

**AGENDA  
REGULAR SESSION  
HIGHLAND AREA SENIOR CENTER  
187 WOODCREST DRIVE  
TUESDAY, FEBRUARY 21, 2023  
7:00 PM**

**NOTE:** This is an in person meeting. However, anyone wishing to monitor the meeting via phone may do so by following the instructions on [page 3](#) of this agenda.

**CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE:**

**MINUTES:**

**MOTION** – Approve Minutes of February 6, 2023 Regular Session (attached)

**PUBLIC FORUM:**

A. Citizens' Requests and Comments:

1. Easter Egg Hunt – Lisa Sauer State Farm– Special Event Application – Gay Bentlage, Representative (attached)
2. Schlafly –Schlafly Highland Square Crawfish Boil– Special Event Application – Christine Young, Representative (attached)
3. Highland Parks and Recreation Department –Highland Farmer's Market– Special Event Application – Lucas Pinsker, Representative (attached)

**Anyone wishing to address the Council on any subject may do so at this time.  
Please come forward to the microphone.**

B. Requests of Council:

C. Staff Reports:

1. Annual Public Safety Report Presentation by Police Chief Carole Presson, EMS Chief Brian Wilson and Fire Chief Chris Straub.

**NEW BUSINESS:**

- A. **MOTION** – Bill #23-14/RESOLUTION Authorizing Allocation of Hotel/Motel Tax Funding for Local Dine Around– Highland Chamber of Commerce (attached)
- B. **MOTION** – Approve Reappointment of Clifton Couch to the Cemetery Board of Managers (attached)
- C. **MOTION** – Approve Reappointment of Randy Ammann, Gary Pugh, and Donald Rommerskirchen to the Silver Lake Commission (attached)
- D. **MOTION** – Award Bid #E-09-22-R, for 138KV Line Clearance Trimming (attached)
- E. **MOTION** – Approve Notice of Municipal Letting, Bid #PR-01-23 for Electric Panel at Glik Park (attached)

**Continued**

- F. **MOTION** – Bill #23-15/RESOLUTION Appropriating Funds for Motor Fuel Tax Maintenance Materials (MFT Section 24-00000-00-GM) (attached)

**REPORTS:**

- A. **MOTION** – Accepting Expenditures Report #1236 for February 4 , 2023 through February 17, 2023 (attached)

**EXECUTIVE SESSION:**

The City Council will conduct an Executive Session pursuant to the Illinois Open Meetings Act, citing the following exemptions, allowing the meeting: **5 ILCS 2(c)(1) to discuss the performance of a specific employee.**

**NEW BUSINESS (Continued):**

- A. **MOTION** – Bill #23-16/RESOLUTION Authorizing the Amendment of the City Manager’s Contract

**ADJOURNMENT:**

**Continued**



Anyone requiring accommodations, provided for in the Americans with Disabilities Act (ADA), to attend this public meeting, please contact Breann Vazquez, ADA Coordinator, by 9:00 AM on Tuesday, February 21, 2023.

**BE ADVISED this is a public meeting conducted in accordance with Illinois state law and may be recorded for audio and video content. City reserves the right to broadcast or re-broadcast the content of this meeting at City's sole discretion. City is not responsible for the content, video quality, or audio quality of any City meeting broadcast or re-broadcast.**

**Directions for Public Monitoring of Highland City Council Meetings:**

In an effort to protect as many individuals as possible, including the leaders of our communities statewide, Governor J.B. Pritzker has issued a number of directives, one of which was to suspend the provisions of the Illinois Open Meetings Act (5 ILCS 120), requiring or relating to in-person attendance by members of a public body. Specifically, (1) the requirement in 5 ILCS 120/2.01 that "members of a public body must be physically present;" and (2) the conditions in 5 ILCS 120/7 limiting when remote participation is permitted, are suspended. Public bodies are encouraged to postpone consideration of public business where possible. When a meeting is necessary, public bodies are encouraged to provide video, audio, and/or telephonic access to their meetings to ensure members of the public may monitor the meeting, and to update their websites and social media feeds to keep the public fully apprised of any modifications to their meeting schedules or the format of their meetings due to COVID-19, as well as their activities relating to COVID-19.

In following this directive, the City of Highland is providing the following phone number for use by citizens to call in just before the start of this meeting:

**618-882-5625**

Once connected, you will be prompted to enter a conference ID number.

**Conference ID #: 867900**

This will allow a member of the public to hear the city council meeting.

**Note:** This is for audio monitoring of the meeting, only. Participants will not be able make comments.

Anyone wishing to address the city council on any subject during the Public Forum portion of the meeting may submit their questions/comments in advance via email to [lhediger@highlandil.gov](mailto:lhediger@highlandil.gov) or, by using the citizens' portal on the city's website found here: [https://www.highlandil.gov/citizen\\_request\\_center\\_app/index.php](https://www.highlandil.gov/citizen_request_center_app/index.php).

Any comments received prior to 3:00 PM on the day of the meeting, will be read into the record.



# CITY OF HIGHLAND

## SPECIAL EVENT APPLICATION

Authorized under City Ordinance Sec. 64-3-1

**PURPOSE:** The City of Highland supports various community activities and festivals throughout the year. Establishing public safety and coordinating needs between the events and the city are the overall goals of this process. It is the responsibility of the specific event Sponsors to obtain, complete, and follow through the application process for city approval.

**SPECIAL EVENT:** A “Special Event” is defined as: (1) any event, race, gathering, demonstration, or service; (2) that occurs partially or completely within the jurisdiction of the City of Highland; (3) is expected to draw crowds in excess of one hundred fifty (150) attendees; and (4) is expected to or could disrupt normal daily functions within the City of Highland including but not limited to traffic congestion and excess noise; or could create a public health/safety concern without proper precautions or prior planning. Specific examples would include (but are not limited to): The Kirchenfest, Schweizerfest, 5K runs, parades, Art in the Park, Fourth of July Festivities, Madison County Fair, etc. The City Manager will make the final determination as to whether an event qualifies. This will be based upon the totality of the circumstances presented.

### **PROCEDURE:**

1. All Requests will be directed to Highland City Hall, to the attention of the Deputy City Clerk.
2. Applications will be available at Highland City Hall, Monday-Friday, 8:00 am to 5:00 pm or online through the City’s web site.
3. Applications will be completed by the Event Sponsor and submitted at least 60 days prior to the event. The application must be signed by the Event Sponsor Responsible Party. Incomplete applications will not be accepted. If an application is accepted and later determined to be incomplete, the applicant will be notified by the Deputy Clerk. Failure to provide information will result in denial of application.
4. The Deputy City Clerk will forward the application to all city departments that have responsibilities relating to the event. If necessary, a committee meeting involving the event Sponsor and city stakeholders may take place to clarify questions, determine specific needs, and address concerns.
5. The event Sponsor is required to obtain final approval for the special event from the City Manager. The City Council may announce the special event to the public at a scheduled Council meeting.

CITY OF HIGHLAND-SPECIAL EVENT APPLICATION

Name of Event: Easter Egg Hunt

Type/Purpose of Event:  Festival  Race  Other Fundraiser  Service  Parade  
 Demonstration  Other (please specify): Egg Hunt

Location of Event: Downtown Square

Sponsoring Organization/Individual: Lisa Sauer State Farm

Event Responsible Party: Gay Pentlage

Address: 2670 Plaza Dr., Highland IL 62249

Phone(s): 618-654-7402

Email: gay@lisa-sauer.com

Secondary Contact: Lisa Sauer

Address: 2670 Plaza Dr., Highland IL 62249

Phone(s): 618-654-7402

Email: lisa@lisasauer.com

Date(s) of Set-up: Sat., April 1, 2023 12 PM

Event Date(s) / Times: Sat., April 1, 2023 2 PM - ? 4 PM (latest)

Date(s) of Tear-down: Sat., April 1, 2023 2:30 - 4 PM

Expected Attendance: 300 +

Alcohol License Required:  Yes  No  
If yes, application received:  Yes  No

Sound Amplification System utilized:  Yes  No  
If yes, hours of operation: 1 - 2:30 PM

Funding request of the Council:  Yes  No  
Amount requested and purpose: \_\_\_\_\_

**City Services Requested – Please attach additional documents (maps, detailed information), where needed. Write “Not applicable” if no services requested.**

(Directors must initial behind requests)

**Street Dept:** Signage, Barricades, Street Closures (Specify): **Public Works Director:** \_\_\_\_\_

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**Electric Dept:** Electrical Service, Lighting (Specify): **Electric Dept. Director:** \_\_\_\_\_

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**Public Safety:** Security, First Aid, Traffic Control (Specify): **Public Safety Director:** \_\_\_\_\_

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**HCS Services:** Wi-Fi or other technological needs (Specify): **HCS Director:** \_\_\_\_\_

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**Other City Services:** Restrooms, City Officials (Sign approval), Refuse Dumpsters (Specify):  
**Department:** \_\_\_\_\_

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### **Application Checklist (Attachments):**

Deputy Clerk Initial  
Upon receipt or waiver:

- Certificate of Insurance: (attached)** \_\_\_\_\_
- Must be General liability
  - \$1 Million per occurrence/\$2 million aggregate
  - City named as “additional insured” if Event is on city property.

**Site Plan Rendering** \_\_\_\_\_

Evacuation Plan \_\_\_\_\_

Fire Plan \_\_\_\_\_

Parking Plan \_\_\_\_\_

Schedule City Council Meeting for announcement \_\_\_\_\_

**Date:** \_\_\_\_\_

Application Submittal (60+ days) \_\_\_\_\_

Gay Bentlage 1/27/23  
Event Sponsor Responsible Party Date

\_\_\_\_\_  
City Manager Date

# *Annual Easter Egg Hunt*

**Saturday, April 1, 2023**

**2:00 pm**

On the Square, Downtown Highland



In case of rain – watch Facebook announcements!

***Sponsored by Lisa Sauer State Farm***

**Eggs filled by: Participating Businesses & Organizations**



**Eggs Donated by:**  
State Farm Insurance  
Lisa Sauer  
2670 Plaza Drive A  
Highland, IL 62249  
618-654-7402







# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
01/27/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b>  Lisa Sauer 2670 Plaza Dr. Suite A  Highland IL 62249	<b>CONTACT NAME:</b> Lisa Sauer <b>PHONE (A/C, No, Ext):</b> 618-654-7402 <b>FAX (A/C, No):</b> <b>E-MAIL ADDRESS:</b> lisa.sauer.ggve@statefarm.com
	<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> State Farm Fire and Casualty Company (Auto or Fire) <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>

**COVERAGES**                      **CERTIFICATE NUMBER:**                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD INSD	SUB WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	N	N	93-KG-S810-7	08/01/2022	08/01/2023	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000						
	MED EXP (Any one person) \$ 5,000						
	PERSONAL & ADV INJURY \$						
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/>						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N    N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE    OTH-ER \$ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 The City of Highland is an additional insured for the Easter Egg Hunt event on Saturday, April 1, 2023 held at the Highland City Square, downtown, Highland, IL

<b>CERTIFICATE HOLDER</b>  City of Highland 1115 Broadway  Highland IL 62249	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE  This form was system-generated on 01/27/2023
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CITY OF HIGHLAND-SPECIAL EVENT APPLICATION

Name of Event: Schlafly Highland Square Crawfish Boil

Type/Purpose of Event:  Festival  Race  Other Fundraiser  Service  Parade  
 Demonstration  Other (please specify): \_\_\_\_\_

Location of Event: Schlafly Highland Square & Plaza Park  
907 Main Street

Sponsoring Organization/Individual: \_\_\_\_\_

Event Responsible Party: Christine Young

Address: 907 Main Street Highland, FL 32249

Phone(s): 118-335-0844

Email: cyoung@schlafly.com

Secondary Contact: Andy White

Address: 907 Main Street Highland, FL 32249

Phone(s): 314-280-0995

Email: awhite@schlafly.com

Date(s) of Set-up: April 15th

Event Date(s) / Times:

April 15th 12pm-4pm

Date(s) of Tear-down: April 15th

Expected Attendance: 200

Alcohol License Required:  Yes  No  
If yes, application received:  Yes  No

Sound Amplification System utilized:  Yes  No  
If yes, hours of operation: 12-4pm

Funding request of the Council:  Yes  No  
Amount requested and purpose: \_\_\_\_\_

**City Services Requested – Please attach additional documents (maps, detailed information), where needed. Write “Not applicable” if no services requested.**

(Directors must initial behind requests)

**Street Dept:** Signage, Barricades, Street Closures (Specify): **Public Works Director:** \_\_\_\_\_

NOT APPLICABLE

**Electric Dept:** Electrical Service, Lighting (Specify): **Electric Dept. Director:** \_\_\_\_\_

Power for setup and bands

**Public Safety:** Security, First Aid, Traffic Control (Specify): **Public Safety Director:** \_\_\_\_\_

NOT APPLICABLE

**HCS Services:** Wi-Fi or other technological needs (Specify): **HCS Director:** \_\_\_\_\_

NOT APPLICABLE

**Other City Services:** Restrooms, City Officials (Sign approval), Refuse Dumpsters (Specify):

**Department:** \_\_\_\_\_

Restrooms on Park Plaza  
Tables (Mark & Bre approved 4)

### Application Checklist (Attachments):

Deputy Clerk Initial  
Upon receipt or waiver:

- Certificate of Insurance: (attached) \_\_\_\_\_
- Must be General liability
  - \$1 Million per occurrence/\$2 million aggregate
  - City named as “additional insured” If Event is on city property.

Site Plan Rendering \_\_\_\_\_

Evacuation Plan \_\_\_\_\_

Fire Plan \_\_\_\_\_

Parking Plan \_\_\_\_\_

Schedule City Council Meeting for announcement \_\_\_\_\_

**Date:** \_\_\_\_\_

Application Submittal (60+ days) \_\_\_\_\_

*Christine Young*  
Event Sponsor Responsible Party

2/9/23  
Date

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
Date

Client#: 16640

SAINTLOUI1

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
2/09/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement.

Table with PRODUCER (AssuredPartners of MO, LLC) and INSURED (Saint Louis Brewery, LLC) information, including contact details and insurer names (SECURA, Missouri Employers Mutual, Argonaut).

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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Main table listing insurance coverages: Commercial General Liability, Automobile Liability, Umbrella Liability, Workers Compensation, and Workers Comp. Includes policy numbers, effective dates, and limits.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Other Named Insureds: DBA Schlafly Bottle Works, DBA The Tap Room, The Saint Louis Brewery, Inc. (See Attached Descriptions)

CERTIFICATE HOLDER CANCELLATION

Table with CERTIFICATE HOLDER (City of Highland) and CANCELLATION (SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.)

## DESCRIPTIONS (Continued from Page 1)

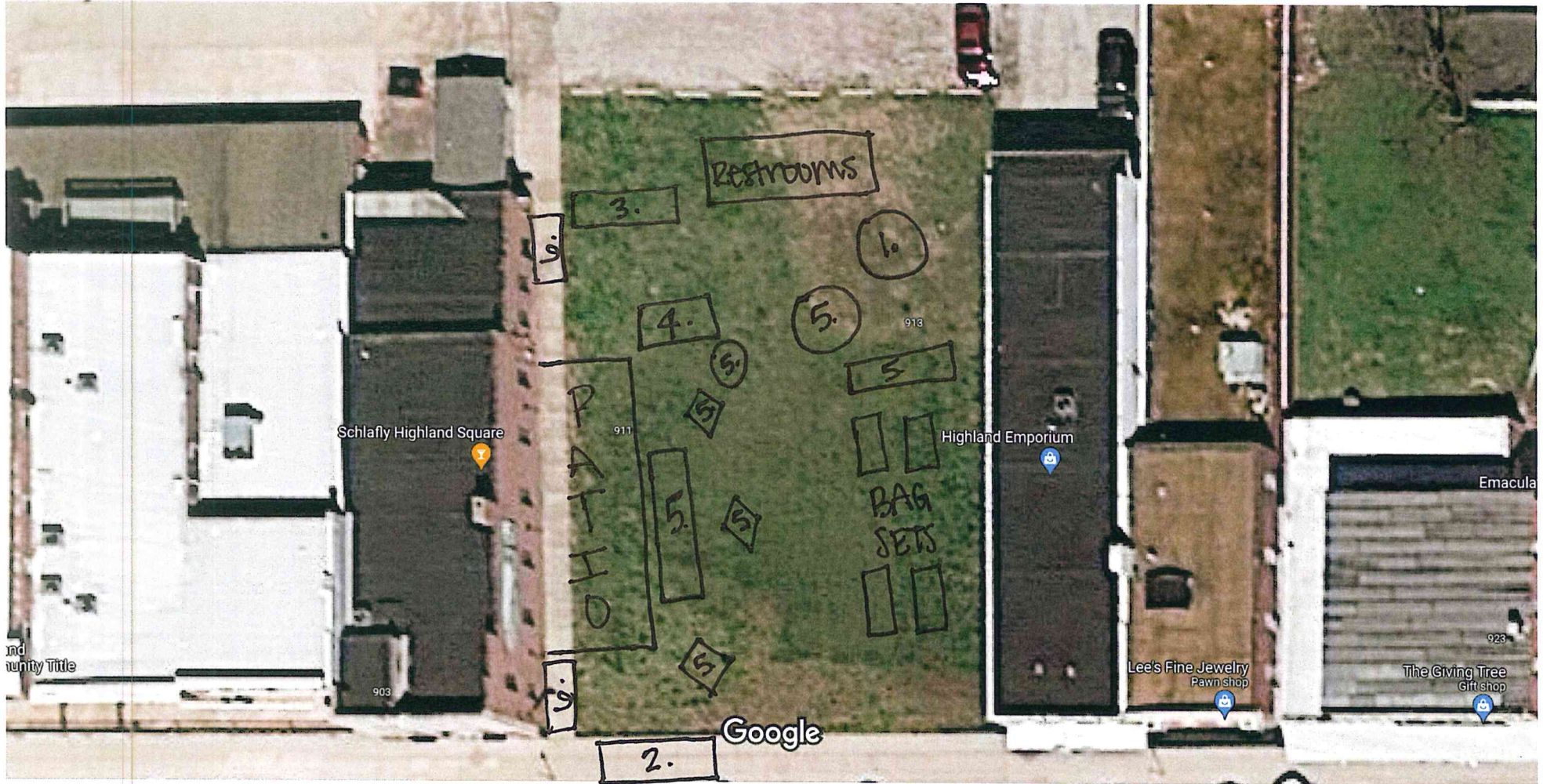
Schlafly

Schlafly Brewing Company

Trailhead Brewing Company, LLC

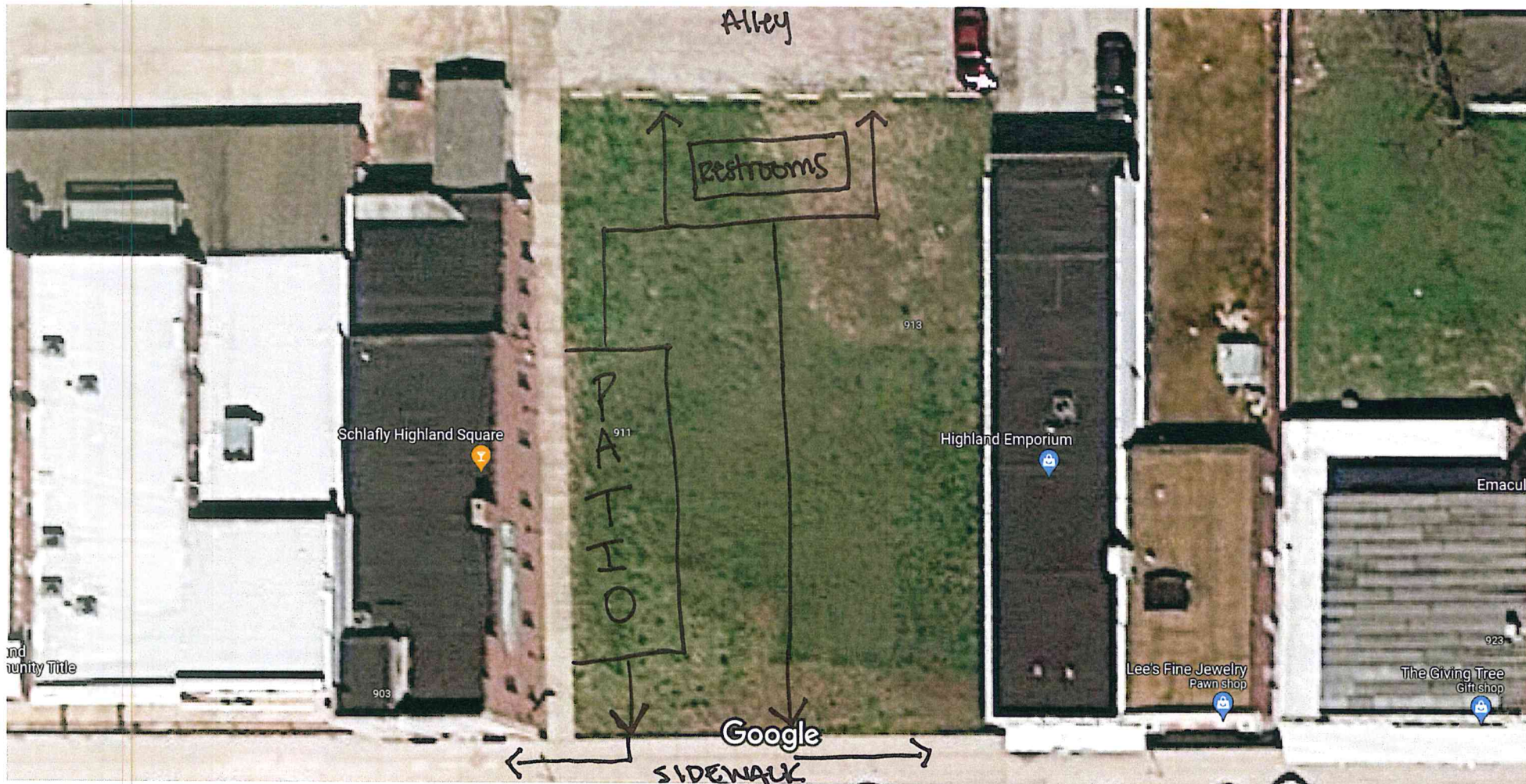
DBA East Side Hops

# Site Plan - Crawfish Boil - 4/15/23



- 1. Bonfire Pit
- 2. Registration Table
- 3. Food Service
- 4. Band
- 5. Tables
- 6. Outdoor can Bar (TBD)

# Evacuation Plan- Crawfish Boil- 4/15/23

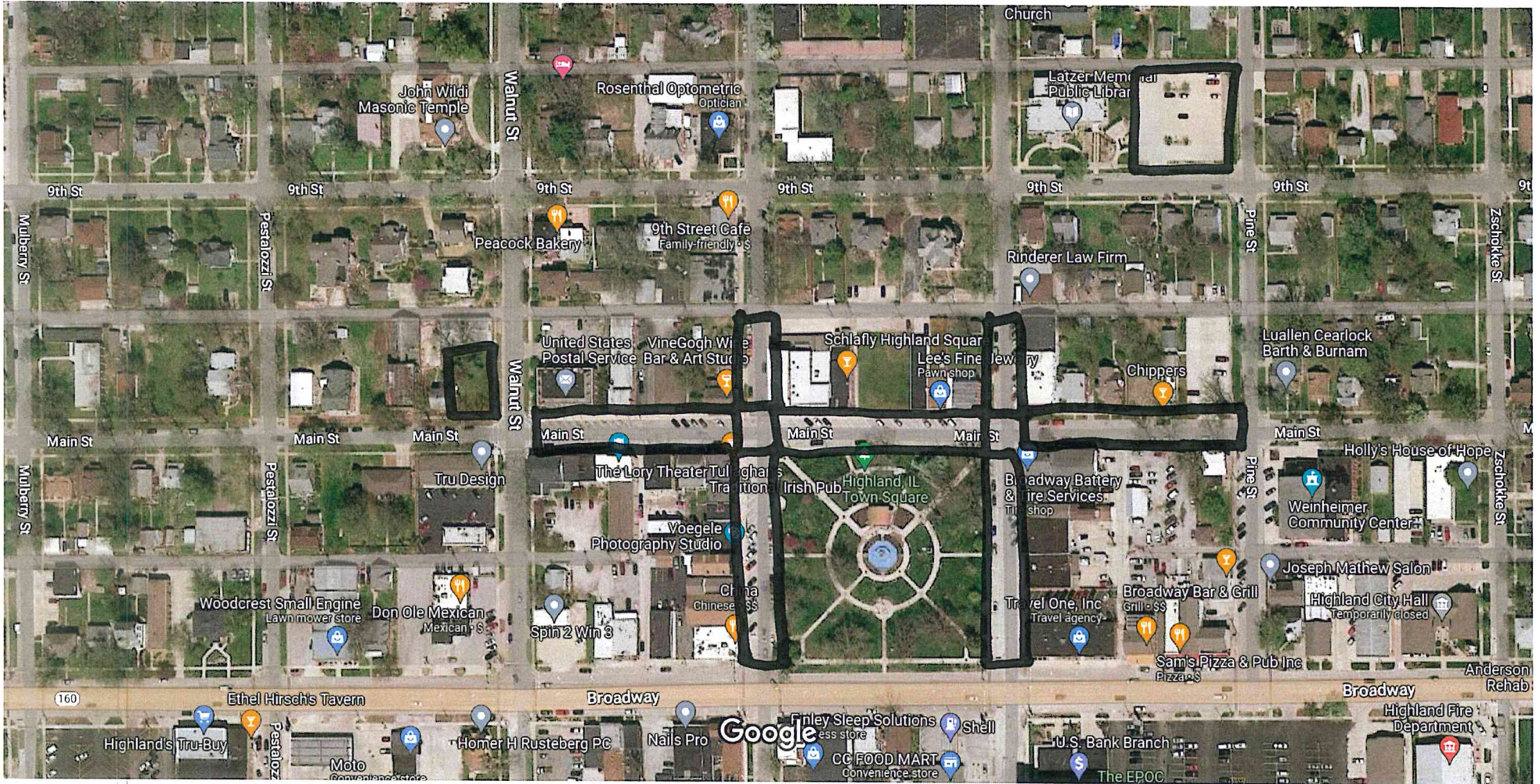




# Fire Plan- Crawfish Boil - 4/15/23



# Parking Plan - Crawfish Boil - 4/15/23





# CITY OF HIGHLAND

## SPECIAL EVENT APPLICATION

Authorized under City Ordinance Sec. 64-3-1

**PURPOSE:** The City of Highland supports various community activities and festivals throughout the year. Establishing public safety and coordinating needs between the events and the city are the overall goals of this process. It is the responsibility of the specific event Sponsors to obtain, complete, and follow through the application process for city approval.

