

Minutes

August 14, 2012 – Board Meeting

On August 14, 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 5:45 p.m. Upon the roll being called, Trustees Jaeger, Moe, Mitchell, and Topcik were present. Trustees Monk and Ruchti were absent. Also present were General Manager Albrecht, Operations Manager White, 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. The motion was made by Trustee Mitchell, seconded by Trustee Jaeger, and unanimously carried.

- 2) All Minutes
- 3) Disbursements for August, 2012
- 4) End of month July, 2012 Treasurer's Report
- 5) End of month July, 2012 Budget Report
- 6) End of month July, 2012 Monthly Operation Summation

OPERATIONS & MAINTENANCE ACCOUNT August, 2012 – Disbursements

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Jul-12	2,236.68
2921	Federal Withholding Taxes	Jul-12	6,623.32
2922	IL Department of Revenue	Monthly Remittance	1,394.14
2923	WI Department of Revenue	Monthly Remittance	524.56
7205	FICA Withholding Taxes (ER Portion)	Jul-12	3,028.46
7211	ComEd	Electricity	16.69
7211	Integrays	Electricity	25,183.34
7215	McHenry Analytical	Sample Testing	493.00
7215	North Shore Sanitary District	Sample Testing	120.00
7221	Hydrite	Chlorine shipment	1,732.00
7221	Nalco	Nalclear Shipment	4,834.42
7222	Drydon Equipment	Misc. supplies	412.91
7222	W.W. Grainger	Misc. supplies	569.51
7222	Hach	Lab Supplies	71.95
7222	Olson Oil	Fuel for generator	616.45
7222	Siemens	Misc. supplies	445.00
7223	Air Con	Repair air conditioning	1,047.00

Minutes

August 14, 2012 – Board Meeting

7223	Becker's Landscaping Services	Remove trees; cut stumps and removal	4,000.00
7223	HD Supply	Meter	3,700.00
7223	Kelley's Sanitary Service	Septic Tank Pumping	200.00
7223	Krause Electrical Contractors	Labor for motor starter overloads	185.15
7223	Swan Analytical Instruments	Monitor AMI Turbiwell Analyzer	4,009.00
7225	Baxter & Woodman	Support Services Control Contract	2,378.75
7225	K. Erickson Designs	Landscape Maintenance	356.25
7225	Gordon Flesch Co.	Maintenance charge	10.40
7225	Klean Korner	Janitorial Service	565.00
7231	GFC Leasing	Copier Lease	297.00
7232	Cimco	Telephone Service	2,768.98
7232	Verizon Wireless	Cellular Phone Service	213.30
7234	FedEx	Shipping Charges	26.60
7234	Reliable	Office Supplies	118.49
7235.2	AARP Medical	Medical Insurance for Diane Fragassi	224.25
7235.2	AARP Prescription	Prescription coverage for Diane Fragassi	34.20
7235.2	Humana Choice Care	Monthly Med/Dent Premium	5,128.22
7235.2	Illinois Public Risk Fund	Quarterly Workers Compensation	4,261.00
7238	American Water Works Assn.	Standards on CD Update Service	545.00
7241	James Hamlin & Co.	Payroll Fees - 06/20/12-07/10/12	184.62
7242	Daniel J. Kucera	General Legal Services	1,374.90
7251	Aramark Refreshment Services	Coffee Service	463.21
7251	Correll Co.	Investment advisory service fee	255.00

FIRST BANKCARD			
	Acct. #7223	Misc. Supplies	15.75
	Acct. #7225	Maintenance Service Contracts	394.42
	Acct. #7234	Offices Supplies/Postage	94.98
	Acct. #7236	Transportation	163.92
	Acct. #7237	Meetings/Seminars	178.35
	TOTAL		\$81,241.17

Minutes

August 14, 2012 – Board Meeting

CONSTRUCTION FUND EXPENDITURES

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7272	BioTechnical Erosion Control Ltd.	Site visits	250.00
	Total		<u>\$250.00</u>

OLD BUSINESS:

➔ **North West Lake Michigan Planning Group:** - General Manager Albrecht included a memo regarding this group and discussing Wauconda's surprise decision to consider alternated sources for their drinking water needs, with the CLC JAWA being perhaps their preferred choice. General Manager Albrecht indicated that Wauconda is asking their citizens to vote on a referendum regarding this subject in November. He also indicated that both the technical and policy committee meetings have been cancelled while the members consider the approach Wauconda is taking as well as considering their own direction. Discussion of this subject followed.

➔ **Intake Pipeline Project:** General Manager Albrecht stated that Big Lake Marine was out on the lake proceeding with their contracted work, as lake conditions permitted. He stated there was a lot of work yet to be done. Discussion of this project followed.

➔ **North Solids Contact Unit** – General Manager Albrecht indicated that the District still had not heard from Tecorp, the contractor on this project. He indicated that they had not reached final completion and as a result additional liquidated damages were continuing to accrue. The board discussed reasons for the delays, and what the delays cost the District. The Board would like to have answers to those questions prior to making any decisions regarding the liquidated damages. Additional discussion of this subject followed.

