



# SANITARY DISTRICT OF HIGHLAND

Highland Municipal Building • 3333 Ridge Rd  
Highland, Indiana 46322  
219-838-1080 • Fax 219-972-5097

Incorporated in  
1910

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January 31, 2023

EES Case Management Unit  
Environment and Natural Resources Division  
U.S. Department of Justice  
P.O. Box 7611  
Washington, D.C. 20044-7611

Chief, Water Enforcement and Compliance  
Assurance Branch (WC-15J)  
U.S. Environmental Protection Agency,  
Region V  
77 W. Jackson Boulevard  
Chicago, IL 60604

Chief, Environmental Section  
Office of The Attorney General  
Indiana Government Center South, 5<sup>th</sup> Floor  
402 West Washington Street  
Indianapolis, IN 46204

Chief, Compliance Branch  
Office of Water Quality, Mail Code 65-40  
Indiana Department of Environmental  
Management  
100 N. Senate Avenue  
Indianapolis, IN 46204-2251

Office of Legal Counsel  
Mail Code 60-01  
100 North Senate Street  
Indianapolis, IN 46204-2251

RE Sanitary District of Highland  
Consent Decree  
Civil Action No. 2:22-cv-00086  
January 2023 Semi-Annual Report

ATTN: United States Department of Justice  
U.S. Environmental Protection Agency, Region 5  
Indiana Attorney General  
Indiana Department of Environmental Management

Pursuant to Section VIII of the above captioned Consent Decree (Decree) entered December 09, 2022, the Sanitary District of the Town of Highland, Indiana (Highland) hereby submits its Semi-Annual Report (Report) through January 31, 2023.

**Describe the work, and associated deadlines, that Highland completed under the Decree during the preceding six-month period and include documentation (e.g. as-built diagrams, photographs, etc.) of the work and the deadlines met:**

**1. SECTION VI: CIVIL PENALTY**

*Within 60 days after the Effective Date, Highland shall pay a civil penalty in the amount of \$87,500 to the United States and \$87,500 to the State for the violations alleged against Highland in the Complaint, together with interest from the Date of Lodging of the Decree accruing at the rate specified in 28 U.S.C. § 1961 as of the Date of Lodging.*

**Deadline: February 7, 2023**

**Penalty due to the United States.** On December 28, 2022, Highland paid the United States, by FedWire Electronic Funds Transfer, the amount of \$88,512.86, per wire instructions provided by the US Attorney's office.

**Penalty due to the State.** On December 28, 2022, Highland paid the State, by check, the civil penalty in the amount of \$87,500.00. On January 31, 2023, Highland paid the State, by check, interest on the civil penalty in the amount of \$1,500.00.

The following items pertaining to the civil penalty are attached as **Exhibit A:**

1. Wire instructions for payment of civil penalty to the United States; wire confirmation evidencing payment of civil penalty to the United States; and notice of payment.
2. Copy of correspondence dated December 28, 2022 along with check for payment of civil penalty in the amount of \$87,500 payable to the State.
3. Copy of correspondence dated January 30, 2023 along with check for payment of interest on civil penalty in the amount of \$1,500 payable to the State.

**2. SECTION VII: COMPLIANCE REQUIREMENTS**

**A. Implementing SSO Remedial Measures**

*Within 30 Days of the Effective Date, Highland shall begin implementing the SSO Remedial Measures Plan, as provided in Appendix A of the Decree.*

**Deadline: January 9, 2023**

Highland began implementing the SSO Remedial Measures Plan prior to the Effective Date. On August 2, 2022, Highland advised USEPA & IDEM that Highland entered into a contract for professional services with Commonwealth Engineers, Inc. to complete engineering services associated with the SSO Remedial Project for (a) 30% design for sanitary sewer improvements for Phase 1, 2, 3 and (b) final design, bidding / negotiating, construction engineering, and resident project representative services for Phase 1, Division A. A kickoff meeting was held on January 18, 2022. A 30% design review meeting was held on June 7, 2022. As of date, surveying and geotechnical field work are complete. Work on the 60% design submittal for the Phase 1, Division A project is underway and on schedule to be complete by the middle of August.

Since the August 2, 2022 update, the design of the Phase 1, Division A Project progressed to 60% complete. A 60% design review meeting was held on September 15, 2022. Work on the 95% design submittal for the Phase 1, Division A project is underway and is on schedule to be complete by the middle of February, 2023. Highland anticipates that the project will be bid-ready with permits in time for the Indiana Finance Authority (IFA) State Revolving Fund (SRF) next fiscal cycle starting on July 1, 2023. The original schedule to finalize the project for bidding in March 2023 has been delayed since the IFA SRF did not place Highland's Phase 1 Division A in the fundable range for the current fiscal year ending on June 30, 2023. During the last six months, Highland has remained in contact with IFA SRF via a virtual meeting (held on October 14, 2022) and periodic email/phone correspondence in the event that pooled funding may become available during the current fiscal year.

The following items pertaining to the status of the Remedial Measures Plan are attached as **Exhibit B:**

1. Meeting notes for engineering design contract kickoff meeting
2. Meeting notes for the 30% design review meeting
3. Meeting notes for the 60% design review meeting

### **3. SECTION VII: COMPLIANCE REQUIREMENTS**

#### **B. SSO Flow Monitoring and Reporting Requirements**

**SSO Flow Monitors.** *Within 30 Days of the Effective Date, or within 30 Days from the date of discovering any additional SSO Location, Highland shall install and operate flow monitoring technology at each SSO Location, if it has not already done so, in order to detect and record when an SSO may occur or actually occurs at each SSO Location and to Measure and record the volume of SSO discharged. To mitigate the adverse effect of any SSO, the flow monitoring device at each SSO Location shall instantaneously and automatically alert Highland to an SSO event. Highland shall install and operate the flow monitoring detailed in Section VII B at Paragraph 23 (a) and (b).*

**Deadline: January 9, 2023.**

As of the Effective Date, Highland is in compliance with its obligation to install and operate flow monitoring technology at each SSO Location as provided in Section VII of the Decree.

**Reporting all SSO's.** *Highland shall report all SSO's from its SSCS. This reporting shall include procedure detained in Section VII B at Paragraph 24 (a) and (b).*

As of the Effective Date, Highland is in compliance with its obligation to report all SSO's from its SSCS as provided in Section VII of the Decree.

**Semi-Annual Overflow Logs.** *By July 31<sup>st</sup> (for the reporting period of January – June) and January 31<sup>st</sup> (for the reporting period of July – December) of each year beginning the calendar year after the Decree is lodged, Highland shall submit copies of its final and completed electronic reports to IDEM and EPA using State Form 48373 for each SSO location at which an SSO occurred during the reporting period. Highland shall also complete and submit to IDEM and EPA the SSO reporting Table attached to the Decree as Appendix C for every SSO that occurred during the reporting period.*

This requirement begins the calendar year after the Decree is lodged. Accordingly, this requirement will not be due until the July 31, 2023 Semi-Annual Report.

#### **4. SECTION VII: COMPLIANCE REQUIREMENTS**

##### **C. Miscellaneous Compliance Provisions**

**Capacity, Management Operation and Maintenance Plan (CMOM).** On January 30, 2023, Highland submitted a revised draft CMOM to EPA and IDEM for review and approval.

**Over Emergency Response Plan (OERP).** On March 25, 2022, Highland was notified by the Department of Justice, via email, that its OERP was approved. Highland has begun implementing the OERP.

#### **5. SECTION IX: PUBLIC WEBSITE**

*Within 30 days from the Effective Date, Highland shall have an operable Website for the posting of Decree Deliverables and the Consent Decree. Highland shall announce the availability of the Website by a press release, and the Town of Highland's official homepage, [www.highland.in.gov](http://www.highland.in.gov), shall include a link to the Website. The Website may be a part of Highland's website on the Town of Highland's official website. All posted Deliverables shall be readily accessible, electronically searchable and accurately labeled. The Website shall include: the Consent Decree; Consent Decree Submissions; SSO Public Notification; and Other Public Presentations and Education Materials.*

**Deadline: January 9, 2023.**

As of January 9, 2023, Highland maintains an operable Website which meets the requirements of Section IX of the Decree. The website can be accessed directly at: [highland.in.gov/sanitary-district/highland-consent-decree](http://highland.in.gov/sanitary-district/highland-consent-decree). On January 27, 2023, Highland announced the availability of the Website via a press release.

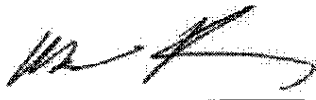
The following items pertaining to Highland's public Website are attached as **Exhibit C:**

1. Image of Highland's Website as of January 31, 2023.
2. Copy of press release announcing the availability of Highland's Website and accompanying email transmittal dated January 27, 2023.

**Describe any non-compliance with any requirement of the Decree, explaining the reasons for any non-compliance and the remedial steps taken, or to be taken, to minimize such non-compliance or prevent its recurrence.**

As of the date of the date of this Report, Highland is not aware of any non-compliance with any requirement of the Decree.

I CERTIFY UNDER PENALTY OF LAW THAT THIS DOCUMENT AND ALL ATTACHMENTS WERE PREPARED UNDER MY DIRECTION OR SUPERVISION IN ACCORDANCE WITH A SYSTEM DESIGNED TO ASSURE THAT QUALIFIED PERSONNEL PROPERLY GATHER AND EVALUATE THE INFORMATION SUBMITTED. BASED ON MY INQUIRY OF THE PERSON OR PERSONS WHO MANAGE THE SYSTEM, OR THOSE PERSONS DIRECTLY RESPONSIBLE FOR GATHERING THE INFORMATION, THE INFORMATION SUBMITTED IS, TO THE BEST OF MY KNOWLEDGE AND BELIEF, TRUE, ACCURATE, AND COMPLETE. I HAVE NO PERSONAL KNOWLEDGE THAT THE INFORMATION SUBMITTED IS OTHER THAN TRUE, ACCURATE, AND COMPLETE. I AM AWARE THAT THERE ARE SIGNIFICANT PENALTIES FOR SUBMITTING FALSE INFORMATION, INCLUDING THE POSSIBILITY OF FINE AND IMPRISONMENT FOR KNOWING VIOLATIONS.



Mark Knesek

CC: Highland Sanitary Board  
Robert F. Tweedle  
Susan Franzetti  
Alison McGregor – USDOJ  
Andre Daugavietis – USEPA  
Keith Middleton – USEPA  
Ryan Bahr - USEPA  
Beth Admire – IDEM

## **EXHIBIT A**

1. Wire instructions for payment of civil penalty to the United States; wire confirmation evidencing payment of civil penalty to the United States; and notice of payment.
2. Copy of correspondence dated December 28, 2022 along with check for payment of civil penalty in the amount of \$87,500 payable to the State.
3. Copy of correspondence dated January 30, 2023 along with check for payment of interest on civil penalty in the amount of \$1,500 payable to the State.

PEOPLES BANK  
3927 RIDGE RD  
HIGHLAND IN 46322

PAGE: 1  
DATE OF TRANSACTIONS: DEC 28, 2022  
ACCOUNT NUMBER: 2000066180

FOR PERSONAL ASSISTANCE CALL:  
1-219-838-9101

TOWN OF HIGHLAND  
3333 RIDGE RD  
HIGHLAND IN 46322

**CONFIRMATION OF TRANSACTION NOTICE**

THE FOLLOWING TRANSACTIONS WERE POSTED TO YOUR ACCOUNT  
ON 12-28-22 FOR THE AMOUNT SHOWN:

DESCRIPTION	AMOUNT
DOMESTIC WIRE OUT WIRE OUT                      DOJ/JMD/DCM	88,512.86

STANDARD FEES APPLY.

**FEDWIRE Electronic Funds Transfer**  
to the  
**United States Department of Justice**

Notice Date: 12/15/2022  
Expected Date: 2/7/2023

SANITARY DISTRICT OF HIGHLAND,

To transfer funds electronically to:

**Federal Reserve/United States Treasury Department**  
33 Liberty Street  
New York, NY 10045

for Credit to the United States Department of Justice, the following information must be provided to the bank from which the funds are to be transferred. This information will enable the sending bank to complete those fields associated with the beneficiary bank of a "*FedWire Structured Third Party Format*" electronic funds transfer.

