

**ENROLLED MINUTES OF THE
HIGHLAND WATER WORKS BOARD OF DIRECTORS
THURSDAY, OCTOBER 13, 2022**

Special Regular Meeting: The Highland Water Works Board of Directors met in a Special Plenary Session on Thursday, October 13, 2022 in the lower meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana. President Smith opened the special plenary 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, Jason Tharp, Rick Volbrecht, and Larry Kondrat. Director Schroeder was absent. A quorum was present. Also present were Mark Knesek, Public Works Director; Derek Snyder, NIES Engineering; Robert F. Tweedle, Board Attorney; Tom Black, Town Council; Mark Herak, Clerk Treasurer; and Kim Webb, Recording Secretary.

MINUTES: President Smith asked if there were any corrections to the Minutes of the Regular Meeting of September 22, 2022 as prepared and posted. Director Volbrecht moved to approve the Minutes of the September 22, 2022 meeting. Director Tharp seconded. Upon a voice vote, there were (4) affirmations and no negatives. The motion passed.

Special Orders: None.

Communications: None.

Comments from the Public or Visitors (Limited to Matters on the Agenda):

Unfinished Business and General Orders:

1. Water Works District of Highland
Board of Directors
Resolution No. 2022-14

A Joint Resolution of the Board of Works and The Water Works Board of Directors Authorizing and Approving Pavement Resurfacing Work for the 2600-2700 Blocks of Martha Street in the Amount of \$134,443.00. Director Volbrecht moved to approve Resolution No. 2022-14. Discussion ensued. Director Tharp seconded. Upon a roll call vote, there were (4) affirmations and no negatives. The motion passed.

**TOWN OF HIGHLAND
BOARD OF WORKS
ORDER OF THE WORKS BOARD No. 2022-33**

**WATER WORKS DISTRICT OF HIGHLAND
BOARD OF WATER WORKS DIRECTORS
RESOLUTION No. 2022-14**

A JOINT RESOLUTION OF THE BOARD OF WORKS AND THE WATER WORKS BOARD OF DIRECTORS AUTHORIZING AND APPROVING PAVEMENT RESURFACING WORK FOR THE 2600-2700 BLOCKS OF MARTHA STREET IN THE AMOUNT OF \$134,443.00.

Whereas, The Town of Highland, Department of Public Works, as part of its public duties, has responsibility for the maintenance and repair of public streets throughout the Town of Highland; and

Whereas, The Town Council for the Town of Highland, on March 28, 2022 adopted Order of the Works Board No. 2022-04, Accepting Certain Bids for Road Materials and Supplies (Asphalt and Millings) for the Year 2022; and

Whereas, Milestone Contractors North, Inc. was awarded the bid for HMA Intermediate (delivered, placed, and compacted) for the unit cost of \$112.00 per ton, HMA Surface (delivered, placed, and compacted) for the unit cost of \$98.00 per ton, Tack Coat for the unit cost of \$9.50 per gallon, and Surface Milling (3"-6") for the unit cost of \$9.75 per square yard; and

Whereas, the Public Works Director has determined the quantities of the various bid items required to resurface the pavement along the 2600-2700 blocks of Martha Street following the water main replacement project along said street in 2021; and

Whereas, the Public Works Director, pursuant to Chapter 3.05.050(D)(1) & (6), serves as the Purchasing Agent for the Public Works Department and Water Works Department, respectively; and

Whereas, the Town Council as the Works Board of the Municipality, pursuant to Chapter 3.05.030(A), serves as the Purchasing Agent for the Public Works Department; and

Whereas, the Board of Water Works Directors, pursuant to Chapter 3.05.030(D), serves as the Purchasing Agent for the Water Works Department; and

Whereas, the Public Works Director has determined the total amount of the pavement resurfacing work to be \$134,443.00 and should be divided equally between the Board of Works and the Water Works Board; 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); and

Whereas, The Public Works Department of Highland, through its Board of Works, now desires to accept the recommendation of the Public Works Director for its portion of the resurfacing work in the amount of \$67,221.50; and

Whereas, The Water Works Department of Highland, through its Board of Directors, now desires to accept the recommendation of the Public Works Director for its portion of the resurfacing work in the amount of \$67,221.50; and

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

1. That the Public Works Department of Highland, through its Board of Works, authorizes and approves its share of the work for pavement resurfacing along the 2600-2700 blocks of Martha Street in the amount of Sixty-seven Thousand Two Hundred Twenty-one Dollars and Fifty Cents (\$67,221.50);
2. That the Water Works Department of Highland, through its Board of Directors, acknowledges and approves its share of the work for pavement resurfacing along the 2600-2700 blocks of Martha Street in the amount of Sixty-seven Thousand Two Hundred Twenty-one Dollars and Fifty Cents (\$67,221.50);
3. That the Public Works Director is authorized to execute the agreement and all documents necessary to implement the Project.

Duly Adopted, Resolved and Ordered by the Board of Works of the Town of Highland, Lake County, Indiana, this 10th day of October, 2022. Having been passed by a vote of _____ in favor and _____ opposed.

**BOARD OF WORKS OF THE TOWN OF
HIGHLAND, INDIANA**

/s/Bernie Zemen, President

Attest:

/s/Mark Herak, Clerk-Treasurer

Duly Adopted, Resolved and Ordered by the Water Works Board of Directors of Highland, Lake County, Indiana, this 13th day of October, 2022. Having been passed by a vote of 4 in favor and 0 opposed.

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

/s/George A. Smith, President

Attest:

/s/Richard E. Volbrecht Jr., Secretary

2. Water Works District of Highland
Board of Directors
Resolution 2022-15

A Resolution Amending the 2022 Capital Project Budget of the Water Works to be paid from its Water Works Improvement Fund. Director Kondrat moved to approve Resolution No. 2022-15. Director Volbrecht seconded. Upon a roll call vote, there were (4) affirmations and no negatives. The motion passed.

**Water Works District of Highland
Board of Directors
Capital Budget Resolution No. 2022-15**

A RESOLUTION AMENDING THE 2022 CAPITAL PROJECT BUDGET OF THE WATER WORKS TO BE PAID FROM ITS WATER WORKS 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 Works Improvement Fund:

6105-0000-44042-0003	2600-2700 Block of Martha Street Resurfacing	\$67,221.50
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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 13th day of October, 2022. Having been passed by a vote of 4 in favor and 0 opposed.

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

/s/George A. Smith, President

Attest:

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

New Business: None.

Reports:

1. Water Works Superintendent – Mark Knesek informed the Board of the hydrant flushing currently taking place by ME Simpson. The flushing will be complete in a couple of weeks.
2. Water Works Attorney – Robert Tweedle informed the Board that a Resolution and Ordinance setting the Dyer Transport rate will be prepared for the next Water Board meeting.
3. Water Works Engineer – Derek Snyder updated the Board on the River Drive Water Main Replacement Project. The south side of River Drive is complete and the curb is formed and poured on most of the north side. The Project is on track for a timely completion.
4. Fire Department – none.

Business from the Floor: None.

Comments from the Directors on any Item of Interest to the Directors: Director Kondrat commented on County Councilman Dan Dernulc's proposed distribution of County ARP funds. Mark Knesek applied for a grant in the amount of \$250,000.00 for next year's Parkway Drive Water Main Replacement Project. The approval of the funds has not been finalized.

Director Smith commented on the meeting with the Town Council in regards to the water rate increase proposal.

Claims: None.

Next Meeting:

The next Plenary Meeting will be held in-person at Town Hall on Thursday, October 27, 2022 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 6:55 p.m.

Respectfully Submitted,

Kim Webb, Recording Secretary