

Minutes

January 9, 2018– Board Meeting

On January 9, 2018, 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, Walsh, Moe, and Jaeger were present. 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. Present as a guest speaker was Tom Foley of Clark Dietz, Inc.

Chairman Topcik stated that the first order of business was a discussion with Tom Foley of Clark Dietz regarding the rehabilitation work on Solids Contact Unit #1. General Manager White first discussed his memo regarding this project, specifically his request for approval of amendment #4 to the Clark Dietz professional services agreement for an extension of contract time for KTA-Tator's services. General Manager White then turned floor over to Tom Foley.

Mr. Foley proceeded to discuss the status and issues surrounding this project. He started the discussion by reviewing the contract, and the contract's starting times. He stated that the schedule for the interior was three weeks, and the painting contractor advised they would start on October 30th, but did not show up until the end of the day on the 31st. He proceeded to explain the workmanship issues, as inspected and verified by KTA-Tator, Clark Dietz' painting consultant, which led to further delays. Mr. Foley also discussed the painting contractor's personnel issues, equipment issues, and weather issues. Mr. Foley also discussed the reaction from J.J. Henderson, the general contractor, regarding the delays and problems. Mr. Foley stated that representatives from J.J. Henderson had been on the job site attempting to increase the painting contractor's productivity. Discussion of this subject followed. Trustee Walsh made a motion to accept amendment #4 to the professional services agreement for an extension of contract time for KTA-Tator's services, which was seconded by Trustee Monk. Chairman Topcik asked if any further discussion was desired. As there was no further discussion, and upon the vote, the motion was carried unanimously. Mr. Foley left the meeting at 6:15 p.m.

Chairman Topcik then indicated that he would accept a motion to place items four and five on a consent agenda and to accept that consent agenda. He stated items six through eight would be pulled and discussed by the board. Trustee Jaeger made a motion to place the following items on the consent agenda and approve the consent agenda, which was seconded by Trustee Mitchell.

- 4) Treasurer's Report for December 31, 2017
- 5) End of month December 31, 2017 Budget Report
- 6) End of month December 31, 2017 Monthly Operation Summation

General Manager White proceeded to discuss the Treasurers' Report. He explained that the format was standard for the first page, however, the second page that summarized the bond funds had changed. He also included the November 2017 report for the purpose of comparison. He reviewed the report, and directed the board's attention to the changes. Columns that were no longer in use were removed. In addition, the columns tracking the litigation funds were removed, as they did not add any clarity, but did add to confusion. Discussion of this subject followed.

Chairman Topcik discussed the budget report. He stated that expenses for December were 7.2% under the budgeted amount. In addition, Chairman Topcik discussed the MOS report, and indicated that usage was down from the prior year. He noted that the percentage decrease for water usage was similar to the percentage decrease for expenses. Discussion of these subjects followed.

Minutes

January 9, 2018- Board Meeting

Trustee Jaeger made a motion to accept the Treasurers' Report, Budget, and MOS report for December, 2017, which was seconded by Trustee Mitchell. Chairman Topcik asked if any further discussion was desired. As there was no further discussion, and upon the vote, the motion was carried unanimously.

