section 1.** That the Metropolitan Police Chief is hereby directed and authorized to lease to purchase thirty (30) Bundle Taser 10 Certification, Item number C0010 and one (1) Axon Taser 10 2 day Instructor Course, Item number 101208, from Axon Enterprises, Inc., 17800 N. 85<sup>th</sup> Street, Scottsdale, Arizona 85255 in the annual lease-rental amount set forth in the lease agreement for a term of five (5) years, rendering a gross total price of one hundred forty-eight thousand, seven hundred thirty-two dollars and no cents (\$148,732) to be adjusted by thirty (30) trade-ins with a total value of Seven Thousand Five Hundred Six Dollars and No Cents (\$7,506.00), then rendering a net lease purchase price of one hundred forty-one thousand, two hundred twenty-six dollars and no cents (\$141,226.00), with Axon Enterprise, Inc;

**Section 2.** That Works Board now finds and determines that the terms of the Lease Purchase with Axon Enterprises, Inc. are reasonable and fair;

**Section 3.** That the Metropolitan Police Chief is now authorized and approved to execute the lease-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 36-5-4-14.

**Be It So Ordered.**

**DULY, PASSED, ADOPTED AND ORDERED** by the Town Council, acting as the Works Board of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 25th day of March 2024 having passed by a vote of 3 in favor and 0 opposed.

**TOWN COUNCIL OF THE  
TOWN OF HIGHLAND, INDIANA**

---

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)

4. **4. Works Board Order 2024-20:** An Order Approving and Authorizing the Public Works Director to Purchase from Runnion Equipment Company, 6201 East Avenue, Hodgkins, IL 60525 PURCHASE OF ONE (1) 2023 FORD F550 4 x 4 TRUCK EQUIPPED WITH DURA-A-LIFT DTAX2-39FP AERIAL UNIT, and finding it a Special Purchase pursuant to I.C. 5-22-10 and Section 3.05.060(F)(3) and Section 3.05.065(I)(2) of the Highland Municipal Code.

Councilor Black moved the passage and adoption of Works Board No. 2024-20. Councilor Georgeff seconded. Upon a roll call vote, there were three (3) affirmatives and no negatives. The motion passed. The order was adopted pending the signature of the municipal executive.

TOWN OF HIGHLAND  
BOARD OF WORKS  
ORDER OF THE WORKS BOARD NO. 2024-20

An Order Approving and Authorizing the Public Works Director to Purchase from Runnion Equipment Company, 6201 East Avenue, Hodgkins, IL 60525 PURCHASE OF ONE (1) 2023 FORD F550 4 x 4 TRUCK EQUIPPED WITH DURA-A-LIFT DTAX2-39FP AERIAL UNIT, and finding it a Special Purchase pursuant to I.C. 5-22-10 and Section 3.05.060(F)(3) and Section 3.05.065(I)(2) of the Highland Municipal Code.

**Whereas**, The Town of Highland, Department of Public Works (Agency), as a part of its public duties, has responsibility for tree maintenance of the public ways; for the installation of flags, banners, and semaphores; for street light maintenance; and for other purposes that require aerial access; and

**Whereas**, The Public Works Director has determined a need to replace the existing aerial unit and to acquire a truck-mounted aerial unit as means to effectively carry out its missions as stated herein, which will result in cost and time savings for the department in order to carry out the functions of the department; and

**Whereas**, The Public Works Director has further determined the purchase price to be at least Fifty Thousand Dollars (\$50,000.00) and not more than One Hundred Fifty Thousand Dollars (\$150,000) and an opportunity has arisen which enables the department to purchase one (1) 2023 Ford F550 4 x 4 Truck equipped with Dura-A-Lift DTAX2-39FP Aerial Unit (Bucket Truck), pursuant to HMC Section 3.05.60(F)(3); and

