

Minutes

December 11, 2012 – Board Meeting

On December 11, 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 5:30 p.m. Upon the roll being called, Trustees Moe, Ruchti, Monk, Jaeger and Topcik were present. Trustee Mitchell was absent. Also present were General Manager Albrecht, Operations Manager White, District Attorney Kucera, and Administrative Assistant 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 Trustee Ruchti requested that the Treasurers' Report be withdrawn. Chairman Topcik indicated that report would be withdrawn and requested that items 4, 5, 7, and 8 be placed on a consent agenda and that consent agenda be approved. Trustee Jaeger made that motion, which was seconded by Trustee Moe and unanimously carried.

- 4) Minutes of November 13, 2012
- 5) Disbursements for December, 2012
- 6) End of month November, 2012 Treasurer's Report
- 7) End of month November, 2012 Budget Report
- 8) End of month November, 2012 Monthly Operation Summation

Trustee Ruchti questioned the total cash on the report. The total cash amount differed from the financial report. Administrative Assistant Johnston indicated that she would make the appropriate corrections and include a revised report in next month's board meeting packet. Trustee Ruchti made a motion to accept the report with the correction, which was seconded by Trustee Moe and unanimously carried.

OPERATIONS & MAINTENANCE ACCOUNT December, 2012 – Disbursements

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Nov-12	1,746.32
2921	Federal Withholding Taxes	Nov-12	6,361.89
2922	IL Department of Revenue	Monthly Remittance	1,376.95
2923	WI Department of Revenue	Monthly Remittance	460.06
7205	FICA Withholding Taxes (ER Portion)	Nov-12	2,313.36
7211	ComEd	Electricity	17.24
7211	Integritys	Electricity	3,077.06
7215	McHenry Analytical	Sample Testing	77.50
7215	Waukegan, City of	Sample Testing	15.00
7221	Mosaic	Fluoride Shipment	10,855.31

Minutes

December 11, 2012 – Board Meeting

7222	Ace Hardware	Misc. supplies	14.93
7222	Cole-Parmer	Misc. supplies	290.79
7222	W.W. Grainger	Misc. supplies	105.89
7223	Emerson Network Power	Maintenance on transfer switch	975.00
7223	Kirchner Fire Extinguisher	Fire extinguisher maintenance	279.25
7223	SKF Reliability	Bimonthly vibration test	700.00
7225	Klean Korner	Janitorial Service	565.00
7225	Lakeland Larsen Elevator	Elevator Maintenance	318.64
7231	GFC Leasing	Copier Lease	594.00
7232	Cimco	Telephone Service	2,050.53
7232	Verizon Wireless	Cellular Phone Service	206.69
7234	FedEx	Shipping Charges	31.63
7234	Rubber Stamp Champ	Rubber Stamp	12.85
7234	Stamps.com	Monthly Postage	24.99
7234	UPS	Shipping Charges	27.41
7235.1	Risk Resources	Insurance Consultant	1,530.00
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	1st Quarter 2013 Work Comp Premium	3,769.00
7236	7-Eleven	Fuel for truck	94.79
7236	Clark	Fuel for truck	99.17
7237	Jewel	Food/supplies for board meeting	58.38
7237	Kentucky Fried Chicken	Food for board meeting	67.87
7241	James Hamlin & Co.	Payroll Fees - 11/14/12-12/11/12	184.62
7242	Daniel J. Kucera	General Legal Services	2,167.40
7247	Lakeside Steel	Intake Pipe Bents	19,200.00
7251	Aramark Refreshment Services	Coffee Service	163.39
7251	Correll Co.	Investment fees	338.28
7251	Off Broadway Shoes	Work boots	85.89
	TOTAL		\$65,643.75

Minutes

December 11, 2012 - Board Meeting

R&R FUND EXPENDITURES

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7275	Dixon Engineering	IMG Tank Painting - Professional Services	6,161.65
7275	Era Valdivia Contractors	IMG Tank Painting - Final	27,977.50
	Total		\$34,139.15

ORDINANCES/RESOLUTIONS:

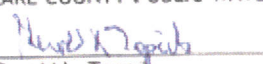
Chairman Topcik presented the following Resolution:

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, 2013, 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 8, 2013
Tuesday, February 12, 2013
Tuesday, March 12, 2013
Tuesday, April 9, 2013
Tuesday, May 14, 2013
Tuesday, June 18, 2013
Tuesday, July 9, 2013
Tuesday - August 13, 2013
Tuesday - September 10, 2013
Tuesday - October 8, 2013
Tuesday - November 12, 2013
Tuesday - December 10, 2013

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 11, 2012
PASSED AND APPROVED: December 11, 2012

ROLL CALL VOTE:

Trustees voting aye: A. Monk, M. Ruchti, R. Moe, D. Jaeger, G. Topcik
Trustee voting nay: None
Trustees absent: D. Mitchell

MOTION CARRIED

Minutes

December 11, 2012 – Board Meeting

Trustee Ruchti made a motion to accept the 2013 Meeting Date resolution, which was seconded by Trustee Jaeger. Upon a roll call vote taken, Trustees Moe, Monk, Ruchti, Jaeger, and Topcik all voted in the affirmative, there were no nays and Trustee Mitchell was absent.