FedWire U.S. Bank Reminder: FedWires can be transferred internationally, however they must be sent via a U.S. Bank.  
DOJ EIN: 38-4099961

ITEM	DESCRIPTION	CODING INFORMATION FOR FEDWIRE FORMAT
2	Receiving Bank ABA Code	021030004
3	Message Type Code	1000
7	Wire Amount	\$88,512.86
9	Receiver ABA name/Business Func code	TREAS NYC/CTR
10	Beneficiary Name	DOJ/JMD/DCM
11	Account No.	15030001
12	Required Beneficiary Information: *Collection Office Identifier *Debtor Name *DJ Number *CDCS Number *EFT No.	USAO/INN SANITARY DISTRICT OF HIGHLAND, 90-5-1-1-3308/4 2023A10596 INN23E004

**ATTENTION FINANCIAL LITIGATION PERSONNEL:**

The debtor/debtor's attorney must provide this form to the bank from which the funds are to be transferred to ensure that the electronic transfer of funds is accomplished and properly credited to the United States Department of Justice/Debt Accounting Operations Group.

**AUTHORITY:**

The above information requirements are in accordance with the United States Treasury Department "Treasury Requirements Manual/Part 6 - Chapter 8000"; Appendix E of the "Federal Reserve Bank Funds Transfer Systems Manual"; and 31 CFR Part 206 (Federal Register - Vol. 59, No. 20).

***Questions regarding this FedWire EFT should be directed to the responsible Collection Office:***

**POINT OF CONTACT:** Cynthia Berger  
**TELEPHONE NUMBER:** 219-937-5672

Limited Official Use



## Robert Tweedle

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**From:** Mark Herak <mherak@highland.in.gov>  
**Sent:** Tuesday, December 27, 2022 8:59 PM  
**To:** cinwd\_acctsreceivable@epa.gov  
**Cc:** Robert Tweedle  
**Subject:** DOJ case number 90-5-1-1-3308/4

I am the Clerk-Treasurer for the Town of Highland. Per the instructions of Section 14 (see below):

At the time of payment, Highland shall send notice that payment has been made:

(a) to EPA via email at [cinwd\\_acctsreceivable@epa.gov](mailto:cinwd_acctsreceivable@epa.gov) or via regular mail at EPA Cincinnati Finance Office, 26 W. Martin Luther King Drive, Cincinnati, Ohio 45268; (b) to the United States via email or regular mail in accordance with Section XVI; and (c) to EPA in accordance with Section XVI. Such notice shall state that the payment is for the civil penalty owed pursuant to USDC IN/ND case 2:22-cv-00086-PPS-APR document 29 filed 12/09/22 page 12 of 67

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to the Consent Decree in *United States of America and the State of Indiana v. the Sanitary District of Highland and the Town of Griffith, Indiana* (N.D. Ind.), the assigned CDCS Number, and DOJ case number 90-5-1-1-3308/4.

I made by wire on the 28<sup>th</sup> day of December, 2022 in the amount of \$88,512.86. Should you have any questions, please feel free to contact me at the above email address or by phone at 219-781-7598. Thank you.

## Robert Tweedle

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**From:** Robert Tweedle  
**Sent:** Tuesday, January 31, 2023 1:46 PM  
**To:** cinwd\_acctsreceivable@epa.gov; r5weca@epa.gov; 'Middleton, Keith';  
eescdcopy.enrd@usdoj.gov  
**Cc:** Mark Herak  
**Subject:** FW: DOJ case number 90-5-1-1-3308/4

Please correspondence below dated December 27, 2022 regarding notice of payment pursuant to the Consent Decree in the following case:

United States of America and the State of Indiana v. the Sanitary District of Highland and the Town of Griffith, Indiana (N.D. Ind.), Case No. 2:22-cv-00086 and DOJ case No. 90-5-1-1-3308/4

This message is being re-sent to include additional recipients that are to receive notice of payment pursuant to Section VI of the Consent Decree.

If you have any questions or require additional information, please advise.

Robert F. Tweedle  
Attorney  
Law Offices of Robert F. Tweedle  
2850 45th Street, Suite A  
Highland, IN 46322  
Phone: 219.924.0770  
Fax: 219.924.0772  
E-Mail: [rtweedle@tweedlelaw.com](mailto:rtweedle@tweedlelaw.com)

**Online banking FRAUD is on the rise. Our office DOES NOT send wire instructions. Always verbally confirm wire instructions with the title company before sending funds.**

TAX ADVICE NOTICE: To ensure compliance with United States Treasury Department regulations, please be advised that any federal tax advice contained in this communication, including any attachments hereto, is not intended to be used, and cannot be used, by anyone either for purposes of avoiding federal tax penalties that may be imposed by the federal government, or for promoting, marketing or recommending to another party any tax-related matters addressed herein.

CONFIDENTIALITY NOTICE: This E-Mail is for the sole use of the intended recipient and may contain confidential and privileged information. Any unauthorized review, use, disclosure or distribution of any kind is strictly prohibited. If you are not the intended recipient, please contact and so advise the sender via return E-Mail, and destroy all copies of the original message.

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**From:** Mark Herak <[mherak@highland.in.gov](mailto:mherak@highland.in.gov)>  
**Sent:** Tuesday, December 27, 2022 8:59 PM  
**To:** [cinwd\\_acctsreceivable@epa.gov](mailto:cinwd_acctsreceivable@epa.gov)  
**Cc:** Robert Tweedle <[rtweedle@tweedlelaw.com](mailto:rtweedle@tweedlelaw.com)>  
**Subject:** DOJ case number 90-5-1-1-3308/4

I am the Clerk-Treasurer for the Town of Highland. Per the instructions of Section 14 (see below):

At the time of payment, Highland shall send notice that payment has been made:

(a) to EPA via email at [cinwd\\_acctsreceivable@epa.gov](mailto:cinwd_acctsreceivable@epa.gov) or via regular mail at EPA Cincinnati Finance Office, 26 W. Martin Luther King Drive, Cincinnati, Ohio 45268; (b) to the United States via email or regular mail in accordance with Section XVI; and (c) to EPA in accordance with Section XVI. Such notice shall state that the payment is for the civil penalty owed pursuant USDC IN/ND case 2:22-cv-00086-PPS-APR document 29 filed 12/09/22 page 12 of 67

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to the Consent Decree in *United States of America and the State of Indiana v. the Sanitary District of Highland and the Town of Griffith, Indiana* (N.D. Ind.), the assigned CDCS Number, and DOJ case number 90-5-1-1-3308/4.

I made by wire on the 28<sup>th</sup> day of December, 2022 in the amount of \$88,512.86. Should you have any questions, please feel free to contact me at the above email address or by phone at 219-781-7598. Thank you.



# TOWN OF HIGHLAND

Highland Municipal Building • 3333 Ridge Road

Highland, Indiana 46322

219-838-1080 • Fax 219-972-5097



Population 23,696

Incorporated in 1910

December 28, 2022

RE: DOJ case 90-5-1-1-3308/4

Cashier:  
Indiana Department of Environmental Management  
100 N. Senate  
MC 50-10C  
Indianapolis, IN 46204-2251

Chief, Environmental Section  
Office of the Attorney General  
Indiana Government Center South, 5th Floor  
402 West Washington St.  
Indianapolis, IN 46204

Dear Sirs:

Please be advised that I am the Clerk-Treasurer for the Town of Highland. Pursuant to the Consent Decree in *United States of America and the State of Indiana v. the Sanitary District of Highland and the Town of Griffith (N.D. Ind.)*, within 60 days after the Effective Date, Highland shall pay a civil penalty in the amount of \$87,500 to the State for the violations alleged against Highland in the complaint.

Payment to the State shall be made by check payable to:

Cashier:  
Indiana Department of Environmental Management  
100 N. Senate Ave.  
MC 50-10C  
Indianapolis, IN 46204-2251

Highland shall notify the State of this payment in accordance with Section XVI (Notices) of this Decree, by correspondence including the following: *United States of America and the State of Indiana v. the Sanitary District of Highland and the Town of Griffith, Indiana (N.D. Ind.)*.

Attached, please find our check in the amount of \$87,500.

Should you have any questions, you can reach me at [mherak@highland.in.gov](mailto:mherak@highland.in.gov) or 219-781-7598.

Sincerely,

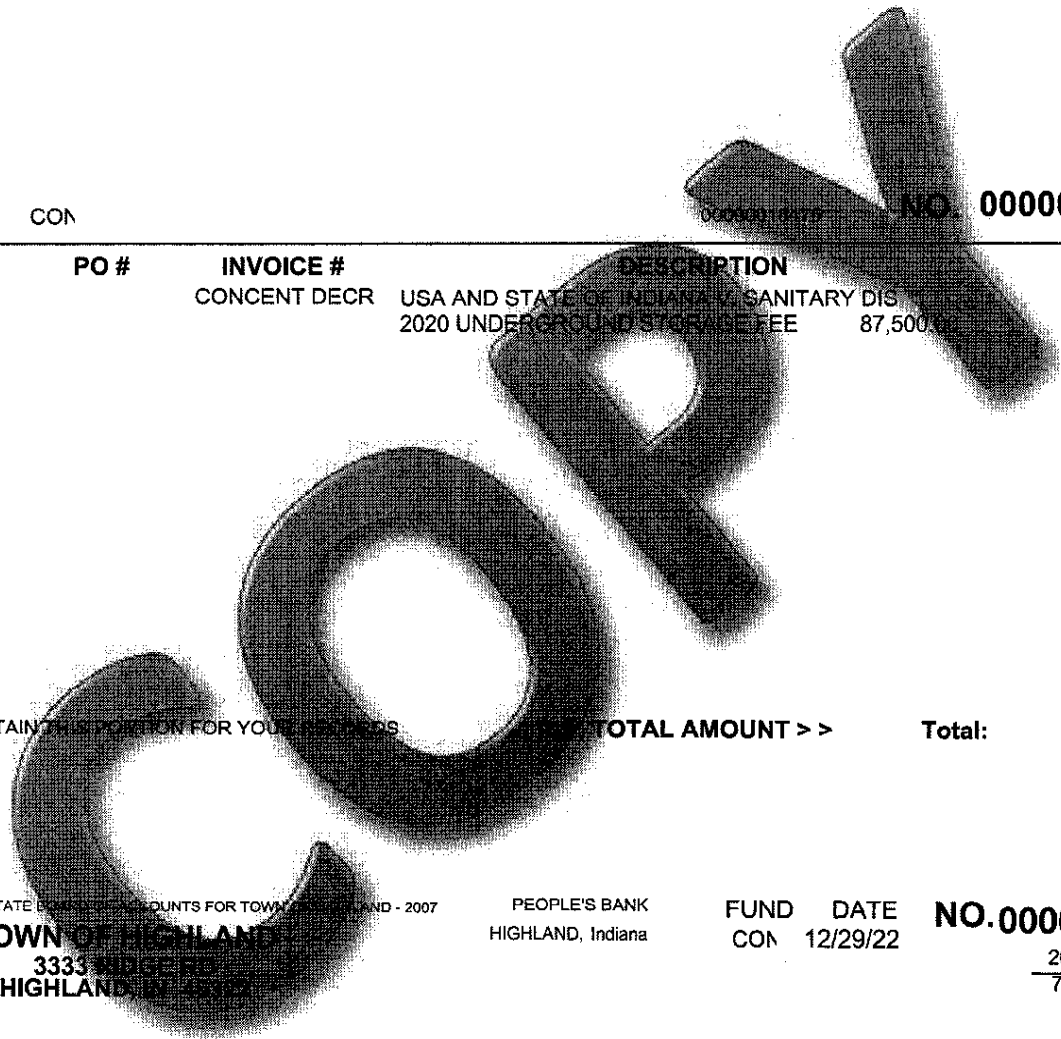
Mark Herak

INDIANA DEPT OF ENVIRON MGT  
 P O BOX 3295  
 100 NORTH SENATE AVENUE  
 INDIANAPOLIS, IN 46206-3295

Town of Highland CON

00000018476 NO. 00000018476

CONTROL #	PO #	INVOICE #	DESCRIPTION	AMOUNT
731 - 101317		CONCENT DECR	USA AND STATE OF INDIANA V. SANITARY DIS	87,500.00
731 - 101317			2020 UNDERGROUND STORAGE FEE	87,500.00



