

**ENROLLED MINUTES OF THE  
HIGHLAND WATERWORKS BOARD OF DIRECTORS  
THURSDAY, AUGUST 27, 2020**

**Study Session.** The Highland Water Works Board of Directors convened in study session immediately before the Regular Meeting at 6:30 p.m. on Thursday, August 23, 2020 in the lower meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland Indiana, in order to discuss the final agenda of the regular meeting. COVID-19 precautions were exercised. The session was opened with the Pledge of Allegiance.

**ROLL CALL:** Present on roll call were Directors George A. Smith, Larry Kondrat, Rick Volbrecht, Ed Dabrowski, and Curt Schroeder. A quorum was attained. Also present were Mark Knesek, Public Works Director; Derek Snyder, NIES Engineering; Robert F. Tweedle, Board Attorney; Tom Black, Town Council; Tim Gembala, Public Works Acting Operations Director; Michael Griffin, Clerk Treasurer; and Kim Webb, Recording Secretary.

1. Mark Knesek, Public Works Director, discussed with the Board that since the rate study is still underway, now would be a good time to consider any changes to rate class structure and/or deposit amounts before the study is finalized. Also, the 97<sup>th</sup> Pl. Water Main Project is essentially complete, except for sod work and creating a final punch list.
2. Robert Tweedle, Board Attorney, discussed with the Board that the RFP for the elevated tank maintenance program is in process.
3. Derek Snyder, NIES Engineering, discussed with the Board details about Change Order No. 1 for the Robertson Pl. & Rosewood Ct. Water Main Replacement & Street Improvement Project.

**Regular Meeting:** The Highland Water Works Board of Directors met in its Regular Session on Thursday, August 27, 2020 in the lower meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland Indiana directly following the study session. COVID-19 precautions were exercised. President Smith opened the meeting at 7:17 pm. The minutes were recorded by Kim Webb, Recording Secretary.

**ROLL CALL:** Present on silent roll call were Directors George A. Smith, Larry Kondrat, Rick Volbrecht, Curt Schroeder, and Ed Dabrowski. Also present were Mark Knesek, Public Works Director; Derek Snyder, NIES Engineering; Robert F. Tweedle, Board Attorney; Tom Black, Town Council; Tim Gembala, Public Works Acting Operations Director; Michael Griffin, Clerk Treasurer; and Kim Webb, Recording Secretary.

**MINUTES:** President Smith asked if there were any corrections to the Minutes of the Regular Meeting of July 23, 2020 as prepared and posted. Director Kondrat moved to approve the minutes

of the Regular Meeting of July 23, 2020. Director Volbrecht seconded. On a vote *viva voce*, the motion passed.

**Special Orders:** None

**Communications:** None

**Comments from the Public or Visitors (limited to matters on the Agenda):** None

**Unfinished Business and General Orders:**

1. Highland Waterworks  
Board of Directors  
Resolution No. 2020-13

A Joint Resolution of the Board of Works and the Water Works Board of Directors approving and authorizing Change Order No. 1 to the construction contract between the Highland Water Works Board of Directors and Grimmer Construction, Inc. for the Robertson Pl. & Rosewood Ct. Water Main Replacement & Street Improvement Project in the amount of \$21,511.25, of which \$8,456.25 is the Water Works Board portion. Director Dabrowski moved to approve Resolution 2020-13. Director Schroeder seconded. Upon a roll call vote there were (5) affirmations and no negatives. The motion passed.

