

**ENROLLED MINUTES OF THE  
HIGHLAND WATER WORKS BOARD OF DIRECTORS  
THURSDAY, NOVEMBER 30, 2023**

**Special Plenary Meeting:** The Highland Water Works Board of Directors met in a Special Plenary Session on Thursday, November 30, 2023 in the lower meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana. President Smith opened the Special Plenary meeting at 6:33 p.m. with no study session. The meeting was opened with the Pledge of Allegiance. The minutes were recorded by Kim Webb, Recording Secretary.

**ROLL CALL:** Present on roll call were Directors George A. Smith, Jason Tharp, Rick Volbrecht, Larry Kondrat, and Curt Schroeder. A quorum was present. Also present were Mark Knesek, Public Works Director; Derek Snyder, NIES Engineering; Robert F. Tweedle, Board Attorney; Bernie Zemen, Town Council; Mark Herak, Clerk Treasurer; Munster Government Students; Connie Wachala, Highland resident; Odeh Lokeman, utility customer; and Kim Webb, Recording Secretary.

**MINUTES:** President Smith asked if there were any corrections to the Minutes of the Regular Plenary Meeting of October 26, 2023 as prepared and posted. Director Volbrecht moved to approve the Minutes of the October 26, 2023 meeting. Director Tharp seconded. Upon a voice vote, there were (5) affirmations and no negatives. The motion passed.

**Special Orders:**

**Communications:** None.

**Comments from the Public or Visitors (Limited to Matters on the Agenda):** None.

**Reports:**

1. Water Works Superintendent – Mark Knesek informed the Board that there have been a few water main breaks. The most recent break was in the backyard of 8200 block of Grace Place, and it was the fourth break on this water main this year. Mark recommended that the Board consider replacing this backyard water main as a project for 2024, as well as replacing the water mains in the backyard alleys around 4<sup>th</sup> Place East and 4<sup>th</sup> Place West (north of Duluth Street), the latter of which is already included on the Board's 5-year plan.
2. Water Works Attorney – None.
3. Water Works Engineer – Derek Snyder reported to the Board that the water main along Parkway Drive is complete between Lincoln and Ridgewood. The section between Ridgewood and Ridge will be installed in early December.
4. Fire Department – None.

**Unfinished Business and General Orders:** None.

**New Business:** None.

**Business from the Floor:** Utility customer Mr. Odeh Lokeman spoke with the Board about the water being shutoff to several of his services due to unpaid balances on multiple accounts. After discussion with the Board, Mr. Lokeman indicated he would bring all of his accounts current within a month in order to allow water service to be restored to all of his accounts.

**Comments from the Directors on any Item of Interest to the Directors:** Director Volbrecht thanked the Directors for handling the Business from the Floor on tonight's agenda in a professional manner.

**Claims:**

Per the docket in the amount of:

6101	Water Operating	\$330,541.17
6102	Water Works District	\$0.00
6104	Consumer Deposits	\$22.91
6105	Water Improvement	\$38,605.68
6108	Water Capital	\$0.00
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Total		\$369,169.76

Director Volbrecht moved to approve the claims per the November 30, 2023 docket in the amount of \$369,169.76. Director Tharp 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 in-person at Town Hall on Thursday, December 28, 2023 at 6:30 p.m.

**ADJOURNMENT:** With no other business to come before the Board of Water Works Directors, the meeting was adjourned.

Meeting Adjourned at 7:13 p.m.

Respectfully Submitted,

Kim Webb, Recording Secretary