

Minutes

September 13, 2016– Board Meeting

On October 11, 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, Fischer, Moe, and Jaeger were present. Trustee Monk arrived at 5:40 p.m. Trustee Ruchti was absent. Also present were General Manager Don White and Administrative Assistant/Board Secretary Karen Johnston. District Attorney Dan Kucera was present via telephone.

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. He indicated that he would like to discuss the disbursements, and requested that the disbursements not be included on the consent agenda. Trustee Jaeger made a motion to place the following items on the consent agenda, excluding the disbursements, and approve the consent agenda, which was seconded by Trustee Fischer and unanimously carried.

- 4) Minutes and Executive Minutes of September 13, 2016
- 6) Treasurer's Report for September 30, 2016
- 7) End of month September 30, 2016 Budget Report
- 8) End of month September 30, 2016 Monthly Operation Summation

Chairman Topcik proceeded to ask about the payment to Tecorp, which was on the list of disbursements. General Manager White explained that Tecorp had submitted their invoices for the painting of Solids Contact Unit #2. He reviewed them, and based on conversations with Attorneys Babowice and Kucera; found items that he believed should not be included. Based on this review, General Manager White calculated a tentative amount of \$29,527.50, and requested that a check be issued to Tecorp in that amount as a show of good will. He also stated that Tecorp would probably dispute the items that were deducted. General Manager White indicated that he would review the invoices with Attorneys Kucera and Babowice and have a firmer number at the November board meeting. Discussion of this subject followed.

Trustee Moe inquired about the disbursement to B&W Control Systems. General Manager White explained this was for continuing support services for the SCADA system. Discussion of this subject followed. Trustee Jaeger made a motion to approve the disbursements, which was seconded by Trustee Mitchell, and unanimously approved.

OPERATIONS & MAINTENANCE ACCOUNT October, 2016 - Disbursements

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Sep-16	3,028.01
	Federal Withholding Taxes	Sep-16	4,970.38

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2922	IL Department of Revenue	Monthly Remittance	1,008.63
2923	WI Department of Revenue	Monthly Remittance	469.11
7205	FICA Withholding Taxes (ER Portion)	Sep-16	3,028.01
7211	Commonwealth Edison	Electricity - Sep-16	66.68
7211	Dynegy Energy Systems	Electricity - Sep-16	11,532.39
7212	No. Shore Water Reclamation Dist.	Wastewater charges for 03/31/16-06/30/16	1,274.47
7215	McHenry Analytical	Sample Testing	90.00
7221	Hydrite	Chlorine Shipment	891.00
7221	Usalco	Aluminum Sulfate Shipment	6,569.56
7222	Ace Hardware	Misc. Supplies	9.99
ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7222	Cintas	First Aid Supplies	163.19
7222	McMaster-Carr	Misc. Supplies	38.64
7223	Cummins Npower	Maintenance Supplies	255.84
7223	Drydon Equipment, Inc.	Maintenance Supplies	1,476.01
7223	Graybar	Maintenance Supplies	309.91
7222	Hach Company	Lab Supplies	713.87
7223	HD Supply Waterworks	Test & Recalibrate 6" Omni T2 Chambers	3,435.00
7223	Leighton Stone Corporation	Maintenance Supplies	1,450.73
7223	Krause Electrical Contractors	Labor to hypress (3) I/O terminals to motor	174.87
7223	National Wash Authority	Tank Washing	19,350.00
7223	SKF Reliability	Sep-16 Vibration Test	786.00
7223	Tecorp	Repainting Solids Contact Unit #2	29,527.50
7223	Zion Auto Parts	Misc. Supplies	1.38
7225	B&W Control Systems	2016-2017 Software & Support Services	7,811.40
7225	Evoqua Water Technologies	Lab Maintenance Supplies	487.00
7225	Hansen Associates	Nov-16 Copier Service Agreement	95.00
7225	Klean Korner	Janitorial Service	565.00
7231	DeLage Landen Financial Services	Nov-16 Copier Lease	124.12

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7232	AT&T	Telephone Service - Aug-16	1,284.15
7232	Verizon Wireless	Cellular Phone/Data Service - Sep-16	658.86
7234	Graphic Partners	Letterhead	546.56
7234	UPS	Shipping Charges	11.49
7235.2	AARP Medical	Medical Insurance for Diane Fragassi	284.75
7235.2	AARP Prescription	Prescription coverage for Diane Fragassi	61.30
7235.2	Blue Cross/Blue Shield	Oct-16 Health Insurance	6,534.05
7235.2	Euclid Managers (Delta Dental)	Dental Insurance	526.01
7235.2	Humana	Nov-16 FY17 Vision/AD&D	104.99
7235.2	Sun Life Financial	4th Qtr. Disability	2,094.43
7235.2	White, Don	Deductible Reimbursement	860.16
ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7239	B&B Networks	Repair parts & materials for gate	770.00
7241	Hamlin, James	Payroll Fees - 09/14/16-10/11/16	233.91
	Trobe, Babowice & Associates	General Legal Services	1,555.50
7243	Clark Dietz	Facilities Repl. Cost Estimate	2,368.00
7251	Employers Choice Screening	Background check - new employee - A. Baillie	152.91