**Whereas**, The Public Works Director has solicited a quote from Runnion Equipment Company, 6201 East Ave, Hodgkins, Illinois, a vendor that specializes in the sales and service of truck-mount aerial units, for one (1) 2023 Ford F550 4 x 4 Truck equipped with Dura-A-Lift DTAX2-39FP Aerial Unit (Bucket Truck) in the Amount of One Hundred Fifty-Four Thousand and Nine Hundred Dollars (\$154,900.00) to be adjusted less the trade-in of one (1) 2007 Ford F450 XL Super Duty 4x4 Truck equipped with ETI ETC355NT Aerial Unit in the amount of Fifteen Thousand (\$15,000.00) for a net purchase amount of One Hundred Thirty-Nine Thousand Nine Hundred Dollars (\$139,900.00); and

**Whereas**, The Public Works Director has identified Runnion Equipment Company of Hodgkins, IL to be a desirable source vendor for the purchase of for one (1) 2023 Ford F550 4 x 4 Truck equipped with Dura-A-Lift DTAX2-39FP Aerial Unit (Bucket Truck) in the Amount of One Hundred Fifty-Four Thousand and Nine Hundred Dollars (\$154,900.00) less the trade-in of one (1) 2007 Ford F450 XL Super Duty 4x4 Truck equipped with ETI ETC355NT Aerial Unit in the amount of (\$15,000.00) for a net purchase amount of One Hundred Thirty-Nine Thousand Nine Hundred Dollars (\$139,900.00); and

**Whereas**, the purchase price of One Hundred Thirty-Nine Thousand Nine Hundred Dollars (\$139,900.00), which is inclusive of the trade-in will be divided equally between the Highland Public Works (Agency) and the Highland Park and Recreation Department; and

**Whereas**, the purchase price exceeds \$15,000.00, and, pursuant to HMC 3.05.050(B)(2) requires the express approval of the purchasing agency; and

**Whereas**, the Town Council, as the Works Board of the Municipality, pursuant to HMC 3.05.030(A)(1) serves as purchasing agency for the Public Works Department; and

**Whereas**, The Public Works Director, pursuant to HMC 3.05.050(D)(1), serves as the Purchasing Agent for the Public Works Department; and

**Whereas**, The Purchasing Agent, pursuant to HMC 3.05.065(I), may make a special purchase when the purchasing agency has that the compatibility of equipment, accessories, or replacement parts is a substantial consideration in the purchase of an Aerial Unit; and

**Whereas**, the purchase will be supported, in part, by the Motor Vehicle Highway fund and there is sufficient appropriation in order to support the purchase; and

**Whereas**, the Town Council now desires to approve and authorize the Public Works Director to complete the purchase pursuant to the terms stated herein.

**Now Therefore Be it Resolved** by the Town Council of the Town of Highland, Lake County, Indiana;

**Section 1:** That the Works Board hereby authorizes and approves the purchase from Runnion Equipment Company, 6201 East Avenue, Hodgkins, IL, for the purchase of **ONE (1) 2023 FORD F550 4X4 TRUCK EQUIPPED WITH DURA-A-LIFT DTAX2-39FP AERIAL UNIT**, plus accessories as set forth in the quote #MC 2160A, which is attached as an exhibit to and made a part of this order in the amount of Sixty Nine Thousand Nine Hundred and Fifty Dollars (\$69,950.00) which is the Public Works (Agency) portion of the total cost less trade-in in the amount of One Hundred Thirty-Nine Thousand Nine Hundred Dollars (\$139,900.00);

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

- (A) That Runnion Equipment Company, 6201 East Avenue, Hodgkins, IL a sole source to meet the Public Works (Agency) reasonable requirements for this purchase;
- (B) That for this purchase, the compatibility of equipment, accessories or replacement parts is a substantial consideration;
- (C) That the foregoing rationale, 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 purchase of **ONE (1) 2023 FORD F550 4X4 TRUCK EQUIPPED WITH DURA-A-LIFT DTAX2-39FP AERIAL UNIT** from Runnion Equipment Company and the Highland Board of Works and the Highland Park Department in the net in the amount of One Hundred Thirty-Nine Thousand Nine Hundred Dollars (\$139,900.00); made a part of this order by incorporation as an exhibit, is hereby approved in each and every aspect,

provided that the **Highland Park and Recreation Board** passes a substantially identical Works Board Order to this Order, as shown as an exhibit to this order;

**Section 4.** That the Public Works Director is hereby authorized to issue a purchase order to Runnion Equipment Company and to execute all documents necessary to implement the purchase thereof;

**Section 5.** That the Municipal Fiscal Officer is hereby authorized to expend Motor Vehicle Highway funds in order to support and implement the purchase.

