

Minutes

January 10, 2017- Board Meeting

On January 10, 2017, 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. Trustees Ruchti and Mitchell were 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 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 the 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 of December 10, 2016
- 5) Disbursements of January, 2017
- 6) Treasurer’s Report for December 31, 2016
- 7) End of month December 31, 2016 Budget Report
- 8) End of month December 31, 2016 Monthly Operation Summation

OPERATIONS & MAINTENANCE ACCOUNT

January, 2016 – Disbursements

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Dec-16	3,329.28
2921	Federal Withholding Taxes	Dec-16	6,606.47
2922	IL Department of Revenue	Monthly Remittance	1,068.93
2923	WI Department of Revenue	Monthly Remittance	825.76
7205	FICA Withholding Taxes (ER Portion)	Dec-16	3,329.28
7211	Commonwealth Edison	Electricity - Dec-16	67.63
7211	Dynegy Energy Systems	Electricity - Dec-16	11,535.13
7212	No. Shore Water Reclamation	Wastewater Charges 6/30/16-9/30/16	1,574.50
7215	Eurofins Eaton Analytical	Sample Testing	395.00
7215	McHenry Analytical	Sample Testing	107.50
7221	Hydrite	Chlorine Shipment	891.00
7221	Usalco	Aluminum Sulfate Shipment	6,231.83
7222	Ace Hardware	Misc. Supplies	64.40
7222	Cintas	First Aid Supplies	50.26

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7222	Grainger	Misc. Supplies	97.92
7222	Hach	Lab Supplies	1,059.56
7223	Graybar	Maintenance Supplies	1,390.23
7223	Lake County Door	Maintenance Supplies	175.00
7223	Lakeland Larsen Elevator Corp.	Elevator Repairs	103.38
7223	Quincy Compressor	Oil Filters	97.90
7225	Hansen Associates	Feb-16 Copier Service Agreement	95.00
7225	Klean Korner	Janitorial Service	565.00
7231	DeLage Landen Financial Services	Feb-16 Copier Lease	124.12
7232	AT&T	Telephone Service - Dec-16	1,529.32
7232	Verizon Wireless	Cellular Phone/Data Service - Dec-16	566.05
7234	Federal Express	Shipping Charges	9.46
7235.2	AARP Medical	Medical Insurance for Diane Fragassi	284.75
7235.2	AARP Prescription	Prescription coverage for Diane Fragassi	80.70
7235.2	Blue Cross/Blue Shield	Feb-16 Health Insurance	6,022.74
7235.2	Euclid Managers (Delta Dental)	Dental Insurance	494.14
7235.2	Humana	Jan-16 FY17 Vision/AD&D	100.29
7235.2	Pintescu, Ioan	Insurance Deductible Reimbursement	4,638.22
7235.2	Sun Life Financial	1st Qtr. 2017 Disability	1,831.15
7241	Hamlin, James	Payroll Fees - Dec-16	318.78
7242	Kucera, Daniel	General Legal Services Dec-16	1,282.50
7243	Clark Dietz	Facilities Repl. Cost Estimate	592.00
7251	Aramark Refreshment	Coffee Service	183.44

FIRST BANKCARD

	Acct. 7222	Misc. Supplies	321.57
	Acct. 7223	Maintenance & Repairs	401.76
	Acct. 7225	Maintenance Service Contracts	19.00
	Acct. 7234	Office Supplies	104.97
	Acct. 7236	Transportation	112.84

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	Acct. 7237	Meetings/Seminars	743.11
		Total First Bankcard	1,703.25
		Grand Total - Operations	\$59,421.87

CONSTRUCTION FUNDS

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7280	Chicago Tribune	Mfg. 17 Pipe Collars - Bid Advertisement	80.80
7283	Clark Dietz	Professional Services -SCU #1 Rehabilitation	760.90
		Total	\$ 841.70

R&R FUNDS

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7286	Michels Corporation	Temp. stone placement - Revetment Repair	18,000.00
7289	Krause Electrical Contractors	VFD #1 Replacement - Final Billing	4,543.00
		Total	\$ 22,543.00

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

- ➔ **Intake Project** - General Manager White stated he had previously requested board approval for bidding specification front ends for the installation of the remaining 17 bents. He indicated that these documents contain legal language that would protect the District in the event of disputes during the course of the project. He indicated that he now had a proposal for \$1,200 from Clark Dietz for the front ends, which he provided to the board. Discussion of this subject followed. Trustee Jaeger made a motion to approve the Clark Dietz proposal for the front-end documents, which was seconded by Trustee Fischer, and unanimously approved. General Manager White further discussed that there had been a bid opening that morning for the manufacturing of the pipe collars. He indicated that the apparent low bidder was Morrison Construction, and that he would present the bid at the February board meeting.

