

**ENROLLED MINUTES OF THE
HIGHLAND WATERWORKS BOARD OF DIRECTORS
JULY 27, 2017**

The Highland Water Works Board of Directors convened in study session immediately before the Regular Meeting at 6:30 p.m. on Thursday July 27, 2017 in the upper meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland Indiana, in order to discuss the final agenda of the regular meeting.

ROLL CALL: Present on silent roll call were Directors George A. Smith, James Norris, Edward Dabrowski and Matthew Timmer. Absent: George Georgeff. Also present were Derek Snyder, NIES Engineering Inc.; Michelle Kobeszka, Recording Secretary; Bob Johnsen, Assistant Public Works Director; John Bach, Public Works Director; Mark Knesek, Operations Director; Mike Pipta, Fire Department; Jared Tauber, Board Attorney; Mark Herak, Town Council Liaison and Michael Griffin, Clerk Treasurer.

1. Director Smith mentioned the Kennedy Project and the conditions of the street. Public Works staff will check on the pavement conditions and address accordingly. John Bach reported that the Town is applying for a grant that could cover up to half of the cost of resurfacing Kennedy Avenue, south of 45th Street. If the grant is received later this year, the resurfacing work would be done next year in the late spring under the Town's annual resurfacing program at significant cost savings versus this year without a grant.
2. Director Smith requested that Derek Snyder coordinate with Public Works staff to develop a list of future projects and that the list be presented to the Board in September.
3. Director Smith requested the Board Attorney to review "Due Process" language related to water service shutoff that would be included in the new water billing rule.
4. Derek Snyder reported on the change orders and pay requests for the Kennedy Avenue, Grace Street and Woodward Avenue projects included on the agenda.
5. Director Smith discussed the agenda items.

The Highland Water Works Board of Directors met in its Regular Session on Thursday, July 22, 2017 at 7:00 p.m. in the upper meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland Indiana. Director Smith opened the meeting. Director Matthew Timmer served as Secretary, *Pro Tempore*. The minutes were recorded by Michelle Kobeszka, Recording Secretary. The session was opened with the Pledge of Allegiance.

ROLL CALL: Present on roll call were Directors George A. Smith, James Norris, Edward Dabrowski, and Matthew Timmer. Absent: George Georgeff. Also present were Derek Snyder, NIES Engineering Inc.; Michelle Kobeszka, Recording Secretary; Bob Johnsen, Assistant Public Works Director; John Bach, Public Works Director; Mark Knesek, Operations Director; Mike Pipta, Fire Department; Jared Tauber, Board Attorney; Mark Herak, Town Council Liaison and Michael Griffin, Clerk Treasurer.

MINUTES: Director Smith asked if there were any corrections to the Minutes of the Regular Meeting of June 22, 2017, as prepared and posted. Director Dabrowski moved to approve the Minutes of the Regular Meeting on June 22, 2017. Director Norris seconded. On a vote viva voce, the motion passed.

Communications:

1. M.E Simpson Co. Inc. for Fire Hydrant Flow / Water Main Capacity Testing Program.
2. Letter received from Derek Snyder, NIES Engineering, Inc., dated July 18th, 2017, regarding Pay Request 2 for the Kennedy Avenue Water Main Replacement Project in the amount of \$110,326.56.
3. Letter received from Derek Snyder, NIES Engineering, Inc., dated July 18th, 2017, regarding Pay Request 2 for the Grace Street Water Main Replacement Project in the amount of \$52,304.71.
4. Letter received from Derek Snyder, NIES Engineering, Inc., dated July 18th, 2017, regarding Pay Request 2 for the Woodward Avenue Water Main Replacement Project in the amount of \$44,922.04.

Unfinished Business and General Orders:

1. Highland Waterworks
Board of Directors
Resolution No. 2017-15

AN EXIGENT RESOLUTION PROVIDING for the TRANSFER of APPROPRIATION BALANCES from and AMONG MAJOR BUDGET CLASSIFICATIONS in the INFORMATION AND COMMUNICATION WATER CAPTIAL FUND as REQUESTED BY THE PROPER OFFICER AND FORWARDED to the WATERWORKS BOARD OF DIRECTORS for its ACTION PURSUANT TO IC 6-1.1-18-6. Director Dabrowski moved to approve resolution no. 2017-15. Director Timmer seconded. On a vote viva voce, the motion passed.