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3. Applications will be completed by the Event Sponsor and submitted at least 60 days prior to the event. The application must be signed by the Event Sponsor Responsible Party. Incomplete applications will not be accepted. If an application is accepted and later determined to be incomplete, the applicant will be notified by the Deputy Clerk. Failure to provide information will result in denial of application.
4. The Deputy City Clerk will forward the application to all city departments that have responsibilities relating to the event. If necessary, a committee meeting involving the event Sponsor and city stakeholders may take place to clarify questions, determine specific needs, and address concerns.
5. The event Sponsor is required to obtain final approval for the special event from the City Manager. The City Council may announce the special event to the public at a scheduled Council meeting.

CITY OF HIGHLAND-SPECIAL EVENT APPLICATION

Name of Event: Highland Farmer's Market

Type/Purpose of Event:  Festival  Race  Other Fundraiser  Service  Parade  
 Demonstration  Other (please specify): Farmer's Market Event

Location of Event: Highland Town Square

Sponsoring Organization/Individual: Highland Parks & Recreation Dept.

Event Responsible Party: Lucas Pinsker

Address: 1 Nagel Dr.

Phone(s): 618-910-9275

Email: lpinsker@highland.il.gov

Secondary Contact: Mark Rosen

Address: 1 Nagel Dr.

Phone(s): 618-304-4660

Email: mrosen@highland.il.gov

Date(s) of Set-up: Same day as event each week.

Event Date(s) / Times: Tuesdays 4-8pm, May 16 - Sept. 26 (No July 25<sup>th</sup>)

Date(s) of Tear-down: Same day as event each week.

Expected Attendance: 100 - 200 /wk.

Alcohol License Required:  Yes  No  
If yes, application received:  Yes  No

Sound Amplification System utilized:  Yes  No  
If yes, hours of operation: 4:30 - 8:30 pm

Funding request of the Council:  Yes  No  
Amount requested and purpose: \_\_\_\_\_

**City Services Requested – Please attach additional documents (maps, detailed information), where needed. Write “Not applicable” if no services requested.**

(Directors must initial behind requests)

**Street Dept: Signage, Barricades, Street Closures (Specify): Public Works Director: \_\_\_\_\_**  
N/A  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Electric Dept: Electrical Service, Lighting (Specify): Electric Dept. Director: \_\_\_\_\_**  
N/A  
\_\_\_\_\_  
\_\_\_\_\_

**Public Safety: Security, First Aid, Traffic Control (Specify): Public Safety Director: \_\_\_\_\_**  
N/A  
\_\_\_\_\_  
\_\_\_\_\_

**HCS Services: Wi-Fi or other technological needs (Specify): HCS Director: \_\_\_\_\_**  
N/A  
\_\_\_\_\_  
\_\_\_\_\_

**Other City Services: Restrooms, City Officials (Sign approval), Refuse Dumpsters (Specify):**  
**Department: \_\_\_\_\_**  
Access to Plaza Park restrooms. Additional trash cans provided by parks & rec dept.  
\_\_\_\_\_  
\_\_\_\_\_

**Application Checklist (Attachments):**

Deputy Clerk Initial  
Upon receipt or waiver:

- Certificate of Insurance: (attached) \_\_\_\_\_
  - o Must be General liability
  - o \$1 Million per occurrence/\$2 million aggregate
  - o City named as “additional insured” If Event is on city property.

Site Plan Rendering \_\_\_\_\_

Evacuation Plan \_\_\_\_\_

Fire Plan \_\_\_\_\_

Parking Plan \_\_\_\_\_

Schedule City Council Meeting for announcement \_\_\_\_\_

o **Date:** Feb. 21, 2023

Application Submittal (60+ days) \_\_\_\_\_



\_\_\_\_\_  
Event Sponsor Responsible Party

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
Date

Starlight Schlafly

Highland Emporium

Lee's Fine Jewelry

The Giving Tree

Highland Chamber of Commerce

More businesses this way

More businesses



KZ Properties

Mike Bange Painting

Main Street

Diesen Insurance  
Tullaghan's Irish Pub

Bronze Salon Black  
Sheep Homes

Clarity Ponds  
Clarity  
Cleaning Service

Highland Mouse Lodge

Mac's Family Fun Time

Sparlin Plumbing

HSHS St. Joseph's Hospital

Highland Rotary

Luitjohan Flooring

The Korte Company

The Welcome Club of Highland

Highland Parks and Rec

Dye Hair Co.

Landolt Logistics

Bulldog Barber Shop

Bailout Escape Rooms

Cedarhurst Highland

Jascur Speed Lube

Mosaic Church

Lisa Sauer State Farm

Metro East Humane Society

Highland Civic Women's Club

Scooter's Coffee

Shine Counseling

Sam's Pizza and Pub

Schuck Massage

Trendy Tees  
Railshake

Cricket Wireless

Highland Auto Wash

Shear Bliss

Voegelie Photography

SOGA Health and Wellness

~60ft

Unwind Salon Spa Lounge

The Cookie Doode

Alpha's

Patty Cakes  
City Scoops  
Creamery

Highland Pool and Spa

Flag Poles

Highland Bulldog Jr Wrestling Club

Highland Music School

Alvarado Healthcare

Jacober Automotive

Jimmy Johns

Baked Goods and Beyond

Leaps of Love  
Michael's Coffee  
Lion's Club  
Patoogins

Highland Printers

Restore Christian Church

Double J Frank Electric

Fathom Brazilian Jiu Jitsu

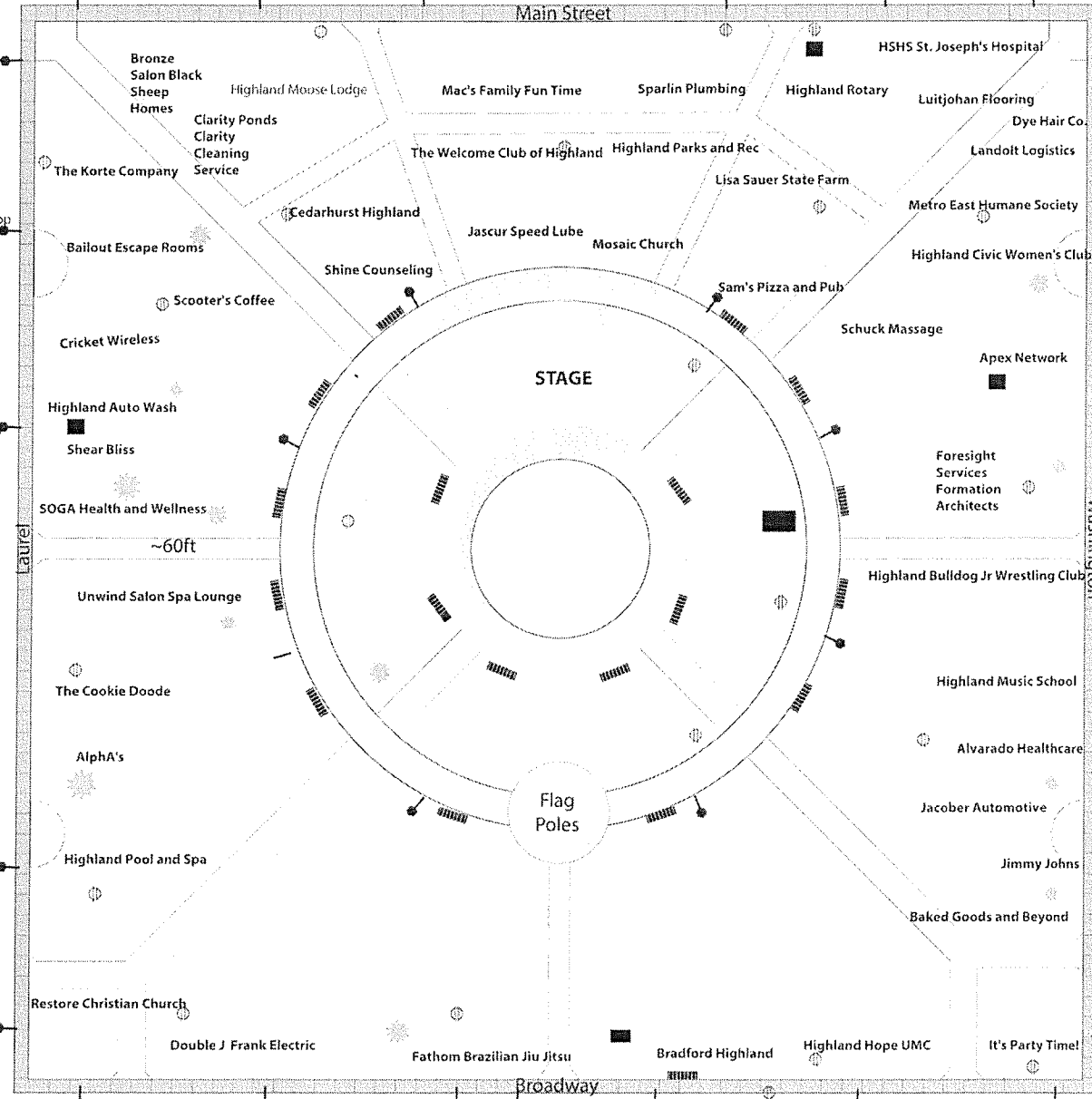
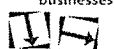
Bradford Highland

Highland Hope UMC

It's Party Time!

More businesses

More businesses this way





# HIGHLAND

PARKS & RECREATION... The *FUN* Theory!

To: City Manager, Chris Conrad

From: Mark Rosen, Director of Parks & Recreation  
Lucas Pinsker, Sports, Leisure & Facility Manager

Date: February 21, 2023

Subject: Farmers Market

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The Parks and Recreation Department wishes to rekindle the Farmer's Market that was once held in Highland. With guidance and support from the Tree Commission, not to mention the growing trend of Farmer's Markets, we believe that it is time to reintroduce this to Highland.

On behalf of the department and Tree Commission, Lucas is submitting the application. Lucas has been working diligently on plans and organizing a proposed layout for the event. In addition, he has visited other communities and determined that Tuesdays would be a prime day for hosting.

It is important to note that the enclosed map is simply an example of how vendors will be spaced out; similar to the Treats on the Streets.

In the event that you have any questions, Lucas will be in attendance to answer them.



# ***Highland Public Safety Division***

2022 Annual Report

***Chief Carole A. Presson: Public Safety Director***





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# *A Letter from the Chief*

Mayor, City Council, and Citizens of Highland,

I am honored to present Highland Public Safety's 2022 Annual Report. Being in public safety requires dedication, integrity, and pride in the community a public servant represents. Few individuals have the willingness and ability to take on such a task. Fortunately for the citizens of Highland, you are represented by some of the finest men and women I have had the privilege of serving with.

2021 and 2022 have brought many changes for HPD, HFD, and EMS, including a new Police Chief, new Fire Chief, new home, dispatch consolidation, body cameras, and changes in the law as documented by the Safe-T-Act, retirements, and new members. Each of these new beginnings has been met with pride and professionalism. While we continue to navigate the obstacles that these changes provide, we have continued the high level of service the citizens of Highland deserve.

As your new Public Safety Director, I can only say how proud I am to serve the City of Highland. I come to you with 28 years of law enforcement experience, including varied assignments allowing me to assist the public safety division in providing you with the best possible service. Fortunately, the men and women of each division have embraced me as their new addition. For that, I am thankful.

The agency is committed to continuing a strong relationship with the community. We are fortunate to have citizens that enjoy interaction with law enforcement officers, firefighters, and emergency medical technicians. 2022 saw the return of life in Highland as we know it. We look forward to 2023 being full of community events and positive interaction between the public safety division and the community.

As we move into 2023, we hope for a year full of community and prosperity. We hope you all feel confident that Highland Public Safety is committed to serving and protecting you. Please feel free to call on us if we can be of assistance to you.

Respectfully Submitted,

Chief Carole A. Presson, Public Safety Director



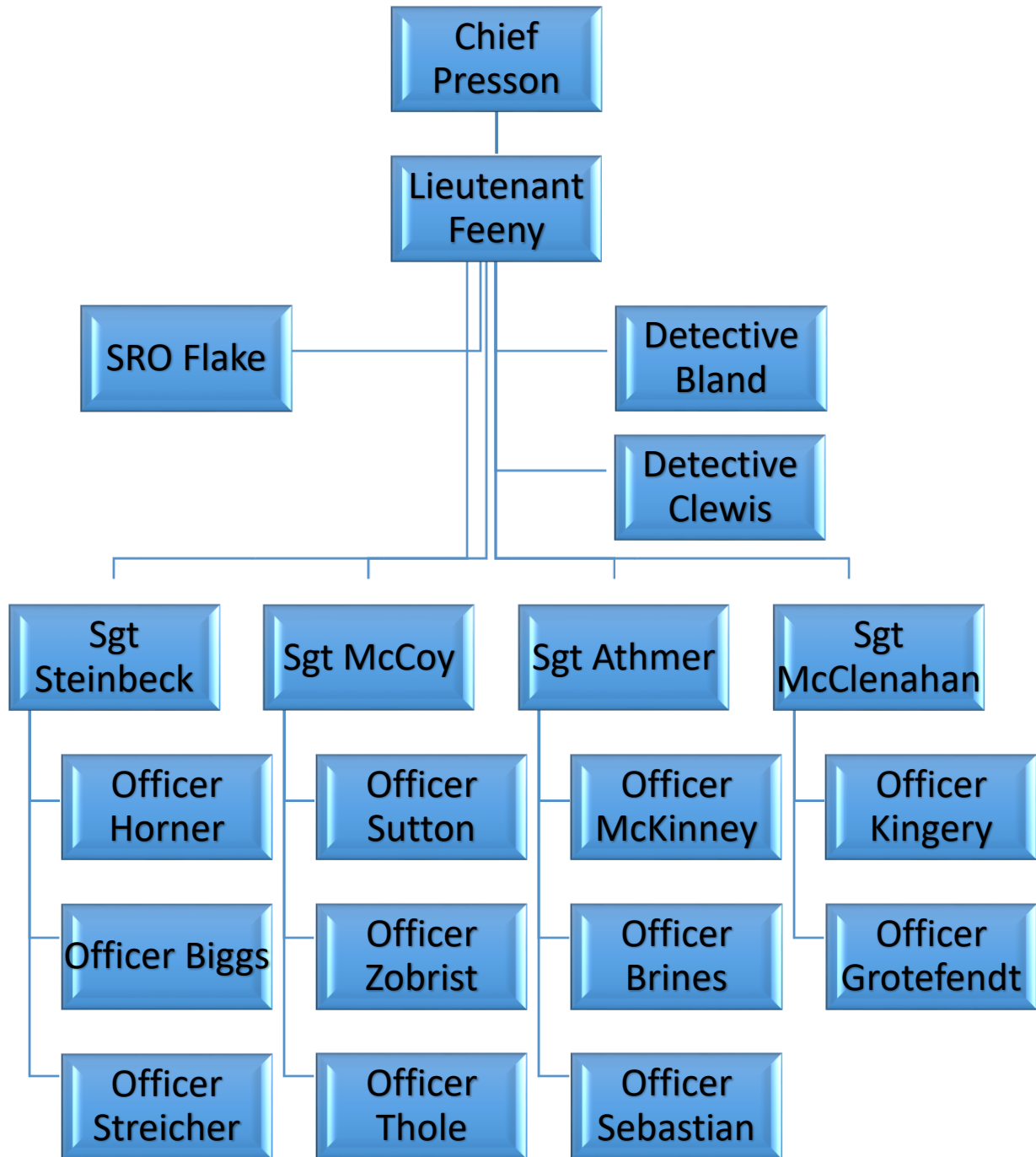


## *Mission Statement*

*The mission of the Highland Illinois Police Department is to build partnerships in the community and solve problems through professional police service while addressing the specific needs of our city.*

*“Community Commitment”*

# Police Department Command Structure



# Sworn Personnel

<i>Officer</i>	<i>Date of Hire</i>
Aric Steinbeck	09/02/1999
Robert Horner	03/28/2001
Scott Athmer	06/11/2001
Brian McClenahan	04/26/2004
Damian Feeny	06/14/2006
Mark McKinney	07/02/2007
David Brines	03/31/2008
Christopher Clewis	06/27/2008
Christopher Flake	05/15/2009
Brad Sutton	11/05/2013
Nathan Biggs	12/23/2013
Shawn Bland	01/07/2014
Jeremiah Kingery	01/12/2014
Kenneth McCoy	01/14/2016
Shane Zobrist	05/31/2018
Jacob Streicher	01/04/2021
Megan Grotefendt	04/19/2021
Carole Presson	11/01/2021
Kent Thole	08/28/2022
Matthew Sebastian	08/28/2022

# Sworn Personnel



Chief Carole Presson joined the department in 2021 with 27 years of law enforcement experience. She had previously served with the Madison County Sheriff's Office as a Lieutenant in the Investigation Division and the Training Coordinator for the Southwestern Illinois Police Academy. Chief Presson has a Bachelor's Degree in Criminal Justice, a Masters' Degree in Police Administration and is currently completing her doctoral studies in Criminal Justice. In 2022, Chief Presson graduated from the Southern Police Institute in Kentucky. She is a certified Juvenile Officer and CVSA Operator. Chief Presson previously served as a Report Officer for the Major Case Squad, Commander of the Child Death Investigation Task Force in District 1, and a representative of the Child Death Review Team for Madison and St. Clair County. Chief Presson was the recipient of the 2019 SILEC Presidential Award.



Lieutenant Damian Feeny joined the department in June 2006. He previously served four years of active service in the US Army as a paratrooper. Feeny graduated top of his class academically while attending the Police Training Institute located at the U of I Champaign. Lt. Feeny has been the Commander of the ILEAS Region 8 Mobile Field Force (MFF) since 2014 and also serves as a trainer for ILEAS where he helps train and validate all of the MFF teams statewide. Lt Feeny has been a detective, field training officer, range instructor, active shooter response instructor, and patrol sergeant. His education includes a Bachelor's Degree in Criminal Justice from Lindenwood University. Feeny was promoted to Lieutenant in May of 2022.





Sergeant Scott Athmer joined the Police Department in June 2001 after serving three years in the US Army. He holds a Bachelor's Degree in Criminal Justice and a Master's Degree in Public Administration, both from SIUE Edwardsville. He served nine years as a patrolman, five years as a detective, and currently is a patrol sergeant. He has also held many extra duty assignments in the department as well as the region to include, field training officer, firearms instructor, and SET team commander. Currently, he is the supervisor of the investigations division. He serves as a member of the Child Death Investigation Team for our region and a Deputy Commander with the Major Case Squad of Greater St. Louis.



Sergeant Aric Steinbeck joined the Highland Police Department in 1999 after attaining a Bachelor's Degree from Southwest Missouri State University and a Master's Degree in Law Enforcement and Justice Administration from Western Illinois University. He was promoted to sergeant in 2009. He was honored to be the SIPCA/SILEC Most Outstanding Cadet in his graduating police academy class, Officer of the Year in 2000, recipient of the David McCain Memorial Award in 2008, recipient of a Woodmen Life Lifesaver Award in 2017 and also a commendation from the Illinois House of Representatives 100<sup>th</sup> General Assembly, House Resolution 276, in 2017. During his career, he has performed numerous patrol and administrative duties, none more fulfilling than educating new law enforcement officers in training as an instructor for the SWIC Police Academy and a field training officer for Highland, being the liaison for Special Olympics Illinois through Region J and the Law Enforcement Torch Run for Special Olympics, and interacting with Highland School District students.



Sergeant Brian McClenahan joined the Highland Police Department in April 2004 as the Community Service Officer and was promoted to Police Officer in January 2010. He is a graduate of the Southwestern Illinois College Police Academy and holds a Bachelor's Degree in Criminal Justice from Southern Illinois University Edwardsville and a Master's Degree in Criminal Justice Administration from Lindenwood University. He was Employee of the Year in 2004 and Officer of the Year in 2010. Brian is a firearms instructor, Field Training Officer and Crisis Intervention Team (CIT) Officer. He has previously served in the Investigation Division and as an Investigator with the Major Case Squad.



Sergeant Kenneth McCoy joined the department in 2016. He graduated from the Southwestern Illinois Police Academy, where he earned the Southern Illinois Police Chiefs Association (SIPCA) Outstanding Officer Award, the Jeremy Chambers Top-Gun Award, the High Academics Award, and was chosen by his peers as the Class President. Sergeant McCoy holds a Bachelor's Degree in Integrative Studies, Leadership in Organizations from Southern Illinois University Edwardsville. He was the recipient of the David McCain Award in 2018. Sergeant McCoy is a Crisis Intervention Team (CIT) member, the Field Training Sergeant, and the K-9 Unit Supervisor.



Officer Robert Horner joined the Highland Police Department in 2001. He graduated from The Illinois Department of Corrections Academy in Springfield and the Police Training Institute in Champaign. He holds a Bachelor's degree in Criminal Justice and Psychology from Mckendree University. He is a certified Crisis Intervention Officer, Field Training Officer, Bicycle Officer, and Juvenile Officer. Officer Horner received the 2021 David McCain Memorial Award and was also voted the citizens favorite police officer 20 times.



Officer Mark McKinney joined the Highland Police Department in 2007. He graduated from Southern Illinois University-Carbondale, earning a bachelor's degree in Administration of Justice in 2001. Officer McKinney joined the Air Force in 2005 spending 6 years in the ANG at Scott Air Force Base. He has been a union representative for the Highland Fraternal Order of Police and a defensive tactics instructor for the department. He is currently a patrolman and in charge of HPD's Special Enforcement Team.



