

Minutes

December 10, 2013 – Board Meeting

On December 10, 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 Moe, Ruchti, Mitchell, Fischer, Jaeger and Topcik were present. Trustee Monk was absent. Also present were General Manager Albrecht, Operations Manager White, District Attorney Kucera, and Administrative Assistant Karen Johnston. Present as guests were: Ray Murphy, Barb Jaeger, and Christie Thomas-Fischer, JD.

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 Mitchell made that motion, which was seconded by Trustee Jaeger and unanimously carried.

- 4) Minutes of November 12, 2013
- 5) Disbursements for December, 2013
- 6) End of month November, 2013 Treasurer’s Report
- 7) End of month November, 2013 Budget Report
- 8) End of month November, 2013 Monthly Operation Summation

OPERATIONS & MAINTENANCE ACCOUNT December, 2013 – Disbursements

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Nov-13	2,454.86
2921	Federal Withholding Taxes	Nov-13	6,338.60
2922	IL Department of Revenue	Monthly Remittance	1,407.52
2923	WI Department of Revenue	Monthly Remittance	500.70
7205	FICA Withholding Taxes (ER Portion)	Nov-13	2,454.86
7211	Commonwealth Edison	Electricity	16.53
7211	Integrus	Electricity	2,486.73
7215	McHenry Analytical	Sample Testing	77.50
7215	Waukegan, City of	Sample Testing	15.00
7222	Ace Hardware	Misc. supplies	39.95
7222	Hach	Lab Supplies	318.28
7223	Avalon Petroleum	Fuel for generator	913.56
7223	Bearing Headquarters	Replacement Bearings	38.95
7223	Dreisilker	Motor	411.74
7223	Global Equipment Co.	TPI Heat Wave Portable Electric Heater	884.00
7223	Graver Water Systems	Maintenance Parts	1,536.25

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ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7223	Kirchner Fire Extinguisher	Fire extinguisher maintenance	139.00
7223	Smith Ecological Systems	Chlorine Yoke	1,511.34
7225	Lakeland/Larsen Elevator Corp.	Elevator Maintenance	318.64
7225	Maintenance Assistant	Nov-13 Monthly Maintenance	19.00
7231	GFC Leasing	Copier Lease	307.00
7232	Cimco	Telephone Service	1,815.76
7232	Verizon Wireless	Cellular Phone Service	266.72
7234	Amazon	Light fixture	199.00
7234	At-a-Glance	Calendars	264.50
7234	FedEx	Shipping Charges	23.87
7234	Stamps.com	Postage Service	24.99
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	Secketa, Nick	Insurance Reimbursement	467.40
7235.2	Illinois Public Risk	Quarterly Work Comp Premium	3,984.00
7236	Metra	Train tickets to seminar	15.50
7236	Seven Eleven	Fuel for truck	94.17
7236	Winthrop Harbor Clark	Fuel for truck	88.47
7237	Jewel	Food for meeting	53.07
7237	Roma Pizza	Food for meeting	102.00
7238	Press Plus (Daily Herald)	Newspaper Subscription	9.99
7241	Cain & Co., Milburn &	Review of Lake County Standards	800.00
7241	Hamlin, James	Payroll Fees - 11/12/13-12/10/13	185.61
7242	Kucera, Daniel J.	General Legal Services	2,104.90
7251	Correll Co.	Quarterly Services for period ended 10/31/13	417.25
	TOTAL		\$38,970.50

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R&R FUND EXPENDITURES

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7277	Tank Industry Consultants	Professional Services in preparation of technical specifications	10,575.00
	Total		\$10,575.00

ORDINANCES/RESOLUTIONS:

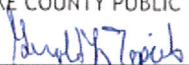
Chairman Topcik presented the following Resolution:

RESOLUTION

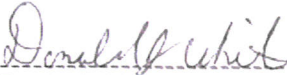
BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE LAKE COUNTY PUBLIC WATER DISTRICT, Lake County, Illinois, that the regular monthly meetings of the Board of Trustees for the calendar year beginning January 1, 2014, be held at the hour of 5:30 P.M. in the conference room at the District's Filtration Plant located at 500 -17th Street, Zion, Illinois, have been scheduled for the following days and dates:

Tuesday, January 14, 2014
Tuesday, February 11, 2014
Tuesday, March 11, 2014
Tuesday, April 8, 2014
Tuesday, May 13, 2014
Tuesday, June 17, 2014
Tuesday, July 8, 2014
Tuesday - August 12, 2014
Tuesday - September 9, 2014
Tuesday - October 14, 2014
Tuesday - November 11, 2014
Tuesday - December 9, 2014

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 10, 2013
PASSED AND APPROVED: December 10, 2013

ROLL CALL VOTE:

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

MOTION CARRIED

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Trustee Ruchti made a motion to accept the 2014 Meeting Date resolution, which was seconded by Trustee Jaeger. Upon a roll call vote taken, Trustees Moe, Mitchell, Fischer, Ruchti, Jaeger, and Topcik all voted in the affirmative, there were no nays and Trustee Monk was absent.

Old Business:

- **Intake Pipeline Project:** General Manager Albrecht discussed the memo from Operations Manager White, included in the board packet. The memo discussed the IEPA's requirement that the District take soil samples from the proposed bent sites, to be examined for contaminants before issuing a permit for this project. General Manager Albrecht stated that steps have been taken to obtain the samples, and have them analyzed. Discussion of this subject followed.
- **Solids Contact Unit #1** –General Manager Albrecht stated that Tank Industry Consultants had sent a specification for review. He indicated that he and Operations Manager White were in the process of reviewing the document, and hoped to have it ready for bid solicitation in January, with the bids received by the end of January or beginning of February. He anticipated that the work on this project would start in the fall of 2014. Discussion of this subject followed.
- **Solids Contact Unit #2** - Operations Manager White stated that the second warranty inspection had taken place, and signs of bubbling showed in various spots throughout the clarifier. Dixon Engineering has contacted Tecorp and advised them of the bubbling, and their responsibility for the repairs. Tecorp has advised they will undertake the repairs in the spring rather than immediately, due to the winter temperatures. Discussion of this subject followed.
- **Telephone Service** –Operations Manager White stated that he had received the revised AT&T contract the previous day. This contract had Attorney Kucera's revisions and his approval. Upon Operations Manager White signing the contract, the system should be installed in the next month or so. Discussion of this subject followed.

New Business:

- **Attorney Information** – Attorney Kucera informed the board that an appellate court decision came out recently regarding the City of Champaign. It holds that when alderman "tweet" and email on the business of the municipality, those tweets and emails are public records and subject to disclosure through FOIA. They may not be destroyed. Discussion of this subject followed.
- **Illinois Public Act 097-0084** – General Manager Albrecht indicated that information pertaining to this public act will be sent to the Lake County Board Chairman before the end of the calendar year. This will be the third year this information has been sent, with appropriate annual updates.. Discussion of this subject followed.
- **Banking Authorization-** – General Manager Albrecht Administrative advised that there was a banking issue regarding the District's certificates of deposit. He asked Administrative Assistant Johnston to explain. She advised that currently only General Manager Albrecht was authorized to sign the paperwork necessary to renew the District's certificates of

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deposit. Therefore it would be prudent to have additional signers should General Manager Albrecht not be available. Discussion of the subject followed, with Trustee Ruchti making a motion to authorizing Chairman Topcik and Vice-Chairman Jaeger to sign on paperwork for certificates of deposit, which was seconded by Trustee Mitchell and unanimously approved.

- **Health Insurance** – Chairman Topcik asked whether the District’s health insurance agent had contacted anyone regarding the District’s employees health insurance. He stated that with the advent of the Affordable Health Care Act he indicated that it may be possible to lock in rates if done by the end of the year, and suggested that a special meeting be set for Friday, December 20, 2013, if necessary. Discussion of this subject followed.
- **End of Year Bonuses** Trustee Mitchell made a motion to move into executive session to discuss personnel issues.

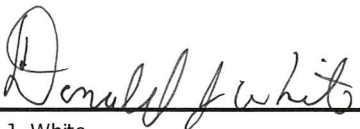
****EXECUTIVE SESSION ****

Upon exiting executive session, Trustee Mitchell 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 Fischer and unanimously carried.

- – **Antioch Water** - – General Manager Albrecht included an article regarding the Village of Antioch and their desire for Lake Michigan drinking water. Discussion of this subject followed.

There was no further business to discuss and the meeting will close and reconvene on Friday, December 20, 2013.

A meeting was called for on Friday, December 20, 2013 to discuss insurance matters. There was no change in the status of the insurance at this time, and no quorum was present. The meeting was therefore adjourned.

X 

Donald J. White
Board Secretary