

# Minutes

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## *November 12, 2013 – Board Meeting*

November 12, 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, Mitchell, Monk, and Jaeger were present. Trustee Ruchti was absent. Also present were General Manager Albrecht, Operations Manager Don White, District Attorney Dan Kucera, and District Secretary Karen Johnston. Present as guest speakers were Mr. Brad West and Mr. Geoff Raef, West's Insurance Agency.

Chairman Topcik indicated that Mr. West would speak first regarding workers' compensation insurance. Mr. West provided the board with a written proposal and proceeded with his oral presentation of that proposal. He indicated that common expiration date for the workers' compensation insurance was changing from December 15, 2012, to January 1, 2013. The District is currently insured with the Illinois Public Risk Fund (IPRF) and had been for the past few years. Mr. West explained the premium computation, which is based on annual estimated payroll figures provided by the District. The renewal premium is \$15,928 which is a 5.4% increase. This was based on payroll figures provided by the District. Last year the IPRF issued a grant to the District for \$1,800 and will have \$1,596 in grant money available in June 2014, which is a 11.3% decrease. Mr. West stated that he hoped the renewal met with the board's approval and that they would authorize him to renew the policy. After discussion of the subject, Chairman Topcik asked for a motion to approve the renewal of the workers' compensation, which was made by Trustee Moe, seconded by Trustee Jaeger, and carried unanimously. Mr. West and Mr. Raef left the meeting at 6:00 p.m.

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 Trustee Moe requested that the Disbursements be withdrawn. Chairman Topcik indicated that report would be withdrawn and requested that items 4, 6, 7, and 8 be placed on a consent agenda and that consent agenda be approved.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. Trustee Moe questioned the disbursement for Quincy Compressor. Operations Manager White explained the use and cost of this item. Further discussion of the disbursements followed. Trustee Mitchell made a motion to accept the report, which was seconded by Trustee Fischer, and unanimously carried.

- Minutes of October 8, 2013 and Executive Session Minutes of October 8, 2013
- Disbursements for November, 2013
- End of month October, 2013 Treasurer's Report
- End of month October, 2013 Budget Report
- End of month October, 2013 Monthly Operation Summation

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## OPERATIONS & MAINTENANCE ACCOUNT November, 2013 – Disbursements

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Oct-13	3,014.64
2921	Federal Withholding Taxes	Oct-13	6,289.30
2922	IL Department of Revenue	Monthly Remittance	1,404.30
2923	WI Department of Revenue	Monthly Remittance	497.20
7205	FICA Withholding Taxes (ER Portion)	Oct-13	3,014.64
7211	Commonwealth Edison	Electricity	16.53
7211	Integrus	Electricity	18,848.48
7215	McHenry Analytical	Sample Testing	77.50
7221	Hydrite	Chlorine Shipment	1,732.00
7221	Usalco	Aluminum Sulfate Shipment	6,419.76
7222	Avalon Petroleum	Fuel for generator	954.80
7222	Grainger, W.W.	Misc. supplies	288.38
7222	Hach	Lab Supplies	617.27
7222	USA Blue Book	Misc. supplies	18.62
7223	Amazon	Heater	34.99
7223	Baxter & Woodman	Server/Software	4,680.83
7223	Dreisilker Electric Motors	Motor	659.89
7223	Newark	Maintenance Supplies	256.76
7223	Quincy Compressor	Compressor	6,393.00
7223	Reladyne	Maintenance Oils	125.35
7223	SKF Reliability	Vibration Test	700.00
7225	K. Erickson Designs	Landscape Maintenance	475.00
7225	Maintenance Assistant, Inc.	Monthly Maintenance	19.00
7231	GFC Leasing	Copier Lease	307.00
7232	Cimco	Telephone Service	1,815.22
7232	Verizon Wireless	Cellular Phone Service	267.71
7234	Amazon	Keyboard	44.10
7234	Stamps.com	Postage Service	24.99

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7234	USPS	Postage	50.00
7234	Quill	Office Supplies	435.79
7235.2	AARP Medical	Medical Insurance for Diane Fragassi	232.75
7235.2	AARP Prescription	Prescription coverage for Diane Fragassi	35.10
7235.2	Cincinnati Insurance	Life Insurance	833.00
7235.2	Euclid Managers (Delta Dental)	Dental Insurance	541.61
7235.2	Humana Choice Care	Monthly Medical Premium	5,053.83
7235.2	Secketa, Nick	Insurance Reimbursement	492.13
7235.2	Sun Life Financial	Quarterly Disability Premium	1,501.00
7236	Seven Eleven	Fuel for truck	263.18
7236	White, Don	Reimbursement for train tickets	15.50
7236	Zion Auto Parts	Maintenance Parts	542.43
7237	Jewel	Food for meeting	92.94
7237	Roma Pizza	Food for meeting	96.00
7237	Walmart	Food for meeting	8.36
7238	AWWA	2014 AWWA Membership Renewal	325.00
7238	Press Plus	Newspaper	9.99
7238	Walmart	Computer manual	62.85
7241	Hamlin, James	Payroll Fees - 10/08/13-11/12/13	186.03
7242	Kucera, Daniel J.	General Legal Services	3,097.40
7243	Applied Technologies	Professional services - Intake Pipe	1,261.00
7243	Hey & Associates	Professional Serv. - Investigate Rights of Way	2,377.17
7251	Tony's House of Creation	Flowers	115.00
7251	Zee Medical	First Air Supplies	79.75
	<b>TOTAL</b>		<b>\$76,705.07</b>

