

**MINUTES OF THE REGULAR PUBLIC MEETING
BOARD OF SANITARY COMMISSIONERS
TUESDAY October 15, 2024**

The Board of Sanitary Commissioners of the Sanitary District of Highland convened in a study session immediately before the Regular Public Meeting at 6:30 p.m. on Tuesday, Oct 15, 2024 with Commissioner Garcia presiding, in the first floor meeting room of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana, in order to discuss the final agenda of the regular meeting.

Silent Roll Call: Commissioners Kathy DeGuilio-Fox, John Bach, Greg Cieslak, Dave Jones and Richard Garcia. Also present were Mark Knesek, Public Works Director, Derek Snyder of NIES Engineering, Inc, Robert Tweedle and Alex Robertson, Council man.

Derek Snyder had no updates for the commission.

Mark Knesek updated the commission on the sewer project. A discussion followed.

Robert Tweedle updated the commission regarding the process in obtaining HSD complete first annual report pursuant to the First Amendment to the Sewer Collection and Treatment Agreement. A discussion took place.

Study session ended at 7:00.

The Regular Meeting of the Board of Sanitary Commissioners of the Sanitary District of Highland convened immediately after the study session with Commissioner Garcia presiding, in the meeting room of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana. The Regular Public meeting was opened with the Pledge of Allegiance to the United States of America.

Roll Call: Commissioners John Bach, Kathy DeGuilio-Fox, Greg Cieslak, Dave Jones and Richard Garcia. Also present were Mark Knesek, Public Works Director, Derek Snyder of NIES Engineering, Inc., Robert Tweedle, Attorney and Alex Robertson, Councilman

The minutes from the September 17, 2024 public meeting are approved.

Special Order: None

Communications: None

General Order and Unfinished Business:

1. **Commissioner Cieslak motioned to approve Resolution 2024-06 Commissioner DeGuilio-Fox seconded. Upon a roll-call, there were five(5) affirmatives and no (0) negatives. The motion passes.**

**SANITARY DISTRICT OF HIGHLAND
BOARD OF SANITARY COMMISSIONERS
RESOLUTION NO. 2024-06**

A Resolution Accepting and Approving a Proposal from Grimmer Construction, Inc. to Directional Bore A Storm Sewer Extension for the 8200 Block of Grace Pl. in the Amount of \$34,905

Whereas, The Sanitary District of Highland is governed by its Board of Sanitary Commissioners, pursuant to the provisions of IC 36-9-25 et seq.; and

Whereas, IC 36-9-25-9 specifically provides that the Board of Sanitary Commissioners shall manage and control all works of the district and may purchase, acquire, construct, reconstruct, operate, repair and maintain all sewage works; and

Whereas, The Sanitary District of Highland has determined a need to install an inlet and approximately 155 feet of storm sewer in an easement at 8221 Grace Pl by pipe boring method to alleviate backyard flooding; and

Whereas, NIES Engineering, Inc. has prepared plans and specifications for the work in conjunction with the Johnston St. Backyard Water Main Replacement Project; and

Whereas, Grimmer Construction, Inc. has been engaged to perform the Johnston St. Backyard Water Main Replacement Project on behalf of the Water Works Board. The Sanitary Board of Commissioners desires to utilize the services of Grimmer Construction while they are mobilized with equipment and laborers to install the storm sewer extension in the same project area; and

Whereas, the Sanitary District Superintendent expected that the cost for said improvements would be less than \$50,000 and procured a quote from Grimmer Construction, Inc. in the amount of \$34,905.00 for the installation of a storm sewer extension, all pursuant to §3.05.060(G)(2) of the Highland Municipal Code; and

Whereas, The Board of Sanitary Commissioners, pursuant to §3.05.030(E) of the HMC serves as purchasing agency for the Highland Sanitary District; and

Whereas, the purchase price exceeds \$15,000.00 and, pursuant to §3.05.040(C) of the HMC requires the express approval of the purchasing agency; and

Whereas, the Public Works Director and NIES Engineering have reviewed the proposal from Grimmer Construction, Inc. and hereby recommend the Board of Sanitary Commissioners to accept the proposal.

Whereas, there are sufficient and available appropriations balances on hand to support the payments under the agreement, pursuant to IC 5-22-17-3(e); and

Whereas, The Sanitary District of Highland, through its Board of Sanitary Commissioners, now desires to accept the proposal and award the Project to Grimmer Construction, Inc.

Now, Therefore Be it Hereby Resolved, by the Board of Sanitary Commissioners of the Town of Highland, Lake County, Indiana, as follows:

Section 1. That the Proposal from Grimmer Construction, Inc., attached hereto and made part of this Resolution, in the amount of Thirty-four Thousand Nine Hundred Five Dollars and no Cents (\$34,905.00) for the storm sewer extension in the 8200 Block of Grace Pl. is hereby accepted and approved;

Section 2. That the Sanitary District Superintendent is authorized to execute the Proposal and all documents necessary to implement the Work.