**DULY, PASSED AND ADOPTED** by the Town Council of the Town of Highland, Lake County, Indiana this 25th day of March, 2024 having passed by a vote of 3 in favor and 0 opposed.

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

---

Philip Scheeringa, President

*Attest:*

---

Mark Herak, Clerk-Treasurer



4-12-23



## RUNNION EQUIPMENT COMPANY

6201 East Ave Hodgkins, IL 60525 (708) 447-3169  
1-800-824-6704 FAX (708) 447-3730 www.runnionequipment.com

Town of Highland Public Works  
8001 Kennedy Ave  
Highland, IN 46322  
Ph: 219-972-5083  
Attn: John Mouratides

August 15, 2023  
Quote # MC 2160A  
UNIT# 4808N

4/12/24  
2023

Page 1 of 3

We are pleased to offer the following quotation for your consideration:


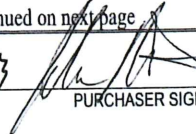
One (1) **Dur-A-Lift DTAX2-39FP** equipped as follows:

- Category C Insulated
- 44' working height
- 28' side reach
- Main boom fiberglass insert
- Chassis isolator insert
- Extension travel - 110"
- 24" x 24" x 42" fiberglass basket with step and cover, includes liner
- 180 degree basket rotator
- 400# basket capacity
- Access step mounted on tail shelf for easy basket access
- Continuous rotation
- Four-axis HERC single hand control
- Proportional controls
- Start/stop from the basket
- Tool circuit at basket
- Lower controls with override located at the turntable
- 12V DC backup system
- Two (2) LED strobe lights, mounted
- Severe duty level torsion bar on rear axle
- 30" x 94" tail shelf aluminum with walk up
- 10" belt step and aluminum pool handle for easy access to tail shelf
- Inclinator
- 2" pintle ball with 7 pin trailer plug
- 5# fire extinguisher
- Triangle reflector kit
- Backup alarm

One (1) **Knapheide service body** equipped as follows:

- Steel body painted white
- 94" overall width
- 132" overall length
- Street Side/Curb Side Compartments 1V = 34 1/4" W x 40"H - 20" D
- Street Side/Curb Side Compartments 2V = 21" W x 40"H - 20" D

Continued on next page

   
REC SALES SIGNATURE      DATE 8/25/23      PURCHASER SIGNATURE      DATE 8/25/23

4-12-23



## RUNNION EQUIPMENT COMPANY

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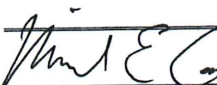
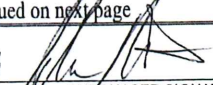
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Continued on next page

   
REC SALES SIGNATURE      DATE 8/25/23      PURCHASER SIGNATURE      DATE 8/25/23



**RUNNION EQUIPMENT COMPANY**

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Town of Highland Public Works August 15, 2023  
8001 Kennedy Ave  
Highland, IN 46322 Quote # MC 2160A  
Ph: 219-972-5083  
Attn: John Mouratides UNIT# 4808N

Page 3 of 3

**SALES ORDER – TERMS AND CONDITIONS OF SALE**

This document contains the terms of sale. The entire contract between Seller and Buyer is contained in this Sales Order; no alleged oral promises or conditions not set forth herein shall be binding upon Seller or Buyer, and any prior negotiations between the parties are merged into the terms of this document.