DETACH AND RETAIN THIS PORTION FOR YOUR RECORDS

TOTAL AMOUNT >> Total: 87,500.00

APPROVED BY THE STATE BOARD OF ACCOUNTS FOR TOWNSHIP OF HIGHLAND - 2007

TOWN OF HIGHLAND  
 3333 WINDY HILL RD  
 HIGHLAND, IN 46020

PEOPLE'S BANK  
 HIGHLAND, Indiana

FUND DATE  
 CON 12/29/22

NO. 00000018476  
 20-1  
 740

\*\*\*Eighty-Seven Thousand Five Hundred and NO/100 Dollars\*\*\*\*\*

AMOUNT  
 87,500.00

PAY TO THE ORDER OF:  
 INDIANA DEPT OF ENVIRON MGT  
 P O BOX 3295  
 100 NORTH SENATE AVENUE  
 INDIANAPOLIS, IN 46206-3295

THIS CHECK VOID TWO YEARS AFTER  
 DEC. 31 OF YEAR OF ISSUE

*Maria Hantz*

CLERK - TREASURER

⑈018476⑈ ⑆271973924⑆ 2000066180⑈



# TOWN OF HIGHLAND

Highland Municipal Building • 3333 Ridge Road

Highland, Indiana 46322

219-838-1080 • Fax 219-972-5097



Population 23,696

Incorporated in 1910

January 30, 2023

RE: DOJ case 90-5-1-1-3308/4

Cashier:

Indiana Department of Environmental Management  
100 N. Senate  
MC 50-10C  
Indianapolis, IN 46204-2251

Chief, Environmental Section  
Office of the Attorney General  
Indiana Government Center South, 5th Floor  
402 West Washington St.  
Indianapolis, IN 46204

Dear Sirs:

Please be advised that I am the Clerk-Treasurer for the Town of Highland. Pursuant to the Consent Decree in *United States of America and the State of Indiana v. the Sanitary District of Highland and the Town of Griffith (N.D. Ind.)*, within 60 days after the Effective Date, Highland shall pay a civil penalty in the amount of \$1,500 to the State for the violations alleged against Highland in the complaint.

Payment to the State shall be made by check payable to:

Cashier:

Indiana Department of Environmental Management  
100 N. Senate Ave.  
MC 50-10C  
Indianapolis, IN 46204-2251

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Attached, please find our check in the amount of \$1,500.

Should you have any questions, you can reach me at [mherak@highland.in.gov](mailto:mherak@highland.in.gov) or 219-781-7598.

Sincerely,

Mark Herak

INDIANA DEPT OF ENVIRON MGT  
P O BOX 3295  
100 NORTH SENATE AVENUE  
INDIANAPOLIS, IN 46206-3295

Town of Highland COM

0000018509 NO. 00000018509

CONTROL #	PO #	INVOICE #	DESCRIPTION	AMOUNT
731 - 101795		CONCENT DECR	USA AND STATE OF INDIANA SANITARY DIS	1,500.00
731 - 101795			2020 UNDERGROUND STORAGE FEE	1,500.00

DETACH AND RETAIN THIS PORTION FOR YOUR RECORDS TOTAL AMOUNT >> Total: 1,500.00

APPROVED BY THE STATE BOARD OF ACCOUNTS FOR TOWN OF HIGHLAND - 2007

TOWN OF HIGHLAND  
3333  
HIGHLAND, IN

PEOPLE'S BANK  
HIGHLAND, Indiana

FUND DATE  
CON 01/30/23

NO.00000018509  
20-1  
740

\*\*\*One Thousand Five Hundred and NO/100 Dollars\*\*\*\*\*

AMOUNT  
1,500.00

PAY TO THE ORDER OF:  
INDIANA DEPT OF ENVIRON MGT  
P O BOX 3295  
100 NORTH SENATE AVENUE  
INDIANAPOLIS, IN 46206-3295

THIS CHECK VOID TWO YEARS AFTER  
DEC. 31 OF YEAR OF ISSUE



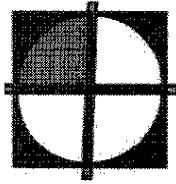
CLERK - TREASURER

⑈018509⑈ ⑆271973924⑆ 2000066180⑈

## **EXHIBIT B**

1. Meeting notes for engineering design contract kickoff meeting
2. Meeting notes for 30% design review meeting
3. Meeting notes for 60% design review meeting





**COMMONWEALTH  
ENGINEERS, INC.**  
A wealth of resources to master a common goal.

*Environmental Engineers & Consultants  
9604 Coldwater Road, Suite 203  
Fort Wayne, IN 46825*

*PH: (260) 494-3223*

*FAX: (260) 494-3224*

*Town of Highland  
Sanitary District*

*SSO Remedial Project  
Kick-Off  
Meeting Notes*

**Meeting Date:** January 18, 2022, 9:00 AM (CST)

**Projects Discussed:** SSO Remedial Project - Final Design for Phase 1 & 30% Design for Phases 2 and 3

**Attendees:** Mark Knesek – Town of Highland  
Tim Gembala – Town of Highland  
Derek Snyder – NIES Engineering  
Brad Ewart - SME  
Brian Desharnais – Commonwealth Engineers  
Brady Dryer - Commonwealth Engineers  
Brian Wilson – Commonwealth Engineers

**Meeting Location:** Highland Public Works - 8001 Kennedy Avenue, Highland, IN 46322

**Attachments:** Meeting Agenda  
Sign-In Sheet

**Meeting Notes:**

#### General

Brian opened the meeting by distributing the meeting agenda as well as a sign-in sheet, which was followed by a brief round of introductions.

- Commonwealth's Fort Wayne Office will be the design team for the project. Brian Desharnais will serve as the Project Manager, and Josh Harner and Brian Wilson will serve as Project Engineers.
- Commonwealth's Indianapolis Office will provide assistance with regulatory and funding issues. This effort will be led by Brady Dryer and Gabrielle Biciunas.
- NIES Engineering (Derek Snyder) will be providing assistance with surveying, design/ utility coordination, and QA/QC.
- SME (Brad Ewart) will be serving as the geotechnical engineer for the project.

The goal of this project is to develop final documents and permits for the Phase 1 collection system improvements (excluding the N. 5<sup>th</sup> Street Lift Station and Force Main), which includes: field work, bidding, construction engineering, resident project representation, and SRF Assistance services. To

ensure that the vertical alignment of the Phase 1 collection improvements is properly designed to accommodate future phases. The project also includes thirty (30) percent design drawings for Phases 2 and 3. Thirty (30) percent design will include targeted surveying and geotechnical field explorations.

### **Project Discussion**

#### **Capacity, Management, Operations, and Maintenance (CMOM)**

- Highland is waiting to receive their newly purchased sewer truck. Highland will provide standard operating procedures (SOP) for the new truck to Commonwealth, which will be included in the CMOM.
- Highland has received approval from Hammond regarding degreaser. Highland will forward that response to Commonwealth, which will be included in the CMOM.
- The Government has agreed to allow the CMOM to be referenced in the Consent Decree (CD) versus including as a CD attachment. This is favorable given that it will reduce the volume of pages in the CD and accommodate future annual CMOM reviews/updates.

#### **SSO Remedial Project**

- Figure 1a in the meeting agenda depicts the SSO Remedial Project.
- This project involves the final design of the Phase 1 collection system improvements (excluding the N. 5<sup>th</sup> Street Lift Station and Force Main) as well as thirty (30) percent design for Phases 2 and 3.
- Phase 1 includes approximately 4,590 LF of 18 to 60-inch diameter sewers using open-cut construction technologies.
- Phases 2 and 3 consist of approximately 14,790 LF of 18 to 36-inch sewers installed using open-cut and trenchless construction technologies.
- Thirty (30) percent design of Phases 2 and 3 will ensure that the elevation of Phase 1 is properly set. Additionally, thirty (30) percent design will identify the most advantageous trenchless zone for the deep portion of the proposed Parrish Avenue Interceptor.
- A preliminary alignment was provided in the Preliminary Engineering Report (PER) and will be revisited during thirty (30) percent design of the project.
- It was noted that Parrish Avenue north of Ridge Road is a wide corridor and there is space for the pipe on the eastern portion of the right-of-way.
- South of Ridge Road the corridor is smaller and existing utilities are present. Alignment alternatives in this area of the project will be considered.
- It is anticipated that the upstream portion of the alignment will be similar to what is shown in the PER. Discussion of existing utilities occurred.
- It was noted that the proposed 18-inch diameter sewer will continue on 81<sup>st</sup> Avenue to Johnston Street rather than the alignment shown in the PER. The sewer on Johnston Street was replaced in 2017 and is an 18-inch diameter pipe.
- The preferred location of the proposed N. 5<sup>th</sup> Street Lift Station is immediately south of the existing lift station in an area that is owned by the Town. The future depth and location of the lift station will be considered during design of the Phase 1 collection system improvements.
- A temporary connection to the existing N. 5<sup>th</sup> Street Lift Station will be included as a part of the Phase 1 collection system improvements.
- NIES utilizes 2018 orthoimagery aerials for Highland. Commonwealth will confirm the date of their aerials and coordinate with NIES if needed.
- Aerials will be utilized during the thirty (30) percent design of the collection system improvements; however, they will be turned off during later submittals.

- It was confirmed that the Town does not utilize a geographic information system (GIS).
- NIES has several record drawings from past projects, which may be useful during design. Commonwealth will coordinate with NIES to obtain specific record drawings.
- The Town does not utilize standard technical specifications.
- NIES will provide flow metering and rain gauge data from 2020 to present. The flow metering and rain gauge data will be used to assess the model's calibration and adjustments will be made as needed.
- The thirty (30) percent submittal will include a Basis of Design Report for Phases 1, 2, and 3.
  - The basis of design report shall include design-level hydraulics, structural, geotechnical, and other design computations required for new pipes, trenchless design, and structure modifications
  - The horizontal and vertical alignment of Phases 1, 2, and 3 will be confirmed. Additionally, the proposed Phase 1, 2, and 3 improvements will be considered from a connectivity / constructability standpoint.
  - Operational procedures for the collection system at different phases of the project will be included.
- The downstream diameter of the Phase 1 collection system improvements is 60-inches in diameter. Two (2) pipe type will be considered and allowed in the contract documents: Centrifugally Cast Fiberglass Reinforced Polymer Mortar (CCFRPM - HOBAS) Pipe and Glass-Reinforced Polyester (GRP - Flowtite) Pipe.
- A constructability review will be included in the Basis of Design Report, which will be performed by an independent engineer outside of the project team.
- A list of technical specifications and cost estimate will be provided for Phases 1, 2, and 3 with the thirty (30) percent submittal.
- Commonwealth shall utilize their standard contract book for the project, which is in Engineers Join Contract Documents Committee (EJCDC) format.
- NIES will provide QA/QC at key milestones throughout the project.
- The anticipated permits for the project are the IDEM Construction Permit and SWPP Rule 5 permits.
- It was noted that several rounds of IDEM comments are anticipated for this project since it is a Federal Consent Decree Project.
- Hammond will need to provide certification / capacity signatures for the project. Commonwealth will notify Susan that Table A1 within the consent decree that this will need to occur for all phases of the SSO Remedial Project.
- SME is scheduled to begin the geotechnical field work January 27, 2022. SME will coordinate with Commonwealth and NIES on bore locations.
- Commonwealth and SME will provide Highland notification when they are going to be in Town.
- SME will need to obtain a contractor's license from City Hall. No permits will be required.
- NIES is finalizing the Phase 1 collection system improvements survey. The topographic portion of the survey is complete. Measure downs / utility locates are being completed. NIES will provide the survey to Commonwealth once complete.
- Discussion of the Phase 1 survey occurred as well as potential alignment conflicts.
- It was noted that right-of-way is from back of walk to back of walk. Property corners will be provided if they are located in the field and supplemented with digital property lines.
- Once the Phase 1 survey is complete the targeted survey for Phases 2 and 3 will begin.
- The Drawings will be passed through utilities at key-project milestones.
- If potholing is needed throughout the project, Town staff may be able to perform them.