**TOWN OF HIGHLAND
DEPARTMENT OF WATERWORKS
APPROPRIATION TRANSFER RESOLUTION
RESOLUTION NO. 2017-15**

AN EXIGENT RESOLUTION PROVIDING for the TRANSFER of APPROPRIATION BALANCES from and AMONG MAJOR BUDGET CLASSIFICATIONS in WATER CAPTIAL FUND as REQUESTED BY THE PROPER OFFICER AND FORWARDED to the WATERWORKS BOARD OF DIRECTORS for its ACTION PURSUANT TO IC 6-1.1-18-6.

WHEREAS, It has been determined that certain exigent conditions have developed since adoption of the original budget and it is now necessary to transfer certain appropriations into different categories than were initially appropriated for the various functions of the **WATER CAPITAL FUND**;

NOW, THEREFORE BE IT RESOLVED by the WATERBOARD of the Town of Highland, Lake County, Indiana as follows:

Section 1. That for the expenses of said municipality, the following appropriations are hereby transferred and set apart out of the funds hereinafter named for the purposes specified, subject to the laws governing the same, such sums herein transferred unless otherwise stipulated by law;

Section 2. That is has been shown that certain existing unobligated appropriations of the **Water Capital Fund** which are not needed at this time for the purposes for which originally appropriated, and may be transferred to a category of appropriation in order to satisfy an existing need, as follows:

WATER CAPTIAL FUND

Reduce Account:	#300.00 Issuance Costs	\$7,760.83
	#310.01 Legal Fees	\$829.12
	#310.06 Cap Bond Sale	\$13,450.00
	<i>Total 300 Series Reductions</i>	\$22,039.95
Increase Account:	#450.07 Utility Imp Project	\$22,039.95
	<i>Total 400 Series Increases</i>	\$22,039.95
	Total of All Fund Decreases:	\$22,039.95
	Total of All Fund Increases:	\$22,039.95

DULY RESOLVED and ADOPTED this 27th Day of July, 2017 by the Waterworks Board of Directors of the Town of Highland, Lake County, Indiana, having been passed by a vote of 4 in favor and 0 opposed.

**TOWN COUNCIL of the TOWN of
HIGHLAND, INDIANA**
/s/ George A. Smith, President

Attest:
/s/ Matthew Timmer, Secretary of the Board of Directors, *Pro Tempore*

2. Highland Waterworks
Board of Directors
Resolution No. 2017-16

A Resolution Approving, Accepting, and Ratifying a Proposal from ME Simpson Company, Inc. for Fire Hydrant Flow Testing and Flushing of Approximately 789 Fire Hydrants in 2017 and 2018 at the Unit Price of \$54.00 and 2019 \$57.00 per Fire Hydrant with Door Tags. Director Norris moved to approve Resolution No. 2017-16. Director Dabrowski seconded. On a vote viva voce, the motion passed.

**HIGHLAND DEPARTMENT OF WATER WORKS
WATER WORKS BOARD OF DIRECTORS
RESOLUTION NO. 2017-16**

A Resolution Approving, Accepting, and Ratifying a Proposal from ME Simpson Company, Inc. for Fire Hydrant Flow Testing and Flushing of Approximately 789 Fire Hydrants in 2017 and 2018 at the Unit Price of \$54.00 and 2019 \$57.00 per Fire Hydrant with Door Tags

Whereas, The Water Works District of Highland has the responsibility of flushing, testing, and maintaining fire hydrants in the Town of Highland; and

Whereas, The Water Works Superintendent has been determined that it would be in the best interest of the District to engage technical services for the purpose of flushing and flow testing fire hydrants and had solicited a proposal in 2014 to perform the work from ME Simpson Company, Incorporated (ME Simpson), a technical service company providing professional services for the waterworks industry; and

Whereas, ME Simpson had presented a Proposal for Fire Hydrant Flow Testing and Flushing, dated June 12, 2017, to the Highland Water Works that defines the scope of services to be performed at a unit cost of \$54.00/\$57.00 per hydrant for approximately 789 hydrants; and