OPERATIONS & MAINTENANCE ACCOUNT January, 2018 – Disbursements

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Dec-17	3,447.08
2921	Federal Withholding Taxes	Dec-17	6,371.96
2922	IL Department of Revenue	Monthly Remittance	1,507.42
2923	WI Department of Revenue	Monthly Remittance	654.88
7205	FICA Withholding Taxes (ER Portion)	Dec-17	3,447.08
7211	Commonwealth Edison	Electricity - Dec-17	74.42
7211	Dynegy Energy Systems	Electricity - Dec-17	10,828.06
7215	Eurofins Eaton Analytical	Sample Testing	395.00
7215	PDC Laboratories	Sample Testing	92.50
7215	Nalco	Nalclear Shipment	4,834.42
7222	Ace Hardware	Misc. Supplies	238.28
7222	Applied Industrial Technologies	Misc. Supplies	422.90
7222	Bearing Headquarters	Misc. Supplies	52.64
7222	Cintas	First Aid Supplies	54.83
7222	Grainger, W.W.	Misc. Supplies	131.53
7222	Zion Auto Parts	Misc. Supplies	11.30
7223	Core & Main	Maintenance Supplies	8.05
7223	Graybar	Maintenance Supplies	179.62
7223	Reladyne	Maintenance Oils	215.47
7223	Smith Ecological Systems	Maintenance Supplies	476.96
7225	Hansen Associates	Jan-18 Copier Service Agreement	95.00
7225	Klean Korner	Janitorial Service	565.00
7225	NIR Roof Care, Inc.	Roof Care Plan	1,000.00
7231	DeLage Landen Financial Services	Jan-18 Copier Lease	124.12
7232	AT&T	Telephone Service - Dec-17	1,261.26
7232	Verizon Wireless	Cellular Phone/Data Service	566.75

Minutes

January 9, 2018- Board Meeting

35.2	AARP Medical	Medical Insurance for Diane Fragassi	317.25
7235.2	AARP Prescription	Prescription coverage for Diane Fragassi	91.00
7235.2	Baillie, Anthony	2017 Deductible Reimbursement	231.63
7235.2	Blue Cross/Blue Shield	Feb-18 Health Insurance	7,000.63
7235.2	Euclid Managers (Delta Dental)	Feb-18 Dental Insurance	494.14
7235.2	Humana	Feb-18 Vision Insurance	158.09
7235.2	Sun Life Financial	1st Qtr. 2018 Disability	2,033.47
7235.2	White, Don	Deductible Reimbursement	387.52
7238	Water Research Foundation	Utility Membership - 2018	2,478.28
7241	Hamlin, James	Payroll Fees - Dec-17	324.54
7242	Kucera, Daniel	General Legal Services Dec-17	1,687.50

FIRST BANKCARD

	Acct. 7222	Misc. Supplies	21.65
	Acct. 7223	Maintenance Supplies	215.99
	Acct. 7225	Maintenance Service Contracts	38.00
	Acct. 7232	Telephone Expense	64.73
	Acct. 7234	Office Supplies	322.52
	Acct. 7236	Transportation	119.31
	Acct. 7237	Meetings/Seminars	1,078.87
		Total First Bankcard	1,861.07
		Grand Total - Operations	\$49,631.33

CONSTRUCTION FUNDS

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7280	Clark Dietz	Eng. Certificates - Intake Bents	290.00
7283	Clark Dietz	Prof. Services - Solids Contact Unit #1	16,167.73
7283	Henderson, J.J.	SCU #1 Rehab - Payout #3	76,703.59
		Total	\$93,161.32

Minutes

January 9, 2018- Board Meeting

UNFINISHED BUSINESS

- **Intake Project** - General Manager White reviewed the intake bent project. He stated that Alex Wolf of Michels Corporation had emailed him, requesting first if the District would consider deleting one bent from the project. General Manager White explained to Mr. Wolf that this would not be possible. Mr. Wolf then requested an extension until spring to finish the last bent. Discussion of this subject followed. General Manager White presented a change order and resolution for that change order extending the contract date to July 1, 2018 with a start date of May 1, 2018. The change order also deducts liquidated damages for the period December 16, 2017 through January 9, 2018, a period of 24 days, at \$100 per day, for a total deduction of \$2,400. Trustee Jaeger made a motion to approve the resolution and change order, which was seconded by Trustee Moe. Chairman Topcik asked if any further discussion was desired. There was no further discussion, and the board proceeded to a roll call vote and the motion was carried unanimously.

Ayes: (6) Mitchell, Monk, Walsh, Moe, Jaeger, Topcik

Nays: (0)

Absent: (1) Ruchti

RESOLUTION

WHEREAS, the Lake County Public Water District ("District") has entered into a contract dated March 24, 2017 with Michels Foundations ("Contractor"); and

WHEREAS, it is proposed that the District approve and authorize the change order number 4 to the contract, to change the final completion date to install the final bent to July 1, 2018, with a start date of May 1, 2018. In addition, deduct from contract sum liquidated damages for the period December 16, 2017 through January 9, 2018, a period of 24 days, at \$100 per day, for a total deduction of \$2,400.

