

AGENDA
HIGHLAND SANITARY DISTRICT
BOARD OF SANITARY COMMISSIONERS
TUESDAY, APRIL 19, 2022
7:00 P.M.
PUBLIC MEETING

Pledge of Allegiance

Roll Call:

Commissioner Rex Burton
Commissioner Greg Cieslak
Commissioner Richard Garcia
Commissioner David Jones

Minutes of

Previous Session: March 19, 2022 and April 5, 2022 Public Meetings

Special Orders:

Communications:

General Orders and Unfinished Business:

1. An action to approve Pay Request No. 6 (Final) for the 2021 Sanitary Sewer CIPP Lining Project in the amount of \$40,000.00 to Insituform Technologies USA, LLC.
-

New Business:

Reports:

Comments from the Commissioners:

Business from the Floor:

Claims:

\$ Per the docket in the amount of:

040	Sanitary Operating	\$175,976.95
044	San District Capital	\$ 40,000.00
070	Sewage Operating	\$314,916.51
072	Sewage Improv	\$137,767.91
	Total	\$668,661.37

Next Meeting:

The next meeting will be a study session to be held at 6:30 p.m. on Tuesday, May 3, 2022 . The next regularly scheduled Public Meeting will be held Tuesday, May 17, 2022 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 MARCH 15, 2022**

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 March 15, 2022 with Commissioner Garcia presiding, in the meeting room at the Highland Town Hall at 3333 Ridge Rd 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, Tim Gembala, Public Works, Robert Tweedle, Attorney. Derek Snyder of NIES Engineering, Inc., was present via ZOOM.

Mark Knesek gave an update on the recycle fees. The town will receive a recycling credit. He reminded the commissioners that we are in the last year of our contract. He is guessing that since getting the information out the residents are recycling correctly and recycling is correctly

Mr. Knesek questioned where the payment for Common Wealthy is coming from. Mr. Garcia stated we will have to wait for our clerk treasurer to return from a conference to get a final answer.

A discussion took place about Mr. Herak continuing on a liaison for sanitary board.

A final draft of the Gazebo article regarding the North Township agreement with SLWA the was presented. The final draft has been submitted for publication in the April issue.

Mr. Tweedle stated he didn't see there being any changes to the final draft to the Consent Decree. We will be having a special public meeting on April 5, 2022 to approve the resolution.

Mr. Tweedle stated there is not new information on the sewage collection agreement.

Mr. Tweedle updated the commissioner on the illegal discharge of grease products. The majority of the cost to the town was work that had to be done to clean the lift station. An agreement was made with Fjuvo Collections in the amount of \$33,862.00. They asked to make four payments with the last payment being make June 2022. A discussion took place.

Mr. Snyder stated Insituform will be out next week to finish the repair work on the lining and then it will be done.

Mr. Tweedle stated New Gen came out with their final report concerning the cost of service study. Mr. Tweedle reached out to the Town of Griffith and Scott Miller. A discussion took place.

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. 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, Tim Gembala, Public Works, Derek Snyder of NIES Engineering, Inc., Robert Tweedle, Attorney .

The minutes from the January 18, 2022 public meeting were approved.

Special Order: None

Communications: None

General Order and Unfinished Business:

**1 TOWN OF HIGHLAND
WATER WORKS BOARD RESOLUTION NO. 2022-07
BOARD OF SANITARY COMMISSIONERS RESOLUTION NO. 2022-04**

A JOINT ENACTING INSTRUMENT OF THE HIGHLAND SANITARY BOARD OF COMMISSIONERS AND HIGHLAND WATER WORKS BOARD OF DIRECTORS ACCEPTING THE QUOTE OF BOSAK FORD FOR ONE (1) 2022 FORD F-350 4X4 SD SUPER CAB TRUCK IN THE AMOUNT OF \$47,585.00

Commission Corpus motioned to approve Resolution 2022-04. Commissioner Cieslak seconded. Upon a roll-call vote, there were (5) affirmatives and no (0) negatives. The motion passes

**TOWN OF HIGHLAND
WATER WORKS BOARD RESOLUTION NO. 2022-07
BOARD OF SANITARY COMMISSIONERS RESOLUTION NO. 2022-04**

A JOINT ENACTING INSTRUMENT OF THE HIGHLAND SANITARY BOARD OF COMMISSIONERS AND HIGHLAND WATER WORKS BOARD OF DIRECTORS ACCEPTING THE QUOTE OF BOSAK FORD FOR ONE (1) 2022 FORD F-350 4X4 SD SUPER CAB TRUCK IN THE AMOUNT OF \$47,585.00

Whereas, The Town of Highland, Department of Public Works, has determined a need to purchase a Cargo Van in order to carry out its various responsibilities and had prepared specifications for equipment pursuant to that need; and

Whereas, the Public Works Director, pursuant to §3.05.050(D)(1), (6) and (7) of the HMC, serves as the Purchasing Agent for the Public Works Department, Highland Sanitary District and Highland Water Works District; and

Whereas, Pursuant to §3.05.060(G)(2) of the HMC, the purchasing agent may make small purchases valued at less than \$50,000 by purchasing in the open market; and

