

AGENDA
HIGHLAND WATER WORKS
BOARD OF DIRECTORS
THURSDAY, FEBRUARY 25, 2021
6:30 P.M.
PLENARY MEETING

PLEDGE OF ALLEGIANCE

ROLL CALL:

President George A. Smith

Director Rick Volbrecht

Director Jason Tharp

Director Curt Schroeder

Director Ed Dabrowski

Minutes of

Previous Session: *Minutes of the Plenary Meeting – January 28, 2021*

Communications:

Special Orders: Oath of Office

UNFINISHED BUSINESS AND GENERAL ORDERS:

1. Highland Water Works
Board of Directors
Resolution No. 2021-03

A Resolution establishing the 2021 Capital Project Budget of the Water Works to be paid from its Water Works Improvement Fund.

2. Highland Water Works
Board of Directors
Resolution No. 2021-04

A Resolution declaring a special purchase and accepting a quote from Utility Supply Company for the purchase of 25 Mueller Fire Hydrants (various bury depths) at a total cost of \$49,466.00.

3. Highland Water Works
Board of Directors
Resolution No. 2021-05

A Resolution declaring a special purchase and accepting a quote and proposal from Water Resources for the purchase of a data collector and a 3-year cloud-based software contract for Neptune 360 in the amount of \$51,030.00 over 3 years

New Business: Review and discuss proposals received from Suez, Inc. and Dixon Engineering to provide an Asset Maintenance Program for the elevated water storage tanks.

Reports:

1. Water Works Superintendent
2. Water Works Attorney
3. Water Works Engineer
4. Fire Department

Business from the Floor:

Claims:

Per the docket in the amount of:

061	Water Works District	\$0.00
062	Consumer Deposits	\$0.00
064	Water Works Operating	\$342,738.68
066	Water Improvements	\$238.36
068	Water Capital	\$0.00
Total		\$342,977.04

Next Meeting:

The next Plenary Meeting will be held on Thursday, March 25, 2021 at 6:30 p.m.

ADJOURNMENT:

Meeting Adjourned at: _____

**ENROLLED MINUTES OF THE
HIGHLAND WATER WORKS BOARD OF DIRECTORS
THURSDAY, JANUARY 28, 2021**

Study Session. The Highland Water Works Board of Directors convened in study session immediately before the Regular Public Meeting at 6:30 p.m. on Thursday, January 28, 2021 via an on-line Zoom Meeting due to the Covid-19 Pandemic, in order to discuss the final agenda of the regular meeting. The meeting was opened with the Pledge of Allegiance.

ROLL CALL: Present on roll call were Directors George A. Smith, Larry Kondrat, Rick Volbrecht, Curt Schroeder, and Ed Dabrowski. A quorum was attained. Also present were Mark Knesek, Public Works Director; Derek Snyder, NIES Engineering; Robert F. Tweedle, Board Attorney; Tim Gembala, Operations Director; Michael Griffin, Clerk Treasurer; and Kim Webb, Recording Secretary.

1. Derek Snyder, NIES Engineering, discussed with the Board Water Main Replacement Projects for 2021. The two projects that are scheduled to be completed this year are the Martha St. Water Main Replacement Project and the 3500 block of Jewett Avenue Water Main Replacement and Street Improvement Project.
2. Robert Tweedle, Board Attorney, discussed with the Board proposals that were received from Suez, Inc. and Dixon Engineering for an Asset Management Plan for the elevated water tanks.
3. Mark Knesek, Public Works Director, discussed with the Board a current water main break in a backyard on Maple St. There was also a water main break on Laporte St. earlier in the week.

Regular Meeting: The Highland Water Works Board of Directors met in its Regular Public Session on Thursday, January 28, 2021 via an on-line Zoom Meeting due to the Covid-19 Pandemic directly following the study session. President Smith opened the meeting at 6:44 pm. The minutes were recorded by Ed Dabrowski, serving as Administrator of the Zoom Meeting.

ROLL CALL: Present on silent roll call were Directors Ed Dabrowski, George A. Smith, Larry Kondrat, Rick Volbrecht, and Curt Schroeder. Also present were Derek Snyder, NIES Engineering, Inc.; Mark Knesek, Operations Director; Robert F. Tweedle, Attorney; Tim Gembala, Operations Director; Michael Griffin, Clerk Treasurer; and Kim Webb, Recording Secretary.

MINUTES: President Smith asked if there were any corrections to the Minutes of the Regular Meeting of December 30, 2020 as prepared and posted. Director Volbrecht moved to approve the minutes of the Regular Meeting on December 30, 2020. Director Kondrat seconded. Upon a roll call vote, there were (5) affirmations and no negatives. The motion passed.