Whereas, ME Simpson had offered two (2) options to perform the work, with Option I being a three-year agreement with approximately 263 fire hydrants to be flushed and tested in 2017 and 2018, inclusive of Door Tag notices, in the amount of \$54.00 and 2019 \$57.00 per hydrant and Option II being a three-year agreement with approximately 263 fire hydrants to be flushed and tested in 2017, and 2018 without Door Tag notices, in the amount of \$44.00 per hydrant; and 2019 in the amount of \$46.00 per hydrant and

Whereas, the Board of Water Works Directors, pursuant to §31.17(E) of the HMC serves as purchasing agency for the Department of Water Works; and

Whereas, The term of the agreement exceeds one-year in duration and exceeds \$10,000.00 and, pursuant to §31.18(C) of the HMC requires the express approval of the purchasing agencies; and

Whereas, the Public Works Director, pursuant to §31.19(D)(1) of the HMC, serves as the Purchasing Agent for the Highland Water Works District; and

Whereas, the purchase will be supported by the Water Works District Operating fund and there is sufficient appropriation in order to support the purchase; and

Whereas, the Board of Water Works Directors now desire to approve and authorize the Public Works Director to complete the purchase, pursuant to the terms stated herein.

Now, Therefore Be it Hereby Resolved, by the Board of Water Works Directors of the Town of Highland, Lake County, Indiana;

Section 1. That the Proposal from ME Simpson Company, Incorporated, date June 12, 2017, attached hereto and made part of this Resolution, to test and flush an estimated 789 fire hydrants with Door Tags (Option I) over a three year period in the amount of \$43,395, based on the unit cost of \$54.00 in 2017 , 2018 and \$57.00 for 2019 per hydrant flushed and tested, is hereby accepted, approved, and ratified;

Section 2. That ME Simpson Company, Incorporated is hereby authorized to Flow Test and Flush approximately 263 fire hydrants in 2017, approximately 263 fire hydrants in 2018, and approximately 263 fire hydrants in 2019;

Section 3. That the terms and charges under the agreement for professional engineering services are found to be reasonable and fair;

Section 4. That the Water Works District of Highland, through its Board of Directors, believes that ME Simpson Company, Incorporated has demonstrated professional competence and qualifications to perform the particular professional technical services called for in the Agreement and associated project, pursuant to I.C. 5-16-11.1-5;

Section 5. That the Superintendent of the Water Works District of Highland be authorized to execute the Agreement with his signature and to execute any additional documents necessary to implement to project.

Duly Adopted and Resolved by the Board of Water Works Directors of Highland, Lake County, Indiana, this 27th day of June 2017. Having been passed by a vote of 4 in favor and 0 opposed.

**THE WATER WORKS DISTRICT OF HIGHLAND
BY ITS BOARD OF COMMISSIONERS:
/s/ George A. Smith, President**

Attest:

/s / Matthew Timmer, Secretary of the Board of Directors, *Pro Tempore*

3. Highland Waterworks
Board of Directors
Resolution No. 2017-17

A Resolution Approving and Authorizing Change Order No. One to the Construction Contract Between The Highland Water Works Board of Directors and Dyer Construction Company, Inc. For The Kennedy Avenue Water Main Replacement Project. Director Dabrowski moved to approve Resolution No. 2017-17. Director Norris seconded. On a vote viva voce, the motion passed.

**WATER WORKS DISTRICT OF HIGHLAND
Board of Directors
Resolution No. 2017-17**

A Resolution Approving and Authorizing Change Order No. One to the Construction Contract Between The Highland Water Works Board of Directors and Dyer Construction Company, Inc. For The Kennedy Avenue Water Main Replacement Project.

Whereas, The Highland Waterworks 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 waterworks 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 Waterworks Law; and

Whereas, The Water Works District of Highland (District) through its Board of Directors, has determined a need to replace the Water Main on Kennedy Avenue – 100th Steet to 45th Street in order to provide for adequate water supply and water quality; and

Whereas, NIES Engineering, Incorporated has prepared plans and specifications for the Project on behalf of the Waterworks District and 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, on March 23, 2017, the Waterworks District adopted Resolution No. 2017-09 and awarded the Project to Dyer Construction Company, Inc. in the amount of Four Hundred Sixty-Three Thousand Four Hundred Ten Dollars 83/100 (\$463,410.83), to be the lowest responsive and responsible bid; and

