

# Minutes

## October 8, 2013 – Board Meeting

On October 8, 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 was absent. Trustees Monk and Ruchti arrived at 5:40 p.m. Also present were Operations Manager Don White, District Attorney Dan Kucera, and District Secretary Karen Johnston.

Chairman Topcik opened the meeting and advised all present that General Manager Albrecht was in the hospital and not attending the board meeting. He reported the details of General Manager Albrecht’s condition. 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. Trustees Monk and Ruchti arrived after this action.

- Minutes of September 10, 2013
- Disbursements for October, 2013
- End of month September, 2013 Treasurer’s Report
- End of month September, 2013 Budget Report
- End of month September, 2013 Monthly Operation Summation

### OPERATIONS & MAINTENANCE ACCOUNT September, 2013 – Disbursements

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Sep-13	3,120.07
2921	Federal Withholding Taxes	Sep-13	6,532.81
2922	IL Department of Revenue	Monthly Remittance	1,470.64
2923	WI Department of Revenue	Monthly Remittance	500.51
7205	FICA Withholding Taxes (ER Portion)	Sep-13	3,120.07
7211	Commonwealth Edison	Electricity	16.53
7211	Integritys	Electricity	12,455.34
7212	North Shore Sanitary District	Wastewater charges for 03/31/13-06/30/13	1,711.40
7215	McHenry Analytical	Sample Testing	77.50
7221	Hydrite	Chlorine Shipment	866.00
7221	Mosaic	Fluoride Shipment	9,532.70
7221	Nalco	Nalclear Shipment	4,834.42
7222	Ace Hardware	Misc. supplies	94.66

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ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7222	Grainger, W.W.	Misc. supplies	69.34
7222	Hach	Lab Supplies	561.86
7222	Menards	Misc. supplies	21.00
7222	Millipore Corp.	Lab Supplies	2,676.18
7222	Rubbercal	Misc. supplies	166.54
7222	USA Blue Book	Misc. supplies	633.19
7222	VWR Scientific Products	Lab Supplies	197.75
7223	Krause Electrical Contractors	Labor to put new panel with transmitter	1,255.24
7223	Reladyne	Maintenance Oils	280.59
7223	SKF Reliability	Bimonthly Vibration Testing	700.00
7225	Baxter & Woodman	Support Services Contract	3,500.00
7225	Klean Korner	Janitorial Service	565.00
7225	Maintenance Assistant, Inc.	Monthly Maintenance	19.00
7231	GFC Leasing	Copier Lease	307.00
7232	Cimco	Telephone Service	1,556.74
7232	Verizon Wireless	Cellular Phone Service	267.27
7234	Intuit	Software Update	429.00
7234	Stamps.com	Postage Service	24.99
7234	Quill	Office Supplies	59.95
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	287.30
7236	Seven Eleven	Fuel for truck	200.00
7237	Jewel	Food for meeting	38.86
7237	Roma Pizza	Food for meeting	95.00
7238	Daily Herald	E-Subscription	0.99
7238	AWWA	Standards on CD Update	561.00

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ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7238	IL Municipal League	2013 Directory	35.00
7241	Hamlin, James	Payroll Fees - 09/11/13-10/08/13	164.02
7242	Kucera, Daniel J.	General Legal Services	2,527.40
7243	Applied Technologies	Professional services - Intake Pipe	156.00
7243	Hey & Associates	Professional Serv. - Investigate Rights of Way	1,250.00
7247	White, Dennis	Intake pre-inspection video & report	441.00
7251	Aramark Refreshment	Coffee Service	240.43
	<b>TOTAL</b>		<b>\$69,483.58</b>

