

# Minutes

---

## *July 12, 2011 – Board Meeting*

On July 12, 2011, the Board of Trustees of the Lake County Public Water District met in a regularly scheduled meeting at the hour of 5:30 p.m. in the conference room of the District, 500 – 17th Street, Zion, Illinois. Chairman Topcik opened the meeting at approximately 5:30 p.m. Upon the roll being called, Trustees Jaeger, Ruchti, Moe, and Topcik were present. Trustees Monk, Mitchell, and Hill were absent. Also present were General Manager Albrecht, Operations Manager White, District Attorney Dan Kucera, and District Secretary Karen Johnston. State Representative JoAnn Osmond was present as a guest speaker.

Chairman Topcik opened the meeting by welcoming Representative Osmond. He stated that she had been sent a letter explaining the District's concerns regarding the movement of the sand around the District's intake pipe in hopes that she could help. Representative Osmond stated that she had discussed the matter with Todd Main of the Illinois Department of Natural Resources who is familiar with the shoreline. Although there are grant monies available through the Coastal Management Program, she doubted the District would qualify for this program as it is hoped to use this money for E. coli issues. She indicated that Mr. Main would do some research and look for a mechanism that could help the District, and that he had offered his expertise in this area. Representative Osmond made several inquiries regarding the intake pipe, including the distance from the plant and the process of rock placement. General Manager Albrecht explained these items to her. After much discussion of these items, as well as the impact of the construction of North Point Marina on the intake pipe, Representative Osmond suggested that she bring Mr. Main to the board's August board meeting. The board and Representative Osmond proceeded to discuss other items of interest to the board members, including the North West Water Group and political news for the area. The board also requested that Representative Osmond explore the possibility of amending the District's contract with the State of Illinois. A discussion of this subject followed. Representative Osmond left the meeting at 6:20 p.m.

Chairman Topcik requested that items 3, 4, 5, 6, and 7 (Minutes, Disbursements, Treasurers Report, Budget and MOS Report) be placed on a consent agenda. Trustee Ruchti requested that the disbursements not be placed on the consent agenda and Trustee Moe requested that the budget not be placed on the consent agenda for individual discussion. Chairman Topcik then asked for a motion to place items 3, 5, and 7 (Minutes, Treasurer's Report, and MOS Report) on a consent agenda and approve those items. Trustee Jaeger made that motion, which was seconded by Trustee Ruchti and unanimously approved. The board then went on to discuss the disbursements. Trustee Ruchti questioned the extra charges for K. Erickson Designs for emergency cleanup. General Manager Albrecht explained this was for clean up after the recent storms. He indicated that they did a very good job and even gave a dedicated customer discount. Trustee Moe went on to question the percentages on the budget report. He felt some may have been incorrect. Secretary Johnston indicated that Trustee Moe was correct, that there had been an error with the spreadsheet and that she would correct these items and provide a corrected report at the next board meeting. Chairman Topcik then requested a motion to approve items 4 and 6, (disbursements and budget report), which was made by Trustee Moe, seconded by Trustee Jaeger and unanimously approved.

# Minutes

July 12, 2011 – Board Meeting

## OPERATIONS & MAINTENANCE ACCOUNT July, 2011 – Disbursements

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Jun-11	2,094.68
2921	Federal Withholding Taxes	Jun-11	6,251.22
2922	IL Department of Revenue	Monthly Remittance	1,354.86
2923	WI Department of Revenue	Monthly Remittance	432.42
7205	FICA Withholding Taxes (ER Portion)	Jun-11	2,836.10
7211	Commonwealth Edison	Electricity	18.33
7211	Integrus	Electricity	3,180.51
7215	McHenry Analytical	Sample Testing	56.50
7222	Ace Hardware	Misc. supplies	105.83
7222	Applied Technologies	Misc. supplies	710.16
7222	Graver Water Systems	Misc. supplies	308.21
7222	Hach	Lab supplies	598.29
7222	Lake County Pipe & Supply	Misc. supplies	475.79
7222	McMaster-Carr	Misc. supplies	9.26
7222	Olson Service Co.	Fuel for generator	1,113.31
7223	Dill Brothers	Maintenance on bushing & housing	1,050.00
7223	K. Erickson Designs	Emergency cleanup work	4,448.34
7223	Gordon Flesch	Annual maintenance	1,436.90
7223	Krause Electrical Contractors	Install transfer switch	5,742.00
7223	SKF Reliability	Vibration Testing	690.00
7225	Baxter & Woodman	2011-12 Support Contract	2,275.00
7225	K. Erickson Designs	Landscaping Maintenance	462.80
7225	Klean Korners	Monthly Janitorial Services	565.00
7225	Lakeland Larsen	Elevator Maintenance	389.08
7231	Gordon Flesch	Copier Lease	2,016.90
7232	Cimco Communications	Telephone service	1,310.75
7232	Verizon Wireless	Cellular Phone Service	382.04

# Minutes

July 12, 2011 - Board Meeting

7234	Baxter & Woodman	BWCSI Support Services	260.00
<b>ACCT #</b>	<b>VENDOR NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT DUE</b>
7234	Staples	Office Supplies	94.98
7235.1	West's Insurance Agency	Comm'l. Package Renewal	19,938.00
7235.2	AARP Medical	Medical Insurance for Diane Fragassi	207.10
7235.2	AARP Prescription	Prescription cov. for Diane Fragassi	30.60
7235.2	Humana Choice Care	Monthly Med/Dent Premium	5,019.27
7236	Pintescu, Ioan	Travel Reimbursement	47.43
7241	Milburn Cain & Co.	Annual Audit	18,500.00
7241	James Hamlin & Co.	Payroll Fees - 05/11 to 06/21	118.56
7242	Daniel J. Kucera	General Legal Services	1,913.85
7247	Edward E. Gillen Co.	Intake Pipe Maintenance	37,461.43
7247	Lapish, Jere	Intake Inspection - Consulting	4,500.00
7247	Sun Times Media	Intake Inspection - Bid Ad	44.00
<b>FIRST BANKCARD</b>			
	Acct. 7222	Misc. supplies	241.47
	Acct. 7234	Office Supplies	545.74
	Acct. 7236	Transportation	144.89
	Acct. 7237	Meetings	163.47
	Acct. 7251	Misc. supplies	22.49
	<b>TOTAL</b>		<b>\$129,567.56</b>

## CONSTRUCTION FUND EXPENDITURES

<b>ACCT #</b>	<b>VENDOR NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT DUE</b>
7272	Copenhaver Construction	Streambank stabilization project	22,991.40
	Total		<b>\$22,991.40</b>

# Minutes

July 12, 2011 – Board Meeting

## R&R FUND EXPENDITURES

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7274	Dixon Engineering	Maintenance inspection, professional fees - North Solids Contact through 5/12/11	6,441.00
	Total		<b>\$6,441.00</b>

### OLD BUSINESS:

- **Plant Upgrade to 6.5 mgd Project** – General Manager Albrecht stated that there was nothing new to report on this project. However, relative to the construction projects General Manager Albrecht stated that he had called Jamie Rachlin from BMO Capital Markets, the bonding firm, to discuss the timetable for expending all of the revenue bond proceeds. Because of the low interest rate earned on the bond proceeds, the District does not seem to have any issues with the timing of bond expenditures.
- **Chlorine Scrubber** – General Manager Albrecht stated that the electrical subcontractor on this project has filed a lien against the money the District is holding that is due Bullseye Contractors, the contractor on this project. General Manager Albrecht explained how the electrical contractor was hired on this project. Attorney Kucera then explained from a legal standpoint, the workings of the lien. A memo of this information was included in the board packet. A discussion of the subject followed.
- **Kellogg Creek:** - General Manager Albrecht stated that Copenhaver Construction has basically finished this project, and for less than their quoted price. The District is holding \$9,000 in retainage for this project. He went on to state that an inspection had been made by the Lake County Stormwater Management Commission and the report that they wrote was included in the board packet. A discussion of this subject followed.
- **North West Lake Michigan Planning Group:** - General Manager Albrecht stated that an agenda of the Technical Working Group was included in the board packet and that he had attended the meeting. There are two committees for this group, the Technical Committee, of which General Manager Albrecht is a member, and the Policy Committee. The Policy Committee is made up of the mayors and village presidents of the various communities, plus Jerry Topcik, Board Chairman of the District. Both groups are waiting for ATI (the engineering firm for the group) to come up with a cost estimate for being on the District's site. Frank Tiefert of ATI, promised to have this information for the August meetings. A discussion of this subject followed. In addition General Manager Albrecht stated that a phased approach proposed by Larry Thomas of Baxter and Woodman was presented. A discussion of this subject followed. Chairman Topcik went on to discuss his thoughts based on his attendance at the policy meeting. There were no further questions.
- **Intake Pipeline Project:** Operations Manager White started his report by explaining the various aspects of the bid for this project. There were separate quotes for installing pile

# Minutes

---

*July 12, 2011 – Board Meeting*

bents, furnishing and installing steel shims, furnishing and installing 690 tons of stone, and furnishing and installing “H” pile, strap and bolt system. These items were combined into a base bid and an alternate bid. The bid tabulation sheet was included in the board packet. Operations Manager White explained each item and went on to advise the board of the results of the bid opening on this project. The District received bids from Edward Gillen Company and the other from Durocher Marine. Both firms provided bids for the base bid and the alternate bid. He asked the board for approval of the alternate bid of \$163,500 with Edward Gillen Company, the low bidder. A discussion of the project followed. Trustee Jaeger made a motion to accept the bid of Edward Gillen Company for \$163,500, which was seconded by Trustee Moe and unanimously approved.

- **North Solids Contact Unit** – Operations Manager White stated the contractor on this project, Tecorp, had not asked for a pay request. Also in reviewing the submittal for the dome he noticed some discrepancies between CDM’s submittal and Tecorp’s submittal. He asked for clarification but had not received an answer as yet. Discussion of this project followed.
- **Plant Survey** – Operations Manager White indicated that he had not heard from the surveyor, Doug Howard. During the last discussion Operations Manager White had with him, he stated that due to water in the north end of the District’s plant site property, winter would be a better time to perform the survey. Operations Manager White will follow up.
- **Stainless Steel Rusting** – Operations Manager White stated that this subject had been discussed with Len Rago and Jon Meyer, both of CDM, to advise them that there was an issue. Mr. Rago indicated he felt his firm had done their due diligence and abided by industry standards. A discussion followed regarding this conversation. Attorney Kucera stated that he would put together a list of talking points and present it to the board at their next meeting.

## **NEW BUSINESS:**

- **Windstorm** – Operations Manager White narrated what occurred during the windstorm of June 30<sup>th</sup>. The wind had knocked down many trees, which required several hours of clearing. Many were uprooted around the plant and in the wooded areas. Operations Manager White discussed with the board as to which trees should be removed and which should be left. A discussion of this subject followed. In addition to tree damage, the gate into the plant was also damaged. Operations Manager White received a quote of \$4,550 to repair the gate. However, he wasn’t sure whether it would operate without problem after the repairs. He felt a better alternative would be to replace the gate. After discussion, the board agreed with Operations Manager White and stated that the District could pay the difference between repair and replacement.

## **ATTORNEY’S REPORT**

- **Legislation** – Attorney Kucera stated that legislation giving the counties authority to require financial information, discussed at last month’s meeting, had now been signed by the Governor.

# Minutes

---

*July 12, 2011 – Board Meeting*

- 👉 **Right of Way** – Attorney Kucera indicated he had had a follow up discussion with Mr. Homan of the Department of Natural Resources regarding vacating the right of way. He had advised Mr. Homan the District needs access to these to get to the pump station. Attorney Kucera will pursue the matter further.

General Manager Albrecht brought up the intake pipe again referring to a sketch that he had included for the board's information. He discussed the sand movement and the seriousness of the possibility of the intake pipe moving. A discussion of the subject followed.

With no further business to discuss, Trustee Ruchti made a motion to adjourn the meeting, which was seconded by Trustee Jaeger and unanimously approved.

X

---

Donald J. White  
Board Secretary