

Minutes

August 9, 2016- Board Meeting

On August 9, 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, Mitchell, Monk, Fischer, Ruchti, and Moe were present. Trustee Jaeger was absent. Also present were Acting General Manager Don White and Administrative Assistant/Board Secretary Karen Johnston, and District Attorney Dan Kucera. Mr. Tom Foley of Clark Dietz was present as a guest speaker.

Chairman Topcik stated that as there was guest speaker, that would be the first order of business. He proceeded to introduce Mr. Tom Foley, of Clark Dietz. Mr. Foley was present to discuss the draft design memo for Solids Contact Unit #1, which was included in the board packet. Mr. Foley indicated that he would answer any questions the board had regarding that report. Chairman Topcik asked about the portion regarding the tube settlers. Mr. Foley explained how the tube settlers work, and the benefit derived from the installation of these units. Chairman Topcik proceeded to discuss the aluminum clad foam panels. Mr. Foley indicated that he was working with John Boldt of his office, who had worked on this some years ago, when the tanks were originally foamed. At that time they recommended the foam panels, however, the panels were more expensive. Since that time it has been determined that the spray foam does not hold up as well, and in the end, the foam panels hold up better. Discussion of this subject followed.

Chairman Topcik then asked about the structural rehabilitation of Solids Contact Unit #1. He inquired whether a fiberglass roof would be a good answer to the rusting issue of the supports. Mr. Foley indicated that it was a good answer. Discussion of this subject followed. Mr. Foley left at 5:55 p.m.

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

- 4) Minutes and Executive Minutes of July 12, 2016
- 5) Disbursements for August, 2016
- 6) Treasurer's Report for July 31, 2016
- 7) End of month July 31, 2016 Budget Report
- 8) End of month July 31, 2016 Monthly Operation Summation

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OPERATIONS & MAINTENANCE ACCOUNT August, 2016 - Disbursements

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Jul-16	3,684.06
2921	Federal Withholding Taxes	Jul-16	5,502.64
2922	IL Department of Revenue	Monthly Remittance	1,077.68
2923	WI Department of Revenue	Monthly Remittance	817.35
7205	FICA Withholding Taxes (ER Portion)	Jul-16	3,684.06
7211	Commonwealth Edison	Electricity - Jul-16	67.98
7211	Dynegy Energy Systems	Electricity - Jul-16	11,331.89
7215	McHenry Analytical	Sample Testing	305.00
7215	No. Shore Water Reclamation	Sample Testing	186.00
7221	Hydrite	Chlorine Shipment	891.00
7221	Nalco	Nalclear Shipment	4,834.42
7221	Usalco	Aluminum Sulfate Shipment	6,547.77
7222	Ace Hardware	Misc. Supplies	6.99
7222	Cintas	First Aid Supplies	44.69
7223	Graybar	Maintenance Supplies	492.69
7223	Krueger Tower, Inc.	Sweep test on antenna	480.00
7223	Peterson Plumbing, Inc., Ernie	Test & certify backflow preventors	190.00
7223	SKR Reliability	Jul-16 Vibration Test	786.00
7225	Gordon Flesch Co.	Maintenance Charge	19.88
7225	Hansen Associates	Sep-16 Copier Service Agreement	20.00
7225	Klean Korner	Janitorial Service	565.00
7231	DeLage Landen Financial Services	Aug-Sep-16 Copier Lease	323.24
7232	AT&T	Telephone Service - Jul-16	1,287.16
7232	Verizon Wireless	Cellular Phone/Data Service - Jul-16	558.64
7234	Office Depot	Office Supplies	179.97
7234	UPS	Shipping Charges	19.85
35.2	AARP Medical	Medical Insurance for Diane Fragassi	284.75

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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	Sep-16 Health Insurance	6,534.05
7235.2	Humana	Sep-16 FY17 Vision/AD&D	104.99
7235.2	Secketa, Nick	Deductible Reimbursement	13.71
7235.2	Sun Life Financial	3rd Qtr. Disability	1,927.93
7241	Hamlin, James	Payroll Fees - 07/10/16-08/09/16	192.47
7242	Kucera, Daniel J.	General Legal Services	3,352.40
7242	Trobe, Babowice & Associates	General Legal Services	631.22
7251	Aramark Refreshment	Coffee Service	184.33
7251	Correll Co.	Qtrly. Advisory Service Fee	663.00
7255	Correll Co.	1st Qtr. FY17 Pension	18,849.10

FIRST BANKCARD

	Acct. 7234	Office Supplies	259.94
	Acct. 7236	Transportation	64.80
	Acct. 7237	Meetings/Seminars	835.73
		Total First Bankcard	1,160.47
		Grand Total - Operations	\$57,532.79