Prices quoted are subject to change without notice in conformity with the Manufacturer's Price List effective at the time of delivery. Prices do not include taxes. Any tax, impost, levy, duty or other charge hereinafter imposed by any government or other authority on this sale will be added to the purchase price as herein noted or any later revision of the purchase price, and will be paid by Buyer unless Buyer provides Seller with a proper tax exemption certificate.

Upon acceptance of this order by Seller, if Buyer fails to perform the terms and conditions hereof, or refuses to accept delivery of the equipment accessories or other items ordered within ten (10) days after notification that same are ready for delivery, the Seller, at its option may retain as liquidated damages all money, trade-ins or other property delivered to Seller by Buyer as down payment hereunder. Buyer will pay any cost of collection for any amount owed to Sellers, including, without limitation, reasonable attorney's fees, court costs and interest in the amount of 1% per month (12% per annum), from the date the amount is due.

Payment is due Seller from the date when Seller is prepared to make delivery. All equipment and material is delivered FOB Seller's plant and title and liability for loss or damage passes to Buyer upon Seller's delivery of the goods to a carrier or shipment to Buyer and any loss or damage thereafter shall not relieve Buyer from any obligation hereunder. Risk of loss for goods shall pass to the Buyer once payment is received by Seller.

Buyer may terminate this contract in whole upon thirty (30) days advance written notice to Seller. In such event, Buyer shall be liable for termination charges. If goods ordered are a standard, manufactured catalog item, Buyer will pay a cancellation charge for each unit cancelled equal the greater of 20% of the purchase order item price or forfeiture of down payment/trade in. If goods are non-standard items built to the Buyer's custom order, Buyer will pay for all cost, direct and indirect incurred and committed for this contract, together with a reasonable allowance for prorated expenses and anticipated profits.

Buyer agrees to comply fully and with all laws and regulation concerning the purchase and sale of goods. In particular, Buyer agrees to comply with all applicable export administration regulations of the United States, including, but not limited to, the Export Administration Act, insofar as they apply to the sale of products.

Buyer shall indemnify and hold harmless Seller, its employees, officers and directors and the respective successors and assigns, from and against any and all liability, damages, claims, causes of actions, losses, costs and expenses (including attorney's fees) of any kind arising out of injuries to any person (including death) or damage to any property caused by or related to the goods or any negligent act or omission of Buyer, its employees and agents.

The validity, performance and construction of this Sales Order, shall be governed by the laws of the State of Illinois, of the United States of America.

Seller shall not be liable, and shall be free from any potential liability for delay in delivery or non-delivery or any failure in shipment caused in whole, or in part, by the occurrence of any contingency beyond control of either Seller or Seller's suppliers including, but not limited to act of war (whether an actual declaration thereof is made or not) act of any government or any agency or subdivision thereof, judicial action, sabotage, insurrection, terrorism, riot or other act of civil disobedience, act of public enemy, failure or delay in transportation, strikes, lockouts, shortage of labor or labor troubles of any kind, accidents, explosion, perils of the sea, fire, earthquake, flood, storm or any other act of God, restrictions or requisitions, shortage of labor, fuel, raw material or machinery or technical failure where Seller has exercised ordinary care in the prevention thereof, failure of manufacturers to deliver, bankruptcy or insolvency of manufacturers or suppliers, suspension of shipping facilities, act or default of any carrier or any other contingency of whatsoever nature beyond Seller's control affecting production, transportation to boarding point, loading, forwarding or unloading in such a situation at destination of the goods covered by this contract including disturbances existing at the time this contract was made. In such a situation, if shipments or delivery is not made during the period contracted for, Buyer shall accept delivery under this contract when shipment is made; provided, however, Buyer shall not be obligated to accept delivery if shipment is not made within a reasonable time after the cessation of the aforementioned impediments or causes. Seller may allocate delivery among Seller's customers.

This order shall not be binding upon Seller until accepted by Seller in writing hereon and when so accepted, the original order with original signatures as given Seller and in Seller's possession shall be conclusive and binding upon the parties hereto.

The Buyer hereby acknowledges receipt of a copy of this Sales Order and Terms and Conditions.

