

**ENROLLED MINUTES OF THE
HIGHLAND WATER WORKS BOARD OF DIRECTORS
THURSDAY, DECEMBER 18, 2025**

Special Meeting: The Highland Water Works Board of Directors met in a Special Plenary Session on Thursday, December 18, 2025, in the meeting room of the Highland Public Works Building, 8001 Kennedy Ave., 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 Mark Knesek, Acting Recording Secretary.

Roll Call: Present on roll call were Directors George A. Smith, Rick Volbrecht, Larry Kondrat, Peggy Phillips, and Bernie Zemen. A quorum was present. Also present were Derek Snyder, NIES Engineering, George Georgeff, Town Council; Robert Tweedle, Board Attorney; and Mark Knesek, Acting Recording Secretary.

Minutes: President Smith asked if there were any corrections to the Minutes of the Special Plenary Meeting of November 20, 2025, as prepared and posted. Director Volbrecht moved to approve the Minutes of the November 20, 2025, meeting. Director Zemen seconded. Upon a voice vote, there were (5) affirmations and no negatives. The motion passed.

Special Orders: None.

Communications:

1. A proposal dated December 10, 2025, by the Law Offices of Robert F. Tweedle for Legal Services for 2026. The matter will be brought up at the January 2026 meeting.
2. A proposal from NIES Engineering dated December 16, 2026, by NIES Engineering, Inc. for General Engineering Services for 2026. The matter will be brought up at the January 2026 meeting.

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

Reports:

1. Water Works Superintendent – Mark Knesek reported that there have been several water main breaks since the last meeting. An 18-inch water main located in front of the Public Works Department was excavated while crews attempted to locate a break in the line. It was later determined that the leak originated at the hydrant valve.
2. Water Works Attorney – Robert Tweedle informed the Board that the Water Transport Fee Agreement has been approved by Dyer’s Utility Board and is awaiting final approval from the Dyer Town Council.
3. Water Works Engineer – Derek Snyder updated the Board on the 4th Place East/West Alley Water Main Project. Grimmer believes there are no leaks in the new water main located in

the middle alley and extending west past the pavement of 4th Place; however, there may still be possible leaks in the area where the easement is located.

4. Fire Department – None.

Unfinished Business and General Orders: None.

New Business: None.

Business from the Floor: None.

Comments from the Directors on any Item of Interest to the Directors: Rick Volbrecht thanked the Board for their camaraderie during his service on the Board. He also commented on the utility bill insert mailed with the December bill and noted that Mark Herak should be given due credit for the insert.

President Smith commented on the December utility bill insert and thanked everyone for their input and timely participation throughout the past year. He wished everyone a blessed holiday season and a happy and healthy 2026.

Claims:

Per the docket in the amount of:

6101	Water Operating	\$320,224.74
6102	Water Works District	\$0.00
6104	Consumer Deposits	\$155.03
6105	Water Improvement	\$19,443.40
6108	Water Capital	\$0.00
Total		\$339,823.17

Director Volbrecht moved to approve the claims per the December 18, 2025, docket in the amount of \$339,823.17. Director Phillips seconded. Upon a roll call vote, there were (5) affirmations and no negatives. The motion passed.

Next Meeting:

The next Plenary Meeting will be held in-person at the Town of Highland, Public Works Department, located at 8001 Kennedy Ave., on Thursday, January 22, 2026, 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