

# Minutes

---

## *January 10, 2012 – Board Meeting*

On January 10, 2012, 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 Moe, Monk, Jaeger, and Topcik were present. Trustees Hill and Ruchti were absent. Trustee Mitchell arrived at 5:50 p.m. 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. Trustee Jaeger made a motion that all items be discussed individually, which was seconded by Trustee Moe and unanimously carried.

- 2) Minutes of December 13, 2011
- 3) Disbursements for January, 2012
- 4) End of month December, 2011 Treasurer's Report
- 5) End of month December, 2011 Budget Report
- 6) End of month December, 2011 Monthly Operation Summation

Chairman Topcik asked if there were any questions concerning the minutes. As there was none, Trustee Jaeger made a motion to accept the minutes, which was seconded by Trustee Monk and unanimously carried.

The next item was the disbursements for January 2012. Chairman Topcik asked for comments. General Manager Albrecht stated that there was a payout to Tecorp for the work being performed on the North Solids Contact Unit. He indicated that the amount of the payment to Tecorp was \$22,500 less than requested by that firm because the District was withholding liquidated damages. A discussion of lines items followed. Trustee Jaeger made a motion to accept the disbursements, which was seconded by Trustee Moe and unanimously carried.

Next was the Treasurer's Report. General Manager Albrecht stated that this was the typical report included in previous board packets. Discussion of the report followed. Trustee Jaeger made a motion to accept the report, which was seconded by Trustee Moe and unanimously carried.

General Manager Albrecht stated that the budget report was slightly higher than last year in large part due to the intake pipe maintenance costs. He reviewed the various line items, addressing the questions regarding larger expenditures incurred due to the storms of the previous summer. Trustee Jaeger then made a motion to accept the budget report, which was seconded by Trustee Moe and unanimously carried.

The last report was the MOS. General Manager Albrecht indicated that water usage was still down. Discussion of this subject followed. Trustee Jaeger made a motion to accept the MOS report, which was seconded by Trustee Moe and unanimously carried.

Trustee Mitchell arrived at 5:50 p.m.

# Minutes

January 10, 2012 – Board Meeting

## OPERATIONS & MAINTENANCE ACCOUNT January, 2012 – Disbursements

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Dec-11	1,449.02
2921	Federal Withholding Taxes	Dec-11	6,272.89
2922	IL Department of Revenue	Monthly Remittance	1,347.17
2923	WI Department of Revenue	Monthly Remittance	455.40
7205	FICA Withholding Taxes (ER Portion)	Dec-11	1,867.45
7211	Commonwealth Edison	Electricity	17.96
7211	Integritys	Electricity	13,881.74
7215	McHenry Analytical	Sample Testing	80.50
7222	Ace Hardware	Seal - Knockouts - Misc. supplies	9.79
7222	Ace Hardware	Blacktop Mix - Misc. supplies	64.95
7222	Ace Hardware	Silicone; drill bit; wood shims - Misc. supplies	31.13
7222	Ace Hardware	Plumbers putty - Misc. supplies	5.49
7222	Applied Industrial Technologies	Lubricant	580.39
7222	Drydon Equipment	Chlorinator Vacuum Regulator	291.98
7222	McMaster-Carr	Corrosion Resistant Switch - Misc. supplies	81.26
7222	McMaster-Carr	Cylindrical Pressure Switch - Misc. supplies	83.61
7222	W.W. Grainger	Nipples; unions - Misc. supplies	56.70
7222	W.W. Grainger	Fuses, FNQ, 15A 500V - Misc. supplies	145.09
7222	W.W. Grainger	Lamps, FLE26HT3/2/XL827 - Misc. supplies	52.10
7222	W.W. Grainger	Threaded stud; hex nuts; lubricant drill - Misc. supplies	373.62
7222	W.W. Grainger	Transformer, 480/24 Volts - Misc. supplies	126.14
7222	W.W. Grainger	Performance kit, Toilets -Misc. supplies	47.25
7222	W.W. Grainger	Multipurpose oil - Misc. supplies	4.03
.22	HD Supply Waterworks	Tapt Blind Flange - Misc. supplies	254.94
7223	Krause Electrical Contractors	Infrared scanning project per proposal	3,295.00
7223	SKF Reliability	Bimonthly vibration test	690.00

# Minutes

January 10, 2012 – Board Meeting

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7225	Baxter & Woodman	Support Services Contract	2,275.00
7225	Klean Korner	Janitorial Service	565.00
7225	Lakeland Larsen	Elevator maintenance	179.48
7231	GFC Leasing	Monthly Copier Lease	290.00
7232	Cimco Communications	Telephone service	1,311.10
7232	Verizon Wireless	Cellular Phone Service	231.99
7234	Federal Express	Shipping charges	27.64
7235.2	AARP Medical	Medical Insurance for Diane Fragassi	207.10
7235.2	AARP Prescription	Prescription coverage for Diane Fragassi	30.60
7235.2	Humana Choice Care	Monthly Med/Dent Premium	5,019.27
7235.2	White, Don	Insurance reimbursement	217.08
7236	Master Truck & Trailer	Snow plow for truck	6,729.73
7236	White, Don	Travel Reimbursement	35.52
7238	Zion Area Chamber of Commerce	2012 Membership Dues	60.00
7241	James Hamlin & Co.	Payroll Fees - 12/14 to 01/10	246.65
7242	Daniel J. Kucera	General Legal Services	2,258.85
7247	Lapish, Jere	History of Intake	2,850.00
7251	Sun Times Media	Legal Notice for Monthly Meetings	41.60