\_\_\_\_\_  
REC SALES SIGNATURE      8/25/23      DATE      \_\_\_\_\_      8/25/23      DATE  
PURCHASER SIGNATURE

5. **Appropriation and Cash Transfer Resolution No. 2024-05:** AN EXIGENT RESOLUTION PROVIDING for the TRANSFER of APPROPRIATION and CASH BALANCES from and AMONG MAJOR BUDGET CLASSIFICATIONS to the REDEVELOPMENT GENERAL 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 Appropriation and Cash Transfer Resolution No. 2024-05. Councilor Georgeff seconded. Upon a roll call vote, there were three (3) affirmatives and no negatives. The motion passed. The order was adopted pending the signature of the Town Executive.

**TOWN OF HIGHLAND  
APPROPRIATION and CASH TRANSFER RESOLUTION  
RESOLUTION NO. 2024-05**

AN EXIGENT RESOLUTION PROVIDING for the TRANSFER of APPROPRIATION and CASH BALANCES from and AMONG MAJOR BUDGET CLASSIFICATIONS to the REDEVELOPMENT GENERAL 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 to the **Redevelopment General Fund**;

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

**Section 1.** That for the expenses of said municipality, the following appropriations and cash 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 **Redevelopment Capital 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:

**Redevelopment Capital Fund**

Redevelopment Capital Fund

Reduce Account:	#4406-0000-420.12 Legacy Art Trails Grant	\$8,000.00
	<i>Total 400 Series Reductions</i>	<i>\$8,000.00</i>

**Redevelopment General Fund**

Redevelopment General Fund

Increase Account:	#2216-0000-390.30 Main St. Prof. Services	\$8,000.00
	<i>Total 300 Series Increase</i>	<i>\$8,000.00</i>

<b>Total of All Fund Decreases:</b>	<b>\$8,000.00</b>
<b>Total of All Fund Increases:</b>	<b>\$8,000.00</b>

**DULY RESOLVED and ADOPTED** this 25<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 3 in favor and 0 opposed.

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

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

Attest:

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

**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 saying that he, along with Public Works Director Mark Knesek and Redevelopment Director Maria Becerra met at Jewett Street and the bike trail with Dave's Tree Service to view the overgrowth and dead trees off of the incline off of Jewett. They asked him to provide a quote to clear away the brush. The quote was \$4,000 and the public works director felt that was a good price. He added that they stumps weren't going to be removed, so there shouldn't be any soil erosion. He said Maria will proceed and authorize Dave's to perform the work.

He then recognized Metropolitan Police Chief Ralph Potesta who provided the following statistics since the March 11, 2024 plenary meeting.

Last 2 Weeks:

0 Robberies / 0 Burglaries / 0 Rapes

7 Cases of Retail Theft – 2 Arrests made – Losses ranged from a few hundred dollars up to \$3,700.00 in one case – One case IL suspect – One Case 2 Highland Juveniles.

1 case of Attempted Retail Theft – 3 females from Wisconsin dropped merchandise prior to fleeing store.

3 Thefts from Vehicles – 2 Wallets / 2 Guns / Tools - PLEASE LOCK DOORS AND DON'T KEEP VALUABLES INSIDE.

Responded to 5 Domestic Disturbances – 1 Domestic Battery arrest made

1 Auto Theft – Customer who failed to return vehicle to Enterprise. Charges filed. Vehicle recovered next day in Tinley Park IL.

1 DUI

2 vehicles fled officers. Both suspects caught and charged. 1 Highland resident and 1 Gary resident involved.

Responded to 44 total accidents – 6 of those involved injuries

6 Cases of Fraud – 1 victim suffered a loss of \$9,500.00 as a result of his checking account being compromised – CID investigating

1 case involved a resident recently securing employment online with a company allegedly based out of Sweden. Shortly after securing the employment he was sent a check in the amount of \$9,899.00. He felt it was suspicious. Bank deemed the check fraudulent – no loss

2 Cases of Battery – Both aggressors charged

One was Battery at Citgo (Kennedy / Highway)

14 year old Juvenile Victim

68 year old male Munster resident identified – "Lawyered up" – charges being filed.