Whereas, the equipment will be used to support the missions of the Sanitary District and the Water Works District, and

Whereas, it is prudent and in the best interest of the Highland Sanitary Board of Commissioners and the Highland Water Works Board of Directors, and the public at large, to support and share the purchase of the equipment in equal amounts, and

Whereas, The Water Works Superintendent has procured a quote from Bosak Ford for the purchase of (1) 2022 Ford F-350 4x4 SD Super Cab Truck in the amount of \$47,585.00; 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, the Board of Sanitary Commissioners, pursuant to §3.05.030(E) of the HMC serves as purchasing agency for the Highland Sanitary District; and

Whereas, the Board of Water Works Directors, pursuant to §3.05.030(D) of the HMC serves as purchasing agency for the Highland Water Works District; and

Whereas, the purchase will be supported by the Sewage Improvement Fund and Water Works Improvement Fund and there are sufficient appropriations in order to support the purchase; and

Whereas, the Highland Board of Sanitary Commissioners and the Highland Water Works Board of 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; and

Resolved by the Board of Sanitary Commissioners of the Town of Highland, Lake County, Indiana;

Section 1. That the quote from Bosak Ford, attached hereto and made a part of this Resolution, in the amount of Forty-seven Thousand Five Hundred Eighty-five Dollars and No Cents (\$47,585.00) for the purchase of One (1) 2022 Ford F-350 4x4 SD Super Cab Truck is hereby accepted;

Section 2. That the purchase shall be funded in equal shares (1/2) by the Highland Board of Sanitary Commissioners through the Sewage Improvement Fund in the amount of Twenty-three Thousand Seven Hundred Ninety-two Dollars and No Cents (\$23,792.50) and (1/2) by the Highland Water Works Board of Directors through the Water Works Improvement Fund in the amount of Twenty-three Thousand Seven Hundred Ninety-two Dollars and No Cents (\$23,792.50);

Section 3. That, upon the approval of the Highland Board of Sanitary Commissioners and the Highland Water Works Board of Directors, the Public Works Director is hereby authorized to issue a purchase order to Bosak Ford and to execute all documents necessary to implement the purchase thereof;

Duly Adopted and Resolved by the Board of Sanitary Commissioners of Highland, Lake County, Indiana, this 15th day of March, 2022. Having been passed by a vote of (5) five in favor And(0) no_ opposed.
THE SANITARY DISTRICT OF HIGHLAND

BY ITS BOARD OF COMMISSIONERS:

Richard Garcia, President

Attest:

David Secretary

Duly Adopted and Resolved by the Board of Water Works Directors of Highland, Lake County, Indiana, this 24th day of March, 2022. Having been passed by a vote of ____ in favor and ____ opposed.

THE WATER WORKS DISTRICT OF HIGHLAND
BY ITS BOARD OF DIRECTORS:

George A. Smith, President

Attest:

Richard E. Volbrecht, Jr. Secretary

New Business: Motion to authorize Mr. Tweedle to accept agreement with Fjuvo in the amount of \$33,862.00. . Commission motioned to approve authorizie Mr. Tweedle to accept agreement with Fjuvo in the amount of \$33,862.00 Commissioner Cieslak seconded. Upon a roll-call vote, there were (5) affirmatives and no (0) negatives. The motion passes

Reports: None

Comments from the Commissioners: None

Business from the floor: None

Claims:

\$ Per the docket in the amount of:

040	Sanitary District Operating	\$164,968.72
070	Sewage Operating	\$207,934.37
<u>072</u>	<u>Sewage Improv</u>	<u>\$ 23,792.50</u>
	Total	\$396,695.59

Commissioner Jones motioned to approve the docket. Commissioner Corpus seconded. Upon a roll-call, there were five (5) affirmatives and no (0) negatives. The motion passes.

Next Meeting: The next meeting is a study session will be held at 6:30 Tuesday April 5, 2022. The next regularly scheduled Public Meeting Session will be held Tuesday April 19, 2022 at 7:00 p.m., following a study session at 6:30 p.m.

Adjournment: There being no other business to come before the Board of Sanitation Commissioners, Commissioner Corpus motioned to adjourn the meeting. Commission Jones seconded. Upon a roll call, five (5) affirmatives and no (0) negatives, the meeting was adjourned at 7:07.

The study session reconvened after the regular meeting.

The commission continued the discussion on the Cost of Service Study.

Meeting adjourned at 7:12 p.m.

Respectfully Submitted,
Denise Beck, Recording Secretary

**MINUTES OF THE REGULAR PUBLIC MEETING
BOARD OF SANITARY COMMISSIONERS
TUESDAY APRIL 5, 2022**

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 April 5, 2022, with Commissioner Garcia presiding, in the meeting room at the Highland Town Hall at 3333 Ridge Rd discuss the final agenda of the regular meeting.

Silent Roll Call: Commissioners Laura Corpus, Rex Burton, Dave Jones and Richard Garcia. Also present were Mark Knesek, Public Works Director, Tim Gembala, Public Works, Robert Tweedle, Attorney. Derek Snyder of NIES Engineering, Inc., Kathy DeGulio-Fox, Redevelopment Director, Toya Smith, Town-Councilwoman, and Mark Herak, Clerk Treasurer.

