

**AGENDA
HIGHLAND SANITARY DISTRICT
BOARD OF SANITARY COMMISSIONERS
TUESDAY, SEPTEMBER 20, 2022
7:00 P.M.
PUBLIC MEETING**

Pledge of Allegiance

Roll Call:

**Commissioner Kathy DeGuilio-Fox
Commissioner Rex Burton
Commissioner Greg Cieslak
Commissioner Richard Garcia
Commissioner David Jones**

Minutes of

Previous Session: August 16, 2022 – Public Meeting

Special Orders:

Communications:

General Orders and Unfinished Business:

- 1. TOWN OF HIGHLAND BOARD OF WORKS ORDER OF THE WORKS NO. 2022-XX
BOARD OF SANITARY COMMISSIONERS RESOLUTION NO. 2022-08 WATER
WORKS BOARD RESOLUTION NO. 2022-13**

A JOINT ENACTING INSTRUMENT OF THE BOARD OF WORKS, THE SANITARY BOARD OF COMMISSIONERS AND THE WATER WORKS BOARD OF DIRECTORS AUTHORIZING AND APPROVING THE RESTORATION AND RESTORATION COSTS FOR REPAIRS AND EQUIPMENT PROCUREMENT FROM LINDCO EQUIPMENT SALES, INC. FOR PUBLIC WORKS VEHICLE NO. 20, A 2002 GMC C8500 SINGLE-AXLE DUMP TRUCK IN THE AMOUNT OF \$61,822.00, AS A SPECIAL PURCHASE ALL PURSUANT TO §3.05.065(F) OF THE HIGHLAND MUNICIPAL CODE AND I.C. 5-22-10-5

New Business:

Reports:

Comments from the Commissioners:

Business from the Floor:

Claims:

\$ Per the docket in the amount of:

6201	SEWAGE OPERATING	\$254,986.93
6204	SEWAGE IMPROV	\$ 89,410.21
6601	SANITARY OPERATION	\$173,658.69
	Total	\$518,055.83

Next Meeting:

The next meeting will be a study session to be held at 6:30 p.m. on Tuesday, October 4, 2022. The next regularly scheduled Public Meeting will be held Tuesday, October 18, 2022 at 7:00 p.m. following a study session at 6:30 p.m.

Adjournment:

MINUTES OF THE REGULAR PUBLIC METTING
BOARD OF SANITARY COMMISSIONERS
TUESDAY AUGUST 16, 2022

The Board of Sanitary Commissioners of the Sanitary District of Highland convened in a study session immediately before the Regular Public Meeting at 6:30 p.m. on Tuesday August 16, 2022 with Commissioner Garcia presiding, in the first floor meeting room of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana, in order to discuss the final agenda of the regular meeting.

Silent Roll Call: Commissioners Rex Burton, Greg Cieslak, Kathy DeGuilio-Fox, David Jones and Richard Garcia. Also present were Tim Gembala, Public Works, Robert Tweedle, Attorney, and Toya Smith, Town Councilwoman.

A lengthy discussion took place regarding clarification of limits for special districts including for what duration of time should they remain open, and data regarding whether member of the district are current regarding payments.

Mr. Tweedle updated the commissioners regarding recent development with the respect to the Cost of Service Study.

At 7:00 the study session ended and the Regular Meeting of the Board of Sanitary Commissioners of the Sanitary District of Highland convened with Commissioner Garcia presiding, in the meeting room of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana. The Regular Public meeting was opened with the Pledge of Allegiance to the United States of America.

Roll Call: Commissioners Rex Burton, Greg Cieslak, Kathy DeGuilio-Fox, David Jones and Richard Garcia. Also present were Tim Gembala, Public Works, Robert Tweedle, Attorney and Toya Smith, Town Councilwoman.

The minutes from the July 19, public meeting are approved.

Special Order: None

Communications: None

General Order and Unfinished Business: None

New Business: None

Reports: None

Comments from the Commissioners: None

Business from the floor: None

Claims:

\$ Per the docket in the amount of:

3308	San Dist BD & INT-EXE	\$618,549.60
6601	Sanitary Operating	\$174,872.46
6201	Sewage Operating	\$308,771.00
<u>6204</u>	<u>Sewage Improv</u>	<u>\$132,245.84</u>
	Total	\$1,237,438.90

Commissioner Jones motioned to approve the docket. Commissioner Cieslak seconded. Upon a roll call, there were five (5) affirmatives and no (0) negatives. The motion passes.