Panhandling at Ridge / Cline – Subjects identified as being from Romania – no US ID.

3 New Officers on their own: Christopher Wanat / Tristen Baker / Alejandro Anaya

Councilor Georgeff concluded wishing Fire Chief Mike Pipta Happy Birthday. Today is his 65<sup>th</sup> birthday and as the Chief said, this is his Medicare birthday.

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

Councilor Turich was absent so Councilor Scheeringa gave his report. Councilor Scheeringa began by recognizing Park Superintendent Alex Brown. He said there was a meeting last week with Nipsco at Brantwood Park. He felt that progress was made but he doesn't have the yes he was looking for. He said that playgrounds have evolved over the years into what's called continuous play. As you start, there are various options you can choose. You can use monkey bars or a slide or a zip line. The playground bases are embedded in the ground. Nipsco wants nothing that embeds in the ground. The manufacturer of playground equipment is working with the Park Department on finding playground equipment that sits on top of the ground. Nipsco was fine with that but they want to see new engineering plans. He said swings are usually perpendicular to the playground piece but Nipsco wants the swings lateral to the playground equipment. It will make the footprint skinner but longer. He said he was confident they would get approval. He did say Nipsco did approve the tennis courts reconstruction at Brantwood Park. The Park Department will then proceed with getting bids to reconstruct the tennis courts and the six pickle ball courts at Meadows. The bid opening is April 10<sup>th</sup>. He added that the Park Board approved a rather large expenditure at their last Thursday's meeting. They authorized the purchase of new Christmas Decorations for Main Square Park in the amount of \$83,000. He said they are going to clean out the old theater trailer which is not being used and store the decorations in there. The summer brochure is going to press and should be distributed to Highland residents in about three weeks. He said the brochure still mentions the fireworks on the 4<sup>th</sup> but they'll have a chance to change it should the Council decide to cancel the fireworks or move to a different date. He then explained the joint bench purchase with the Redevelopment Board. He said he found a company call Canvas, that recycles wind turbine blades and turns them into park benches and picnic tables. Currently, when a wind turbine useful life ends, the blade is disposed of in a landfill. Instead of going into a landfill, this company has figured out a way to reuse the blades and make them into park benches and picnic tables. He found their products expensive but the government offers an incentive program to keep them out of the landfill. If the Town buy five benches or picnic tables, the government will match which then made the price very favorable. He said they also purchased planter boxes which can seat 6 to 12 people. These too, as well as, the picnic tables will be going on the bike trail. The neat thing about these products is that they have a QR code that gives the history of the blade. You simply have to put your phone up to the QR code to get the history.

Building Commissioner Ken Mika is still off, so there was no BZA or Plan Commission updates.

- **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 was absent so Councilor Scheeringa gave his report. He began by acknowledging Public Works Director Knesek who said leaf collection will be the first two weeks of April. He said branch collection will also start April 1<sup>st</sup> and run through the middle of October. It will be the same route schedule as last year. He said paper shredding day will be on May 18<sup>th</sup>, from 8:00 to noon, at the Public Works Facility for Highland residents only. He then talked about the new garbage rates that are going in April 1<sup>st</sup>. This is the last year of a 6 year contract. He plans on rebidding the contract in either August or September. The Republic base in 2024 is going from \$20.11 to \$20.91. Town services increases from \$6.87 to \$7.15. The recycle service commodity is increases from \$.49 to \$.86. The new residential rate increases from \$27.47 to \$28.92.

