

# Minutes

## March 13, 2012 – Board Meeting

On March 13, 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 Mitchell, Monk, Moe, and Topcik were present. Trustees Jaeger and Ruchti were 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 Moe, seconded by Trustee Mitchell. The motion was then voted upon with three ayes, no nays and one abstainer. The motion was approved.

- 2) Minutes of February 14, 2012
- 3) Disbursements for March, 2012
- 4) End of month February, 2012 Treasurer's Report
- 5) End of month February, 2012 Budget Report
- 6) End of month February, 2012 Monthly Operation Summation

### OPERATIONS & MAINTENANCE ACCOUNT March, 2012 – Disbursements

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Feb-12	2,034.01
2921	Federal Withholding Taxes	Feb-12	6,038.29
2922	IL Department of Revenue	Monthly Remittance	1,329.19
2923	WI Department of Revenue	Monthly Remittance	418.78
2925	IL Unemployment	Monthly Remittance	149.44
7205	FICA Withholding Taxes (ER Portion)	Feb-12	2,767.61
7211	Commonwealth Edison	Electricity	17.97
7211	Integrus	Electricity	15,567.35
7215	McHenry Analytical	Sample Testing	68.00
7221	Hydrite	Chlorine shipment	866.00
7221	Mosaic	Fluoride Shipment	9,328.13
7221	Nalco	Nalclear Shipment	4,834.42
7221	Usalco	Aluminum Sulfate Shipment	6,159.76
7222	Ace Hardware	Misc. supplies	49.20
7222	Burriss Equipment	Misc. supplies	62.22
7222	Cummins NPower LLC	Misc. supplies	77.11

# Minutes

March 13, 2012 – Board Meeting

7222	Grainger	Misc. supplies	75.44
7222	McMaster-Carr	Misc. supplies	11.64
7222	Newark	Misc. supplies	184.44
7222	Safety Supply Illinois	Misc. supplies	30.46
7222	Steiner Electric	Misc. supplies	161.59
7223	Dahme Mechanical	Service wash piping replacement	12,600.00
7223	K. Erickson Designs	Snowplowing	1,045.00
7223	Krause Electrical Contractors	Electrical repair	262.00
7223	Lakeland Larsen	Pressure Test	150.00
7223	HD Supply	Testing & Calibration	2,263.73
7223	SKF Reliability	Bimonthly vibration test	700.00
7223	Tyco Valves & Controls	Maintenance parts	446.53
7225	Gordon Fleisch Co.	Monthly Maintenance	25.30
7225	Klean Korner	Janitorial Service	565.00
7225	Lakeland Larsen	Elevator Maintenance	318.64
7231	GFC Leasing	Monthly Copier Lease	290.00
7232	Cimco Communications	Telephone service	1,321.07
7232	Verizon Wireless	Cellular Phone Service	212.77
7234	Quill	Office Supplies	217.58
7234	Reliable	Office Supplies	322.35
7234	UPS	Shipping Charges	17.44
7235.2	AARP Medical	Medical Insurance for Diane Fragassi	218.00
7235.2	AARP Prescription	Prescription coverage for Diane Fragassi	34.20
7235.2	Humana Choice Care	Monthly Med/Dent Premium	5,019.27
7235.2	Johnston, Karen	Insurance Deductible Reimbursement	522.20
7238	Illinois Municipal League	Subscription Renewal	30.00
7241	James Hamlin & Co.	Payroll Fees - 02/15-03/13	184.62
7242	Daniel J. Kucera	General Legal Services	4,034.53
7243	Baxter & Woodman	Lake Intake Property Acquisition Assistance	3,375.73
7251	Aramark Refreshment	Coffee Service	279.00
7251	Correll Co.	Quarterly Services as of 12/31/11	326.25
7251	Zion, City of	Elevator inspection	50.00

# Minutes

---

March 13, 2012 – Board Meeting

## FIRST BANKCARD

Acct. 7223	Maintenance & Repairs	\$1,596.80
Acct. 7234	Office Supplies/Postage	\$74.99
Acct. 7236	Transportation	\$76.10
Acct. 7237	Meetings	\$707.52
Total		\$87,517.67