Officer David Brines was hired by the Highland Police Department in 2008. He holds a Bachelor of Science Degree in Criminal Justice from Southern Illinois University-Edwardsville. He is an Investigator with the Major Case Squad of Greater St Louis and the ILEAS Mobile Field Force. Officer Brines is currently assigned to the patrol division.



Detective Chris Clewis joined the department in June 2008. He graduated from Southern Illinois University in Edwardsville with a bachelor's degree in criminal justice. Clewis is currently a member of the Investigation Division. Chris is a Crisis Intervention Team (CIT), Defensive tactics Instructor, Taser Instructor, Drone Pilot and Knife Defense Instructor. Clewis is an Investigator with the Major Case Squad and an instructor at the Southwestern Illinois Police Academy.



Officer Chris Flake joined the Highland Police Department in May 2009. He graduated from the Southwestern Illinois College Police Academy. While there, he was Class President of the Academy and the Southern Illinois Police Chiefs Association Most Outstanding Cadet. While employed with the Highland Police Department, he was named Officer of the year for 2013 and 2021. He also received the David McCain Memorial Award for 2011 and 2016. Flake holds a Bachelor's Degree from Southern Illinois University Edwardsville and a Master's Degree in Criminal Justice Administration from Lindenwood University. He has served the community as a Patrolman, Investigator and School Resource Officer.



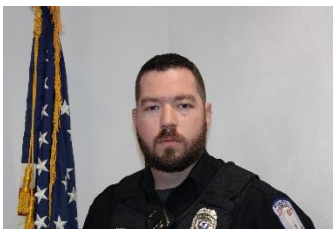
Officer Brad Sutton joined the department in December of 2013 as a dispatcher. In April of 2017, Officer Sutton transitioned to patrol. Officer Sutton earned top academic honors while attending the Southwestern Illinois Police Academy. Officer Sutton has an Associates in Applied Science Degree from Southwestern Illinois College and is currently completing a Bachelor's Degree at Southern Illinois University Edwardsville with a projected graduation date of December 2023. In June of 2022, Officer Sutton became the department's K-9 handler and was partnered with K-9 Hondo. Officer Sutton and K-9 Hondo completed the K-9 academy in September of 2022. In addition to serving as the K-9 handler, Officer Sutton is a Field Training Officer, a Crisis Intervention Team (CIT) Member, and a member of the police pension board.



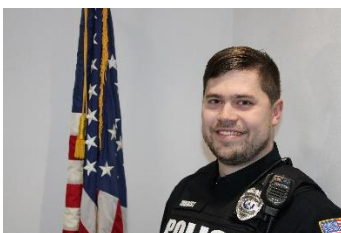
Officer Nathan Biggs earned a bachelor's degree in Criminal Justice Studies from Southern Illinois University-Edwardsville in 2008. He graduated from the Police Training Institute in 2010 and began his law enforcement career with the Carbondale Police Department. After four years, he joined the Highland Police Department. Biggs has been recognized by IDOT twice and the Alliance Against Impaired Motorists. Officer Biggs is a member of the Crisis Intervention Team (CIT), juvenile officer, Wicklander/Zuwalski interviewing (basic and advanced), and certified to be a School Resource Officer.



Detective Shawn Bland joined the department in January 2014. Detective Bland graduated from Southern Illinois University in Edwardsville with a bachelor's degree in Criminal Justice. He is currently assigned to the Investigation Division. He was awarded Officer of the Year in 2015 and Employee of the Year in 2021. He is a Field Training Officer, SET Team member, Cellebrite Certified, Evidence Officer, Investigator, Lead Homicide Investigator, and Major Case Squad Investigator.



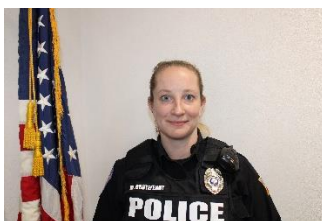
Officer Jeremiah Kingery joined the department in January 2014. He graduated Southern Illinois University Edwardsville with a bachelor's degree in Criminal Justice. He has been the President of the FOP Lodge for the last 8 years and has coordinated numerous charity events through the FOP. He is the department's Celebrite Operator and is a Range Instructor. Kingery is also a Crisis Intervention Team (CIT) Member and Juvenile Officer.



Officer Shane Zobrist joined the department in May 2018. He graduated from Eastern Illinois University with a Bachelor's Degree in Psychology. Officer Zobrist is a range instructor, a Crisis Intervention Team (CIT) member, and a Juvenile Officer. He is also a Captain in the Illinois Army National Guard.



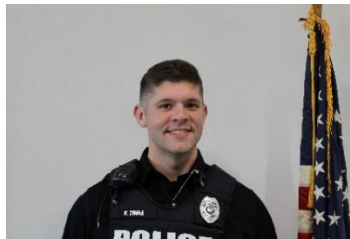
Officer Jake Streicher joined the Highland Police Department in January of 2021 after four and a half years of service with another police agency. Officer Streicher graduated from Southern Illinois University – Edwardsville with a bachelor's degree in Criminal Justice. He is a firearms instructor, MILO instructor, and Crisis Intervention Team (CIT) member.



Officer Megan Grotefendt recently celebrated her 2<sup>nd</sup> anniversary with the Highland Police Department and is a graduate of the Southwestern Illinois Police Academy. Officer Grotefendt is a department's SET team member and is a Crisis Intervention Team member.



Officer Matthew Sebastian joined the department in September 2022 after 22 years of experience as a Medic in the U.S. Army Reserves. Officer Sebastian graduated the Southwestern Illinois Police Academy in 2022 and was a Leadership Awardee. He is enrolled at American College of Education for a bachelor's degree in Applied Management and Leadership.



Officer Kent Thole joined the department in August of 2022. He holds a bachelor's degree in Criminal Justice from Southern Illinois University in Edwardsville. Officer Thole graduated from the Southwestern Illinois Police Academy in December 2022 and is a Juvenile Officer.



K-9 Hondo joined the Highland Police Department in June of 2022. Hondo is a 2-year-old German Shepherd of Czech descent. Hondo's parents were both imported from the Czech Republic to the United States and were titled working dogs. Hondo was partnered with Officer Bradley Sutton in June of 2022.

# Civilian Police Aides

Employee	Date of Hire
Karen Leadbetter	10/13/1997
Kelcey Chadwick	09/05/2014

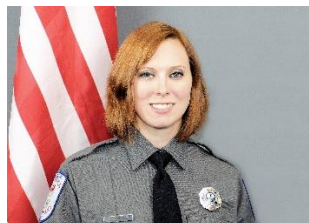
Consolidation brought with it many changes, including personnel. Fortunately for us, we were able to employ two of our dispatchers as Civilian Police Aides. These women have taken on the task of providing service to the public and assisting the police department with the arduous tasks that come with documenting the day-to-day operations of law enforcement.

Civilian Police Aids (CPAs) are responsible for direct service to the public, state and federal agencies, and officers. Currently, CPAs are in the process of a large undertaking. Training in requirements for reporting guidelines for NIBRS, body-camera footage, and FOIA is extensive.

Both Karen and Kelcey have embraced their new role in providing the support needed for our agency. While we no longer have dispatch responsibilities, the overall response to walk-in complaints and telephone calls is still critical to maintaining our relationship with the community.



Karen Ledbetter has worked with HPD since 1997. She won the SIPCA Telecommunicator of the Year award in 1999 and Highland Police Telecommunicator of the Year Award in 2001, 2010, and 2013. After dispatching for 25 years, Karen transitioned into a CPA role. Karen helps manage many aspects of the day-to-day operations within the department.



Kelcey Chadwick joined HPD in September 2014 as a Telecommunicator. Kelcey graduated with a bachelor's degree in criminal justice from Southern Illinois University in 2011. She previously worked for O'Fallon Police Department. Kelcey currently serves the Highland Police Department as a Civilian Police Aid since August of 2022

# Patrol Division



The Patrol Division of the Highland Police Department provides services to the community continually. Members of each division within the agency support its day-to-day operation.

The Patrol Division comprises four squads, including a sergeant and three patrolmen. Included in this group are six specially trained officers to act as Field Training Officers. These officers take on the responsibility of training all new officers who join the HPD.

The Patrol Division has personnel assigned to the ILEAS Mobile Field Force, The Major Case Squad, School Enforcement, Training, Police Academy instruction, bicycle patrol, lake patrol, and SET Team. Other significant functions of this division include safety programs, investigations involving traffic crashes, DUIs, traffic control, parade support, peacekeeping responsibility, making arrests when needed, emergency response, and investigations.

Members of this division are the cornerstone of our community relationships. The Patrol Division provides year-round support 24 hours a day. This allows us to assist the public with vacation checks, extra patrols in areas of concern, and business checks. The last two years have posed new challenges for this division. We look forward to a degree of normalcy to come.



# *Investigation Division*



The investigation division includes two officers responsible for cases that require investigation outside the scope of the patrol division. These officers utilize their specialized training to resolve cases whenever possible.

The investigations division utilized and obtained numerous applications to assist in investigations including Cellebrite, Leads Online, TLOxp, SET Team, city-wide cameras, MOCIC, DEA LPRs, body cameras, and a drone. The investigations division also requested assistance from the US Marshall's Service for a warrant service and the Illinois State Police Crime Scene Unit on multiple cases.

The following were cases of note completed by Detective Bland and Detective Clewis:

1. The investigations division received a tip from the FBI regarding an active threat towards Highland High School. In less than two hours, and before the start of the school day, the juvenile suspect was identified and apprehended. After a full investigation, charges were brought against the juvenile suspect for making the threat.
2. An investigation was conducted after multiple vehicle burglaries, and a garage burglary had occurred. The investigations division was able to identify and locate both suspects and the suspect vehicle quickly. Confessions were obtained from both suspects, and the return of all property stolen from the burglaries. Charges were filed on both suspects for multiple counts of burglary.
3. An investigation was conducted after the patrol division received over 30 burglaries from motor vehicle cases and two stolen vehicles. The investigations

division quickly located the two stolen vehicles within two hours in St. Louis using GPS and assistance from the St. Louis Metropolitan Police Department. Both vehicles were towed to the Highland Police Department and processed by the Illinois State Police Crime Scene Unit. Numerous stolen items were located inside of the vehicles and returned to the owners. Fingerprints were also recovered and sent to the Illinois State Police Crime Lab, leading to the identification and charges of a suspect for the crimes.

4. An investigation was conducted after an aggravated battery had occurred at a local bar. The suspect was determined to be an unknown person working temporarily in Highland but living in Texas. Investigations identified the suspect positively, and a warrant was issued for the suspect for the charge of aggravated battery.
5. An investigation was conducted after numerous reports of stalking and burglary of motor vehicle occurred. The suspect was positively identified from the surveillance video of the victim's security cameras by using numerous city cameras to locate the suspect and compare outfits worn by the suspect during each incident. A warrant was issued for the suspect for the charges of burglary and stalking.

Besides the normal duties, the investigations division handles all evidence processing and laboratory transports. In 2022, the investigations division completed a full evidence room audit. Additionally, the investigations division handled all asset forfeiture and sex offender compliance checks for the department.

# School Resource Officer



The Highland Police Department has one School Resource Officer (SRO) assigned to the Highland Public School District. The SRO's primary job responsibility is safety/security. The SRO assists in protecting the Highland Schools, staff, and students from law violations.

As an SRO, the role of mentor/counselor is critical to developing students' behavior. The SRO serves as a positive role model for our students and counsels students on the complexities of everyday life. The SRO assists the students and their families with community resources when needed.

Lastly, the SRO is responsible for educating students regarding the law. Numerous presentations are conducted throughout the year to the students on various topics such as navigating social media, the dangers of vaping, alcohol/drug abuse, and driver's education.

In 2022, the SRO overhauled the Highland Police Department's Law Enforcement Response Plan to an Armed Intruder and worked with several businesses, such as Wal-Mart, Rural King, and Ace Hardware, to obtain donations for Active Shooter Response Backpacks, which will be implemented into all vehicles. The SRO also obtained a grant from the Rotary Club to implement corridor and directory signs in all Highland Schools. The corridor signs will assist public safety employees in identifying classroom numbers quickly. Lastly, the SRO completed a school safety protection plan by implementing reunification kits in the Highland Public Schools.

# K9 Officer



In August, HPD implemented a K-9 program. K-9 Hondo was acquired through Master Trainer Brian Dowdy of Dowdy Dawgs. K-9 Hondo is a two-year-old German Shepherd of Czech descent partnered with Officer Brad Sutton. K-9 Hondo is trained in narcotics detection, tracking, article searches, building searches, suspect apprehension, and several other disciplines.

K-9 Hondo and Officer Sutton completed over 240 hours of training together at the St. Louis Metropolitan Canine Academy in St. Louis, MO. The academy is six weeks long, with varying training environments, locations, and scenarios. The academy concluded with K-9 Hondo and Officer Sutton being certified by the State of Illinois as a narcotics detection team. Officer Sutton and K-9 Hondo attend 16 hours of state-mandated training every month, in addition to training conducted on duty when call volume allows. These additional maintenance pieces of training occur in various areas and environments that simulate real-world scenarios.

Since the K-9 program's inception, K-9 Hondo and Officer Sutton have conducted multiple "free air sniffs" of vehicles which have resulted in the recovery of controlled substances, methamphetamine paraphernalia, and firearm ammunition. Every alert by K-9 Hondo has been substantiated by either the recovery of contraband

or the admission from vehicle occupant(s) that contraband had recently been in the vehicle. K-9 Hondo has also been used to assist other agencies. K-9 Hondo and Officer Sutton responded to unincorporated Troy, IL, to assist the Madison County Sheriff's Office and Troy Police Department with tracking residential burglary suspects who were reported to be armed. K-9 Hondo was able to successfully track the suspects to an area where it is believed they got into a vehicle and fled.

K-9 Hondo and Officer Sutton have conducted demonstrations for local youth groups, a city clerk's meeting, and the Highland Rotary Club. Public reception of the K-9 program has been overwhelmingly positive, with several donations from Apex Fitness, Hunsche Excavating, and the Highland Community Foundation all donating significantly to the program. Numerous individuals have also approached Officer Sutton on patrol, who are incredibly supportive of adding the K-9 to the police department.



# ILEAS Mobile Field Force

Highland Police Department is a member agency of ILEAS (Illinois Law Enforcement Alarm System). ILEAS is an organization developed to facilitate law enforcement mutual aid in Illinois. Besides mutual aid where an agency provides either personnel and/or equipment; ILEAS provides response teams for specific incidents which require a specialized response. These teams are EOD (Explosive Ordnance Disposal), SRT (Special Response Teams) and MFF (Mobile Field Force). Two Highland Officers are members of the Region 8 Mobile Field Force. The members are Officer David Brines and Lieutenant Damian Feeny. Lt. Feeny has been the Commander of the Region 8 team since 2014 and manages training, equipping and deploying the team. There are a total of 10 MFF regions in the state and Region 8 covers 11 counties. Lt Feeny has also been selected as a member of the MFF training cadre and helps to provide training to all 500 MFF members statewide.

The ILEAS MFF provides a rapid, organized and disciplined response to civil disorder and public safety emergencies that may occur during distribution of pharmaceuticals from the National Strategic Stockpile, weapons of mass destruction incidents, emergency situations, including natural or man-made disasters of various types, and routine local and statewide mutual aid which exceeds the effective ability of local enforcement.

Mobile Field Forces are composed of Police Officers from ILEAS member agencies. There are approximately 50 officers on each team. In the past few years the Region 8 team has helped with several search and rescue incidents, protests and even major case investigations for article/victim searches. Besides local and statewide incidents, the MFF has responded to national security events such as G20 and NATO, hurricane relief and other emergencies where the host state is in need of mutual aid.

Each team member receives specialized training in 1<sup>st</sup> Amendment demonstrations, crowd control operations, communications, search and rescue, trauma care and much more. Some team members are provided extra training on less lethal weapons and extrication classes. Members sometimes travel to Anniston, AL for training hosted at the Center for Domestic Preparedness.

# Training

Training for law enforcement is a critical component of agency legitimacy and performance. Throughout the year, officers engage in training ranging from hazardous materials to active shooter scenarios. Fortunately for Illinois officers, Illinois consists of sixteen Mobile Training Units that ensure officers remain current with their training requirements.

In 2021, the twenty-one sworn officers of the Highland Police Department completed a combined **996** hours of training. This training was in the form of in-person and online training. Due to the COVID-19 pandemic, a large portion of these hours was completed online, whereas, in past years, most of our training was completed via in-person classes. These pieces of training were courses that have been certified by ILETSB, courses offered by an ILETSB-designated MTU, or courses offered by outside vendors and agencies.

In 2022, Illinois legislatures passed a section of the Safe-T-Act to address training requirements. While officers have always had specific annual requirements, the Safe-T-Act added additional topics. Effective July of 2022, officers added annual requirements of crisis intervention, medical response, law updates, officer wellness, firearms restraining act, and firearms qualification updates. In addition, every three years, officers add 30 hours of required training ranging from civil rights to use of force, which includes scenario-based training. Finally, every five years, officers must train on the psychology of domestic violence.

This training will undoubtedly benefit the officers and the citizens but will also increase overtime and hours worked for our officers. To maintain our level of service, officers will be required to attend training and work overtime necessary to ensure minimum manpower requirements.

In 2022, the Highland Police Department enacted a review of Daily Training Bulletins (DTB's) to increase policy and procedure education. Each week, officers were required to review three policies. This year, officers completed 112 DTBs. We also added water rescue, breech, and body camera training. In 2022, Officers completed **2726** hours of training.

This total included two officers in the police academy and the training for our new K-9 officer.

Throughout 2021 and 2022, the Highland Police Department welcomed four new members. Each of these probationary officers will complete a fourteen-week program designed to assist them in transitioning from the classroom environment to the duties and responsibilities of a uniformed patrol officer. Officers are assigned a Field Training Officer (FTO) to prepare them for solo patrol.

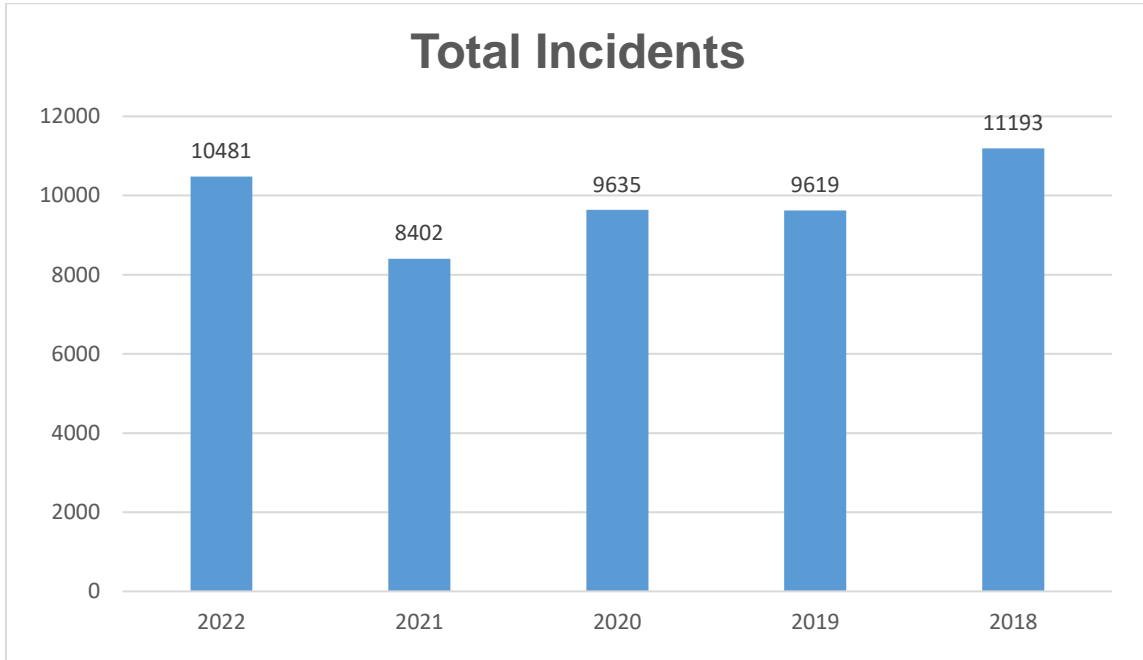


# *Statistics*



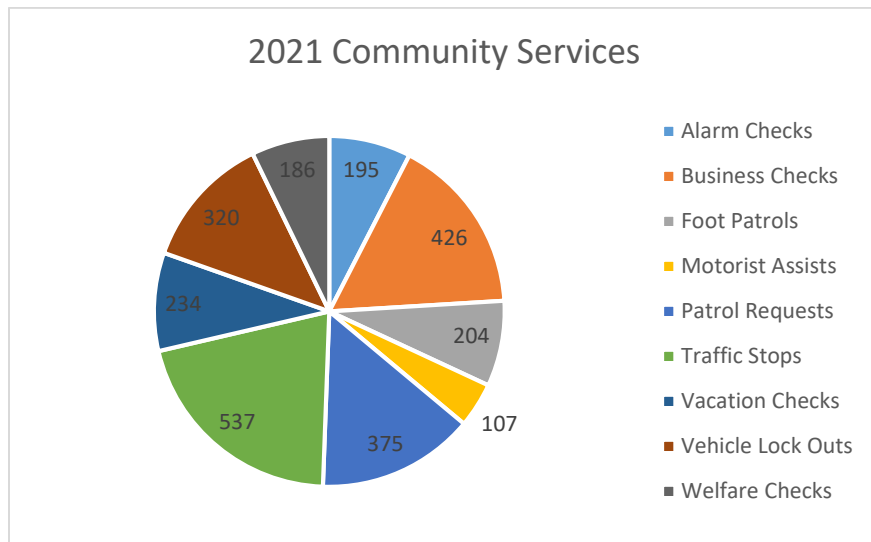
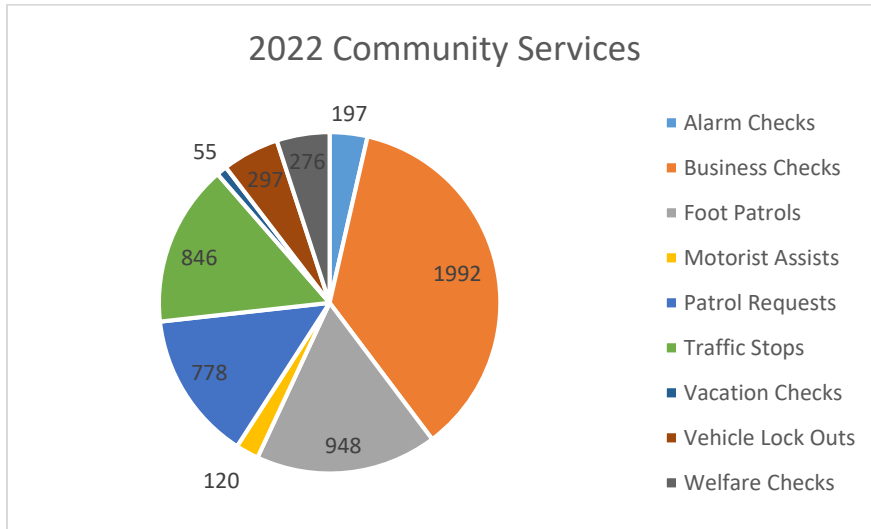
The following pages contained statistics from the last two years (2021-2022). Total incidents and traffic accidents show data from 2018- 2022 to acknowledge the effect COVID had on total operations. As you can see, the total incidents handle are returning to pre-Covid numbers.