**TOWN OF HIGHLAND  
BOARD OF WORKS  
ORDER OF THE WORKS BOARD NO. 2020-39**

**WATERWORKS DISTRICT OF HIGHLAND  
BOARD OF WATERWORKS DIRECTORS  
RESOLUTION NO. 2020-13**

**A JOINT RESOLUTION OF THE BOARD OF WORKS AND THE WATER WORKS BOARD OF DIRECTORS APPROVING AND AUTHORIZING CHANGE ORDER NO. 1 TO THE CONSTRUCTION CONTRACT BETWEEN THE HIGHLAND WATER WORKS BOARD OF DIRECTORS AND GRIMMER CONSTRUCTION, INC. FOR THE ROBERTSON PL. & ROSEWOOD CT. WATER MAIN REPLACEMENT & STREET IMPROVEMENT PROJECT**

**Whereas**, The Town of Highland, through its Town Council, which is the Works Board of the Municipality pursuant to I.C. 36-1-2-24(3), has determined that a need exists to make certain public improvements and repairs to roadway infrastructure on Robertson Place (south of 81<sup>st</sup> Street) and Rosewood Ct. including the replacement of defective curb and sidewalk, pavement, and tree removal and replacement and have hereto approved a project to be described as the Robertson Pl. and Rosewood Ct. Water Main Replacement & Street Improvement Project (Project); and

**Whereas**, The Town of Highland has procured a Community Development Block Grant, from the U.S. Department of Housing and Urban Development through an application filing with the Lake County Community Development Department in the amount of \$102,130.00, which will offset the costs for the roadway improvements described herein; and

**Whereas**, the Waterworks District of Highland ( WW District) is governed by its Board of Waterworks Directors, pursuant to the provisions of IC 8-1.5-4 et seq.; and

**Whereas**, IC 8-1.5-4-4 specifically provides that the Board of Water Works Directors shall manage and control all works of the waterworks and may purchase, acquire, construct, reconstruct, operate, repair and maintain all water works; and

**Whereas**, The WW District, through its Board of Directors, has determine the need to replace and upsize the existing water lines within the Project boundaries, as described herein, in order to improve water flow and water quality; has determined that it would be in the best interest of the utility to coordinate the work with the Project; and have agreed to fund its share of the construction costs and engineering services necessary to complete the work; and

**Whereas**, On May 28, 2020, the Waterworks District adopted Joint Resolution No. 2020-07 and on April 11, 2020, Town Council through its Board of Works, adopted Order of the Works Board 2020-28, awarding a Project to Grimmer Construction, Incorporated in the total amount of Five Hundred Thirty Thousand Five Hundred Thirty Dollars and 00/100 (\$530,530.00), to be the lowest responsive and responsible bid, of which Three Hundred Thirty-six Thousand One Hundred Three Dollars and 90/100 Cents (\$336,103.90) was for waterworks improvements; and

**Whereas**, during the course of construction of the Project, it has become necessary to change or alter the original specifications of the project and/or to increase or decrease the planned material quantities; and

**Whereas**, NIES Engineering, Inc., a licensed engineer performing construction engineering services on this project, has specifically identified and presented Change Order No. 1, attached herewith, which details the changes and alterations to the Project which have a net increase in the total contract amount of Twenty-one Thousand Five Hundred Eleven Dollars and 25/100 Cents (\$21,511.25); and

**Whereas**, The increase in cost, as determined by NIES, is allocated to the Board of Works in the amount of Thirteen Thousand Fifty-five Dollars and 00/100 Cents (\$13,055.00) and to the Water Works Board in the amount of Eight Thousand Four Hundred Fifty-six Dollars and 25/100 Cents (\$8,456.25); and

**Whereas**, The Town of Highland, through its Board of Works, now desires to approve and authorize the Change Order as described; and

**Whereas**, The Waterworks District of Highland, through its Board of Directors, now desires to approve and authorize the Change Order as describe; and

**Now Therefore Be it Resolved** by the Board of Directors of the Waterworks District of Highland, Lake County, Indiana, as follows:

**Section 1.** That the First Addendum to the Construction Contract with Grimmer Construction, Incorporated for the Robertson Pl. & Rosewood Ct. Water Main Replacement & Street Improvement Project, as prepared by NIES Engineering, Incorporated, a licensed engineer performing construction engineering services on this Project, is hereby determined to be directly related to the original project and is hereby approved, adopted, and ratified in each and every respect;

