

**ENROLLED MINUTES OF THE
HIGHLAND WATER WORKS BOARD OF DIRECTORS
THURSDAY, MAY 30, 2024**

Special Plenary Meeting: The Highland Water Works Board of Directors met in a Special Plenary Session on Thursday, May 30, 2024 in the lower meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana. President Smith opened the Regular Plenary meeting at 6:30 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; Mike Pipta, Fire Chief; George Georgeff, Town Council; Mark Knesek, Public Works Director; and Kim Webb, Recording Secretary.

MINUTES: President Smith asked if there were any corrections to the Minutes of the Regular Plenary Meeting of April 25, 2024 as prepared and posted. Director Zemen moved to approve the Minutes of the April 25, 2024 meeting. Director Volbrecht seconded. Upon a voice vote, there were (4) affirmations and no negatives. The motion passed.

Special Orders: None.

Communications: None.

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

Reports:

1. Water Works Superintendent – Mark Knesek, discussed with the Board a resident who received penalties on his water bill. The resident received his bill late and therefore made the payment late. The penalties were waived.

There was a water main break on the 8100 block of East 4th Pl. on Memorial Day.

Next month, Go Painters will be out painting the fire hydrants that were flushed by M.E. Simpson last year.

2. Water Works Attorney – Robert Tweedle, informed the Board that he was in the process of reviewing an amendment to the lease agreement for the Ridge Road water tank rental contract with Sprint. The lease agreement recently expired, and the amendment is for another 25-year extension.

3. Water Works Engineer – Derek Snyder, NIES Engineering, informed the Board that the Johnston Street Backyard Water Main project will be bid out next month. An easement for backyard flooding alleviation will be included in the project.
4. Fire Department – Mike Pipta informed the Board that the Fire Department has been very busy with calls and is also preparing for the upcoming 4th of July events.

Unfinished Business and General Orders:

1. Highland Water Works
Board of Directors
Resolution No. 2024-07

A Resolution Approving and Authorizing Change Order No. 1 to the Construction Contract Between the Highland Water Works Board of Directors and Grimmer Construction, Inc. for the Parkway Drive Improvement Project – Contract 1 (Water Main Replacement) in the net decreased amount of Nineteen Thousand Three Hundred Forty Dollars and Seventy Cents (\$19,340.70). Director Volbrecht moved to approve Resolution No. 2024-07. Director Zemen seconded. Upon a roll call vote, there were (4) affirmations and no negatives. The motion passed.

**WATER WORKS DISTRICT OF HIGHLAND
BOARD OF WATER WORKS DIRECTORS
RESOLUTION No. 2024-07**

A RESOLUTION APPROVING AND AUTHORIZING CHANGE ORDER NO. 1 TO THE CONSTRUCTION CONTRACT BETWEEN THE HIGHLAND WATER WORKS BOARD OF DIRECTORS AND GRIMMER CONSTRUCTION, INC. FOR THE PARKWAY DRIVE IMPROVEMENT PROJECT - CONTRACT 1 (WATER MAIN REPLACEMENT)

Whereas, The Highland Water Works is governed by its Board of Directors, pursuant to the provisions of IC 8-1.5-4 et seq.; and

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

Whereas, The Board of Directors in performing its duties, may adopt resolutions, rules and by-laws that are necessary to carry out the provisions of IC 8-1.5-4 et seq. including repealing or amending them consistent with the Water Works Law; and

Whereas, The District had determined the need to replace and upsize the existing water mains within the Project boundaries, as described herein, in order to improve water flow and water quality; and

Whereas, NIES Engineering, Incorporated has prepared plans and specifications for the Project on behalf of the Water Works District and the Project was bid in accordance with IC 36-1-12 et seq. and notice was published in accordance with IC 5-3-1; and

Whereas, On May 22, 2023, Town Council through its Board of Works, adopted Order of the Works Board 2023-14, on May 25, 2023, the Water Works District adopted Joint Resolution No. 2023-06 and on June 6, 2023, the Sanitary Board adopted Joint Resolution No. 2023-11, awarding a Project to Grimmer Construction, Inc. the total amount of Five Hundred Ninety-eight Thousand Three Hundred Sixty-eight Dollars and No Cents (\$598,368.00) for Contract 1, to be the lowest responsive and responsible bid; and

Whereas, The District is solely responsible for Contract 1 (Water Main Replacement) for the Parkway Drive Improvement Project; and

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

Whereas, NIES Engineering, Inc., a licensed engineer performing construction engineering services on this project, has specifically identified and presented Change Order No. 1, attached herewith, which details the changes and alterations to the Project which has an overall net decrease in the total contract amount of Nineteen Thousand Three Hundred Forty Dollars and Seventy Cents (\$19,340.70); and

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

Now, Therefore Be it Resolved by the Board of Directors of the Highland Water Works District as follows:

Section 1. That the First Addendum to the Construction Contract with Grimmer Construction, Inc. for the Parkway Drive Improvement Project – Contract 1 (Water Main Replacement), as prepared by NIES Engineering, Incorporated, a licensed engineer performing construction engineering services on this Project, is hereby determined to be directly related to the original project and is hereby approved, adopted, and ratified in each and every respect;

Section 2. That this addendum is hereby ordered to be known as Change Order No. 1, issued to overall decrease net changes to the original agreement in the amount of Nineteen Thousand Three Hundred Forty Dollars and Seventy Cents (\$19,340.70), bringing the total value of the entire agreement with any and all change orders approved to date to Five Hundred Seventy-nine Thousand Twenty-seven Dollars and Thirty cents (\$579,027.30);

Section 3. That the proper officers are hereby authorized to execute the necessary documents with their signatures.

Duly Adopted, Resolved and Ordered by the Highland Water Works District, Board of Directors, Lake County, Indiana, this 30th day of May, 2024. Having been passed by a vote of 4 in favor and 0 opposed.

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

/s/George A. Smith, President

Attest:

/s/Richard E. Volbrecht Jr., Secretary

2. An Action to approve Pay Request No. 4 for the Parkway Drive Improvement Project – Contract 1 (Water Main Replacement) in the amount of \$103,156.98 (\$108,586.30 less \$5,429.32 retainage) to Grimmer Construction, Inc. Director Volbrecht moved to approve the action. Director Zemen seconded. Upon a roll call vote, there were (4) affirmations and no negatives. The motion passed.

New Business: Director Volbrecht presented a draft policy for a written report from any Board member or liaison who attends a water related conference. Discussion ensued. The Board agrees that a verbal report will suffice.

Informational documents on PFAS in drinking water were shared with the Board by Director Volbrecht.

Business from the Floor: None.

Comments from the Directors on any Item of Interest to the Directors: Director Kondrat pointed out that the Improvement Fund decreased by 7.25% last month. Director Zemen thanked Director Volbrecht for sharing all the information regarding PFAS.

Claims:

Per the docket in the amount of:

6101	Water Operating	\$304,753.89
6102	Water Works District	\$0.00
6104	Consumer Deposits	\$35.10
6105	Water Improvement	\$163,166.84
6108	Water Capital	\$0.00
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Total		\$467,955.83

Director Kondrat moved to approve the claims per the May 30, 2024 docket in the amount of \$467,955.83. Director Volbrecht 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, June 27, 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 7:23 p.m.

Respectfully Submitted,

Kim Webb, Recording Secretary