# Total Incidents



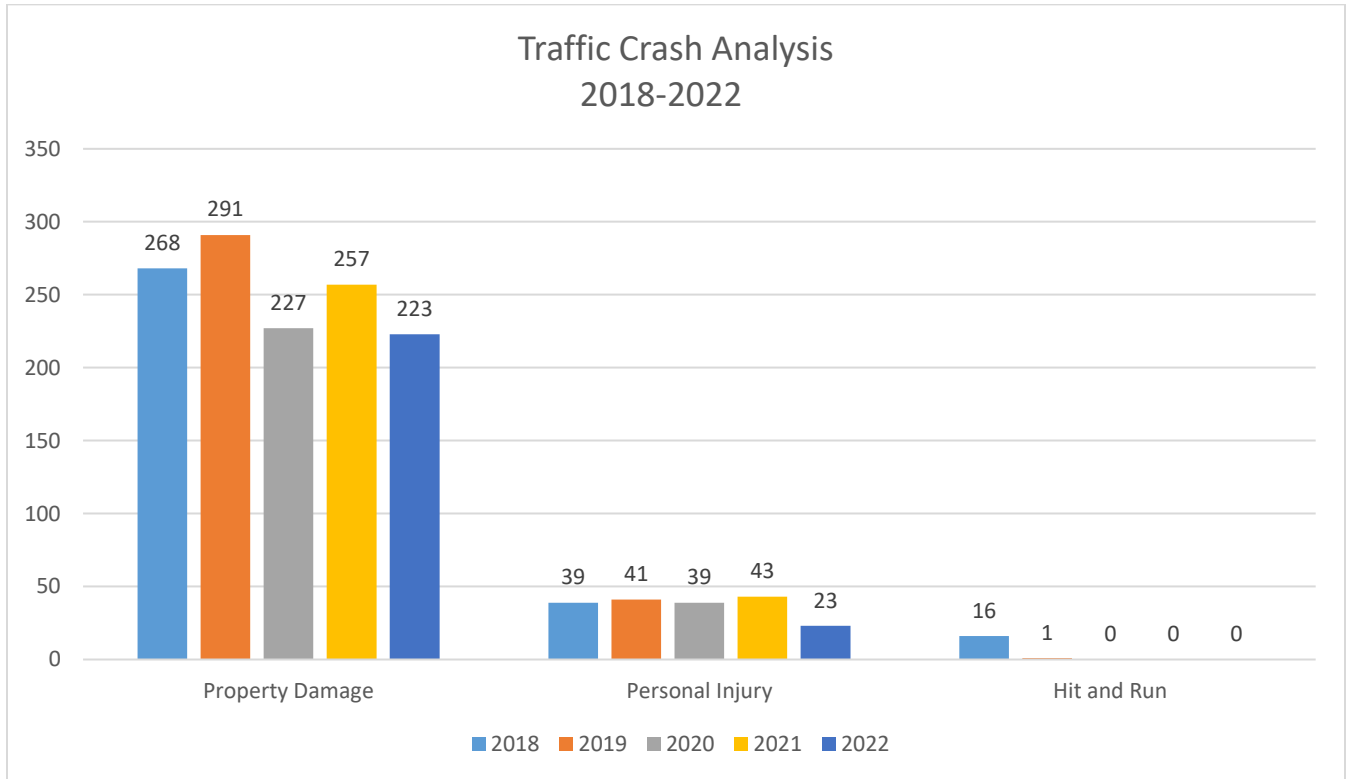
Total incidents for the year have started to rise to pre-Covid numbers. The above chart outlines the total amount for the last five years. Total incidents include all officer activity, including self-initiated activity.

# Community Services



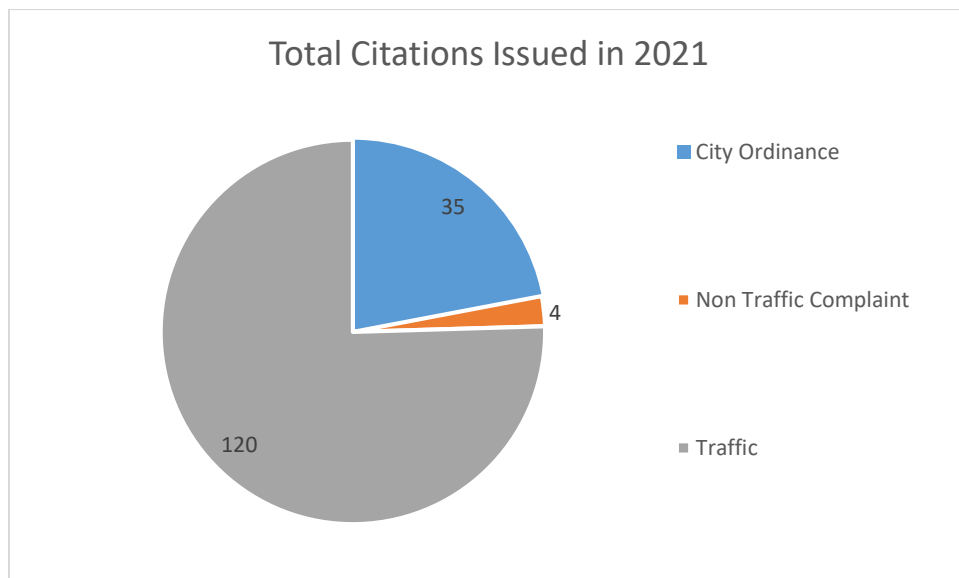
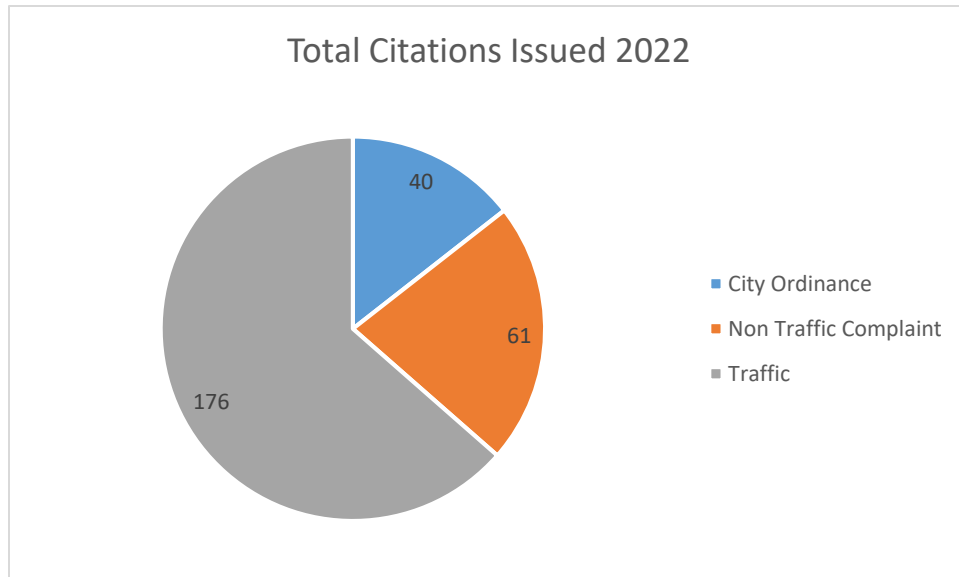
Community Services are a large part of our involvement with members of the community and local businesses. Between the years 2021 and 2022, our proactive involvement increased by 113%

# Traffic Crash Analysis



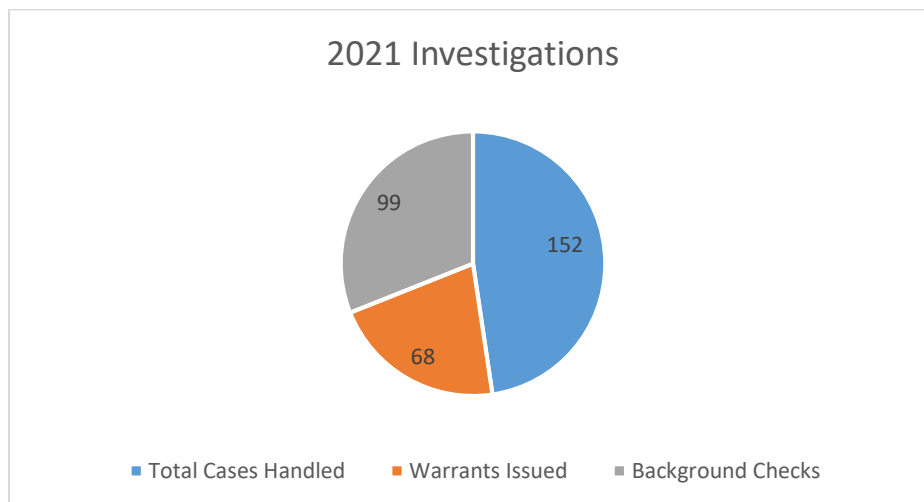
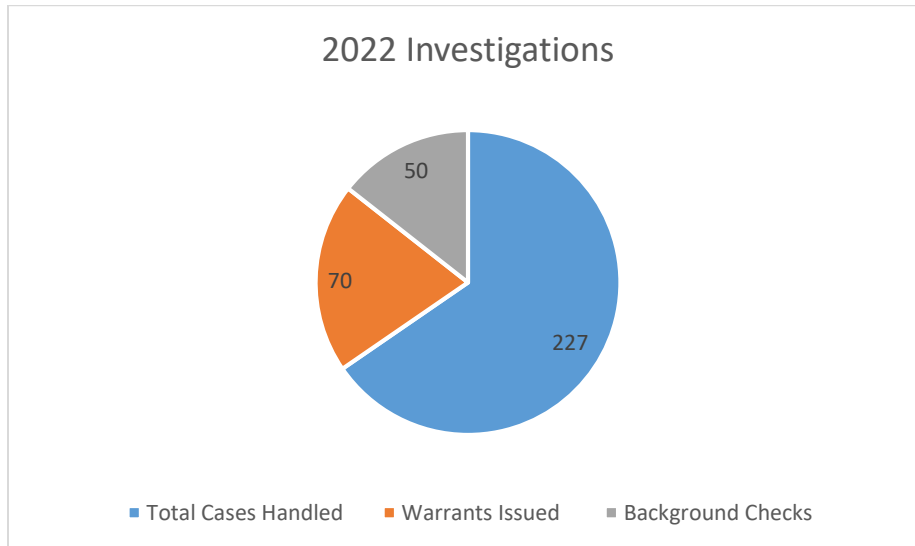
Traffic crashes were analyzed for the last five years. Numbers remained consistent, with a slight drop-off in 2022.

# Traffic Citations and Ordinance Violations



Citations issued in 2022 were 42.6% higher than in 2021. Citations include traffic, non-traffic, and Ordinance V

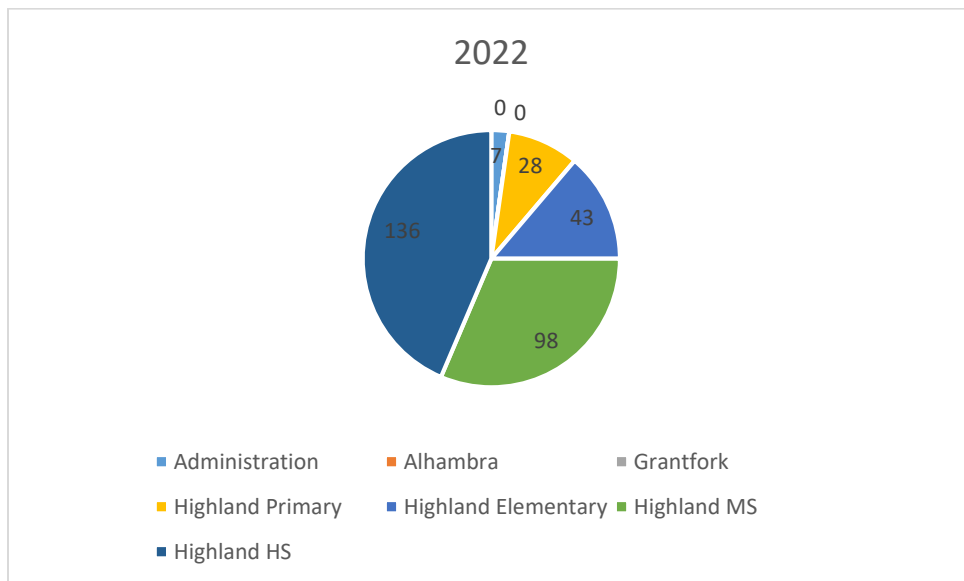
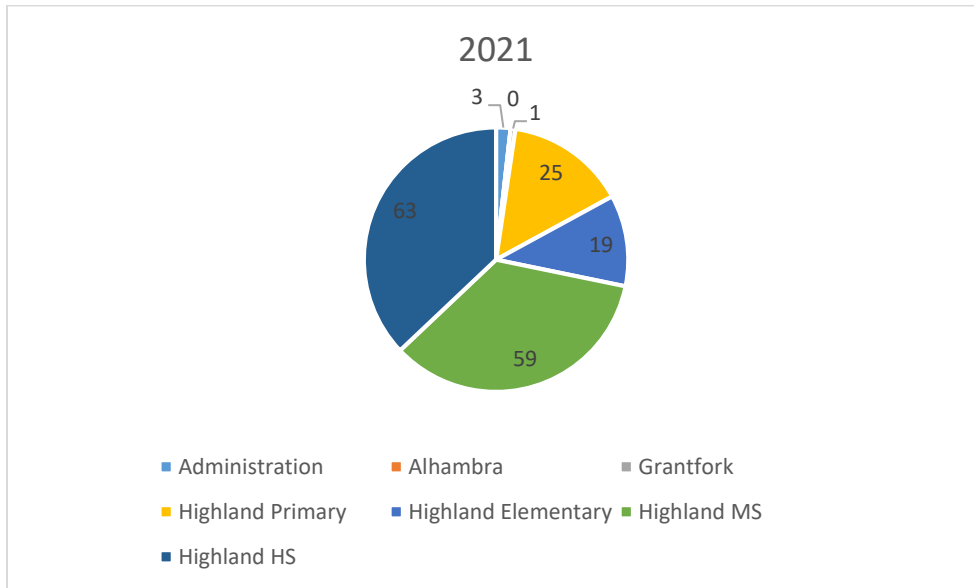
# Investigations



Cases in 2022 were up 66% compared to 2021. Note that the number of warrants is not necessarily indicative of clearance rates that may also include unfounded cases or other clearances by exception.

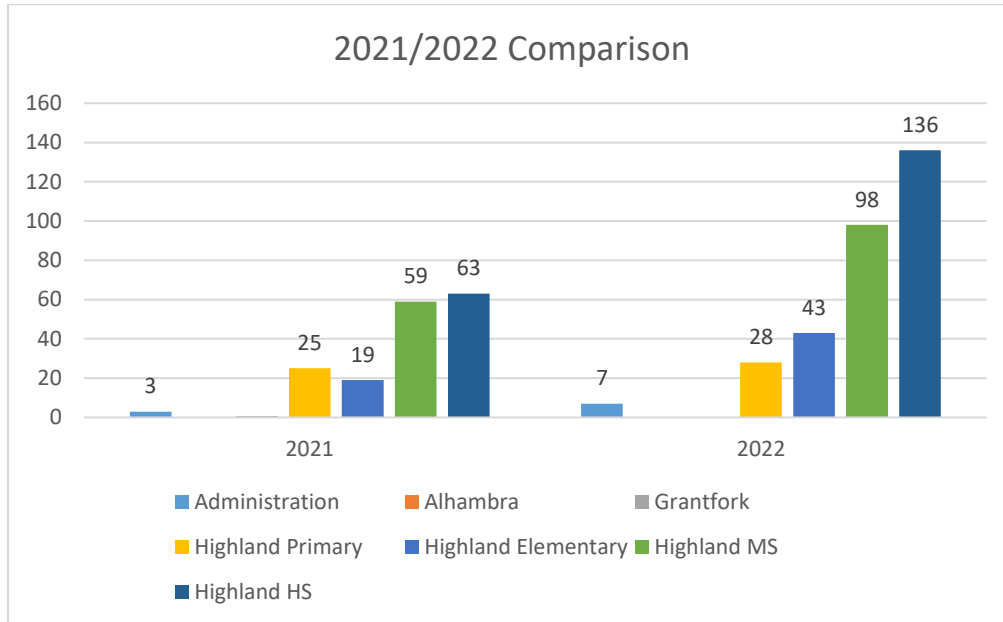
\*New reporting documentation will allow for a more transparent and precise picture of activity beginning in the 2023 report.

# School Incidents



School incidents include all documented contact during school hours.

# School Incidents



Documented school incidents which range from ordinance violations to the investigation of property crimes or crimes against people have increased by 54.48% between the years 2021 and 2022.



# Special Event Overtime

Art in the Park	5
Chamber Christmas Parade	6
High School Basketball Sectionals	6
High School Homecoming Parade	9
High School Prom	5
High School Search	4
High School Spring Fling	4
Highland Fire Department 9-11 Run	9
July 4 <sup>th</sup> Celebration	4
Kirchenfest	105.75
Madison County Fair	38.5
Memorial Day Biathlon	6
Memorial Day Parade	8
Optimist Shot Out	20.5
Relevant 5K	9
Special Olympics Bocce	6
Special Olympics Spring Games	6
Summer Nationals	10
Schweizerfest	74.75
Total Hours	336.50

Throughout 2022 the Highland Police Department provided extra patrol for 19 events outside of routine police services. The total number included does not include hours worked by the Chief of Police or the Lieutenant. These positions are salaried, which eliminates paid overtime.

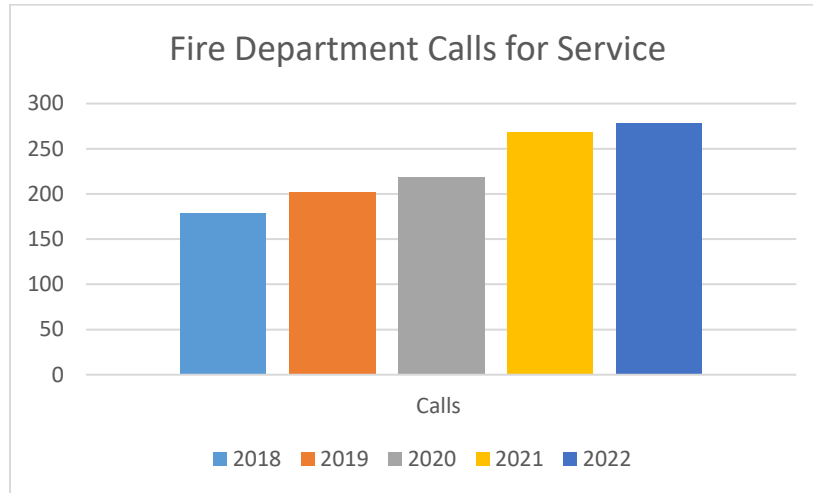


# *Fire Department*

## *Employee Roster*

Ailer, Steven	Firefighter
Barr, Ty	Captain
Berolatti, Garrett	Firefighter
Carlen, Martin	Firefighter
Federer, Kerry	Assistant Chief
Freimann, Chris	Firefighter
Hargis, Brittney	Firefighter
Hargis, Jessica	Firefighter
Knebel, Travis	Lieutenant
Latempt, Kyle	Firefighter
Leitschue, Chase	Firefighter
McLaughlin, Harrison	Firefighter
Moll, Hillary	Firefighter
Newman, Dan	Firefighter
Nikonovich, Chris	Firefighter
Nungesser, Parker	Firefighter
Ogelsby, Collin	Firefighter
Pace, Kayla	Firefighter
Randall, Devin	Firefighter
Seegers, Alyssa	Firefighter
Spengler, Zach	Lieutenant
Straub, Chris	Fire Chief
Suever, Josh	Firefighter
Tallman, Dan	Captain
VonHatten, Logan	Firefighter
Winter, Tony	Firefighter
Zaloga, Mike	Firefighter

# Calls for Service



The Highland Fire Department entered into an automatic mutual aid agreement with the Highland-Pierron Fire Protection District and the St. Jacob Fire Protection District. Per the agreement, we will assist both departments when a structure fire occurs in their district with an apparatus and manpower. When a structure fire occurs in the Highland Fire Department coverage area, both departments will respond to assist Highland with an apparatus and manpower.

The Highland Fire Department is a member of the MABAS (Mutual Aid Box Alarm System) in partnership with IEMA (Illinois Emergency Management Agency). MABAS is an established statewide, non-discriminatory mutual aid response system for fire, EMS, and specialized incident operational teams. Sharing the effort are representatives from the Office of the State Fire Marshal, Department of Public Health – EMS Division, and Illinois Fire Chiefs Association. The system defines a resource response plan to any location within the state when the Governor orders a Declaration of Disaster.

In previous years, the highland fire department deployed an engine with two personnel to Louisiana to assist with the recovery of hurricane Ida and also deployed 2 crew and 1 engine to Edwardsville to assist with the tornado damage at Amazon. This past year, 6 personnel and an engine were deployed to assist with a large warehouse fire in Madison. Highland Fire currently houses one of the MABAS 6x6 UTV's.

# Training

The Highland Fire Department offers two styles of training. In-person and online through Vector Solutions, which was acquired to boost training opportunities for Firefighters. Each week firefighters are offered training that would equate to 158 hours per year per firefighter. Online offerings equate to 191 hours per year.

In 2022, the Highland Fire Department had three firefighters graduate from Basic Operations Firefighter Certification class. This is a 184-hour course designed for initial training. The Basic Operations Firefighter course is designed to give new firefighters the practical and cognitive training needed to operate safely and effectively on the fire ground. This course exceeds the requirements outlined by the Illinois Office of the State Fire Marshal for Basic Operations Firefighter training. Upon successful completion, the student will meet Illinois OSFM, Pro Board, and IFSAC NFPA Firefighter I requirements for certification. IFSI Basic Operations Firefighter focuses on an intense classroom and hands-on approach to firefighting, promoting skill competency and an understanding of the fire ground. Students complete numerous evolutions, which encourage them to apply their skills to a variety of scenarios.

In addition, two firefighters completed Fire Officer 1 class. This class is a 120-hour training course designed to provide an engaging learning experience for incumbent firefighters who seek continuing education material at the Firefighter I and II level. The goal of this course is to give those firefighters a broader and deeper understanding of the material that's not possible in entry-level training programs that have NFPA Firefighter I and II certifications as their end goal.

It is our goal to continue to increase the number of training hours throughout 2023. With additional training, Firefighters will be ready to serve the citizens of Highland to the highest level.

# *Special Events*

Chamber Christmas Parade
Birthday Parties
Easter Bunny Open House
Fire Prevention at all schools/daycares
High School Homecoming Parade
High School Spring Fling
HFD Auxillary 9-11 Run
Highland-Pierron Fire Department Open House
Highland Firefighters Picnic
July 4 <sup>th</sup> Celebration
Kirchenfest/Kirchenfest 5K
Madison County Fair
Memorial Day Parade
Schweizerfest Parade
Christmas with a Cop
Highland Santa Claus Tour
Veterans Day Parade
Ride Home From School Program

Throughout 2022 the Highland Fire Department provided extra service outside of routine fire protection.

Mayor, City Council and Citizens of Highland

It is with pleasure that we at EMS share with you some of the data that we track each year. We study EMS delivery from all angles to ensure that we are meeting the needs and expectations of the citizens of Highland.

With the amount of data collected and analyzed by EMS annually, the data offered herein seemed to be the most appropriate for your information. If you desire to see additional or different data, we can easily accommodate that request.

The staff at Highland Ambulance Service maintain skill sets by meeting various training requirements annually. Standards are set by both the Illinois Department of Public Health and the regional EMS Director located at St. Elizabeth's Hospital. Our staff meets or exceeds all established training benchmarks annually.

Over 75% of our calls for service originate within Highland. Highland Pierron and Marine Fire Protection Districts are the next busiest venues for EMS, averaging about 8% and 7% of our total call volume. Our busiest times of the day are between the hours of 7:00 AM and 11:00 PM.

Once again, it is our pleasure to provide you with this information and an opportunity to get to know a little more about us.

Respectfully

J. Brian Wilson, Chief of EMS



### **MISSION STATEMENT**

Highland Ambulance Service is committed to providing the highest level of pre-hospital medical care for our community. We protect lives through prompt response and advanced treatment to medical emergencies and injuries.

### **VISION STATEMENT**

Highland Ambulance Service, through continuous training, strives to be innovative, adaptable, and resilient in the face of all internal and external challenges.

### **CORE VALUES**

*Professionalism* – We are committed to displaying a calm, confident, and pleasant demeanor, along with a neat and clean appearance at all times within the workplace and in the public.

*Integrity* – We value truth, honesty and doing the right things, the right way, at the right time, for the right reasons.

*Honor* – We value our occupation as a privilege to be able to serve the public and make a positive difference in their lives.