**Section 2.** That this addendum is hereby ordered to be known as Change Order No. 1, issued to increase net changes to the original agreement in the amount of Twenty-one Thousand Five Hundred Eleven Dollars and 25/100 Cents (\$21,511.25), bringing the total value of the entire agreement with any and all change orders approved to date to Five Hundred Fifty-two Thousand, Forty-one Dollars and 25/100 (\$552,041.25) allocated as follows;

Board of Works	\$13,055.00
<u>Water Works District</u>	<u>\$8,456.25</u>
Total Change Order Amount	\$21,511.25

; and

**Section 4.** That the total of all change orders issued that increases the scope of this Project may not exceed twenty percent (20%) of the amount of the original contract, that original being of Five Hundred Thirty Thousand, Five Hundred Thirty Dollars and 00/100 (\$530,530.00), pursuant to IC 36-1-12-18(d); and

**Section 5.** That the Public Works Director is hereby authorized to execute the necessary documents with his signatures.

**Duly Adopted**, Resolved and Ordered by the Highland Town Council, Lake County, Indiana, this 10<sup>th</sup> day of August, 2020. Having been passed by a vote of 5 in favor and 0 opposed.

**BOARD OF WORKS OF THE TOWN OF  
HIGHLAND, INDIANA**

/s/ Mark Schocke (IC 36-5-2-10)

Attest:

/s/Michael W. Griffin, Clerk-Treasurer (IC 33-16-4-1;IC 36-5-6-5)

**Duly Adopted, Resolved and Ordered** by the Waterworks Board of Directors of Highland, Lake County, Indiana, this 27<sup>th</sup> day of August, 2020. Having been passed by a vote of   5   in favor and   0   opposed.

**HIGHLAND WATERWORKS  
BY ITS BOARD OF DIRECTORS:**

/s/ George A. Smith, President

Attest:

/s/ Richard E. Volbrecht, Jr., Secretary

Contract Number 20-522

Change Order Number 1

CHANGE ORDER

Owner: Town of Highland Waterworks Board of Directors

Project: Robertson Pl. & Rosewood Ct. Water Main Replacement & Street Improvement

Owner's Name: Town of Highland Waterworks Board of Directors

Owner's Address: 3333 Ridge Road, Highland, IN 46322

Contractor: Grimmer Construction, Inc.

Contractor's Address: 2619 Main Street, Highland, IN 46322

DESCRIPTION OF CHANGE:

1. Add replacement of 10 sanitary laterals crossing the water main trench along Robertson Place. The length of replacement pipe per lateral ranges from 14 to 17 feet (15 feet typical). This results in an increase to the contract price of \$8,456.25 (total amount apportioned to Waterworks Board).
2. Add 165 feet of storm sewer and two catch basins at the end of Rosewood Court, extending from an existing storm structure in the curb to the backyards of 8211/8212 Rosewood Court. This results in an increase to the contract price of \$13,055.00 (total amount apportioned to Works Board), of which \$3,915.00 is for work within the ROW and \$9,140.00 is for work outside the ROW.
  - a. For work within the ROW, the Works Board's portion is \$3,915.00.
  - b. For work outside the ROW, the Works Board's portion of \$9,140.00 would be funded by a cost share agreement between the Sanitary District and the affected residents. Sanitary District Resolution 2020-16 authorizes 50% of the cost (\$4,570.00) to be paid by the Sanitary District and 50% of the cost (\$4,570.00) to be paid by and divided equally between the two property owners.

