

**MINUTES OF THE REGULAR PUBLIC MEETING  
BOARD OF SANITARY COMMISSIONERS  
TUESDAY APRIL 15, 2025**

The Board of Sanitary Commissioners of the Sanitary District of Highland convened in a study session immediately before the Public Hearing Meeting at 6:30 p.m. on Tuesday, April 15, 2025 with Commissioner Garcia presiding, in the first floor 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 Kathy DeGuilio-Fox, Dave Jones and Richard Garcia. John Bach and Greg Cieslak were absent. Also present were Mark Knesek, Public Works Director, Derek Snyder of NIES Engineering, Inc, Robert Tweedle and George Georgeff, Councilman.

Derek Snyder received the letter from Insituform for this years lining. It needs to be approved and they can get started. Derek explained where they will be working.

Mark Knesek had 2 usage request for residents.

Robert Tweedle no new update on HSD. Still waiting. A long discussion took place.

Study Session ended at 6:35.

At 6:35 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 Kathy DeGuilio-Fox, Dave Jones and Richard Garcia. John Bach and Greg Cieslak were absent. Also present were Mark Knesek, Public Works Director, Derek Snyder of NIES Engineering, Inc., Robert Tweedle, Attorney and George Georgeff, Councilman.

The minutes from the March 18, 2025 public meeting are approved.

**Special Order:** None

**Communications:** None

**General Business:**

1. Commissioner DeGuilio-Fox motioned to approve Resolution 2025-07 Cieslak seconded. Upon a roll-call, there were five (5) affirmatives and no (0) negatives. The motion passes.

**SANITARY DISTRICT OF HIGHLAND  
BOARD OF SANITARY COMMISSIONERS  
RESOLUTION NO. 2025-07**

**A RESOLUTION, OFFERING, AUTHORIZING AND APPROVING AN EXTENSION TO THE CONTRACT FOR THE ANNUAL SERVICE AGREEMENT TO INSITUFORM TECHNOLOGIES USA, LLC. FOR CIPP LINING OF SANITARY SEWERS THROUGH DECEMBER 31, 2025, UNDER THE SAME TERMS AND CONDITIONS AS THE ORIGINAL CONTRACT**

**Whereas,** The Sanitary District of Highland (District) 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 Sanitary District of Highland (District), through its Board of Sanitary Commissioners, has heretofore determined a need to rehabilitate the sanitary sewer system for the purpose of controlling inflow and infiltration of storm water into the sanitary sewer and that sanitary sewer lining is a "Trenchless Reconstruction" initiatives available to that purpose; and

**Whereas**, The District did award a contract on September 19, 2023 to Insituform Technologies USA, Inc. for an Annual Service Agreement - CIPP Lining of Sanitary Sewers, as the lowest responsible and responsive bid; and

**Whereas**, Insituform Technologies USA, Inc. has expressed interest, through a letter dated March 25, 2025, attached hereto, to extend the current contract through 2025 at the same terms and conditions for CIPP Lining of Sanitary Sewers; and

**Whereas**, Insituform Technologies USA, Inc. has demonstrated professional competence and qualifications to perform the particular sewer work for the District and it has been determined that extending the current contract will realize a cost and time savings for mutual benefit of both parties; and

**Whereas**, The District, pursuant to IC 5-22-17-4, now wishes to offer a contract extension to Insituform Technologies USA, Inc., through December 31, 2025, for CIPP Lining of Sanitary Sewers, under the original terms, conditions and prices as the original contract (1-year).

**Whereas**, there are sufficient and available appropriations balances on hand to support the payments under the agreements, pursuant to IC 5-22-17-3(e); and

**Whereas**, The Sanitary District of Highland, through its Board of Sanitary Commissioners, now desires to accept the bid and award the contracts, respectively.

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

1. That the Contract Extension between the Sanitary District of Highland and Insituform Technologies USA, Inc. in the amount of the various classes of work described in the original bid for Annual Service Agreement – CIPP Lining of Sanitary Sewers, is authorized and approved, at the same terms, conditions and prices as the original contract (1-year), through December 31, 2025.
2. That the Sanitary District Superintendent is authorized to execute any and all documents and all documents necessary to implement the Contract extension.

**Duly Adopted**, Resolved and Ordered by the Highland Sanitary District, Board of Commissioners, Lake County, Indiana, this 15th day of April, 2025. Having been passed by a vote of five (5) in favor and none (0) opposed.

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Richard Garcia, President

Attest:

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David Jones, Secretary

2. Commissioner Jones motioned to approve Resolution 2025-08 DeGuilio-Fox seconded. Upon a roll-call, there were five (5) affirmatives and no (0) negatives. The motion passes.

**SANITARY DISTRICT OF HIGHLAND  
Board of Sanitary Commissioners  
Resolution No. 2024-08**

**A RESOLUTION AUTHORIZING AND APPROVING A CHANGE ORDER TO THE CONSTRUCTION CONTRACT WITH GRIMMER CONSTRUCTION, INC., FOR THE SANITARY SEWER OVERFLOW REMEDIAL PROJECT PHASE 1 – DIVISION A**

**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 Sanitary District of Highland (District), through its Board of Sanitary Commissioners, had heretofore on October 17, 2023, adopted Resolution No. 2023-28, A Resolution, awarding a bid to Grimmer Construction, Inc. for the Sanitary Sewer Overflow Remedial Project Phase 1 – Division A in the total amount of \$11,619,169.00 as the lowest responsive and responsible bid; and

Whereas, on November 19, 2024, the District adopted Resolution No. 2024-08, approving and authorizing Change Order No. One to the Construction Contract with Grimmer Construction in the amount of Seven-eight Thousand Eighty-four Dollars and 60 Cents (\$78,084.60), bringing the total value of the entire agreement with any and all change orders approved to date to Eleven Million Six Hundred Ninety-seven Thousand Two Hundred Fifty-three Dollars and 60 Cents (\$11,697,253.60); and

**Whereas**, during the course of construction of the Project, it has again become necessary to change or alter the original specifications of the project and/or to increase or decrease the planned material quantities; and

**Whereas**, Commonwealth Engineering, Inc., a licensed professional engineer performing construction engineering services on the Project, has specifically identified and presented Change Order No. 2, attached

herewith, which details the changes and alterations to the Project which have a net increase in the contract amount of Forty-five Thousand Two Hundred Fifty-seven Dollars and No Cents (\$45,257.00); and

**Whereas**, The Sanitary District of Highland, through its Board of Sanitary Commissioners, now desires to approve and authorize the Change Order as described.

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

**Section 1.** That Change Order No. 2 to the construction contract between Grimmer Construction, Inc. and the Sanitary District of Highland for the Sanitary Sewer Overflow Remedial Project Phase 1 – Division A, as prepared by Commonwealth Engineering, Inc., a licensed professional engineer performing construction engineering services on the Project, is hereby approved and authorized in each and every respect;

**Section 2.** That Change Order No. 2 increases the original contract amount by Forty-five Thousand Two Hundred-Fifty-seven Dollars and No Cents (\$45,257.00), bringing the total value of the contract with any and all change orders approved to date to Eleven Million Seven Hundred Forty-two Thousand Five Hundred Ten Dollars and 60 Cents (\$11,742,510.60);

**Section 3.** That Change Order No. 2 does not change or extend the date for substantial completion and reflects a final completion date of May 31<sup>st</sup>, 2025;

**Section 4.** That the President of the Sanitary District of Highland be authorized to execute the Change Order with his signature.

**Duly Adopted**, Resolved and Ordered by the Board of Sanitary Commissioners of Highland, Lake County, Indiana, this 15<sup>th</sup> day of April, 2025. Having been passed by a vote of five (5) in favor and none (0) opposed.

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

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Richard J. Garcia, President

Attest:

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David Jones, Secretary

3. **Commissioner DeGuilio-Fox motioned to approve Pay Request Commissioner Bach seconded. Upon a roll-call, there were five (5) affirmatives and no (0) negatives. The motion passes**

Highland Sanitary District, Sanitary Sewer Overflow Remedial Project  
Phase 1 – Division A  
Contractor's Application for Payment No. 11

4. **New Business:** Mark Knesek stated Janelle Turich was present. She is requesting 50%, \$3,250.00 of the total of \$6,500.00 reimbursement for a yard drain for their storm system that has been done. Mark Knesek stated he has the three quote and he has never seen a set up like this before. Rich Garcia asked Mark Knesek and Derke Snyder if they had an opinion if this qualifies for reimbursement. Mark Knesek stated it did not. Derek Snyder stated there is a catch basin in the yard next door, so this would not qualify. John Bach asked Janelle Turnich if this started before the pool was installed. Janelle Turich stated it was happening before the pool was installed. A roll call was taken to

see if this project complies with the eligibility requirements with the rear yard drainage assistant program. Upon a roll-call, there were no (0) affirmatives and 5 (five) negatives. The request is denied.

Reports: None

Comments from the Commissioners: None

Business on the floor: None

**Claims:**

6201	SEWAGE OPERATING	378,061.35
6204	SEWAGE IMPOV	1,176.99
6205	WASTEWATER CONSTRUCTION	199,749.20
6206	SEWAGE CASH RESERVE	119,260.50
6601	SANITARY OPERATION	203,471.71
	Total	901,719.75

Commissioner Jone motioned to approve the docket. Commissioner Cieslak seconded. Upon a roll call, there was five (5) affirmatives and no (0) negative. The motion passes.

**Next Meeting:** The next meeting will be a study session to be held at 6:30 p.m. on Tuesday May 6th, 2025. The next regularly scheduled Public Meeting will be held Tuesday, May 20, 2025, immediately following a study session at 6:30 p.m.

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**Adjournment:** There being no other business to come before the Board of Sanitation Commissioners, Commissioner DeGuilio-Fox moved to adjourn. Upon a voice vote, the meeting was adjourned at 7:09 pm.

Respectfully Submitted, Denise Beck, Recording Secretary