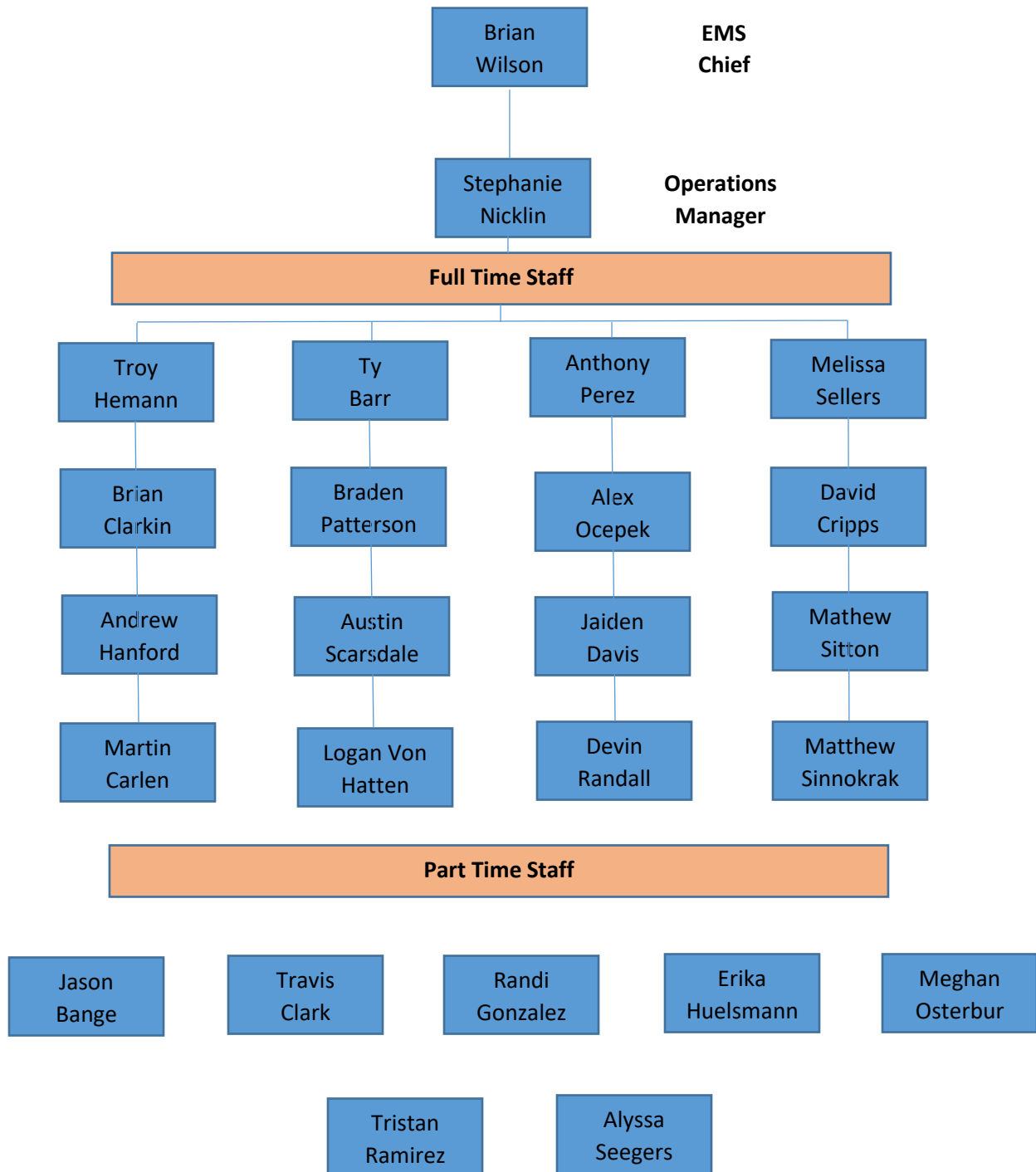
*Dedication* – We each share a steadfast commitment to the objectives our of mission and the citizens that we serve.

*Service* – Each member possesses an unwavering call to protect and serve the community of Highland and surrounding districts.

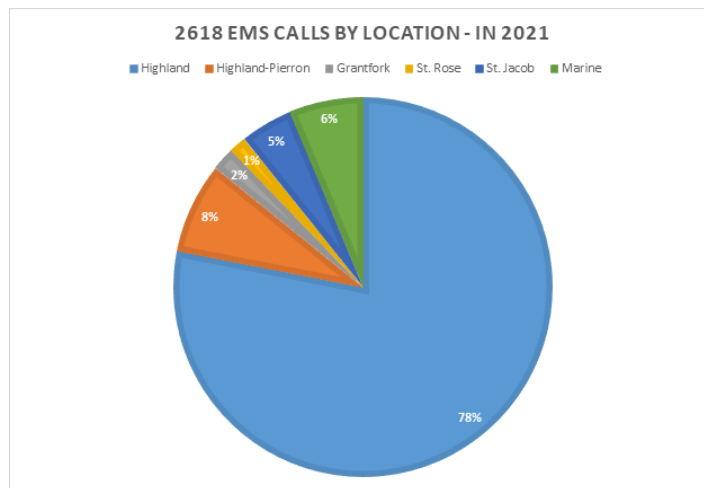
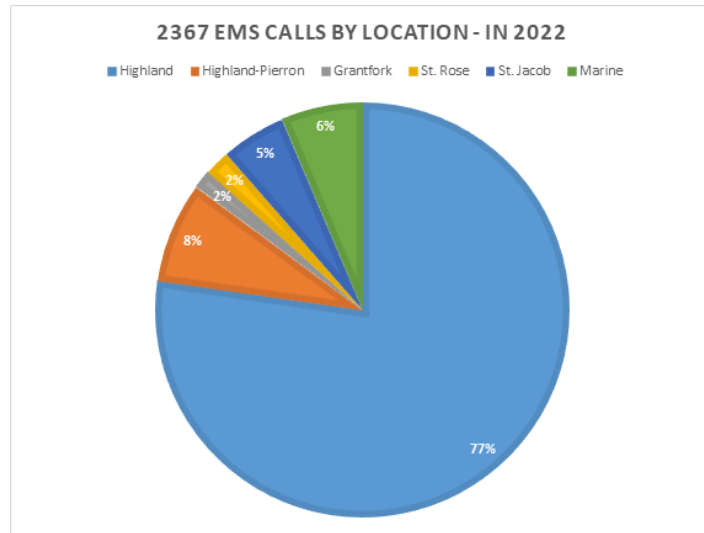
***“Service Before Self”***



# EMS Structure

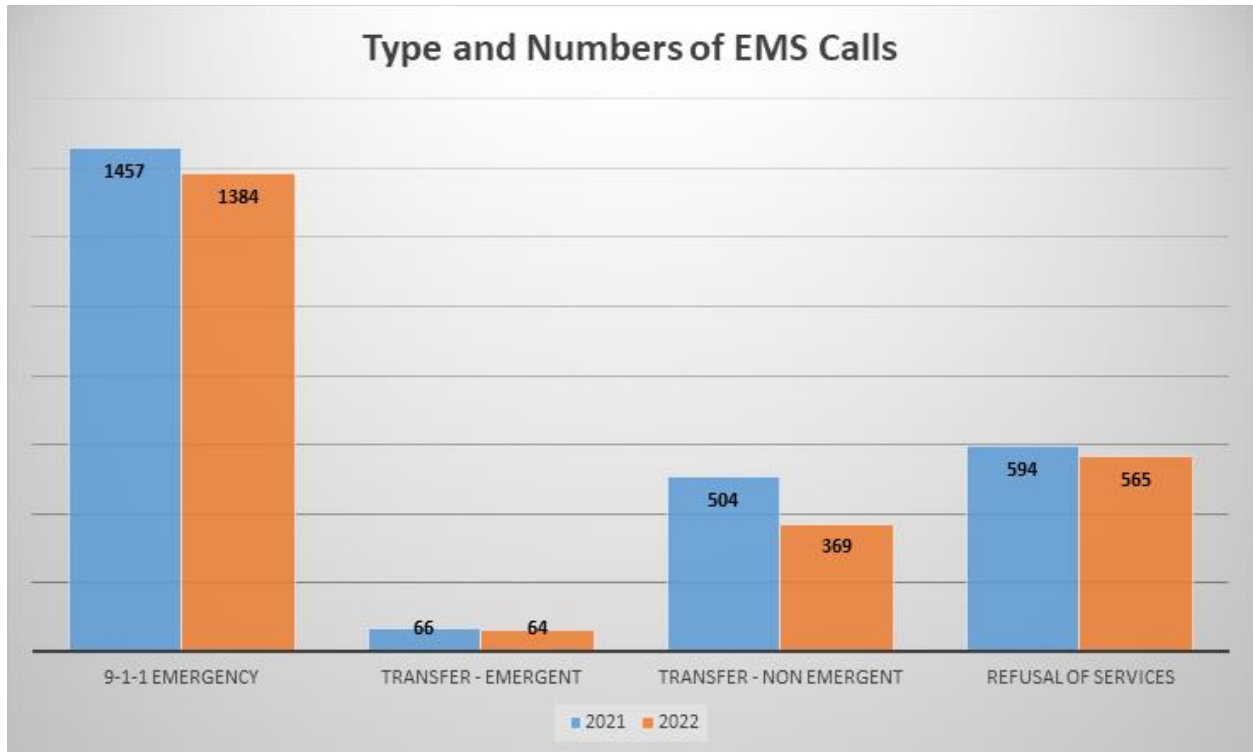


# Calls for Service



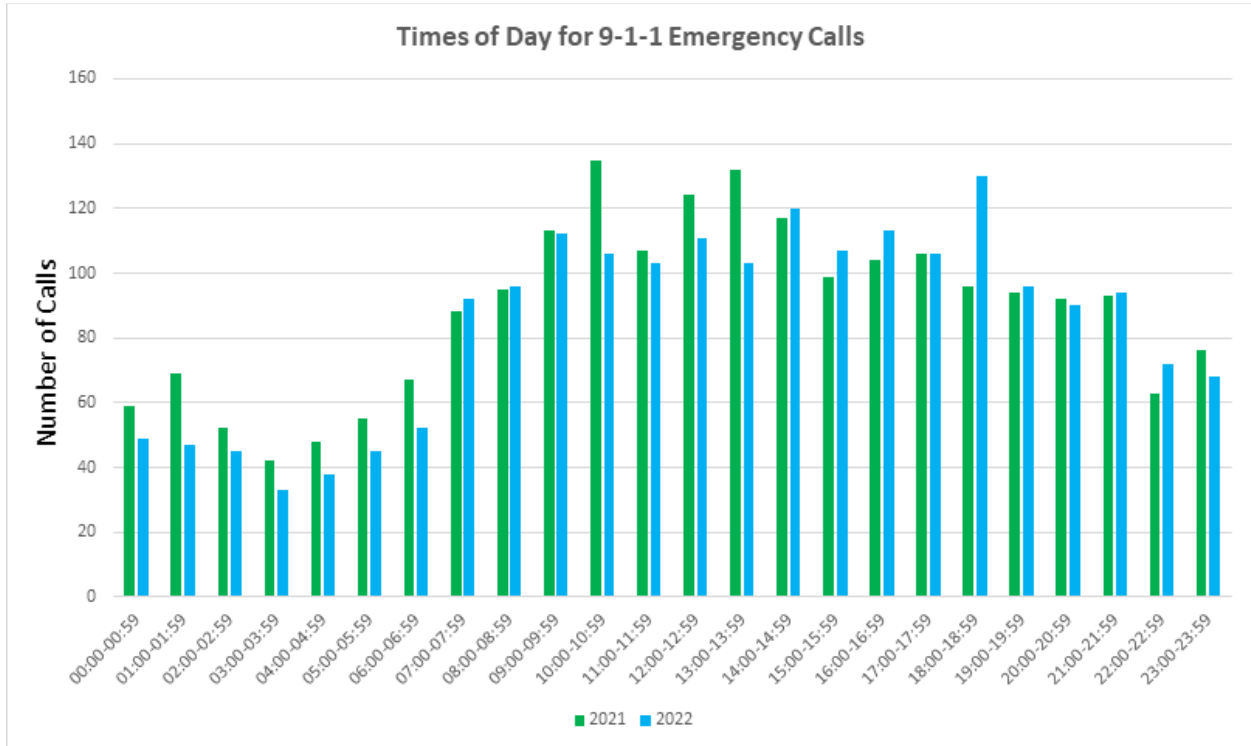
Emergency Medical Service (EMS) is provided within the city of Highland, as well as the fire protections districts for Highland Pierron, Marine, St. Jacob, Grantfork and St. Rose. The clear majority of EMS calls responded to are within Highland. The charts indicate total calls for service in the past two years, as well as the distribution of those calls by percentage in district served.

# Calls for Service



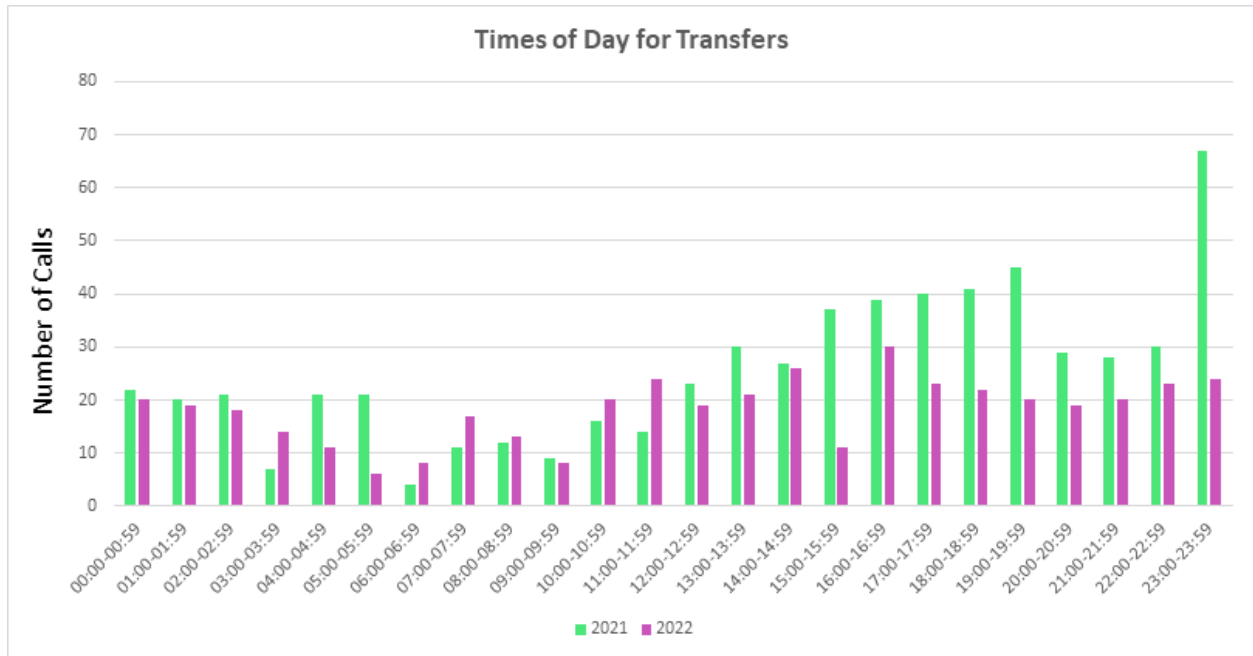
Shown here are the numbers and types of call responded to. The clear majority of calls received are emergency in nature. Inter-facility transfers from St. Joseph's Hospital also occur regularly as indicated. Some responses end up with a person not needing EMS at all or those not needing to be transported in an ambulance. These are shown as refusal of services above. Calls of each type fluctuate a little bit each year. Overall, EMS calls have increased by 32.6% over the past ten years.

# 9-1-1 Emergency Calls



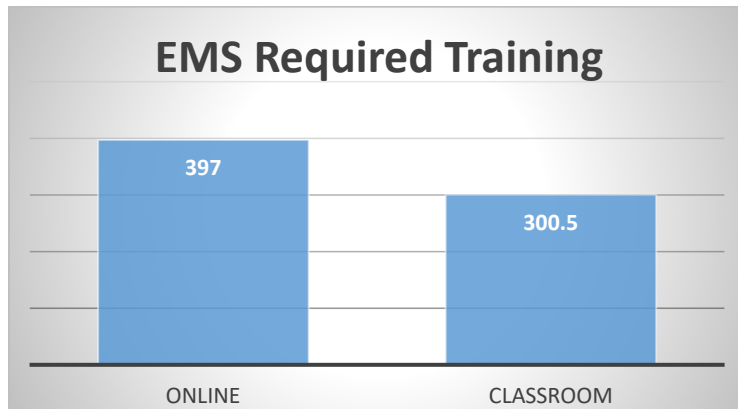
Times of when EMS calls are received are tracked in order to ensure that we are staffing ambulances appropriately in accordance with the historical needs as shown in this chart. As indicated by this graph, these times do not see big swings in numbers. They tend to remain very consistent from year to year.

# Transfer Calls



As with the 9-1-1 emergency calls shown above, we also track the times that inter-facility transfers are requested by St. Joseph’s Hospital. Combined with the emergency calls, these also impact our call volume and we need to ensure ambulance staffing accordingly. Again, these times tend to remain fairly consistent from year to year.

# Training



EMS personnel are required by the Illinois Department of Public Health, as well as the St. Elizabeth resource hospital, to complete a specified number of hours annually in various topics of EMS focus. For example, time must be spent on cardiac emergencies, bleeding and wound care, fractures, mental health, etc. The chart above demonstrates the hours accumulated by EMS members in 2022. All training follows outlines approved by the various governing agencies.

## ***Initial Training Requirements***

Here are the training requirements for anyone wishing to be an EMT Basic or EMT Paramedic.

### **Emergency Medical Technician – Basic**

- High School Diploma (Pre-requisite)
- 150 Total education hours
  - 125 hours of Classroom time
  - 25 Hours of Clinical time

### **Emergency Medical Technician – Paramedic**

- College Biology or Anatomy & Physiology – (Pre-requisite)
- Minimum of 1000 education hours
  - 500 Classroom Time/500 Clinical Time
- Advanced Cardiac Life Support Course
- Pediatric Advanced Life Support Course
- International Trauma Life Support Course
- Basic Life Support Course



**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION AUTHORIZING  
ALLOCATION OF HOTEL / MOTEL TAX FUNDING  
Chamber of Commerce – Local Dine Around Highland**

**WHEREAS**, the City of Highland, Madison County, Illinois (hereinafter “City”), is a non-home rule municipality duly established, existing and operating in accordance with the provisions of the Illinois Municipal Code (Section 5/1-1-1 et seq. of Chapter 65 of the Illinois Compiled Statutes); and

**WHEREAS**, City has determined applicants for hotel / motel tax funding shall fill out an application to determine whether the funding request may be granted according to 65 ILCS 5/8-3-14, which reads, in pertinent part:

The amounts collected by any municipality pursuant to this Section shall be expended by the municipality solely to promote tourism and conventions within that municipality or otherwise to attract nonresident overnight visitors to the municipality

*See* 65 ILCS 5/8-3-14; and

**WHEREAS**, City has determined the applicant has submitted a “Hotel / Motel Tax Funding Application” (*See Exhibit A*); and

**WHEREAS**, City has determined the applicant has requested funds for tourism and/or conventions and/or overnight visitors to City, and the applicant’s request for funds may be permitted pursuant to the spirit of 65 ILCS 5/8-3-14 (*See Exhibit A*); and

**WHEREAS**, the City Council finds that the City Manager should be authorized and directed, on behalf of the City of Highland, to execute whatever documents are necessary to allocate hotel / motel tax funds to the applicant pursuant to the “Hotel / Motel Tax Funding Application” (*See Exhibit A*).

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Highland, Illinois, as follows:

- Section 1.* The foregoing recitals are incorporated herein as findings of the City Council of the City of Highland, Illinois.
- Section 2.* The “Hotel / Motel Tax Funding Application” (*See Exhibit A*) is approved.
- Section 3.* The City Manager is directed and authorized, on behalf of the City of Highland, to execute whatever documents are necessary to allocate hotel / motel funds to applicant pursuant to applicant’s “Hotel / Motel Tax Funding Application” (*See Exhibit A*).



*Section 4.* This Resolution shall be known as Resolution No. \_\_\_\_\_ and shall be effective upon its passage and approval in accordance with law.

Passed by the City Council of the City of Highland, Illinois, and deposited and filed in the Office of the City Clerk, on the \_\_\_\_ day of \_\_\_\_\_, 2022, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

NOES:

APPROVED:

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Kevin B. Hemann, Mayor  
City of Highland  
Madison County, Illinois

ATTEST:

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Barbara Bellm, City Clerk  
City of Highland  
Madison County, Illinois



## HOTEL/MOTEL FUND APPLICATION

(For Funding Requests Equal to or Less than \$1,500)

### Contact Information:

Organization Name: \_\_\_\_\_ Highland Chamber of Commerce \_\_\_\_\_

Contact Person: \_\_\_\_\_ Hillarie Holzinger \_\_\_\_\_

Phone: \_\_\_\_\_ 618-654-3721 \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_hillarie@highlandillinois.com\_\_\_\_\_

### Event Information:

1. Name of the Event: \_Local Dine Around\_\_\_\_\_

2. Date(s) of the Event: \_\_March 2023 – May 2023 (90 days)\_\_\_\_\_

3. Location of the Event: \_\_\_\_\_ Highland and Breese \_\_\_\_\_

4. Description of the Event & Purpose of Funding Request:

This is a passport program designed specifically for our local restaurants and bars to promote dining around the community during the 90 day time period of the program. Purchases at participating establishments will earn stamps on citizen's passports, which will be submitted once completed. We will raffle off \$25 gift certificates back to the citizens that were all donated by participating restaurants. The funding request will help with printing costs of passports and advertising the program in hopes of drawing tourism into the Highland and surrounding community.

5. Please state how your request for hotel/motel tax funds will help promote: 1) tourism; 2) conventions within the City; and/or 3) overnight visitors to the municipality:

Tourism, by advertising our Local Dine Around program, we invite participants both local and non-local to visit restaurants and/or bars that they may not have been to before, for a chance to win one of many \$25 gift certificates, which will in-turn put the money back into the Highland and surrounding community.



6. Funding Request Amount: \$\_\_\_\_\_1,500\_\_\_\_\_

7. Projected Attendance for the Event: \_\_\_\_\_1000+ passport participants\_\_\_\_\_

8. Expected Overnight Stays for the Event: \_\_\_\_Unknown\_\_\_\_\_



# CITY OF HIGHLAND

**To:** Mayor and Council Members  
**From:** Mallord Hubbard, Economic Development Coordinator  
**Date:** February 16, 2023  
**Subject:** Approval of Hotel/Motel Funding for Local Dine Around Campaign

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## RECOMMENDATION

I am recommending the Council consider approval of Hotel/Motel funds to the Highland Chamber of Commerce for the Local Dine Around Campaign.

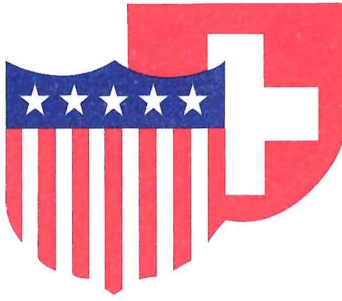
## DISCUSSION

Staff has reviewed the application request and determined that it meets the requirement for Hotel/Motel tax funding.

## FISCAL IMPACT

Subject to approval, funding in the amount of \$1,500 will be appropriated from the Hotel/Motel Tax Budget for this item.

Recommended by: \_\_\_\_\_  
DocuSigned by:  
*Mallord Hubbard*  
32D4FEE126AD46E...  
Mallord Hubbard, Economic Development Coordinator



# City of Highland

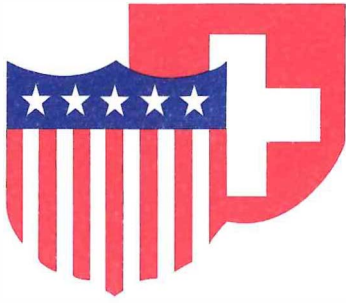
**MEMO TO:** City Council Members

**FROM:** Kevin B. Hemann, Mayor

**SUBJECT:** Reappointments to the Cemetery Board of Managers

**DATE:** February 16, 2023

The term of Clifton Couch on the Cemetery Board of Managers is expiring. Mr. Couch has agreed to serve an additional two-year term. I am therefore requesting your approval of the reappointment of Clifton Couch to the Cemetery Board of Managers. If approved, his new term will expire on March 1, 2025. If you have any questions regarding this reappointment, please contact me.