Special Orders:

1. Election of Officers

Director Schroeder moved to nominate a slate of officers as follows:

President – Director Smith.

Vice President – Director Kondrat

Secretary – Director Volbrecht

Director Kondrat seconded. There were no further nominations. Upon a roll call vote, there were (5) affirmations and no negatives. The motion passed.

2. Appointments

Director Smith moved to have Kim Webb continue as Water Works Board Recording Secretary for the year 2021. Director Volbrecht seconded. Upon a roll call vote, there were (5) affirmations and no negatives. The motion passed.

Robert F. Tweedle previously submitted a proposal to serve as the Water Works Board Attorney for 2021. Director Volbrecht moved to appoint Robert F. Tweedle as the Waterworks Board Attorney for the year 2021. Director Dabrowski seconded. Upon a roll call vote, there were (5) affirmations and no negatives. The motion passed.

NIES Engineering previously submitted a proposal to serve as the Water Works Board Engineer for the year 2021. Director Kondrat moved to appoint NIES Engineering as the Waterworks Board Engineer. Director Volbrecht seconded. Upon a roll call vote, there were (5) affirmations and no negatives. The motion passed.

Communications: None.

Unfinished Business and General Orders:

1. Highland Waterworks
Board of Directors
Resolution No. 2021-01

A Resolution authorizing and approving an agreement between NIES Engineering, Incorporated and the Water Works District of Highland to perform professional engineering services as District Water Works Engineer for the year 2021. Director Kondrat moved to approve Resolution 2021-01. Director Volbrecht seconded. Upon a roll call vote, there were (5) affirmations and no negatives. The motion passed.

WATER WORKS DISTRICT OF HIGHLAND
Board of Directors
Resolution No. 2021-01

A RESOLUTION AUTHORIZING AND APPROVING AN AGREEMENT BETWEEN NIES ENGINEERING, INCORPORATED AND THE WATER WORKS DISTRICT OF HIGHLAND TO PERFORM PROFESSIONAL ENGINEERING SERVICES AS DISTRICT WATER WORKS ENGINEER FOR THE YEAR 2021

Whereas, The Water Works District of Highland, through its Board of Directors, has heretofore determined a need to engage the professional engineering services in order carry out the mission of the District; and

Whereas, NIES Engineering, Incorporated, (Consultant) has offered and presented an Agreement to provide and furnish Professional Engineering Services in consideration for fees to be charged and billed monthly; 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 Water Works District of Highland, through its Board of Directors, now desires to accept and approve the agreement for services as herein described.

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

Section 1. That the Professional Engineering Agreement (incorporated by reference and made a part of this resolution) between NIES Engineering, Incorporated, and the Water Works District of Highland for District Water Works Engineer for the year 2021 is hereby approved, adopted and ratified in each and every respect;

Section 2. That the terms and charges under the agreement for professional engineering services are found to be reasonable and fair;

Section 3. That the Water Works District of Highland, through its Board of Directors, believes that NIES Engineering, Incorporated has demonstrated professional competence and qualifications to perform the particular professional engineering services called for in the Agreement and associated project, pursuant to I.C. 5-16-11.1-5;

Section 4. That the President of the Water Works District of Highland be authorized to execute the Agreement with his signature as attested thereto by Secretary of the Water Works District of Highland.

Duly Adopted, Resolved and Ordered by the Water Works Board of Directors of Highland, Lake County, Indiana, this 28th day of January 2021. Having been passed by a vote of 5 in favor and 0 opposed.

**WATER WORKS DISTRICT OF HIGHLAND, INDIANA
BY ITS WATER WORKS BOARD OF DIRECTORS:**

/s/George A. Smith, President

Attest:

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

2. Highland Waterworks
Board of Directors
Resolution No. 2021-02

A Resolution authoring compensation for certain employees to be derived from the proper fund of the Water Works Utility of the Town of Highland Water Works Department, Lake County, Indiana. Director Dabrowski moved to approve Resolution 2021-02. Director Volbrecht seconded. Upon a roll call vote, there were (5) affirmations and no negatives. The motion passed.

