

**ENROLLED MINUTES OF THE
HIGHLAND WATER WORKS BOARD OF DIRECTORS
THURSDAY, MARCH 28, 2024**

Regular Meeting: The Highland Water Works Board of Directors met in a Regular Plenary Session on Thursday, March 28, 2024 in the lower meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana. President Smith opened the Regular Plenary meeting at 6:32 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, Bernie Zemen, Larry Kondrat, and Rick Volbrecht. A quorum was present. Also present were Derek Snyder, NIES Engineering; Robert F. Tweedle, Board Attorney; Mark Knesek, Public Works Director; George Georgeff, Town Council; and Kim Webb, Recording Secretary.

MINUTES: President Smith asked if there were any corrections to the Minutes of the Regular Plenary Meeting of February 22, 2024 as prepared and posted. Director Zemen moved to approve the Minutes of the February 22, 2024 meeting. Director Kondrat seconded. Upon a voice vote, there were (3) affirmations and (1) negative. The motion passed.

Special Orders: None.

Communications: Construction Engineering fee adjustment request for the Parkway Drive Improvement Project from NIES Engineering. Discussion ensued. President Smith asked to have the Board polled for a vote instructing Attorney Robert Tweedle to compose a letter to the Contractor notifying them of the Board's expectation that projects be completed within the timeframe of the Contract, and that liquidated damages would be waived this one time only. Upon a roll call vote, there were (4) affirmations and no negatives.

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

Reports:

1. Water Works Superintendent – Mark Knesek informed the Board that the water utility crews will be working on a list of hydrants that need to be replaced prior to this year's flushing. A contractor was caught illegally using a fire hydrant for a job on Indianapolis Blvd. The contractor was assessed a fine by the code enforcement officer. Also, Munster is asking for permission to mount a data collector on the elevated water tank on Indy Blvd. An agreement would need to be presented at a future meeting.
2. Water Works Attorney – None.
3. Water Works Engineer – Derek Snyder, NIES Engineering, informed the Board that restoration work for the Parkway Drive project is scheduled for April. The Johnston St.

Backyard Water Main Project survey work is complete and design engineering is underway.

4. Fire Department – None.

Unfinished Business and General Orders:

New Business: None.

Business from the Floor: None.

Comments from the Directors on any Item of Interest to the Directors: None.

Claims:

Per the docket in the amount of:

6101	Water Operating	\$393,784.24
6102	Water Works District	\$0.00
6104	Consumer Deposits	\$51.11
6105	Water Improvement	\$11,437.20
6108	Water Capital	\$0.00
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Total		\$405,272.55

Director Volbrecht moved to approve the claims per the March 28, 2024 docket in the amount of \$405,272.55. Director Zemen seconded. Upon a roll call vote, there were (4) affirmations and no negatives. The motion passed.

Next Meeting:

The next Plenary Meeting will be held in-person at Town Hall on Thursday, April 25, 2024 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 7:12 p.m.

Respectfully Submitted,

Kim Webb, Recording Secretary