

# Minutes

## December 12, 2017- Board Meeting

On December 12, 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, Walsh, Moe, and Jaeger were present. Trustees Mitchell and Ruchti 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 Monk 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 November 14, 2017
- 5) Disbursements for December, 2017
- 6) Treasurer's Report for November 30, 2017
- 7) End of month November 30, 2017 Budget Report
- 8) End of month November 30, 2017 Monthly Operation Summation

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

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Nov-17	2,111.74
2921	Federal Withholding Taxes	Nov-17	3,422.75
2922	IL Department of Revenue	Monthly Remittance	962.21
2923	WI Department of Revenue	Monthly Remittance	286.78
7205	FICA Withholding Taxes (ER Portion)	Nov-17	2,111.74
7211	Commonwealth Edison	Electricity - Nov-17	70.23
7211	Dynegy Energy Systems	Electricity - Nov-17	9,277.28
7215	Eurofins Eaton Analytical	Sample Testing	395.00
7215	PDC Laboratories	Sample Testing	77.50
7221	Hydrite	Chlorine Shipment	891.00
7221	USALCO	Aluminum Sulfate Shipment	6,414.31
7222	Ace Hardware	Misc. Supplies	143.38
7222	Cintas	First Aid Supplies	43.53
7222	Hach Co.	Lab Supplies	713.87
7223	Graybar	Maintenance Supplies	527.00

# Minutes

## December 12, 2017- Board Meeting

7223	Kirchner Fire Extinguisher	Fire extinguisher maintenance	286.00
7225	Hansen Associates	Jan-18 Copier Service Agreement	95.00
7225	Klean Korner	Janitorial Service	565.00
7225	Lakeland Larsen Elevator	Elevator Maintenance	328.84
7231	DeLage Landen Financial Services	Jan-18 Copier Lease	124.12
7232	AT&T	Telephone Service - Nov-17	1,262.49
7232	Verizon Wireless	Cellular Phone/Data Service	566.44
7234	Quill	Office Supplies	209.80
7235.2	AARP Medical	Medical Insurance for Diane Fragassi	284.75
7235.2	AARP Prescription	Prescription coverage for Diane Fragassi	71.00
7235.2	Baillie, Anthony	Deductible Reimbursement	607.77
7235.2	Blue Cross/Blue Shield	Jan-18 Health Insurance	7,472.37
7235.2	Euclid Managers (Delta Dental)	Dec-17 & Jan-18 Dental Insurance	988.28
7235.2	Humana	Nov-Dec-17/Jan-18 Vision/AD&D	324.27
7235.2	IL Public Risk	Work Comp - 1st Qtr. 2018	2,299.00
5.2	White, Don	Deductible Reimbursement	1,259.18
7236	Pintescu, Ioan	Travel Reimbursement	157.29
7241	Eder, Casella & Co.	Nov-17 Books	1,116.00
7241	Hamlin, James	Payroll Fees - Nov-17	185.84
7242	Kucera, Daniel	General Legal Services Nov-17	2,384.90
7251	Correll Co.	Investment Services	646.25

### FIRST BANKCARD

	Acct. 7222	Misc. Supplies	1.82
	Acct. 7225	Maintenance Service Contracts	19.00
	Acct. 7232	Telephone Expense	64.73
	Acct. 7234	Office Supplies	107.89
	Acct. 7236	Transportation	246.03
	Acct. 7237	Meetings/Seminars	179.00
		<b>Total First Bankcard</b>	<b>618.47</b>
		<b>Grand Total - Operations</b>	<b>\$44,811.10</b>

# Minutes

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December 12, 2017- Board Meeting

## CONSTRUCTION FUNDS

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7280	Clark Dietz	Eng. Certificates - Intake Bents	362.50
7283	Clark Dietz	Prof. Services - Solids Contact Unit #1	2,470.00
		<b>Total</b>	<b>\$2,832.50</b>

## R&R FUNDS

ACCT #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7286	Shabica & Associates	Revetment Project - IDNR Permit Review Fee	520.00
		<b>Total</b>	<b>\$520.00</b>