**HIGHLAND DEPARTMENT of WATERWORKS
BOARD of WATERWORKS DIRECTORS
RESOLUTION No. 2021-02**

**A RESOLUTION AUTHORIZING COMPENSATION FOR CERTAIN EMPLOYEES TO BE DERIVED FROM THE
PROPER FUND OF THE WATER WORKS UTILITY OF THE TOWN OF HIGHLAND WATER WORKS
DEPARTMENT, LAKE COUNTY, INDIANA**

Whereas, The Highland Town Council, as legislative body of the municipality, **adopted Chapter 12.05 of the Highland Municipal Code**, establishing the Highland Water Works Board and the Department of Water Works, pursuant to provisions of I.C. 8-1.5-4-1 through 8-1.5-4-19; and,

Whereas, Those provisions incorporate by reference provisions of I.C. 8-1.5-3-4, outlining for and conferring upon the Water Works Board of Directors certain responsibilities relative to the management of the utility's human and physical resources;

BE IT HEREBY RESOLVED by the Board of Directors of the Water Works Department of the Town of Highland, Lake County, Indiana, as follows:

Section 1. That the compensation and other provisions set forth in the wage and salary and the compensation and benefits ordinances as passed by the Town Council are hereby adopted and ratified for the Directors and officers of the Department of Waterworks, its Waterworks District and those employees of the municipality performing duties for the utility.

Section 2. That wages and salaries are hereby established for the employees and certain professional appointments of the Department of Waterworks, to be effective **January 10, 2021**, as set forth below:

Attorney	\$1,200 per year (\$300 per quarter) \$190.00/hr
Recording Secretary	\$ 65 per month
Utility Consulting Engineer(s) (retainer)	\$ 350 per month
Utility Services Field Representative	\$10.56/hr (start) (part-time) \$12.04/hr (after one year) (part-time)
Part-time help (Laborer)	\$ 9.27 - \$ 11.99 hr.
CDL Driver (Part-time)	\$ 16.34/hr
Temporary (Summer help)	\$ 9.00/hr. (first year) \$ 9.35/hr. (2 nd year) \$ 9.70/hr. (3 years or more)

Section 3. That the Highland Water Works Board authorizes and approves that a share of the compensation of the deputies and employees in the Office of the Clerk-Treasurer as well as a share of the compensation of the Clerk-Treasurer may be paid from the proper utility fund of the Water Works, for services connected with the operation of the utility, subject to the laws governing same;

- a. That such pay shall be a part of and not in addition to the compensation as fixed by the Town Council in its most recently adopted wage and salary ordinances; and,
- b. That the compensation set forth in the wage and salary ordinance as most recently passed by the Town Council is hereby adopted and ratified.

Section 4. That the Highland Water Works Board of Directors authorizes and approves that a share of the compensation of the employees in the Public Works Department may *be* paid from the proper utility fund of the Water Works, for services connected with the operation of the utility, subject to the laws governing same;

- a. That such pay shall be a part of and not in addition to the compensation as fixed by the Town Council in its most recently adopted wage and salary ordinance; and,
- b. That the compensation set forth in the wage and salary ordinance most recently passed by the Town Council for utility employees is hereby adopted and ratified for utility employees of the Waterworks Department.

Section 5. That the compensation and benefits policies as adopted and are in effect in the most recently adopted Compensation and Benefits ordinance is hereby adopted and ratified for employees of the utility and its officers;

Duly Approved and Adopted by the Board of Directors of the Highland Water Works, Lake County, Indiana this 28th day of January, 2021 by a vote of 5 in favor and 0 opposed.

**THE DEPARTMENT of 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 – No report.
- 2. Water Works Attorney – No report.
- 3. Water Works Engineer – No report.
- 4. Fire Department – No report.

Business from the Floor:

Claims:

Per the docket in the amount of:

061	Water Works District	\$0.00
062	Consumer Deposits	\$77.29
064	Waterworks Operating	\$130,854.73
066	Water Improvements	\$1,134.13
068	Water Capital	\$0.00
<hr/>		
Total		\$132,246.15

Director Dabrowski moved to approve the claims per the January 28, 2021 docket in the amount of \$132,246.15. Director Volbrecht 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 on Thursday, February 25, 2021 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 7:01 p.m.

Respectfully Submitted,

Kim Webb, Recording Secretary

**Water Works District of Highland
Board of Directors
Capital Budget Resolution No. 2021-03**

**A RESOLUTION ESTABLISHING THE 2021 CAPITAL PROJECT BUDGET OF THE
WATERWORKS TO BE PAID FROM ITS WATERWORKS IMPROVEMENT FUND**

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 Board of Directors in performing its duties, now determines that passage and adoption of a Capital Budget Resolution establishing a Capital Budget to be paid from funds of the Waterworks to be necessary for the sound management and control of the waterworks 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 Waterworks, Lake County, Indiana, as follows:

Section 1. That for the Capital expenses as hereinafter identified of said Waterworks, 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 Waterworks Improvement Fund:

Martha St Water Main Improvement Project (PE) - Addendum	\$4,500.00
3500 Block of Jewett Ave Water Main Improvement Project (PE)	\$17,000.00
Water Meters	\$70,000.00
Equipment	\$9,810.00
Hydrants/Valves/Fittings	\$50,000.00
<hr/> Total	<hr/> \$151,310.00

Section 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;

Section 3. That the Superintendent of the Waterworks 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;

Section 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;

Section 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 Waterworks Board of Directors of Highland, Lake County, Indiana, this 25th day of February, 2021. Having been passed by a vote of _____ in favor and _____ opposed.