- Commonwealth will coordinate with Highland and IFA SRF on SWIF round 2 funding, which will occur in February.
- Discussion of the project scheduled occurred.

**PROJECT SCHEDULE**

<del>Notice to Proceed</del>	<del>December 7, 2021</del>
<del>Kickoff Meeting</del>	<del>January 18, 2021</del>
Field Work for Phase 1, 2 and 3	December 2021 to March 2022
Meeting with SRF Regarding SWIF Round 2	February 2022
30% Submittal for Phases 1, 2, and 3	Middle of May 2022
30% Design Meeting for Phases 1, 2, and 3	End of May 2022
60% Design Submittal for Phase 1	Middle of August 2022
60% Design Meeting for Phase 1	End of August 2022
95% Submittal for Phase 1	Middle of November 2022
95% Design Meeting for Phase 1	End of November 2022
Final Submittal for Phase 1	December 2022
Permits for Phase 1	January 2023 to February 2023
Bidding, Award, and Contractor Mobilization	March 2023 to June 2023
Construction	July 2023 to June 2024

**DESIGN KICK-OFF MEETING AGENDA  
SANITARY DISTRICT OF HIGHLAND  
SSO REMEDIAL PROJECT  
Final Design for Phase 1 and 30% Design for Phase 2, and 3  
(Excluding the N. 5<sup>th</sup> St. Lift Station and Force Main)**

DATE: Tuesday, January 18, 2022

LOCATION: Highland Public Works  
8001 Kennedy Ave.  
Highland, IN 46322

TIME: 9:00 AM CST

A. ATTENDANCE SHEET & INTRODUCTIONS

B. DESIGNATION OF RESPONSIBLE PERSONNEL

1. ENGINEER: **Commonwealth Engineers, Inc.**  
9604 Coldwater Road, Suite #203  
Fort Wayne, IN 46825  
Phone: (260) 494-3223
  - a. Project Manager: **Brian Desharnais, Ph.D., P.E.**  
Mobile: (317) 730-6797  
Email: [bdesharnais@contactcei.com](mailto:bdesharnais@contactcei.com)
  - b. Project Engineers: **Josh Harner, P.E.**  
Email: [jharner@contactcei.com](mailto:jharner@contactcei.com)  
**Brian Wilson, P.E.**  
Email: [bwilson@contactcei.com](mailto:bwilson@contactcei.com)
  - c. Regulatory & Funding: **Brady Dryer**  
Email: [bdryer@contactcei.com](mailto:bdryer@contactcei.com)  
**Gabrielle Biciunas**  
Email: [gbiciunas@contactcei.com](mailto:gbiciunas@contactcei.com)
2. SUBCONSULTANTS: **NIES (Surveying, Design/Utility Coord. & QA/QC)**  
Lead Engineer = **Derek Snyder, P.E.**  
**SME (Geotechnical Engineering)**  
Lead Engineer = **Brad Ewart, P.E.**

C. GOALS OF MEETING:

The goals of the meeting are to confirm scope, work plan, schedule, and answer questions.

D. PROJECT DESCRIPTION:

Referring to **Figure 1**, the project involves final design, permits, field work, bidding, construction engineering, resident project representation, and SRF Assistance services for the Phase 1 collection system improvements (excluding the N. 5th Street lift station and force main). To ensure that the vertical alignment of the Phase 1 collection system improvements is properly designed to accommodate future phases, the Project also includes:

- Targeted survey and geotechnical field services for Phase 1, 2, and 3 of the collection system improvements (excluding the N. 5th Street lift station and force main) with the goal of confirming the horizontal and vertical alignment for future phases, especially the optimum trenchless construction depth from a geotechnical perspective of the future Phase 2 sanitary sewer improvements.
- 30% design drawings for Phase 1, 2, and 3 of the collection system improvements (excluding the 5th Street lift station and force main). Phase 1 includes approximately 4,590 LF of 18 to 60-inch sewers installed using open-cut construction technologies. Phase 2 and 3 consist of approximately 14,790 LF of 18 to 36-inch sewers installed using open-cut and trenchless construction technologies.

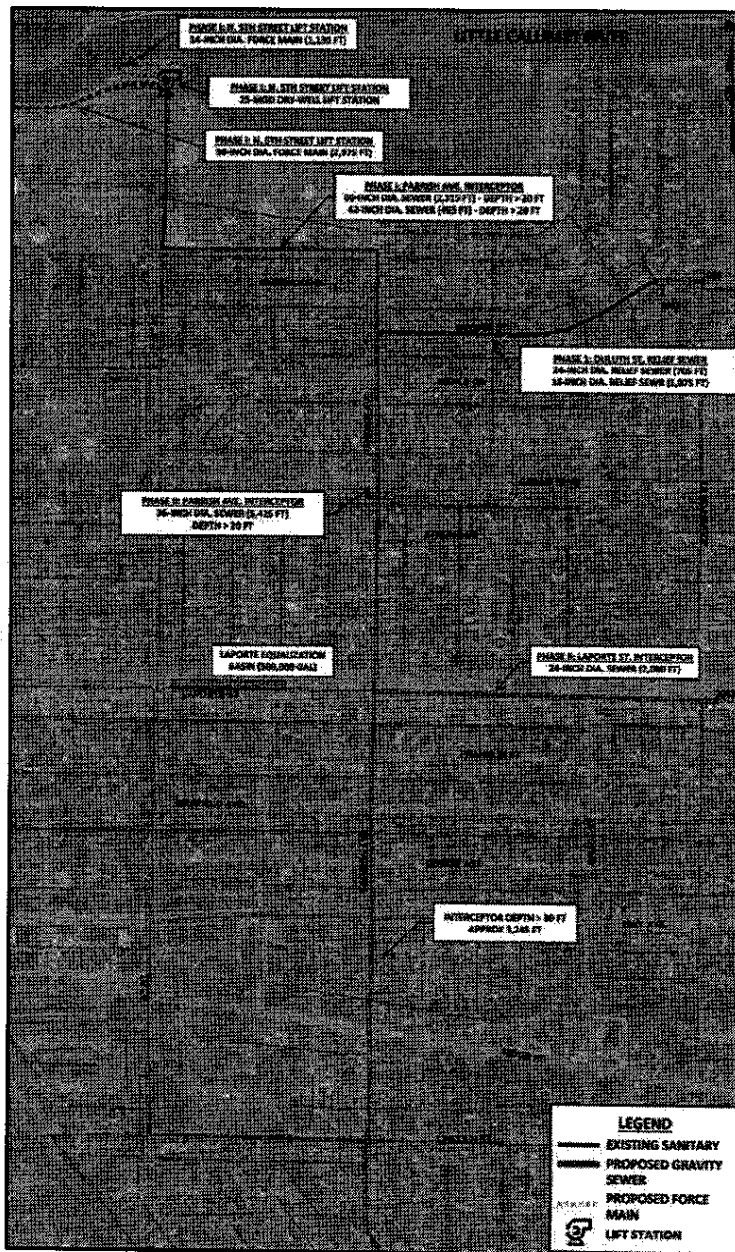


Figure 1a – SSO Remedial Project – Collection System Improvements

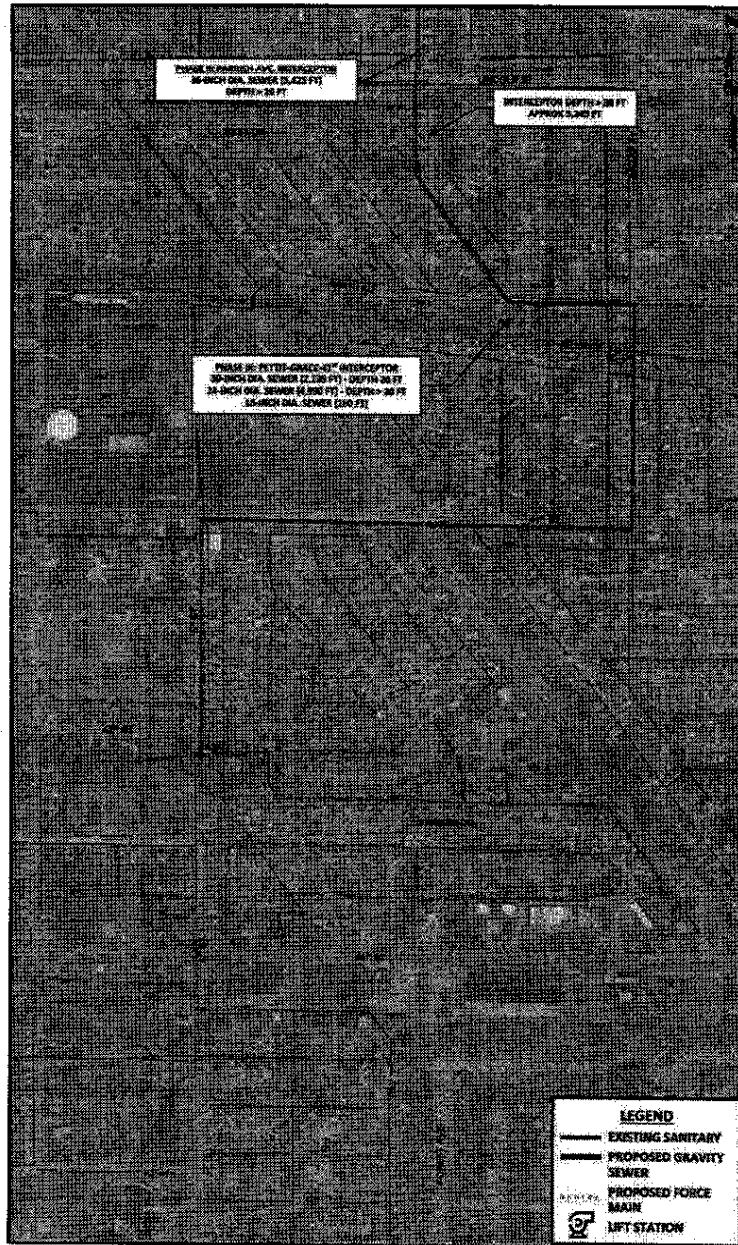


Figure 1b – SSO Remedial Project – Collection System Improvements

E. DISCUSSION OF PER ROUTES & FUTURE N. 5<sup>TH</sup> ST. LIFT STATION LOCATION

- PER Sewer Route (Figure 1).
- PER Location of N. 5<sup>th</sup> St. Lift Station (Figure 2).

F. DATA NEEDS

- Most up-to-date aerials (it is assumed that there is no GIS).
- Record drawings and standard technical specifications (if available).
- Flow metering and rain gauge data from 2020 to present.