Next Meeting: The next meeting is a study session will be Tuesday September 6, 2022 at 6:30p.m. The next regularly scheduled Public Meeting Session will be held Tuesday September 20, 2022 at 7:00 p.m., following a study session at 6:30 p.m.

Adjournment: There being no other business to come before the Board of Sanitation Commissioners, Commissioner Burton moved to adjourn. Upon a voice vote, the meeting was adjourned at 7:04 pm.

The Board of Sanitary Commissioners of the Sanitary District of Highland convened in study session immediately after the Public Meeting.

Present at the study session on silent roll call were Commissioners Kathy DeGuilio-Fox, Rex Burton, Greg Cieslak, David Jones and Richard Garcia. Also present were Tim Gembala, Public works, Robert Tweedle, Attorney and Toya Smith, Town Councilwoman.

Mr. Tweedle updated the commissioners on the Consent Decree.

The meeting adjourned at 7:13 Respectfully Submitted, Denise Beck, Recording Secretary

TOWN OF HIGHLAND
BOARD OF WORKS ORDER OF THE WORKS NO. 2022-XX
BOARD OF SANITARY COMMISSIONERS RESOLUTION NO. 2022-08
WATER WORKS BOARD RESOLUTION NO. 2022-13

A JOINT ENACTING INSTRUMENT OF THE BOARD OF WORKS, THE SANITARY BOARD OF COMMISSIONERS AND THE WATER WORKS BOARD OF DIRECTORS AUTHORIZING AND APPROVING THE RESTORATION AND RESTORATION COSTS FOR REPAIRS AND EQUIPMENT PROCUREMENT FROM LINDCO EQUIPMENT SALES, INC. FOR PUBLIC WORKS VEHICLE NO. 20, A 2002 GMC C8500 SINGLE-AXLE DUMP TRUCK IN THE AMOUNT OF \$61,822.00, AS A SPECIAL PURCHASE ALL PURSUANT TO §3.05.065(F) OF THE HIGHLAND MUNICIPAL CODE AND I.C. 5-22-10-5

Whereas, The Department of Public Works (Department) has in its fleet a 2002 GMC C8500 Single-Axle Dump Truck, which is used to carry out the various functions of the Public Works Department, including hauling and disposal of solid waste and various other functions for the water and sewer divisions; and

Whereas, the Fleet Supervisor and Public Works Director had determined that the cab, chassis and drive train were in very good condition; however, the dump body and integrated V-Box spreader (Equipment) had reached its useful life; and

Whereas, the Fleet Supervisor and Public Works Director recommend to purchase the Equipment from Lindco Equipment Sales, Incorporated (Lindco), pursuant to §3.05.065 (F) because of the compatibility of the equipment, accessories, and replacement parts consistent with other trucks and equipment in the Public Works fleet; and

Whereas, the Public Works Director, pursuant to §3.05.050(D)(7) of the HMC, serves as the Purchasing Agent for the Department of Public Works; and

Whereas, §3.05.065(F) of the HMC provides that the purchasing agent may make a special purchase when: (1) the compatibility of equipment, accessories, or replacement parts is a substantial consideration in the purchase; and (2) only one source meets the using agency's reasonable requirements; and

Whereas, Lindco provided a quote for the one (1) dump body and one (1) V-Box spreader, including installation and other ancillary equipment in the amount of Sixty-one Thousand Eight Hundred Twenty-two dollars and no cents (\$61,822.00); and

Whereas, the Town Council, as Board of Works of the Town of Highland, pursuant to §3.05.030 of the HMC serves as purchasing agency for the Public Works Department; and

Whereas, the Board of Sanitary Commissioners, pursuant to §3.05.030(E) of the HMC serves as purchasing agency for the Highland Sanitary District; and

Whereas, the Board of Waterworks Directors, pursuant to §3.05.030(D) of the HMC serves as purchasing agency for the Highland Water Works District; and

Whereas, the purchase price exceeds \$15,000.00 and, pursuant to §3.05.040(C) of the HMC requires the express approval of the purchasing agencies; and

Whereas, the purchase will be supported by the Solid Waste District Grant Fund, Sewer Operating Fund, and the Water Operating Fund and there are sufficient appropriations in order to support the purchase; and

Whereas, the Board of Works, the Sanitary Board of Commissioners, and the Water Works Board of Directors now desire to approve and authorize the Public Works Director to complete the purchase pursuant to the terms stated herein.