**HIGHLAND WATERWORKS
BY ITS BOARD OF DIRECTORS:**

George A. Smith, President

Attest:

Richard E. Volbrecht, Jr., Secretary

**WATERWORKS DISTRICT OF HIGHLAND
BOARD OF WATERWORKS DIRECTORS
RESOLUTION NO. 2021-04**

**A RESOLUTION DECLARING A SPECIAL PURCHASE AND ACCEPTING A QUOTE FROM
UTILITY SUPPLY COMPANY FOR THE PURCHASE OF 25 MUELLER FIRE HYDRANTS
(VARIOUS BURY DEPTHS) AT A TOTAL COST OF \$49,466.00**

Whereas, the Waterworks District of Highland (District) is governed by its Board of Waterworks 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 District has determined the need to replace 25 aging fire hydrants in order to provide reliable fire protection and maintenance flushing for the water system; and

Whereas, Pursuant to §3.05.050 (D) (6) of the Highland Municipal Code (HMC), the Public Works Director as Waterworks Superintendent serves as the purchasing agent for the Highland Waterworks Department; and

Whereas, Pursuant to §3.05.065 (I) of the HMC, the purchasing agent may make a special purchase of fire hydrants considering that (1) the compatibility of equipment, accessories, or replacement parts is a substantial consideration in the purchase of fire hydrants; and (2) only one source meets the agency's reasonable requirements; and

Whereas, The Waterworks Superintendent has procured a quote from Utility Supply Company for the purchase of 25 Mueller fire hydrants (various bury depths) at a total cost of \$49,466.00; and

Whereas, Pursuant to §3.05.030 (B) of the HMC, the purchase exceeds \$15,000.00, which requires the additional approval of the purchasing agency; and

Whereas, Pursuant to §3.05.050 (B) of the HMC, the Board of Waterworks Directors serves as the purchasing agency for the waterworks department; 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 District, through its Board of Directors, now desires to accept the quote for 25 Mueller fire hydrants from Utility Supply Company.

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

1. That the District has determined that the purchase of 25 Mueller fire hydrants constitutes a special purchase, pursuant to §3.05.065 (I);
2. That the quote from Utility Supply Company, attached hereto and made a part of this Resolution, in the amount of Forty-nine Thousand Four Hundred Sixty-six and 00/100 (\$49,466.00) for the purchase of 25 Mueller fire hydrants (various bury depths) is hereby accepted;
3. That the Waterworks Superintendent is authorized to execute the agreement and all documents necessary to implement the purchase.

Duly Adopted, Resolved and Ordered by the Waterworks Board of Directors of Highland, Lake County, Indiana, this 25th day of February, 2021. Having been passed by a vote of ____ in favor and ____ opposed.

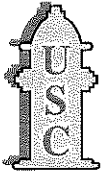
**HIGHLAND WATERWORKS
BY ITS BOARD OF DIRECTORS:**

George A. Smith, President

Attest:

Richard E. Volbrecht, Jr., Secretary

QUOTATION



UTILITY SUPPLY COMPANY
 52 SOUTH PARK AVENUE
 PERU, IN 46970
 US
 765-472-4398

Order Number	
1374424	
Order Date	Page
2/24/2021 11:36:43	1 of 1

Quote Expires On 3/6/2021

Bill To:

HIGHLAND WATER DEPT
 8001 KENNEDY AVE
 HIGHLAND, IN 46322
 US

Ship To:

HIGHLAND WATER DEPT
 8001 KENNEDY AVE
 HIGHLAND, IN 46322
 US

219-972-5083

Attn: KIM WEBB

Requested By: TIM GEMBALA

Customer ID: 101158

<i>PO Number</i>	<i>Ship Route</i>	<i>Taker</i>
MUELLER HYDRANTS-1/21/2021 10:17:25		MMUNDY