# City of Highland

**MEMO TO:** City Council Members

**FROM:** Kevin B. Hemann, Mayor

**SUBJECT:** Reappointments to the Silver Lake Advisory Commission

**DATE:** February 16, 2023

The terms of the Silver Lake Advisory Commission members Randy Ammann, Gary Pugh, and Donald Rommerskirchen are expiring. All three have expressed a desire to be reappointed. I believe that each of them is an asset to the Silver Lake Advisory Commission. I am therefore, requesting your approval of their reappointments. If approved, their new terms will expire in March 2026.

If you have any questions regarding these appointments, please contact me prior to the council meeting.

**CITY OF HIGHLAND  
BID TABULATION SHEET**

BID OPENING: Date: February 9, 2023

BID #: E-09-22-R


Time: 10:00 A.M.

Item/Project Description: 138 KV line

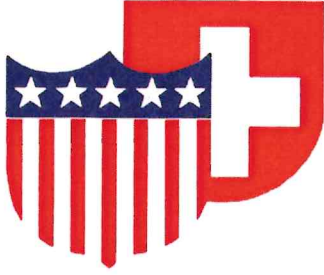
Place: Public Safety Building

Clearance Trimming

	Endrizzi Contracting Inc. Vienna IL					
Item / Proposal Description						
Base Bid	\$100,000					
Pole Number (lowest is better)	110					
Certificate of Compliance Form	✓					
Hold Harmless and Indemnity Form	✓					
Non-Delinquency of Tax Form	✓					
Bid Bond						

BID OPENER:   
Dan Cook

BID RECORDER:   
Megan VonHatten



# City of Highland

Department of Light and Power

**Memo to:** Chris Conrad, City Manager  
**From:** Dan Cook, Director of Light & Power  
**Date:** February 15, 2023  
**Subject:** Award contract for 138KV Line Clearance Trimming, NOML #E-09-22-R

## RECOMMENDATION

I recommend that you seek council approval to issue a purchase order to Endrizzi Contracting, Inc. for \$100,000.00 to perform line clearance trimming on the 138KV line as detailed in the NOML (attached).

## DISCUSSION

It has been almost 6 years since the 138KV line has been trimmed and the trees are encroaching upon the power lines which causes reliability concerns. It is imperative that we remove this foliage before it causes an interruption in service.

## FISCAL IMPACT

The funding for this project was approved during the budget meeting for this fiscal year and will be billed against GL#101-104-5-390-41.

## CONCURRENCE

Recommended by: \_\_\_\_\_  
Daniel Cook, Director of Light & Power

Approved by: \_\_\_\_\_  
Chris Conrad, City Manager



**City of Highland, Illinois**

Parks & Recreation Department

**Bid Number:  
PR-01-23**

**Replacement of Electric Panel at Glik Park**

**Wednesday, March 15, 2023**

**9:00 AM  
Highland Public Safety Building  
12990 Troxler Avenue  
Highland, IL 62249**

**Approved:** \_\_\_\_\_  
Chris Conrad: City Manager

**Date:** \_\_\_\_\_, 2023

Proposal Submitted By: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# CONTRACT ADMINISTRATION

## INVITATION

The City of Highland, Illinois, will receive sealed bids until Wednesday, March 15, 2023 at 9:00 am CST at the Highland Public Safety Building located at 12990 Troxler Avenue, Highland, Illinois at which time they will be publicly opened and read. After tabulation and review, bids will be presented to the City Council at its regular meeting schedule for Monday, March 20, 2023 at 7:00PM CST for consideration. If there are any questions concerning this solicitation, please contact Mark Rosen at 618.651.1386.

Bids shall be submitted in an opaque, sealed envelope containing the bidders name and address and labeled "Sealed Bid, PR 01-23, Replacement of Electric Panel at Glik Park". Facsimile bids are not acceptable.

The city of Highland reserves the right to reject any and all, or any part of bids, and to waive any informality therein and to make the award in the best interest of the City. The bid prices shall remain valid and no participating party may withdraw their bid for at least thirty (30) days after the established deadline for receipt of bids.

By submitting this bid, the participating party acknowledges that they are familiar with the specifications and all other applicable regulatory and contract requirements for the work. Any area of concern shall be brought to the Department of Parks & Recreation's attention as soon as possible.

**The Certificate of Non-Delinquency of Taxes, Certificate of Compliance, Certificate of Compliance – Substance Abuse on Public Works Projects Act, and the "Hold Harmless Agreement" forms must be returned with the bid.** The City Council is prohibited from awarding the contract without these documents.

### **BASIS FOR BID**

The bid shall include labor, plant, material, transportation, and other costs.

The bid price will include all discounts, preparation costs and all other charges or credits. DO NOT include taxes in the bid price. The city of Highland is exempt from Federal Excise, Transportation, and State Sales Taxes.

### **BASIS FOR CONTRACT AWARD**

Bid Submissions will be evaluated and compared to the specifications provided by the city. Both cost and delivery date will be considered when awarding this purchase. The lowest responsible and responsive bid that meets the provided specifications shall be deemed the successful bidder and the contract will be awarded to the bidder (subject to City Council approval).

**BASIS OF PAYMENT**

Payment will be made only after all materials are received and accepted, as specified, and with thirty (30) days of receipt of invoice for the same.

Proposals received after 9:00 A.M. CST, Wednesday, March 15, 2023 will not be accepted and will be returned to the proposer unopened. The city of Highland reserves the right to reject any and all responses and waive minor irregularities. No proposal may be withdrawn for a period of thirty (30) days.

By order of the Mayor and City Council

Chris Conrad, City Manager

City of Highland  
“Sealed Bid PR-01-23, Replacement of Electric Panel at Glik Park  
Attn: Mark Rosen, Director of Parks & Recreation  
12990 Troxler Avenue  
P.O. Box 218  
Highland, IL 62249

### **Specifications for Replacement of Electric Panel at Glik Park**

The bidder shall inspect the existing electric panel and provide a proposal to replace with a similar panel that performs in the same manner to operate athletic field lights and other functions. Potential bidders must schedule a time with the Director of Parks and Recreation prior to submitting bids at Glik Park, 12525 Sportsman Road, Highland, Illinois 62249.

Bidders shall include a line item showing a deduction for others to remove the existing panel.

**PUBLIC NOTICE CITY OF HIGHLAND ILLINOIS  
NOTICE OF MUNICIPAL LETTING  
Bid #PR-01-23 – Replace Electric Panel – Glik Park**

The city of Highland will accept sealed bids until 9:00 A.M. CST on Wednesday, March 15, 2023 at the Public Safety Building located at 12990 Troxler Avenue, Highland, Illinois at which time they will be publicly opened and read.

The bid packet for replacing the electric panel can be obtained through email to [mdrosen@highlandil.gov](mailto:mdrosen@highlandil.gov).

City of Highland, Illinois

Chris Conrad, City Manager

City of Highland  
“Sealed Bid, #PR-01-23, Replace Electric Panel – Glik Park  
Attn: Mark Rosen, Director of Parks & Recreation  
12990 Troxler Avenue  
P.O. Box 218  
Highland, Illinois 62249

**NOTICE TO EDITOR: Please publish the above notice in the Pioneer on Wednesday,  
March 15, 2023**

**Send proof of publication to: City of Highland  
Attn: Mark Rosen  
P.O. Box 218  
Highland, Illinois 62249**

**Send invoice for above to: City of Highland  
Attn: Accounts Payable  
P.O. Box 218  
Highland, Illinois 62249**

**Return with Bid**

**CERTIFICATE THAT CONTRACTOR**  
**IS NOT BARRED FROM CONTRACTING**  
**WITH UNIT OF LOCAL GOVERNMENT**  
**BECAUSE OF CONVICTION OF AN OFFENSE**  
**RELATED TO BIDDING**

The undersigned Bidder / Proposer on a Contract submitted for bids / proposals by the City of Highland, Illinois known as: \_\_\_\_\_ hereby certifies that he/she/it is not barred from bidding on the Contract as a result of violation of either Section 33E-3 (Bid Rigging) or Section 33E-4 (Bid Rotating) of Chapter 38 of the Illinois Revised Statutes.

Dated: \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City / State / Zip Code

\_\_\_\_\_  
Signature Print Name

\_\_\_\_\_  
Title



# City of Highland

**To:** All Vendors and Contractors

**From:** City of Highland

**RE:** Certificate of Non-Delinquency of Tax

As a result of a recent amendment to the Illinois Municipal Code (Adding Section 11-42.1-1), the City of Highland is prohibited from entering into a contract with any individual or anyone else that is delinquent in the payment of any tax administered by the Illinois Department of Revenue, unless that party is contesting the tax in accordance with procedure established by the particular taxing act.

Further, before awarding a contract, the City of Highland is required to obtain a statement under oath from the party with whom it's contracting that no such taxes are delinquent. If a false statement is made, it voids the contract and allows the City to recover all amounts paid to the individual in a civil action.





# City of Highland

Department of Public Works

To: All Vendors

From: City of Highland

RE: Certificate of Compliance with the Substance Abuse Prevention on Public Works Projects Act

“The Substance Abuse Prevention on Public Works Projects Act” (Pub. L. 95-0635, codified as 820 ILCS 265/1 *et seq.*) became effective in the State of Illinois on January 1, 2008.

Due to the above-stated law, all bids from contractors and subcontractors for work on a public works project of the City of Highland shall be accompanied by a Certification of Compliance indicating, *first*, whether the bidder has signed collective bargaining agreements that are in effect for all of its employees and that deal with the subject matter of the above-stated Act; and, if not, *second*, that the bidder’s written substance abuse program is attached to the Certification of Compliance and that the bidder’s written substance abuse program meets or exceeds the requirements of “The Substance Abuse Prevention on Public Works Projects Act” (Pub. L. 95-0635, codified as 820 ILCS 265/1 *et seq.*).

**Return with Bid**

**HOLD HARMLESS AND INDEMNITY AGREEMENT  
CITY OF HIGHLAND, ILLINOIS**

The Contractor \_\_\_\_\_, by affixing his signature hereto agrees to the following conditions:

1. To save and keep the City (including its agents and employees) free and harmless from all liability, public or private penalties contractual or otherwise, losses, damages, costs, attorney's fees, expenses, causes of actions, claims, or judgments, resulting from claimed injury, damages, or judgments resulting from claimed injury, damage, loss or loss of use to or of any person, including natural persons and any other legal entity, or property of any kind (including but not limited to causes in action) arising out of or in any way connected with the performance of work or work to be performed under this permit, excepting, however, the negligence of the City and shall indemnify the City for any costs, expenses, judgments, and attorneys' fees paid or incurred, by or on behalf of the City and its agents and employees, or paid for on behalf of the City and its agents and employees by insurance provided by the City.
2. To hold harmless the City (including its agents and employees) from liability or claims for any injuries to or death of Contractor's or any Subcontractor's employees, resulting from any cause whatsoever, excluding negligence of the City, including protection against any claim of the Contractor or any Subcontractor for any expenses of or payments made by any workman's compensation insurance payments under any workman's compensation law or any carrier on behalf of said Contractor or Subcontractor and shall indemnify the City for any costs, expenses, judgments, and attorneys' fees paid or incurred with respect to such liability or claims by it or on its behalf or on behalf of its agents and employees, whether or not by or through insurance provided by the City.
3. In the event the City's machinery or equipment is used by the Contractor, or Subcontractor, in the performance of the work called for by this permit, such machinery or equipment shall be considered as being under the custody and control for the Contractor during the period of such use by the Contractor or any Subcontractor, and if any person or persons in the employ of the City should be used to operate said machinery or equipment during the period of such use, such person or persons shall be deemed during such period of operation to be an employee or employees of the Contractor.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

*Replacing the Electric Panel at Glik Park is a “Public Works Construction” Project as defined in the Illinois Prevailing Wage Act 820 ILCS 130. As such, all bidders shall account for in their bids and will be subject to the general prevailing wage rates for Madison County, Illinois, currently published and as amended from time to time by the Department of Labor. Prevailing rate of wages are revised by the Department of Labor and are available on the Department’s official website.*

**City of Highland, Illinois**  
**BID SHEET**  
**PR-01-23**  
**Replace Electric Panel at Glik Park**

Bid of \_\_\_\_\_  
Company Name

\_\_\_\_\_  
Address City State Zip Code

To: City of Highland, Illinois Date: \_\_\_\_\_

We hereby certify that we are the only party interested in this Bid as principals and that we have examined all the Contract documents, including the Contract Administration and the Specifications.

We propose to make delivery of the outlined workmanship and materials within 40 days of the date stated in the Notice to Proceed to **Replace Electric Panel at Glik Park**. In addition to this Bid, the undersigned herewith submits complete information including descriptive literature and product specification to fully define the equipment being offered.

AUTHORIZED SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_

Please Print Name: \_\_\_\_\_

**Replace Electric Panel at Glik Park**

Total Bid: \$ \_\_\_\_\_



# HIGHLAND

PARKS & RECREATION... The *FUN* Theory!

To: Chris Conrad, Interim City Manager  
From: Mark Rosen, Director of Parks & Recreation  
Date: February 20, 2023  
Subject: NOML PR-01-23 – Replace Electric Panel at Glik Park

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### **Recommendation**

I am recommending city council approval to advertise a Notice of Municipal Letting to replace the electric panel at Glik Park.

### **Discussion**

The electric panel is in desperate need of being replaced. With the upcoming spring and summer sports, it is imperative to replace this in order to properly operate athletic field lighting.

### **Fiscal Impact**

The estimate is approximately \$59,000.00

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Recommended By: Mark Rosen, Director of Parks & Recreation

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Approved By: Chris Conrad, City Manager



District	County	Resolution Number	Resolution Type	Section Number
8	Madison		Original	24-00000-00-GM

BE IT RESOLVED, by the \_\_\_\_\_ **Council** \_\_\_\_\_ of the \_\_\_\_\_ **City** \_\_\_\_\_ of  
Governing Body Type Local Public Agency Type  
 \_\_\_\_\_ **Highland** \_\_\_\_\_ Illinois that there is hereby appropriated the sum of \_\_\_\_\_  
Name of Local Public Agency

**Three hundred sixty one thousand** \_\_\_\_\_ Dollars ( **\$361,000.00** )

of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of Illinois Highway Code from

\_\_\_\_\_ **05/01/23** to \_\_\_\_\_ **04/30/24** .  
Beginning Date Ending Date

BE IT FURTHER RESOLVED, that only those operations as listed and described on the approved Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that \_\_\_\_\_ **City** \_\_\_\_\_ of \_\_\_\_\_ **Highland** \_\_\_\_\_  
Local Public Agency Type Name of Local Public Agency

shall submit within three months after the end of the maintenance period as stated above, to the Department of Transportation, on forms available from the Department, a certified statement showing expenditures and the balances remaining in the funds authorized for expenditure by the Department under this appropriation, and

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I **Barbara Bellm** \_\_\_\_\_ **City** \_\_\_\_\_ Clerk in and for said \_\_\_\_\_ **City** \_\_\_\_\_  
Name of Clerk Local Public Agency Type Local Public Agency Type  
 of \_\_\_\_\_ **Highland** \_\_\_\_\_ in the State of Illinois, and keeper of the records and files thereof, as  
Name of Local Public Agency

provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the

\_\_\_\_\_ **Council** \_\_\_\_\_ of \_\_\_\_\_ **Highland** \_\_\_\_\_ at a meeting held on \_\_\_\_\_ **02/21/23** .  
Governing Body Type Name of Local Public Agency Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_ .  
Day Month, Year

(SEAL, if required by the LPA)

Clerk Signature & Date

**APPROVED**

Regional Engineer Signature & Date  
 Department of Transportation



## Local Public Agency General Maintenance

Submittal Type

### Estimate of Maintenance Costs

District  Estimate of Cost for

Local Public Agency	County	Section Number	Maintenance Period Beginning	Ending
City of Highland	Madison	24-00000-00-GM	05/01/23	04/30/24

#### Maintenance Items

Maintenance Operation	Maint Eng Category	Insp. Req.	Material Categories/ Point of Delivery or Work Performed by an Outside Contractor	Unit	Quantity	Unit Cost	Cost	Total Maintenance Operation Cost
Snow Control			Treated Rock Salt	TON	1,000	\$71.50	\$71,500.00	
			Grit (CM-13 slag)	TON	25	\$16.00	\$400.00	\$71,900.00
Pavement Replacement			PCC Pvmt, 6-bag	CY	80	\$145.00	\$11,600.00	
			PCC Pvmt, 7-bag	CY	60	\$165.00	\$9,900.00	
			Reinforcing Bars, #6	LF	1,000	\$2.20	\$2,200.00	
Pavement Patching			Expansion Material	LF	450	\$1.10	\$495.00	\$24,195.00
			Bituminous Cold Patch	TON	40	\$150.00	\$6,000.00	
			Hot Mix Asphalt	TON	200	\$80.00	\$16,000.00	
Signs			Hot Pour Tar (IL spec)	LB	6,750	\$0.80	\$5,400.00	\$27,400.00
			Stop, St., No Prk, Spd Lmt	EA	120	\$65.00	\$7,800.00	\$7,800.00
			Base	TON	CA-6 Aggregate	1,000	\$13.00	\$13,000.00
CA-7 Aggregate	400	\$18.00	\$7,200.00		\$20,200.00			
Seal Coat Opr.			MC-800	TON	40	\$1,353.00	\$54,120.00	
			HFRS-2	TON	120	\$730.00	\$87,600.00	
			CM-13 slag Furn/Del	TON	1,200	\$26.00	\$31,200.00	
			CM-13 slag Haul/Sprd	TON	1,200	\$26.00	\$31,200.00	\$204,120.00
Pavement Marking			Yellow Paint	GAL	25	\$35.00	\$875.00	
			White Paint	GAL	120	\$35.00	\$4,200.00	\$5,075.00
<b>Total Operation Cost</b>								<b>\$360,690.00</b>

## Estimate of Maintenance Costs

Submittal Type Original

Local Public Agency	County	Section	Maintenance Period	
			Beginning	Ending
City of Highland	Madison	24-00000-00-GM	05/01/23	04/30/24

### Estimate of Maintenance Costs Summary

Maintenance	MFT Funds	RBI Funds	Other Funds	Estimated Costs
Local Public Agency Labor				
Local Public Agency Equipment				
Materials/Contracts(Non Bid Items)	\$64,470.00			\$64,470.00
Materials/Deliver & Install/Materials Quotations (Bid Items)	\$296,220.00			\$296,220.00
Formal Contract (Bid Items)				
<b>Maintenance Total</b>	<b>\$360,690.00</b>			<b>\$360,690.00</b>

### Estimated Maintenance Eng Costs Summary

Maintenance Engineering	MFT Funds	RBI Funds	Other Funds	Total Est Costs
Preliminary Engineering				
Engineering Inspection				
Material Testing				
Advertising				
Bridge Inspection Engineering				
<b>Maintenance Engineering Total</b>				
<b>Total Estimated Maintenance</b>	<b>\$360,690.00</b>			<b>\$360,690.00</b>

Remarks

### SUBMITTED

Local Public Agency Official Signature & Date

Title

Mayor

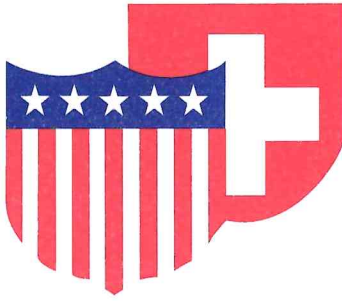
County Engineer/Superintendent of Highways Signature & Date

### APPROVED

Regional Engineer Signature & Date

Department of Transportation





# City of Highland

**Memo to:** Christopher Conrad, City Manager  
**From:** Joe Gillespie, Director of Public Works  
**Date:** February 15, 2023  
**Subject:** Motor Fuel Tax (MFT) Section 24-00000-00-GM  
Recommendation for Approval

## RECOMMENDATION

I recommend that you request council approval to adopt the 2023-2024 Motor Fuel Tax Resolution and Municipal Estimate of Maintenance Costs for general maintenance materials for \$361,000 as attached.

## DISCUSSION

The State requires us to pass a resolution appropriating the estimated funds. The Municipal Estimate of Maintenance Costs form outlines our intended purchases for materials and is subject to their approval. It is similar to previous years.

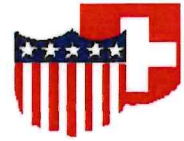
## FISCAL IMPACT

The materials are funded through Motor Fuel Tax from the state of Illinois.