CONSTRUCTION FUNDS

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7280	Michels Corporation	Intake Project Installation - Pay App. #3	371,228.00
7280	White, Dennis	Intake Project Installation - Consultant	6,594.00
		Total	377,822.00

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R&R FUNDS

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7281	Chicago Tribune	VFD Replacement Bid Advertisement	85.60
7286	Hey & Associates	Revetment Wetland Delineation	1,750.00
		Total	1,835.60

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

OLD BUSINESS

- **Intake Project** - General Manager White stated that Michels Corporation had installed twenty of contracted bents. He also indicated that the third pay request for \$371,228, for this project had been included on the list of disbursements for this month. He indicated that the District's consultant, Mr. Dennis White, had confirmed that the twenty bents had been installed as of the date of the pay request. General Manager White further discussed the additional five bents to be installed by approved change order. Those additional bents should be installed by the end of August. Trustee Mitchell made a motion to approve the pay request, which was seconded by Trustee Ruchti, and unanimously approved.
- **SCU #1** -General Manager White asked whether the board would like to move ahead with the project for Solids Contact Unit #1, as discussed by Mr. Foley of Clark Dietz. Chairman Topcik indicated this would be addressed later in the meeting.
- **Right of Ways** -General Manager White indicated that the right of ways are still in existence, and that there is nothing new to report.
- **Low Lift Pump Station** - General Manager White stated that the District was currently attempting to engineer and repair the revetment wall at the low lift pump station. He indicated that he had requested a proposal from Shabica & Associates for this project, which he had received and forwarded to Attorney Kucera for his review. Mr. Shabica will modify his proposal to incorporate Attorney Kucera's changes. General Manager White advised the board of Shabica & Associates credentials and background. Discussion of this

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subject followed. Trustee Fischer made a motion to approve the Shabica & Associates contract with Attorney Kucera's modifications, which was seconded by Trustee Mitchell, and unanimously approved.

- **Variable Frequency Drive (VFD)** - General Manager White advised the board that bids had been received on this project on July 19, 2016. He stated that there was only one bid received, and that was Krause Electric. The bid was for \$29, 843. This was \$6,000 higher than last year, and higher than expected, due to insurance and bidding constraints. General Manager White went on to indicate the condition of the VFD, and the need for replacement rather than repair. Clark Dietz, who prepared the bid specification, is also recommending the project. Trustee Mitchell made a motion to accept the bid by Krause Electric of \$29,843 for this project, which was seconded by Trustee Fischer, and unanimously approved.
- **Unpaid Billings** - General Manager White stated that the State of Illinois had now paid ten overdue invoices, five for the IDNR, and five for Northpoint Marina. They still owe an additional ten, which were outlined in his memo included in the board packet. He stated that at the last board meeting the board had decided to wait until September to see if any payments were received before shutting off the water. In addition, they did pay their portion of the hydrant repair bill. Discussion of this subject followed.

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

* * * * EXECUTIVE SESSION * * * *

Trustee Mitchell made a motion to accept Dixon Engineering's offer to pay \$16,000, in six monthly payments of \$2,500 per month, and the remainder of \$1,000 to be paid the following month, which was seconded by Trustee Fischer, and unanimously approved.

NEW BUSINESS

- **Technical Review Meeting** - General Manager White advised that he and Chairman Topcik had met with Mr. Ron Colangelo, Director of Public Works, City of Zion, Mr. Tim Nearing, Village of Winthrop Harbor,

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Superintendent of Public Works to discuss current projects, and the revetment project. Mr. Colangelo inquired into the financing for the revetment project. General Manager White stated that he advised Mr. Colangelo that it could be financed by the R&R funds, although using the excess bond proceeds was also an option. Chairman Topcik stated that the possibility of returning an excess bond proceed should be reviewed, as it could result in a savings on interest. General Manager White stated that Mr. Colangelo is hesitant to have another large charge on their bill that using the R&R funds would generate. Discussion of this subject followed.

- **Miscellaneous** - General Manager White advised the board that Operator Nick Secketa would be leaving in September to open his own daycare business with his wife. General Manager White indicated he would immediately start looking for his replacement.

General Manager White included an article from the Kenosha News regarding the village of Somers, Wisconsin. The Wisconsin State Department of Natural Resources revoked a Great Lakes water diversion approval. Chairman Topcik felt this was an interesting article.

General Manager White readdressed the rehabilitation of Solids Contact Unit #1. He indicated that he was hoping to go out for bid on this project in October. The board discussed the various options. General Manager White suggested letting Clark Dietz finish their design memo and obtain costs for each option.

General Manager White also indicated that he had received a proposal for the finished water meter that day. He indicated that he had not had a chance to review it, but would do so the next day. He recapped the situation regarding the calibration of the finished water meter. The price is \$1,200.00. He indicated that it was a good price.

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

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Karen L. Johnston
Board Secretary