

# Minutes

## September 8, 2015- Board Meeting

On September 8, 2015, 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, Monk, Fischer, Jaeger were present. Trustees Mitchell and Moe were absent. Trustee Ruchti arrived at 5:50 p.m. Also present were Acting General Manager Don White, Consultant/Treasurer Arlyn Albrecht, and Administrative Assistant/Board Secretary Karen Johnston. District Attorney Dan Kucera was present via telephone.

Chairman Topcik stated that he would accept a motion to place the following items on a consent agenda and to accept that consent agenda. He stated that he wanted the Treasurer’s Report pulled from the consent agenda. Trustee Fischer made that motion, which was seconded by Trustee Jaeger and unanimously carried.

- 4) Minutes of August 11, 2015 and Executive Session Minutes of August 11, 2015
- 5) Disbursements for September, 2015
- 7) End of month August 31, 2015 Budget Report
- 8) End of month August 31, 2015 Monthly Operation Summation

Chairman Topcik initiated a discussion of the Operations and Maintenance (O&M) account cash balance. He explained that at the August board meeting, the Board had decided to maintain a balance of \$216,000 in the O&M to keep in line with the bond ordinance. He indicated that per the August Treasurer’s report, the balance in the account was \$168,742.19, below the desired balance. Discussion of this subject followed. Trustee Ruchti arrived at 5:50 p.m. The Chairman decided to form a committee to examine the cash flow. Chairman Topcik appointed Trustee Fischer and Trustee Ruchti to head this committee. The Board also discussed alternate sources of funding, and decided to form a committee to investigate the possibility of a new customer base. Trustee Monk suggested that he and Trustee Jaeger could speak with the Village of Beach Park regarding this subject. Trustee Jaeger made a motion to approve the August 31, 2015 Treasurer’s Report, which was seconded by Trustee Fischer and unanimously approved.

### OPERATIONS & MAINTENANCE ACCOUNT September, 2015 – Disbursements

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Aug-15	2,706.02
2921	Federal Withholding Taxes	Aug-15	4,155.99
2922	IL Department of Revenue	Monthly Remittance	1,044.07
2923	WI Department of Revenue	Monthly Remittance	477.40
7205	FICA Withholding Taxes (ER Portion)	Aug-15	2,706.02
7211	Commonwealth Edison	Electricity	22.25
7211	Dynegy Energy Systems	Electricity	17,531.42
7215	McHenry Analytical	Sample Testing	190.00
7215	No. Shore Water Reclamation	Sample Testing	148.00

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7221	Hydrite	Chlorine Shipment	1,782.00
7221	Nalco	Nalclear Shipment	4,834.42
7222	Ace Hardware	Misc. Supplies	48.47
7222	CCP Industries	Misc. Supplies	529.17
7222	Hach	Lab Supplies	696.24
7222	McMaster Carr	Misc. Supplies	235.48
7223	Air Con Refrigeration	Repair cooling unit	438.00
7223	Vortex Technologies	Calibration of 2 - Fuji FSV meters	1,245.00
7225	Baxter & Woodman	Support Services	2,500.00
7225	Gordon Flesch Company Inc.	Maintenance charge	47.82
7225	Klean Korner	Janitorial Services	565.00
7225	Lakeland/Larsen Elevator Corp.	Elevator Maintenance	318.64
7231	GFC Leasing	Copier Lease	330.00
7232	AT&T	Telephone Service	1,201.21
7232	Verizon Wireless	Cellular Phone/Data Service	554.74
7234	Federal Express	Shipping Charges	50.83
7234	Graphic Partners	Business Cards	139.00
7234	Office Depot	Office Supplies	123.15
7235.2	AARP Medical	Medical Insurance for Diane Fragassi	273.00
7235.2	AARP Prescription	Prescription coverage for Diane Fragassi	51.20
7235.2	Euclid Managers (Delta Dental)	Dental Insurance	557.88
7235.2	Humana Choice Care	Monthly Medical Premium	5,401.84
7235.2	Ill. Public Risk Fund	Work Comp - 4th Qtr.	3,921.00
7241	Hamlin, James	Payroll Fees - 08/12/15-09/08/15	178.75
7242	Kucera, Daniel J.	General Legal Services	3,997.40
7242	Trobe, Babowice & Assoc.	Litigation Legal Fees	8,047.50
7251	Aramark Refreshment Services	Coffee Service	168.15
7251	Zion, City of	Elevator Inspection	75.00