REASON FOR CHANGE:

1. During the course of water main installation, each sanitary lateral along Robertson Place was found to be constructed of multiple materials. Within the trench, each lateral was clay pipe. However, towards the curb, the clay pipe was found loosely inserted into concrete pipe that was then connected to PVC pipe. In order to avoid potential damage to the laterals during curb replacement, each lateral was replaced with PVC pipe from the house-side of the trench to the existing PVC pipe past the curb.
2. During the course of concrete sidewalk and driveway apron removal, a 4-inch drain pipe was found partially embedded in the sidewalk and along the driveway apron at 8212 Rosewood Court. This pipe collected storm water from the rear yards (both gravity and pumped flow) and discharged over the driveway apron and through a slot in the curb. Since capping or removing the drain pipe would cause or exacerbate drainage issues at 8211 and 8212 Rosewood Court, it was determined in consultation with the impacted residents and Town staff that extending a storm pipe from the existing storm sewer in the street to the rear yards would best facilitate proper drainage and promote health and safety.



Contract Number 20-522

Change Order Number 1

ORIGINAL CONTRACT PRICE \$ 530,530.00

CURRENT CONTRACT PRICE  
ADJUSTED BY PREVIOUS CHANGE ORDER(S) \$ 530,530.00

NET INCREASE IN CONTRACT PRICE  
THIS CHANGE ORDER \$ 21,511.25

TOTAL ADJUSTED CONTRACT PRICE  
INCLUDING THIS CHANGE ORDER \$ 552,041.25

This change order extends the time to complete the work by 2 calendar days. The time for completion is revised to 112 consecutive calendar days, with the completion date now set as September 28, 2020.

This change order prepared by: NIES Engineering, Inc.

Derek R. Snyder  
Derek R. Snyder, P.E.

IN 11100654  
(P.E. Number)

7/30/2020  
Date

The undersigned agree to the terms of the change order.

Grimmer Construction, Inc.  
(Name of Contractor)

[Signature]  
(Contractor's Authorized Representative)

8-5-20  
Date

\_\_\_\_\_  
(Owner's Authorized Representative – Waterworks Board)

\_\_\_\_\_  
Date

\_\_\_\_\_  
(Owner's Authorized Representative – Board of Works)

\_\_\_\_\_  
Date

2619 Main Street  
Highland, Indiana 46322



*A Site/Civil General Contractor*

PH: 219.924.1623  
FX: 219.924.0328

www.grimmerconstruction.com

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July 23, 2020

NIES Engineering Inc.  
2421 173<sup>rd</sup> Ave  
Hammond, IN 46323

RE: 6" Lateral Replacements

Attention: Derek Snyder, P.E.

In regards to the requested SDR 35 lateral replacements for the Robertson PI Water Main project, see below for pricing and attached for lineal footage.

**CHANGE ORDER REQUEST**

SDR 35 Lateral Replacement – **153.75 LF @ \$55/LF = \$8,456.25**

**Total** **\$8,456.25**

Sincerely,  
GRIMMER CONSTRUCTION, INC.

*Bruce Miles*  
Bruce Miles  
Project Manager



Location	Lateral Length (Feet)
8105 Robertson	15.5
8111 Robertson	15
8115 Robertson	16
8119 Robertson	14
8123 Robertson	15
8127 Robertson	14
8131 Robertson	15
8133 Robertson	15
8137 Robertson	17.25
8139 Robertson	<u>17</u>
	153.75



2619 Main Street  
 Highland, IN 46322  
 (219) 924-1623  
 www.grimmerconstruction.com

<b>To:</b> TOWN OF HIGHLAND	<b>Contact:</b>
<b>Address:</b> 3333 Ridge Road HIGHLAND, IN 46322	<b>Phone:</b>
	<b>Fax:</b>
<b>Project Name:</b> HIGHLAND -- ROBERTSON PL. WATER MAIN	<b>Bid Number:</b>
<b>Project Location:</b>	<b>Bid Date:</b> 7/6/2020

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
1	6" SDR 35 PVC, INCLUDING MH CONNECTIONS	165.00	LF	\$55.00	\$9,075.00
2	STORM CATCH BASIN, 24" DIA. W/SUMP, INCLUDING CASTING	2.00	EACH	\$1,990.00	\$3,980.00
<b>Total Bid Price:</b>					<b><u>\$13,055.00</u></b>

**Notes:**

- GRASS RESTORATION IS NOT INCLUDED.
- FENCE REMOVAL FOR EQUIPMENT ACCESS IS INCLUDED. FENCE REPLACEMENT IS NOT INCLUDED.