- **Intake Pipe and Permit Update** – Operations Manager White advised that the District had received the permit for this project from the Illinois Department of Natural Resources (IDNR), which is one of three. He indicated that he had not received anything from the Corps of Engineers (COE) and the Illinois Environmental Protection Agency (IEPA). He also stated that the comment period for the COE had been extended due to the government shutdown, and that there had been no comments received as yet. Operations Manager White indicated that it was his understanding that if a 401 permit is issued by the COE, then the IEPA will follow suit. Operations Manager White stated that until the permit has been issued by the COE, there would be no further information. Discussion of this subject followed.
- **Solids Contact Unit #1** – Operations Manager White indicated that the contract with Tank Industry Consultants (TIC) for Solids Contact Unit #1 was in the final stages. He stated that Attorney Kucera had been instrumental in assembling the contract and assuring that the contract reads in the District’s favor. One specific area had been the reuse of the documents that Attorney Kucera has convinced them to allow the District to reuse the documents if the need arises. The board approved to move forward with this project at the previous board meeting. Discussion of this subject followed.
- **Lake County Standards of Conduct for Appointed Officials** –Chairman Topcik discussed a letter from the Lake County Board sent to all appointees of the Lake County Board regarding the Lake County Standards of Conduct for Appointed Officials to Boards and Commissions. The letter requested the trustees personally sign this letter of acceptance. Several trustees expressed concerns with the letter, and indicated a desire to discuss the matter further with the Lake County Board Chairman, Aaron Lawlor.. Discussion of this subject followed.
- **Solids Contact Unit #2** – Operations Manager White stated that a schedule has not yet been set for the inspection to determine if the paint is adhering properly on this unit. Discussion of this subject followed.

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- **Phone Service** – Operations Manager White stated that he had attempted several times to get pricing from AT&T, but had only just received a reply from them as of the date of the board meeting. He indicated that he would discuss it further the following day with AT&T and would have more information for the board at the next meeting. Discussion of this subject followed.
- **Rights of Way** – Operations Manager White included two memos in the board packet; one from him and one from Hey and Associates, who the District hired regarding this subject. He reviewed the areas that the District is interested in purchasing, the use of the land, and the obstacles the District is encountering in the process of acquiring the land. Discussion with the board regarding this subject followed. Operations Manager White indicated that Hey and Associates would like to compile a document for IDNR with a timeline, needs, and possible customers that would use the proposed improvements. He asked board to approve allowing this process go forth. Discussion of this subject followed. Trustee Ruchti made a motion to allow Hey and Associates proceed with composing a document for presentation to the IDNR regarding the acquisition of land, which was seconded by Trustee Jaeger and unanimously approved.
- **Diesel Fuel Storage**–Operations Manager White reviewed the performance of the oil supplier used by the District during the power outage last month. As they did not perform well, he opted to give another supplier a chance to supply oil for the District’s generators. The new supplier Avalon Petroleum could possibly provide a tank without charge, for storage of oil on the District’s property. The District would have to pay for a concrete pad on which to mount the tank, a portable tank with an electrica pump for the tank. Operations Manager White indicated that he would like to wait and see how Avalon is with fuel delivery before any decision is made to allow them to be the District’s fuel supplier. Discussion of this subject followed.
- **1MG Ground Storage** –Operations Manager White indicated that a year ago Era Valdivia completed the painting on the ground storage tank. There was a warranty inspection on October 1, 2013, which was supervised by Dixon Engineering. Operations Manager White stated that Dixon provided a verbal report, which indicated that there were several areas that need to be repaired. Era Valdivia would like to wait for the formal written report. Operations Manager White discussed the scheduling. He indicated that he provide Attorney Kucera with all bonding documents for his use, if necessary. Discussion of this subject followed.
- **Bonding Information**– Attorney Kucera provided information from the appellate court, regarding performance and payment bonds on governmental constructions projects that may be of interest to the District for future projects. In reference to this information, the District needs to procure both Performance and Payment Bonds prior to the commencement of any construction work. Discussion of this subject followed.
- **Fluoridation Award** – Operations Manager White drew the board’s attention to the board packet regarding an award the District operators received from the Illinois Department of Health for maintaining the fluoridation level for five years.

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- ➔ **Wauconda - Lake Michigan Water** – Operations Manager White discussed several articles regarding the ongoing situation with the Village of Wauconda and their search for Lake Michigan drinking water. Discussion of this subject followed.

Trustee Jaeger made a motion to move into executive session to discuss employment issues, which was seconded by Trustee Ruchti and unanimously approved.

\*\*\*\*\* EXECUTIVE SESSION \*\*\*\*\*

The board exited executive session with nothing to discuss further.

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

X Donald J. White

Donald J. White  
Board Secretary