Old Business:

- **Intake Pipeline Project:** General Manager Albrecht indicated that he had had lunch with Jere Lapish, the former consultant for the District on this project. Mr. Lapish advised General Manager Albrecht that he was applying for a patent on the bent system used by the District. Discussion of this subject followed. General Manager Albrecht also stated that four additional bents had been ordered, and possibly two more in the spring. Discussion of this subject followed.
- **North Solids Contact Unit** –General Manager Albrecht reviewed the status of this project. He reviewed that the board had approved paying the contractor on this project (Tecorp) the amount remaining on the contract, less liquidated damages, at their previous board meeting. A check for \$50,371.50 had been sent to Tecorp after the board meeting, but still had not been cashed. He questioned why they had not cashed the check, with the board discussing this subject.
- **Stainless Steel Rusting** – Operations Manager White indicated that he had been in contact with Jon Meyer of CDM-Smith who had been in touch with Westech, regarding the schedule for the pickling/pacification. He indicated that this would occur in early February, however it may move to an earlier date. Operations Manager White stated that the District had received the operating permit to operate the relocating of the chlorine feed point. It seems less chlorine has been used, but a longer period needs to be analyzed to verify this information. Discussion of this subject followed.
- **1 MG Tank Painting** –Operations Manager White indicated that the District had received a letter from Mr. Brad Schotanus of Dixon Engineering stating that the contractor on the project, (Era Valdivia) had reached final completion. Dixon feels that the job is done, and that the District may pay the retainage portion to Era Valdivia. Both General Manager Albrecht and Operations Manager White feel that this contractor has been excellent and could work with them again in the future. Discussion of this subject followed.
- **Rights of Way** – Attorney Kucera reviewed what has occurred regarding this subject to date. He indicated that the Department of Natural Resources (DNR) attorney had sent him a letter indicating that nothing could be done regarding the easements, as they were located within a nature preserve. Although the tone of the letter was negative, Attorney Kucera stated that the letter indicated that a meeting could be set if the District desired. Attorney Kucera asked if the board wanted a meeting, and if so, would any board members like to attend the meeting. Attorney Kucera talked with the board what should be discussed at this meeting. He also advised that this meeting would take place in Springfield, and asked who would like to attend the meeting. The board felt that either one or both General Manager Albrecht and Operations Manager White should attend, as well as Chairman Topcik. Discussion of this subject followed. Trustee Monk made a motion to authorize funds for any board members that wish to attend this meeting, which was seconded by Trustee Jaeger and unanimously approved.

Minutes

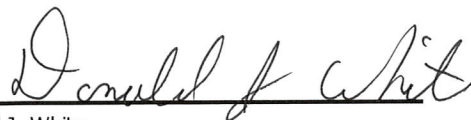
December 11, 2012 – Board Meeting

- **Trustee Travel Expense Reimbursement** – Attorney Kucera included a draft trustee travel expense reimbursement policy in the board packet. Discussion of the subject followed. Trustee Ruchti made a motion to accept the Trustee Travel Reimbursement policy. The board discussed the draft policy, deciding that within Lake County should be amended to 75-mile radius of the District’s offices. Trustee Ruchti then amended his motion to accept the trustee travel expense reimbursement policy drafted by Attorney Kucera, but changing paragraph one to read “within a 75-mile radius of the District offices” rather than “within Lake County”, which was seconded by Trustee Jaeger and unanimously approved.

New Business:

- **Illinois Public Act 097-0084** – General Manager Albrecht indicated that information pertaining to this public act will be sent to the new Lake County Board Chairman. This will be the second time this information has been sent, with appropriate annual updates. This will be required annually to be sent to the Lake County Board by the end of the calendar year. Discussion of this subject followed.
- **Waukesha Water** - – General Manager Albrecht included a news article regarding the City of Waukesha, WI and their desire to obtain Lake Michigan water from Oak Creek. Discussion of the subject followed.
- **Waukegan Water** - – General Manager Albrecht included an article regarding Waukegan Harbor. 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 \$300, gross paid to the full-time employees and suggested an amount for the current year of \$250 grossed up for taxes. Trustee Jaeger made a motion to provide year-end bonuses for \$250 grossed up 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 Ruchti and unanimously approved.

X 

Donald J. White
Board Secretary