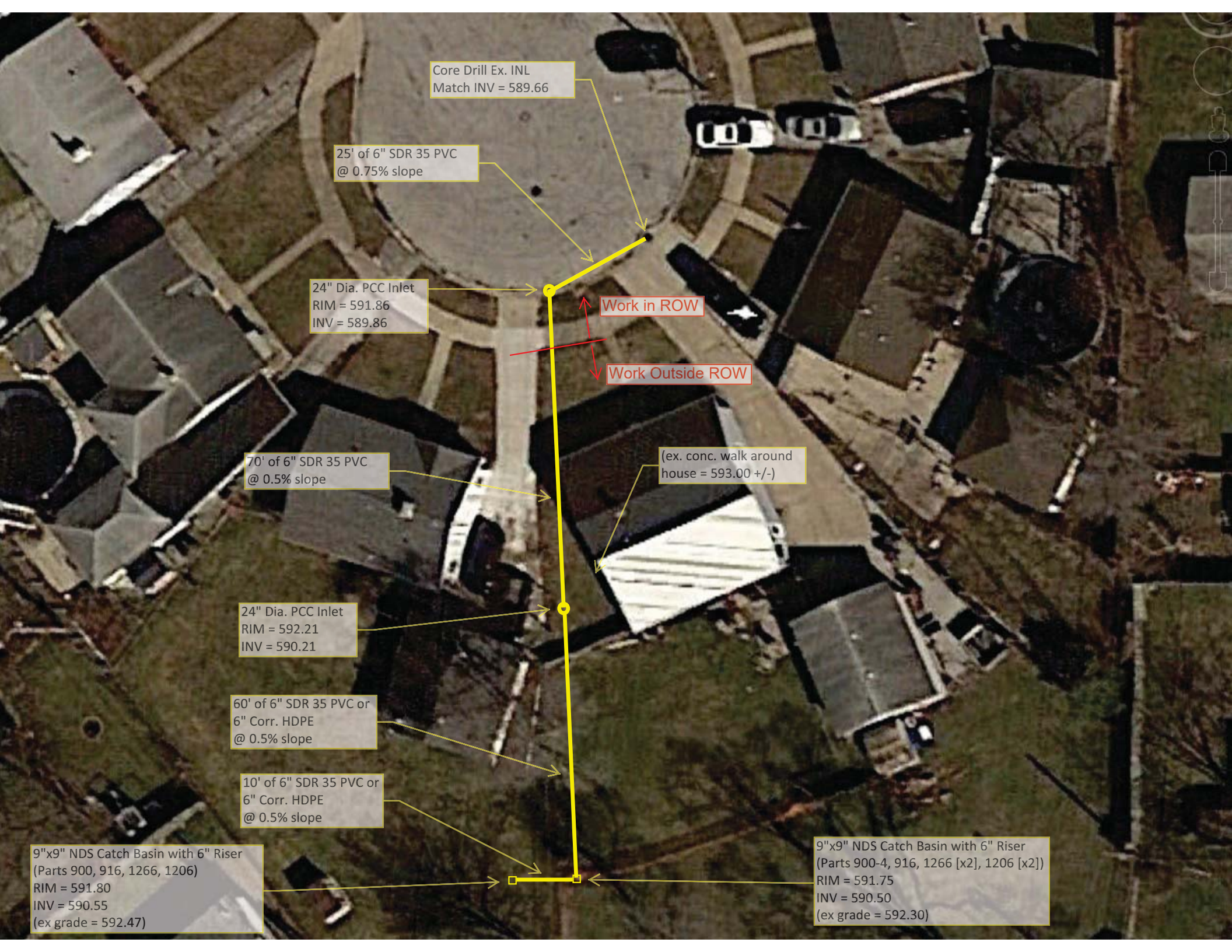
Work in ROW:

\$1,990.00 - 1 Catch Basin  
 \$1,925.00 - 35 LF pipe @ \$55/LF  
 \$3,915.00 Total - Work's Board Portion

Work Outside ROW:

\$1,990.00 - 1 Catch Basin  
 \$7,150.00 - 130 LF pipe @ \$55/LF  
 \$9,140.00 Total - 50/50 San. District / Residents

<p><b>ACCEPTED:</b>          The above prices, specifications and conditions are satisfactory and hereby accepted.</p> <p><b>Buyer:</b> _____</p> <p><b>Signature:</b> _____</p> <p><b>Date of Acceptance:</b> _____</p>	<p><b>CONFIRMED:</b>  <b>Grimmer Construction, Inc.</b></p> <p><b>Authorized Signature:</b> _____</p> <p><b>Estimator:</b> Bruce Miles</p>
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Core Drill Ex. INL  
Match INV = 589.66

25' of 6" SDR 35 PVC  
@ 0.75% slope

24" Dia. PCC Inlet  
RIM = 591.86  
INV = 589.86

Work in ROW

Work Outside ROW

70' of 6" SDR 35 PVC  
@ 0.5% slope

(ex. conc. walk around  
house = 593.00 +/-)

24" Dia. PCC Inlet  
RIM = 592.21  
INV = 590.21

60' of 6" SDR 35 PVC or  
6" Corr. HDPE  
@ 0.5% slope

10' of 6" SDR 35 PVC or  
6" Corr. HDPE  
@ 0.5% slope

9"x9" NDS Catch Basin with 6" Riser  
(Parts 900, 916, 1266, 1206)  
RIM = 591.80  
INV = 590.55  
(ex grade = 592.47)

9"x9" NDS Catch Basin with 6" Riser  
(Parts 900-4, 916, 1266 [x2], 1206 [x2])  
RIM = 591.75  
INV = 590.50  
(ex grade = 592.30)



2. An action to approve Pay Request No. 2 for the Robertson Pl. & Rosewood Ct. Water Main Replacement & Street Improvement Project in the amount of \$139,611.63 (\$165,145.40 less \$25,533.77 retainage) to Grimmer Construction, Inc. Director Volbrecht moved to approve the action. Director Dabrowski seconded. Upon a roll call vote there were (5) affirmations and no negatives. The motion passed.
3. An action to approve Pay Request No. 1 for the 97<sup>th</sup> Place (North Easement) Water Main Replacement Project in the amount of \$74,006.46 (\$82,229.40 less \$8,222.94 retainage) to Grimmer Construction, Inc. Director Schroeder moved to approve the action. Director Volbrecht seconded. Upon a roll call vote there were (5) affirmations and no negatives. The motion passed.

**New Business:** None.

**Reports:**

1. Waterworks Superintendent – No Report.
2. Waterworks Attorney – No Report.
3. Waterworks Engineer – No Report.
4. Fire Department – No Report.

**Business from the Floor:** None.

**Claims:**

Per the August 27, 2020 docket in the amount of:

061	Water Works District	\$71,755.95
062	Consumer Deposits	\$22.66
064	Waterworks Operating	\$245,309.22
066	Water Improvements	\$236,718.82
068	Water Capital	\$0.00
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Total		\$553,806.65

Director Volbrecht moved to approve the claims per the August 27, 2020 docket in the amount of \$553,806.65. Director Schroeder seconded. Upon a roll call vote, there were (5) affirmations and no negatives. The motion passed.

**Next Meeting:**

The next Plenary Meeting will be held on Thursday, September 24, 2020 at 6:30 p.m.

**ADJOURNMENT:** With no other business to come before the Board of Waterworks Directors, Director Dabrowski moved to adjourn the meeting. The meeting was adjourned.

Meeting Adjourned at 7:28 p.m.

Respectfully Submitted,



Kim Webb, Recording Secretary