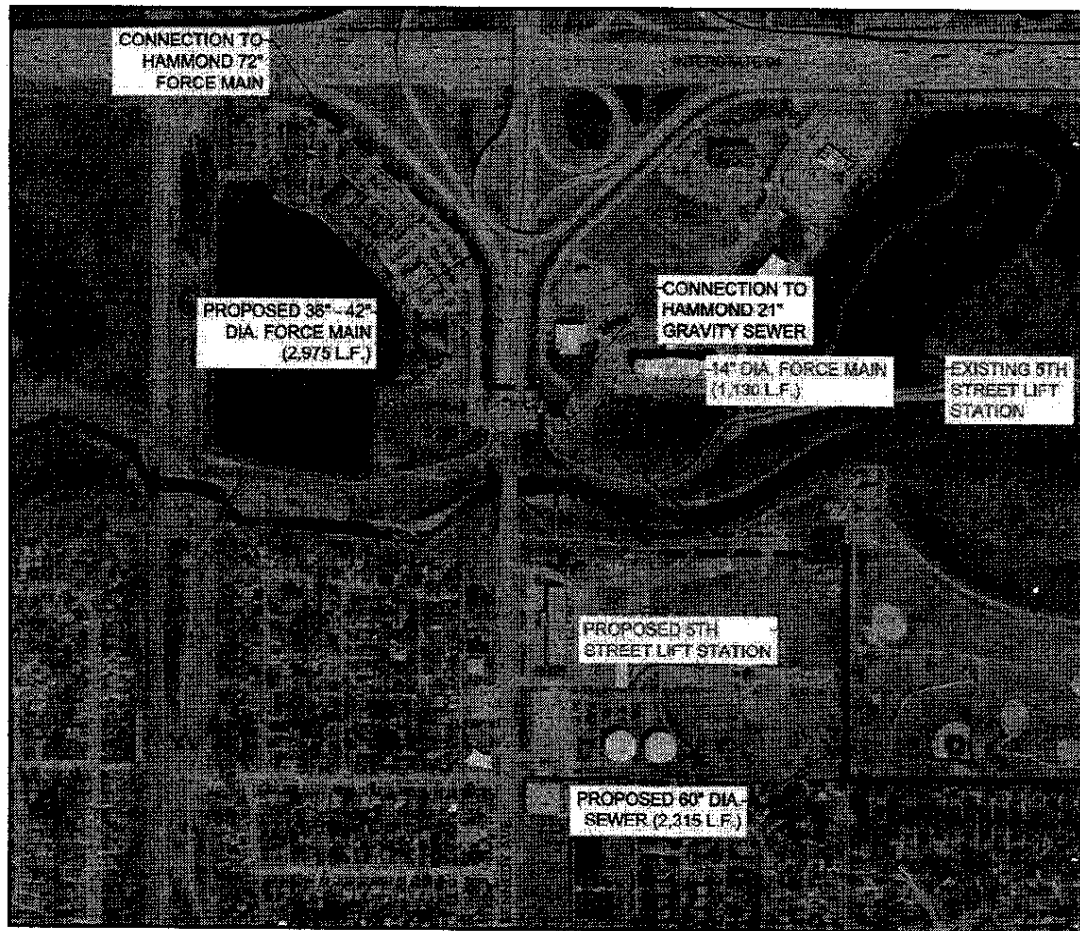


Figure 2 – General Location of N. 5<sup>th</sup> St. Lift Station from PER

## G. REVIEW OF SCOPE

- 1.0 30% Design for Phase 1, 2, and 3 and Final Design for Phase 1
  - 1.1 Kickoff Meeting: Prepare for and hold kickoff meeting with the OWNER to confirm scope, work plan, lines of communication, and schedule. The kickoff meeting will be held during the data collection phase of the project. Prepare and distribute meeting notes.
  - 1.2 Project Management: Project management including general correspondence, virtual meetings, general coordination with the design / field work / subconsultant team, project updates, invoicing, scheduling, and budget maintenance.
  - 1.3 Basis of Design Report for Phase 1, 2, and 3: Perform design-level hydraulic, structural, geotechnical, and other design computations required for new pipes, trenchless design, and structure modifications. Confirm route and ensure that future Phase 2 and 3 collection system improvements and N. 5<sup>th</sup> Street lift station improvements are compatible from a connectivity / constructability standpoint with Phase 1. Develop



operational and maintenance procedures for before / after the construction of the new N. 5<sup>th</sup> Street lift station and force main and before and after decommissioning of Phase 2 and 3 lift stations. Perform analyses and recommendations on sewer materials. Assemble a basis of design report for Phase 1, 2, and 3 collection system improvements.

- 1.4 30% Design Drawings for Phase 1, 2, and 3: Prepare 30% design drawings for Phase 1, 2 and 3 collection system improvements.
- 1.5 30% Design Constructability Review for Phase 1, 2, and 3: Perform independent constructability review for Phase 1, 2, and 3 collection system improvements. Update 30% drawings based on independent constructability review. All comments and responses shall be documented and included in the Basis of Design Report.
- 1.6 30% List of Technical Specifications and Cost Estimate for Phase 1, 2, and 3: Prepare list of anticipated technical specifications for Phase 1, 2, and 3 collection system improvements. A bid form and 30% design cost estimate will also be prepared for Phase 1, 2, and 3 collection system improvements.
- 1.7 30% QA/QC for Phase 1, 2, and 3: Perform QA/QC on 30% submittal.
- 1.8 30% Submittal for Phase 1, 2, and 3: Submit the following to OWNER:
  - Field Survey for Phase 1, 2, and 3
  - Geotechnical Report for Phase 1 & (2 and 3 if route changed from PER)
  - Basis of Design Report for Phase 1, 2, and 3
  - 30% Drawings for Phase 1, 2, and 3
  - 30% List of Technical Specifications and Cost Estimate for Phase 1, 2, and 3
- 1.9 30% Design Meeting for Phase 1, 2, and 3: Prepare for and conduct with the OWNER Workshop 2 – 30% Design Meeting. Perform a field verification site walkthrough with OWNER after the 30% design meeting to ensure field items are properly shown on the drawings and OWNER comments are collected. Prepare and distribute meeting notes.
- 1.10 60% Design Drawings for Phase 1: Prepare 60% design drawings for Phase 1 collection system improvements.
- 1.11 60% Contract Book and Cost Estimate for Phase 1: Prepare and submit 60% contract book, which includes technical specifications. Standards and material-type specifications used by the OWNER will be incorporated in the technical specifications. A bid form and 60% design cost estimate will also be prepared.
- 1.12 60% QA/QC for Phase 1: Perform QA/QC on 60% submittal.
- 1.13 60% Submittal for Phase 1: Submit the following to OWNER:
  - 60% Drawings for Phase 1
  - 60% Contract Book and Cost Estimate for Phase 1

- 1.14 60% Design Meeting for Phase 1: Prepare for and conduct with the OWNER Workshop 3 – 60% Design Meeting. Perform a field verification site walkthrough with OWNER after the 60% design meeting to ensure field items are properly shown on the drawings and OWNER comments are collected. Prepare and distribute meeting notes.
  - 1.15 95% Design Drawings for Phase 1: Prepare and submit 95% final design drawings for Phase 1. Standards and material-type specifications used by the OWNER will be incorporated in the technical specifications. A bid form and 95% design cost estimate will also be prepared.
  - 1.16 95% Contract Book and Cost Estimate for Phase 1: Prepare and submit 95% contract book, which includes technical specifications.
  - 1.17 95% QA/QC for Phase 1: Perform QA/QC on 95% submittal.
  - 1.18 95% Submittal for Phase 1: Submit the following to OWNER:
    - 95% Drawings for Phase 1
    - 95% Contract Book and Cost Estimate for Phase 1
  - 1.19 95% Design Meeting for Phase 1: Prepare for and conduct with the OWNER Workshop 4 – 95% Design Meeting. Prepare and distribute meeting notes. Perform a field verification site walkthrough with OWNER after the 95% design meeting to ensure field items are properly shown on the drawings and OWNER comments are collected.
  - 1.20 Final Submittal for Phase 1: Finalize the drawings for bidding. The final bidding documents will be signed and sealed by the registered Professional Engineer in the State of Indiana. Final deliverable includes the following:
    - Final Certified Drawings for Phase 1
    - Final Certified Contract Book for Phase 1
- 2.0 Permits for Phase 1
- 2.1 IDEM Construction Permit for Phase 1: Prepare and submit IDEM Construction Permit. It is assumed that the OWNER and OWNER's legal counsel will assist in obtaining signatures from the Hammond Sanitary District if needed.
  - 2.2 SWPP & Rule 4 Permit for Phase 1: Prepare and submit Erosion Control and Stormwater Pollution Prevention Plan (SWPP) consistent with IDEM / IDNR Rule 5 in order for the OWNER to obtain necessary permit.
- 3.0 Field Work for Phase 1, 2, and 3
- 3.1 Final Design Geotechnical Field Work for Phase 1 (excluding N. 5<sup>th</sup> Street lift station and force main): Perform geotechnical investigation and assemble report for Phase 1 of the collection system improvements. Past preliminary engineering geotechnical investigations will be supplemented with new bores with the goal of approximately 400 ft spacing between bores for open cut construction. A groundwater observation well will be

installed at the proposed pump station, which will help the design team and prospective contractors with the anticipated dewatering needs during construction.

- 3.2 Preliminary Design Geotechnical Field Work for Phase 2 and 3: If the Phase 2 and 3 sewer route from the PER changes, additional bores will be performed to assess the geotechnical constructability of open cut and trenchless construction methods.
- 3.3 Final Design Field Survey for Phase 1 (excluding N. 5<sup>th</sup> Street lift station and force main): Survey area to include approximately 5,100 LF corridor from N. 5<sup>th</sup> Pump Station as follows: south to south end of Homestead Park, east to Parrish Avenue, south to Duluth Street, east / northeast to 81<sup>st</sup> Street, east to Johnston Street, and south to existing MH in front of 8104 Johnston Street (corridor width to be 100' wide through Homestead Park and ROW-to-ROW along roadways). Set elevation control points at approximately 300-ft intervals and perform level circuit. Request utility locates via 811. Perform field survey work to identify topography and the following surface features: roadways, curb / gutter, driveway aprons, sidewalk, fences, trees, storm and sanitary sewer infrastructure (including structure measure downs), aboveground utilities, horizontal location of underground utilities as field-marked by 811-member utility companies, and apparent ROW / property lines based on Lake County GIS. Survey data to be on Indiana State Plane (West Zone) coordinate system with NAVD 88 datum. Finalize files for CAD designers.
- 3.4 Preliminary Design Field Survey for Phase 2 and 3: Targeted survey areas to include (a) approximately 12,600 LF corridor from intersection of Parrish Avenue and Duluth Street as follows: south / southeast to Wirth Road, east to Grace Street, south to 41<sup>st</sup> Street, west to 5<sup>th</sup> Street, south to existing MH in front of 9513 5<sup>th</sup> Street, (b) approximately 2,100 LF corridor along LaPorte Street, between Parrish Avenue and lift station at Johnston Street, and (c) approx. 4,000 LF corridor from intersection of Parrish Avenue and Highway Avenue as follows: east to Grace Street and south to Wirth Road. Set elevation control points at approximately 600-ft intervals and perform level circuit. Request utility locates via 811 for 50' radius around each control point and at the following key locations: existing 30" sanitary sewer between Grand Boulevard and Strong Street, NIPSCO ROW along LaPorte Street, Parrish Avenue at alleys north / south of Ridge Road, Cady Marsh Ditch at Grace Street, NIPSCO ROW (bike path) at 41<sup>st</sup> Street, 5<sup>th</sup> Street at sanitary sewer crossings north/south of 43<sup>rd</sup> Street and at the four sanitary lift stations that would be eliminated by the full SSO Remedial project. Perform field survey work in these isolated locations to identify topography and the following surface features: roadways, curb / gutter, driveway aprons, sidewalk, fences, trees, storm and sanitary sewer infrastructure (including structure measure downs), aboveground utilities, horizontal location of underground utilities as field-marked by 811-member utility companies, and apparent ROW / property lines based on Lake County GIS. Survey data to be on Indiana State Plane (West Zone) coordinate system with NAVD 88 datum. Finalize files for CAD designers.

