

Minutes

July 12, 2016- Board Meeting

On July 12, 2016, 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, Moe, and Jaeger were present. Trustee Mitchell was absent. Trustee Ruchti arrived at 6:20 p.m. Also present were Acting General Manager Don White and Administrative Assistant/Board Secretary Karen Johnston, and District Attorney Dan Kucera.

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 Fischer made a motion to place the following items on the consent agenda and approve the consent agenda, which was seconded by Trustee Jaeger and unanimously carried.

- 4) Minutes and Executive Minutes of June 21, 2016
- 5) Disbursements for July, 2016
- 6) Treasurer's Report for June 30, 2016
- 7) End of month June 30, 2016 Budget Report
- 8) End of month June 30, 2016 Monthly Operation Summation

OPERATIONS & MAINTENANCE ACCOUNT July, 2016 - Disbursements

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Jun-16	2,454.40
2921	Federal Withholding Taxes	Jun-16	3,561.05
2922	IL Department of Revenue	Monthly Remittance	737.22
2923	WI Department of Revenue	Monthly Remittance	479.28
7205	FICA Withholding Taxes (ER Portion)	Jun-16	2,454.40
7211	Commonwealth Edison	Electricity - Jun-16	66.84
7211	Dynegy Energy Systems	Electricity - Jun-16	2,845.12
7215	McHenry Analytical	Sample Testing	62.50
7221	Usalco	Aluminum Sulfate Shipment	6,564.12
7222	Ace Hardware	Misc. Supplies	108.91
7222	Grainger, WW	Misc. Supplies	92.03
7222	VWR Scientific	Lab Supplies	101.07
7222	Zion Auto Parts	Misc. Supplies	12.88

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7223	Graybar	Maintenance Supplies	207.90
7225	Hansen Associates	Aug-16 Copier Service Agreement	95.00
7225	Klean Korner	Janitorial Service	565.00
7225	Millipore Corp.	Lab Supplies	2,434.51
7231	DeLage Landen Financial Services	Jul-16 Copier Lease	124.12
7232	AT&T	Telephone Service - Jun-16	995.34
7232	Verizon Wireless	Cellular Phone/Data Service - Jun-16	558.43
7234	Office Depot	Office Supplies	86.98
7235.2	AARP Medical	Medical Insurance for Diane Fragassi	284.75
7235.2	AARP Prescription	Prescription coverage for Diane Fragassi	61.30
7235.2	Euclid Managers (Delta Dental)	Dental Insurance	526.01
7235.2	Blue Cross/Blue Shield	Aug-16 Health Insurance	6,534.05
7235.2	Humana	Aug-16 FY17 Vision/AD&D	104.99
7235.2	Secketa, Nick	Insurance Deductible Reimbursement	537.78
7241	Cain, Milburn & Co.	FY16 Audit Fee	21,000.00
7241	Hamlin, James	Payroll Fees - 06/22/16-07/09/16	232.47
7242	Kucera, Daniel J.	General Legal Services	4,889.90
7251	Chicago Tribune Media Group	Legal Notice for Prevailing Wage 2016	74.40

FIRST BANKCARD

	Acct. 7222	Misc. Supplies	30.62
	Acct. 7225	Service Contracts	38.00
	Acct. 7234	Office Supplies	174.07
	Acct. 7236	Transportation	120.82
	Acct. 7237	Meetings/Seminars	226.87
		Total First Bankcard	590.38
		Grand Total - Operations	\$59,368.73

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CONSTRUCTION FUNDS

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7280	Michels Corporation	Intake Project Installation - Pay App. #2	303,732.00
7280	White, Dennis	FY17 Intake Supervision - 06/09/16-07/08/16	4,956.00
7283	Clark Dietz	Prof. Services for Jun-16 - SCU #1 - Rehab	3,804.50
		Total	312,492.50

R&R FUNDS

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7279	Clark Dietz	Meter - Certificate	20.83
7282	Clark Dietz	Calibration Manhole - Certificate	20.83
7284	Clark Dietz	Hydrant - Certificate	20.84
		Total	62.50

Chairman Topcik asked if any committees had reports to present, which they did not.

ORDINANCES/RESOLUTIONS:

Chairman Topcik read the following resolution:

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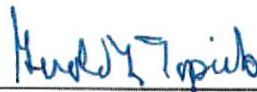
AN ORDINANCE
APPROVING AUDIT AND FIXING
OF RATES AND BILLING ADJUSTMENTS

BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE LAKE COUNTY PUBLIC WATER DISTRICT as follows:

1. That the report of the audit of the books and records of the District for the fiscal year ended April 30, 2016, and the recommended computation of revised rates applicable to the District's customers, as prepared by Milburn Cain and Company and incorporated herein by reference be and hereby received, approved and placed on file, and
2. That the revised rates therein computed for the sale of water are in accordance with the separate contracts with the City of Zion, the Village of Winthrop Harbor, and with the State of Illinois Department of Conservation, and with applicable requirements of Illinois law and bond ordinances of the District, and are hereby established as the rates to be charged to these three customers effective August 1, 2016.

