

**AGENDA
HIGHLAND SANITARY DISTRICT
BOARD OF SANITARY COMMISSIONERS
TUESDAY, JUNE 15, 2020
7:00 P.M.
PUBLIC MEETING**

Pledge of Allegiance

Roll Call:

**Commissioner Rex Burton
Commissioner Greg Cieslak
Commissioner Laura Corpus
Commissioner Richard Garcia
Commissioner David Jones**

Minutes of

Previous Session: May 18, 2021 – Public Meeting

Special Orders:

Communications:

General Orders and Unfinished Business:

New Business:

Reports:

Comments from the Commissioners:

Business from the Floor:

Claims:

\$ Per the docket in the amount of:

040	Sanitary District Operating	\$202,573.30
070	Sewage Operating	\$237,512.16
072	Sewage Improv	\$ 743.42
	Total	\$440,828.88

Next Meeting:

The next meeting will be a study session to be held at 6:30 p.m. on Tuesday, July 6, 2021. The next regularly scheduled Public Meeting will be held Tuesday, July 20, 2021 at 7:00 p.m. following a study session at 6:30 p.m.

Adjournment:

**MINUTES OF THE REGULAR PUBLIC MEETING
BOARD OF SANITARY COMMISSIONERS
TUESDAY MAY 18, 2021**

The Board of Sanitary Commissioners of the Sanitary District of Highland convened in a study session immediately before the Regular Public Meeting at 6:30 p.m. on Tuesday, MAY 18, 2021 with Commissioner Garcia presiding, in the meeting room of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana, in order to discuss the final agenda of the regular meeting.

Silent Roll Call: Commissioners Laura Corpus, Rex Burton, Greg Cieslak, Dave Jones and Richard Garcia. Also present were Mark Knesek, Public Works Director, Derek Snyder of NIES Engineering, Inc., Robert Tweedle, Attorney, Michael Griffin, Clerk-Treasurer, Mark Herak, Town Councilman.

A discussion took place pertaining to May 9, 2021 SSO. Mr. Snyder gave an update.

Gabriel Biquinis from Commonwealth was there to answer any questions. She informed the commission about a new fund that has just started. The SWIF-State Water Infrastructure Fund may be something Highland may want to look into.

Further update regarding Serve Line Warranties and partnership with North Township. Commissioner Garcia did more research and again wants residents to know the commission does not recommend this company.

Mr. Tweedle and Mr. Knesek gave an update on the illegal discharge of grease product into our sewer system and steps begin taken to prevent future occurrences.

At 7:00 the study session ended and the Regular Meeting of the Board of Sanitary Commissioners of the Sanitary District of Highland convened with Commissioner Garcia presiding, in the meeting room of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana. The Regular Public meeting was opened with the Pledge of Allegiance to the United States of America.

Roll Call: Commissioners Laura Corpus, Rex Burton, Greg Cieslak, Dave Jones and Richard Garcia. Also present were Mark Knesek, Public Works Director, Derek Snyder of NIES Engineering, Inc.; Robert Tweedle, Attorney; Michael Griffin, Clerk-Treasurer, Mark Herak, Town Councilman.

Denise Beck was present to record the minutes.

Minutes of Previous Session: The April 20, 2021 Regular Public meeting minutes are approved as posted.

Special Order: None

Communication: None

General Orders and Unfinished Business: None

New Business: None

Reports: None

Comments from the Commissioners: None

Business from the floor: Councilman Herek was questioning who is watering the the sod on the Grace Street project. Mr. Snyder reminded Councilman Herek that the contractor is taking care of that.

Claims:

\$ Per the docket in the amount of:

040	Sanitary District Operating	\$201,692.48
070	Sewage Operating	\$287,106.17
072	Sewage Improv	\$ 9,797.91
	Total	\$498,596.56

Next Meeting: The next meeting is a study session will be Tuesday June 1, 2021 at 6:30p.m. The next regularly scheduled Public Meeting Session will be held Tuesday June 15, 2021 at 7:00 p.m., following a study session at 6:30 p.m.