<i>Quantities</i>					<i>Item ID</i>	<i>Pricing UOM</i>	<i>Unit Price</i>	<i>Extended Price</i>
<i>Ordered</i>	<i>Allocated</i>	<i>Remaining</i>	<i>UOM Unit Size</i>	<i>Disp.</i>	<i>Item Description</i>	<i>Unit Size</i>		
6.00	0.00	6.00	EA		423-533998	EA	1,917.0000	11,502.00
				1.0	4' BURY 6" MJ SHOE SUPER CENTURION 250 WITH STORZ - SAFETY YELLOW	1.0		
5.00	0.00	5.00	EA		423-531206	EA	1,955.0000	9,775.00
				1.0	4-1/2' BURY 6 MJ SHOE L/ACC OL YELLOW -1/4 MVO MUELLER FIRE HYDRANT 5IN STORZ CONNECTION 2 - 2-1/2 NST HOSE NOZZLES YELLOW OPEN LEFT	1.0		
7.00	0.00	7.00	EA		A42356YSTORZ	EA	1,994.0000	13,958.00
				1.0	423-525534 5 FT BURY 6 MJ SHOE L/ACC 5-1/4 MVO MUELLER FIRE HYDRANT 5IN STORZ CONNECTION 2 - 2-1/2 NST HOSE NOZZLES YELLOW OPEN LEFT	1.0		
7.00	0.00	7.00	EA		A42351/26YSTORZ	EA	2,033.0000	14,231.00
				1.0	423-529116 5-1/2 FT BURY 6 MJ SHOE L/ACC 5-1/4 MVO MUELLER FIRE HYDRANT 5IN STORZ CONNECTION 2 - 2-1/2 NST HOSE NOZZLES YELLOW OPEN LEFT	1.0		

Total Lines: 4

SUB-TOTAL: 49,466.00
TAX: 0.00
AMOUNT DUE: 49,466.00
 U.S. Dollars

**WATER WORKS DISTRICT OF HIGHLAND
BOARD OF WATER WORKS DIRECTORS
RESOLUTION NO. 2021-05**

**A RESOLUTION DECLARING A SPECIAL PURCHASE AND ACCEPTING A QUOTE AND
PROPOSAL FROM WATER RESOURCES FOR THE PURCHASE OF A DATA COLLECTOR
AND A 3-YEAR CLOUD-BASED SOFTWARE CONTRACT FOR NEPTUNE 360 IN THE
TOTAL AMOUNT OF \$51,030.00 OVER 3 YEARS**

Whereas, the Water Works District of Highland (District) is governed by its Board of Water Works 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 District has determined the need to replace the current aged equipment and software for data collection of the water metering data; and

Whereas, Pursuant to §3.05.050 (D) (6) of the Highland Municipal Code (HMC), the Public Works Director as Water Works Superintendent serves as the purchasing agent for the Highland Water Works; and

Whereas, The District had previously selected Neptune Technology Group (Neptune) as its sole source of supply for water meters owing to its advanced metering and meter reading technology and has made significant capital investments in Neptune equipment and software for the purpose of meter reading and assessing customer usage; and

Whereas, Pursuant to §3.05.065 (I) of the HMC, a purchasing agent may make a special purchase of meter data collector and software considering that (1) the compatibility of equipment, accessories, or replacement parts is a substantial consideration in the purchase; and (2) only one source meets the agency's reasonable requirements; and

Whereas, The Water Works Superintendent has procured a quote from Water Resources for the purchase of a Neptune data collector and software license over the next three years in the amount as follows:

Year 1: Regular Price \$17,100.00	after 30% discount	\$11,970.00
Year 2: Regular Price \$17,100.00	after 15% discount	\$14,535.00
Year 3: Regular Price \$17,100.00		

Mobile Data Collector: \$7,425.00

For a total equipment and data management charge over 3 years of \$51,030.00; and

Whereas, Pursuant to §3.05.030 (B) of the HMC, the purchase exceeds \$15,000 and is for a duration of more than one year, which requires the additional approval of the purchasing agency, and

Whereas, Pursuant to §3.05.050 (B) of the HMC, the Board of Water Works Directors serves as the purchasing agency for the water works department; 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 Water Works District of Highland, through its Board of Directors, now desires to accept the quote for Neptune equipment and software from Water Resources.

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

1. That the District has determined that the purchase of a Neptune data collector and software data management, pursuant to §3.05.065 (I), constitutes a special purchase;
2. That the quote from Water Resources, attached hereto and made a part of this Resolution, in the total amount of Fifty-One Thousand Thirty Dollars and 00/100 (\$51,030.00) for the replacement of the data collection equipment and a 3-year data management software subscription is hereby accepted;
3. That the Water Works District Superintendent is authorized to execute the agreement and all documents necessary to implement the purchase.

