

# Minutes

## December 8, 2015- Board Meeting

On December 8, 2015, the Board of Trustees of the Lake County Public Water District met in a regularly scheduled meeting at the hour of 4:30 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, Moe, and Jaeger were present. Trustee Mitchell arrived at 5:40 p.m. Trustee Ruchti was absent. Also present were Acting General Manager Don White, Consultant/Treasurer Arlyn Albrecht, Administrative Assistant/Board Secretary Karen Johnston. District Attorney Dan Kucera was present via telephone.

Chairman Topcik started the meeting reviewing the IRPF workers' compensation insurance renewal proposal for 2016 included in the board packet. He stated that West's Insurance Agency was unable to attend the meeting this year to present the proposal. He proceeded to review the proposal, which was significantly lower this year due to a reclassification of Acting General Manager White's position. He advised that the premium last year was \$15,686, and this year the premium would be \$9,398. He advised that there was a rate decrease that also contributed to the lower premium. Trustee Jaeger made a motion to accept the workers' compensation renewal as presented, which was seconded by Trustee Monk, and unanimously approved.

Chairman Topcik then indicated that he would accept a motion to place the following items on a consent agenda and to accept that consent agenda. Trustee Monk made that motion, which was seconded by Trustee Jaeger and unanimously carried.

- 4) Minutes and Executive Minutes of November 10, 2015
- 5) Disbursements for December, 2015
- 6) Treasurer's Report for November 30, 2015
- 7) End of month November 30, 2015 Budget Report
- 8) End of month November 30, 2015 Monthly Operation Summation

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

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Nov-15	2,781.80
2921	Federal Withholding Taxes	Nov-15	4,871.02
2922	IL Department of Revenue	Monthly Remittance	1,238.87
2923	WI Department of Revenue	Monthly Remittance	458.87
7205	FICA Withholding Taxes (ER Portion)	Nov-15	2,781.80
7211	Commonwealth Edison	Electricity - Nov-15/Modem - 10/23-11/23/15	48.70
7211	Commonwealth Edison	Electricity - 10/30/15-12/02/15	22.24
7211	Dynegy Energy Systems	Electricity - Nov-15	9,729.56
7215	McHenry Analytical	Sample Testing	65.00
721	Hydrite	Chlorine Shipment	891.00
7222	Ace Hardware	Misc. Supplies	35.89
7222	Hach Company	Lab Supplies	766.92

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7223	K. Erickson Designs	Snowplowing	105.00
7223	Kirchner Fire Extinguisher	Fire Extinguisher Maintenance	331.75
7223	SKF Reliability	Bimonthly Vibration Test - Oct-15	765.00
7225	K. Erickson Designs	Landscape Maintenance Oct & Nov-15	950.00
7225	Evoqua Water Technologies	Maintenance Contract	243.00
7225	Klean Korner	Janitorial Services	565.00
7225	Lakeland Larsen Elevator	1st Qtr. 2016 Elevator Maintenance	318.64
7231	GFC Leasing	Copier Lease - Dec.	330.00
7232	AT&T	Telephone Service - 11/7/15	1,251.49
7232	Verizon Wireless	Cellular Phone/Data Service - 10/17-11/16	533.71
7235.2	AARP Medical	Medical Insurance for Diane Fragassi	273.00
7235.2	AARP Prescription	Prescription coverage for Diane Fragassi	51.20
7235.2	Cincinnati Insurance	Life Insurance	450.00
7235.2	Euclid Managers (Delta Dental)	Dental Insurance	557.88
7235.2	Humana Choice Care	Monthly Medical Premium	6,059.36
7235.2	IL Public Risk Fund	1st Qtr. 2015 Work Comp Premium	2,351.00
7238	Future Publishing	Maximum PC Renewal	19.95
7241	Hamlin, James	Payroll Fees - 11/11/15-12/08/15	214.75
7242	Kucera, Daniel J.	General Legal Services	4,851.64
7242	Trobe, Babowice & Assoc.	Litigation Legal Fees	6,696.50
7251	Aramark Refreshment	Coffee Service	168.94
7251	Correll Co.	Investment Services Fee	565.25

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## **FIRST BANKCARD**

	Acct. 7222	Misc. Supplies	224.85
	Acct. 7223	Maintenance & Repairs	52.72
	Acct. 7225	Maintenance Service Contracts	19.00
	Acct. 7234	Office Supplies	338.92
	Acct. 7236	Transportation	52.30
	Acct. 7237	Meetings/Seminars	180.00
		<b>Total First Bankcard</b>	867.79
		<b>Grand Total - Operations</b>	<b>\$52,212.52</b>

## **CONSTRUCTION FUNDS**

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7280	Chicago Tribune	Bent Manufacturing Bid Advertisement	32.80
		<b>Total</b>	<b>32.80</b>

Chairman Topcik asked if any of the ad hoc committees had reports to present to the board. There were no reports.

