

**MINUTES OF THE REGULAR PUBLIC MEETING
BOARD OF SANITARY COMMISSIONERS
TUESDAY SEPTEMBER 19, 2023**

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, September 19, 2023 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, Greg Cieslak, Dave Jones and Richard Garcia. Also present were Mark Knesek, Public Works Director, Derek Snyder of NIES Engineering, Inc., Robert Tweedle, Attorney, Clerk Treasurer Mark Herak.

Mr. Tweedle updated the commission on the status regarding EPA final acceptance of Highland's CMOM Consent Decree Plan. A discussion took place.

Mr. Tweedle has reached out to County to see if there are any additional steps to be taken in order to finalize matters for the approved storm water fees ordinance. All they need is the ordinance.

Mr. Tweedle discussed the details of the Qualified Entity Bond Purchase Agreement has been fully executed between the Indiana Bond Bank and the Sanitary District of the Town of Highland.

Mr. Snyder updated the commission on projects. Parkway Drive storm sewer project is moving forward.

Mr. Herak had a question about the hydrant fees on empty lots. A discussion took place.

Study Session ended at 6:48.

At 6:49 the Regular Meeting of the Board of Sanitary Commissioners of the Sanitary District of Highland convened 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 Kathy DeGuilio-Fox, Greg Cieslak, Dave Jones, and Richard Garcia. Also present were Mark Knesek, Public Works Director, Derek Snyder of NIES Engineering, Inc. and Robert Tweedle, Attorney.

Minutes of Previous Session: Minutes of the August 15 & September 5th were approved.

Special Order: None

Communications: Annual Service Agreement – CIPP Lining of Sanitary Sewers Report on Proposals Received

General Order and Unfinished Business:

**1. Sanitary District of Highland
Board of Sanitary Commissioners
Resolution No. 2023-25**

Commissioner Cieslak motioned to approve Resolution 2023-25 Commissioner DeGuilio-Fox seconded. Upon roll-call, there were four (4) affirmatives and no (0) negatives. The motion passes.

A RESOLUTION ACCEPTING A PROPOSAL FROM INSITUFORM TECHNOLOGIES USA, LLC FOR THE ANNUAL SERVICE AGREEMENT – CIPP LINING OF SANITARY SEWERS AND AUTHORIZING THE ISSUANCE OF AN ANNUAL WORK ORDER IN THE AMOUNT BETWEEN \$800,000 AND \$1,000,000

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 Sanitary District of Highland (District), through its Board of Sanitary Commissioners, has heretofore determined a need to rehabilitate the sanitary sewer system and that sanitary sewer lining is a "Trenchless Reconstruction" initiative available to that purpose; and

Whereas, NIES Engineering, Inc. has prepared plans and specifications for the Annual Service Agreement – CIPP Lining of Sanitary Sewers and solicited proposals for said Work on behalf of the Sanitary District; and

Whereas, Two proposals were received at 10:00 a.m. on September 1, 2023 per the attached Report on Proposals Received; and

Whereas, The Sanitary District Superintendent and NIES Engineering, Inc. have reviewed the proposals and determined the proposal from Insituform Technologies USA, LLC for the Annual Service Agreement – CIPP Lining of Sanitary Sewers to be the lowest responsive and responsible proposal; and

Whereas, There are sufficient and available appropriations balances on hand to support the payments under the agreements, 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 authorize the issuance of an annual work order for the Work.

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

1. That the proposal of Insituform Technologies USA, LLC for the Annual Service Agreement – CIPP Lining of Sanitary Sewers is hereby accepted as the lowest responsive and responsible proposal.
2. That the Sanitary District Superintendent is authorized to execute the Annual Service Agreement and all documents necessary to implement the Work, including but not limited to, issuing an Annual Work Order in the amount of \$800,000 to \$1,000,000.

Duly Adopted, Resolved and Ordered by the Highland Sanitary District, Board of Commissioners, Lake County, Indiana, this 19th day of September, 2023. Having been passed by a vote of four (4) in favor and no (0) opposed.

HIGHLAND SANITARY DISTRICT
BY ITS BOARD OF COMMISSIONERS:

Richard Garcia, President
Attest:

David Jones, Secretary

**2. SANITARY DISTRICT OF HIGHLAND
BOARD OF SANITARY COMMISSIONERS
RESOLUTION NO. 2023-26**

Commissioner Cieslak motioned to approve Resolution 2023-26 Commissioner DeGuilio-Fox seconded. Upon roll-call, there were four (4) affirmatives and no (0) negatives. The motion passes.

A Resolution Approving a Proposal from NIES Engineering, Inc. for Professional Design Engineering Services For the Eder Street Backyard Sanitary Sewer Pipe Bursting Project for an Amount Not-To-Exceed \$20,000.00

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 replace approximately 290 feet of existing deteriorated sanitary sewer in the backyards between 3102 Eder Street and 3124 Eder Street by pipe bursting methods; and

Whereas, NIES Engineering, Inc., (Consultant) has submitted a proposal to provide and furnish Professional Design Engineering Services in consideration for fees to be charged and billed monthly based upon a lump sum of the value of the services completed, in an amount not to exceed Twenty Thousand Dollars (\$20,000.00); and

Whereas, The Sanitary District of Highland, through its Board of Commissioners, now desires to accept and approve the agreement for services as herein described; and

Whereas, There are sufficient and available appropriation 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 Sanitary Board of Commissioners for the Town of Highland, Lake County, Indiana, as follows:

1. That the Professional Design Engineering Services Proposal (incorporated by reference and made a part of this resolution) from NIES Engineering, Inc. for the Eder Street Backyard Sanitary Sewer Pipe Bursting Project is hereby approved, adopted and ratified in each and every respect;
2. That the terms and charges under the agreement for Professional Design Engineering Services in the not-to-exceed amount of Twenty Thousand Dollars (\$20,000.00) is found to be reasonable and fair;
3. That the President of the Sanitary Board of Commissioners of Highland be authorized to execute the Agreement with his signature as attested thereto by Secretary of the Sanitary Board of Commissioners of Highland.

Duly Adopted, Resolved and Ordered by the Highland Sanitary District, Board of Commissioners, Lake County, Indiana, this 19th day of September, 2023. Having been passed by a vote of four (4) in favor and no (0) opposed.

HIGHLAND SANITARY DISTRICT
BY ITS BOARD OF COMMISSIONERS:

Richard Garcia, President
Attest:

David Jones, Secretary

New Business: None

Reports: None

Comments from the Commissioners: None

Business from the Floor: None

Claims:

6201	SEWAGE OPERATING	401,436.62
6204	SEWAGE IMPOV	16,924.75
<u>6601</u>	<u>SANITARY OPERATION</u>	<u>215,905.23</u>
	Total	634,266.60

Next Meeting: The next meeting will be a study session to be held at 6:30 p.m. on Tuesday October 3, 2023. The next regularly scheduled Public Meeting will be held Tuesday, October 17, 2023 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 Burton moved to adjourn. Upon a voice vote, the meeting was adjourned at 7:04 pm.

Respectfully Submitted, Denise Beck, Recording Secretary