➔ **Acquiring Additional Land** – General Manager Albrecht included a memo regarding this subject. Attached to the memo was a note from Senator Pamela Althoff with a copy of a letter she received from Marc Miller of the IDNR basically advising that there was no land available, yet it left a small opening for further discussion. Senator Althoff's note asked what step the District would next like to take, and suggested a face-to-face meeting with the IDNR. General Manager Albrecht asked the Board if they would like to set up such a meeting. The Board stated they would like to set up a meeting. Discussion of this subject followed.

➔ **Roth 457 Plan** – General Manager Albrecht stated that in the last few months the District's 457 plan qualified for a Roth investment plan. He again included his memo from June regarding this subject. He discussed the fees involved in implanting the plan. He also discussed the employee's interest in the plan. Chairman Topcik explained how the plan would function. He felt that it was a good plan. Discussion of this subject followed. Trustee Moe made a motion to approve the plan. The motion was not seconded and was not considered.

Minutes

August 14, 2012 – Board Meeting

- **Jere Lapish Retirement Resolution** – General Manager Albrecht included a formal draft of a resolution thanking and acknowledging Mr. Jere Lapish's contributions to the District over the past forty years. Discussion of this subject followed. Trustee Jaeger made a motion to approve the resolution, which was seconded by Trustee Mitchell. Upon a roll call vote, Trustees Mitchell, Moe, Jaeger, and Topcik all voted in the affirmative, with Trustees Ruchti and Monk absent. The motion was carried.
- **Stainless Steel Rusting** – Operations Manager White stated that the permit for the relocation of the pre-chlorination system has been submitted to the EPA and should be completed by August 20. If approved, the District will need to move ahead and hire a contractor for the plumbing changes. He estimates the cost at approximately \$13,000. In addition WesTech is in the final design phase of the HVAC controls. They will come out and install the controls at their cost. Until the District hears from the EPA, the project is at a standstill. Discussion of this subject followed.
- **1 MG Tank Painting** – Operations Manager White indicated that a meeting was held with Dixon Engineering and Era Valdivia, the engineer and contractor respectively, regarding this project. Operations Manager White and General Manager Albrecht reviewed the bid documents and discussed the requirements and submittals. Brad Schotanus from Dixon, submitted a schedule and expressed his confidence that the project would be completed in the 60-day limit. They are hoping to start September 4, and reach substantial completion by October 18. Discussion of this subject followed.
- **Bulk Storage Tank - Operations** Manager White stated that the operators found rubber material in one of the bulk chemical storage tanks. He explained the purpose of the tanks to the Board. He stated that he inspected the alum tank and found that the liner was faded and deteriorating. He stated that he had called a vendor for a quote on repairing the tank. To reline the tank would be approximately \$65,000. A new tank would be approximately \$40,000. However, there is a considerable amount of work and cost involved to remove and replace the tank. Discussion of the tanks followed. Operations Manager White will obtain more information and present it to the board.
- **Facility Plan Schedule** – General Manager Albrecht included a memo with a chart outlining proposed projects for the plant. The chart shows when the current work will need to be redone. Chairman Topcik discussed the purpose of the schedule. Discussion of this subject followed, including what additional items the Board felt should be on the chart. General Manager Albrecht indicated that he would keep working on this chart.
- **Insurance Consultant** – General Manager Albrecht included a memo regarding this subject. He also included a copy of Mr. Bob Trompeter's, of Risk Resources, proposal, which was reviewed by the District's attorney, Dan Kucera. General Manager Albrecht stated that this would be a multi-stage project, involving the gathering of information, reviewing the information, and then sending that information to various brokers for bids. Those brokers would then prepare and present bids to the Board next spring. Discussion of this subject followed. Trustee Jaeger made a motion to accept Mr. Trompeter's proposal for a price of not to exceed \$7,500, which was seconded by Trustee Mitchell and unanimously approved.
- **Technical Advisory Committee Meeting** – General Manager Albrecht met with Mr. Ron Colangelo of the City of Zion and Mr. John Hogan of the Village of Winthrop Harbor at the District offices for a Technical Advisory Committee Meeting. Jerry Topcik and Don White of the

Minutes

August 14, 2012 - Board Meeting

District were also in attendance. General Manager Albrecht stated that this was a fairly straightforward meeting. Mr. Colangelo advised and discussed that the Village of Antioch had approached the City of Zion regarding providing Lake Michigan water to the Village of Antioch. It was believed that Mr. Colangelo did not completely understand the pressure it would take to accomplish this goal. Mr. Hogan discussed leaks and Operations Manager White will look into this situation. Discussion of the meeting followed.

➔ **Open Meetings Act** – General Manager Albrecht advised that there was a new open meetings act law stating that the agenda must be posted on the District’s website within 48 hours of the meeting. Therefore, the agenda cannot be amended after that time. Discussion of the subject followed.

➔ **Electrical Service** – Operations Manager White stated that he had received an email from the District’s electrical broker with a rate quotation. As it is quite a competitive rate, he would like to be able to lock it in for 2014. He indicated that he had received this email too late to put it on the current agenda, but will revisit the subject next month. Discussion of this subject followed.

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

X Donald J. White

Donald J. White
Board Secretary