

Minutes

November 8, 2016– Board Meeting

On November 8, 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 arrived at 5:40 p.m. Trustee Ruchti was absent. Also present were General Manager Don White, Administrative Assistant/Board Secretary Karen Johnston, and District Attorney Dan Kucera. Mr. Brad West of West's Insurance, Mr. Tom Foley and Mr. John Boldt of Clark Dietz were present as guest speakers.

Chairman Topcik stated that Mr. West was present to present the workers compensation renewal for 2017. Mr. West reviewed the proposal for 2017, which was included in the board packet. He indicated that last year's premium was \$9,398, and that the renewal premium would be \$9,999. He stated that the waterworks rate had increased by 1%, and that the waterworks payroll was slightly higher. The clerical rate had remained the same, with the clerical payroll being lower than last year. These changes resulted in an increase in premium of 6.4%. Mr. West further stated that the District also qualified for the IPRF grant program, and that amount would be \$1,522. Chairman Topcik thanked Mr. West for attending the board meeting, and Mr. West left the meeting at 5:35 p.m.

Mr. Tom Foley with Clark Dietz proceeded to discuss the facilities cost evaluation, which was included in the board packet. He reviewed the categories that were chosen for the study, and the process involved in the study. Trustee Mitchell arrived at 5:40 p.m. Based on these categories the study showed overall that the District's current cost estimate was low. He stated in his report, that aside from the Intake and Raw Water Pipeline, the cost estimates fell within 16% of the existing District estimate. The report also stated that this margin is within the expected variation for a large-scale estimate and therefore a more detailed cost analysis is not necessary. Clark Dietz recommends that the updated estimates be used in the Replacement Cost estimate and the other categories not analyzed be increased by 8%. He also suggested that the District should include the bents in the replacement cost estimate, and should be updated on a yearly basis. Discussion of this subject followed. Trustee Jaeger made a motion to accept the Clark Dietz report, which was seconded by Trustee Fischer, and unanimously approved. Mr. Foley and Mr. Boldt left at 5:50 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, 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 Moe and unanimously carried.

- 4) Minutes of October 11, 2016
- 6) Treasurer's Report for October 31, 2016
- 7) End of month October 31, 2016 Budget Report
- 8) End of month October 31, 2016 Monthly Operation Summation

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He stated that the disbursements would be discussed, and turned the floor over to General Manager White. General Manager White advised that there was a check written to Tecorp on the list of disbursements. As this related to ongoing litigation, Trustee Mitchell made a motion to move into executive session to discuss the litigation of Solids Contact Unit #2, which was seconded by Trustee Jaeger and unanimously approved.

*** * * EXECUTIVE SESSION * * ***

Upon leaving executive session, Trustee Jaeger made a motion to approve the November 2016 disbursements, which was seconded by Trustee Moe, and unanimously approved.

**OPERATIONS & MAINTENANCE ACCOUNT
November, 2016 – Disbursements**

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Oct-16	2,124.53
2921	Federal Withholding Taxes	Oct-16	3,464.80
7222	IL Department of Revenue	Monthly Remittance	607.86
7223	WI Department of Revenue	Monthly Remittance	477.90
7205	FICA Withholding Taxes (ER Portion)	Sep-16	2,124.53
7211	Commonwealth Edison	Electricity - Oct-16	65.84
7211	Dynegy Energy Systems	Electricity - Oct-16	10,814.51
7215	Eurofins Eaton Analytical	Sample Testing	795.00
7215	McHenry Analytical	Sample Testing	122.50
7221	Hydrite	Chlorine Shipment	891.00
7222	Ace Hardware	Misc. Supplies	9.98
7222	Hach Company	Lab Supplies	334.81
7222	Millipore	Lab Supplies	2,124.37
7223	DH Wireless	Maintenance Parts	50.00
7223	Dreisilker Electric Motors	Aligned 200HP motor to high lift	687.50
7223	Electrical Contractors, Inc.	Repair damaged gate	6,606.00
7223	Graybar	Maintenance Supplies	789.68
7223	Reladyne	Maintenance Oils	593.75
7223	Simpson, M.E.	Meter Testing	2,250.00