Commissioner Garcia introduced Toya Smith, newest Town Councilwoman

Mr. Garcia spoke about the Bipartisan Infrastructure Law of funds to be distributed through State Revolving Funds. A discussion took place.

Mr. Tweedle updated the commissioners on the discharge of grease products into our sewer system and deals with the property owner.

Mr. Snyder stated Insituform has finish and he will be requesting the final payment at the next public meeting.

Mr. Tweedle gave an update on recent developments with respect to the Cost of Service study. A discussion took place.

Mr. Garcia explained that he and Mr. Tweedle attended the Town Council meeting the night before to update the council on the Consent Decree.

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. The Regular Public meeting was opened with the Pledge of Allegiance to the United States of America.

Roll Call: Commissioners Laura Corpus, Rex Burton, Dave Jones and Richard Garcia. Also present were Mark Knesek, Public Works Director, Tim Gembala, Public Works, Robert Tweedle, Attorney. Derek Snyder of NIES Engineering, Inc., Kathy DeGulio-Fox, Redevelopment Director, Toya Smith, Town-Councilwoman, and Mark Herak, Clerk Treasurer

Special Order:

1. Commission Jones motioned to approve Resolution 2022-05. Commissioner Corpus seconded. Upon a roll-call vote, there were four (4) affirmatives and no (0) negatives. The motion passes

**SANITARY DISTRICT OF HIGHLAND
BOARD OF SANITARY COMMISSIONERS
RESOLUTION NO. 2022-05**

A RESOLUTION APPROVING AND AUTHORIZING A CONSENT DECREE BETWEEN THE TOWN OF HIGHLAND SANITARY DISTRICT AND THE UNITED STATES OF AMERICA ON BEHALF OF THE UNITED STATES ENVIRONMENTAL PROTECTION AGENCY AND THE STATE OF INDIANA ON BEHALF OF THE COMMISSIONER OF THE INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT RELATING TO IMPLEMENTATION OF A REMEDIAL MEASURES PLAN FOR HIGHLAND TO FULFILL ITS ENVIRONMENTAL COMPLIANCE OBLIGATIONS RELATING TO SANITARY SEWER OVERFLOWS UNDER THE CLEAN WATER ACT.

Whereas, The Sanitary District of Highland is governed by its Board of Sanitary Commissioners, pursuant to the provisions of IC 36-9-25 et seq.; and

Whereas, IC 36-9-25-9 specifically provides that the Board of Sanitary Commissioners shall manage and control all works of the district and may purchase, acquire, construct, reconstruct, operate, repair and maintain all sewage works; and

Whereas, The Board of Sanitary Commissioners in performing its duties, may adopt resolutions, rules and by-laws that are necessary to carry out the provisions of IC 36-9-25 including repealing or amending them consistent with the Sanitary District Law; and

Whereas, On August 10, 2011, the United States Environmental Protection Agency, Region 5 (USEPA), issued its amended Administrative Order pursuant to Sections 308 and 309(a) of the Clean Water Act, 33 U.S.C. § 1319(a) under Docket No. V-W-11-AO-07 alleging that the Sanitary District of Highland has violated the Clean Water Act;

Whereas, Since the issuance of the USEPA Administrative Order, the Board of Sanitary Commissioners has negotiated in good faith with USEPA and the Indiana Department of Environmental Management (IDEM) to address, settle and resolve any and all issues pertaining to said alleged violation;

Whereas, The Board of Sanitary Commissioners has determined it is in the interest of operational and administrative economy as well as in the best interest of the Sanitary District of Highland to resolve pending and potential litigation associated with said alleged violation by entering into a Consent Decree with USEPA and IDEM;

Whereas, The Board of Sanitary Commissioners, in performing its duties, now desires to approve and authorize the Consent Decree with USEPA and IDEM.

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

Section 1. That the Board of Sanitary Commissioners as the governing body of the Sanitary District of Highland hereby finds and determines that the terms and provisions of the Consent Decree are reasonable and approved in each and every respect (Consent Decree affixed as an exhibit to this Resolution);

Section 2. That the proper officials, agents and employees of the Town of Highland are hereby authorized and directed to take such further action as they may deem necessary or appropriate to perform all obligations and commitments of the Town of Highland and the Sanitary District of Highland in accordance with the provisions of the Consent Decree;

Section 3. That the Board of Sanitary Commissioners authorizes the Sanitary District Superintendent to retain a copy of this Resolution and exhibit for the files of the utility, and to transmit a copy of this Resolution as information to the Town Council, the Town Clerk-Treasurer, The United States Environmental Protection Agency and the Indiana Department of Environmental Management to evidence its approval and adoption;

Duly Adopted, Resolved and Ordered by the Board of Sanitary Commissioners of Highland, Lake County, Indiana, this 5th day of April 2022. Having been passed by a vote of four (4) for and none (0) opposed.

