

# Minutes

## July 11, 2017– Board Meeting

On July 11, 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, Ruchti, and Jaeger were present. Trustees Mitchell and Moe 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 then indicated that he would accept a motion to place the following items on a consent agenda and to accept that consent agenda. Trustee Ruchti made a motion to place the following items on the consent agenda and approve the consent agenda, which was seconded by Trustee Jaeger. Chairman Topcik asked if any further discussion was desired. As there was no further discussion, and upon the vote, the motion was carried unanimously.

- 4) Minutes and Executive Minutes of June 20, 2017
- 5) Disbursements for July, 2017
- 6) Treasurer’s Report for June 30, 2017
- 7) End of month June 30, 2017 Budget Report
- 8) End of month June 30, 2017 Monthly Operation Summation

### OPERATIONS & MAINTENANCE ACCOUNT July, 2017 – Disbursements

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Jun-17	3,559.47
2921	Federal Withholding Taxes	Jun-17	5,593.10
2922	IL Department of Revenue	Monthly Remittance	1,090.71
2923	WI Department of Revenue	Monthly Remittance	687.24
7205	FICA Withholding Taxes (ER Portion)	Jun-17	3,559.47
7211	Commonwealth Edison	Electricity - Jun-17	71.89
7215	Eurofins Eaton Analytical	Sample Testing	395.00
7215	PDC Laboratories	Sample Testing	27.50
7221	Hydrite	Chlorine Shipment	891.00
7222	Ace Hardware	Misc. Supplies	37.33
7222	Cintas	First Aid Supplies	59.98
7223	USA Blue Book	Maintenance Supplies	165.85
7225	Concentric Integration	Microsoft Windows Licensing	548.48
7225	Erickson, C. Designs	Landscaping Jul-17	475.00
7225	Hansen Associates	Jul-17 Copier Service Agreement	95.00

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7225	Klean Korner	Janitorial Service	565.00
7231	DeLage Landen Financial Services	Jul-17 Copier Lease	124.12
7232	AT&T	Telephone Service - Jun-17	1,062.41
7232	Verizon Wireless	Cellular Phone/Data Service	565.90
7234	Federal Express	Shipping Charges	78.49
7235.1	West's Insurance Agency	2017 Facilities Insurance	62,710.00
7235.2	AARP Medical	Medical Insurance for Diane Fragassi	71.00
7235.2	AARP Prescription	Prescription coverage for Diane Fragassi	284.75
7235.2	Baillie, Anthony	Deductible Reimbursement	888.12
7235.2	Blue Cross/Blue Shield	Jul-17 Health Insurance	7,137.69
7235.2	Euclid Managers (Delta Dental)	Jul-17 Dental Insurance	494.14
7235.2	Humana	Aug-17 Vision/AD&D	108.09
7235.2	Sun Life Financial	Disability Insurance	2,033.47
7235.2	White, Don	Deductible Reimbursement	412.80
7241	Cain, Milburn & Co.	2017 Audit	21,000.00
7241	Hamlin, James	Payroll Fees - Jun-17	193.94
7242	Kucera, Daniel	General Legal Services Jun-17	2,610.00
7245	Baillie, Anthony	Reimbursement for Operator License Test	125.00

### **FIRST BANKCARD**

	Acct. 7222	Misc. Supplies	302.19
	Acct. 7225	Maintenance Service Contracts	19.00
	Acct. 7232	Telephone Expense	156.42
	Acct. 7234	Office Supplies	126.80
	Acct. 7236	Transportation	124.62
	Acct. 7237	Meetings/Seminars	142.77
		<b>Total First Bankcard</b>	871.80
		<b>Grand Total - Operations</b>	<b>\$115,664.80</b>

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## CONSTRUCTION FUNDS

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7283	J.J. Henderson & Son.	Solids Contact Unit #1 - Payout #3	99,842.19
		<b>Total</b>	<b>\$99,842.19</b>

## ORDINANCES/RESOLUTIONS:

**Prevailing Wage Ordinance:** The Chairman then presented the following Resolution:


**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, 2017, 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, 2017.

(CORPORATE SEAL)

LAKE COUNTY PUBLIC WATER DISTRICT

  
\_\_\_\_\_  
Gerold L. Topcik Chairman, Board of Trustees

ATTEST:

  
\_\_\_\_\_  
Karen Johnston, Secretary

PRESENTED AND READ: July 11, 2017  
PASSED AND APPROVED: July 11, 2017

ROLL CALL VOTE

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

MOTION CARRIED

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

Ayes: (4) Topcik, Monk, Ruchti, Jaeger

Nays: (0)

Absent: (2) Mitchell, Moe

### **UNFINISHED BUSINESS**

➤ **Intake Project** - General Manager White stated as an update to this project, that risers #1 and #3 currently have H-pile stabilization. He went on to explain why riser #2 should also have this type of stabilization. Discussion of this subject followed, with General Manager White reviewing the project parameters and costs. Trustee Jaeger made a motion to approve the resolution for change order number one, for the installation of a stabilization H-pile on the raw water intake line on the north side of riser #2, which includes all necessary piling for installation, installation, and backfilling as required for \$28,000, which was seconded by Trustee Ruchti. Chairman Topcik asked if any further discussion was desired. As there was no further discussion, a roll call vote resulted as follows