## R&R FUND EXPENDITURES

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7275	Dixon Engineering	Warranty Inspection, Travel & Report - IMG Reservoir	2,150.00

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	Total		\$2,150.00
<i>REVENUE BOND INTEREST EXPENDITURE</i>			
ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7421	US Bank	Bond Interest Payment & Fee	83,228.13
	Total		\$83,228.13

- **Intake Pipe and Permit Update** – General Manager Albrecht stated that the comment period with the Corps of Engineers (COE) had ended with no comments. The District will now need a permit from the Illinois Environmental Protection Agency (IEPA). It was thought the IEPA permit would automatically be issued upon issuance of the COE permit. That is not the case, and now the District needs the IEPA permit with another 20+ days for public comment. Operations Manager White stated that there was a new person handling the permit at the IEPA, who had a different idea of what was required. General Manager Albrecht stated that it could be March or April before the permit was approved. Perhaps by that time Kadinger, the contractor on the project, would be willing to install additional bents at the same rate and avoid an additional bidding process. Discussion of this subject followed.
- **Solids Contact Unit #1** – General Manager Albrecht stated that he anticipated receiving the bid documents for this project, from Tank Industry Consultants (TIC) later this week. He indicated that the District could be ready to solicit bids, providing the documents are in order. General Manager Albrecht proceeded to discuss the possibility of a fiberglass cover, as well as the remainder of the project.
- **Lake County Standards of Conduct for Appointed Officials** –Chairman Topcik stated that the District as a total body, has no responsibility regarding this legislation. He also indicated that he and Trustee Jaeger had met with Lake County Board Chairman Aaron Lawlor, regarding individual concerns. Mr. Lawlor indicated that he would get back to them. Discussion of this subject followed.
- **Solids Contact Unit #2** – Operations Manager White stated that an inspection of this unit would take place on November 26. He indicated that Dixon Engineering would be there. He indicated that the only issue he foresaw was the possible non-cooperation of Tecorp, the contractor on the project. Operations Manager White stated that in the event of repairs being necessary after the inspection, Tecorp might hesitate due to needing warmer weather to perform the work. If the District waits until spring to perform this work, they cannot afford to have two solids contacts units inoperable at the same time. It may be in the District’s best interest to negotiate with Tecorp to perform the work in the winter and supply electricity to heaters to facilitate that work. Discussion of this subject followed.


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- **Phone Service** – Operations Manager White is still working with AT&T through Attorney Kucera to firm up a contract that is acceptable to the District. Operations Manager White asked that they directly contact Attorney Kucera. Operations Manager White included a memo in the board packet comparing the costs of several vendors. As he felt AT&T offered the best price for the services, Operations Manager White asked the board to approve AT&T's contract subject to Attorney Kucera's approval of the current contract. Trustee Jaeger made a motion to approve the AT&T contract subject to Attorney Kucera's approval, which was seconded by Trustee Mitchell and unanimously approved. Discussion of this subject followed.
- **Rights of Way** – Operations Manager White forwarded a memo from Attorney Kucera to Hey and Associates regarding the talking points for negotiation with the State of Illinois regarding the rights of way. Hey and Associates had not gotten back to Operations Manager White, who felt that this subject should wait until General Manager Albrecht is completely back to work, as he was instrumental in these negotiations. Discussion of this subject followed.
- **1MG Ground Storage** –Operations Manager White stated that he had received an inspection report from Dixon Engineering regarding the problem areas of coating. Dixon has a possible solution, which they would like to discuss with Era Valdivia. Era Valdivia would like until spring, due to temperature issues. Operations Manager White agreed to wait until spring. Discussion of this subject followed.
- **Wauconda - Lake Michigan Water** – General Manager Albrecht included two articles regarding this subject. One article discusses Wauconda's desire to rejoin the CLCJAWA. The other article discusses the Village of Lindenhurst, and their drinking water needs. Discussion of these subjects followed.
- **Holiday Dinner** – General Manager Albrecht reminded the Board that traditionally the Board goes out to dinner at a restaurant after the December board meeting. Last year was the first time that spouses were invited, and paid for by the individuals, not the District. Discussion of this subject followed, with the Board deciding to go to dinner after the meeting, and once again invite spouses.

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

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Donald J. White  
Board Secretary