Now, Therefore Be it Resolved by the Board of Works of the Town of Highland, Lake County, Indiana; the Board of Sanitary Commissioners of the Town of Highland, Lake County, Indiana; and the Water Works Board of the Town of Highland, Lake County, Indiana, as follows:

Section 1. That the proposal (attached hereto and made part of this Resolution) from Lindco Equipment Sales, Inc. in the amount of Sixty-one Thousand Eight Hundred Twenty-two dollars and no cents (\$61,822.00) for the Special Purchase of equipment necessary to restore Public Works Vehicle No. 20, a 2002 GMC C8500 Single-Axle Dump Truck, including one (1) dump body and one (1) V-Box spreader, including installation and other ancillary equipment, is hereby accepted;

Section 2. That the purchase shall be funded in equal shares (1/3) by the Highland Board of Works through the Solid Waste Fund, the Highland Sanitary Board of Commissioners through the Sewer Operating Fund, and the Highland Water Works Board of Directors through the Water Operating Fund,

Section 3. That the Public Works Director is hereby authorized to issue a purchase order to Lindco Equipment Sales, Incorporated and to execute all documents necessary to implement the purchase thereof.

Duly Passed and Ordered by the Town Council of the Town of Highland, Lake County, Indiana, acting as the Works Board, this 26th day of September, 2022 having passed by a vote of _____ in favor and _____ opposed.

**Town Council of the Town of
Highland, Indiana**

Bernie Zemen, President

Attest:

Mark Herak, Clerk Treasurer

Duly Passed and Ordered by the Sanitary Board of Commissioners of Highland, Indiana, Lake County, Indiana, this 20th day of September, 2022 having passed by a vote of _____ in favor and _____ opposed.

**THE SANITARY DISTRICT OF HIGHLAND
BY ITS BOARD OF COMMISSIONERS:**

Richard Garcia, President

Attest:

David Jones, Secretary

Duly Passed and Ordered by the Board of Water Works Directors of Highland, Lake County, Indiana, this 22nd day of September, 2022. Having been passed by a vote of _____ in favor and _____ opposed.

**THE WATER WORKS DISTRICT OF HIGHLAND
BY ITS BOARD OF DIRECTORS:**

George A. Smith, President

Attest:

Richard E. Volbrecht, Jr., Secretary

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
Fund 6201 SEWAGE OPERATING						
Dept 0000						
6201-0000-00100	EPSON PRINTER	99381	AMAZON	PRINTER FOR GEMBALA'S OFFICE	344.00	18285
6201-0000-00100	SEWER DEPT. SUPPLIES	99382	AMAZON	CATCH BASIN LINERS/STEERING WHEEL	274.04	18285
6201-0000-00100	0428010038,9120 GRACE ST	99484	NISOURCE INC.	SEWAGE	9,685.38	999441
6201-0000-00100	7502010024,8001 KENNEDY-GAS	99495	NISOURCE INC.	MISC (TH, GARAGE)-SEWAGE	368.36	18288
6201-0000-00100	RECORDING OF 8 SEWER LIENS,	99528	LAKE COUNTY RECORDER	RECORDING OF 8 SEWER LIENS	200.00	18289
6201-0000-00100	1081.1 DIESEL	99794	TOWN OF HIGHLAND GASOLINE F	FUEL BY USAGE - SEWER	10,200.93	18293
6201-0000-00100	EMBASSY ROLL TOWELS	99746	AJAX SANITARY SUPPLY CO, IN	TOWELS/LINENS/SOAP/WIPES - SEWER	723.93	
6201-0000-00100	DISCONNECT FUSES	99747	AMAZON	DISCONNECT FUSES FOR NORTH DR.	1,483.52	
6201-0000-00100	8/1/2022 INV # 337-411423	99748	AUTO-WARES	AUGUST 2022 INVOICES - SEWER DEPT	593.70	
6201-0000-00100	TRAVEL EXPENSE CHRIS	99391	BELIEFFELI, SZUR & ASSOC/DB	SOFTWARE TRAINING W/ CHRIS 7/5/22	2,351.66	
6201-0000-00100	NOZZLES FOR JET TRUCK	99749	BEST EQUIPMENT CO., INC	BULLDOG ANTIPLAST 80 SERIES AND R	4,265.00	
6201-0000-00100	6IN HEAVY DUTY FRAME	99750	C & M PIPE & SUPPLY CO INC	HEAVY DUTY FRAME - WATER DEPT	1,650.00	
6201-0000-00100	GRATE WITH TROUT LOGO	99751	C & M PIPE & SUPPLY CO INC	GRATE/TOOTH BLADE - SEWER DEPT	883.50	
6201-0000-00100	NORTH AVE PUMP STATION REPAIR	99753	CUMMINS INC	NORTH AVENUE PUMP STATION REPAIR	1,219.52	
6201-0000-00100	ANNUAL INSPECTION INDIANAPOLI	99754	FLOW-TECHNICS, INC	ANNUAL INSPECTION OF INDIANAPOLIS	720.29	
6201-0000-00100	SHAFT	99755	GARBER CHEVROLET OF HIGHLAN	SHAFT FOR UNIT # 20 - SEWER DEPT	463.29	
6201-0000-00100	LS ON INDIANAPOLIS/PUMP TS DO	99756	GASVODA & ASSOC INC/DBA	LS STATION ON INDIANAPOLIS/PUMP I	1,556.73	
6201-0000-00100	2 DRUM SPLIT CONTAINMENT	99757	GLOBAL EQUIPMENT COMPANY	2 DRUM SPLIT CONTAINMENT OIL - SE	446.89	
6201-0000-00100	2 DRUM SPLIT CONTAINMENT MODU	99758	GLOBAL EQUIPMENT COMPANY	2 DRUM CONTAINMENT MODULAR - SEWE	227.94	
6201-0000-00100	CONCRETE REPLACEMENT PER LIST	99759	H3 CONCRETE, INC	CONCRETE REPLACEMENT - SEWER	2,084.30	
6201-0000-00100	11R225 IRON J210 TIRE	99760	HELLMANS AUTO SUPPLY CO.	2 TIRES 11R225 IRON J210 TIRES -	901.84	
6201-0000-00100	ST205/75R15 ST 8 PLY TIRES	99761	HELLMANS AUTO SUPPLY CO.	2 TIRES ST205/75R15 ST 8 PLY - ST	178.08	
6201-0000-00100	1/3 HIGHLAND'S SHARE	99762	LAMSON-FISHER ASSOCIATES PC	PROFESSIONAL SERVICES FOR JULY 20	282.73	
6201-0000-00100	PAINT OF GLOSS WHITE	99763	LINDY'S ACE HARDWARE,INC	PAINT/FACE FOAM RLR/PAINTBRUSH FOR	37.15	
6201-0000-00100	2023 SANITARY DISTRICT BONDS	99763	LONDON WITTE GROUP, LLC	2023 SANITARY DISTRICT BONDS	3,046.12	