### ORDINANCES/RESOLUTIONS:

**Meeting Date Resolution:** The Chairman then presented the following Resolution:

# Minutes

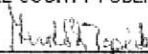
December 12, 2017- Board Meeting

## RESOLUTION

**BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE LAKE COUNTY PUBLIC WATER DISTRICT**, Lake County, Illinois, that the regular monthly meetings of the Board of Trustees for the calendar year beginning January 1, 2018, be held at the hour of 5:30 P.M. in the conference room at the District's Filtration Plant located at 500 -17th Street, Zion, Illinois, have been scheduled for the following days and dates:

Tuesday, January 9, 2018  
Tuesday, February 13, 2018  
Tuesday, March 13, 2018  
Tuesday, April 10, 2018  
Tuesday, May 8, 2018  
Tuesday, June 19, 2018  
Tuesday, July 10, 2018  
Tuesday - August 14, 2018  
Tuesday - September 11, 2018  
Tuesday - October 9, 2018  
Tuesday - November 13, 2018  
Tuesday - December 11, 2018

**BE IT FURTHER RESOLVED** that public notice of the scheduled meetings shall be given by posting a copy at the office of the District, 500 -17th Street, Zion, Illinois, and by publication thereof in the Zion-Benton News.

(CORPORATE SEAL) LAKE COUNTY PUBLIC WATER DISTRICT  
  
Gerald L. Topcik  
Chairman, Board of Trustees

ATTEST:

  
Karon L. Johnston  
Secretary, Board of Trustees

PRESENTED AND READ: December 12, 2017  
PASSED AND APPROVED: December 12, 2017

ROLL CALL VOTE:

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

MOTION CARRIED

Trustee Walsh made a motion to accept the 2018 Meeting Date Resolution, which was seconded by Trustee Jaeger. Upon a roll call vote taken, Trustees, Monk, Walsh, Moe, Jaeger, and Topcik all voted in the affirmative, there were no nays and Trustees Mitchell and Ruchti were absent.

Ayes: (5) Monk, Walsh, Moe, Jaeger Topcik  
Nays: (0)  
Absent: (2) Mitchell, Ruchti

# Minutes

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*December 12, 2017- Board Meeting*

## **UNFINISHED BUSINESS**

- **Intake Project** - General Manager White included a memo in the board packet indicating that he had checked on the status of the bent installation with Alex Wolf of Michels. In his memo, he indicated that Michels was waiting for a calm day to finish driving the last two H-Piles. General Manager White also indicated that a pay request had not been submitted, which he felt was appropriate, as the work had been completed.
  
- **Rehabilitation Solids Contact Unit #1**– General Manager White stated that J.J. Henderson had submitted a pay request, which Tom Foley of Clark Dietz had reviewed and approved, by his certification for payment (attached to General Manager White’s memo). General Manager White advised that this project is moving quite slowly. One issue is pack rust that, per KTA, needed to be removed. The sandblasting to remove the pack rust has blown holes into the overflow piping at various locations. General Manager White proceeded to discuss the need to replace the overflow pipe, the options for the replacement and those costs. He stated that he had included in the board packet a resolution and change order for board approval for the work, not to exceed \$25,000. Trustee Jaeger made a motion to approve the resolution and change order, which was seconded by Trustee Monk. Chairman Topcik asked if any further discussion was desired. Trustee Moe inquired as to whether the cause of the pipe failure was the sandblasting. General Manager White discussed this, indicating that he did not feel it was the fault of the painters. The board proceeded to a roll call vote and the motion was carried unanimously.

Ayes: (5) Monk, Walsh, Moe, Jaeger Topcik

Nays: (0)

Absent: (2) Mitchell, Ruchti

The resolution follows:

# Minutes

December 12, 2017- Board Meeting

## RESOLUTION

WHEREAS, the Lake County Public Water District ("District") has entered into a contract dated January 12th, 2017 with Joseph J. Henderson & Son, Inc. ("Contractor"); and

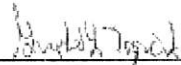
WHEREAS, it is proposed that the District approve and authorize the change order for the removal and replacement of overflow piping in Solids Contact Unit #1, to the contract not to exceed \$25,000.