Whereas, during the course of construction of the Project, it has become necessary to change or alter the original specifications of the project and/or to increase or decrease the planned material quantities; and

Whereas, NIES Engineering, Inc., a licensed engineer performing construction engineering services on this project, has specifically identified and presented Change Order No. 1, attached herewith, which details the changes and alterations to the Project which have a net decrease in the contract amount of Three Thousand Five Hundred Fifty-One Dollars and Eighty Four Cents (\$3,551.84); and

Whereas, The change order extends the time to complete the work by zero (0) days; and

Whereas, The Waterworks District of Highland, through its Board of Directors, now desires to approve and authorize the Change Order as described.

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

Section 1. That the First Addendum to the Construction Contract with Dyer Construction Company, Inc. for the Kennedy Avenue Water Main Replacement Project, as prepared by NIES Engineering, Incorporated, a licensed engineer performing construction engineering services on this Project, is hereby determined to be directly related to the original project and is hereby approved, adopted, and ratified in each and every respect;

Section 2. That this addendum is hereby ordered to be known as Change Order No. 1, issued to decrease net changes to the original agreement in the amount of Three Thousand Five Hundred Fifty-One Dollars and Eight Four Cents (\$3,551.84), bringing the total value of the entire agreement with any and all change orders approved to date to Four Hundred Fifty-Nine Thousand Eight Hundred Fifty-Eight Dollars and 99/100 (\$459,858.99); and

Section 3. That the total of all change orders issued that increases the scope of this Project may not exceed twenty percent (20%) of the amount of the original contract, that original being of Five Hundred Seventy-Nine Thousand and Two Hundred Sixty-Three Dollars and 53/100 (\$579,263.53), pursuant to IC 36-1-12-18(d); and

Section 4. That the original contract completion time in the amount of 140 calendar days has been extend by 0 calendar days for a total of 80 calendar days; and

Section 5. That the Proper Officers are hereby authorized to execute the necessary documents with their signatures.

Duly Approved and Adopted by the Board of Directors of the Waterworks District of Highland, Lake County, Indiana this 27th day of July, 2017 by a vote of 4 in favor and 0 opposed.

BOARD of WATERWORKS DIRECTORS
WATERWORKS DISTRICT of HIGHLAND, INDIANA
/s/ George A. Smith, President

Attest:

/s/ Matthew Timmer, Secretary of the Board of Directors, *Pro Tempore*

4. Highland Waterworks
Board of Directors
Resolution No. 2017-18

A Resolution Approving and Authorizing Change Order No. Two to the Construction Contract between the Highland Water Works Board of Directors and Gatlin Plumbing & Heating, Incorporated for the Grace Street Water Main Replacement Project. Director Timmer moved to approve Resolution No. 2017-18. Director Dabrowski seconded. On a vote viva voce, the motion passed.

WATER WORKS DISTRICT OF HIGHLAND
Board of Directors
Resolution No. 2017-18

A Resolution Approving and Authorizing Change Order No. Two to the Construction Contract between the Highland Water Works Board of Directors and Gatlin Plumbing & Heating, Incorporated for the Grace Street Water Main Replacement Project

Whereas, The Highland Waterworks 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 waterworks 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 Waterworks Law; and

Whereas, the District had determined a need to replace existing 2" galvanize pipe water main on Grace Street between LaPorte Street and Grand Boulevard and authorized work for the Grace Street Water Main Replacement Project (project; and

Whereas, NIES Engineering, Incorporated has prepared plans and specifications for the Project on behalf of the Waterworks District and 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, on March 23, 2017, the Waterworks District adopted Resolution No. 2017-07 and awarded the Project to Gatlin Plumbing & Heating, Incorporated in the amount of One Hundred Ninety-four Thousand Dollars and 00/100 (\$194,000), to be the lowest responsive and responsible bid; and

Whereas, on May 31, 2017, the Waterworks District adopted Resolution No. 2017-12, approving and authorizing Change Order No. One to the Construction Contract in the amount of Two Thousand Six Hundred Twenty-one Dollars and No Cents (\$2,621.00), bringing the total value of the entire agreement with any and all change orders approved to date to One Hundred Ninety-one Thousand Three Hundred Seventy-nine Dollars and 00/100 (\$191,379.00); and

Whereas, during the course of construction of the Project, it has become necessary to again change or alter the original scope of the project; and

Whereas, NIES Engineering, Inc., a licensed engineer performing construction engineering services on this project, has specifically identified and presented Change Order No. 2, attached herewith, which details the changes and alterations to the Project which have a net decrease in the contract amount of Four Thousand Six Hundred Thirty-seven Dollars and 04/100 Cents (\$4,637.04); and

Whereas, The change order extends the time to complete the work by zero (0) days; and

Whereas, The Waterworks District of Highland, through its Board of Directors, now desires to approve and authorize the Change Order as described.