Duly Adopted and Resolved by the Board of Sanitary Commissioners of Highland, Lake County, Indiana, this 15th of October, 2024. Having been passed by a vote of five (5) in favor and none (0) opposed.

**THE SANITARY DISTRICT OF HIGHLAND
BY ITS BOARD OF COMMISSIONERS:**

Richard Garcia, President

Attest:

David Jones, Secretary

2. **Commissioner Bach motioned to approve Resolution 2024-06 Commissioner De-Guilio-Fox seconded. Upon a roll-call, there were five(5) affirmatives and no (0) negatives. The motion passes.**

**SANITARY DISTRICT OF HIGHLAND
BOARD OF SANITARY COMMISSIONERS CAPITAL BUDGET
RESOLUTION NO. 2024-07**

A RESOLUTION AMENDING THE 2024 CAPITAL PROJECT BUDGET OF THE SANITARY DISTRICT TO BE PAID FROM ITS SEWAGE WORKS IMPROVEMENT FUND

Whereas, The Sanitary District of Highland is governed by its Board of Sanitary Commissioners, pursuant to the provisions of IC 36-9-25 et seq.; and

Whereas, IC 36-9-25-9 specifically provides that the Board of Sanitary Commissioners shall manage and control all works of the district and may purchase, acquire, construct, reconstruct, operate, repair and maintain all sewage works; and

Whereas, The Board of Sanitary Commissioners in performing its duties, may adopt resolutions, rules and by-laws that are necessary to carry out the provisions of IC 36-9-25 including repealing or amending them consistent with the Sanitary District Law; and

Whereas, The Board of Sanitary Commissioners in performing its duties, now determines that passage and adoption of a Capital Budget Resolution establishing a Capital Budget to be paid from funds of the Sanitary District to be necessary for the sound management and control of the sewage works and performing its duty to construct, reconstruct, operate, repair, and maintain all sewage works.

Now, Therefore Be it Resolved by the Board of Sanitary Commissioners of the Sanitary District of Highland, Lake County, Indiana, as follows:

Section 1. That for the Capital expenses as hereinafter identified of said District, the following allowances for the identified sums of money are hereby fixed and ordered set apart for the purposes herein specified to be paid from Sanitary District Sewage Works Improvement Fund:

Section 2. That the Municipal Fiscal Officer is instructed and authorized to assign such accounts and establish such financial reporting methodology as to permit the regular review of the Capital expenses herein identified as compared to the budgeted amounts and to otherwise carry out the objects and purposes of this resolution;

Section 3. That the Superintendent of the Sanitary District is instructed and authorized to prepare accounts payable for projects identified herein in such a manner as to support and permit the regular review of the Capital expenses herein identified as compared to the budgeted amounts and to otherwise carry out the objects and purposes of this resolution;

Section 4. That there shall be no capital expenditure for the identified projects in excess of the amounts fixed by this resolution without express action by the Board of Sanitary Commissioners, revising the amount fixed and authorizing the additional allowance amount;

Section 5. That any prior Capital Budget duly adopted by resolution and as amended from time to time is hereby repealed and replaced to include the Capital expenses identified herein.

Section 6. That this Resolution shall be effective immediately upon its passage and adoption by the Board of Sanitary Commissioners and may be amended or repealed by subsequent resolution duly passed and adopted.

Duly Adopted, Resolved and Ordered by the Board of Sanitary Commissioners of Highland, Lake County, Indiana, this 15th day of October 2024. Having been passed by a vote of five (5) for and none (0)opposed.

**THE SANITARY DISTRICT OF HIGHLAND
By Its Board of Commissioners:**

Richard Garcia, President

Attest:

David Jones, Secretary of the Board of Sanitary Commissioners

New Business:

Business from the floor:

Reports: None

Comments from the Commissioners: None

Claims:	3308	SAN DIST BD & INT	\$500.00
	6201	SEWAGE OPERATING	\$337,969.74
	6204	SEWAGE IMPOV	\$ 47,897.19
	6205	WASTE WATER CONSTRUCTION	\$1,251,787.00
	6206	SEWAGE CASH RESERVE	\$362,742.77
	6601	SANITARY OPERATION	\$201,590.51
		Total	\$2,202,487.21

Commissioner Jones motioned to approve the docket. Commissioner DeGuilio-Fox seconded. Upon a roll call, there were four (4) affirmatives and no (0) negatives. The motion passes.

Next Meeting: The commission decided to cancel the study session on November 5, 2024 due to voting taking place at the town hall. The next regularly scheduled Public Meeting will be held Tuesday, November 19, 2024, 2024, immediately following a study session at 6:30 p.m.

Adjournment: There being no other business to come before the Board of Sanitation Commissioners, Commissioner Cieslak moved to adjourn. Upon a voice vote, the meeting was adjourned at 7:10

Meeting adjourned at 7:10.

Respectfully Submitted, Denise Beck, Recording Secretary