Councilor Scheeringa then recognized Linda Carter, president of the HCCE who gave the following presentation:

Highland Council of Community Events Update

**July Festival:** Linda Carter – overall Chairperson  
Chairperson - Kathy Camp Burke - food and non-food vendors. Applications are coming in.  
Chairperson - Sandy McKnight - bands and beer garden  
Chairperson - Linda Carter/Jack Rowe - Twilight parade  
Chairperson - Carol Parker - Kiddie Parade  
Chairperson – Sandy McKnight – Fireworks – undecided yet  
Chairperson – Linda Carter – Alpine Amusements  
Chairperson – Sandy McKnight – Porta Potty's  
Chairperson – Carol Parker/Sandy McKnight – sponsorship letter/mailling. Copy for each TC learder.  
Chairperson - Jacqui – Spring Community Garage Sale

**Please reach out to the chairperson for additional assistance & information through the email: [highlandcce@highland.in.gov](mailto:highlandcce@highland.in.gov)**

1. Sandy McKnight – Chairperson
  - a. We have 3 school clubs that have reached out for the festival working the beer garden:
  - b. Athletic Boosters on 7/5 with 6 people per shift and working the whole day.
  - c. Wrestling Club on 7/7 from 2pm – 9pm – Lauren Bastaic contact
  - d. Waiting on Soccer Club to responds
  - e. Still have openings
  - f. Farm Bureau employee wants to volunteer
2. Sandy McKnight - She has confirmed that Rick Tratar will be singing along with the Youth Choir Group of St. James Church. She is working on the Veterans to see who will be speaking, only 3-4 with a limit time for speaking. For example: 10 minutes each  
Fallen Heroes will not be attending this year. Previously booked.  
Will be having a drawing for Memorial wreaths again this year. So far, we have 2 wreaths donated. If any crafter would like to donate wreaths for Memorial Day, reach out to [highlandcce@highland.in.us](mailto:highlandcce@highland.in.us) and we will contact you. Thank you.
3. Sandy McKnight is Chairperson for Bands for the BBQ. She is working on bands.
4. Need fireworks soon for publication in Panorama & details for Idea Factory. Need by 4/15
5. Parade applications are starting to come in.



- **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 began by acknowledging Redevelopment Director Maria Becerra who said the Community Garden is having a planting day on May 18<sup>th</sup>. She invited everyone to participate and to help, go out to either Zandstra's or Scheeringa's and buy these veggie bucks to assist the Community Garden. She said the Main Street Bureau has decided to add three outdoor restaurant crawls for 2024. They will be the last Tuesday of July, August and September. She said the Farmer's Market starts June 1<sup>st</sup> and will be held once again in the downtown municipal lot.

Councilor Black asked Public Works Director Knesek when was spring clean-up day? He said it is May 21<sup>st</sup>. He said Republic will schedule additional crews. They will pick-up everything but construction material and electronics. Residents can bring their electronics to the garage to dispose of them.

Councilor Black then gave a report from the Lake County Solid Waste Management District. He said several communities were considering eliminating curbside recycling because as reported in the newspaper, almost all of the recyclables end up in the landfills. He said China was the biggest purchaser of recyclables but now they stopped. The value of recyclables has dropped significantly and its actually costing Republic money to dispose of the recyclables and they are passing along the costs to the communities.

- **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 acknowledging Fire Chief Mike Pipta who said the Fire Department and Police Department are jointly hosting a pancake breakfast on May 8<sup>th</sup>. He said the new Tahoe was delivered and is in Central Station. He hopes to have it lettered in the next few weeks, as well as, lights and sirens mounted. He said Truck 2, which is currently having the equipment mounted, hopes to have in service in a week or two. He said the Baby Box came in today. He said he needs to get with the manufacturer to determine where the baby box is to be placed. Once he knows where it is to be placed, he will then reach out to 1-800 Board Up to install it. They are installing it free of charge. He said the Department has really been busy. They were called to assist with the hangar fire at the Griffith Airport. They were there all night. On there way back to the station, they received a mutual aid call to assist the Munster Fire Department with a garage fire. The garage fire threatened the five surrounding buildings. He elaborated and offered condolences to the family of the victim of the fatal fire on March 12<sup>th</sup>. He said 3 of the 4 in the house escaped, a wife and daughter and granddaughter. Highland Police arrived on the scene first and he said he cannot give enough praise on how well they performed. As he listened to them on the radio, he upped the call to a working fire. Then, when he heard

there was a person trapped on the second floor, he upped it to a box alarm and more units responded. He said there were a total of five different departments on the scene. He said the fire is under investigation.