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7223	Smith Ecological Systems Co.	Maintenance Supplies	360.96
7223	Zion Auto Parts	Misc. Supplies	511.98
7225	Hansen Associates	Nov-16 Copier Service Agreement	95.00
7225	Klean Korner	Janitorial Service	565.00
7231	DeLage Landen Financial Services	Dec-16 Copier Lease	124.12
7232	AT&T	Telephone Service - Sep-16	1,283.43
7232	Verizon Wireless	Cellular Phone/Data Service - Sep/Oct-16	679.33
7234	Federal Express	Shipping Charges	29.75
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	4,289.82
7235.2	Cincinnati Insurance	Life Insurance	321.00
7235.2	Euclid Managers (Delta Dental)	Dental Insurance	386.77
7235.2	Humana	Nov-16 FY17 Vision/AD&D	85.15
36	White, Don	Deductible Reimbursement	973.87
7238	AWWA	2017 Membership Renewal	330.00
7238	WaterISAC	Water Security Network Renewal for 2017	499.00
7239	DH Wireless	Repair parts & materials for gate	764.61
7239	Graybar	Repair parts & materials for gate	1,826.12
7241	Hamlin, James	Payroll Fees - 10/12/16-11/08/16	189.11
7242	Kucera, Daniel	General Legal Services Sep-Oct-16	6,767.26
7242	Trobe, Babowice & Associates	General Legal Services	1,189.50
7243	Clark Dietz	Facilities Repl. Cost Estimate	3,552.00
7251	Advocate Occupational Health	Pre-employment physical and drug screening	114.00
7251	Correll Co.	Investment advisory service fee	700.00

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FIRST BANKCARD

	Acct. 7222	Misc. Supplies	107.28
	Acct. 7225	Maintenance Service Contracts	19.00
	Acct. 7234	Office Supplies	124.99
	Acct. 7236	Transportation	95.68
	Acct. 7237	Meetings/Seminars	192.67
	Acct. 7238	Dues/Subscriptions	143.00
		Total First Bankcard	682.62
		Grand Total - Operations	\$60,901.01

CONSTRUCTION FUNDS

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7283	Chicago Tribune	SCU #1 - Rehabilitation Bid Advertisement	116.00
83	Clark Dietz	Professional Services -SCU #1 Rehabilitation	9,511.25
7287	KTA-Tator	Warranty Inspection SCU#2	360.00
7287	Tecorp	Repainting SCU #2 - Add'l.	7,038.71
		Total	\$ 17,025.96

R&R FUNDS

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7281	Clark Dietz	VFD Replacement	422.50
7283	Cummins Npower	Generator Rebuild - initial service call	6,439.80
		Total	\$ 6,862.30

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

- **Intake Project** - General Manager White stated that the bid documents for the remaining 17 pipe collars were being worked on, and under review. He

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stated that there are some additional bonding requirements included in the bid specifications. He indicated that once the documents have been completed, the District would advertise for bids.

