

**ENROLLED MINUTES OF THE
HIGHLAND WATER WORKS BOARD OF DIRECTORS
THURSDAY, JUNE 26, 2025**

Regular Meeting: The Highland Water Works Board of Directors met in a Regular Plenary Session on Thursday, June 26, 2025 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, Rick Volbrecht, Bernie Zemen, Larry Kondrat, and Peggy Phillips. A quorum was present. Also present were Mark Knesek, Public Works Director; Mike Pipta, Fire Department; Robert Tweedle, Board Attorney; Derek Snyder, NIES Engineering; Dan Turnpaugh, CI Telecom Group, LLC; and Kim Webb, Recording Secretary.

MINUTES: President Smith asked if there were any corrections to the Minutes of the Special Plenary Meeting of May 28, 2025 as prepared and posted. Director Volbrecht moved to approve the Minutes of the May 28, 2025 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): Dan Turnpaugh, CI Telecom Group, LLC introduced himself and will discuss a Site Marketing and Management Agreement under new business.

Reports:

1. Water Works Superintendent – Mark Knesek informed the Board that there have not been any water main breaks since the last meeting.
2. Water Works Attorney – Robert Tweedle informed the Board that the Dyer Water Transport Fee was an agenda item on Dyer’s June board meeting. He will follow up with Dyer on the outcome of the transport fee.
3. Water Works Engineer – None.
4. Fire Department – None.

Unfinished Business and General Orders:

1. An action to approve Pay Request No. 3 for the Johnston Street Backyard Water Main Replacement Project in the amount of \$82,317.50 (\$86,650.00 less \$4,332.50 retainage) to Grimmer Construction, Inc. Director Volbrecht moved to approve the action.

Discussion ensued. Director Phillips seconded. Upon a roll call vote, there were (5) affirmations and no negatives. The motion passed.

2. An action to approve Pay Request No. 4 (Final) for the Johnston Street Backyard Water Main Replacement Project in the amount of \$58,367.05 (retainage) to Grimmer Construction, Inc. The project is complete. Director Volbrecht moved to approve the action. Director Phillips seconded. Upon a roll call vote, there were (5) affirmations and no negatives. The motion passed.

3. Water Works District of Highland
Board of Directors
Resolution No. 2025-09

A Resolution awarding a bid to Grimmer Construction, Inc. for the 4th Place East & West Alley Water Main Replacement Project in the amount of \$1,473,506.00 as the lowest responsive and responsible bid. Director Zemen moved to approve Resolution No. 2025-09. Discussion ensued. Director Phillips seconded. Upon a roll call vote, there were (3) affirmations and (2) negatives. The motion passed.

**Water Works District of Highland
Board of Water Works Directors
Resolution No. 2025-09**

A Resolution Awarding a Bid to Grimmer Construction, Inc. for the 4th Place East & West Alley Water Main Replacement Project in the amount of \$1,473,506.00 as the Lowest Responsive and Responsible Bid

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 District has determined a need to replace the existing water mains in the 8100 block alleys both sides of 4th Place East, as well as the 2900 block alley north of 4th Place. Also, a new water main extension will be provided along the northeast property line of 8110 4th Place West to increase fire protection by looping a dead-end water main. The existing water main has experienced numerous breaks with increasing frequency in recent years. The new water mains would be increased to a 6-inch diameter to provide increased reliability; and

Whereas, NIES Engineering, Inc. had prepared plans and specifications for the Project on behalf of the Water Works District; 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, the following bid was received at 10:00 a.m. on June 25, 2025:

Grimmer Construction, Inc.	\$1,473,506.00
Engineer's Estimate	\$1,510,505.00

Whereas, NIES Engineering, Inc. has reviewed the bid and determined that the bid of Grimmer Construction, Inc. in the amount of One Million Four Hundred Seventy-three Thousand Five Hundred Six Dollars and No Cents (\$1,473,506.00) to be the lowest responsive and responsible bid.

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 Water Works District of Highland, through its Board of Directors, now desires to accept the bid and award the Project to Grimmer Construction, Inc.

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

Section 1. That the Bid of Grimmer Construction, Inc. in the amount of One Million Four Hundred Seventy-three Thousand Five Hundred Six Dollars and No Cents (\$1,473,506.00) for the 4th Place East & West Alley Water Main Replacement Project is hereby accepted as the lowest responsive and responsible bid.