**THE SANITARY DISTRICT OF HIGHLAND
BY ITS BOARD OF COMMISSIONERS:**

Richard Garcia, President

Attest:

David Jones, Secretary of the Board of Sanitary Commissioners

- Commission Corpus motioned to approve Resolution 2022-06. Commissioner Burton seconded. Upon a roll-call vote, there were four (4) affirmatives and no (0) negatives. The motion passes

**SANITARY DISTRICT OF HIGHLAND
BOARD OF SANITARY COMMISSIONERS
CAPITAL BUDGET RESOLUTION NO. 2022-06**

A RESOLUTION AMENDING THE 2022 CAPITAL PROJECT BUDGET OF THE SANITARY DISTRICT TO BE PAID FROM ITS SEWAGE WORKS IMPROVEMENT FUND

Whereas, The Sanitary District of Highland is governed by its Board of Sanitary Commissioners, pursuant to the provisions of IC 36-9-25 et seq.; and

Whereas, IC 36-9-25-9 specifically provides that the Board of Sanitary Commissioners shall manage and control all works of the district and may purchase, acquire, construct, reconstruct, operate, repair and maintain all sewage works; and

Whereas, The Board of Sanitary Commissioners in performing its duties, may adopt resolutions, rules and by-laws that are necessary to carry out the provisions of IC 36-9-25 including repealing or amending them consistent with the Sanitary District Law; and

Whereas, The Board of Sanitary Commissioners 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 Sanitary District to be necessary for the sound management and control of the sewage works and performing its duty to construct, reconstruct, operate, repair, and maintain all sewage works.

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

Section 1. That for the Capital expenses as hereinafter identified of said District, 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 Sanitary District Sewage Works Improvement Fund:

072 - SSO Remedial Projects – Collection System Improvements \$1,472,589.00 Total Allowances as fixed for this Fund \$1,472,589.00

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 Sanitary District 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 Sanitary Commissioners, revising the amount fixed and authorizing the additional allowance amount;

Section 5. That any prior Capital Budget duly adopted by resolution and as amended from time to time is hereby repealed and replaced to include the Capital expenses identified herein.

Section 6. That this Resolution shall be effective immediately upon its passage and adoption by the Board of Sanitary Commissioners and may be amended or repealed by subsequent resolution duly passed and adopted.

Duly Adopted, Resolved and Ordered by the Board of Sanitary Commissioners of Highland, Lake County, Indiana, this 5th day of April 2022. Having been passed by a vote of four (4) for and none (0) opposed.

**THE SANITARY DISTRICT OF HIGHLAND
BY ITS BOARD OF COMMISSIONERS:**

Richard Garcia, President

Attest:

David Jones, Secretary of the Board of Sanitary Commissioners

3. Ms. DeGulio-Fox spoke briefly regarding Resolution 2022-07.

Commission Corpus motioned to approve Resolution 2022-07 Commissioner Jones seconded. Upon a roll-call vote, there were four (4) affirmatives and no (0) negatives. The motion passes.

**SANITARY DISTRICT OF HIGHLAND
BOARD OF SANITARY COMMISSIONERS
RESOLUTION NO. 2022-07**

A RESOLUTION RELEASING AND SATISFYING CERTAIN LIENS AGAINST REAL ESTATE FOR UNPAID SEWER FEES.

Whereas, The Sanitary District of Highland is governed by its Board of Sanitary Commissioners, pursuant to the provisions of IC 36-9-25 et seq.; and

Whereas, IC 36-9-25-9 specifically provides that the Board of Sanitary Commissioners shall manage and control all works of the district and may purchase, acquire, construct, reconstruct, operate, repair and maintain all sewage works; and

Whereas, The Board of Sanitary Commissioners in performing its duties, may adopt resolutions, rules and by-laws that are necessary to carry out the provisions of IC 36-9-25 including repealing or amending them consistent with the Sanitary District Law; and

Whereas, The Town of Highland by and through its Redevelopment Commission acquired title to and ownership of certain real property located within the Sanitary District and commonly known as 8610-8620 Kennedy Avenue (Property) and further described as follows:

HIGHLAND N. 25 FT. OF S. 125FT. OF E. 125 FT. OF BL. 12

Whereas, the Property is subject to liens in favor of the Highland Sanitary District in the amount of One Hundred Twenty Three and 00/100 Dollars (\$123.00) which were recorded in the office of Lake County, Indiana as Document Numbers 2016 025731 and 2016 025732.

Whereas, The Highland Redevelopment Commission entered into an agreement to sell the Property to a third party purchaser in order to promote economic development within the Town of Highland;

Whereas, In order to provide incentive to the third party purchaser to proceed with the purchase of the Property, the Redevelopment Commission has requested that the Board of Sanitary Commissioners waive the outstanding unpaid sewer fees and release the liens against the Property.

Whereas, The Board of Sanitary Commissioners in performing its duties, now determines that it is beneficial to the Town of Highland and consistent with the sound management and control of the sewage works to waive the outstanding unpaid sewer fees and release the liens against the Property.

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

Section 1. That the Board of Sanitary Commissioners hereby finds and determines that the outstanding unpaid sewer fees associated with the Property are hereby waived and satisfied and that the liens currently place of record against the Property should be released.