Duly Adopted, Resolved and Ordered by the Water Works Board of Directors of Highland, Lake County, Indiana, this 25th day of February, 2021. Having been passed by a vote of ____ in favor and ____ opposed.

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

George A. Smith, President

Attest:

Richard E. Volbrecht, Jr., Secretary



WATER RESOURCES

2/23/2021

Town of Highland
8001 Kennedy Ave
Highland, IN 46322

Neptune 360 is a cloud based data management solution for water metering data and analytics. Below are some of the key features of Neptune 360.

- Utility no longer needs to maintain and upgrade servers
- Scalable for any size utility
- World class Data Security provided 24x7, 365 days per year
- Disaster Recovery
- BYOD Integration – “Bring Your Own Device” capability delivers an alternate approach to ruggedized device needs in the field and supports Android and iOS operating systems for both mobile devices and tablets.

Neptune 360 SAAS Cost

Neptune is offering a promotional rate if a 3 year contract is agreed upon which includes up to a 30% discount. This offer also waives all setup fees of \$6500.00 and also there will be no annual maintenance fees with Neptune 360 which is a savings of \$3300.00 per year currently.

Year 1	Regular Price \$17,100.00	after 30% discount	\$11,970.00
Year 2	Regular Price \$17,100.00	after 15% discount	\$14,535.00
Year 3	Regular Price \$17,100.00		