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

Duly Adopted, Resolved and Ordered by the Water Works Board of Directors of Highland, Lake County, Indiana, this 26th day of June, 2025. Having been passed by a vote of 3 in favor and 2 opposed.

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

/s/George A. Smith, President

Attest:

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

4. Water Works District of Highland
Board of Directors
Resolution No. 2025-10

A Resolution authorizing and approving an agreement between NIES Engineering Inc. and the Water Works District of Highland for Professional Engineering Services during construction associated with the 4th Place East & West Alley Water Main Replacement Project in the amount not-to-exceed \$110,000.00. Director Kondrat moved to approve Resolution No. 2025-10. Director Zemen 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
Resolution No. 2025-10**

A Resolution Authorizing and Approving an Agreement Between NIES Engineering, Inc. and the Water Works District of Highland for Professional Engineering Services During Construction Associated with the 4th Place East & West Alley Water Main Replacement Project in the Amount not-to-exceed \$110,000.00

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 District has determined a need to replace the existing water mains in the 8100 block alleys both sides of 4th Place East, as well as the 2900 block alley north of 4th Place. Also, a new water main extension will be provided along the northeast property line of 8110 4th Place West to increase fire protection by looping a dead-end water main. The existing water main has experienced numerous breaks with increasing frequency in recent years. The new water mains would be increased to a 6-inch diameter to provide increased reliability; and

Whereas, the District has heretofore awarded a construction contract to Grimmer Construction, Inc. in the amount of One Million Four Hundred Seventy-three Thousand Five Hundred Six Dollars and No Cents (\$1,473,506.00) as the lowest responsive and responsible bid; and

Whereas, NIES Engineering, Inc. has submitted a proposal that details the terms and conditions for professional engineering services during construction, as described therein, for the work for a fee not-to-exceed amount of One Hundred Ten Thousand Dollars and no cents (\$110,000.00); and

Whereas, The Water Works District of Highland, through its Board of Directors, now desires to accept and approve the proposal and contract agreement for services as herein described; and

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).

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

Section 1. That the Professional Engineering Services during Construction Agreement (incorporated by reference and made a part of this resolution) between NIES Engineering, Inc. and the Water Works District of Highland for the 4th Place East & West Alley Water Main Replacement Project is hereby approved, adopted and ratified in each and every respect;

Section 2. That the terms and charges under the agreement for Professional Engineering Services during construction in the not-to-exceed amount of One Hundred Ten Thousand Dollars and No Cents (\$110,000.00) is found to be reasonable and fair;

Section 3. That the Water Works District of Highland, through its Board of Directors, believes that NIES Engineering, Inc. has demonstrated professional competence and qualifications to perform the particular professional engineering services called for in the Agreement and associated project, pursuant to I.C. 5-16-11.1-5;

Section 4. That the Water Works District Superintendent is authorized to execute the agreement and all documents necessary to implement the Project.

Duly Adopted, Resolved and Ordered by the Water Works Board of Directors of Highland, Lake County, Indiana, this 26th day of June, 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

5. Water Works District of Highland
Board of Directors
Resolution No. 2025-11

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. 2025-11. Discussion ensued. Director Kondrat 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. 2025-11**

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 (CN)	\$1,473,506.00
<u>6105-0000-XXXXX</u>	<u>4th Place E/W Alley Water Main Project (CE)</u>	<u>\$110,000.00</u>
Total		\$1,583,506.00

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 26th day of June, 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: Dan Turnpaugh of CI Telecom discussed a Site Marketing and Management Agreement with the Board. The Board thanked Mr. Turnpaugh for his time and will further review the contract and contact Mr. Turnpaugh when a decision is reached.

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	\$326,859.07
6102	Water Works District	\$0.00
6104	Consumer Deposits	\$321.09
6105	Water Improvement	\$199,933.75
6108	Water Capital	\$0.00
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Total		\$527,113.91

Director Volbrecht moved to approve the claims per the June 26, 2025 docket in the amount of \$527,113.91. 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 the Town of Highland, Public Works Department, located at 8001 Kennedy Ave., on Thursday, July 24, 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 7:43 p.m.

Respectfully Submitted,

Kim Webb, Recording Secretary