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

Section 1. That the Second Addendum to the Construction Contract with Gatlin Plumbing & Heating, Incorporated for the Grace Street Water Main Replacement Project, as prepared by NIES Engineering, Incorporated, a licensed engineer performing construction engineering services on this Project, is hereby determined to be directly related to the original project and is hereby approved, adopted, and ratified in each and every respect;

Section 2. That this addendum is hereby ordered to be known as Change Order No. 2, issued to decrease net changes to the original agreement in the amount of Four Thousand Six Hundred Thirty-seven Dollars and 04/100 Cents (\$4,637.04), bringing the total value of the entire agreement with any and all change orders approved to date to One Hundred Eighty-six Thousand Seven Hundred Forty-one Dollars and 96/100 (\$186,741.96); and

Section 3. That the total of all change orders issued that increases the scope of this Project may not exceed twenty percent (20%) of the amount of the original contract, that original being of Two Hundred Thirty-two Thousand Eight Hundred Dollars and 68/100 Cents (\$232,800.00), pursuant to IC 36-1-12-18(d); and

Section 4. That the original contract completion time in the amount of 80 calendar days has been extend by 0 calendar days for a total of 80 calendar days; and

Section 5. That the Proper Officers are hereby authorized to execute the necessary documents with their signatures.

Duly Approved and Adopted by the Board of Directors of the Waterworks District of Highland, Lake County, Indiana this 27st day of July, 2017 by a vote of 4 in favor and 0 opposed.

BOARD of WATERWORKS DIRECTORS
WATERWORKS DISTRICT of HIGHLAND, INDIANA
/s/ George A. Smith, President

Attest:

/s/ Matthew Timmer, Secretary of the Board of Directors, *Pro Tempore*

5. Highland Waterworks
Board of Directors
Resolution No. 2017-19

A Resolution Approving and Authorizing Change Order No. One to the Construction Contract Between The Highland Water Works Board of Directors and Gatlin Plumbing & Heating INC. For The Woodward Avenue -Marth Street To Parkway Dr. Water Main Replacement Project. Director Norris moved to approve Resolution No. 2017-19. Director Timmer seconded. On a vote viva voce, the motion passed.

WATER WORKS DISTRICT OF HIGHLAND
Board of Directors
Resolution No. 2017-19

A Resolution Approving and Authorizing Change Order No. One to the Construction Contract Between The Highland Water Works Board of Directors and Gatlin Plumbing & Heating INC. For The Woodward Avenue -Marth Street To Parkway Dr. Water Main Replacement Project

Whereas, The Highland Waterworks 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 waterworks 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 Waterworks Law; and

Whereas, The Water Works District of Highland (District) through its Board of Directors, has determined a need to replace the Water Main on Woodward Avenue – Martha Street to Parkway Drive in order to provide for adequate water supply and water quality; and

Whereas, NIES Engineering, Incorporated has prepared plans and specifications for the Project on behalf of the Waterworks District and 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, on March 23, 2017, the Waterworks District adopted Resolution No. 2017-08 and awarded the Project to Gatlin Plumbing & Heating INC. in the amount of Two Hundred Fifty-Five Thousand Two Hundred and Fifty-Five Dollars and 00/100 (\$255,255.00), to be the lowest responsive and responsible bid; and

Whereas, during the course of construction of the Project, it has become necessary to change or alter the original specifications of the project and/or to increase or decrease the planned material quantities; and

Whereas, NIES Engineering, Inc., a licensed engineer performing construction engineering services on this project, has specifically identified and presented Change Order No. 1, attached herewith, which details the changes and alterations to the Project which have a net decrease in the contract amount of Twenty Thousand Four Hundred Twenty-Nine Dollars and Forty Six Cents (\$20,429.46); and

Whereas, The change order extends the time to complete the work by zero (0) days; and

Whereas, The Waterworks District of Highland, through its Board of Directors, now desires to approve and authorize the Change Order as described.

