

**ENROLLED MINUTES OF THE
HIGHLAND WATER WORKS BOARD OF DIRECTORS
THURSDAY, DECEMBER 22, 2022**

Regular Meeting: The Highland Water Works Board of Directors met in a Regular Plenary Session on Thursday, December 22, 2022 in the lower meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana. President Smith opened the regular plenary meeting at 6:33 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, 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; and Mark Herak, Clerk Treasurer.

MINUTES: President Smith asked if there were any corrections to the Minutes of the Special Plenary Meeting of November 10, 2022 as prepared and posted. Director Volbrecht moved to approve the Minutes of the November 10, 2022 meeting. Director Tharp seconded. Upon a voice vote, there were (4) affirmations and no negatives. The motion passed.

Special Orders: None.

Communications:

1. A proposal by NIES Engineering for General Engineering Services for 2023. The matter will be discussed at the January 2023 meeting.
2. A proposal by the Law Offices of Robert F. Tweedle for Legal Services for 2023. The matter will be discussed at the January 2023 meeting.

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

Reports:

1. Water Works Superintendent – Mark Knesek showed the Board a picture of a brick inside the shoe of a fire hydrant on Kennedy Avenue that was damaged during flow testing.
2. Water Works Attorney – Robert Tweedle discussed with the Board the ongoing determination of the Dyer Transport rate.
3. Water Works Engineer – Derek Snyder informed the Board that the survey for the Parkway Drive Water Main and Street Improvement is complete and design is underway.
4. Fire Department – None.

Unfinished Business and General Orders:

1. An action to approve Pay Request No. 5 for the River Drive Water Main Replacement and Street Improvement Project in the amount of \$608.59 (\$7,145.50 less \$6,536.91 retainage) to Gatlin Plumbing & Heating, Inc. Director Volbrecht moved to approve the action. Director Tharp seconded. Upon a roll call vote, there were (4) affirmations and no negatives. The motion passed.

2. An action to approve Pay Request No. 6 (Final) for the River Drive Water Main Replacement and Street Improvement Project in the amount of \$39,576.85 (release of retainage) to Gatlin Plumbing & Heating, Inc. Director Volbrecht moved to approve the action. Director Tharp seconded. Upon a roll call vote, there were (4) affirmations and no negatives. The motion passed.

New Business: None.

Business from the Floor: None.

Comments from the Directors on any Item of Interest to the Directors: Director Volbrecht would like to wish the Directors and his granddaughter a very Merry Christmas and a Happy New Year.

Claims:

Per the docket in the amount of:

6101	Water Works Operating	\$340,458.37
6102	Water Works District	\$0.00
6104	Consumer Deposits	\$66.25
6105	Water Improvements	\$71,253.49
6108	Water Capital	\$10,000.00
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Total		\$421,778.11

Director Volbrecht moved to approve the claims per the December 22, 2022 docket in the amount of \$421,778.11. Director Tharp seconded. Upon a voice vote, there were (4) affirmations and no negatives. The motion passed.

Next Meeting:

The next Plenary Meeting will be held in-person at Town Hall on Thursday, January 26, 2023 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 7:18 p.m.

Respectfully Submitted,

Kim Webb, Recording Secretary