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## FIRST BANKCARD - MAY

Acct. 7222	Misc. Supplies	60.36
Acct. 7225	Maintenance Service Contracts	19.00
Acct. 7234	Office Supplies	736.32
Acct. 7236	Transportation	150.12
Acct. 7237	Meetings/Seminars	157.61
<b>Total First Bankcard</b>		1,123.41
<b>Grand Total - Operations</b>		<b>\$67,292.06</b>

## R&R FUND EXPENDITURES

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7223	KTA-Tator	Warranty Inspection - Ground Storage Tank	7,771.60
	Total		\$7,771.60

## CONSTRUCTION FUND EXPENDITURES

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7254	AIT	Engineer Certification - Bond Issue Project	3,180.00
7280	Big Lake Marine	Installation of bents & trucking	230,030.00
7280	Lakeside Steel & Mfg.	2 - Pipe Collar 2/hardware (bents)	9,880.00
7280	White, Dennis	Intake Pipe Inspection	4,788.00
	Total		\$247,878.00

## OLD BUSINESS

- **Bond Issue** - Acting General Manager White included a memo regarding the finalizing of the 2015 bond issue in the board packet. He reviewed the details of the bond issue, including the schedule of costs and debt service. Copies of all bond documents were included in the board packet. He advised that the bond issue would be closing September 15, 2015. He also stated that the document for revenue advance refunding was included in the bond ordinance and already signed by Chairman Topcik, however Attorney Kucera felt that it should be approved as a separate document by the board. Trustee Ruchti made a

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motion to approve the document titled Lake County Public Water District Revenue Advance Refunding Bonds 2015, which was seconded by Trustee Monk, and unanimously carried.

- **Intake Pipe** - Acting General Manager White stated that Big Lake Marine had been working on this project for the past three weeks. He included a memo in the board packet outlining the scope of that work. Acting General Manager White's memo also included a report by Mr. Dennis White, the District's marine consultant on this project. Discussion of this subject followed.
- **Grants** - Acting General Manager White stated that he had been in contact with Seema Wadia regarding grants. Ms. Wadia indicated that she was going to contact IEMA for a face-to-face meeting. In addition, she suggested that Acting General Manager White contact the City of Zion for contact at Exelon regarding their grants. Acting General Manager White indicated that he had discussed this with Mr. Dave Knabel, Finance Director of the City of Zion, who in turn forwarded the District's request to State Representative Sheri Jesiel. Acting General Manager White stated that some of these grants would not be available to the District, as the City of Zion already had use of them. Discussion of this subject followed, with Trustee Fischer requesting that State Senator Melinda Bush' office be contacted again.
- **Ground Storage Tank & 2<sup>nd</sup> Warranty Inspection** - Acting General Manager White stated that he had scheduled this unit to be down for the warranty repairs; however, Era Valdivia had to cancel, due to other work they were performing. Acting General Manager White stated that he was waiting for Era Valdivia to reschedule.
- **SCU #1 Coating & Insulation Inspection** – Acting General Manager White reminded the board that the coating was peeling on this unit. He indicated that he and Attorney Kucera had discussed this matter, and Attorney Kucera suggested that Acting General Manager White contact Volatile Free, the coating manufacturer, and suggest that the District have Premium Protective Coatings, the original firm that applied the coating, come out and apply the coating, as they were part of the warranty. Terry Crowder of Premium Protective Coatings came out and investigated the unit. He will write a report for Acting General Manager White. Acting General Manager White indicated that he is waiting for this report. Discussion of this subject followed.

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

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

The trustees moved out of executive session.

- **Rights-of Way** - Acting General Manager White stated that Trustee Fischer had inquired about the status of this issue. Acting General Manager White indicated that this subject had been shelved while the Attorney Kucera had been engaged in litigation matters for the District. Prior to that, Attorney Kucera had been going back and forth with attorneys from

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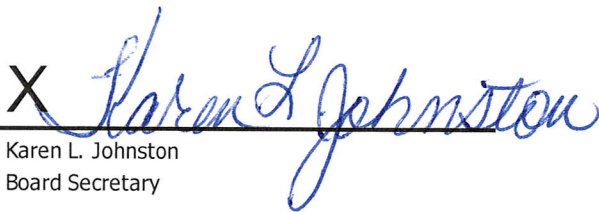
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the IDNR. Acting General Manager White indicated that he had requested information from Howard Surveying; however, he was quite busy at the time. Discussion of this subject followed.

- **Transitional Review** – Acting General Manager White indicated that this was progressing, but there was nothing new to report.

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

X   
Karen L. Johnston  
Board Secretary