

**ENROLLED MINUTES OF THE  
HIGHLAND WATER WORKS BOARD OF DIRECTORS  
THURSDAY, DECEMBER 28, 2023**

**Regular Meeting:** The Highland Water Works Board of Directors met in a Regular Plenary Session on Thursday, December 28, 2023 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, Jason Tharp, Larry Kondrat, and Curt Schroeder. Director Volbrecht was absent with prior notice given. A quorum was present. Also present were Derek Snyder, NIES Engineering; Robert F. Tweedle, Board Attorney; Bernie Zemen, Town Council; and Kim Webb, Recording Secretary.

**MINUTES:** President Smith asked if there were any corrections to the Minutes of the Special Plenary Meeting of November 30, 2023 as prepared and posted. Director Schroeder moved to approve the Minutes of the November 30, 2023 meeting. Director Kondrat seconded. Upon a voice vote, there were (4) affirmations and no negatives. The motion passed.

**Special Orders:** None.

**Communications:**

1. Calculation of the Inflation Adjusted Dyer Transport Rate for 2024, prepared by London Witte Group. Discussion ensued.
2. A proposal dated December 12, 2023 by the Law Offices of Robert F. Tweedle for Legal Services for 2024. The matter will be brought up at the January 2024 meeting.
3. A proposal dated December 14, 2023 by NIES Engineering, Inc. for General Engineering Services for 2024. A Resolution will be considered at the January 2024 meeting.

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

**Reports:**

1. Water Works Superintendent – None.
2. Water Works Attorney – Robert Tweedle informed the Board that he sent a resident certified mail informing him that the Public Works staff was aware that he was turning his water back on at the b-box after water was turned off by staff for failure to pay his utility bill. The letter also informed the resident of the Water Works rules and consequences for tampering with the utility's equipment.
3. Water Works Engineer – None.
4. Fire Department – None.

**Unfinished Business and General Orders:**

1. An action to approve Pay Request No. 2 for the Parkway Drive Improvement Project – Contract 1 (Water Main Replacement) in the amount of \$176,309.10 (\$195,899.00 less \$19,589.90 retainage) to Grimmer Construction, Inc. Discussion ensued. Director Schroeder moved to approve the action. Director Kondrat seconded. Upon a roll call vote, there were (4) affirmations and no negatives. The motion passed.
  
2. An action to approve Pay Request No. 3 for the Parkway Drive Improvement Project – Contract 1 (Water Main Replacement) in the amount of \$23,522.05 as partial release of retainage to Grimmer Construction, Inc. Director Kondrat moved to approve the action. Director Schroeder seconded. Upon a roll call vote, there were (4) affirmations and no negatives. The motion passed.
  
3. Highland Water Works  
Board of Directors  
Resolution No. 2023-13

A Joint Resolution of the Board of Works, Water Works Board and Sanitary Board Approving and Authorizing Change Order No. 1 to the Construction Contract between the Highland Board of Works and Grimmer Construction, Inc. for the Parkway Drive Improvement Project Contract 2 (CCMG Des. No. 230095). Director Kondrat moved to approve Resolution No. 2023-13. Director Schroeder seconded. Upon a roll call vote there were (4) affirmations and no negatives. The motion passed.

**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	\$503,932.33
6102	Water Works District	\$0.00
6104	Consumer Deposits	\$71.57
6105	Water Improvement	\$240,726.81
6108	Water Capital	\$0.00
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Total		\$744,730.71

Director Schroeder moved to approve the claims per the December 28, 2023 docket in the amount of \$744,730.71. Director Tharp 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, January 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 7:08 p.m.

Respectfully Submitted,

Kim Webb, Recording Secretary