

Minutes

July 10, 2018- Board Meeting

On July 10, 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, Ruchti, Moe, and Jaeger were present. Also present were General Manager Don White and Administrative Assistant/Board Secretary Karen Johnston, and District Attorney Dan Kucera.

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. General Manager White indicated that the budget report should be withdrawn for discussion. Trustee Moe indicated that the disbursements should also be withdrawn for discussion.

Chairman Topcik then asked for a motion to approve items 4, 6, and 8, which was made by Trustee Walsh, and seconded by Trustee Jaeger. Chairman Topcik asked if discussion was desired for those items, as there was none, and upon the vote, the motion was carried unanimously.

- 4) Regular & Executive Session Minutes of June 19, 2018
- 6) Treasurer's Report for June 30, 2018
- 8) End of month June 30, 2018 Monthly Operation Summation

Trustee Moe asked about the disbursement for Avalon Petroleum. General Manager White explained that this was for fuel for the generators. Trustee Moe then made a motion to approve the disbursements, 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.

General Manager White explained that the budget report sent out on Friday was incorrect. The figures for the previous year were entered incorrectly, but had been corrected and that the report in the board packet for the date of the board meeting was correct. Trustee Mitchell made a motion to approve the budget report for June 2018, 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.

OPERATIONS & MAINTENANCE ACCOUNT July, 2018 – Disbursements

| ACCT. # | VENDOR NAME | DESCRIPTION | AMOUNT DUE |
|------------|-------------------------------------|--------------------|---------------|
| 2920 | FICA Withholding Taxes (EE Portion) | Jun-18 | 3,775.69 |
| 2921 | Federal Withholding Taxes | Jun-18 | 5,521.24 |
| 2922 | IL Department of Revenue | Monthly Remittance | 1,571.09 |
| 23 | WI Department of Revenue | Monthly Remittance | 722.58 |
| 7205 | FICA Withholding Taxes (ER Portion) | Jun-18 | 3,775.69 |

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|--------|-----------------------------------|--|----------|
| 7211 | Commonwealth Edison | Electricity - June-18 | 69.59 |
| 7212 | No. Shore Water Reclamation Dist. | Wastewater Charges | 3,804.50 |
| +7215 | Eurofins Eaton Analytical | Sample Testing | 795.00 |
| 7215 | PDC Laboratories | Sample Testing | 142.50 |
| 7221 | Hydrite | Chlorine Shipment | 891.00 |
| 7222 | Ace Hardware | Misc. Supplies | 56.75 |
| 7222 | Avalon Petroleum | Fuel for generator | 965.20 |
| 7222 | Aramark Refreshment | Coffee Service | 212.38 |
| 7223 | Dreisilker Electric Motors | Pump to Motor Repair | 1,112.00 |
| 7223 | Newark | Maintenance Supplies | 399.93 |
| 7223 | Quincy Compressor | Maintenance Supplies | 103.85 |
| 7225 | Hansen Associates | Jul-18 Copier Service Agreement | 95.00 |
| 7225 | Klean Korners | Janitorial Service | 565.00 |
| 7231 | DeLage Landen Financial Services | Jul-18 Copier Lease | 124.12 |
| 7232 | AT&T | Telephone Service - June-18 | 1,034.52 |
| 7232 | Verizon Wireless | Cellular Phone/Data Service | 568.99 |
| 7234 | Office Depot | Office Supplies | 150.05 |
| 7235.2 | AARP Medical | Medical Insurance for Diane Fragassi | 301.00 |
| 7235.2 | AARP Prescription | Prescription coverage for Diane Fragassi | 81.80 |
| 7235.2 | Blue Cross/Blue Shield | Aug-18 Health Insurance | 7,055.19 |
| 7235.2 | Dearborn National | Aug-18 Life/AD&D | 63.00 |
| 7235.2 | Euclid Managers (Delta Dental) | Aug-18 Dental Insurance | 488.98 |
| 7235.2 | Sun Life Financial | 3rd Qtr. Disability Insurance | 2,033.47 |
| 7236 | White, Don | Mileage Reimbursement | 34.88 |
| 7241 | Hamlin, James | Payroll Fees - Jun-18 | 310.62 |
| 7242 | Kucera, Daniel | General Legal Services Jun-18 | 2,474.00 |
| 7255 | Correll Co. | Pension - Jun-18 | 8,403.95 |

FIRST BANKCARD

| | | | |
|--|------------|------------------------|--------|
| | Acct. 7222 | Miscellaneous Supplies | 119.15 |
| | Acct. 7223 | Maintenance/Repairs | 206.88 |
| | Acct. 7232 | Telephone Expense | 65.95 |
| | Acct. 7234 | Office Supplies | 24.99 |

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| | Acct. 7236 | Transportation | 79.66 |
| | Acct. 7237 | Meetings/Seminars | 218.57 |
| | Acct. 7238 | Dues/Subscriptions | 18.00 |
| | | Total First Bankcard | 733.20 |
| | | Grand Total - Operations | \$48,436.76 |

ORDINANCES/RESOLUTIONS:

Audit, Rate Resolution: 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:

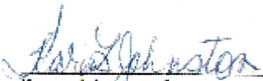
1. That the report of the audit of the books and records of the District for the fiscal year ended April 30, 2018, and the recommended computation of revised rates applicable to the District's customers, as prepared by Eder Casella & Company and incorporated herein by reference be and hereby received, 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, 2018.

