

**ENROLLED MINUTES OF THE
HIGHLAND WATER WORKS BOARD OF DIRECTORS
THURSDAY, APRIL 24, 2025**

Regular Meeting: The Highland Water Works Board of Directors met in a Regular Plenary Session on Thursday, April 24, 2025 in the lower meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana. President Smith opened the 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, Rick Volbrecht, Bernie Zemen, Larry Kondrat, and Peggy Phillips. A quorum was present. Also present were Mark Knesek, Public Works Director; George Georgeff, Town Council; Alex Robertson, Town Council; Mike Pipta, Fire Department; Robert Tweedle, Board Attorney; Derek Snyder, NIES Engineering; and Kim Webb, Recording Secretary.

MINUTES: President Smith asked if there were any corrections to the Minutes of the Regular Plenary Meeting of March 27, 2025 as prepared and posted. Director Volbrecht asked to amend the minutes under **Comments from the Directors on any Item of Interest to the Directors** as follows: "Director Volbrecht expressed his desire to increase the font and paper size ~~on all future mailings~~ when needed." Director Volbrecht moved to approve the Minutes of the March 27, 2025 meeting as amended. Director Zemen seconded. Upon a voice vote, there were (5) affirmations and no negatives. The motion passed.

Special Orders: None.

Communications: A proposal from Director Rick Volbrecht regarding suggested font and paper size of mailing inserts. Director Volbrecht moved that the advisory administrative proposal be accepted declaring the use of a font type size larger than 9 as needed on future mailings. Director Zemen seconded. Upon a roll call vote, there were (3) affirmations and (2) negatives. The motion passed.

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

Reports:

1. Water Works Superintendent – Mark Knesek informed the Board that crews are currently working on a long list of restorations from winter water breaks.

A fire hydrant located behind South Fire Station was replaced after breaking and being stuck in the on position.

The Highland Fire Department will begin logging and submitting all hydrant water used in training for future Water Loss Audits.

This year's AWWA conference was very informative. Interesting information on the lead service line inventory was available.

2. Water Works Attorney – Robert Tweedle informed the Board that the License Agreement with the Town of Munster is fully executed. The installation still needs to be reviewed and approved by USG Water and NIES Engineering per the agreement.
3. Water Works Engineer – Derek Snyder informed the Board that the survey for the 4th Pl Alley Water Main Replacement Project is complete. Work on the easement documentation will be started soon and recorded when completed. The project will be bid out in June and completed by the end of the year.
4. Fire Department – Mike Pipta informed the Board that the FOP/Highland Fire Association Pancake Breakfast will be on Saturday, May 3, 2025 from 9 am to 12 pm at Central Fire Station.

Unfinished Business and General Orders:

1. Water Works District of Highland
Board of Directors
Resolution No. 2025-08

A Resolution amending the 2025 Capital Project Budget of the Water Works to be paid from its Water Improvement Fund. Director Volbrecht moved to approve Resolution No. 2025-08. Discussion ensued. Director Phillips seconded. 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
CAPITAL BUDGET RESOLUTION NO. 2025-08**

A RESOLUTION AMENDING THE 2025 CAPITAL PROJECT BUDGET OF THE WATER WORKS TO BE PAID FROM ITS WATER IMPROVEMENT FUND

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 Board of Directors in performing its duties, now determines that passage and adoption of a Capital Budget Resolution amending the Capital Budget to be paid from funds of the Water Works to be necessary for the sound management and control of the Water Works and performing its duty to construct, reconstruct, repair, and maintain all water works.

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

1. That for the Capital expenses as hereinafter identified of said Water Works, 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 Water Improvement Fund:

6105-0000-XXXXX	4 th Place E/W Alley Water Main Project (PE)	\$95,000.00
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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;
3. That the Superintendent of the Water Works 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;
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 Directors, revising the amount fixed and authorizing the additional allowance amount;
5. That this Resolution shall be effective immediately upon its passage and adoption by the Board of Directors and may be amended or repealed by subsequent resolution duly passed and adopted.

Duly Adopted, Resolved and Ordered by the Water Works Board of Directors of Highland, Lake County, Indiana, this 24th day of April, 2025. Having been passed by a vote of 5 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

New Business: None

Business from the Floor: None.

Comments from the Directors on any Item of Interest to the Directors: Director Volbrecht thanked the vote that was taken on his proposal and appreciated the discussion that took place.

Director Zemen discussed the AWWA Conference that ended today and some of the information that was available at the seminar.

Director Phillips inquired about fluoride in the water. She would like it removed from the water due to studies that have been done on possible health issues due to the fluoride added to the water. President Smith suggested she contact the City of Hammond to discuss her concerns.

Director Kondrat inquired about funding availability for the Lead Service Line Inventory.

Claims:

Per the docket in the amount of:

6101	Water Operating	\$312,588.05
6102	Water Works District	\$0.00
6104	Consumer Deposits	\$135.00
6105	Water Improvement	\$63,257.40
6108	Water Capital	\$0.00
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Total		\$375,980.45

Director Volbrecht moved to approve the claims per the April 24, 2025 docket in the amount of \$375,980.45. Director Phillips seconded. Upon a roll call vote, there were (5) affirmations and no negatives. The motion passed.

Next Meeting:

The next Regular Plenary Meeting will be held in-person at Town Hall on Thursday, May 22, 2025 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 7:15 p.m.

Respectfully Submitted,

Kim Webb, Recording Secretary