Section 2. That the Superintendent of the Sanitary District is instructed and authorized to prepare a release and satisfaction of each lien and cause same to be recorded in the Office of the Recorder of Lake County, Indiana;

Duly Adopted, Resolved and Ordered by the Board of Sanitary Commissioners of Highland, Lake County, Indiana, this 5th day of April 2022. Having been passed by a vote of 4 (four) for and 0 (no) opposed.

THE SANITARY DISTRICT OF HIGHLAND
BY ITS BOARD OF COMMISSIONERS:

Richard Garcia, President

Attest:

David Jones, Secretary of the Board of Sanitary Commissioners

Communications: None

General Orders and Unfinished Business: None

New Business: None

Reports: None

Comments from the Commissioners: None

Business from the floor: None

Next Meeting: The next meeting is a regular meeting held April 19, 2022 at 7:00 following a study session at 6:30 p.m.

Adjournment: There being no other business to come before the Board of Sanitation Commissioners, Commissioner Corpus motioned to adjourn the meeting. Commission Jones seconded. Upon a roll call, five (5) affirmatives and no (0) negatives, the meeting was adjourned at 7:07.

Respectfully Submitted,
Denise Beck, Recording Secretary



April 11, 2022

Mr. Richard Garcia, President
Highland Board of Sanitary Commissioners
3333 Ridge Road
Highland, IN 46322

RE: Pay Request No. 6 (Final)
2021 Sanitary Sewer CIPP Lining Project

Dear Mr. Garcia:

As engineers for the 2021 Sanitary Sewer CIPP Lining Project, we have reviewed the enclosed Pay Request No. 6 (Final) submitted by Insituform Technologies USA, LLC. All work on this project is complete, and we recommend that all currently withheld retainage (\$40,000.00) be released to the Contractor. The payment breakdown is as follows:

Pay Request No. 6 (Final)

Original Work Order Estimate	\$	999,937.50
Change Order Total	— \$	4,813.75
Revised Work Order Amount	\$	995,123.75
Total Completed & Stored to Date	\$	995,123.75
Retainage Prior Pay Requests	— \$	40,000.00
Payment Prior Pay Requests	— \$	955,123.75
Total Completed & Stored This Pay Request	\$	0.00
Retainage To Release to Contractor	\$	40,000.00

Enclosed are 3 copies of Pay Request No. 6 (Final) from Insituform Technologies USA, LLC, including an itemized breakdown and the Contractor's final waiver of lien.

Yours very truly,
NIES Engineering, Inc.

Derek R. Snyder, P.E.
Principal

cc: Mark Knesek, Public Works Director Nicci Landrum, Insituform Technologies USA, LLC

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mail@niesengineering.com
♦
www.niesengineering.com

Project: **Highland IN- 2021 WO#1- CIPP Lining**

Period From: **12/01/22**
 Period To: **03/22/202**

Owner/Engineer:
 Prime Contractor:

Job # **12663131**
 Project #

Contract For: **Highland IN- 2021 WO#1- CIPP Lining**

Application is made for Payment, as shown below, in connection with the Contract.
 Continuation Sheet, AIA Document G703, is attached.

CONTRACTOR'S APPLICATION FOR PAYMENT

Change Order Summary		ADDITIONS	DEDUCTIONS
Change Orders approved in previous months by Owner		\$0.00	\$0.00
TOTAL		\$0.00	\$0.00
Approved this Month			
Number	Date Approved		
1	11/30/2021	(\$4,813.75)	
TOTALS		(\$4,813.75)	\$0.00
Net Change by Change Orders		(\$4,813.75)	

1. ORIGINAL CONTRACT SUM **\$999,937.50**
2. Net change by Change Orders **(\$4,813.75)**
3. CONTRACT SUM TO DATE (Line 1 + 2) **\$995,123.75**
4. TOTAL COMPLETED & STORED TO DATE **\$995,123.75**
5. RETAINAGE:
 - a. 10 % of Completed Work **\$99,512.37**
 - b. _____ % of Stored Material **\$0.00**
- TOTAL RETAINAGE **\$99,512.37**
6. TOTAL EARNED LESS RETAINAGE **\$895,611.38**
- (Line 4 less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT **\$895,611.38**
- 8. CURRENT PAYMENT DUE **\$40,000.00****
9. BALANCE TO FINISH, PLUS RETAINAGE

State of: **Michigan** County of: **Livingston**

Notary Public: _____

My commission expires: _____

Amount Certified: _____

(Attached explanation if amount differs from the amount applied for)


Owner / Engineer: _____ Date: _____

By: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payments are without prejudice to any rights of the owner or contractor.

Contractor certifies that to the best of the Contractor's knowledge, information and belief, the work covered this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been earned, and that current payment shown herein is now due.

CONTRACTOR: Insituform Technologies USA, Inc.

By:  Date: **03/22/22**

Heidi Landrum, Project Manager

ARCHITECT'S CERTIFICATE FOR PAYMENT

accordance with the Contract Documents, based on on-site observations and the data comprising above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information, and belief, the work has progressed as indicated, the quality of the work is in accordance




FULL CONDITIONAL WAIVER

I/we have a contract with Insituform Technologies USA, LLC to provide equipment, materials and labor for the improvement to the property in known as Highland IN, 2021 WO # 1 CIPP Lining project.