## CONCURRENCE

Recommended by: \_\_\_\_\_  
  
Joe Gillespie, Director of Public Works

Approved by: \_\_\_\_\_  
  
Christopher Conrad, City Manager



Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 001 General Fund				
Department: 000 Balance Sheet Accounts				
11722	AMAZON CAPITAL SERVICES	2 QTY CORRECTION TAPE	02/10/2023	27.70
			Total for Department: 000 Balance Sheet Accounts	27.70
Department: 011 General Admin				
11722	AMAZON CAPITAL SERVICES	2 QTY CISCO MANAGED SWITCH 8 PORT 10GE HARDWARE WARRANTY	02/10/2023	6,223.29
11725	Aramark Uniform Services	RUG SERVICE	02/10/2023	68.31
11739	CDW G Inc	2 QTY DELL 5000 17-12700 256/16 W10P	02/10/2023	5,676.35
11744	City Of Highland	JANUARY CENTRAL PURCHASING	02/10/2023	568.15
11745	City Petty Cash	AUTUMN CREST PLAT TAXES VERIFICATION AT MADISON CO CLERKS OFFICE	02/10/2023	33.96
11755	Cygan-Delaney Catering	CATERING FOR AWARDS BANQUET	02/10/2023	3,092.77
11757	DE LAGE LANDEN FINANCIAL SERVICES LLC	COPIER USAGE/LEASE - CITY HALL BACK OFFICE	02/10/2023	280.01
11772	GOGO INC	IT Shared Cost	02/10/2023	622.08
11775	Lana R Hodiger	MILAGE REIMBURSEMENT FOR MC1 WINTER SEMINAR- CHARLESTON IL	02/10/2023	137.55
11776	Jackie Heimburger	BLUETOOTH ADAPTER FOR EARBUDS TO WORK WITH COMPUTER	02/10/2023	46.13
11777	HIGHLAND AUTOWASH LLC	UNLIMITED CAR WASH - CITY HALL	02/10/2023	40.00
11778	Highland Communication Services	HCS SERVICES- COH CITY HALL	02/10/2023	597.87
11784	ILLINOIS MUNICIPAL LEAGUE RMA	2023 ANNUAL CONTRIBUTION INVOICE - 3RD INSTALLMENT PAYMENT	02/10/2023	2,598.59
11787	LEWIS BRISBOIS BISGAARD & SMITH LLP	CITY OF HIGHLAND V. JASON METTLER FILE NO: 15386-3	02/10/2023	387.50
11788	LOYET-ARCHITECTS	CITY OF HIGHLAND CITY HALL REVISIONS JOB #2246	02/10/2023	7,500.00
11810	PRESTIGE BUSINESS EQUIPMENT, LLC	QUADIENDT 77Q EXPERT SERIEL Z2HG1064, MAXI FEEDERS UNK-17053875	02/10/2023	20,574.00
11811	Pro Alarm LLC	ANNUAL MONITORING FEE/LEASING AES LONG RANGE WIRELESS UNIT- CH	02/10/2023	204.00
11833	Third Millennium Assoc Inc	UTILITY BILL RENDERING	02/10/2023	195.92
11834	THRYV, INC	MONTHLY PHONE LISTING	02/10/2023	90.41
11837	TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	02/10/2023	53.80
11844	WALMART COMMUNITY/ CAPITAL ONE	WAL-MART OPERATING SUPPLIES	02/10/2023	237.68
11847	Watts Copy Systems Inc	COPIER USAGE/LEASE CITY HALL BACK OFFICE	02/10/2023	343.70
11850	WEX BANK	JANUARY FUEL	02/10/2023	55.34
11872	Verizon Wireless - State	VERIZON WIRELESS CHARGES	02/15/2023	429.85
			Total for Department: 011 General Admin	50,057.26
Department: 012 Police Dept				
11720	ALLIED WASTE TRANSPORTATION INC	PD RECYCLING SERVICE 12/01/22-12/31/22	02/10/2023	45.00
11722	AMAZON CAPITAL SERVICES	2 QTY READ RIGHT CLEANING WIPES	02/10/2023	669.03
11726	Scott Allmer	PER DIEM FOR SICJS CONF FEB 28-MARCH 2	02/10/2023	78.00
11730	NATHAN BIGGS	PANTS FOR SRO 2 PAIRS	02/10/2023	132.66
11731	Shawn Bland	Equipment Bland	02/10/2023	58.76
11739	CDW G Inc	IT Shared Cost	02/10/2023	4,127.95
11744	City Of Highland	JANUARY CENTRAL PURCHASING	02/10/2023	390.38
11746	Chris Clewis	PER DIEM FOR SICJS CONF FEB 28-MARCH 2	02/10/2023	78.00
11748	Constellation NewEnergy Gas Division, LLC	GAS SERVICE	02/10/2023	22.29
11752	County of Madison	911 AND DISPATCH SERVICES TO MADISON COUNTY SHERIFFS DEPT	02/10/2023	36,232.07
11756	DATATRONICS, INC	INSTALL PA SYSTEM AT PSB	02/10/2023	1,992.00
11758	DigitalArtz LLC	PVC SIGN AND DOOR UPDATE	02/10/2023	51.07
11765	Damian Feeny	PER DIEM ADDITIONAL MEALS 149TH ADMIN OFFICERS COURSE	02/10/2023	200.00
11772	GOGO INC	IT Shared Cost	02/10/2023	731.52
11778	Highland Communication Services	HCS SERVICES- COH POLICE DEPT/PUBLIC SAFETY	02/10/2023	656.95
11782	Rob Horner	PER DIEM FOR SICJS CONF FEB 28-MARCH 2	02/10/2023	78.00
11784	ILLINOIS MUNICIPAL LEAGUE RMA	2023 ANNUAL CONTRIBUTION INVOICE - 3RD INSTALLMENT PAYMENT	02/10/2023	2,513.38
11786	Kohnen Concrete Products, Inc.	PARK CURBS FOR PSB	02/10/2023	430.00
11790	Brian McClennahan	PER DIEM FOR SICJS CONF FEB 28-MARCH 2	02/10/2023	78.00
11792	Mark McKinney	MCKINNEY SOCKS	02/10/2023	129.20
11793	MID-STATES ORGANIZED CRIME INFORMATION CENTR	MOCIC MEMBERSHIP 2023 FOR 11-25 FT SWORN	02/10/2023	150.00
11798	Municipal Electronics Inc	RADAR CERTIFICATION	02/10/2023	168.01
11806	O'Reilly Automotive Inc.	1 QTY GL-WIPER FLD, 1 QTY RAIN-X, 160X PROTECT, 30 PROT WIPE	02/10/2023	149.53
11813	Quench USA, Inc	WATER COOLER AT PSB	02/10/2023	165.00
11814	Ray O'Herron Co Inc	AIMPOINT PRO RIFLE	02/10/2023	470.10
11816	Reiding Tire & Battery Inc	CAR 5 REAR BRAKES, CALIPERS, TIRES 4 & 4 WHEEL ALIGNMENT	02/10/2023	1,404.20
11822	Splish Splash Auto Bath LLC	POLICE DEPT CAR WASHES	02/10/2023	61.50
11834	THRYV, INC	MONTHLY PHONE LISTING	02/10/2023	37.30
11835	TRANSUNION RISK AND ALTERNATIVE	TLO CHECKS FOR INVESTIGATIONS	02/10/2023	75.00
11837	TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	02/10/2023	53.85
11840	UNIVERSITY OF LOUISVILLE	SPRING 2023 SPI MEAL PLAN - COMMUTER 50 LIEUT DAMIAN FEENY	02/10/2023	580.00
11844	WALMART COMMUNITY/ CAPITAL ONE	WAL-MART OPERATING SUPPLIES	02/10/2023	463.96
11847	Watts Copy Systems Inc	COPIER LEASE/USAGE - PD COPIER	02/10/2023	177.86
11850	WEX BANK	JANUARY FUEL	02/10/2023	4,036.90
11872	Verizon Wireless - State	VERIZON WIRELESS CHARGES	02/15/2023	1,127.13
			Total for Department: 012 Police Dept	57,814.80
Department: 013 Building & Zoning				
11713	Steve Schmitt Inc	2023 GMC TERRAIN VE#H1FMCU9GD5JUC9095	02/08/2023	2,198.26
11739	CDW G Inc	IT Shared Cost	02/10/2023	825.59
11753	Crawford, Murphy & Tilly Inc	PROJECT ADMINISTRATION 11/26/22-12/31/22	02/10/2023	450.00
11772	GOGO INC	IT Shared Cost	02/10/2023	146.30
11777	HIGHLAND AUTOWASH LLC	UNLIMITED CAR WASH - BUILDING & ZONING	02/10/2023	20.00
11784	ILLINOIS MUNICIPAL LEAGUE RMA	2023 ANNUAL CONTRIBUTION INVOICE - 3RD INSTALLMENT PAYMENT	02/10/2023	46.00
11787	LEWIS BRISBOIS BISGAARD & SMITH LLP	CITY OF HIGHLAND V. JASON METTLER FILE NO: 15386-3	02/10/2023	387.50
11823	SUNNER ONE, INC	COLOR OVERAGES	02/10/2023	130.93
11837	TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	02/10/2023	53.85
11850	WEX BANK	JANUARY FUEL	02/10/2023	48.22
11872	Verizon Wireless - State	VERIZON WIRELESS CHARGES	02/15/2023	201.23
			Total for Department: 013 Building & Zoning	4,507.88
Department: 014 Fire Dept				
11716	Ace Hardware	ACE OPERATING SUPPLIES	02/10/2023	208.83
11721	ALTON REFRIGERATION AND HOME FURNISHINGS	MAYTAG TOP FREEZER REFRIGERATOR STAINLESS	02/10/2023	698.00
11739	CDW G Inc	IT Shared Cost	02/10/2023	205.85
11743	City Of Highland	DUMPSTER - FIRE HOUSE	02/10/2023	375.00
11748	Constellation NewEnergy Gas Division, LLC	GAS SERVICE	02/10/2023	576.96
11756	DATATRONICS, INC	BENCH REPAIR 1517 & 1530	02/10/2023	638.03
11759	DINGES FIRE COMPANY	2 QTY ICE COMMANDER SUIT 6-GOLD, SHIPPING AND HANDLING	02/10/2023	1,616.60
11766	FERGUSON US HOLDINGS INC	M18 FUEL. 16 CHAINSAW KIT.M18 PACKOUT SIX BAY RAPID CRGR. TOOLBOX	02/10/2023	828.97
11771	GLOBAL TECHNICAL SYSTEMS, INC	5 QTY KENWOOD SPEAKER MIC PUB SAFE	02/10/2023	675.00
11772	GOGO INC	IT Shared Cost	02/10/2023	36.48
11783	Huels Oil Co	JANUARY DIESEL FUEL	02/10/2023	187.53

11784	ILLINOIS MUNICIPAL LEAGUE RMA	2023 ANNUAL CONTRIBUTION INVOICE - 3RD INSTALLMENT PAYMENT	02/10/2023	2,589.63
11805	OCEANID	AIR FILL MANIFOLD WTHREE VALVE ADAPTORS & SS SCBA ADAPTER	02/10/2023	190.00
11827	TARGETSOLUTIONS LEARNING LLC	TSMANTFEEES-VECTOR LMS MBR FEE TSPREMIER VECTOR LMS PREM MBR	02/10/2023	2,746.75
11850	WEX BANK	JANUARY FUEL	02/10/2023	162.43
11853	Woodcrest Small Engine	ANNUAL SERVICE SPARE CHAIN, SHARPEN OLD CHAIN	02/10/2023	53.40
11871	JOHN DEERE FINANCIAL	HIGHLAND RURAL KING OPERATING ACCOUNT	02/15/2023	96.95
11872	Verizon Wireless - State	VERIZON WIRELESS CHARGES	02/15/2023	350.27
			<b>Total for Department: 014 Fire Dept</b>	<b>12,236.68</b>
<b>Department: 017 Streets / PW Admin</b>				
11716	Ace Hardware	ACE OPERATING SUPPLIES	02/10/2023	36.99
11717	ADR HIGHLAND, INC	Gas for shop -	02/10/2023	255.15
11722	AMAZON CAPITAL SERVICES	1 QTY RAM 32 GB, ELECTRIC HEATER	02/10/2023	80.49
11727	Aviston Lumber Company	80# Pre Mix Concrete, Great Stuff Foam Sealant - Dolphin Drive	02/10/2023	131.33
11734	Broadway Battery & Tire	Truck # 56 - Oil, Lube, Filter, Washer Fluid, 4 Tires, Balance	02/10/2023	945.13
11739	CDW G Inc	IT Shared Cost	02/10/2023	1,445.32
11740	CENTRAL RUBBER EXTRUSIONS OF IL, INC	Hydraulic Couplings, 1/2" 2-wire Hydraulic Hose	02/10/2023	76.20
11744	City Of Highland	JANUARY CENTRAL PURCHASING	02/10/2023	71.20
11745	City Petty Cash	BOOK FOR TRAINING	02/10/2023	17.00
11748	Constellation NewEnergy Gas Division, LLC	GAS SERVICE	02/10/2023	1,445.51
11750	Cooperative Response Center, Inc	BASE FEE JAN CRC AGENT CRC AGENT DIAL OUT CRC LINK USER LICENSE	02/10/2023	79.53
11761	Dr. Wood Trees & Landscape	Sector 4 Tree Work & Maple Removal, Silver Maple Stump Removal	02/10/2023	4,675.00
11772	GOGOV INC	IT Shared Cost	02/10/2023	256.13
11783	Huels Oil Co	JANUARY DIESEL FUEL	02/10/2023	1,622.31
11784	ILLINOIS MUNICIPAL LEAGUE RMA	2023 ANNUAL CONTRIBUTION INVOICE - 3RD INSTALLMENT PAYMENT	02/10/2023	1,200.50
11787	LEWIS BRISBOIS BISGAARD & SMITH LLP	LABOR AND EMPLOYMENT FILE NO: 15386-2	02/10/2023	468.25
11791	McKay Auto Parts Inc	WAS 20 or CH820, Connector	02/10/2023	334.63
11800	Navy Brand	Top Dog - Oct. 26, 2022 Invoice	02/10/2023	103.50
11802	Northtown Auto & Tractor	AC Delco DEF	02/10/2023	143.10
11803	Nu Way Concrete Forms Troy LLC	White Mkg. Flags, Green Mkg. Flags	02/10/2023	444.96
11806	O'Reilly Automotive Inc	11/29/22 Inv - Return Air, Cabin, Oil Filters. By Scott Kuhn	02/10/2023	201.59
11815	Red E Mix LLC	3000 PSI Footing/Wall, Winter Serv., Sm. Load Chg -Tic# 60140647	02/10/2023	291.00
11836	Truck Centers Inc	Freightliner Truck - Fan Rotary Switch -	02/10/2023	10.02
11837	TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	02/10/2023	53.85
11850	WEX BANK	JANUARY FUEL	02/10/2023	470.38
11862	Illinois Department of Agriculture	3 YEAR PEST CONTROL LICENSE APPLICATION - LONIE LEE POETTKER	02/10/2023	60.00
11863	Illinois Department of Agriculture	3 YEAR PEST CONTROL LICENSE APPLICATION - JARED D SCHROEDER	02/10/2023	60.00
11871	JOHN DEERE FINANCIAL	HIGHLAND RURAL KING OPERATING ACCOUNT	02/15/2023	1,036.33
11872	Verizon Wireless - State	VERIZON WIRELESS CHARGES	02/15/2023	243.42
			<b>Total for Department: 017 Streets / PW Admin</b>	<b>16,258.82</b>
			<b>Total for Fund:001 General Fund</b>	<b>140,903.14</b>
<b>Fund: 007 Community Development Fund</b>				
<b>Department: 007 Community Development</b>				
11739	CDW G Inc	IT Shared Cost	02/10/2023	205.86
11745	City Petty Cash	IDC MEETING LUNCHEON TIP (12/07/2022)	02/10/2023	15.00
11772	GOGOV INC	IT Shared Cost	02/10/2023	36.48
11785	KIDDS RESTAURANT INC	2022 TAX INCENTIVE	02/10/2023	7,393.58
11825	Sunset Commercial Properties LLC	2022 INCREMENTAL TAX INCENTIVE FOR BUILDING	02/10/2023	6,631.10
11859	Feldmann Homes	SINGLE -FAMILY HOME INCENTIVE PAYMENT	02/10/2023	4,000.00
11870	MALLORD HUBBARD	PER DIEM 34TH ANNUAL RURAL COMM & ED CONF 02/21/23-02/24/23	02/15/2023	80.00
11872	Verizon Wireless - State	VERIZON WIRELESS CHARGES	02/15/2023	51.01
			<b>Total for Department: 007 Community Development</b>	<b>18,413.03</b>
			<b>Total for Fund:007 Community Development Fund</b>	<b>18,413.03</b>
<b>Fund: 008 Motor Fuel Tax Fund</b>				
<b>Department: 008 Motor Fuel Tax</b>				
11742	Christ Bros Inc	EZ Street- 4.22 ton, \$148 p/t	02/10/2023	624.56
11845	Warning Lites of Southern IL, LLC	81 Signs & 45 Sign Posts	02/10/2023	5,551.49
			<b>Total for Department: 008 Motor Fuel Tax</b>	<b>6,176.05</b>
			<b>Total for Fund:008 Motor Fuel Tax Fund</b>	<b>6,176.05</b>
<b>Fund: 009 Parks &amp; Rec Fund</b>				
<b>Department: 009 Korte Rec Center</b>				
ACH PAID	IL Department Of Revenue	JANUARY SALES TAX	02/09/2023	241.00
11720	ALLIED WASTE TRANSPORTATION INC	KRC RECYCLING SERVICE 12/01/22-12/31/22	02/10/2023	15.00
11733	BOESER COMMERCIAL SOLUTIONS, LLC	Daycare carpet replacement	02/10/2023	1,548.74
11736	BUILDINGSTARS INC	Cleaning Service from 2/1-2/28/2023	02/10/2023	2,913.00
11738	Capri Pools & Aquatics	pool chemical supplies	02/10/2023	476.13
11739	CDW G Inc	IT Shared Cost	02/10/2023	1,237.30
11744	City Of Highland	JANUARY CENTRAL PURCHASING	02/10/2023	1,210.76
11747	Compustitch Embroidery	Work shirts for Lori Iberg	02/10/2023	45.00
11748	Constellation NewEnergy Gas Division, LLC	GAS SERVICE	02/10/2023	4,545.20
11749	CONTINENTAL RESEARCH CORPORATION	drain cleaner	02/10/2023	265.07
11751	Tracy Countryman	Refund for cancelled birthday party on 2/19/2023	02/10/2023	150.00
11772	GOGOV INC	IT Shared Cost	02/10/2023	219.27
11784	ILLINOIS MUNICIPAL LEAGUE RMA	2023 ANNUAL CONTRIBUTION INVOICE - 3RD INSTALLMENT PAYMENT	02/10/2023	1,538.45
11789	M.J. Products Company	New toilet partitions. Foundation will reimburse	02/10/2023	7,217.25
11807	Pepsi	KRC concession supplies	02/10/2023	986.04
11813	Quench USA, Inc	Waterbottle refill station monthly payment	02/10/2023	55.00
11826	Switzer Food and Supplies	KRC concession supplies (cups)	02/10/2023	492.87
11828	Tech Electronics Inc	CENTRAL MONITORING FIRE ALARM KORTE REC CENTER 01/08/23-04/07/23	02/10/2023	87.00
11831	The Kwik Konnection Printing Inc	membership options ad	02/10/2023	162.00
11844	WALMART COMMUNITY/ CAPITAL ONE	WAL-MART OPERATING SUPPLIES	02/10/2023	305.21
11846	Watts Copy Systems Inc	Monthly Watts printer bill	02/10/2023	122.59
11851	Jake Whitlock	Refund for cancelled party on 2/4/2023	02/10/2023	165.00
11852	William F. Brockman Co	KRC concession supplies	02/10/2023	446.43
11871	JOHN DEERE FINANCIAL	HIGHLAND RURAL KING OPERATING ACCOUNT	02/15/2023	50.01
11872	Verizon Wireless - State	VERIZON WIRELESS CHARGES	02/15/2023	56.01
			<b>Total for Department: 009 Korte Rec Center</b>	<b>24,550.33</b>
<b>Department: 016 Parks &amp; Recreation</b>				
ACH PAID	IL Department Of Revenue	JANUARY SALES TAX	02/09/2023	41.00
11715	A Waldbart & Sons Nursery	WHITE PINE AND TAYLOR JUNIPER	02/10/2023	915.00
11716	Ace Hardware	ACE OPERATING SUPPLIES	02/10/2023	47.06
11718	AGENCY FOR COMMUNITY TRANSIT	REPAIRS FOR SENIOR BUS	02/10/2023	998.07
11722	AMAZON CAPITAL SERVICES	1 QTY SNOW POWDER, 2 QTY WATER FILTER	02/10/2023	119.76
11723	Ameren Illinois	Evergreen ct st lite	02/10/2023	55.75
11727	Aviston Lumber Company	treated pine	02/10/2023	153.40
11728	Barco Products Company	Kirk Essempris Bench	02/10/2023	1,185.54
11734	Broadway Battery & Tire	KRC DRYER REPAIR	02/10/2023	196.91
11739	CDW G Inc	IT Shared Cost	02/10/2023	1,651.18

11744	City Of Highland	JANUARY CENTRAL PURCHASING	02/10/2023	337.55
11748	Constellation NewEnergy Gas Division, LLC	GAS SERVICE	02/10/2023	304.98
11770	Gelly Excavating & Construction Inc	Hauled CA3 to archery range at Silver Lake	02/10/2023	1,599.18
11772	GOGOV INC	IT Shared Cost	02/10/2023	292.60
11780	Highland's Tru Buy	SENIOR DAY PRIZES	02/10/2023	103.59
11781	Home Nursery Inc	Silver Lake plants for #5 area and #2 pavilion	02/10/2023	1,078.00
11783	Huels Oil Co	JANUARY DIESEL FUEL	02/10/2023	343.56
11784	ILLINOIS MUNICIPAL LEAGUE RMA	2023 ANNUAL CONTRIBUTION INVOICE - 3RD INSTALLMENT PAYMENT	02/10/2023	1,718.81
11786	Kohnea Concrete Products, Inc.	yellow parking curbs by Wirz fields by ruler foods	02/10/2023	430.00
11797	MTI Distributing, Inc	Repairs on Toro Groundmaster 4000	02/10/2023	1,862.70
11802	Northtown Auto & Tractor	wipers for dodge ram	02/10/2023	61.98
11837	TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	02/10/2023	53.85
11842	Veteran's Pride Wildlife Control	Trapping service for beavers	02/10/2023	700.00
11844	WALMART COMMUNITY/ CAPITAL ONE	WAL-MART OPERATING SUPPLIES	02/10/2023	442.50
11849	Weldon Williams & Lick	Hangtuf Hangtags for boats	02/10/2023	2,594.60
11850	WEX BANK	JANUARY FUEL	02/10/2023	1,745.73
11871	JOHN DEERE FINANCIAL	HIGHLAND RURAL KING OPERATING ACCOUNT	02/15/2023	528.23
11872	Verizon Wireless - State	VERIZON WIRELESS CHARGES	02/15/2023	346.34
			Total for Department: 016 Parks & Recreation	19,907.87
Department: 503 Swimming Pool Fund				
11739	CDW G inc	IT Shared Cost	02/10/2023	411.71
11772	GOGOV INC	IT Shared Cost	02/10/2023	72.96
11784	ILLINOIS MUNICIPAL LEAGUE RMA	2023 ANNUAL CONTRIBUTION INVOICE - 3RD INSTALLMENT PAYMENT	02/10/2023	432.50
11860	Ferreligas	LATE CHARGES	02/10/2023	155.52
			Total for Department: 503 Swimming Pool Fund	1,072.69
Department: 715 Cemetery Fund				
11767	Ferreligas	gas bill for cemetery shed	02/10/2023	258.35
11784	ILLINOIS MUNICIPAL LEAGUE RMA	2023 ANNUAL CONTRIBUTION INVOICE - 3RD INSTALLMENT PAYMENT	02/10/2023	48.25
11844	WALMART COMMUNITY/ CAPITAL ONE	WAL-MART OPERATING SUPPLIES	02/10/2023	29.79
11871	JOHN DEERE FINANCIAL	HIGHLAND RURAL KING OPERATING ACCOUNT	02/15/2023	173.49
			Total for Department: 715 Cemetery Fund	509.88
			Total for Fund:009 Parks & Rec Fund	46,040.77
Fund: 010 TIF #2 Northside				
Department: 010				
11825	Sunset Commercial Properties LLC	TIF #2 INCENTIVE	02/10/2023	523.71
			Total for Department: 010	523.71
			Total for Fund:010 TIF #2 Northside	523.71
Fund: 012 Business District A				
Department: 012 Police Dept				
11760	DJ Howards & Assoc. Inc	FACADE PROGRAM	02/10/2023	2,587.50
			Total for Department: 012 Police Dept	2,587.50
			Total for Fund:012 Business District A	2,587.50
Fund: 050 Street NHR Construction				
Department: 050 Street NHR Construction				
11804	Oates Associates Inc	6TH ST RECONSTRUCTION, PH 2&3 01/1/23-01/27/23	02/10/2023	9,208.44
			Total for Department: 050 Street NHR Construction	9,208.44
			Total for Fund:050 Street NHR Construction	9,208.44
Fund: 101 Electric Fund				
Department: 000 Balance Sheet Accounts				
ACH PAID	IMEA	JANUARY PURCHASE POWER	02/16/2023	-46,071.66
ACH PAID	SPRINGBROOK SOFTWARE LLC	JANUARY 2023 ACH SERVICES	02/16/2023	813.67
11699	RYLEE BAUGH	Refund Check 023203-000	02/07/2023	23.53
11700	BARBIE BUCKINGHAM	Refund Check 022145-000	02/07/2023	18.35
11702	NORMA HARTLIEB	Refund Check 022231-000	02/07/2023	0.37
11703	MEGAN KASKELA	Refund Check 023277-000	02/07/2023	172.75
11704	KAMERON MAXWELL	Refund Check 023261-000	02/07/2023	92.76
11705	SETH & JENNY MCDOWELL	Refund Check 007673-001 shed	02/07/2023	30.12
11706	MITCHELL PONCE	Refund Check 022718-000	02/07/2023	57.71
11707	POOL 6 PROPERTIES LLC	Refund Check 022495-000	02/07/2023	45.64
11708	SAUTMAN INVESTMENTS LLC	Refund Check 023201-000	02/07/2023	46.15
11709	JERALD THOMAS	Refund Check 023187-000	02/07/2023	40.93
11710	BRIAR WEISS	Refund Check 022725-000	02/07/2023	16.26
11711	WELLEN HOMES	Refund Check 009862-018	02/07/2023	37.83
			Total for Department: 000 Balance Sheet Accounts	-44,675.59
Department: 101 Electric Admin				
ACH PAID	IL Dept Of Revenue	JANUARY UTILITY TAX	02/09/2023	31,584.04
11716	Ace Hardware	ACE OPERATING SUPPLIES	02/10/2023	9.99
11723	Ameren Illinois	EVERGREEN CT ST LITE	02/10/2023	79.19
11725	Aramark Uniform Services	RUG SERVICE	02/10/2023	186.13
11734	Broadway Battery & Tire	REFRIDGERATOR HANDLE	02/10/2023	59.28
11739	CDW G Inc	IT Shared Cost	02/10/2023	619.74
11744	City Of Highland	JANUARY CENTRAL PURCHASING	02/10/2023	117.20
11750	Cooperative Response Center, Inc	BASE FEE JAN.CRC AGENT.CRC AGENT DIAL OUT.CRC LINK USER LICENSE	02/10/2023	1,113.34
11772	GOGOV INC	IT Shared Cost	02/10/2023	109.83
11784	ILLINOIS MUNICIPAL LEAGUE RMA	2023 ANNUAL CONTRIBUTION INVOICE - 3RD INSTALLMENT PAYMENT	02/10/2023	27,101.08
11787	LEWIS BRISBOIS BISGAARD & SMITH LLP	LABOR AND EMPLOYMENT FILE NO: 15386-2	02/10/2023	80.75
11806	O'Reilly Automotive Inc.	1 QTY AIR FILTER, 1 QTY 5 QT MOTOR OIL	02/10/2023	39.56
11823	SUMNER ONE, INC.	COLOR OVERAGES	02/10/2023	112.53
11831	The Kwik Connection Printing Inc	PUBLIC NOTICE FOR LINE CLEARANCE TRIMMING	02/10/2023	72.00
11833	Third Millennium Assoc Inc	UTILITY BILL RENDERING	02/10/2023	881.62
11834	THRIVY, INC	MONTHLY PHONE LISTING	02/10/2023	49.79
11837	TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	02/10/2023	53.85
11844	WALMART COMMUNITY/ CAPITAL ONE	WAL-MART OPERATING SUPPLIES	02/10/2023	126.24
11850	WEX BANK	JANUARY FUEL	02/10/2023	136.21
11872	Verizon Wireless - State	VERIZON WIRELESS CHARGES	02/15/2023	201.71
			Total for Department: 101 Electric Admin	62,734.08
Department: 102 Electric Production				