Councilman Herek asked everyone to keep Kyrin Cater, the boy who went missing on May 15th, and is family in their prayers.

Adjournment: There being no other business to come before the Board of Sanitation Commissioners, Commissioner Corpus moved to adjourn. Upon a voice vote, the meeting was adjourned at 7:06.

The Board of Sanitary Commissioners of the Sanitary District of Highland convened in study session immediately after the Public Meeting.

Present at the study session on silent roll call were Commissioners Greg Cieslak, Laura Corpus, Rex Burton, Dave Jones and Richard Garcia. Also present were Mark Knesek, Public Works Director, Derek Snyder of NIES Engineering, Inc.; Robert Tweedle, Attorney; Michael Griffin, Clerk-Treasurer, Mark Herak, Town Councilman.

Mr. Griffin stated he is watching the receivables and would like to have an audit to verify. He also gave an update on funds.

Mr. Snyder gave an update on fund need for projects.

HSD update. Commissioner Garcia and Mr. Tweedle will be attending a meeting May 19, 2021.

The study session was adjourned at 7:20.

Respectfully Submitted,
Denise Beck, Recording Secretary

ALLOWANCE OF ACCOUNTS PAYABLE VOUCHER

TOWN OF HIGHLAND, INDIANA

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC-5-11-10-1.6

DATED THIS _____ DAY OF _____, _____ FISCAL OFFICER _____

ALLOWANCE OF VOUCHERS

We have examined the Accounts Payable Vouchers listed on the foregoing Register of Accounts Payable Vouchers consisting of _____ 3 _____ pages and except for accounts payables not allowed as shown on the Register such accounts payables are hereby allowed in the total amount of \$ _____ 440,828.88 _____ .

Dated this _____ day of _____, _____

SANITARY BOARD

REX BURTON _____ GREG A. CIESLAK _____

RICHARD J. GARCIA _____ DAVID JONES _____

LAURA CORPUS _____

GL Number Invoice Line Desc Ref # Vendor Invoice Description Amount Check #

Fund	Dept	Line	Desc	Ref #	Vendor	Invoice Description	Amount	Check #
040	0000		SANITARY OPERATING					
040	0000-16000		TRASH	92390	ANGOTTI KEN AND KATHI	CONSUMER REFUND : 073-32061-48	25.91	
040	0000-16000		TRASH	92286	VACRACOS JAMES	CONSUMER REFUND: 005-10052-94	11.56	
040	0000-45200		SAN DIST TRANSFERS GROSS	92208	PAYROLL ACCOUNT	5/21PRL D/S TRANSFER SANITARY DIS	9,620.92	17600
040	0000-45200		SAN DIST TRANSFERS GROSS	92335	PAYROLL ACCOUNT	6/4PRL D/S TRANSFER SANITARY DIST	9,903.58	17604
					Total For Dept 0000		19,561.97	

040	0015-34023		HEALTH INS	92341	TOWN OF HIGHLAND INS FUND (JUNE 2021 HEALTH/LIFE INS PREM SA	25,854.04	
040	0015-34043		LIFE INS	92341	TOWN OF HIGHLAND INS FUND (JUNE 2021 HEALTH/LIFE INS PREM SA	132.49	
040	0015-38001		MAY TRASH SERVICES	92462	REPUBLIC SERVS OF IN, LP/DBA	TRASH SERVICES FOR MAY 2021	157,024.80	
					Total For Dept 0015 SOLID WASTE		183,011.33	