### FIRST BANKCARD

	Acct. 7234	Office supplies	111.17
	Acct. 7236	Transportation	164.95
	Acct. 7237	Meetings	537.25
	Acct. 7274	No. Solids Contact - Door Threshold	60.00
	<b>TOTAL</b>		<b>\$55,015.58</b>

# Minutes

January 10, 2012 – Board Meeting

## CONSTRUCTION FUND EXPENDITURES

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7274	Tecorp	North Solids Contact Tank Painting	211,513.50
	Total		<u>\$211,513.50</u>

- **North West Lake Michigan Planning Group:** - General Manager Albrecht stated that the technical meeting of this group was moved to January 12, and that he had received a packet from Bill Balling. He also stated that the communities making up the group had not heard from CLCJAWA, City of Waukegan, or Northwest Water Commission regarding their proposals to furnish these communities with their water needs. The policy group will not meet in January, and maybe they would have more information by then. He stated that the communities in the group were waiting for reports. Discussion of this subject followed.
- **Antioch Water Supply** – General Manager Albrecht indicated that currently there was nothing new regarding this subject, and that he was waiting to hear from them.
- **Intake Pipeline Project:** General Manager Albrecht stated that he and Operations Manager White had met with Jere Lapish to discuss the possibilities for this project for the coming year. He stated that they were working on tightening up the specifications. They also discussed subcontractors for the project. Discussion of the subject followed.
- **North Solids Contact Unit** – General Manager Albrecht stated that Tecorp, the contractor on this project, was still working on it. He indicated that they were doing an acceptable, albeit, slow job. He stated that they will not finish this year, and that liquidated damages have already been assessed and will, if necessary, restart on May 1, 2012. He indicated that the board would need to consider what to do with the liquidated damages upon completion of this project. Discussion of the subject followed.
- **2009 Revenue Bond Issue** – General Manager Albrecht stated that he had spoken with Jamie Rachlin of BMO Capital Markets regarding the status of funds remaining from the 2009 Revenue Bond issue. General Manager Albrecht indicated that there are still funds remaining from the contract with Bullseye Contracting and the status of those funds will need to be addressed. Any other monies left from the revenue bond issue should be allocated to other projects. Discussion of this subject followed.
- **Electrical Contracts** – Operations Manager White stated the District’s contracts were not due until next spring. He indicated that he would wait until March to see if the best scenario would be Nymac, and that he was awaiting bid results from the co-op. Discussion of this subject followed.

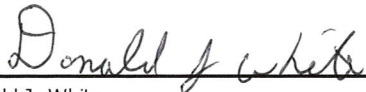
# Minutes

---

January 10, 2012 – Board Meeting

- **Emergency Divers** –Operations Manager White stated that Veolia had signed the contract. They are now under contract should the District need them for icing issues. Bert Atkinson is also under contract with his ice-breaking tugboat. Operations Manager White discussed the various icing problem possibilities. He stated that this was for emergency preparedness, and that currently there was no problem. Discussion of this subject followed.
- **Chlorine Scrubber** – Attorney Kucera stated that at the last board meeting the board had given him the authority to convey to Cattaneo’s attorney the District’s position on the amount due Cattaneo on the electrical portion of this contract. He indicated that he had done this, but had not heard back from Cattaneo’s attorney and felt it was best to wait for a response from them. Discussion of this subject followed.
- **Stainless Steel Rusting** –Attorney Kucera stated that the board directed him to write a letter to both CDM and WestTech regarding this situation and a cost estimate for moving the chlorine feed system. The letter asked whether they would be agreeable to underwriting the cost. Attorney Kucera stated that neither CDM nor Westech had directly answered. He received an email from CDM stating that they were finishing a memo regarding the corrosive situation and would contact General Manager Albrecht to set up a meeting. No further information, or a meeting time had been received. Discussion of this subject followed.
- **FOIA and Open Meetings Act** – Attorney Kucera reminded the board of the new legislation requiring the board to complete training for FOIA and OMA. A certificate will be provided upon the completion of the training, which should be provided to the District indicating that that the course had been completed. He stated that he would prepare a summary for further discussion in February.
- **States Attorney** – Attorney Kucera indicated that the Lake County State’s Attorney has advised that their interpretation of the Open Meeting Act indicated some issues of email by board members that violate the act. He stated that the interpretation needs clarification, and that he would write up information for the trustees. Discussion of this subject followed.
- **Projections** – General Manager Albrecht included a memo in the board packet regarding the financial standing for the District at the end of the fiscal year, with his estimate attached to the memo. He included a table which showed operating expenses with a comparison to the previous year. Discussion of this subject followed. General Manager Albrecht then reviewed the other tables included in his estimate, which included sales and water usage. Computation of the rate for the coming fiscal year followed. The board also discussed the R&R fund. Discussion of this subject followed. General Manager Albrecht also stated that he will be contacting the IEPA to be placed on a list for government loans. Discussion of this subject followed.

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

X   
\_\_\_\_\_  
Donald J. White  
Board Secretary