

Minutes

September 10, 2013 – Board Meeting

On September 11, 2013, 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 Topcik, Fischer, Moe, and Jaeger were present. Trustee Mitchell arrived at 5:40 pm.; Trustee Monk arrived at 5:55 p.m. Trustee Ruchti was absent. Also present were General Manager Al Albrecht, Operations Manager Don White, District Attorney Dan 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 to place the following items on the consent agenda and approve that consent agenda, which was seconded by Trustee Fischer, and unanimously carried.

- Minutes of August 13, 2013
- Disbursements for September, 2013
- End of month August, 2013 Treasurer’s Report
- End of month August, 2013 Budget Report
- End of month August, 2013 Monthly Operation Summation

OPERATIONS & MAINTENANCE ACCOUNT September, 2013 – Disbursements

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Aug-13	4,499.94
2921	Federal Withholding Taxes	Aug-13	9,445.10
2922	IL Department of Revenue	Monthly Remittance	2,121.41
2923	WI Department of Revenue	Monthly Remittance	718.48
7205	FICA Withholding Taxes (ER Portion)	Aug-13	4,499.94
7211	Commonwealth Edison	Electricity	16.54
7211	Integrays	Electricity	11,556.14
7215	McHenry Analytical	Sample Testing	190.00
7221	Hydrite	Chlorine Shipment	866.00
7222	Ace Hardware	Misc. supplies	41.43
7222	Clark	Fuel for generator	75.00
7222	Hach	Lab Supplies	213.07
7222	Marathon Petroleum	Fuel for generator	150.00
7222	Menards	Misc. supplies	32.35
7222	Seven Eleven	Misc. supplies	2.02

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ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7222	Zion Auto Parts	Misc. supplies	17.69
7223	Menards	Hot water heater	297.49
7223	Vortex Technologies	Calibration of flow monitors	1,185.00
7225	K. Erickson Designs	Landscape Maintenance	475.00
7225	Klean Korner	Janitorial Service	565.00
7225	Lakeland Larsen Elevator	Elevator Maintenance	318.64
7225	Maintenance Assistant	Software Maintenance	19.00
7225	McHenry Analytical	Monthly Management Fee Contract	240.00
7225	WIN-911	Annual Renewal of ESP Support Contract	395.00
7231	GFC Leasing	Copier Lease	307.00
7232	Cimco	Telephone Service	897.76
7234	Amazon.com	Office Supplies	113.55
7234	Hobby Lobby	Office Supplies	43.22
7234	Reliable	Office Supplies	355.00
7234	Stamps.com	Postage Service	24.99
7234	Yahoo	Email	19.99
7232	Verizon Wireless	Cellular Phone Service	457.05
7234	UPS	Shipping Charges	6.86
7235.2	AARP Medical	Medical Insurance for Diane Fragassi	232.75
7235.2	AARP Prescription	Prescription coverage for Diane Fragassi	35.10
7235.2	Euclid Managers (Delta Dental)	Dental Insurance	541.61
7235.2	Humana Choice Care	Monthly Medical Premium	5,053.83
7235.2	Illinois Public Risk	Workers' Comp for 4th quarter 2013	3,765.00
7236	Clark	Fuel for truck	87.48
7236	Seven Eleven	Fuel for truck	100.00
7237	Cakebox Bakery	Food for meeting	25.64
7237	Chang Jiang Chinese	Food for meeting	164.35
7237	Jewel	Food for meeting	31.25
7241	Hamlin, James	Payroll Fees - 08/14/13-09/10/13	272.62

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ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7242	Kucera, Daniel J.	General Legal Services	3,382.40
7247	Big Lake Marine	Intake pre-inspection video & report	19,370.00
7251	Correll Co.	Quarterly Services for period ended 07/31/13	425.25
7251	Johnston, Karen	Reimbursement for plant	15.81
7251	Zion, City of	Elevator Inspection Fee	75.00
	TOTAL		\$73,743.75

OLD BUSINESS:

- **Intake Pipe and Permit Update** –General Manager Albrecht updated the board on the Intake Pipe permit situation. He stated that a letter had been sent to Big Lake Marine asking them to confirm that they would hold their contract open until next season. They had not formally responded yet, but did so verbally. In addition, Carl Chase, with Chase Commercial Diving, had also been asked for the same agreement. General Manager Albrecht advised the board that there was a bill on the list of disbursements for the inspection work already done on this project, and there could be another bill for this type of work in the spring. He stated this information as the District would not get the permit for the intake work this construction season. Discussion of this subject followed.
- **Solids Contact Unit #1** – General Manager Albrecht stated that the District had planned to undertake the repairs on Solids Contact Unit #1 next year. He indicated that the District was in a position to solicit bids for the repairs on this unit, with the repairs to be scheduled to be undertaken in spring, 2014. General Manager Albrecht discussed the matter of a fiberglass cover. He indicated that if bids were solicited this fall, the contractor could have shop drawings for the cover by next spring. Discussion of this subject followed. General Manager Albrecht proceeded to discuss the qualifications of the consultant firm, Tank Industry Consultants, for this project. He also indicated that the proposed contract from this consultant included in the board packet, and proceeded to discuss this firm's capabilities and their proposed contract. He compared them with Dixon Engineering, used on similar projects previously for the District. He stated that though they were more expensive in some areas, they could provide some additional services that would be beneficial to the District on this project. Discussion of this subject followed. Trustee Jaeger made a motion to employ TIC for developing the specifications for the repairs on Solids Contact Unit #1, and providing on-site inspection services, as needed, during the construction phase of this project, which was seconded by Trustee Mitchell and unanimously approved.

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- **Zion Water Rates** – General Manager Albrecht included memos regarding the City of Zion's water rate increases. Attached to his memos were articles from the Zion-Benton News regarding these rate increases. Trustee Monk arrived at 5:55 p.m. Discussion of this subject followed.
- **Solids Contact Unit #2** – Operations Manager White stated that he was waiting until December or January to draw the unit down to investigate the bubbles in the paint. Discussion of this subject followed.
- **Solids Contact Unit #3** – Operations Manager White reviewed the passivation of the four test spots. He explained the status of those test spots, stating that he will have a better idea at the end of one year. Discussion of this subject followed.
- **Phone Service** – Operations Manager White stated that he still hadn't heard from AT&T about their cost to run the wiring, and therefore had no costs on this item yet. He continues to contact them. Discussion of this subject followed.
- **Bond Registrar Agreement** – Attorney Kucera included a copy of the revised bond registrar agreement between the District and US Bank. Trustee Monk made a motion approving the revised agreement providing for the change of bond registrar between the Deutsche Bank and US Bank, and authorizing Chairman Topcik to sign that revised agreement, which was seconded by Trustee Mitchell and unanimously approved.
- **New Ethics Legislation** – Attorney Kucera included a copy of the statute that was passed in August, HB2925, which provides for a local government entity that has its ruling board appointed by the county, then that entity shall abide by the ethics law applicable to the county, and the ethics policies of the county. Discussion of this subject followed.
- **Lake County Legislation** – Attorney Kucera included a copy of the Lake County Ethics Ordinance as well as the Lake County Standards of Conduct for Appointed Officials to Boards and Commissions, recently passed by the Lake County Board, in the board packet. He recommended that the board members read these documents. Attorney Kucera also discussed that Lake County would be sending a letter to all appointees including a copy of the Standards, which requires the individual trustees' signature. Attorney Kucera further indicated that he as the attorney for the District, he could not advise the individual trustees on this document. Discussion of this subject followed.

NEW BUSINESS

- **Low Lift Pump Station** – Operations Manager White stated that the low lift pump station lost power. A construction crew, employed by others, ran into the electrical feed lines and pulled down the lines as well as the poles. As a result, power was out and the plant was running on the stand-by generator, which only holds seven hours of fuel. Operations Manager White indicated that the District's fuel supplier could not get fuel to the plant in a timely manner. The operators were required to feed fuel obtained from the local gas station, by cans, into the generator. Operations Manager White stated that he would like a

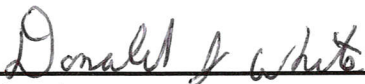
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fuel tank to hold a larger amount of fuel for the generator. Discussion of this subject followed. Operations Manager White stated he would get pricing to present to the board.

- ➔ **Wauconda - Lake Michigan Water** – General Manager Albrecht included an article regarding Wauconda's search for Lake Michigan drinking water. Discussion of this subject followed.
- ➔ **Additional Water Usage – Zion** – Art Hoyt called Operations Manager White and advised that Zion has a potential high volume user of drinking water in Trumpet Park. He wanted to know if the District would be able to supply additional water for this customer. He was told that under certain conditions the District could meet these requirements. Discussion of this subject followed.
- ➔ **Time Off** – General Manager Albrecht indicated that he would be gone on vacation the following week, and Operations Manager White the week after that.

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

X 

Donald J. White
Board Secretary