By signing this waiver waive my/our construction lien to the amount of \$ 40,000.00 for labor/materials provided through 4-11-22.

This waiver, together with all previous waivers, if any, (circle one) **does**, ~~does not~~ cover all amounts due to me/us for contract improvement provided through the date shown above. This waiver is conditioned on actual payment of the amount shown above.

If the improvement is provided to property that is a residential structure and if the owner or lessee of the property or the owner's or lessee's designee has received a notice of furnishing from me/one of us or if I/we are not required to provide one, and the owner, lessee, or designee has not received this waiver directly from me/one of us, the owner, lessee, or designee may not rely upon it without contacting me/one of us, either in writing, by telephone, or personally, to verify that it is authentic.

Signature of lien claimant 

Signed on 4-11-22
(date)

DO NOT SIGN BLANK OR INCOMPLETE FORMS. RETAIN A COPY.

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
Fund 040 SANITARY OPERATING						
Dept 0000						
040-0000-45200	SAN DIST TRANSFERS GROSS	97106	PAYROLL ACCOUNT	3/25PRL D/S TRANSFER SANITARY DIS	7,069.06	18057
040-0000-45200	SAN DIST TRANSFERS GROSS	97248	PAYROLL ACCOUNT	4/8PRL D/S TRANSFER SANITARY DIS	9,594.21	18063
			Total For Dept 0000		16,663.27	
Dept 0015 SOLID WASTE						
040-0015-21001	182.4 GAL DIESEL	97116	TOWN OF HIGHLAND GASOLINE F	FUEL BY USAGE - SANITATION	1,517.99	18059
040-0015-34023	HEALTH & DENTAL INSURANCE	97117	TOWN OF HIGHLAND INS FUND (MAR2022 HEALTH/LIFE INS PREM SAN	1,034.22	18060
040-0015-34043	LIFE INSURANCE	97117	TOWN OF HIGHLAND INS FUND (MAR2022 HEALTH/LIFE INS PREM SAN	6.87	18060
040-0015-38001	MARCH TRASH SERVICE	97290	REPUBLIC SERVS OF IN,LP/DBA	TRASH SERVICES FOR MARCH 2022	156,754.60	
			Total For Dept 0015 SOLID WASTE		159,313.68	
Fund 044 SAN DIST CAPITAL						
Dept 0000						
044-0000-43057	2021 INFLOW/INFILTRATION	97291	INSITUFORM TECHNOLOGIE USA,	INFLOW/INFILTRATION REPAIR 2021	40,000.00	
			Total For Dept 0000		40,000.00	
			Total For Fund 044 SAN DIST CAPITAL		40,000.00	
Fund 070 SEWAGE OPERATING						
Dept 0000						
070-0000-00100	614.1 GAL DIESEL	97118	TOWN OF HIGHLAND GASOLINE F	FUEL BY USAGE - SEWER	6,516.78	18059
070-0000-00100	0428010038,9120 GRACE ST	97131	NISOURCE INC.	SEWAGE	13,567.37	999425
070-0000-00100	RECORDING OF 14 SEWER LIENS	97132	LAKE COUNTY RECORDER	RECORDING OF 14 SEWER LIENS	350.00	18061
070-0000-00100	APRIL/22 POSTAGE FOR 8,409 BI	97167	LITHOGRAPHIC COMMUNICATIONS	APRIL 2022 UTILITY BILL MAILINGS	3,701.28	18062
070-0000-00100	RETURN MAIL 4/4/2022	97203	PETTY CASH - GENERAL FUND	RETURN MAIL 4/4/2022	6.70	
070-0000-00100	LAURA CORPUS 601145195	97265	KEYSTONE BONDING&SURETY AGE	5 SANITARY COMMISSIONERS BOND 1/1	500.00	18065
070-0000-00100	WASH & WAX CONCENTRATE	97294	1ST AYD CORPORATION	MISC SUPPLIES - SEWER DEPT	458.91	
070-0000-00100	EASY MARKER PAINT WAND 36"	97295	AAA SUPPLY CORPORATION	MARKER PAINT/MANHOLE COVER LIFTER	35.14	
070-0000-00100	2-PC THRUST WASHER - SAW BLAD	97296	AAA SUPPLY CORPORATION	THRUST WASHER-SAW BLADE - WATER D	86.13	
070-0000-00100	CLEAN GEORGETOWN LIFT STATION	97297	ACTIN, INC	CLEAN GEORGETOWN LIFT STATION - S	2,229.76	
070-0000-00100	3/2/2022 INV # 337-399927	97298	AUTO-WARES	MARCH 2022 INVOICES - SEWER DEPT	1,296.14	
070-0000-00100	KIT, ELEMENT & O-RING	97299	BEC ENTERPRISES, LLC	ELEMENT KIT/CLEVIS WLDMT FOR UNIT	477.02	
070-0000-00100	9-PIECE SET, MAIN BROOM STRIP	97300	BEC ENTERPRISES, LLC	MAIN BROOM STRIPS-GUTTER BROOM FO	2,871.38	
070-0000-00100	51-1010 10IN DI TO 10IN PVC M	97301	C & M PIPE & SUPPLY CO INC	BUSHINGS/PVC - SEWER DEPT	109.00	
070-0000-00100	MILEAGE TO COURT HOUSE 14X2X5	97289	CHAD KINLEY (R)	14 X 2 MILEAGE TO COURT HOUSE FOR	16.38	
070-0000-00100	4.5 HOURS PROGRAM MANAG. SERV	97302	COMMONWEALTH ENGINEERS, INC	PROGRAM MANAGEMENT SERVICES THRU	1,156.20	
070-0000-00100	PROJECT MANAGER II	97303	COMMONWEALTH ENGINEERS, INC	PROGRAM MANAGEMENT SERVICES THRU	770.79	
070-0000-00100	WINDSHIELD REPLACEMENT	97304	CROSSROADS GLASS AND MIRROR	REPLACE BROKEN WINDSHIELD UNIT 19	295.00	
070-0000-00100	3 YEAR MAINTENANCE AGREEMENT	97307	CUMMINS INC	3 YEAR MAINTENANCE AGREEMENT FOR	1,519.77	
070-0000-00100	NORTH AVENUE PUMP STATION	97308	CUMMINS INC	NORTH AVENUE PUMP STATION - SEWER	2,843.49	
070-0000-00100	RAPTOR SOC RAT WRENCH	97309	FERGUSON ENTERPRISES	SOC RAT WRENCH/PVT WRENCH - SEWER	200.00	
070-0000-00100	1000 CABLE & CAN ASSEMBLY 60'	97305	GASVODA & ASSOC INC/DBA	WASTE WATER SPARE PARTS - SEWER D	3,631.23	
070-0000-00100	MARCH CLEANING SERVICE	97310	GLOBAL MAINTENANCE & CO.	GENERAL CLEANING SERVICES FOR MAR	805.00	
070-0000-00100	SAFETY SIGNS-10 IN X 14 IN PO	97311	GRAINGER	8 - SAFETY SIGNS -SEWER DEPT	87.76	
070-0000-00100	RESONATOR	97312	HAMMOND MUFFLERS	RESONATOR FOR UNIT #13 - SEWER DE	140.00	
070-0000-00100	SERVICE CALL	97313	HELLMANS AUTO SPPLY CO.	SERVICE CALL/TIRE REMOVAL/VALVE A	230.95	
070-0000-00100	ST235/85R16 TIRES	97314	HELLMANS AUTO SPPLY CO.	TIRES FOR UNIT #80 - SEWER DEPT	1,255.04	
070-0000-00100	SPRING STORAGE CLIP	97315	HOME DEPOT CORPORATION	SPRING STORAGE CLIP - SEWER DEPT	6.56	
070-0000-00100	1/2" RYCO 5000 PSI ISOBARIC H	97316	HOSE CONNECTIONS INC	1/2" RYCO ISOBARIC HOSE - SEWER D	252.00	
070-0000-00100	T4012T204T232-121212-34.50	97317	HOSE CONNECTIONS INC	HOSES FOR UNIT # 18 - SEWER DEPT	75.64	
070-0000-00100	M8 X 1.25 SPIRAL BLK & GOLD T	97318	J & L FASTENERS, INC.	SPIRAL BLACK & GOLD TAPS FOR UNIT	68.39	

INVOICE GL DISTRIBUTION REPORT FOR TOWN OF HIGHLAND
 EXP CHECK RUN DATES 03/17/2022 - 04/20/2022
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: 11

Invoice Description

Amount

Check #

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

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
Fund 070 SEWAGE OPERATING						
Dept 0000						
070-0000-00100	HIGHLAND'S SHARE	97126	LAWSON-FISHER ASSOCIATES PC	PROFESSIONAL SERVICES FEB 2022	210.58	
070-0000-00100	2ND QTR/3RD QTR	97319	MECHANICAL CONCEPTS, INC.	HVAC PREVENTIVE MAINT. CONTRACT 4	825.00	
070-0000-00100	TROUBLESHOOT TRANE MINI WALL	97320	MECHANICAL CONCEPTS, INC.	TROUBLESHOOT TRANE MINI SUPERVISO	1,591.80	
070-0000-00100	2ND QTR/3RD QTR	97321	MECHANICAL CONCEPTS, INC.	HVAC PREVENTIVE MAINT. CONTRACT 4	825.00	
070-0000-00100	3/4 LFMC STR MI CNCTR	97323	MENARDS	MISC SUPPLIES - SEWER DEPT	148.44	
070-0000-00100	12X4 CONCRETE FORMING	97324	MENARDS CORP - SCHERERVILLE	CONCRETE FORMING/CONCRETE MIX - S	233.74	
070-0000-00100	4X4X4 BIRCH	97325	MENARDS CORP - SCHERERVILLE	SUPPLIES - SEWER DEPT	108.73	
070-0000-00100	SELF ETCHING PRIMER SPRAY	97322	MENARDS CORP - SCHERERVILLE	PRIMER/UNDERCOAT SPRAY/UTILITY KN	77.42	
070-0000-00100	INSTALL NEW SWITCH NORTH DR	97326	MIDWESTERN ELECTRIC INC	INSTAL1,200 SWITCH AT NORTH DR.	11,375.00	
070-0000-00100	TRANSMISSION FILTER	97327	NAPA AUTO PARTS	TRNMISSION FILTERS - SEWER DEPT	129.52	
070-0000-00100	MOBIL DELVACI ATF GAL	97306	NAPA AUTO PARTS	MOBILDELVACI ATF GAL FOR UNIT #27	421.40	
070-0000-00100	GENERAL CONSULTING	97329	NIES ENGINEERING, INC.	SERVICES RENDERED THROUGH 3/25/22	865.94	
070-0000-00100	JAN, FEB, MAR RETAINER	97330	NIES ENGINEERING, INC.	1ST QUARTER RETAINER FOR SANITARY	1,080.00	
070-0000-00100	USEPA COMPLIANCE SSO'S	97331	NIES ENGINEERING, INC.	GENERAL CONSULTING THROUGH 3/25/2	5,250.16	
070-0000-00100	PROFESSIONAL SERVICES SSO'S	97328	NIJMAN FRANZETTI LLP	SSO'S PROJECT PROFESSIONAL SERVIC	1,296.00	
070-0000-00100	LJ300 SERVICE KIT	97332	NOZZTEC, INC	SERVICE KIT/JET PLUG/FRONT KNIFE	1,484.45	
070-0000-00100	1 1/4X3/16 PAINTED BLACK BAND	97333	OMEGA STEEL & CONTRACTOR	PAINTED BLACK BANDED EDGES - SEWE	1,500.00	
070-0000-00100	5000 PSI FULL AE	97334	OZINGA READY MIX CONCRETE, I	CONCRETE - SEWER DEPT	729.50	
070-0000-00100	FEB SANITARY FLOWS	97335	SANITARY DISTRICT OF HAMMON	SANITARY FLOWS FOR FEBRUARY 2022	120,404.89	
070-0000-00100	THICKSTER GLOVES - 50PK	97336	SHERWIN WILLIAMS CORP	5 - 50 PK GLOVES - SEWER DEPT	97.71	
070-0000-00100	PARTS FOR UNIT 27	97337	STANDARD EQUIPMENT COMPANY	PARTS FOR SEWER TRUCK #27	1,530.75	
070-0000-00100	LEADER HOSE	97338	STANDARD EQUIPMENT COMPANY	LEADER HOSE FOR UNIT # 27 - SEWER	328.88	
070-0000-00100	FLAG 21" WIRE STAFF GREEN	97339	USA BLUE BOOK	GREEN MARKING FLAGS 30 - 100PK -	499.94	
070-0000-00100	PINT BOTTLE YELLOW DYE	97340	UTILITY SUPPLY COMPANY	PINT BOTTLE YELLOW DYE - SEWER DE	300.00	
070-0000-16000	SEWER USAGE	97155	HOUSEMART INC	CONSUMER REFUND: 051-23001-51	101.39	
070-0000-34023	HEALTH AND DENTAL INSURANCE	97119	TOWN OF HIGHLAND INS FUND (MAR 2022 HEALTH/LIFE INS PREM SEW	36,282.85	18060
070-0000-34043	LIFE INSURANCE	97119	TOWN OF HIGHLAND INS FUND (MAR 2022 HEALTH/LIFE INS PREM SEW	244.51	18060
070-0000-45200	SEWAGE TRANSFERS GROSS	97107	PAYROLL ACCOUNT	3/25 PRL D/S TRANSFER SEWAGE	38,629.23	18058
070-0000-45200	SEWAGE TRANSFERS GROSS	97249	PAYROLL ACCOUNT	4/8 PRL D/S TRANSFER SEWAGE	42,783.87	18064
			Total For Dept 0000		314,916.51	
			Total For Fund 070 SEWAGE OPERATING		314,916.51	
Fund 072 SEWAGE IMPROV						
Dept 0000						
072-0000-30008	2 OF 4 PAYMENTS FOR PW PICKUP	97293	US BANCORP GOVERNMENT LEASI	2 OF 4 PAYMENTS FOR PW PICKUP TRU	9,801.91	
072-0000-41018	COLLECTION SYSTEM IMPROVEMENT	97292	COMMONWEALTH ENGINEERS, INC	SSO REMEDIAL PROJECTS - COLLECTIO	72,678.00	
072-0000-41018	COLLECTION SYSTEM IMPROVEMENT	97341	COMMONWEALTH ENGINEERS, INC	SSO REMEDIAL PROJECTS - COLLECTIO	55,288.00	
			Total For Dept 0000		137,767.91	
			Total For Fund 072 SEWAGE IMPROV		137,767.91	

GL Number	Invoice Line Desc	Ref #	Vendor	Invoice Description	Amount	Check #
Fund Totals:						
				Fund 040 SANITARY OPERATING	175,976.95	
				Fund 044 SAN DIST CAPITAL	40,000.00	
				Fund 070 SEWAGE OPERATING	314,916.51	
				Fund 072 SEWAGE IMPROV	137,767.91	
					<u>668,661.37</u>	

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 \$ 668,661.37 .

Dated this _____ day of _____ , _____

SANITARY BOARD

REX BURTON _____ GREG A. CIESLAK

RICHARD J. GARCIA _____ DAVID JONES