ACH PAID	IMEA	JANUARY PURCHASE POWER	02/16/2023	754,998.02
11722	AMAZON CAPITAL SERVICES	1 QTY SIMPLE DELUXE 2 PK CLAMP LAMP LIGHT	02/10/2023	19.98
11725	Aramark Uniform Services	JANUARY UNIFORM AND RUG SERVICE	02/10/2023	307.46
11739	CDW G Inc	IT Shared Cost	02/10/2023	205.85
11741	Chemquest Inc	FIRST QUARTER MONITORING & TESTING	02/10/2023	495.00
11772	GOGOV INC	IT Shared Cost	02/10/2023	36.48
11791	McKay Auto Parts Inc	TOOL, STOCK	02/10/2023	39.49
11801	NEW PIG CORPORATION	POWER PLANET SUPPLIES	02/10/2023	771.47
11806	O'Reilly Automotive Inc.	1 QTY OIL FILTER, 2 QTY 5QT MOTOR OIL, 1 QT MOTOR OIL	02/10/2023	179.74
11824	Sunbelt Rentals Inc	LIFT BED TANDEM AXLE TRAILER	02/10/2023	106.06
11837	TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	02/10/2023	53.85
11850	WEX BANK	JANUARY FUEL	02/10/2023	530.03
11853	Woodcrest Small Engine	BLADE SHARPENING	02/10/2023	24.00
11871	JOHN DEERE FINANCIAL	HIGHLAND RURAL KING OPERATING ACCOUNT	02/15/2023	110.90

Total for Department: 102 Electric Production 757,878.33

Department: 104 Electric Distribution

11724	ANIXTER, INC	LC52CXB Connector 1 Bolt	02/10/2023	82.34
11739	CDW G Inc	IT Shared Cost	02/10/2023	1,857.04
11764	EDWARDSVILLE MACHINE & WELDING CO. INC	LABOR TO REPAIR AXLE BRACKET ON WOOD CHIPPER	02/10/2023	245.00
11769	FROST Electric Supply	2 QTY 361585 MISE# ANCHOR BELTS P08516	02/10/2023	11,165.61
11772	GOGOV INC	IT Shared Cost	02/10/2023	329.09
11773	Graybar	FF4 Bronze Vise Grips	02/10/2023	1,025.56
11783	Huels Oil Co	JANUARY DIESEL FUEL	02/10/2023	1,372.29
11806	O'Reilly Automotive Inc.	1 QTY OIL FILTER, 1 QTY 5QT MOTOR OIL, 1QT MOTOR OIL	02/10/2023	207.05
11809	Power Line Supply	M284322 M18 Fuel Util FNC Stapler Kit	02/10/2023	1,885.00
11818	SD Myers Inc	4066.R Filming Cmpds particles Report	02/10/2023	5,857.00
11836	Truck Centers Inc	RETURN PARTS FOR TRK 99	02/10/2023	2,050.85
11837	TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	02/10/2023	53.85
11839	ULINE SHIPPING SUPPLIES	8 QTY 15X9X6 GRAY DIVIDER BOX 8CT, 21 QTY 15X6 DIVIDER 7PK	02/10/2023	208.08
11841	Vermeer Midwest	TRENCHER PARTS	02/10/2023	120.82
11850	WEX BANK	JANUARY FUEL	02/10/2023	529.15
11871	JOHN DEERE FINANCIAL	HIGHLAND RURAL KING OPERATING ACCOUNT	02/15/2023	406.74
11872	Verizon Wireless - State	VERIZON WIRELESS CHARGES	02/15/2023	237.24

Total for Department: 104 Electric Distribution 27,632.71

Total for Fund:101 Electric Fund 803,569.53

Fund: 111 FTTP Fund

Department: 111

ACH PAID	IL Department Of Revenue	JANUARY SALES TAX	02/09/2023	19.00
ACH PAID	ILLINOIS DEPT OF REVENUE	JANUARY RT-2 TELLECOMMUNICATIONS TAX RETURN	02/10/2023	2,979.97
ACH PAID	USAC BILLING & DISBURSEMENT	SUPPORT MECHANISCM CHARGES	02/09/2023	1,147.55
11714	4COM Inc	FEBRUARY 2023 PROGRAMMING	02/10/2023	10,329.94
11716	Ace Hardware	ACE OPERATING SUPPLIES	02/10/2023	27.30
11722	AMAZON CAPITAL SERVICES	1 QTY FIBER MALL TRANSCEIVER MODULE	02/10/2023	329.42
11725	Aramark Uniform Services	RUG SERVICE	02/10/2023	129.54
11729	Better Newspapers Inc	COMMERCIAL PRINT JOB -1000 B/W #10 SECURITY ENVELOPES	02/10/2023	143.97
11737	CALIX INC.	Network Mgmt Software - Turnup or Upgrade	02/10/2023	3,804.25
11739	CDW G Inc	PALP ALTO THREAT PREVENT,GLOBAL,URL FILTER,WILDFIRE SUB,PREM SUP	02/10/2023	22,906.30
11744	City Of Highland	JANUARY CENTRAL PURCHASING	02/10/2023	101.01
11748	Constellation NewEnergy Gas Division, LLC	GAS SERVICE	02/10/2023	370.96
11750	Cooperative Response Center, Inc	BASE FEE JAN.CRC AGENT.CRC AGENT DIAL OUT CRC LINK USER LICENSE	02/10/2023	238.57
11762	Drive Social Media	SOCIAL MEDIA MONTHLY SERVICE	02/10/2023	2,000.00
11772	GOGOV INC	IT Shared Cost	02/10/2023	219.26
11773	Graybar	RETURN FREIGHT CHARGES PO 8453	02/10/2023	1,088.86
11774	GREAT LAKES DATA SYSTEMS	SMS OUTBOUND MESSAGING FEES	02/10/2023	1,350.00
11783	Huels Oil Co	JANUARY DIESEL FUEL	02/10/2023	161.95
11784	ILLINOIS MUNICIPAL LEAGUE RMA	2023 ANNUAL CONTRIBUTION INVOICE - 3RD INSTALLMENT PAYMENT	02/10/2023	12,280.42
11795	Missouri Network Alliance LLC	VIDEO CONTENT FEE	02/10/2023	19,295.82
11796	MOMENTUM TELECOM, INC	FEBRUARY VOICE CONTENT FEE #325794	02/10/2023	10,532.98
11808	POWER & TELEPHONE	Connector SM SCAPC SOC 250/900UM 10/pk	02/10/2023	1,700.00
11819	Showtime Networks Inc	JANUARY VIDEO CONTENT FEE	02/10/2023	168.12
11821	SNI / SI Networks LLC Inc	JANUARY VIDEO CONTENT FEE	02/10/2023	78.75
11830	TELLA CARRIER	TELLA CARRIER ETHERNET VIRTUAL PRIVATE LINE (03/01/23-03-31-23)	02/10/2023	4,280.00
11834	THRYV, INC	MONTHLY PHONE LISTING	02/10/2023	53.50
11837	TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	02/10/2023	53.85
11843	VIVICAST MEDIA, LLC	VIDEO CONTENT FEE - FEBRUARY	02/10/2023	53,887.25
11850	WEX BANK	JANUARY FUEL	02/10/2023	248.76
11858	COMSTAR SUPPLY INC	6 PORT HARDENED SERVICE TERMINAL 2X3 750FT DIELECTRIC STUB MST-0	02/10/2023	1,548.85
11861	TIVO PLATFORM TECHNOLOGIES LLC	NC PTMOBI 872.50 ACCTS.142 NDVTR ADDTL USAGE,471.50 STREAMS ADDT	02/10/2023	7,683.92
11871	JOHN DEERE FINANCIAL	HIGHLAND RURAL KING OPERATING ACCOUNT	02/15/2023	203.95
11872	Verizon Wireless - State	VERIZON WIRELESS CHARGES	02/15/2023	275.92

Total for Department: 111 159,639.94

Total for Fund:111 FTTP Fund 159,639.94

Fund: 201 Water Fund

Department: 000 Balance Sheet Accounts

11700	BARBIE BUCKINGHAM	Refund Check 022145-000	02/07/2023	11.90
11701	ROBERT DONNELLY	Refund Check 005434-007	02/07/2023	0.22
11702	NORMA HARTLIEB	Refund Check 022231-000	02/07/2023	0.11
11707	POOL 6 PROPERTIES LLC	Refund Check 022495-000	02/07/2023	2.19
11708	SALTMAN INVESTMENTS LLC	Refund Check 023201-000	02/07/2023	20.33
11709	JERALD THOMAS	Refund Check 023187-000	02/07/2023	5.99
11710	BRIAR WEISS	Refund Check 022725-000	02/07/2023	4.74
11711	WELLEN HOMES	Refund Check 009862-018	02/07/2023	6.51

Total for Department: 000 Balance Sheet Accounts 51.99

Department: 201 Water Admin

11722	AMAZON CAPITAL SERVICES	1 QTY RAM 32 GB, ELECTRIC HEATER	02/10/2023	43.35
11739	CDW G Inc	IT Shared Cost	02/10/2023	205.85
11750	Cooperative Response Center, Inc	BASE FEE JAN.CRC AGENT.CRC AGENT DIAL OUT.CRC LINK USER LICENSE	02/10/2023	79.52
11772	GOGOV INC	IT Shared Cost	02/10/2023	36.48
11777	HIGHLAND AUTOWASH LLC	Public Works Monthly Membership	02/10/2023	40.00
11784	ILLINOIS MUNICIPAL LEAGUE RMA	2023 ANNUAL CONTRIBUTION INVOICE - 3RD INSTALLMENT PAYMENT	02/10/2023	10,081.00
11833	Third Millennium Assoc Inc	UTILITY BILL RENDERING	02/10/2023	293.87
11872	Verizon Wireless - State	VERIZON WIRELESS CHARGES	02/15/2023	51.01

Total for Department: 201 Water Admin 10,831.08

Department: 202 Water Production

11735	Brooks & Associates Inc.	Chemical Pump Rebuild Kits	02/10/2023	1,466.70
11739	CDW G Inc	IT Shared Cost	02/10/2023	825.59
11748	Constellation NewEnergy Gas Division, LLC	GAS SERVICE	02/10/2023	511.86
11754	Curry & Associates Engineers Inc	HYDRAULIC CALC, TOPOGRAPHICAL SURV&PREM DRAWING CONCRET SPILLWAY	02/10/2023	913.50
11768	Foresight Services Inc	Evaluation, Site Visit- Project: Highland WTP - RF, FA, PL, E	02/10/2023	860.00
11772	GOGOV INC	IT Shared Cost	02/10/2023	146.30

11832	The Mail Box Store	FEDEX GROUND WORKWELL RMA CARLSHAD CA	02/10/2023	37.65
11837	TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	02/10/2023	53.85
11850	WEX BANK	JANUARY FUEL	02/10/2023	253.57
11871	JOHN DEERE FINANCIAL	HIGHLAND RURAL KING OPERATING ACCOUNT	02/15/2023	158.23
11872	Verizon Wireless - State	VERIZON WIRELESS CHARGES	02/15/2023	134.90
			<b>Total for Department: 202 Water Production</b>	<b>5,362.15</b>
<b>Department: 203 Water Distribution</b>				
11722	AMAZON CAPITAL SERVICES	1 QTY LIFEPROOF WATERPROOF CASE FOR IPHONE	02/10/2023	175.00
11739	CDW G Inc	IT Shared Cost	02/10/2023	309.86
11744	City Of Highland	JANUARY CENTRAL PURCHASING	02/10/2023	271.46
11772	GOGOV INC	IT Shared Cost	02/10/2023	54.92
11779	Highland Pool & Spa Inc	Coupling, Flex White, Pool Tite Blue Glue	02/10/2023	47.59
11783	Huels Oil Co	JANUARY DIESEL FUEL	02/10/2023	222.30
11800	Navy Brand	Top Dog - Oct. 26, 2022 Invoice	02/10/2023	51.75
11802	Northtown Auto & Tractor	1 QTY FUEL RESELLABLE RETURN	02/10/2023	35.37
11817	Schulte Supply Inc	4" x 15" Repair Clamp	02/10/2023	232.39
11829	Teklab Inc	Coliform, Total Membrane Filter, E Coli, Enzyme substrate	02/10/2023	221.10
11837	TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	02/10/2023	53.85
11850	WEX BANK	JANUARY FUEL	02/10/2023	562.06
11871	JOHN DEERE FINANCIAL	HIGHLAND RURAL KING OPERATING ACCOUNT	02/15/2023	91.10
11872	Verizon Wireless - State	VERIZON WIRELESS CHARGES	02/15/2023	144.13
			<b>Total for Department: 203 Water Distribution</b>	<b>2,472.88</b>
			<b>Total for Fund:201 Water Fund</b>	<b>18,718.10</b>
<b>Fund: 301 Sewer Fund</b>				
<b>Department: 000 Balance Sheet Accounts</b>				
11700	BARBIE BUCKINGHAM	Refund Check 022145-000	02/07/2023	12.00
11702	NORMA HARTLIEB	Refund Check 022231-000	02/07/2023	0.10
11707	POOL 6 PROPERTIES LLC	Refund Check 022495-000	02/07/2023	2.21
11708	SAUTMAN INVESTMENTS LLC	Refund Check 023201-000	02/07/2023	20.51
11709	JERALD THOMAS	Refund Check 023187-000	02/07/2023	6.06
11710	BRJAR WEISS	Refund Check 022725-000	02/07/2023	4.79
11711	WELLEN HOMES	Refund Check 009862-018	02/07/2023	6.34
			<b>Total for Department: 000 Balance Sheet Accounts</b>	<b>52.01</b>
<b>Department: 301 Sewer Admin</b>				
11739	CDW G Inc	IT Shared Cost	02/10/2023	205.86
11744	City Of Highland	JANUARY CENTRAL PURCHASING	02/10/2023	20.22
11750	Cooperative Response Center, Inc	BASE FEE JAN CRC AGENT.CRC AGENT DIAL OUT.CRC LINK USER LICENSE	02/10/2023	79.52
11772	GOGOV INC	IT Shared Cost	02/10/2023	36.48
11784	ILLINOIS MUNICIPAL LEAGUE RMA	2023 ANNUAL CONTRIBUTION INVOICE - 3RD INSTALLMENT PAYMENT	02/10/2023	8,814.75
11833	Third Millennium Assoc Inc	UTILITY BILL RENDERING	02/10/2023	293.87
			<b>Total for Department: 301 Sewer Admin</b>	<b>9,450.70</b>
<b>Department: 303 Sewer Collection</b>				
11722	AMAZON CAPITAL SERVICES	1 QTY LIFEPROOF WATERPROOF CASE FOR IPHONE	02/10/2023	174.98
11739	CDW G Inc	IT Shared Cost	02/10/2023	309.87
11772	GOGOV INC	IT Shared Cost	02/10/2023	54.91
11783	Huels Oil Co	JANUARY DIESEL FUEL	02/10/2023	222.30
11794	Midwest Municipal Supply Inc	8" Fernco Clay PVC, 8x4" SDR-26 Tee-Wye GxG	02/10/2023	246.66
11800	Navy Brand	Top Dog - Oct. 26, 2022 Invoice	02/10/2023	51.75
11802	Northtown Auto & Tractor	Quick Disconnect	02/10/2023	35.37
11837	TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	02/10/2023	53.85
11871	JOHN DEERE FINANCIAL	HIGHLAND RURAL KING OPERATING ACCOUNT	02/15/2023	55.14
11872	Verizon Wireless - State	VERIZON WIRELESS CHARGES	02/15/2023	29.91
			<b>Total for Department: 303 Sewer Collection</b>	<b>1,234.74</b>
<b>Department: 304 Water Reclamation Facility</b>				
11716	Ace Hardware	ACE OPERATING SUPPLIES	02/10/2023	54.95
11739	CDW G Inc	IT Shared Cost	02/10/2023	825.59
11744	City Of Highland	JANUARY CENTRAL PURCHASING	02/10/2023	141.29
11763	Darwin Equipment Co Inc	Quarterly Calibration of analyzers	02/10/2023	1,109.00
11772	GOGOV INC	IT Shared Cost	02/10/2023	146.30
11783	Huels Oil Co	277210451-CHV MEROPA 150 35/1 PAIL	02/10/2023	118.65
11829	Teklab Inc	Monthly Samples	02/10/2023	2,393.21
11837	TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	02/10/2023	53.85
11844	WALMART COMMUNITY/ CAPITAL ONE	WAL-MART OPERATING SUPPLIES	02/10/2023	6.96
11872	Verizon Wireless - State	VERIZON WIRELESS CHARGES	02/15/2023	123.03
			<b>Total for Department: 304 Water Reclamation Facility</b>	<b>4,972.83</b>
<b>Department: 305 WRF Pretreatment</b>				
11829	Teklab Inc	Oct. 5, 22 Inv - Clean Uniform Cross Check	02/10/2023	4,859.30
			<b>Total for Department: 305 WRF Pretreatment</b>	<b>4,859.30</b>
			<b>Total for Fund:301 Sewer Fund</b>	<b>20,569.58</b>
<b>Fund: 401 Ambulance Fund</b>				
<b>Department: 401 Ambulance Fund</b>				
11716	Ace Hardware	ACE OPERATING SUPPLIES	02/10/2023	2.26
11719	Airgas USA,LLC	OXYGEN	02/10/2023	88.60
11722	AMAZON CAPITAL SERVICES	3 QTY URBAN ARMOR GEAR UAG MICROSOFT SURFACE PRO 7	02/10/2023	4,409.76
11732	Blue Cross Blue Shield of Illinois	AMBULANCE OVERPAYMENT - BARGETZI, GLADYS L	02/10/2023	97.32
11739	CDW G Inc	IT Shared Cost	02/10/2023	1,445.32
11744	City Of Highland	JANUARY CENTRAL PURCHASING	02/10/2023	10.32
11749	CONTINENTAL RESEARCH CORPORATION	2 QTY OJD AND SHIPPING CHARGES	02/10/2023	567.07
11772	GOGOV INC	IT Shared Cost	02/10/2023	256.13
11783	Huels Oil Co	JANUARY DIESEL FUEL	02/10/2023	2,619.90
11784	ILLINOIS MUNICIPAL LEAGUE RMA	2023 ANNUAL CONTRIBUTION INVOICE - 3RD INSTALLMENT PAYMENT	02/10/2023	532.50
11787	LEWIS BRISBOIS BISGAARD & SMITH LLP	LABOR AND EMPLOYMENT FILE NO. 15386-2	02/10/2023	960.50
11799	MUNICIPAL EMERGENCY SERVICES, INC.	2 QTY 5.11 STRYKE EMS PANT DARK NAVY - HEMANN	02/10/2023	146.00
11806	O'Reilly Automotive Inc.	1 QTY 5QT MOTOR OIL	02/10/2023	37.99
11812	QUADMED, INC.	3 QTY EAW-230930-S ET 3.0MM CUFFED (100/100/030)	02/10/2023	4.35
11820	Smithworks Medical Inc	2 QTY DC POWER CORD SET	02/10/2023	90.08
11827	TARGETSOLUTIONS LEARNING LLC	TSMINTFEES-VECTOR LMS MBR FEE TSPREMIER VECTOR LMS PREM MBR	02/10/2023	2,746.75
11836	Truck Centers Inc	1 QTY PURGE VALVE KIT	02/10/2023	46.98
11838	U. S. BANK EQUIPMENT FINANCE	COPIER LEASE/USAGE	02/10/2023	106.00
11844	WALMART COMMUNITY/ CAPITAL ONE	WAL-MART OPERATING SUPPLIES	02/10/2023	30.78
11848	WEBER GRANITE CITY FORD LLC	MTN/REPAIR #1541	02/10/2023	2,241.52
11850	WEX BANK	JANUARY FUEL	02/10/2023	395.51
11854	Zoll Data Systems Inc	ZOLL EMXCHARTS- PCR FAXING (PER PCR) 02/01/23-02/28/23)	02/10/2023	81.34

11855	Zumalt Corporation Inc.	FIRE DEPT GARAGE DOOR NOT CLOSING LABOR,SERV CHARGE	02/10/2023	615.00
11871	JOHN DEERE FINANCIAL	HIGHLAND RURAL KING OPERATING ACCOUNT	02/15/2023	50.80
11872	Verizon Wireless - State	VERIZON WIRELESS CHARGES	02/15/2023	537.62
			Total for Department: 401 Ambulance Fund	18,120.40
			Total for Fund:401 Ambulance Fund	18,120.40
Fund: 603 Library Endowment Fund				
Department: 603 Library Endowment Fund				
11784	ILLINOIS MUNICIPAL LEAGUE RMA	2023 ANNUAL CONTRIBUTION INVOICE - 3RD INSTALLMENT PAYMENT	02/10/2023	914.50
			Total for Department: 603 Library Endowment Fund	914.50
			Total for Fund:603 Library Endowment Fund	914.50
Fund: 706 Liability Insurance				
Department: 706 Liability Insurance				
11784	ILLINOIS MUNICIPAL LEAGUE RMA	2023 ANNUAL CONTRIBUTION INVOICE - 3RD INSTALLMENT PAYMENT	02/10/2023	77,986.24
			Total for Department: 706 Liability Insurance	77,986.24
			Total for Fund:706 Liability Insurance	77,986.24
Fund: 713 Solid Waste Fund				
Department: 000 Balance Sheet Accounts				
11699	RYLEE BAUGH	Refund Check 023203-000	02/07/2023	33.67
11700	BARBIE BUCKINGHAM	Refund Check 022145-000	02/07/2023	32.30
11706	MITCHELL PONCE	Refund Check 022718-000	02/07/2023	26.76
11709	JERALD THOMAS	Refund Check 023187-000	02/07/2023	15.98
11710	BRIAR WEISS	Refund Check 022725-000	02/07/2023	11.88
			Total for Department: 000 Balance Sheet Accounts	120.59
Department: 713 Solid Waste Fund				
11720	ALLIED WASTE TRANSPORTATION INC	COMMERCIAL TRASH SERVICES 12/01/22-12/31/22	02/10/2023	145,126.00
11833	Third Millennium Assoc Inc	UTILITY BILL RENDERING	02/10/2023	293.87
11837	ALLIED WASTE TRANSPORTATION INC	TEMP DUMPSTER SERVICES	02/10/2023	4,970.15
			Total for Department: 713 Solid Waste Fund	150,390.02
			Total for Fund:713 Solid Waste Fund	150,510.61
			<b>Grand Total</b>	<b>1,473,881.54</b>

Accepted by City Council February 21, 2023

Maver:

Clerk: