

# Minutes

## December 13, 2011 – Board Meeting

On December 13, 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 5:40 p.m. Upon the roll being called, Trustees Mitchell, Moe, Ruchti, Monk, Jaeger, and Topcik were present. Trustee Hill was absent. Also present were General Manager Albrecht, Operations Manager White, District Attorney Kucera, and District Secretary Karen Johnston.

Chairman Topcik stated that he would accept a motion to place the following items on a consent agenda and to accept that consent agenda. These motions were made by Trustee Mitchell, seconded by Trustee Jaeger, and unanimously carried.

- 2) Minutes of November 8, 2011
- 3) Disbursements for December, 2011
- 4) End of month November, 2011 Treasurer’s Report
- 5) End of month November, 2011 Budget Report
- 6) End of month November, 2011 Monthly Operation Summation

Chairman Topcik then asked for a motion for the declassification of the May 10, 2011 executive session meeting minutes. Trustee Mitchell made a motion to declassify the executive session meeting minutes of May 10, 2011, which was seconded by Trustee Jaeger and unanimously carried.

### OPERATIONS & MAINTENANCE ACCOUNT December, 2011 – Disbursements

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Nov-11	1,606.06
2921	Federal Withholding Taxes	Nov-11	6,057.55
2922	IL Department of Revenue	Monthly Remittance	1,331.06
2923	WI Department of Revenue	Monthly Remittance	409.12
7205	FICA Withholding Taxes (ER Portion)	Nov-11	2,121.60
7211	Commonwealth Edison	Electricity	18.00
7211	Integrays	Electricity	11,775.78
7212	North Shore Sanitary District	Wastewater charges	2,283.19
7215	McHenry Analytical	Sample Testing	245.50
7221	Hydrite	Chlorine Shipment	1,732.00
7222	Ace Hardware	Misc. supplies	115.95
7222	Applied Industrial Technologies	Misc. supplies	163.56

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7222	Drydon Equipment	Chlorinator Vacuum Regulator	2,067.34
7222	McMaster-Carr	Misc. supplies	72.07
7222	W.W. Grainger	Misc. supplies	122.39
7222	Hach	Misc. supplies	263.07
7222	Millipore Corp.	Lab Supplies	1,897.31
7222	VWR International	Misc. supplies	81.22
7222	USA Blue Book	Misc. supplies	162.74
7223	K. Erickson Designs	Deliver and spread wash stone	1,398.90
7223	Kirchner Fire Extinguisher	Fire extinguisher maintenance	198.25
7225	Klean Korner	Janitorial Service	795.00
7231	GFC Leasing	Monthly Copier Lease	290.00
7232	Cimco Communications	Telephone service	1,253.35
7232	Verizon Wireless	Cellular Phone Service	231.99
7234	Reliable	Office Supplies	93.36
7234	Staples	Office Supplies	54.21
7235.1	West's Insurance	End't. adding new truck	133.00
7235.2	AARP Medical	Medical Insurance for Diane Fragassi	207.10
7235.2	AARP Prescription	Prescription coverage for Diane Fragassi	30.60
7235.2	Cincinnati Insurance Co.	Annual Life Insurance	450.00
7235.2	Humana Choice Care	Monthly Med/Dent Premium	5,019.27
7235.2	Illinois Public Risk Fund	Quarterly Workers Compensation	4,262.00
7235.2	White, Don	Ins. Deductible Reimbursement	927.52
7236	White, Don	Travel Reimbursement	55.50
7241	James Hamlin & Co.	Payroll Fees - 10/12 to 11/08	185.93
7242	Daniel J. Kucera	General Legal Services	3,093.85
7247	Gillen, Edward E. Company	Remedial work on intake pipeline	31,000.00
7247	Lapish, Jere	History of Intake	750.00
7251	Correll Co.	Service fees	1,218.25
7251	Filterfresh Chicago	Coffee Service	288.14
7251	Zee Medical	First aid supplies	60.70

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<b>FIRST BANKCARD</b>			
	Acct. #7222	Supplies	191.70
	Acct. #7223	Maintenance/Repairs	181.27
	Acct. #7234	Office Supplies	187.45
	Acct. #7236	Transportation	628.62
	Acct. #7237	Meetings	1,363.61
	Acct. #7251	Miscellaneous	90.00
	<b>TOTAL</b>		<b>\$87,165.08</b>

## *R&R FUND*

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7274	Dixon Engineering	North Solids Tank Painting	1,275.00
	Total		<u>\$1,275.00</u>

## **ORDINANCES/RESOLUTIONS:**

Chairman Topcik then presented the following Resolutions

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## RESOLUTION


BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE LAKE COUNTY PUBLIC WATER DISTRICT, Lake County, Illinois, that the regular monthly meetings of the Board of Trustees for the calendar year beginning January 1, 2012, be held at the hour of 5:30 P.M. in the conference room at the District's Filtration Plant located at 500 -17th Street, Zion, Illinois, have been scheduled for the following days and dates:

Tuesday, January 10, 2012  
Tuesday, February 14, 2012  
Tuesday, March 13, 2012  
Tuesday, April 10, 2012  
Tuesday, May 8, 2012  
Tuesday, June 19, 2012  
Tuesday, July 10, 2012  
Tuesday - August 14, 2012  
Tuesday - September 11, 2012  
Tuesday - October 9, 2012  
Tuesday - November 13, 2012  
Tuesday - December 11, 2012

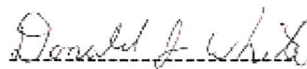
BE IT FURTHER RESOLVED that public notice of the scheduled meetings shall be given by posting a copy at the office of the District, 500 -17th Street, Zion, Illinois, and by publication thereof in the Zion-Benton News.

(CORPORATE SEAL)

LAKE COUNTY PUBLIC WATER DISTRICT

  
Gerold L. Topcik  
Chairman, Board of Trustees

ATTEST:

  
Donald J. White  
Secretary, Board of Trustees

PRESENTED AND READ: December 13, 2011  
PASSED AND APPROVED: December 13, 2011

ROLL CALL VOTE:

Trustees voting aye:  
Trustee voting nay:  
Trustees absent:

MOTION CARRIED

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## Resolution

**WHEREAS**, Lake County Public Water District (the "Company") maintains the Lake County Public Water District Profit Sharing Retirement Plan (the "Plan");

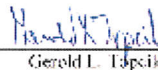
**WHEREAS**, the Company desires to amend said Plan to comply with the Workers, Retiree, and Employer Recovery Act of 2008;

**WHEREAS**, the Company deems the amendment, as contained in the attached documents, to be suitable for purposes aforesaid;

**NOW, THEREFORE**, on this 13th day of December, 2011, the undersigned hereby adopt for the Company the Amendment of the Plan for WRERA, as contained in the attached documents, said Amendment to be effective as provided therein.

### Signatures

LAKE COUNTY PUBLIC WATER DISTRICT



Gerald L. Topcik  
Chairman, Board of Trustees

(CORPORATE SEAL)

ATTEST:



Donald J. White  
Secretary, Board of Trustees

PRESENTED AND READ: December 13, 2011

PASSED AND APPROVED: December 13, 2011

ROLL CALL VOTE:

Trustees voting aye: Dorothy Mitchell, Arras Monk, Mike Ruchti, Dick Mex, Doug Jaeger, Jerry Topcik

Trustee voting nay: None

Trustees absent: Al Hill

MOTION CARRIED

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## Resolution

**WHEREAS, Lake County Public Water District (the "Company") maintains the Lake County Public Water District Section 457 Deferred Compensation Plan (the "Plan");**

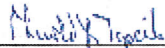
**WHEREAS, the Company desires to amend said Plan to comply with the Workers, Retiree, and Employer Recovery Act of 2008;**

**WHEREAS, the Company deems the amendment, as contained in the attached documents, to be suitable for purposes aforesaid;**

**NOW, THEREFORE, on this 13th day of December, 2011, the undersigned hereby adopt for the Company the **Amendment of the Plan for WRERA**, as contained in the attached documents, said Amendment to be effective as provided therein.**

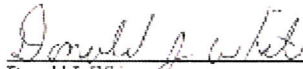
### Signatures

LAKE COUNTY PUBLIC WATER DISTRICT

  
Gerald L. Topcik  
Chairman, Board of Trustees

(CORPORATE SEAL)

ATTEST:

  
Donald L. White  
Secretary, Board of Trustees

PRESENTED AND READ: December 13, 2011  
PASSED AND APPROVED: December 13, 2011

ROLL CALL VOTE:

Trustees voting aye: Donchy Mitchell, Amos Monk, Mike Ruchti, Dick Moe, Doug Jaeger, Jerry Topcik  
Trustee voting nay: None  
Trustees absent: Allie Hill

MOTION CARRIED

Council Co.

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Trustee Jaeger made a motion to accept the 2012 Meeting Date resolution, which was seconded by Trustee Moe. Upon a roll call vote taken, Trustees Mitchell, Moe, Monk, Ruchti, Jaeger, and Topcik all voted in the affirmative, there were no nays and Trustee Hill was absent. District Secretary Johnston will publish the

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Resolution in the appropriate newspaper. Trustee Ruchti then made a motion to accept the Worker, Retiree, and Employer Recovery Act amendments to the District's Profit Sharing and 457 Deferred Compensation Plans, which was seconded by Trustee Moe. Upon a roll call vote taken, Trustees Mitchell, Moe, Monk, Ruchti, Jaeger, and Topcik all voted in the affirmative, there were no nays and Trustee Hill was absent.

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## **Old Business:**

- **North West Lake Michigan Planning Group:** - General Manager Albrecht attended the technical meeting of this group and a copy of the agenda for that meeting was attached. He stated that he had learned through Larry Thomas of Baxter and Woodman, who had been in contact with State Senator Pamela Althoff that the Department of Natural Resources might be willing to sell or lease plots of land near the District's low lift pump station. The board also discussed using the services of Mr. Thomas concerning purchasing the plots of land. Discussion of the plots of land followed, with Trustee Moe making a motion to seek the purchase of lots 8, 9, 21, and 22, which was seconded by Trustee Monk and unanimously carried. Upon further discussion, Trustee Jaeger made a motion to include also lot 23 in the land purchase efforts, which was seconded by Trustee Monk and unanimously carried.
- **Antioch Water Supply** – General Manager Albrecht indicated that currently there was nothing new regarding this subject. He did suggest that the Standard and Poor's rating report be sent to them. Discussion of the subject followed.
- **Intake Pipeline Project:** General Manager Albrecht stated that the board had approved a final payment to this contractor. He reviewed the work performed by this contractor. Discussion of the subject followed.
- **Standard & Poors-** General Manager Albrecht stated that he had received the report back from Standard & Poor's regarding the District's credit rating. He stated that the rating was "A+" stable. This was the same as received at the time of the revenue bond issue. Discussion of the subject followed.
- **North Solids Contact Unit** – General Manager Albrecht indicated that the contractor on this project Tecorp was to have been done by November 4. However, they had missed that date. It is now too cold to completely finish this work. The District has been assessing liquidated damages, on paper, from November 5, until now. This is approximately \$20,000. The District's engineers, working with the contractor, will provide the District with a cut-off date for working this season. They will also provide a start-up date for spring. General Manager Albrecht stated that there may be more liquidated damages, and the board will have to make a decision on the amount they will want to retain. Discussion of the subject followed.
- **Stainless Steel Rusting** – Operations Manager White stated he had looked into CDM's recommendations regarding the stainless steel rusting issue, and had included a memo in the board packet with a cost estimate for relocating the pre-chlorine feed system. He stated that there was a contingency amount included, as well as a painting estimate. He reviewed the information in his memo and a discussion of this subject followed. Both Operations Manager White and General Manager Albrecht stated that moving the chlorine feed was a

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good move. Discussion of the responsibility of the costs followed. Attorney Kucera stated that he should write a letter to both CDM and WesTech regarding the sharing of costs for this project. Discussion of this subject followed.

Trustee Jaeger left the meeting at 6:30 p.m.

- **Verizon Wireless Antenna Installation** – Operations Manager White stated that he had talked with officials at the City of Zion regarding the possible damage caused by the antenna installation. They have indicated that they will drain the tank in the spring and have their contractor paint the weld spots. Operations Manager White will coordinate this work with Mr. Ron Colangelo, Director of Public Works, and Mr. Art Hoyt, of the Water Department. He stated that this would be at the City of Zion's expense. Discussion of this subject followed.
- **Electrical Contracts** – Operations Manager White stated the coop was working to get better rates. Discussion of this subject followed.
- **Emergency Divers** – Operations Manager White stated that he, Attorney Kucera, and Veolia had arrived at an acceptable contract regarding the emergency intake divers. He outlined the details for the board. He also stated that in addition to the contract with Veolia, the District would also need a contract with Mr. Bert Atkinson, as he has the only tugboat in the area capable of breaking through ice. He then requested that the board approve signing contracts with both of these contractors. Trustee Ruchti made a motion to approve the Veolia contract, which was seconded by Trustee Mitchell and unanimously carried. Trustee Mitchell then made a motion to approve a contract with Bert Atkinson, which was seconded by Trustee Moe and unanimously carried.
- **Chlorine Scrubber** – Attorney Kucera reviewed the details of the mechanics lien filed by the electrical contractor on this project, Cattaneo Electric Co. He stated that Cattaneo claims that Bullseye Contractors owes them approximately \$25,000 for the work performed on the chlorine scrubber project, and that they had filed suit against Bullseye. Attorney Kucera discussed the amount of the electrical portion of the contract with the board. He indicated that based on the paperwork received by the District, the amount due the electrical contractor is \$4,300. Attorney Kucera has requested the authority to convey that information to Cattaneo. Trustee Mitchell made a motion to give Attorney Kucera that authority, which was seconded by Trustee Ruchti and unanimously carried. Discussion of this subject followed.

## **New Business:**

- **Illinois Public Act 097-0084** – General Manager Albrecht included a memo in the board packet regarding this new public act. He stated that the act requires entities such as the District to furnish the County Board certain information concerning the operation of the District. General Manager Albrecht has made the requested information available to the trustees. Discussion of this subject followed.
- **End of Year Bonuses** – Chairman Topcik moved on to the question of year-end bonuses for the employees of the District. Chairman Topcik went on to indicate that last year an amount of \$250.00 net, grossed up for FICA taxes was paid to the full-time employees and suggested an amount for the current year of \$300.00 gross. Trustee Monk made a motion



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to provide year-end bonuses for \$300.00 gross to all full-time employees of the Lake County Public Water District, which was seconded by Trustee Ruchti and unanimously carried.

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

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Donald J. White  
Board Secretary