(CORPORATE SEAL)

LAKE COUNTY PUBLIC WATER DISTRICT


Gerold L. Topcik Chairman, Board of Trustees

ATTEST:


Karen Johnston, Secretary

PRESENTED AND READ: July 10, 2018
PASSED AND APPROVED: July 10, 2018

ROLL CALL VOTE

Trustees voting aye:
Trustees voting nay:
Trustees absent:

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: (7) Topcik, Mitchell, Monk, Walsh, Ruchti, Moe, and Jaeger

Nays: (0)

Absent: (0)

UNFINISHED BUSINESS

- ➔ **Rehabilitation Solids Contact Unit #1 & #2** – General Manager White indicated that he would like to go into executive session to discuss possible litigation regarding this project.

Trustee Ruchti made a motion to go into executive session to discuss possible litigation, 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.

* * * EXECUTIVE SESSION * * *

Upon leaving executive session, Trustee Mitchell made a motion to approve the negotiated resolution of the heat and additional inspections arising from the Solids Contact Unit #1 Rehabilitation Project as follows: 1) The District will assume \$23,000 of QAIC's approximately \$70,000 claim for heating costs. 2) The District will assume \$35,000 of the approximately \$70,000 additional inspection costs. Further, the general manager is authorized to have prepared a change order incorporating these terms, and a resolution for adoption by the board at its next meeting. Trustee Walsh seconded the motion, and Chairman Topcik asked if any further discussion was desired. As there was no further discussion, and upon the vote, the motion was carried unanimously.

General Manager White advised the board that J.J. Henderson has submitted their pay application #14, and asked for a change order for the completion date to be extended from July 1 to July 13. This is due to extensive rains for the last two months. General Manager White and Engineer Tom Foley agree that this is reasonable. Trustee Walsh made the motion to accept the change order to extend the contract to July 13, and resolution for that change order, which was seconded by Trustee Mitchell. A roll call vote to approve the change order and resolution resulted as follows:

Ayes: (7) Topcik, Mitchell, Monk, Walsh, Ruchti, Moe, and Jaeger

Nays: (0)

Absent: (0)

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- **Zion Pump Station Generator** – General Manager White stated that there was a second proposed testing of the generator, which had to be cancelled due to an incorrect part. The situation was resolved on the following Friday, the unit was tested and is operating properly. The District’s operating staff still needs to be trained on the operation of the unit, but had to be delayed due to issues at the plant. Discussion of this subject followed.
- **Right of Ways- Redundant Raw Water Main** - General Manager White stated that he was still working on the District’s response to the IDNR stating his reasons for desiring the alley right of way for this project. Attorney Kucera will review his letter once done. General Manager White stated that he anticipates having the letter finished for the August board meeting. Discussion of this subject followed.
- **Low Lift Pump Station Revetment** – General Manager White stated that the board had approved the bid for this project at the June board meeting. He indicated that a preconstruction meeting had taken place on July 2, with Michels Corporation and Shabica & Associates to discuss how the project would proceed. Michels plans on starting next week or the following week on the revetment. General Manager White indicated that Michels had been given notice to proceed. Michels will also start on the final bent at that time. General Manager White also indicated that he has inquired as to whether the repairs can be reimbursed by the Army Corps of Engineers, but had had not response yet. Discussion of this subject followed.
- **Video System Improvements** – General Manager White stated that he had had a meeting with a representative of Anixter regarding this project on June 26. The representative met with General Manager White and Operator Jeremy Thompson. General Manager White provided the representative with an outline of what was desired for the system. The representative advised General Manager White that he would be able to provide a proposal in about two to three weeks, and that they could give General Manager White a demonstration at their facility. This proposal can be added to the other proposals received by the District, which will then be presented to the board. Operator Thompson is still looking into grants for the project, but with little satisfaction. He will continue to investigate possible grants. Discussion of this subject followed.

NEW BUSINESS

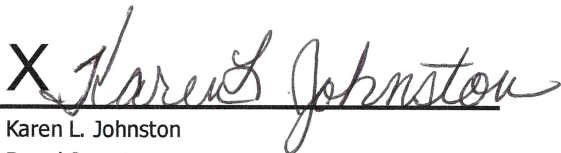
- **Approval of Proposed Contract Amendment** – General Manager White discussed a proposed contract amendment concerning the audit results. The audit was delivered to the District’s customers on June 27. The audit resulted in a refund amount almost equal to the R&R charges for the City of Zion and the Village of Winthrop Harbor. The District is suggesting to the Village of Winthrop Harbor that the contract be amended to a one-year basis rather than nine months so that the R&R charge can be offset by the refund. This was done last year. General Manager White indicated that he had not had a response from

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either of those parties. General Manager White stated that he hoped to have more information at the next board meeting. Discussion of this subject followed.

Trustee Mitchell made a motion to adjourn, 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.

X 

Karen L. Johnston
Board Secretary