FIRST BANKCARD

	Acct. 7222	Misc. Supplies	292.36
	Acct. 7225	Maintenance Service Contracts	19.00
	Acct. 7234	Office Supplies	777.65
	Acct. 7236	Transportation	120.44
	Acct. 7237	Meetings/Seminars	167.26
		Total First Bankcard	1,376.71
		Grand Total - Operations	\$119,127.47

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CONSTRUCTION FUNDS

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7421	Libertyville Bank & Trust	2015 Revenue Bond Interest	87,204.00
7421	US Bank	2009 Revenue Bond Interest	6,000.00
7283	Clark Dietz	Professional Services -SCU #1 Rehabilitation	15,218.00
		<i>Total</i>	\$ 108,422.00

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

OLD BUSINESS – GENERAL MANAGER

- **Intake Project** - General Manager White stated that Michels Corporation had completed the installation of 25 bents, and submitted their final payout request that was approved at the September board meeting. He indicated that he had received the videos and final paperwork, which was in order. He stated that the check had been mailed. He then went on to discuss the intake work for the final 17 bents, to be installed next year. He indicated he would like the District to hire the services on an engineering firm to put together the front ends for this project. Discussion of this subject followed.
- **SCU #1** -General Manager White stated that he and Tom Foley of Clark Dietz had finalized the review of the construction contract documents for this project. The documents were under an internal review by members of Clark Dietz. Once this was done, the documents would be ready for the bidding process, which was scheduled to be published on October 17, with a bid opening to take place the week before the November board meeting. General Manager White indicated that he hoped to have the documents reviewed by Clark Dietz, and ready with a recommendation at the November board meeting. Discussion of this subject followed.
- **Right of Ways** -General Manager White indicated that he had spoken with Ms. Connie Waggoner and Mr. Pat Brannan of the IDNR, and they had inquired about the route of the potential redundant raw water transmission main, and the locations of the bore pits along the proposed route. General Manager White provided them with a plat of survey. This is still under review with the IDNR. Discussion of this subject followed.

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- **Low Lift Pump Station** - General Manager White stated that the Army Corps of Engineers requested that the District contact the Storm Water Management Commission (SMC) to obtain silt-fencing drawings for this project. General Manager White contacted Mr. Jon Shabica who advised that he will provide SMC with the silt-fencing plan, and that he is developing some bids for the stone. General Manager White further discussed that SMC had required deposits in the past, and that the board should anticipate this will occur again. Discussion of this subject followed.
- **Variable Frequency Drive (VFD)** - General Manager White stated that Krause Electrical Contractors was the low bidder on this project, and that they have submitted drawings to General Manager White. General Manager White approved the drawings; however, some clarification was needed regarding the size of the cabinet. This has been corrected; the drive has been ordered and should be installed within the next 45-90 days. General Manager White reminded the board that this project will be funded from the R&R account.
- **Unpaid Bills** - General Manager White stated that the State of Illinois had caught up on their past due invoices. However, the finance charges were still outstanding. The board discussed how to proceed with those charges. It was decided that the charges should remain on the books at this time.
- **Tank Washing** - General Manager White advised the board that National Wash Authority had completed the power washing of the ground storage tank, the 1MG elevated tank, and the Zion 3MG standpipe. He indicated that all went well, with no issues to the surrounding neighborhoods.

OLD BUSINESS – ATTORNEY

- **Litigation -Hydrant** - Attorney Kucera advised that the consent order had been entered on October 7, the case has been closed, and the District's check had been cashed. Attorney Kucera prepared a draft addendum between the District and the IDNR to ensure against future disputes over access to state land to repair the main between 17th and 7th. He sent the draft addendum to IDNR and was advised that it had been assigned to one of their attorneys. Attorney Kucera will contact him to pursue this issue. Attorney Kucera reviewed the addendum. In relation to this subject, General Manager White went on to discuss the issue of the water main that goes to the south unit of Illinois Beach State Park. It is on Commonwealth Edison's property. General Manager White contacted Commonwealth Edison, received maps, and indicated where the District's water main is located. He has not heard back from Commonwealth Edison. Discussion of this subject followed.

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- **Solids Contact Unit #2 - Dixon Engineering** - Attorney Kucera advised that Dixon has signed off on their settlement agreement, and they have made their first installment payment on October 3, 2016.

NEW BUSINESS – GENERAL MANAGER

- **Long Range Plan** - General Manager White included a spreadsheet in the board packet, along with his memo. He reviewed the projects that need to be addressed at the District. In particular, he emphasized the replacement of the generator at the Zion pump house and the roof of the District's building. The board again discussed the possibility of meeting with Beach Park in an effort to provide their drinking water. Discussion of these subjects followed.
- **Miscellaneous** -
 - Article on Trustee Fischer running for Zion Commissioner.
 - New Operator Anthony Baillie starting October 17, 2016. General Manager White reviewed his background and qualifications with the board.
 - Bond Interest Payment - to be made the following week for \$93,204. Discussion of funding for this account followed.

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

X 
Karen L. Johnston
Board Secretary