Mobile Data Collector

MRX920 v4 Mobile Data collector with blue tooth to be used with BYOD. \$7425.00

Very Truly Yours,

Anthony Gattuso

Fund	Dept	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #	
064	0000	Fund 064 WATER OPERATING						
064	0000	064-0000-00100	90587	HAMMOND WATER WORKS	DEPARTMENT#962410107 WATER USAGE 11/30-12/31	23,339.00	23007	
064	0000	064-0000-00100	90588	HAMMOND WATER WORKS	DEPARTMENT#9624410000 WATER USAGE 11/30-12/31	20,344.00	23008	
064	0000	064-0000-00100	90589	HAMMOND WATER WORKS	DEPARTMENT#9624410000 WATER USAGE 12/31/20-1	19,542.00	23009	
064	0000	064-0000-00100	90590	HAMMOND WATER WORKS	DEPARTMENT#962410107 WATER USAGE 12/31/2020-1	22,424.00	23010	
064	0000	064-0000-00100	90591	TOWN OF HIGHLAND	GASOLINE FUEL BY USAGE	3,088.03	23011	
064	0000	064-0000-00100	90624	NORTHERN IN PUBLIC SERVICE	C/WATER MULTI	18,370.52	999297	
064	0000	064-0000-00100	90623	NORTHERN IN PUBLIC SERVICE	C/D/S MISC TH GARAGE 750-201-002-4	1,777.08	23012	
064	0000	064-0000-00100	90896	ALTOFFER INDUSTRIES INC	WATER PLANT GENERATOR SERVICE AGRE.	179.00		
064	0000	064-0000-00100	90897	ALTOFFER INDUSTRIES INC	WATER PLANT GENERATOR SERVICE AGRE.	1,865.00		
064	0000	064-0000-00100	90898	WADERS AND SOCKET	WADERS AND SOCKET FOR WATER DEPT	135.04		
064	0000	064-0000-00100	90899	AMAZON	OFFICE SUPPLIES - PW	242.03		
064	0000	064-0000-00100	90900	AMERICAN WATER WORKS ASSOC	MEMBERSHIP RENEWAL - MIKE PIPTA	90.00		
064	0000	064-0000-00100	90901	AMICI GRILL AND PIZZERIA	FOOD FOR WATER DEPT.	93.00		
064	0000	064-0000-00100	90902	AMICI GRILL AND PIZZERIA	FOOD FOR WATER DEPT. 1/31/2021	78.13		
064	0000	064-0000-00100	90941	AUSTGEN ELECTRIC INC	REPLACE OLD HEATER AT DYER WATER E.	176.12		
064	0000	064-0000-00100	90903	AUTO-WARUS	JANUARY 2021 INVOICES FOR WATER DE.	768.19		
064	0000	064-0000-00100	90647	BAKER TILLY MUNICIPAL ADVISO	D/S WATER BANK RECONCILIATION	568.00		
064	0000	064-0000-00100	90652	BAXTER PRINTING INC	D/S ENVELOPES	96.66		
064	0000	064-0000-00100	90653	BAXTER PRINTING INC	D/S WATER APPS/DUMP PERMITS	250.00		
064	0000	064-0000-00100	90870	BELLEFEUIL, SZUR & ASSOC/DBA	D/S ANNUAL SRV/SUPPORT FEE 12/18,1.	2,666.67		
064	0000	064-0000-00100	90818	BINGHAM GREENEBAUM DOLL LLP	PROFESSIONAL SERVICES THROUGH 1/4-	28,582.32		
064	0000	064-0000-00100	90904	C & M PIPE & SUPPLY CO INC	VALVE BOX RINGS FOR WATER DEPT.	1,133.00		
064	0000	064-0000-00100	90871	CBL CONSULTING, INC	D/S TONER CARTRIDGES	210.00		
064	0000	064-0000-00100	90905	DVANE'S ELECTRIC, INC	SERVICE CALL FOR GENERATOR AT WATER.	474.81		
064	0000	064-0000-00100	90906	GLOBAL MAINTENANCE & CO.	D/S GENERAL CLEANING SERVICES FO.	700.00		
064	0000	064-0000-00100	90907	GRAINGER	HIP BOOTS FOR NEWER EMPLOYEE JOE AI	79.49		
064	0000	064-0000-00100	90908	GREAT LAKES WELDING	CYLINDER RENTAL FOR JANUARY 2021	65.10		
064	0000	064-0000-00100	90909	HACH COMPANY	CHLORINE FOR WATER DEPT.	284.97		
064	0000	064-0000-00100	90925	HOSE CONNECTIONS INC	REPAIR TO HYDRAULIC HOSES FOR WATER.	24.30		
064	0000	064-0000-00100	90872	HR DIRECT	D/S WTR PERSONNEL FILE FOLDERS	15.00		
064	0000	064-0000-00100	90926	J & L FASTENERS, INC.	POLY BALL VALVE AND ADAPTER FOR WA	123.00		
064	0000	064-0000-00100	90932	KEYSTONE BONDING&SURETY AGEN	WATERWORKS BOARD BOND 1/1/2021-1/1	300.00		
064	0000	064-0000-00100	90942	LINDCO EQUIPMENT SALES, INC	COXREEL O-RING KIT FOR WATER DEPT 1	69.75		
064	0000	064-0000-00100	90910	LINDCO EQUIPMENT SALES, INC	LED LIGHTS FOR WATER DEPT.	75.44		
064	0000	064-0000-00100	90911	LINDCO EQUIPMENT SALES, INC	VALVE FOR AIR TAILGATE FOR WATER D.	111.94		
064	0000	064-0000-00100	90943	LINDY'S ACE HARDWARE, INC	BLADE AND AIR COUPLER FOR WATER DE.	12.97		
064	0000	064-0000-00100	90873	LITHOGRAPHIC COMMUNICATIONS	FEB 2021 UTILITY BILLING	1,302.60		
064	0000	064-0000-00100	90863	LITHOGRAPHIC COMMUNICATIONS	D/S UTILITY RETURN WINDOW ENVELOPE.	775.00		
064	0000	064-0000-00100	90664	LITHOGRAPHIC COMMUNICATIONS	D/S UTILITY RETURN WINDOW ENVELOPES	1,577.50		
064	0000	064-0000-00100	90665	LITHOGRAPHIC COMMUNICATIONS	D/S BILL STOCK 2021 AGREEMENT	1,087.50		
064	0000	064-0000-00100	90912	LONDON WITTE GROUP, LLC	1/5 HIGHLAND'S SHARE SERVICE THROU	4,482.80		
064	0000	064-0000-00100	90927	MECHANICAL CONCEPTS, INC.	PREVENTIVE MAINT. QTRLY - PW	825.00		
064	0000	064-0000-00100	90928	MENARDS	HOSE AND SCREW CAP FOR WATER DEPT.	35.75		
064	0000	064-0000-00100	90913	MENARDS	SCRAPER AND ADHESIVE REMOVER FOR W.	56.28		
064	0000	064-0000-00100	90914	MENARDS	CLEANING SUPPLIES FOR WATER DEPT.	25.15		
064	0000	064-0000-00100	90915	MENARDS CORP - SCHERERVILLE	SNOW FENCE AND POST FOR WATER DEPT	176.60		
064	0000	064-0000-00100	90944	MENARDS CORP - SCHERERVILLE	PRIMER AND TAPE FOR WATER DEPT.	66.42		
064	0000	064-0000-00100	90945	MENARDS CORP - SCHERERVILLE	ADHESIVE REMOVER AND PAPER WIPES F.	18.52		
064	0000	064-0000-00100	90916	MICHAEL PIPTA (R)	REIMBURSE LOGMEIN ANNUAL SUBSCRIPT	349.99		
064	0000	064-0000-00100	90917	MICROBAC LABORATORIES, INC	D/S COLIFORM SAMPLING FOR JANUARY	672.00		
064	0000	064-0000-00100	90918	NIES ENGINEERING, INC.	GENERAL CONSULTING THROUGH 1/22 WA	3,145.05		
064	0000	064-0000-00100	90919	NIES ENGINEERING, INC.	GENERAL CONSULTING THROUGH 1/22/21	553.84		