- 3.5 Utility Coordination Field Work during Design for Phase 1, 2, and 3: Coordination with Highland Public Works staff to daylight critical underground utility crossings and / or Town-owned utilities identified to require relocation, including surveying elevation / diameter of the exposed utilities. Additional detailed survey work along project corridor related to utility coordination during design.
- 4.0 Bidding & Negotiation for Phase 1
- 4.1 Pre-Bid Meeting for Phase 1: Prepare and lead a pre-bid meeting and prepare meeting notes.
- 4.2 Contractor Questions and Addendums for Phase 1: Respond to Contractors' questions and prepare and certify addendums.
- 4.3 Certified Bid Tabulation for Phase 1: Review and evaluate the bids and certify the bid tabulation.
- 5.0 Construction Engineering for Phase 1
- The ENGINEER shall provide construction engineering services over the duration of the 12-month construction period (11 months to substantial completion and 1 additional month for final completion).
- 5.1 Pre-Construction Meeting for Phase 1: Prepare for and lead the pre-construction meeting and prepare meeting notes.
- 5.2 Monthly Construction Progress Meetings for Phase 1: Prepare for and lead monthly construction progress meetings and prepare meeting notes (12 meetings).
- 5.3 Submittals for Phase 1: Process Contractor's submittals (shop drawings, material information, plans of operations, dewatering plans, etc.) over the duration of the 12-month construction period.
- 5.4 Requests for Information for Phase 1: Respond to Contractor's requests for information, over the duration of the 12-month construction period.
- 5.5 Contractual Forms and Applications for Phase 1: Process contractual forms such as change orders, pay applications, and project close-out forms over the duration of the 12-month construction period.
- 5.6 Record Drawings for Phase 1: Provide record drawings (AutoCAD) to the OWNER, which involves the preparation and delivery of four (4) sets of full-size and half-size drawings showing appropriate record information as provided on the as-built drawings prepared by the Contractor. Said drawings shall be in AutoCAD format and be created by transferring the information from the Contractor's annotated drawings onto the original AutoCAD drawings and re-plotting
- 6.0 Resident Project Representation for Phase 1

The ENGINEER shall provide one (1) resident project representative (RPR) during the 12-month construction period for the Phase 1 collection system improvements.

7.0 State Revolving Fund (SRF) Assistance for Phase 1

7.1 AIS Compliance for Phase 1: Provide American Iron and Steel Compliance in accordance with the Indiana Finance Authority (IFA) SRF requirements.

7.2 Fiscal Sustainability and Asset Management Plans for Phase 1: Prepare Fiscal Sustainability Plan and Asset Management Plan of the wastewater utility in accordance with IFA SRF requirements. The OWNER's existing CMOM will be referenced as much as possible to minimize efforts associated with this task. The financial portion of the plans will utilize existing reports from the OWNER as much as possible. If additional financial analyses are needed, it is assumed that they will be provided by the OWNER's Financial Consultant.

H. SWIF ROUND 2 GRANT TIMELINE DISCUSSION

I. SCHEDULE DISCUSSION

Notice To Proceed	December 7, 2021
Kickoff Meeting	January 18, 2022
Field Work for Phase 1, 2, and 3	December 2021 to March 2022
Meeting with SRF Regarding SWIF Round 2	February 2022
30% Submittal for Phase 1, 2, and 3	Middle of May 2022
30% Design Meeting for Phase 1, 2, and 3	End of May 2022
60% Submittal for Phase 1	Middle of August 2022
60% Design Meeting for Phase 1	End of August 2022
95% Submittal for Phase 1	Middle of November 2022
95% Design Meeting for Phase 1	End of November 2022
Final Submittal for Phase 1	December 2022
Permits for Phase 1	January 2023 to February 2023
Bidding, Award & Contractor Mobilization on Site	March 2023 to June 2023
Construction	July 2023 to June 2024

J. GENERAL COMMENTS / QUESTIONS

**SANITARY DISTRICT OF HIGHLAND**

**SSO REMEDIAL PROJECT**

**Final Design for Phase 1 and 30% Design for Phase 2, and 3  
(Excluding the N. 5th St. Lift Station and Force Main)**

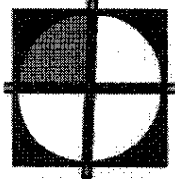
**KICK-OFF MEETING**

**January 18, 2022**

**9:00 AM CST**

**SIGN-IN SHEET**

	<u>NAME</u>	<u>ORGANIZATION</u>	<u>EMAIL</u>
1)	BRIAN DESHARNAIS	CEI	bdesarnais@contactcei.com
2)	BRAD EWART II	SME	brad.ewart@sme-usa.com
3)	Derek Snyder	NIES	dsnyder@niesengineering.com
4)	Brian Wilson	CEI	bwilson@contactcei.com
5)	Mark Kvessek	TGH	mkvessek@highland.in.gov
6)	TIM GEMBALA	TGH	tgembala@highland.in.gov
7)	Brady Dwyer	CEI	bdwyer@contactcei.com
8)			
9)			
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18)			
19)			
20)			



**COMMONWEALTH  
ENGINEERS, INC.**  
A wealth of resources to master a common goal.

*Environmental Engineers & Consultants*  
9604 Coldwater Road, Suite 203  
Fort Wayne, IN 46825

PH: (260) 494-3223

FAX: (260) 494-3224

*Town of Highland  
Sanitary District*

*30% Design Workshop  
Meeting Notes*

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**Meeting Date:** June 7, 2022, 10:00 AM (CST)

**Projects Discussed:** SSO Remedial Project - Final Design for Phase 1 & 30% Design for Phases 2 and 3

**Attendees:** Mark Knesek – Town of Highland  
Tim Gembala – Town of Highland  
Derek Snyder – NIES Engineering  
Brad Ewart – SME  
Jamie Bates – SME  
Brian Desharnais – Commonwealth Engineers  
Josh Harner – Commonwealth Engineers  
Brian Wilson – Commonwealth Engineers

**Meeting Location:** Highland Public Works - 8001 Kennedy Avenue, Highland, IN 46322

**Attachments:** Meeting Agenda  
Sign-In Sheet

**Meeting Notes:**

**General**

Brian opened the meeting by distributing the meeting agenda as well as a sign-in sheet, which was followed by a brief round of introductions.

- The Geotechnical Report was provided in the 30% Design Submittal and was referenced throughout the design workshop.
- Cost estimates for each component of the project were provided in the 30% Design Submittal.

**Basis of Design Report**

- It was noted that Commonwealth is on track to meet the design schedule, which is in compliance with Highland's consent decree. Discussion occurred about potentially accelerating the design schedule to obtain more favorable bids, which will be considered further as design progresses.
- The Basis of Design Report (BODR) was developed to perform design-level hydraulic, structural, geotechnical, and other design computations required for new pipes, trenchless design, and

structure modifications. Additionally, to ensure that Phase 2 and Phase 3 collection system improvements and N. 5<sup>th</sup> Street Lift Station improvements will be compatible with Phase 1 – Division A in terms of connectivity and constructability.

- Table 1-1 in the BODR provides a summary of key Consent Decree milestones and project deadlines. Table 1-2 details the Phase 1 – Division A design schedule.
- Section 2 of the BODR provides a summary of the project hydraulics. It was noted that the model's calibration was updated to account for additional long-term infiltration and inflow. The model adjustments did not have an impact to the recommended solution pipe sizing.
  - All pipe segments throughout the project are adequately sized to convey the 50-year, 1-hour Design Storm occurring during warm months, which is the level of service defined in the Town's Consent Decree.
- Section 3 of the BODR provides a summary of alignment considerations.
  - Figures 3-1 and 3-2 detail the proposed connection to the N. 5<sup>th</sup> Street Lift Station.
  - **NIES will provide drawings from a recent N. 5<sup>th</sup> Street Lift Station Improvements project and provide confirmatory measure downs of the lift station.**
  - Discussion occurred regarding a connection from the animal care and control facility located immediately east of the existing N. 5<sup>th</sup> Street Lift Station.
  - Sequencing of construction at the N. 5<sup>th</sup> Street Lift Station will be considered and addressed as design progresses.
  - Figure 3-3 depicts two (2) alternative alignments for the proposed sixty (60) inch diameter interceptor.
  - The blue alignment most closely matches the alignment depicted in the preliminary engineering report. The yellow alignment was developed to avoid potential conflicts with the baseball fields, baseball concession stands, existing facilities, and public disruption.
  - During the QAQC review performed by NIES, it was noted that the Town dump was located on the north side of the park. During the construction of the levee, the USACE had to change their plan from an earthen levee to a sheet pile wall due to the amount and type of garbage encountered. Therefore, it was determined that the yellow alignment is not feasible due to the potential for hitting significant debris.
  - **NIES will provide historic aerials that show the location of the Town dump.**
  - Discussion occurred regarding alignment alternatives through the park, and it was determined that a third alignment would be developed.
  - It was noted that the downstream portion of the sixty (60) inch diameter will be shifted ten (10) feet west to remove structures from the baseball field and potentially avoid debris from the Town dump.
  - Figures 3-4 and 3-5 depict example open cut installation methods for deep sewers. It was noted that anticipated trench limits are depicted on the Drawings. Slide rail and trench box systems were discussed.
  - The blue alignment is approximately twenty-five (25) feet deep next to the baseball field concession stand. There are two (2) options for construction in this area: trenchless installation or open cut, which would result in removing and replacing the concession stand.
  - The drawings indicate a trenchless solution, which would be installed using a jack and bore method (auger boring), similar to the installation of pipes under state roads.
  - An alternative alignment that avoids the baseball concession stand will provide cost savings for the project.
  - It was noted that the twenty (20) inch water main was installed in 1965.



- ***The Town, NIES, and Commonwealth will coordinate to develop a third alignment that avoids the concession stand and provides equivalent hydraulic capacity. Town will coordinate with the parks department regarding impacts to the baseball fields and play areas and will provide direction to Commonwealth with regard to scheduling, closures, and restoration requirements. Depending on selected alignment through park, Town will also coordinate potential concession stand replacement requirements with parks dept.***
- ***Commonwealth will coordinate with SME and NIES regarding additional geotechnical and survey needs for the third alignment.***
- The 42-inch diameter Parrish Avenue Interceptor is depicted in Figure 3-6. As shown, it is located on the eastern portion of the Parrish Avenue.
- It was noted that the Town's preference is to relocate the existing six (6) inch water main to the west side of the road with a new eight (8) inch main.
- Commonwealth will provide an updated plan for relocating the water main as design progresses.
- Coordination for the Duluth Street Relief Sewer occurred during QAQC review. Commonwealth will review the alignment to see if the proposed sewer can be placed south of the existing storm sewer.
- Figures 3-7 through 3-9 depict the Phase 2 and Phase 3 collection system improvements and associated trenchless components.
- During Commonwealth's internal independent constructability review, it was determined that the trenchless portion of the project should be extended to the Pettit Park Lift Station due to the depth of the sewer.
- Preliminary drop shaft locations were discussed. It was noted that the maximum recommended distance between shafts is approximately two-thousand (2,000) feet. Commonwealth attempted to maintain a maximum of 1,750 feet between shafts.
- ***Commonwealth will review shaft locations to ensure all connections to the existing collection system are accounted for.***
- Section 4
  - Section 4 of the Basis of Design Report provides pipe material recommendations for the proposed collection system improvements.
  - Polyvinyl Chloride (PVC) Pipe, Centrifugally Cast Fiberglass Reinforced Polymer Mortar (CCFRPM) Pipe, and Glass-Reinforced Polymer (GRP) Pipe were evaluated.
  - RCP was not considered a feasible material for the SSO Remedial Project.
  - Recent pipe inflation was discussed and included in Section 4.
- Section 5 of the Basis of Design Report details project phasing and anticipated flows.
- Section 6 of the Basis of Design Report details the independent Constructability Review that was performed.

