

Minutes

December 9, 2014- Board Meeting

On December 9, 2014, 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, Mitchell, Fischer, Moe, and Jaeger were present. Trustee Ruchti arrived at 5:45 p.m. 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 and Christie Fischer

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 11, 2014 and Executive Minutes of November 11, 2014
- 5) Disbursements for December, 2014
- 6) End of month November, 2014 Treasurer's Report
- 7) End of month November, 2014 Budget Report
- 8) End of month November, 2014 Monthly Operation Summation

OPERATIONS & MAINTENANCE ACCOUNT December, 2014 – Disbursements

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Nov-14	3,077.62
2921	Federal Withholding Taxes	Nov-14	6,138.27
2922	IL Department of Revenue	Monthly Remittance	1,411.44
2923	WI Department of Revenue	Monthly Remittance	479.04
7205	FICA Withholding Taxes (ER Portion)	Nov-14	3,077.62
7211	Commonwealth Edison	Electricity	18.89
7211	Integrays	Electricity	9,073.39
7215	McHenry Analytical	Sample Testing	65.00
7221	Hydrite	Chlorine Shipment	891.00
7221	Usalco	Aluminum sulfate	6,436.10
7222	Ace Hardware	Misc. Supplies	55.93
7222	Hach	Lab Supplies	593.90
7223	Campanella & Sons	Rip rap to protect low lift pump station	9,698.96
7223	Kirchner Fire Extinguisher	Fire Extinguisher Maintenance	139.50

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ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7223	SKF Reliability	Bimonthly Vibration Test	740.00
7225	Baxter & Woodman	Support Services	2,500.00
7225	Klean Korner	Janitorial Services	565.00
7225	Lakeland Larsen Elevator	Elevator Maintenance	318.64
7231	GFC Leasing	Copier Lease	636.00
7232	AT&T	Telephone Service	1,196.18
7232	Verizon Wireless	Cellular Phone Service	554.50
7234	Reliable	Office Supplies	177.26
7235.2	AARP Medical	Medical Insurance for Diane Fragassi	259.75
7235.2	AARP Prescription	Prescription coverage for Diane Fragassi	36.90
7235.2	Cincinnati Ins. Companies	Life Insurance	450.00
7235.2	Euclid Managers (Delta Dental)	Dental Insurance	541.61
7235.2	Humana Choice Care	Monthly Medical Premium	5,910.44
7235.2	Illinois Public Risk Fund	1st Qtr. 2015 Work Comp Premium	3,923.00
7235.2	Secketa, Nick	Insurance Deductible Reimbursement	334.29
7241	Hamlin, James	Payroll Fees - 11/12/14-12/09/14	191.88
7242	KTA-Tator	Prof. Service for 08/18/14-11/02/14	9,252.93
7242	Kucera, Daniel J.	General Legal Services	4,567.30
7247	Big Lake Marine	Final Billing on intake contract	11,970.98
7251	Correll Co.	Quarterly Service Fee	556.25

FIRST BANKCARD

Acct. 7222	Misc. Supplies	473.43
Acct. 7225	Maintenance Service Contracts	19.00
Acct. 7234	Office Supplies	74.99
Acct. 7236	Transportation	77.85
Acct. 7237	Meetings/Seminars	928.82
Acct. 7238	Dues/Subscriptions	94.45

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ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
	Acct. 7251	Miscellaneous	128.99
	Total		<u>\$87,637.10</u>

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, 2015, 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 13, 2015
Tuesday, February 10, 2015
Tuesday, March 10, 2015
Tuesday, April 14, 2015
Tuesday, May 12, 2015
Tuesday, June 16, 2015
Tuesday, July 14, 2015

Tuesday - August 11, 2015
Tuesday - September 8, 2015
Tuesday - October 13, 2015
Tuesday - November 10, 2015
Tuesday - December 8, 2015

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.

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

Trustee Ruchti arrived at 5:45 p.m.