Ayes: (4) Topcik, Monk, Ruchti, Jaeger

Nays: (0)

Absent: (2) Mitchell, Moe

General Manager White went on to further discuss the project. He indicated that he had met with Alex Wolf, of Michels Corporation, and Carl Chase, the District's diver, on June 23 for a preconstruction meeting. General Manager White stated that Carl had presented a verbal report and video. General Manager White included a drawing with last year's findings as a reference for the sand levels. Discussion of the placement of the bents followed, as well as the rest of this project.

➤ **Rehabilitation Solids Contact Unit #1**– General Manager White advised that J.J. Henderson had submitted their third pay request for work completed to date. The amount of the pay request is \$99,842.19, which General Manager White advised the board had been approved on the list of disbursements. He also advised the board that Tom Foley of Clark Dietz had reviewed the pay request and found it in order. Further, Tom is waiting for the change order from J.J. Henderson that was proposed in June for the steel and welding work.

General Manager White went on to discuss the issue of this clarifier being out of round, and not level. He stated that Clark Dietz has a report, and they will attempt to determine how to get the unit back in round. Discussion of this subject followed.

➤ **Zion Pump Station Generator** – General Manager White stated that JULIE had performed the utilities locate on July 5, for the proposed location for this project. Tom Foley has advised that there are no utility obstructions, and he will begin the final design phase for the location. Once that is completed, General Manager White will forward the report to Ron Colangelo for his review. If this report is accepted, General Manager White will request that Clark Dietz prepare bid documents. Discussion of this subject followed.

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- ✦ **Solids Contact Unit #2 Warranty Inspection** – General Manager White stated that he had discussed the one-year warranty inspection with Jim Babowice. Mr. Babowice advised that the inspection would need to take place before the end of the warranty period, which is August 22, 2017. General Manager White stated that at issue is the need to have a second unit in service in order to take this one down for the inspection. General Manager stated that he is proposing to put Solids Contact Unit #1 into service for a short time without the tube settlers. He indicated that Attorney Kucera would draft a letter regarding this issue. Discussion of this subject followed.
  
- ✦ **Right of Ways- Redundant Raw Water Main** - General Manager White advised that Tom Foley had sent out a revised copy of the report for this project. Attorney Kucera had some comments on the report, which he sent to General Manager White, who then forwarded them to Tom Foley. Tom was fine with those changes. Discussion of this subject followed. General Manager White indicated that he would not ask for approval until he gets the finalized report.
  
- ✦ **Low Lift Pump Station** – General Manager White stated he had emailed Jon Shabica regarding the status of this project, who had no update for General Manager White. In addition, Michels Corporation had not provided costs, so he would be pursuing other avenues.
  
- ✦ **Intake Pipe Survey** – General Manager White reviewed the conclusions of the two firms with whom he discussed this project. He indicated that he had also discussed the issue with Dennis White, the District’s consultant. Dennis thought as an alternative to these firms, Carl Chase could examine the bents and see if they were out of plumb. General Manager White indicated that he needed to discuss this alternative with Carl Chase. Discussion of this subject followed.
  
- ✦ **Possible Addendum to Water Contract** – General Manager White reviewed the possibility of using the fiscal year 2017 refund due Zion and Winthrop Harbor to offset the fiscal year 2017 R&R charges. He discussed changing the time period for the refund to twelve months, rather than nine months to coincide with the R&R charges. General Manager White further discussed that he had contacted the City of Zion and the Village of Winthrop Harbor and both parties seemed to think it could be a possibility, which they would discuss with their mayors. Included in the board packet was a draft contract addendum prepared by Attorney Kucera. Trustee Jaeger made a motion to authorize Chairman Topcik to sign the proposed addendum for Winthrop Harbor, which was seconded by Trustee Ruchti. Chairman Topcik asked if any further discussion was desired. As there was no further discussion, and upon the vote, the motion was carried unanimously.
  
- ✦ **Video Security System Update** – General Manager White stated that after the June board meeting he met with Graybar representatives to narrow the scope of this project. The conclusion was to use existing cameras, purchase three additional cameras for areas that need to be monitored. General Manager White went on to review those locations. He also explained how the proposed new system would work. Trustee Ruchti advised that he would forward contact information for the firm that provides the security system for Bridgeview Bank to General Manager White, so as to provide additional pricing. Discussion of this subject followed.

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***MISCELLANEOUS***

***Chicago Tribune Article*** – Included in the board packet was a Chicago Tribune article regarding sand loss at the lakefront. There were several quotes regarding this subject by General Manager White. This reporter is doing a series regarding this subject. Discussion of this subject followed.

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