

**ENROLLED MINUTES OF THE
HIGHLAND WATER WORKS BOARD OF DIRECTORS
THURSDAY, NOVEMBER 11, 2021**

Study Session. The Highland Water Works Board of Directors convened in study session immediately before the Special Public Meeting at 6:30 p.m. on Thursday, November 11, 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 special regular meeting.

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

1. Mark Knesek, Public Works Director, updated the Board on the need to purchase water utility materials for stock replenishment. The matter will be taken up at the next meeting.

The temporary cell tower at the elevated water tank on Indy Blvd has finally been removed. Suez has directly contracted with Krooswyk for completing the grading work at the tank site.

2. Robert Tweedle, Board Attorney, inquired if the Hammond Water Works bill for the retroactive water rate increase had been received.
3. Derek Snyder, NIES Engineering, updated the Board on the Martha Street Water Main Project. The project is complete and release of retainage will be presented at the December meeting.

The 3500 Block of Jewett Water Main and Street Improvement Project is expected to be complete by the Thanksgiving holiday.

Regular Meeting: The Highland Water Works Board of Directors met in its Special Public Session on Thursday, November 11, 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 6:51 pm. The session was opened with the Pledge of Allegiance. Director Smith made a statement "I would like to give a hand salute to all of those who served in the service of the United States" in honor of Veteran's Day. The minutes were recorded by Kim Webb, Recording Secretary.

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

MINUTES: President Smith asked if there were any corrections to the Minutes of the Regular Meeting of October 28, 2021 as prepared and posted. Director Tharp moved to approve the Minutes of the October 28, 2021 meeting. Director Schroeder seconded. Upon a vote *viva voce* the motion passed.

Special Orders: None.

Communications: None.

Unfinished Business and General Orders:

1. An action to approve Pay Request No. 3 for the Martha Street Water Main Replacement Project in the amount of \$87,109.54 (\$91,694.25 less \$4,584.71 retainage) to Gatlin Plumbing & Heating, Inc. Director Volbrecht moved to approve the action. Director Schroeder seconded. Upon a roll call vote, there were (4) affirmations and no negatives. The motion passed.
2. Highland Water Works
Board of Directors
Resolution No. 2021-26

A Resolution approving and authorizing Change Order No. 1 to the construction contract between the Highland Water Works Board of Directors and Gatlin Plumbing & Heating, Incorporated for the Martha Street Water Main Replacement Project – Longwood Drive to Kennedy Avenue. Director Tharp moved to approve Resolution No. 2021-26. Director Volbrecht seconded. Upon a roll call vote, there were (4) affirmations and no negatives. The motion passed.

**HIGHLAND DEPARTMENT OF WATER WORKS
Water Works Board of Directors
Resolution No. 2021-26**

A Resolution Approving and Authorizing Change Order No. 1 to the Construction Contract between the Highland Water Works Board of Directors and Gatlin Plumbing & Heating, Incorporated for the Martha Street Water Main Replacement Project – Longwood Drive to Kennedy Avenue

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, through its Board of Directors, has determined the need to replace and upsized the existing water lines within the Project boundaries, as described herein, in order to improve water flow and water quality; and

Whereas, NIES Engineering, Inc. had prepared plans and specifications for the Project on behalf of the Water Works 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 May 27, 2021, the Water Works District adopted Resolution No. 2021-10 accepting a bid and awarding a Construction Contract to Gatlin Plumbing & Heating, Incorporated for the Martha Street Water Main Replacement Project – Longwood Drive to Kennedy Avenue in the amount of Six Hundred Six Thousand Dollars and 00/100 (\$606,000.00) 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 Seventeen Thousand Seven Hundred Thirty-one Dollars and 00/100 Cents (\$17,731.00); and

Whereas, The Water Works 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 Water Works District of Highland, Lake County, Indiana, as follows:

Section 1. That the First Addendum to the Construction Contract with Gatlin Plumbing & Heating, Incorporated for the Martha Street Water Main Replacement Project – Longwood Drive to Kennedy Avenue, 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, and is issued to decrease net changes to the original agreement in the amount of Seventeen Thousand Seven Hundred Thirty-one Dollars and 00/100 Cents (\$17,731.00), bringing the total value of the entire agreement with any and all change orders approved to date to Five Hundred Eighty-eight Thousand Two Hundred Sixty-nine Dollars and 00/100 (\$588,269.00); 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 amount being of Seven Hundred Twenty-seven Thousand Two Hundred Dollars and 00/100 Cents (\$727,200.00), pursuant to IC 36-1-12-18(d); and

Section 4. 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 Water Works District of Highland, Lake County, Indiana this 11th day of November, 2021 by a vote of 4 in favor and 0 opposed.

**BOARD of WATER WORKS DIRECTORS
WATER WORKS DISTRICT of HIGHLAND, INDIANA**

/s/George A. Smith, President

Attest:

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

3. An action to approve Pay Request No. 1 for the 3500 Block of Jewett Water Main Replacement and Street Improvement Project in the amount of \$128,860.47 (\$143,178.30 less \$14,317.83 retainage, being the Water Works Board portion of the joint project, to Dyer Construction Co., 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.

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	\$00.00
062	Consumer Deposits	\$1.41
064	Water Works Operating	\$204,994.70
066	Water Improvements	\$139,792.39
068	Water Capital	\$87,832.08
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Total		\$432,620.58

Director Schroeder moved to approve the claims per the November 11, 2021 docket in the amount of \$432,620.58. Director Tharp seconded. Upon a roll call vote, there were (4) affirmations and no negatives. The motion passed.

Next Meeting:

The next Special Plenary Meeting will be held on Thursday, December 9, 2021 at 6:30 p.m. due to the Christmas holiday.

ADJOURNMENT: With no other business to come before the Board of Water Works Directors, the meeting was adjourned.

Meeting Adjourned at 7:02 p.m.

Respectfully Submitted,

Kim Webb, Recording Secretary