

**ENROLLED MINUTES OF THE
HIGHLAND WATER WORKS BOARD OF DIRECTORS
THURSDAY, SEPTEMBER 26, 2024**

Regular Meeting: The Highland Water Works Board of Directors met in a Regular Plenary Session on Thursday, September 26, 2024 in the lower meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana. President Smith opened the meeting at 6:31 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, Larry Kondrat, Rick Volbrecht and Bernie Zemen. A quorum was present. Also present were Derek Snyder, NIES Engineering; Peggy Phillips, Highland resident; Robert Tweedle, Board Attorney; Mike Pipta, Fire Department; and Kim Webb, Recording Secretary.

Oath of Office: Mark Herak, Clerk Treasurer, administered the oath of office for Director Peggy Phillips.

MINUTES: President Smith asked if there were any corrections to the Minutes of the Regular Plenary Meeting of August 22, 2024 as prepared and posted. Director Volbrecht moved to approve the Minutes of the August 22, 2024 meeting. Director Zemen seconded. Upon a voice vote, there were (5) 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 – Kim Webb, discussed with the Board the struggle with this week’s water shut offs due to non-payment with no access to backyards.
2. Water Works Attorney – No report.
3. Water Works Engineer – Derek Snyder informed the Board that the fences have been removed on the east side of the backyard easement for the Johnston Street Backyard Water Main Replacement Project. The crossing utilities are currently being potholed.
4. Fire Department – Mike Pipta informed the Board that the Highland Fire Department will be hosting an Open House and Car Show on October 5, 2024 at Central Fire Station.

Unfinished Business and General Orders:

1. Highland Water Works
Board of Directors
Resolution No. 2024-11

A Resolution approving and authorizing the purchase and installation of one (1) Danfoss VLT Aqua Drive for the Bradley Water Station in the amount of eighteen thousand nine hundred four dollars and no cents (\$18,904.00) Gasvoda & Associates, Inc. Director Volbrecht moved to approve Resolution No. 2024-11. Director Zemen seconded. Discussion ensued. Upon a roll call vote, there were (5) affirmations and no negatives. The motion passed.

**WATER WORKS DISTRICT OF HIGHLAND
BOARD OF WATER WORKS DIRECTORS
RESOLUTION NO. 2024-11**

A Resolution Approving and Authorizing the Purchase and Installation of One (1) Danfoss VLT Aqua Drive for the Bradley Water Station in the Amount of Eighteen Thousand Nine Hundred Four Dollars and 00/100 Cents (\$18,904.00) from Gasvoda & Associates, Inc.

Whereas, the Water Works District of Highland (District) is governed by its Board of Water Works 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 Water Works District Superintendent has determined the need to replace one (1), Danfoss VLT Aqua Drive to be used, in part, to carry out the mission of the Water Works District; and

Whereas, Pursuant to §3.05.050 (D) (6) of the Highland Municipal Code (HMC), the Public Works Director as Water Works Superintendent serves as the purchasing agent for the Highland Water Works Department; and

Whereas, Pursuant to §3.05.030 (B) of the HMC, the purchase exceeds \$15,000.00, which requires the additional approval of the purchasing agency; and

Whereas, the purchase will be supported by the Water Operating Fund and there is sufficient budget authority in order to support the purchase; and

Whereas, The Purchasing Agent, pursuant to Section 3.050.060 (G)(2) of the Highland Municipal Code, expects that the purchase would be less than \$50,000 and therefore would be purchased in the open market without inviting or receiving bids; and

Whereas, the following quotes were received:

Gasvoda & Associates, Inc	\$18,904.00
Midwestern Electric, LLC	\$29,460.00
Metropolitan Pump Company, Inc.	\$32,223.00

Whereas, The Water Works District of Highland, through its Board of Water Works Directors, now desires to approve the purchase and authorize the payment thereof.

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

Section 1. That the quote from Gasvoda & Associates, Inc., 1530 Huntington Drive, Calumet City, Illinois in the amount of Eighteen Thousand Nine Hundred Four Dollars and 00/100 Cents (\$18,904.00) is hereby accepted as the lowest responsive and responsible quote;

Section 2. That the Water Works District Superintendent is authorized to execute the purchase agreement and all documents necessary to complete the purchase.

Duly Adopted, Resolved and Ordered by the Board of Water Works Directors of Highland, Lake County, Indiana, this 26th day of September, 2024. Having been passed by a vote of 5 in favor and 0 opposed.

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

/s/ George A. Smith, President

Attest:

/s/Richard E. Volbrecht, Jr., Secretary

New Business: None.

Business from the Floor: None.

Claims:

Per the docket in the amount of:

6101	Water Operating	\$263,477.16
6102	Water Works District	\$0.00
6104	Consumer Deposits	\$88.49
6105	Water Improvement	\$2,961.70
6108	Water Capital	\$0.00
<hr/>		
Total		\$266,527.35

Director Volbrecht moved to approve the claims per the September 26, 2024 docket in the amount of \$266,527.35. Director Zemen seconded. Upon a roll call vote, there were (5) affirmations and no negatives. The motion passed.

Comments from the Directors on any Item of Interest to the Directors: Director Phillips commented on the late fees for the water portion of the utility bill.

Next Meeting:

The next Plenary Meeting will be held in-person at Town Hall on Thursday, October 24, 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 7:00 p.m.

Respectfully Submitted,

Kim Webb, Recording Secretary