#### **Drawings**

- NIES and the Town provided updated information for the sanitary board. ***The Town will provide updated Sanitary Board information when available.***
- NIES and the Town provided additional utility contact information.
- ***Commonwealth will provide the thirty (30) percent drawings to all utilities and adjust the drawings based on comments.***
- ***The Town will confirm that all Town owned and operated utilities are shown correctly.***

- It was noted that the thirty (30) percent drawing set shows all three (3) phases of the project. As design progresses to sixty (60) percent, only Phase 1 – Division A components will be incorporated into the Drawings.
- The G-sheets within the Drawings contain the general location plan as well as the horizontal and vertical control schedule.
- Alternative G-sheets were developed for the alternative alignments defined in the BODR.
- The DR-sheets with the Drawings contain the demolition and restoration sheets.
- It was noted that only replacing pavement above the trench is the Town’s preference at this time. Commonwealth noted that the detailed specifications can be written in a way to ensure the contractor does not utilize an excessive trench width.
- It was noted that the DR sheets will be significantly updated as the design progresses.
- The PP-sheets contain the plan and profile sheets.
- **Commonwealth will investigate lowering the alignment so that the existing N. 5<sup>th</sup> Street Interceptor can remain active during construction.**
- It was noted that the proposed N. 5<sup>th</sup> Street Lift Station has been temporarily located in a manner that makes sense for a future connection. The Town and NIES agreed with the location.
- PP-3 (Page 26) shows the proposed sixty (60) inch jack and bore installation.
- PP-6 (Page 27) **Commonwealth will investigate installing the Duluth Avenue Relief Sewer south of the existing storm sewer.**
- It was noted that storm laterals shall be reconnected to the right-of-way.
- It was noted that trees within the right-of-way will be removed.
- Sidewalks that are impacted shall be restored in accordance with ADA Compliance.
- During the QAQC review, NIES informed Commonwealth of an abandoned storm line, which allowed for the alignment to be shifted.
- P1 (Page 35) shows the connections to each lift station. **Commonwealth will review the connections at Pettit Park and 41<sup>st</sup> Street.**
- Sheets PP1 (Page 36) through PP28 (Page 63) show the proposed Phase 2 and Phase 3 Collection System Improvements.
- PP14 (Page 49) shows the proposed thirty (30) inch diameter pipe being installed via jack and bore methods under the Cady Marsh Ditch.
- Preliminary coded notes have been added to the drawings indicating that sewer laterals may need to be reconnected to the proposed sewer.
- Sheets PP1B (Page 64) through PP8B (Page 71) depict the alternative trenchless alignment and drop shaft locations.
- The SS-sheets will be utilized to further detail key structures for Phase 1 – Division A.
- The T-sheets depict the potential construction area for each drop shaft. SME noted that as design progresses these will be further refined.

**PROJECT SCHEDULE**

Notice to Proceed	December 7, 2021
Kickoff Meeting	January 18, 2021
Field Work for Phase 1, 2 and 3	December 2021 to March 2022
Meeting with SRF Regarding SWIF Round 2	February 2022
30% Submittal for Phases 1, 2, and 3	May 19, 2022
30% Design Meeting for Phases 1, 2, and 3	June 7, 2022

<b>60% Design Submittal for Phase 1</b>	<b>Middle of August 2022</b>
<b>60% Design Meeting for Phase 1</b>	<b>End of August 2022</b>
<b>95% Submittal for Phase 1</b>	<b>Middle of November 2022</b>
<b>95% Design Meeting for Phase 1</b>	<b>End of November 2022</b>
<b>Final Submittal for Phase 1</b>	<b>December 2022</b>
<b>Permits for Phase 1</b>	<b>January 2023 to February 2023</b>
<b>Bidding, Award, and Contractor Mobilization</b>	<b>March 2023 to June 2023</b>
<b>Construction</b>	<b>July 2023 to June 2024</b>

**30% DESIGN WORKSHOP AGENDA  
SANITARY DISTRICT OF HIGHLAND  
SSO REMEDIAL PROJECT  
Phase 1 - Division A, Phase 2, and Phase 3**

DATE: Tuesday, June 7, 2022

LOCATION: Highland Public Works  
8001 Kennedy Ave.  
Highland, IN 46322

TIME: 10:00 AM CST

- A. ATTENDANCE SHEET & INTRODUCTIONS
- B. BASIS OF DESIGN REPORT
  - 1. Hydraulic Model Calibration Updates
  - 2. Alignment Considerations
  - 3. Pipe Material Recommendations
  - 4. Phasing Considerations
  - 5. Constructability Review
- C. 30% PHASE 1 - DIVISION A DRAWINGS
  - 1. Confirmation of Highland Owned Utilities
  - 2. Connection to existing N. 5<sup>th</sup> Street Lift Station
  - 3. 60-inch Jack and Bore
  - 4. Relocation of Existing 6-inch Avenue Parrish Avenue Water Main
  - 5. Duluth Street Relief Sewer
- D. 30% PHASE 2 DRAWINGS
  - 1. Open Cut vs Trenchless Extents
  - 2. Utilities Confirmation
  - 3. Initial Drop Shaft Locations and Anticipated Impacts
  - 4. Laporte and Johnston Street Lift Station Abandonment
  - 5. Pettit Park Lift Station Abandonment
- E. 30% PHASE 3 DRAWINGS

1. Utilities Confirmation
2. Cady Marsh Ditch - Grace Street Bridge
3. Grace Street Lift Station Abandonment
4. 41<sup>st</sup> Street Lift Station Abandonment

F. 30% COST ESTIMATE

G. SCHEDULE DISCUSSION

<del>Notice To Proceed</del>	<del>December 7, 2021</del>
<del>Kickoff Meeting</del>	<del>January 18, 2022</del>
<del>Field Work for Phase 1, 2, and 3</del>	<del>December 2021 to March 2022</del>
<del>Meeting with SRF Regarding SWIF Round 2</del>	<del>February 2022</del>
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Permits for Phase 1	January 2023 to February 2023
Bidding, Award & Contractor Mobilization on Site	March 2023 to June 2023
Construction	July 2023 to June 2024

H. GENERAL COMMENTS / QUESTIONS

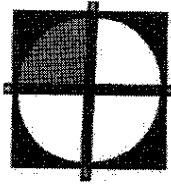
**SANITARY DISTRICT OF HIGHLAND**

**SSO REMEDIAL PROJECT  
30% Design Review Workshop  
Phase 1 - Division A, Phase 2, Phase 3**

**June 7, 2022  
10:00 AM CST**

**SIGN-IN SHEET**

	<u>NAME</u>	<u>ORGANIZATION</u>	<u>EMAIL</u>
1)	Brian Wilson	Commonwealth	bwilson@contracteri.com
2)	MARK KWESEK	HIGHLAND	MKWESEK@HIGHLAND.IN.GOV
3)	Derek Snyder	NIES	dsnyder@niesengineering.com
4)	TIM GEMBALA	HIGHLAND	Egembala@highland.in.gov
5)	JUST HAANON	CBI	jhaanon@contracteri.com
6)	Brad Ewert II	SME	brad.ewert@sme-usa.com
7)	JAMIE M. BATES	SME	jamie.bates@sme-usa.com
8)			
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A wealth of resources to master a common goal.

**Environmental Engineers & Consultants**  
9604 Coldwater Road, Suite 203  
Fort Wayne, IN 46825

PH: (260) 494-3223

FAX: (260) 494-3224

## ***Town of Highland Sanitary District***

### ***60% Design Workshop Meeting Notes***

**Meeting Date:** September 15, 2022, 10:00 AM (CST)

**Projects Discussed:** SSO Remedial Project – Phase 1 Division A

**Attendees:** Mark Knesek – Town of Highland  
Tim Gembala – Town of Highland  
Derek Snyder – NIES Engineering  
Brian Desharnais – Commonwealth Engineers  
Brady Dryer – Commonwealth Engineers  
Brian Wilson – Commonwealth Engineers

**Meeting Location:** Highland Public Works - 8001 Kennedy Avenue, Highland, IN 46322

**Attachments:** Meeting Agenda  
CMOM Annual Report Review  
Sign-In Sheet

#### **Meeting Notes:**

##### Capacity, Management, Operations, & Maintenance (CMOM)

- Discussion occurred regarding when the annual CMOM update is due to the Government. ***Highland shall coordinate with Susan Franzetti and confirm when the report is due and coordinate with Commonwealth accordingly.***
- It was noted that an annual CMOM update is required by Highland's Consent Decree and must be posted on Highland's website.
- Commonwealth reviewed the CMOM Annual Report Review Requirements. This update to the CMOM will not differ much from the report that was during Consent Decree negotiations.
- Capacity
  - It was noted that no major lift station improvements have occurred since the last CMOM update.
  - Commonwealth will include an update regarding the SSO Remediation Project.
- Management
  - ***Highland will provide an updated complaint log for the CMOM update.***
  - ***Highland will provide safety training records from 2021 through 2022.***
  - ***Highland will provide an updated organizational chart.***
  - It was noted that the sewer ordinance has not changed since the last CMOM update.

- **Highland will provide an injury report for 2020 through 2021.**
- Operation
  - **Highland will provide utilization of the lift station checklists, generator checklists, and tank debris checklists.** Commonwealth provided updated checklists for Highland's use.
  - **Highland will provide fund balances for the years 2019 through 2021.**
  - **Highland will provide expenditures for the years 2019 through 2021.**
  - **Highland will provide billed treatment costs for the years 2019 through 2021.**
  - It was noted that the February 2021 rate ordinance is the latest ordinance.
  - **Highland will provide the financial reports for the years 2019 to 2021.**
- Maintenance
  - **Highland will provide a "Redzone Update" for the year 2021.**
  - **Highland will provide updates on televising, cleaning, hot spots, repairs and rehabilitation, equipment list changes, and smoke testing.**
  - It was noted that the hot spot list has not changed.
  - It was noted that the only major equipment that has changed is the Town's televising truck.

#### SSO Remedial Project – Phase 1 Division A

- The supplemental geotechnical bores have been completed. Unsurprisingly, contamination representative of typical municipal landfill waste was discovered at the project site.
- Contamination levels are less than commercial levels but are higher than allowable residential values. SME has recommended that a Soils & Groundwater Management Report be performed as a part of the project and included in the Contract Documents.
- **Commonwealth will prepare an amendment for the project for Highland's consideration.** The amendment will address SMEs Soil & Groundwater Management Report Work.
- The 60% Design Drawings were used as a basis of discussion for the review workshop.
- The new sanitary board commissioner is Kathy DeGuilio-Fox.
- **Commonwealth will confirm the contact information for In Fiber Network.**
- **Commonwealth will perform continued utility coordination as the design progresses.**
- The G-Sheets provide project control and the general location plan.
- The structure data table shall be finalized prior to the 95% submittal.
- The DR-Sheets provide guidance to the Contractor regarding demolition and restoration.
- Aerials have been provided on Sheets DR 1 through DR 3 so that the Contractor better understands the extents of the project site. The Aerials have not been provided on Sheets DR 4 through DR 7 because the streets and survey are more targeted in these areas of the project.
- The existing sanitary sewer and associated structures shall be filled with flowable fill. The Contractor shall be required to demolition and dispose the first five (5) feet of existing structures.
- The fence around the fire training area shall be restored with the completion of the Phase 1 Division A project.
- Discussion occurred regarding alignment coordination. The alignment is shown through the baseball fields and all structures are shown outside of the playing fields.
- The existing twenty-one (21) inch sanitary sewer shall stay in service and provide additional capacity to the collection system.
- The Contractor shall be required to protect the existing playground equipment.
- **Commonwealth will update the drawings to "square up" the parking lot restoration on Sheet DR 3.**