					Total For Fund 040 SANITARY OPERATING		202,573.30	
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Fund	Dept	Line	Desc	Ref #	Vendor	Invoice Description	Amount	Check #
070	0000		SEWAGE OPERATING					
070	0000-00100		WATER PUMP	92287	AMAZON	WATER PUMP FOR SEWER CAMERA TRUCK	109.95	17602
070	0000-00100		RECORDING OF 26 SEWER LIENS	92309	LAKE COUNTY RECORDER	RECORDING OF 26 SEWER LIENS	650.00	17603
070	0000-00100		7502010024,8001 KENNEDY-GAS	92350	NISOURCE INC.	MISC (TH, GARAGE)-SEWAGE	362.34	17606
070	0000-00100		0428010038,9120 GRACE ST	92346	NISOURCE INC.	SEWAGE	10,337.57	999395
070	0000-00100		DEGREASER/MAX/GLOVES-SEWER DE	92464	1ST AYD CORPORATION	DEGREASER/WASH & MAX/GLOVE W/NYLO	725.78	
070	0000-00100		PRINTER AND CHAIR	92465	AMAZON	PRINTER AND CHAIR FOR PUBLIC WORK	783.90	
070	0000-00100		337-375239 - SEWER DEPT	92466	AUTO-WARES	MAY 2021 INVOICES FOR THE SEWER D	219.62	
070	0000-00100		9.5 HOURS ENGINEERING SERVICE	92467	COMMONWEALTH ENGINEERS, INC	BASIC ENGINEERING SERVICES THRU 4	2,081.22	
070	0000-00100		S18140/CMOM PROJECT	92468	COMMONWEALTH ENGINEERS, INC	S18140/CMOM PROJECT LESS PREVIOUS	920.00	
070	0000-00100		MAY GENERAL CLEANING SERVICES	92469	GLOBAL MAINTENANCE & CO.	GENERAL CLEANING SERVICES FOR MAY	700.00	
070	0000-00100		LT 245/75R16 GT TIRES-SEWER D	92470	HELLMANS AUTO SPLY CO.	4-LT 245/75R16 GT TIRES-4 4 REV T	515.76	
070	0000-00100		CLASS A T501204T220	92471	HOSE CONNECTIONS INC	HOSES #41 - SEWER DEPT	55.31	
070	0000-00100		BLACK DIRT FOR RESTORATION-SE	92472	LAWSOBYK MATERIALS, INC	BLACK DIRT FOR RESTORATION-SEWER	48.00	
070	0000-00100		HIGHLAND'S SHARE AT 1/3	92473	LAWSON-FISHER ASSOCIATES PC	PROFESSIONAL SERVICE FROM FOR APR	171.63	
070	0000-00100		MAILING	92148	LITHOGRAPHIC COMMUNICATIONS	2021 UTILITY BILLING MAILING MAY	1,314.34	
070	0000-00100		MAY CARBONACEOUS SAMPLING	92474	MICROBAC LABORATORIES, INC	CARBONACEOUS/HALOACETIC/GREASE SA	1,411.25	
070	0000-00100		203954 - SEWER DEPT	92475	MILESTONE CONTRACTORS NORTH	9.5 MM SURFACE - SEWER DEPT	625.52	
070	0000-00100		WHOLESALE SEWER COST OF SERVI	92476	NEWGEN STRATEGIES AND SOLUT	HAMMOND SANITARY WHOLESALE SEWER	3,222.50	
070	0000-00100		ENGINEERING SERVICES	92476	NIES ENGINEERING, INC.	ENGINEERING SERVICES THRU 5/21/20	4,566.52	
070	0000-00100		GENERAL CONSULTING	92477	NIES ENGINEERING, INC.	ENGINEERING SERVICES THRU 5/21 SA	624.54	
070	0000-00100		SEWER REHAB PLANNING	92478	NIES ENGINEERING, INC.	ENGINEERING SERVICES THRU 5/21 SE	2,139.62	
070	0000-00100		D/S PENS, PNCLS, TAPE, RBANDS, EN	92306	PULSE TECHNOLOGY OF INDIANA	D/S PENS, PNCLS, TAPE, RBANDS, ENVS,H	32.35	
070	0000-00100		SERVICES RENDERED	92497	ROBERT F TWEEDLE	SERVICES RENDERED EPA 5/12-6/3 G	2,218.40	
070	0000-00100		SERVICES RENDERED	92498	ROBERT F TWEEDLE	SERVICES RENDERED EPA 4/13-5/8 G	2,507.60	
070	0000-00100		APRIL SANITARY FLOWS	92479	SANITARY DISTRICT OF HAMMON	HAMMOND SANITARY FLOWS FOR APRIL	94,352.89	
070	0000-00100		PROLINK EDGE AND SOFTWARE	92480	SNAP ON INDUSTRIAL CORP	PRO LINK EDGE AND SOFTWARE D/S	1,774.23	
070	0000-00100		HOSE END-SEWER DEPT	92481	STANDARD EQUIPMENT COMPANY	HOSE END WELD/QUICK CLAMP/DEBRIS	1,141.76	
070	0000-00100		43947F SWIVEL JOINT BINS	92499	TERMINAL SUPPLY INC	SWIVEL JOINT BINS - SEWER DEPT	507.94	
070	0000-00100		LPS-01B-16R FUSE HOLDER	92482	TERSTRA'S SALES & SERVICE,	MATERIALS #36 - SEWER DEPT	263.79	
070	0000-00100		TOW21352 RECYCLER SP	92500	TERSTRA'S SALES & SERVICE,	RECYCLER SP - SEWER DEPT	319.99	
070	0000-00100		50% ELECTRIC CHARGES HARTSDAL	92483	TOWN OF SCHERERVILLE	50% ELECTRIC CHARGES HARTSDALE PU	134.08	
070	0000-00100		ATT15469 BARREL	92484	WESTSIDE TRACTOR SALES INC	PARTS FOR #36 - SEWER DEPT	1,628.69	
070	0000-00100		1604725-690D #36 EXCAVATOR	92485	WESTSIDE TRACTOR SALES INC	690D EXCAVATOR - SEWER DEPT	681.78	
070	0000-00100		CDL PHYSICAL REIMBURSEMENT	92486	WILLIAM PUJINSKI JR (R)	REIMBURSE CDL PHYSICAL	72.45	
070	0000-16000		STORM	92390	ANGOTTI KEN AND KATHI	CONSUMER REFUND : 073-32061-48	15.37	
070	0000-16000		STORM	92286	VACRACOS JAMES	CONSUMER REFUND: 005-10052-94	10.15	
070	0000-34023		HEALTH INS	92344	TOWN OF HIGHLAND INS FUND (JUNE 2021 HEALTH/LIFE INS PREM SE	30,521.88	