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
Fund 064 WATER OPERATING						
Dept 0000						
064-0000-00100	MAIL FORWARDING FEES 2/10/2021	90874	GENERAL FUND	MAIL FORWARDING FEE 2/10/2021	5.58	
064-0000-00100	MAIL FORWARDING FEES 1/22/2021	90500	GENERAL FUND	MAIL FORWARDING FEE	4.96	
064-0000-00100	FLE031-00858 REPLACEMENT SLIDE	90929	POWER BREAK & SPRING SERVICE	REPLACEMENT SLIDETRAX FOR WATER DE	224.43	
064-0000-00100	D/S FDRS,CALC,TNR,MRKR,CLSP	I90501	PULSE TECHNOLOGY OF INDIANA	D/S FDRS,CALC,TNR,MRKR,CLSP ENV,P	107.28	
064-0000-00100	SERVICES RENDERED	90920	ROBERT F TWEEDLE	SERVICES RENDERED THROUGH 2/3 HW	3,800.00	
064-0000-00100	PAINT/SUPPLIES	90921	SHERWIN WILLIAMS CORP	PAINT AND SUPPLIES FOR OFFICE WATE	5,937.93	
064-0000-00100	RADIODETECTION RD5100H20+	PIPE90930	USA BLUE BOOK	PIPE AND CABLE LOCATOR KIT FOR WAT	25.00	
064-0000-00100	H10895-200 5/8 RUBBER METER	GF90922	UTILITY SUPPLY COMPANY	5/8 RUBBER METER GASKET FOR WATER	25.00	
064-0000-00100	H10895-200 5/8 RUBBER METER	GF90923	UTILITY SUPPLY COMPANY	5/8 RUBBER METER GASKET FOR WATER	25.00	
064-0000-00100	41003 3" EXTENSION WITH SET	SC90924	UTILITY SUPPLY COMPANY	EXTENSIONS FOR WATER DEPT.	293.25	
064-0000-00100	WATER SALES TAX	90881	INDIANA DEPT OF REVENUE	DECEMBER 2020 WATER SALES TAX	15,266.19	999298
064-0000-23600	WATER SALES TAX	90882	INDIANA DEPT OF REVENUE	JANUARY 2021 WATER SALES TAX	15,582.69	999299
064-0000-34023	DENTAL INS	90758	TOWN OF HIGHLAND INS FUND	(V JANUARY 2021 HEALTH/LIFE INS PREM	795.35	23014
064-0000-34023	HEALTH INS	90759	TOWN OF HIGHLAND INS FUND	(V FEBRUARY 2021 HEALTH/LIFE INS PREM	21,271.21	23014
064-0000-34043	LIFE INS	90758	TOWN OF HIGHLAND INS FUND	(V JANUARY 2021 HEALTH/LIFE INS PREM	121.40	23014
064-0000-34043	LIFE INS	90759	TOWN OF HIGHLAND INS FUND	(V FEBRUARY 2021 HEALTH/LIFE INS PREM	121.40	23014
064-0000-39020	D/S WATER ICT ALLOCATION RES	290675	IT INTERNAL SERVICE FUND	D/S WATER ICT ALLOCATION RES 2021-	52,941.50	22959
064-0000-45200	WATER OPER TRANSFERS GROSS	90518	PAYROLL ACCOUNT	1/29PRL D/S TRANSFER WATER	32,226.84	23013
064-0000-45200	WATER OPER TRANSFERS GROSS	90593	PAYROLL ACCOUNT	2/12PRL D/S TRANSFER WATER	30,346.81	23013
Total For Dept 0000					342,738.68	
Total For Fund 064 WATER OPERATING					342,738.68	
Fund 066 WATER IMPROV						
Dept 0000						
066-0000-34301	2" MACH10 WATER METER	90895	WATER RESOURCES	2" MACH10 METERS - INV 34426 DOUBL	205.87	
066-0000-34352	ROBERTSON PL & ROSEWOOD CT	WM 90894	NIES ENGINEERING, INC.	ROBERTSON PL & ROSEWOOD CT WATER M	32.49	
Total For Dept 0000					238.36	
Total For Fund 066 WATER IMPROV					238.36	

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 064 WATER OPERATING	342,738.68
Fund 066 WATER IMPROV	238.36

342,977.04