Councilor Scheeringa offered his condolences to the family on behalf of the entire Town. He said, being a fireman that's one of the worst parts of the job.

Councilor Scheeringa then recognized IT Director Ed Dabrowski who said that besides the normal day to day operations, he is investigating three separate ID type projects. These projects might cost initially about \$5,000 ( a one-time fee) but might lead to saving of \$35,000 annually.

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:**

Collin Malone, Highland was in the audience and wearing his Cub Scout uniform. Councilor Scheeringa asked him to come forth. He was in attendance to earn a badge called Building a Better World Assignment., an Arrow of Light Required Adventure which is the final requirement for Cub Scouts. Councilor Scheeringa invited him up after the meeting to get a picture.

Larry Kondrat, Highland began by verifying that the additional appropriation of \$5,057,000 for the American Rescue Plan Fund, which the previous Council set aside a few years ago was for the consent decree. He was told yes. He then asked about the \$50,000 for Redevelopment Capital. It that too part of the American Rescue Plan Fund. He was told no.

Councilor Scheeringa started to explain that the additional appropriations were needed to pay for the various façade improvement grants awarded by the Redevelopment Commission. One of projects is for the building on Jewett, across the street from the library. He went on to say that the project was approved around the time of covid so the project never started and the money never allocated. The developer has started the project and is looking for his façade improvement but there isn't enough allocation in the Redevelopment Capital Fund at this time to fund the project, so were appropriating the money now.

Larry Kondrat said but you funded the tattoo parlor last year, so why not the restaurant. He then asked if this additional funding covers both the inside and outside of a building. He was advised yes. He then said, you are taking private business property and giving them \$40,000 for façade improvement and additional for inside improvements. He said, if I declare my house as a business, will you give me a \$40,000 improvement for a façade improvement?

Councilor Black told Mr. Kondrat to apply for a grant.

Larry Kondrat then said you are taking public funds and giving them to private individuals so they can make more money but doesn't do anything for the Town.

Councilor Georgeff said Larry was wrong. By giving businesses façade improvements, it increases that businesses assessed value and with increased assessed value, more taxes are due.

Councilor Scheeringa said but it does beautify the Town and attracts more business.

Larry said I am not wrong. I agree about an increase in a business' assessed value but those taxes never leave the allocation zone until the allocation zone expires. He said many of these allocations will go past my lifetime. And when you expand an allocation zone, the expiration date increases. This has been going on for a long time. Now, you're taking a private business, giving them \$40,000 to improve their private property and they get to keep all of the profits and their property has increased in value and when they sell the property, they get a larger profit because of the façade improvement.

Councilor Black said the allocation zone collects taxes that stay within the allocation zone to be used for projects within the allocation zone. You heard where the public works director wants to take allocation funds and replace all of the sodium vapor lights with LED. You were here when we talked with various developers. So, the tax payers do benefit.

Larry said no street lights are coming to 4<sup>th</sup> Place. Your taking tax dollars or citizen funds and giving it to private individuals so that they can put into their businesses and then keep all the profits. You could say there's an increased income tax or increased sales tax but none of that comes to the Town of Highland.

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 **March 13, 2024 through March 26, 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 March 13,2024 through March 26, 2024 in the amount of **\$397,597.37**.

**General Fund, \$212,648.79; MVH Fund, \$60,271.31; LR&S, \$3,388.65; Traffic Violations, \$250.00; LAW Enforcement Continuing Education Training and Supply Fund, \$2,433.06; Public Safety Income Tax; \$38,950.02; Information and**

Communications Technology Fund, \$10,034.00; Donation, \$77.80; Police Pension, \$67,543.74;

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 25, 2024, adjourned at 7:44 o'clock p.m.

Mark Herak  
Clerk-Treasurer

Approved by the Town Council at its meeting of April 8, 2024.