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
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Fund 070 SEWAGE OPERATING

Dept 0000						
070-0000-34043	LIFE INS	92344	TOWN OF HIGHLAND INS FUND (JUNE 2021 HEALTH/LIFE INS PREM SE	162.17	
070-0000-45200	SEWAGE TRANSFERS GROSS	92209	PAYROLL ACCOUNT	5/21 PRL D/S TRANSFER SEWAGE	34,195.64	17601
070-0000-45200	SEWAGE TRANSFERS GROSS	92336	PAYROLL ACCOUNT	6/4PRL D/S TRANSFER SEWAGE	35,385.63	17605
			Total For Dept 0000		<u>237,512.16</u>	
			Total For Fund 070 SEWAGE OPERATING		<u>237,512.16</u>	

Fund 072 SEWAGE IMPROV

Dept 0000						
072-0000-44069	3500 BLOCK OF JEWETT (PE)	92463	NIES ENGINEERING, INC.	3500 BLOCK OF JEWETT (PE)	743.42	
			Total For Dept 0000		<u>743.42</u>	
			Total For Fund 072 SEWAGE IMPROV		<u>743.42</u>	

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

Fund 040 SANITARY OPERATING	202,573.30
Fund 070 SEWAGE OPERATING	237,512.16
Fund 072 SEWAGE IMPROV	743.42

440,828.88