

**ENROLLED MINUTES OF THE
HIGHLAND WATER WORKS BOARD OF DIRECTORS
THURSDAY, APRIL 22, 2021**

Study Session. The Highland Water Works Board of Directors convened in study session immediately before the Regular Public Meeting at 6:35 p.m. on Thursday, April 22, 2021 in the lower meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana, in order to discuss the final agenda of the regular meeting. COVID-19 precautions were exercised. The session was opened with the Pledge of Allegiance.

ROLL CALL: Present on roll call were Directors George A. Smith, Jason Tharp, and Rick Volbrecht. Director Ed Dabrowski was absent due to the death of a family member. Director Curt Schroeder was absent due to the need to care for a family member. Also present were Mark Knesek, Public Works Director; Derek Snyder, NIES Engineering; Robert F. Tweedle, Board Attorney; Tom Black, Town Council; Michael Griffin, Clerk Treasurer; and Kim Webb, Recording Secretary.

1. Robert Tweedle, Board Attorney, discussed with the Board the Hammond Water Works water rate increase. The final contract is still being negotiated.
2. Mark Knesek, Public Works Director, discussed with the Board the need to replace the variable speed drive for pump #2 at the Bradley Pumping Station. Also, the electric service to the Indy Blvd Tank will need to be relocated off of the tank to allow the containment curtain to be installed. Since it is not desirable to have the service drop and electrical panel attached to the tank permanently, a new service drop pole and electrical panel will be set away from the tank.
3. Derek Snyder, NIES Engineering, discussed with the Board the two water main replacement projects scheduled for this year. The Martha Street Water Main Replacement Project (Longwood Dr. to Kennedy Ave.) will be advertised for bid in May, and bids should be received before the May meeting. The 3500 Block of Jewett Ave Water Main Replacement Project will be advertised for bid in June. Both projects would be completed this year.
4. The Board discussed a color card presented to select the color scheme for the elevated water tank at Indy Blvd. The matter will be brought up under Unfinished Business and General Orders.

Regular Meeting: The Highland Water Works Board of Directors met in its Regular Public Session on Thursday, April 22, 2021 in the lower meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana, directly following the study session. President Smith opened the meeting at 7:01 pm. COVID-19 precautions were exercised. The minutes were recorded by Kim Webb, Recording Secretary.

ROLL CALL: Present on roll call were Directors George A. Smith, Jason Tharp, and Rick Volbrecht. Director Ed Dabrowski was absent due to the death of a family member. Director Curt Schroeder was absent due to the need to care for a family member. Also present were Mark Knesek, Public Works Director; Derek Snyder, NIES Engineering; Robert F. Tweedle, Board Attorney; Tom Black, Town Council; 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 March 25, 2021 as prepared and posted. Director Volbrecht moved to approve the minutes of the Regular Meeting on March 25, 2021. Director Tharp seconded. Upon a vote *viva voce*, the motion passed.

Special Orders: None.

Communications:

A proposal from Midwestern Electric, Inc., dated April 16, 2021, for electrical work at the elevated water tower on Indianapolis Blvd.

Unfinished Business and General Orders:

1. Highland Water Works
Board of Directors
Resolution No. 2021-09

A Resolution Approving and Authorizing the purchase and Installation of One (1) Danfoss VLT Aqua Drive for the Bradley Water Station in the Amount of Fifteen Thousand Three Hundred Sixty-Nine Dollars and 00/100 Cents (\$15,369.00) from Gasvoda & Associates, Inc. Director Tharp moved to approve Resolution 2021-09. Director Volbrecht seconded. Upon a roll call vote, there were (3) affirmations and no negatives, (2) absent. The motion passed.

**WATER WORKS DISTRICT OF HIGHLAND
Board of Water Works
Resolution No. 2021-09**

A Resolution Approving and Authorizing the Purchase and Installation of One (1) Danfoss VLT Aqua Drive for the Bradley Water Station in the Amount of Fifteen Thousand Three Hundred Sixty-Nine Dollars and 00/100 Cents (\$15,369.00) from Gasvoda & Associates, Inc.

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 Water Works District Superintendent has determined the need to replace one (1), Danfoss VLT Aqua Drive to be used, in part, to carry out the mission of the Water Works District; 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 Department; 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, the purchase will be supported by the Water Operating Fund and there is sufficient budget authority in order to support the purchase; and

Whereas, The Purchasing Agent, pursuant to Section 3.050.060 (G)(2) of the Highland Municipal Code, expects that the purchase would be less than \$50,000 and therefore would be purchased in the open market without inviting or receiving bids; and

Whereas, the following quotes were received:

Gasvoda & Associates, Inc	\$15,369.00
Emcor Hyre Electric	\$16,975.00
Austgen Electric Inc.	\$16,983.20

Whereas, The Water Works District of Highland, through its Board of Water Works Directors, now desires to approve the purchase and authorize the payment thereof.

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

Section 1. That the quote from Gasvoda & Associates, Inc., 1530 Huntington Drive, Calumet City, Illinois in the amount of Fifteen Thousand Three Hundred Sixty-Nine Dollars and 00/100 Cents (\$15,369.00) is hereby accepted as the lowest responsive and responsible quote;

Section 2. That the Water Works District Superintendent is authorized to execute the purchase agreement and all documents necessary to complete the purchase;

Duly Adopted, Resolved and Ordered by the Board of Water Works Directors of Highland, Lake County, Indiana, this 22nd day of April, 2021. Having been passed by a vote of 3 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. A color card presented for choosing a paint color for the Indy Blvd elevated water tank. Director Tharp made a motion to approve the following paint colors:

Body of the tank color – Clear Sky Blue (26BL)
Letter fill color – Safety Yellow (O2sF)
Letter outline color – Safety Blue (11SF)

Director Volbrecht seconded. Upon a roll call vote there were (3) affirmations and no negatives, (2) absent. The motion passed.

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	\$80.37
064	Water Works Operating	\$270,116.81
066	Water Improvements	\$35,235.00
068	Water Capital	\$0.00
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Total		\$305,432.18

Director Volbrecht moved to approve the claims per the April 22, 2021 docket in the amount of \$305,432.18. Director Tharp seconded. Upon a roll call vote, there were (3) affirmations and no negatives, (2) absent. The motion passed.

Next Meeting:

The next Plenary Meeting will be held on Thursday, May 27, 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 7:13 p.m.

Respectfully Submitted,

Kim Webb, Recording Secretary