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

Section 1. That the First Addendum to the Construction Contract with Gatlin Plumbing & Heating, Inc. for the Woodward Avenue Water Main Replacement Project, as prepared by NIES Engineering, Incorporated, a licensed engineer performing construction engineering services on this Project, is hereby determined to be directly related to the original project and is hereby approved, adopted, and ratified in each and every respect;

Section 2. That this addendum is hereby ordered to be known as Change Order No. 1, issued to decrease net changes to the original agreement in the amount of Three Thousand Five Hundred Fifty One Dollars and Eight Four Cents (\$20,429.46), bringing the total value of the entire agreement with any and all change orders approved to date to Two Hundred Thirty-Four Thousand Eight Hundred Twenty-Five and 54/100 (\$234,825.54); and

Section 3. That the total of all change orders issued that increases the scope of this Project may not exceed twenty percent (20%) of the amount of the original contract, that original being of Three Hundred Nineteen Thousand and Sixty-eight Dollars and 75/100 (\$319,068.75), pursuant to IC 36-1-12-18(d); and

Section 4. That the original contract completion time in the amount of 80 calendar days has been extend by 0 calendar days for a total of 80 calendar days; and

Section 5. That the Proper Officers are hereby authorized to execute the necessary documents with their signatures.

Duly Approved and Adopted by the Board of Directors of the Waterworks District of Highland, Lake County, Indiana this 27th day of July, 2017 by a vote of 4 in favor and 0 opposed.

BOARD of WATERWORKS DIRECTORS
WATERWORKS DISTRICT of HIGHLAND, INDIANA
/s/ George A. Smith, President

Attest:

/s/ Matthew Timmer, Secretary of the Board of Directors, *Pro Tempore*

New Business:

1. Approval to pay Dyer Construction Company, Inc. in the amount of \$110,326.56 for the Kennedy Avenue Water Main Replacement Project. Director Timmer moved to approve. Director Norris seconded. On a vote viva voce, the motion passed.
2. Approval to pay Gatlin Plumbing & Heating Inc. in the amount of \$52,304.71 for the Grace Street Water Main Replacement Project. Director Dabrowski moved to approve. Director Timmer seconded. On a vote viva voce, the motion passed.
3. Approval to pay Gatlin Plumbing & Heating Inc. in the amount of \$44,922.04 for the Woodward Avenue Water Main Replacement Project. Director Timmer moved to approve. Director Norris seconded. On a vote viva voce, the motion passed.

Reports:

1. Waterworks Superintendent- Mark Knesek, Operations Director, discussed the Town's need for a new Water Utility Truck. He passed around a picture of a similar unit. Director Norris directed Bob Johnsen and Mark Knesek to start getting bids for new Water Utility Truck. Director Smith advised to have this noted in the minutes so this can move forward quickly.
2. Waterworks Attorney- NONE
3. Waterworks Engineer- NONE
4. Fire Department- NONE

Business from the Floor: None.

Claims:

Per the docket in the amount of:

062	Consumer Deposits	\$51.35
064	Waterworks Operating	\$206,835.70
066	Water Improvements	\$195,507.70
068	Water Capital	\$114,585.74
Total		\$516,980.49

Director Timmer moved to approve the claims per the July 27, 2017 docket in the amount of \$516,980.49. Director Norris seconded. On a vote viva voce, the motion passed.

Notes:

Mr. Griffin requested for the Water Board to review the final language for new rules on the water bill billing process. He is asking to have this done by the next meeting, August 24, 2017. Mr. Griffin is also planning to have a resolution for the Annual Budget Transfer ready for the Board's next meeting.

Next Meeting:

The next Public Meeting will be held on Thursday, August 24, 2017 at 7:00 p.m. following a study session at 6:30 p.m.

ADJOURNMENT: With no other business to come before the Board of Waterworks Directors, President George A. Smith moved to adjourn. On a vote viva voce, the motion passed. Meeting adjourned at 8:04 p.m.

Respectfully Submitted,
Michelle Kobeszka, Recording Secretary