- **SCU #1** –General Manager White stated that he had had a pre-bid meeting with Clark Dietz regarding this project, to allow potential bidders to view the unit. Only one contractor came to the meeting, however Tom Foley of Clark Dietz will contact the other contractors who took out plans, and see if they are still interested in bidding on the project. General Manager White also indicated that the bid date had been extended from November 3 to November 16. Discussion of this subject followed.
- **Right of Ways** –General Manager White indicated that there was nothing new to report on this subject.
- **Low Lift Pump Station** - General Manager White stated that Jon Shabica, of Shabica & Associates, had contacted the Storm Water Management (SMC), regarding this project. Mr. Shabica advised General Manager White that the Army Corps of Engineers would consider this project for emergency funding, which, if approved, installation could occur next summer. In addition. Mr. Shabica advised that no permit will be needed for the temporary stone placement, but permitting plans and fees will likely be assessed for the revetment project. Discussion of this subject followed.
- **Long Range Plan/Generator Replacement** – General Manager White reminded the board of the approval for the replacement of the generator for the Zion pump station. He included with his memo, a proposal from Clark Dietz for the engineering work. Discussion of this subject followed. Trustee Monk made a motion to accept the Clark Dietz proposal, which was seconded by Trustee Jaeger, and unanimously approved.
- **Variable Frequency Drive (VFD)** – General Manager White stated that the VFD was scheduled to be shipped on November 14, with installation anticipated by the end of month, or first week of December. He reminded the board that this project is being funded from the R&R account. Discussion of this subject followed.
- **Winthrop Harbor Meter Pits** – General Manager White stated that Mr. Tim Neargarder, Public Works Superintendent for the Village of Winthrop Harbor, received a letter from the IEPA stating that the meter pits that serve the Village of Winthrop Harbor need to have sump pumps installed to keep the pits dry. General Manager White further advised that the District, by contract, is responsible for a portion of these meter pits. General Manager White advised that he had contacted Mr. Tom Foley, of Clark Dietz, who then

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referred General Manager White to Mr. Ron Cotter, of Red Horse, a firm that performs this type of work. Mr. Cotter provided references, and will provide a proposal for this work, which entails installing a spray liner at the meter pits. Discussion of this subject followed.

- **Hydrant** - Attorney Kucera advised that he had prepared an addendum between the District and the IDNR to resolve the details on access to the 12” main. He stated that he sent this addendum to the IDNR, that it had been assigned to an attorney, but that attorney had not looked at the file. Attorney Kucera indicated that this attorney is also the attorney working on the rights of way issue. Attorney Kucera stated he would attempt to work with this attorney on both issues. Discussion of this subject followed.

- **Work Comp** – Chairman Topcik advised that the board had discussed this at the beginning of the meeting. Trustee Mitchell made a motion to accept the Illinois Public Risk Fund renewal quotation of \$9,999.00, which was seconded by Trustee Monk, and unanimously approved.

- **Travel Regulations Legislation** – Attorney Kucera gave the board a packet, which included a draft ordinance regarding this subject. He suggested the board review for consideration at their December board meeting.

- **Bond Payment** – General Manager White advised the board that the bond interest payment had been made on October 27, for the November 1 due date. He also advised that the next payment will be due on May 1, 2017, for both principal and interest.

- **Holiday Dinner** – General Manager White reminded the board that after the December board meeting, dinner would be held at the Hob Nob Restaurant.

- **29th St. Easement** – General Manager White stated that Commonwealth Edison had not responded to his inquiries regarding the easement to access the water main that runs from 29th and Deborah, east along the old 29th St. corridor. He indicated that he had contacted Art Hoyt from the City of Zion to see if he had any information. Mr. Hoyt forwarded that request to Ray Roberts at the Zion City Hall, who was unable to find any information on the easement. General Manager White indicated that he is still researching this issue.

- **Lead in Drinking Water** – General Manager White indicated that he had received information from the US EPA regarding this subject, in the form of a “white paper”. This paper discussed the issues concerning lead and copper in

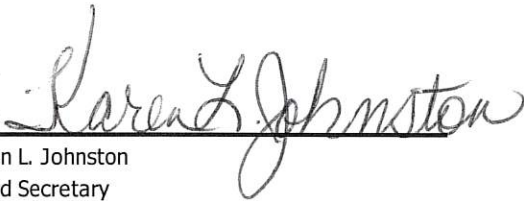
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drinking water, along with current regulations. The suggestion of this white paper is that the rules be rewritten to have some type of corrosion control program. He indicated this could be done by feeding phosphate. General Manager White advised that should this happen, the District's chemical costs could increase significantly.

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

X



Karen L. Johnston
Board Secretary