### OLD BUSINESS:

- **North West Lake Michigan Planning Group:** - General Manager Albrecht stated that Operations Manager White attended the technical meeting of this group. Chairman Topcik indicated that he would be attending the policy meeting of the group on the coming Thursday. Chairman Topcik also indicated that he and Operations Manager White attended the meeting in Waukegan. Both he and Operations Manager White indicated that the data provided by the City of Waukegan was rather vague. Discussion of this subject followed. General Manager Albrecht discussed the MOU, which is due to expire in July, and the various communities' commitment to the group. Discussion of this subject followed.
- **Intake Pipeline Project:** - General Manager Albrecht stated he and Operations Manager White were trying to get a contract with Carl Chase of Chase Commercial Diving to inspect the District's intake pipe, however, it had been difficult to get a hold of him. General Manager Albrecht also stated that there was an alternate firm, if necessary. He hoped to have an idea by the next board meeting what the cost will be for this work. Discussion of the subject followed.
- **North Solids Contact Unit** – General Manager Albrecht stated that Tecorp needs to come back to finish their work on this project by the weekend before Memorial Day. If they do not, more liquidated damages will be assessed. The District has withheld \$5,000 and \$22,500 from the payouts, by contract. The board will have to decide what to do with this money. Discussion of this subject followed.
- **Electrical Contracts** – Operations Manager White included a memo discussing the status of the electrical contract. He also advised the board that the Integrys quote is 22% lower than the current co-op's pricing. He advised that Attorney Kucera had reviewed the contracts and that Attorney Kucera had added an addendum, which Integrys agreed to add to the contract. Operations Manager White asked the board to go out to 2015 with pricing from Integrys. Trustee Mitchell made that motion, which was seconded by Trustee Moe and unanimously approved. Trustee Monk made a motion to approve the amendment to the power sale contract, which was seconded by Trustee Moe and unanimously approved. Discussion of this subject followed.
- **Stainless Steel Rusting** – Operations Manager White stated that at the direction of the board he obtained more detailed cost analysis of the stainless steel pacification. He included

# Minutes

---

*March 13, 2012 – Board Meeting*

proposals from two firms in the board packet. Operations Manager White went on to explain the processes to the board. Discussion of this subject followed. Costs of these processes as well as engineering costs were discussed.

- ***Rights of Way and Land Acquisition*** – Attorney Kucera stated that he had received a call last month from an attorney for the Department of Natural Resources (DNR) regarding the District's interest in certain alleys and streets that the DNR was contemplating vacating. Attorney Kucera explained the District's needs for these routes and the District's interest in acquiring land. Attorney Kucera indicated that he would continue working with the DNR for a license or easement for the right to use the necessary routes and would keep the board apprised. He also indicated that he had discussed the land in which the District is interested, and was advised that that it is dedicated as nature preserves. Larry Thomas of Baxter & Woodman is trying to break this land free. Discussion of both of these subjects followed.
- ***Proposed O&M Budget*** - General Manager Albrecht stated that an O&M budget must be approved by the end of the fiscal year. He indicated that he had included the same proposed budget as he had the previous month. He stated that the budget was up in large part due to increase for the intake pipe maintenance line item. He indicated that personnel was higher to account for overtime, etc. Also included with the budget was information from the Central Lake County JAWA (CLCJAWA) regarding their personnel costs for comparison purposes. General Manager Albrecht proceeded to discuss similarities in job descriptions and benefits for both the District and the CLCJAWA. General Manager Albrecht's suggestion was to stay with the amount shown on the proposed budget. However, in light of the information provided Trustee Mitchell made a motion for General Manager Albrecht to recalculate the salary portion of the budget, which was seconded by Trustee Monk and unanimously approved. Discussion of various line items followed. The board decided to hold off on voting on an approval of a budget until the next board meeting when hopefully more board members would be present.
- ***IEPA Pre-Application*** General Manager Albrecht enclosed a copy of the pre-application for loan assistance from the IEPA. He stated that this is only the first step in long arduous trip to get loan/grant monies. He proceeded to explain the various steps to this process to the board. He also stated that there would be some costs to prepare a project plan. Discussion of this project followed.
- ***Approval of R&R Report*** - . General Manager Albrecht stated that the District, by contract, needed to hire an independent engineer to review the replacement cost of the District's facilities and determine a new R&R account level. Frank Tiefert of Applied Technologies, Inc. (ATI), looked at it and came up with a letter report. Per their report, the replacement cost values of the District's facilities are valued at \$21,507,000. General Manager Albrecht stated that the report needed to be voted upon and approved. Trustee Mitchell made a motion to accept ATI's report showing the value of the District's facilities at \$21,507,000 with a new funding level for the R&R account of \$1,433,800, which was seconded by Trustee Monk and unanimously carried.
- ***State Contract Negotiations and approvals as necessary*** – Attorney Kucera stated that as he now has a contact with the DNR, he would like to pursue a provision to the contract with the State of Illinois to participate in the replenishment of the R&R account. Trustee Monk

# Minutes

---

*March 13, 2012 – Board Meeting*

made a motion to authorize Attorney Kucera to pursue this provision, which was seconded by Trustee Mitchell and unanimously approved.

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

X Donald J. White

Donald J. White  
Board Secretary