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

  
Gerald Topcik

Chairman, Board of Trustees

(CORPORATE SEAL)

ATTEST:

  
Karen L. Johnston  
Secretary

PRESENTED AND READ: December 14, 2017

ROLL CALL VOTE:

Trustees voting aye: A. Runk; P. Walsh; R. Moe; D. Jaeger; G. Topcik

Trustee voting nay: None

Trustees absent: J. Mitchell; M. Ruchti

MOTION CARRIED

# Minutes

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## *December 12, 2017- Board Meeting*

- **Zion Pump Station Generator** – General Manager White stated the submittals for this project had been approved by Clark Dietz. He indicated that Krause Electric needed to place the order for the equipment and generator. Once there is a known delivery date, a preconstruction meeting will be scheduled for representatives of the District, the City of Zion, Clark Dietz, and Krause Electric. Discussion of this project followed, including additional electrical inspections.
- **Right of Ways- Redundant Raw Water Main** - General Manager White advised that he had no update on this project as he had not heard anything from the interested parties on this project.
- **Low Lift Pump Station Revetment** – General Manager White stated he had mistakenly advised the board at the November board meeting that all the paperwork for this project had been submitted. However, Shabica and Associates advised that a revised application and permit fee of \$520, needed to be submitted, as the scope of the work had changed from repairs to the District’s revetment to additional work on the State’s property, and additional work on the District’s property. Once Jim Casey of IDNR receives the funds, the permit application will be forwarded to the Army Corps of Engineers, who will then issue the permit. General Manager White stated that once the permit has been received, a bid specification can be prepared. Discussion of funding and project starting date for this project was discussed. It was noted that Bradley Schneider, of the US House of Representatives, has sent a letter to the Army Corps of Engineers, supporting the District’s emergency shore protection assistance request. Trustee Ruchti arrived at 5:55 p.m.
- **Video Security System Update** – Trustee Jaeger made a motion to move in to executive session to discussion the video security system update, which was seconded by Trustee Walsh, and upon the vote, the motion was carried unanimously.

\* \* \* *EXECUTIVE SESSION* \* \* \*

- **Facilities Cost Update** – General Manager White included a proposal from Clark Dietz for the facilities cost update, performed every year as a basis for the calculation of the R&R account, as required by the bond ordinance, and for the annual audit. The fee quoted in the proposal was \$960.00. Discussion of this subject followed. Trustee Walsh made a motion to accept the Clark Dietz proposal of \$960 for the facilities cost update, 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.

### NEW BUSINESS

- **New Legislation** – Attorney Kucera stated that there were three pieces of legislation to be adopted this year. The first was regarding the Prevailing Wage Act, and Attorney Kucera wrote a memo, included in the board packet regarding this subject. The legislation states that a public body now can satisfy the newspaper publication requirement under the Prevailing Wage Act by posting on its website a notice of the Department of Labor’s determination of prevailing wages with a link to the prevailing wage schedule for the locality that is published on the official website of the Department of Labor.

# Minutes

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## *December 12, 2017- Board Meeting*

The second is HB3649, is regarding billing practices. It requires that the District bill non-residential customers within two years of providing service. Attorney Kucera indicated that this would probably have minimal if any, impact on the District.

The third is HB3325 and changes the parameters for discharging the general manager from unanimous to a majority of board members.

### MISCELLANEOUS

- **Year End Bonuses** - Chairman Topcik stated that the employee bonuses from last year were \$500, grossed up for taxes. Discussion of this subject followed. Trustee Jaeger made a motion to approve employee bonuses for \$500.00 grossed up for taxes for employees, which was seconded by Trustee Walsh. Chairman Topcik asked if any further discussion was desired. As there was no further discussion, and upon the vote, the motion was carried unanimously.
- **Lindenhurst Water Article** – General Manager White stated that Lindenhurst had finally received Lake Michigan Water. This article discusses that subject.
- **Lake County Consolidation Action Plan** - Included in the board packet was the Lake County Consolidation Action Plan that had been sent to the District regarding downsizing government. Discussion of this document and its affect the District followed. The document refers to tax levies and does mention the District. Chairman Topcik indicated that this is inaccurate, as the District does not take tax dollars. Chairman Topcik and General Manager White have written letters to the Lake County Board asking them to correct the Action Plan to show that the District does not levy taxes and never has done so.

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

X

  
Karen L. Johnston  
Secretary