NOW, THEREFORE, BE IT RESOLVED that the District finds as follows:

1. That the circumstances which necessitate the change in performance were not reasonably foreseen at the time the contract was signed; and
2. That the change is germane to the original contract as signed; and
3. That the change order is in the best interests of the District and is authorized by law.

BE IT FURTHER RESOLVED that the District hereby approves the attached change order and hereby authorizes and directs the General Manager to execute the attached change order on behalf of the District.


LAKE COUNTY PUBLIC WATER DISTRICT



Gerold Topcik
Chairman, Board of Trustees

(CORPORATE SEAL)

ATTEST:



Karen L. Johnston
Secretary

PRESENTED AND READ: January 9, 2018

ROLL CALL VOTE:

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

MOTION CARRIED

Minutes

January 9, 2018– Board Meeting

- **Zion Pump Station Generator** – General Manager White stated that Trustee Walsh had approached Lake County regarding additional electrical inspections for this project. Trustee Walsh proceeded to summarize his discussions with Lake County. The result is that it would not be of benefit to the District, due to logistical issues involving the State attorney’s office, etc. Discussion of this subject followed. General Manager White proceeded to state that he had a meeting set with the City of Zion and the Village of Winthrop Harbor. He indicated that he would discuss the electrical inspections with them at that meeting. Attorney Kucera expressed concern regarding the liability issue to the District

- **Right of Ways- Redundant Raw Water Main** - General Manager White stated that he had contacted Pat Brannan of the IDNR regarding this project. General Manager White indicated that he inquired whether Mr. Brannan had reviewed the reports. Mr. Brannan indicated that all interested parties were still reviewing the reports. Mr. Brannan indicated that it would be about another week. General Manager White indicated that he felt it would be another two or three weeks.

- **Low Lift Pump Station Revetment** – General Manager White stated that Mr. Jim Casey of IDNR had not yet issued the permit for this project. General Manager White further stated that he had been in contact with Jon Shabica of Shabica & Associates, and had sent him information regarding the 1998 repairs. He indicated that he could not find the permit for the 1986 repairs, but did have a copy of a letter regarding those repairs. Jon Shabica has forwarded this information to Melyssa Navis of the Army Corps of Engineers. General Manager White will follow up with Mr. Shabica. Discussion of this subject followed.

- **Video Security System Update** – General Manager White stated this project had been delayed due to the holidays. However, Operator Thompson was developing an equipment spreadsheet to be used in the bidding process for this project.

- **Facilities Cost Update** – General Manager White indicated that Tom Foley of Clark Dietz was starting the process to evaluate the District’s facilities and update the costs. General Manager White explained that how this evaluation could affect the R&R account, and reviewed how that funding mechanism worked. Discussion of this subject followed.

NEW BUSINESS

- **Draft Budget** – General Manager White included a draft budget with line item discussion points for the coming fiscal year. He proceeded to review the individual line items, with discussion of these items by the board.

MISCELLANEOUS

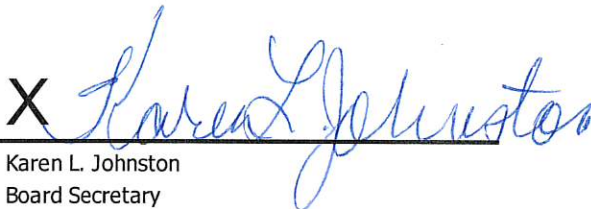
- **Lake County Consolidation Action Plan** – General Manager White stated that there was no update for this project.
- **Wetland Erosion Article** – General Manager White included an article in the board packet regarding the wetland erosion and its impact on the lake levels. Discussion of this subject followed.

Minutes

January 9, 2018- Board Meeting

- **Watercon 2018** – General Manager White stated that he would like to attend the annual Watercon conference, and would be submitting the information for approval of this event next month.

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

X 

Karen L. Johnston
Board Secretary