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

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. * * * * * EXECUTIVE SESSION * * * * *

The trustees moved out of executive session. Chairman Topcik stated that as of the first of the calendar year, General Manager Albrecht will be working six days a month until the end of the fiscal year and would then become a consultant for the District. He indicated that the board had decided to appoint Operations Manager White as acting general manager as of the first of calendar year 2015. Trustee Ruchti made a motion to appoint Donald White as acting general manager effective January 1, 2015, which was seconded by Trustee Mitchell and unanimously approved.

OLD BUSINESS

- **Intake Pipe Permit** – General Manager Albrecht included a chart showing the costs incurred during the past year for the intake pipe project. He discussed the costs and work performed pertaining to those costs. He indicated that he and Operations Manager White had had a meeting with Mr. Dennis White, the District’s consultant, and they had discussed the further necessary work to protect the intake pipe. He also included a chart showing the changing sand levels, which explained how dangerous the situation is. Discussion of stabilizing the pipe followed, with Trustee Jaeger making a motion to approve the preparation of specifications for three H piles and three bent systems in preparation for bidding in April or May of 2015, which was seconded by Trustee Fischer and unanimously approved.
- **Possible Funding** – General Manager Albrecht discussed possible funding and stated that the City of Zion is also attempting to obtain grant monies. General Manager Albrecht stated that Ron Colangelo would like to get a large enough grant to perform all necessary work on the bents for the intake pipe. General Manager Albrecht stated that Mr. Colangelo is taking the lead on this process. Discussion of this subject followed. General Manager Albrecht also indicated that he had contacted two separate grant-writing firms that have had success elsewhere. Discussion of this subject followed.
- **Low Lift Pump Station Rock Placement** – Operations Manager White provided the board with photos showing the rock placement near the low lift pump station, which the board had approved previously. The photos showed the shoreline in before and after photos. In addition, Operations Manager White advised that one the District’s operators had seen people near the low lift pump station. He advised the board that “no trespassing” signs had been posted. Discussion of this subject followed.

Trustee Jaeger made a motion to move into executive session to discuss potential litigation, which was seconded by Trustee Mitchell and unanimously approved.

* * * * * EXECUTIVE SESSION * * * * *

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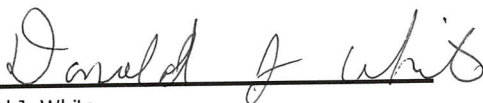
New Business

- **Illinois Public Act 097-0084** – General Manager Albrecht advised the board that pursuant to this public act, the District, every January, sends out certain financial information. This is the fourth year that this information has been sent to the Lake County Board. Discussion of this subject followed.
- **Intake Icing Contract**– Operations Manager White included a copy of the contract between the District and Atkinson Fishery for emergency icebreaking. He advised that this is the same verbiage used last year and approved by Attorney Kucera. Trustee Jaeger made a motion to approve the contract, which was seconded by Trustee Fischer, and unanimously approved.
- **Lighting Conversion**– Operations Manager White stated that several of the lights in the conference room were obsolete and suggested a new lighting system for the conference room. He explained that the fixtures could be retrofitted to be compatible with newer bulbs and ballasts or the fixtures could be replaced. Discussion of this subject followed. The board indicated that they would like costs for the difference in retrofitting versus replacing the fixtures. Operations Manager White stated he would have some costs at the January board meeting.

Miscellaneous

- **Humana** - General Manager Albrecht included a letter from Humana outlining guidelines for prescription medications. The letter states that an employee's physician must receive Humana's approval for certain medications. If they do not, employees will be required to pay for the medication themselves. Discussion of this subject followed.
- **Year End Bonuses** – Chairman Topcik stated that the board had given the employees of the District year-end bonuses in the past in the amount of \$250.00, net of taxes. 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 Jaeger and unanimously carried.

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

X 

Donald J. White
Board Secretary