6201-0000-00100	QTRLY MAINT. THRU MAR 2023	99764	MECHANICAL CONCEPTS, INC.	PLANNED QTRLY MAINT. FOR TH AND	850.00	
6201-0000-00100	SPRAY PAINT GLOSS BLACK	99766	MEWARDS	SPRAY PAINT/METAL CUT-OFF FOR UNI	35.93	
6201-0000-00100	MAP/PRO GAS 14.1 OZ	99765	MEWARDS CORP - SCHERERVILLE	MISC SUPPLIES - SEWER DEPT	54.73	
6201-0000-00100	AUGUST CARBONCEOUS SAMPL.	99767	MICROBAC LABORATORIES,INC	CARBONCEOUS SAMPLING AUGUST 2022	918.00	
6201-0000-00100	8/17/2022 INV#5479-156551	99768	NADA AUTO PARTS	AIR FILTER/CREDITS 154421-115431	11.30	
6201-0000-00100	DEREK SNYDER	99769	NIES ENGINEERING, INC.	GENERAL CONSULTING AUG 2022 - SANI	513.59	
6201-0000-00100	DEREK SNYDER	99770	NIES ENGINEERING, INC.	GENERAL CONSULTING AUG 2022 - SANI	1,621.68	
6201-0000-00100	FRANZETTI SSO'S	99771	NUMAN FRANZETTI LLP	SERVICES RENDERED AUG 2022	540.00	
6201-0000-00100	RETURN MAIL 8/31/22	99541	PETTY CASH-GENERAL FUND	RETURN MAIL 08/31/2022	3.50	
6201-0000-00100	OFFICE SUPPLIES	99499	PUSE TECHNOLOGY OF INDIANA	OFFICE SUPPLIES	90.03	
6201-0000-00100	EPSON RIBBON	99500	PUSE TECHNOLOGY OF INDIANA	EPSON RIBBON	3.69	
6201-0000-00100	ROLL PAPER, LABELS, PLANNER	99540	PUSE TECHNOLOGY OF INDIANA	OFFICE SUPPLIES	42.21	
6201-0000-00100	PRINTER INK	99580	PUSE TECHNOLOGY OF INDIANA	PRINTER INK	17.99	
6201-0000-00100	TONER, 2 FILE CABINETS, CALEN	99703	PUSE TECHNOLOGY OF INDIANA	OFFICE SUPPLIES	252.46	
6201-0000-00100	TONER,	99738	PUSE TECHNOLOGY OF INDIANA	TONER	93.33	
6201-0000-00100	STAMPS	99786	PUSE TECHNOLOGY OF INDIANA	STAMPS	16.74	
6201-0000-00100	SULPHASORB XL	99772	PURE AIR FILTRATION, LLC	SULPHASORB XL / CPS BLEND FOR 37T	1,341.00	
6201-0000-00100	EPA/HAMMOND TREATMENT	99774	ROBERT F TWEDDLE	SERVICES RENDERED AUG/SEPT 2022	1,565.60	
6201-0000-00100	EPA/HAMMOND TREATMENT	99775	ROBERT F TWEDDLE	SERVICES RENDERED THRU AUG 2022	2,705.60	
6201-0000-00100	JULY VACTOR LOADS	99776	SANITARY DISTRICT OF HAMMON	VACTOR LOADS FOR JULY 2022	343.08	
6201-0000-00100	JULY VACTOR LOADS	99777	SANITARY DISTRICT OF HAMMON	VACTOR LOADS FOR JULY 2022	92,641.69	
6201-0000-00100	22.2 ETHOS EDGE USD UPGRADE	99778	SNAP ON INDUSTRIAL CORP	22.2 ETHOS EDGE USD UPGRADE - D/S	387.99	
6201-0000-00100	461 MILES MAY/JUN MILEAGE	99779	TIMOTHY J GEMBALA (R)	MAY/JUN/JUL/AUG MILEAGE REIMBURSE	172.82	
6201-0000-00100	50% ELECTRIC CHARGES HARTSDAL	99468	TOWN OF SCHERERVILLE	50% ELECTRIC CHARGES FOR HARTSDAL	147.52	
6201-0000-00100	MILEAGE TO COURT HOUSE 14X2X5	99740	TRISH SAWYER (R)	14 X 2 MILEAGE TO COURT HOUSE FOR	16.38	
6201-0000-16000	STORM	99492	BARKER LOLITA	CONSUMER REFUND: 065-31040-01	2.50	
6201-0000-34023	HEALTH AND DENTAL INSURANCE	99533	TOWN OF HIGHLAND INS FUND (SEPT 2022 HEALTH/LIFE INS PREM SE	34,134.40	18290

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
Fund Totals:						
				Fund 6201 SEWAGE OPERATING	254,986.93	
				Fund 6204 SEWAGE IMPROV	89,410.21	
				Fund 6601 SANITARY OPERATING	173,658.69	
					<u>518,055.83</u>	