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- **Solids Contact Unit #1** – General Manager White stated that Chairman Topcik signed the notice of award on this project prior to the holidays. The contractor, J.J. Henderson signed on January 3, 2017. J.J. Henderson has 15 days to provide the appropriate paperwork as outlined in the bid packet. Clark Dietz will then review this paperwork and if all is in order, a pre-construction meeting will be scheduled.
- **Low Lift Pump Station** - General Manager White stated that Michels Corporation had placed 222 tons of stone at the low lift pump station to protect the northeast side of the pump station until revetment repairs can take place in late summer or early fall. He further discussed that the Army Corps of Engineers had been emailed as to the status of the emergency funding for this project. General Manager White indicated that the Army Corps does not currently have any funding available. Discussion of this subject followed.
- **Zion Pump Station Generator** – General Manager White stated that he and representatives of Clark Dietz had visited the Zion pump house to collect information regarding this project. He also indicated that the Zion Public Works staff was quite helpful in gathering the appropriate information. General Manager White indicated that he expects a design memo to be ready on this project in late January or early February, so hopefully, a bid may occur in March. Discussion of this subject followed.
- **Winthrop Harbor Meter Pits** – General Manager White stated that Red Horse would not be able to perform the work on this project, as previously anticipated. He had been in touch with two other contractors who have indicated that they will be able to seal the meter pits as required by IEPA. Those contractors are Visu-Sewer and Michels Corporation. Both of these contractors have provided product information and the products are similar to each other. General Manager White stated that he anticipates receiving quotes and warranties on this work from these contractors. Once he has determined the favorable proposal, he will tender an offer to that party. Discussion of this subject followed.
- **29th St. Easement** – General Manager White stated he had not heard from Ms. Darlene Murphy of Zion Solutions regarding the identification of wetlands along this easement. He stated that this could be due to the season, as this work cannot be performed in winter. He indicated that she should be in touch in the spring. Discussion of this subject followed.

Chairman Topcik then indicated that Attorney Kucera would be next. Attorney Kucera indicated that he would like to address the litigation regarding Solids Contact Unit #2, and Trustee Jaeger made a motion to enter executive session to discuss the litigation of

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Solids Contact Unit #2, which was seconded by Trustee Fischer, and unanimously approved.

* * * EXECUTIVE SESSION * * *

Upon leaving executive session, Attorney Kucera proceeded to the reset of his agenda items.

- ***Travel Regulations Legislation*** – Attorney Kucera asked that the board approve his previous ordinance as presented at the December board meeting. The board discussed the details of the ordinance. Trustee Jaeger made a motion to accept the ordinance, but with the following changes: the section relating to airplane travel should be changed to read actual standard coach rather than actual economy airfare, lodging should be changed from \$100 per day to \$200.00 per day plus applicable local taxes, and meals should be changed to from \$70.00 per day to \$90.00 per day. Trustee Monk seconded the motion, and it was unanimously approved.

- ***Electrical Pricing*** – General Manager White discussed that the District had previously worked with NIMEC to bid electrical pricing. He stated that the current contract was expiring and would be bidding in February. He discussed the process, and included information from NIMEC regarding this process. He indicated that someone from the District would need to sign the agreement if found to be acceptable. General Manager White asked the board to approve him to sign this agreement and Chairman Topcik presented the following resolution authorizing General Manager White to sign the electrical pricing agreement.

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RESOLUTION

WHEREAS, the Lake County Public Water District ("District") heretofore has approved its membership in the Northern Illinois Municipal Electric Collaborative ("NIMEC") for the purpose of the acquisition of electrical energy through NIMEC's bidding process, and desires to authorize its General Manager to approve a contract with the lowest cost electricity provider identified as the result of NIMEC's 2017 bidding process ;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE DISTRICT AS FOLLOWS:

1. That the membership of the District in NEMIC for the purpose of obtaining an electricity supply for the District's requirements through NIMEC's 2017 bidding process is confirmed.
2. That the General Manager is authorized to execute a contract having a term of up to 36 months with the lowest cost electricity provider determined by NIMEC's 2017 bidding process, and that the General Manager is directed to present the contract to the Board of Trustees for ratification at the first regular Board meeting following execution of the contract.

LAKE COUNTY PUBLIC WATER DISTRICT

(CORPORATE SEAL)


Gerald L. Topcik
Chairman, Board of Trustees

ATTEST:


Karen L. Johnston
Secretary, Board of Trustees

PRESENTED AND READ: January 10, 2017
PASSED AND APPROVED: January 10, 2017

ROLL CALL VOTE:

Trustees voting aye: G. Topcik; A. Monk; C. Fischer; R. Moe; D. Jaeger
Trustee voting nay: None
Trustees absent: D. Mitchell; M. Ruchti

MOTION CARRIED

Trustee Jaeger made a motion to approve the resolution, which was seconded by Trustee Monk, Upon a roll call vote taken, Trustees, Monk, Fischer, Moe, Jaeger, and Topcik all voted in the affirmative, there were no nays and Trustees Mitchell and Ruchti were absent. General Manager White stated he would advise the board of the pricing.

- **Tentative Budget** – General Manager White presented a tentative budget for fiscal year 2018. He also included a memo outlining significant budget items. He stated that this was just an approximation at this time. He did state that laboratory expenses could be increasing, due to a new EPA rule regarding Unregulated Contaminant Monitoring Rule (UCMR4). He also discussed the need to purchase a new computer server, as well as several personal computers for the office. Discussion of this subject followed.

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- ➔ **Illinois Public Law 097-0084** – The State of Illinois requires that the District send various organizational information, as well as financial information to the Lake County Board. This information will be sent to the Lake County Board by the end of January.

- ➔ **City of Zion-Beach Park Water Supply Meeting** - Chairman Topcik advised that the minutes of this meeting were in the board packet. He proceeded to discuss this meeting, which he moderated and was held at the District on December 14, 2016. He stated that he felt it was a good meeting with all parties excited to be discussing this subject. Discussion of this subject followed. Chairman Topcik stated that he hoped to keep this subject moving forward.

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

X 

Karen Johnston
Board Secretary