(CORPORATE SEAL)

LAKE COUNTY PUBLIC WATER DISTRICT



Gerold L. Topcik Chairman, Board of Trustees

ATTEST:



Karen Johnston, Board Secretary

PRESENTED AND READ: July 12, 2016

PASSED AND APPROVED: July 12, 2016

ROLL CALL VOTE

Trustees voting aye: G. Topcik; A. Monk; C. Fischer; R. Moe; D. Jaeger

Trustees voting nay: None

Trustees absent: D. Mitchell; M. Ruchti

MOTION CARRIED

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Trustee Monk made a motion to accept the audit resolution, which was seconded by Trustee Fischer, and unanimously approved. A roll call vote to approve the ordinance approving the audit, fixing the rates, and billing adjustments resulted as follows:

Ayes: (5) Topcik, Monk, Fischer, Moe, Jaeger

Nays: (0)

Absent: (2) Mitchell, Ruchti

OLD BUSINESS

- **Intake Project** - General Manager White stated that he had included a pay request from Michels Corporation for this project, which was on the list of disbursements approved by the board. He indicated that the District's consultant, Mr. Dennis White, had confirmed that nine bents had been installed to date, and that he hoped 20 would be installed by the end of August.
- **SCU #1** -General Manager White stated that Clark Dietz is working on a design memo for this project, which he anticipated would be completed by the end of July. Upon its receipt, General Manger White stated that he would review the document, make any necessary changes, and present it to the board at the August board meeting.
- **Right of Ways** -General Manager White indicated that this item is still under review by the IDNR.
- **Low Lift Pump Station** - General Manager White stated that he had provided the requested information to the Army Corps of Engineers, which included a report from Hey & Associates on the wetland delineation and plant indemnification. He also included the opinion letter from Attorney Kucera regarding the existence of the right of way. General Manager White went on to explain the necessity of the revetment and the issues presented by the Nature Preserves Commission and the IDNR. He indicated that a meeting was set for the following Friday, with the Army Corps, the Nature Preserves Commission, and the IDNR. Chairman Topcik will also attend.
- **Variable Frequency Drive** - General Manager White advised the board that a bid advertisement had been placed in the Waukegan News Sun on July 5, for the replacement of the VFD for high lift pump #2. He indicated that Clark Dietz, the District's engineers, would review the bids to ensure all required documents are in order. General Manager White will present their recommendation at the August board meeting.

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- **Facilities Evaluation** - General Manager White reminded the board that they approved a facilities evaluation at the June board meeting, to be performed by Clark Dietz. He included a chart of the facilities replacement cost to determine which sections Clark Dietz should use for the evaluation. He also included a memo which outlined which sections he suggested should be the review items. Those items were: Intake and raw water pipeline, clarifiers and control building, and filtration, pumps, and chemical feed building. Trustee Jaeger made a motion to approve Clark Dietz moving ahead with the evaluation, which was seconded by Trustee Monk, and unanimously approved.

ATTORNEY

- **House Bill 4379** - Attorney Kucera indicated that this bill was before the governor for his signature. He indicated that it was regarding new regulations on travel expenses, and that, if enacted, the District's current policy would have to be modified to comply with this statute. Once the provision has become effective, Attorney Kucera will review the current policy and compare it to the statute.

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

* * * * EXECUTIVE SESSION * * * *

Trustee Ruchti arrived at 6:20 p.m., during the executive session. Upon leaving executive session, Trustee Fischer made a motion to postpone any action regarding the State of Illinois' delinquent payments, until a date to be determined subject to receipt of payments, which was seconded by Trustee Jaeger. All ayes.

NEW BUSINESS

- **Solids Contact Unit #2** - General Manager White advised that he, Tecorp, KTA-Tator, and Chairman Topcik met the prior Thursday to discuss the rehabilitation of Solids Contact Unit #2. The work is scheduled to begin July 25. Chairman Topcik added that Tecorp seems cooperative. General Manager White went on to state that due to the humidity, the District would

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need to rent a dehumidifier to expedite the work. Discussion of this subject followed.

- **Miscellaneous** - The board discussed a retirement dinner for former General Manager Albrecht, and the date of July 28 was set, with a time and place to be set later.

General Manager White included an article from the Zion-Benton news discussing the increase in the water rate for Winthrop Harbor.

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

X


Karen L. Johnston
Board Secretary