- **Commonwealth will update the drawings to indicate that all of Parrish Avenue will be resurfaced after the completion of the project.**
- **Commonwealth will update the drawings to indicate that the proposed eight (8) inch water main shall be open cut and ductile iron pipe will be utilized. This change will have several impacts to the Drawing set.**
- **Commonwealth will coordinate with pipe suppliers on lead times for ductile iron pipe.** Highland noted that they have recently heard lead times are approximately one (1) year for all ductile iron pipe.
- **Commonwealth will coordinate with NIES regarding the storm improvements at Structure 4012.**
- **Commonwealth will update the drawings and specifications to indicate that the Contractor shall be required to remove trees on both sides of Duluth.**
- **NIES will provide an approved tree list for inclusion in the project specifications.**
- **Commonwealth will update the drawings to indicate that ADA Ramps will be provided at all intersections on DR7.**
- **Commonwealth will update the drawings to show the abandoned storm line being abandoned further on Sheet DR7.**
- Discussion occurred regarding pipes being abandoned and filled throughout the project.
- A sanitary storm lateral with clean out shall be provided to pick up flow from the animal control building.
- The alignment has been shifted to the west away from the baseball fields.
- Discussion occurred regarding defining the Contractor's excavation limits for the sixty (60) inch diameter sanitary sewer. This will be updated based on the forthcoming soil management report.
- **Commonwealth will add a coded not to PP1 indicating the contractor shall be required to protect the existing storm pipes.**
- It was noted that existing Sanitary MH 1004 is being replaced with a new structure.
- Manhole lining shall be provided anywhere a drop structure is utilized.
- The alignment along Duluth Street has been shifted to the south of storm sewer. It was noted that construction along Duluth Street is typical sanitary construction
- The curb along Duluth and associated drives shall be replaced as a part of the project.
- **Commonwealth will update sheet P1, which illustrates the project's proposed water improvements. Commonwealth will coordinate with NIES prior to the 95% submittal.**
- Commonwealth will provide a structure connection detail for the existing North 5<sup>th</sup> Street Lift Station.
- Discussion occurred regarding A-Loks for pipes larger than 54-inches.
- **Commonwealth will update the drawings and specifications to indicate that A-Lok or Boots may be provided for pipes forty-two (42) inches or less.**
- It was noted that the XS sheets will house the curb and sidewalk improvements and will be completed for the 95% submittal.
- Commonwealth provided a summary of the miscellaneous details and erosion control sheets.
- Commonwealth provided the cost estimate to Highland.
- Discussion occurred regarding project financing. Commonwealth is going to coordinate with SRF to establish a meeting regarding pooled funds.

## **PROJECT SCHEDULE**

Notice to Proceed

December 7, 2021

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Bidding, Award, and Contractor Mobilization	March 2023 to June 2023
Construction	July 2023 to June 2024

**60% DESIGN WORKSHOP AGENDA  
SANITARY DISTRICT OF HIGHLAND  
SSO REMEDIAL PROJECT  
Phase 1 - Division A**

DATE: Thursday September 15, 2022

LOCATION: Highland Public Works  
8001 Kennedy Ave.  
Highland, IN 46322

TIME: 10:00 AM CST

- A. ATTENDANCE SHEET
- B. SUPPLMENTAL GEOTECH
- C. 60% PHASE 1 - DIVISION A – DRAWINGS
- D. 60% PHASE 1 – DIVISOIN A – DETAILED SPECIFICATIONS
- E. 60% PHASE 1 – DIVISION A – COST ESTIMATE
- F. SCHEDULE DISCUSSION

<del>Notice To Proceed</del>	<del>December 7, 2021</del>
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- H. GENERAL COMMENTS / QUESTIONS

**Highland Sanitary District  
Capacity, Management, Operations & Maintenance (CMOM)  
Annual Report Review  
09/15/22**

**Capacity**

- Lift Station Improvements
- SSO Remediation Project Update

**Management**

- Complaint Log utilization
- Safety Training (2021-2022)
- Updated Organizational Chart
- Sewer Use Ordinance Update (i.e. pH change, FOG, etc.)
- 2020-2021 Injury Report

**Operation**

- Utilization of:
  - Lift Station Checklist
  - Generator Checklist
  - Tank Debris Measurement & Cleaning
- 2019 – 2021 Fund Balances
  - Sewer Operating
  - Sewer Improvement
  - Sewer Cash Reserve
  - Capital Reserve
- 2019 – 2021 Expenditures
- 2019-2021 Billed Treatment
- Updated Rate Ordinance (since Feb. 2021)
- Financial Reports (2019-2021)

**Maintenance**

- Redzone Update (2021)
- Sewer Televising
- Sewer Cleaning log (i.e. any changes to hot spot list)
- Repairs & Rehabilitation
- Equipment List Changes
- Smoke Testing

**General**

- Posting of materials on website

SANITARY DISTRICT OF HIGHLAND

SSO REMEDIAL PROJECT  
60% Design Review Workshop  
Phase 1 - Division A

September 15, 2022  
10:00 AM CST

SIGN-IN SHEET

	<u>NAME</u>	<u>ORGANIZATION</u>	<u>EMAIL</u>
1)	BRIAN DESHARNALS	COMMONWEALTH	bdesarnas@contactzei.com
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3)	BRADY DRYER	" "	bdryer@contactzei.com
4)	Derek Snyder	NIES	dsnyder@niesengineering.com
5)	Mark KRESZK	TOH	markesch@highland.in.gov
6)	Bradley		
7)	Tim Gembala	TOH	tgembala@highland.in.gov
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## **EXHIBIT C**

1. Image of Highland's Website as of January 31, 2023.
2. Copy of press release announcing the availability of Highland's Website and accompanying email transmittal dated January 27, 2023.

## Highland Public Works – Sanitary District

[Boards & Commissions](#)

[Clerk-Treasurer](#)

[Fire Department](#)

[Police Department](#)

[Public Works](#)

[Town Council](#)

### HIGHLAND CONSENT DECREE

The Highland Consent Decree (links below) requires the development and submital of specific reports to demonstrate continuing compliance with the United States Environmental Protection Agency, the United States Department of Justice, and the Indiana Department of Environmental Management.

The Highland Consent Decree also requires that these reports be posted on a website so that the general public has access to the information submitted.

✓ [The Highland Wastewater Consent Decree](#)

### Progress Reports

#### Semi-Annual Reports

✓ [Semi-Annual Report #1 – January 31, 2023](#)

#### Semi-Annual Overflow Logs

✓ [Semi-Annual Overflow Log #1 – \(Due July 31, 2023\)](#)

### Wastewater Collection System

The Environmental Protection Agency keeps tabs on the number of times a community discharges untreated wastewater into streams, rivers and lakes. Here is the recap of Highland's Sanitary Sewer Overflows.

- ✓ [Sanitary Sewer Overflows reported in 2023](#)
- ✓ [Sanitary Sewer Overflows reported in 2022](#)
- ✓ [Sanitary Sewer Overflows reported in 2021](#)
- ✓ [Sanitary Sewer Overflows reported in 2020](#)
- ✓ [Sanitary Sewer Overflows reported in 2019](#)
- ✓ [Sanitary Sewer Overflows reported in 2018](#)
- ✓ [Sanitary Sewer Overflows reported in 2017](#)
- ✓ [Sanitary Sewer Overflows reported in 2016](#)
- ✓ [Sanitary Sewer Overflows reported in 2015](#)
- ✓ [Sanitary Sewer Overflows reported in 2014](#)

### Capacity, Maintenance Operations and Management Programs

✓ [To Be Provided following approval](#)



### Highland Public Works

#### Address

8011 Kennedy Ave.  
Highland, IN 46322  
(219) 972-6063 main number  
(219) 972-6085 fax

#### Mark Knosak

Public Works Director  
mknosak@highland.in.gov

[Consent Decree](#)

[Sanitary District](#)

[Solid Waste District](#)

[Street Department](#)

[Waterworks](#)

[Wastewater Collection](#)

[Sewer Collection](#)

[Branch Collection](#)

[Sewer Pumping Stations](#)

[Sewer Pumping Stations](#)

[Sewer Pumping Stations](#)



FOR IMMEDIATE RELEASE

## HIGHLAND CONSENT DECREE AND RELEVANT DOCUMENTS NOW AVAILABLE ON TOWN WEBSITE

On December 9, 2022, Judge Philip P. Simon of the United States District Court for the Northern District of Indiana approved entry of a Consent Decree between the Sanitary District of the Town of Highland, Indiana ("Highland"), The United States Environmental Protection Agency ("EPA") and the Indiana Department of Environmental Management ("IDEM") relating to implementation of a remedial measures plan for Highland to fulfill its environmental compliance obligations relating to sanitary sewer overflows under the Clean Water Act.

Pursuant to its obligations under the Consent Decree, Highland added a page to its official website, [highland.in.gov](http://highland.in.gov), to post a copy of the Consent Decree, all submissions required to be provided to EPA and IDEM under the Consent Decree, and to post notice of and information pertaining to any sanitary sewer overflows that occur in Highland.

In addition to [highland.in.gov](http://highland.in.gov), the consent decree web page can be accessed directly at: [highland.in.gov/sanitary-district/highland-consent-decree](http://highland.in.gov/sanitary-district/highland-consent-decree).

#### MEDIA CONTACT

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Law Offices of Robert F. Tweedle

2850 45th Street, Suite A

Highland, IN 46322

Phone: 219.924.0770

E-Mail: [rtweedle@tweedlelaw.com](mailto:rtweedle@tweedlelaw.com)



## Robert Tweedle

---

**From:** theresa.theideafactory.us.com <theresa@theideafactory.us.com>  
**Sent:** Monday, January 30, 2023 10:41 AM  
**To:** Robert Tweedle  
**Subject:** Fwd: PRESS RELEASE: HIGHLAND CONSENT DECREE, RELEVANT DOCUMENTS NOW AVAILABLE ON TOWN WEBSITE  
**Attachments:** 012723\_Highland\_PR.pdf

----- Original Message -----

From: "theresa.theideafactory.us.com" <theresa@theideafactory.us.com>  
To: Alex Keefe <akeefe@wbez.org>, "beacher@thebeacher.com" <beacher@thebeacher.com>, "business@dcherald.com" <business@dcherald.com>, Charles Haber <highlander.cfh@aol.com>, Cheri Gayfield <nceeditor@centurylink.net>, harley <harley@rensselaerrepublican.com>, info <info@lakeshoreptv.com>, Jerry Davich <jdavich@post-trib.com>, Jim Dedelow <jed@wjob1230.com>, John Luke <jtluke@gmail.com>, Justin Rumbach <justin.rumbach@dcherald.com>, Kari Beth Stout <stout@pulaskijournal.com>, Kayla Sullivan <kayla.sullivan@wffi.com>, Kim King <kking@heraldargus.com>, Laura Waluszko <lauraw@argni.com>, Lu Ann Franklin <luannfranklin@yahoo.com>, Mary Perren <mary@pulaskijournal.com>, Matt Fritz <mfritz@thenewsdispatch.com>, Meredith Colias <mcolias@post-trib.com>, Michael Puente <mpuente@wbez.org>, Michelle Quinn <mlquinn@gmail.com>, news <news@pulaskijournal.com>, news <news@thenewsdispatch.com>, news <news@thepilotnews.com>, newstips <newstips@nwi.com>, newstips <newstips@nwitimes.com>, "ric@wimsradio.com" <ric@wimsradio.com>, Roger Wexelberg <rwexelberg@lakeshorepublicmedia.org>, Sharon Ross <sharon.ross@nwitimes.com>, "cnolte@lakeshoreptv.com" <cnolte@lakeshoreptv.com>, "cancom1@yahoo.com" <cancom1@yahoo.com>, "Joseph.Pete@nwi.com" <Joseph.Pete@nwi.com>, "100bowlingballs@gmail.com" <100bowlingballs@gmail.com>, "mlquinn711@gmail.com" <mlquinn711@gmail.com>, "akukulka11@post-trib.com" <akukulka11@post-trib.com>, "ninbnews@yahoo.com" <ninbnews@yahoo.com>, "cnance@post-trib.com" <cnance@post-trib.com>, "andrew.steele@nwi.com" <andrew.steele@nwi.com>, "molly.devore@nwi.com" <molly.devore@nwi.com>, "Emily.Lussier@nwi.com" <emily.lussier@nwi.com>  
Date: 01/27/2023 3:33 PM CST  
Subject: PRESS RELEASE: HIGHLAND CONSENT DECREE, RELEVANT DOCUMENTS NOW AVAILABLE ON TOWN WEBSITE

### FOR IMMEDIATE RELEASE

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**MEDIA CONTACT**

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