### **ORDINANCES/RESOLUTIONS:**

Chairman Topcik presented the following Resolution:

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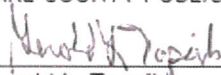
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## RESOLUTION

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, 2016, 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 12, 2016  
Tuesday, February 9, 2016  
Tuesday, March 8, 2016  
Tuesday, April 12, 2016  
Tuesday, May 10, 2016  
Tuesday, June 21, 2016  
Tuesday, July 12, 2016  
Tuesday - August 9, 2016  
Tuesday - September 13, 2016  
Tuesday - October 11, 2016  
Tuesday - November 8, 2016  
Tuesday - December 13, 2016

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:

  
Karen L. Johnston  
Secretary, Board of Trustees

PRESENTED AND READ: December 08, 2015  
PASSED AND APPROVED: December 08, 2015

ROLL CALL VOTE:

Trustees voting aye:  
Trustee voting nay:  
Trustees absent:

MOTION CARRIED

Trustee Monk made a motion to accept the 2016 Meeting Date resolution, which was seconded by Trustee Fischer. Upon a roll call vote taken, Trustees Mitchell, Monk, Fischer, Moe, Jaeger, and Topcik all voted in the affirmative, there were no nays and Trustee Ruchti was absent.

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

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

Upon exiting executive session, Trustee Mitchell made a motion to retain Attorney Babowice regarding the Westfield Insurance issue, which was seconded by Trustee Jaeger, and unanimously approved. In addition, Trustee Mitchell made a motion for Attorney Babowice to continue to negotiate with Tecorp and Tnemec, which was seconded by Trustee Fischer, and unanimously approved.

## **OLD BUSINESS**

- **Bond Issue** - Acting General Manager White indicated at the November board meeting that should there be a shortfall in the Bond & Interest sinking account, perhaps that fund could be subsidized by the R&R account. The board suggested that he discuss this with Chapman & Cutler, the District's bond counsel, which he did. He was advised that those funds could be used, but only once that account has been fully funded, and only the amount over the fully funded limit. He also advised that should the District need to use funds from the Bond & Interest Reserve account, a rate study would need to be performed. Discussion of this subject followed.
- **Intake Project** - Acting General Manager White stated that bids were received on the manufacturing of the twenty pipe collars. However, as the low bidder included items that were not part of the bid specifications, a rebid would be necessary. As this would be a possible savings of approximately \$24,000, Acting General Manager White felt this would be prudent. He therefore asked the board to reject the bids and authorize a rebid of this manufacturing process. Trustee Jaeger made a motion to authorize Acting General Manager White to rebid the manufacturing process of twenty pipe collars, which was seconded by Trustee Mitchell, and unanimously approved.
- **Grants** - Acting General Manager White indicated that he and Consultant Albrecht had had a conference call with Ms. Sharon Pepin (the District's grant writer), and Mr. Rusty Tanton of IEMA to discuss this subject. Acting General Manager White provided information pertinent to the issue. Mr. Tanton requested drawings and a summary of the issue with possible solutions. Mr. Tanton advised that once this information had been received, he would review it with his colleagues and determine if any grant monies were available. Discussion of this subject followed.
- **Ground Storage Tank & 2<sup>nd</sup> Warranty Repairs** - Acting General Manager White advised that he had emailed Mr. Greg Bairaktaris of Era Valdivia Contractors, Inc., asking for a schedule and maintenance bond for this project. Mr. Bairaktaris responded, asking for the contract documents. Acting General Manager White forwarded that email to Attorney Kucera, who contacted Era Valdivia's attorney. Attorney Kucera and Era Valdivia's attorney have been negotiating the terms for this issue. Attorney Kucera has requested that the Board waive the bond requirement, contingent upon confirmation of the finalization of the schedule for the repairs. Acting General Manager White concurred with Attorney Kucera. Discussion of this subject followed.

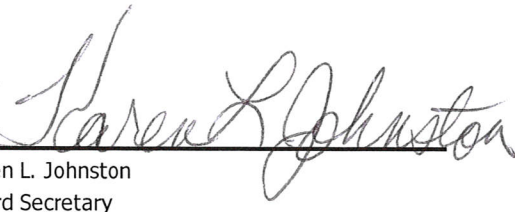
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- ◆ **SCU #1 Warranty Work** – Acting General Manager White indicated that he had emailed Volatile Free again, and that they were looking for a contractor to perform this work. He is still waiting to hear from them. Discussion of this subject followed.
- ◆ **Right of Ways** - Acting General Manager White stated that Attorney Kucera has been working with the State of Illinois' attorney to get an agreement that is satisfactory to both the State and the District. Acting General Manager White indicated that there is an issue regarding an alley behind the low lift pump station. Discussion of this subject followed.
- ◆ **Technical Review Committee Meeting** - Acting General Manager White stated that this meeting had taken place on December 9, 2015. He, Consultant Albrecht, and Chairman Topcik were there representing the District. Also in attendance was the Director of Public Works for Zion, Mr. Ron Colangelo, and from the Village of Winthrop Harbor, Mr. Tim Nearing, Superintendent of Public Works. A copy of the agenda was attached to Acting General Manager White's memo regarding this meeting. Acting General Manager White discussed the manufacturing of the pipe collars and briefly touched on the legal issues of the solids contact units. No details were provided concerning the litigation. The main topic of discussion was water usage. There is some concern regarding water loss and it was agreed that a proposal would be requested from ME Simpson to test the accuracy of the District's finished water meter. Discussion of this subject followed.
- **Transitional Review** – Acting General Manager White indicated that the operators continue to take over various tasks and are doing well. 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 for \$250.00, net of taxes. Trustee Mitchell made a motion to provide year-end bonuses for \$250 grossed up to all employees of the Lake County Public Water District, which was seconded by Trustee Fischer and unanimously carried.
- **Miscellaneous** - Acting General Manager White included several news articles concerning the District. The first was from the Zion-Benton News regarding the increase in their water rates. Discussion of this subject followed. Also was an article about Mr. Jere Lapish, a previous consultant with the District.

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

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Karen L. Johnston  
Board Secretary