

Minutes

September 11, 2018– Board Meeting

On September 11, 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, Monk, Walsh, Ruchti, Moe, and Jaeger were present. Trustee Mitchell was absent. 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. Chairman Topcik then asked for a motion to approve the consent agenda, 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 Minutes of August 31, 2018
- 5) Disbursements for September, 2018
- 6) Treasurer’s Report for August 31, 2018
- 7) Budget Report for August 31, 2018
- 8) End of month August 31, 2018 Monthly Operation Summation

OPERATIONS & MAINTENANCE ACCOUNT September, 2018 – Disbursements

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Aug-18	2,473.30
2921	Federal Withholding Taxes	Aug-18	3,620.64
2922	IL Department of Revenue	Monthly Remittance	971.99
2923	WI Department of Revenue	Monthly Remittance	526.24
7205	FICA Withholding Taxes (ER Portion)	Aug-18	2,473.30
7211	Commonwealth Edison	Electricity - Aug-18	75.17
7211	Dynegy	Electricity - Aug-18	10,371.76
7215	Eurofins Eaton Analytical	Sample Testing	395.00
7215	PDC Laboratories	Sample Testing	220.00
7221	Hydrite	Chlorine Shipment	931.00
7221	Nalco	Nalclear Shipment	5,077.88
7222	Ace Hardware	Misc. Supplies	115.62
7222	EMD Millipore	Misc. Supplies	1,620.60
7222	McMaster-Carr	First Aid Supplies	206.31
7223	Air Con Refrigeration & Heating	Replaced water valve on water cooled AC unit	750.00

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7223	Core & Main	Maintenance Parts	650.00
7223	Drydon Equipment	Maintenance Parts	418.83
7223	Graybar	Maintenance Supplies	58.50
7223	Peterson Plumbing, Ernie	Tested & certified 2 backflow preventers	190.00
7223	Tideflex Technologies	Maintenance Supplies	745.71
7225	Erickson Design, C.	Landscape Maintenance	1,335.00
7225	Hansen Associates	Sep-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	Oct-18 Copier Lease	124.12
7232	AT&T	Telephone Service - Aug-18	1,035.68
7232	Verizon Wireless	Cellular Phone/Data Service	568.74
7235.2	AARP Medical	Medical Insurance for Diane Fragassi	301.00
7235.2	AARP Prescription	Prescription coverage for Diane Fragassi	81.80
7235.2	Baillie, Anthony	2018 Deductible Reimbursement	247.16
7235.2	Blue Cross/Blue Shield	Oct-18 Health Insurance	7,055.19
7235.2	Dearborn National	Oct-18 Life/AD&D	63.00
7235.2	Euclid Managers (Delta Dental)	Oct-18 Dental Insurance	488.98
7235.2	IL Public Risk Fund	4th Qtr. Work Comp	2,299.00
7235.2	Johnston, Karen	2018 Deductible Reimbursement	8,897.23
7241	Hamlin, James	Payroll Fees - Aug-18	203.51
7242	Kucera, Daniel*	General Legal Services Aug-18	2,764.00
7243	Clark Dietz	Consulting Eng. Services	300.00
7251	Correll Co.	Qtrly. Services Fee - 07/31/18	672.25
7251	Zion, City of	Elevator Inspection	100.00
7255	Correll Co.	Pension - Aug-18	5,490.03

*Please note, as an accommodation to the District, Attorney Kucera has applied an hourly rate of \$100 to the Right of Way matter, rather than his regular rate of \$225, as considerable time was spent on this issue.

FIRST BANKCARD

Acct. 7222	Miscellaneous Supplies	195.88
Acct. 7223	Maintenance Supplies	15.49
Acct. 7225	Maintenance Contract	25.00
Acct. 7232	Telephone Expense	66.78

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	Acct. 7234	Office Supplies	33.54
	Acct. 7236	Transportation	182.25
	Acct. 7237	Meetings/Seminars	237.97
		Total First Bankcard	756.91
		Grand Total - Operations	\$65,664.29

CONSTRUCTION FUNDS

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7283	Clark Dietz	Prof. Services - Solids Contact Unit #1 & #2	13,702.97
		Grand Total - Operations	\$13,702.97

R&R

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7286	Shabica & Associates	Low Lift Revetment	9,772.50
7286	Michels Corporation	Low Lift Revetment Repairs - Payout #1	147,250.19
		Grand Total - Operations	\$157,022.69

UNFINISHED BUSINESS

- **Rehabilitation Solids Contact Unit #1 & #2** –General Manger White stated that J.J. Henderson had not submitted a pay request, as they had not received the final lien waivers. However, Andrew, the project manager from J.J. Henderson, has indicated that the project should be closed out with QAIC, and should have the final waivers by the next board meeting. General Manager White further stated that QAIC is an agreement with what was negotiated. Henderson has upheld their contract, and is finishing some small items on the contract. Discussion of this subject followed.
- **Zion Pump Station Generator** – General Manager White stated that there is a punch list for this project, waiting to be resolved. The punch list items had not started due to weather. He then reviewed the punch list items. General Manager White indicated that he would be in contact with the project manager to determine a schedule to finish the punch list items. Discussion of this subject followed. Trustee Ruchti arrived at 5:40 p.m.
- **Right of Ways- Redundant Raw Water Main** – General Manager White turned this subject over to Attorney Kucera. Attorney Kucera revised the draft memorandum presented at the August board meeting, and passed out a copy of that revised draft memorandum. Attorney Kucera indicated that it was General Manager White's

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intention to forward this memorandum to the State of Illinois. General Manager White concurred. Attorney Kucera stated that it was his understanding that General Manager White felt, if the board found the memorandum acceptable, they would authorize, by vote, General Manager White to forward to the appropriate parties at the IDNR. Trustee Monk arrived at 5:45 p.m. Discussion of this subject followed. Trustee Walsh made a motion to approve the revised memorandum and sending to the State of Illinois, 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.

- **Low Lift Pump Station Revetment** – General Manager White provided photographs of this work, before and after. General Manager White stated that Michels Corporation commenced work on this project on August 14. Stefanie Nagelbach, of Shabica and Associates monitored the project until completion, which was on August 24. General Manager White indicated that Michels did a good job, and anticipated that this repair should last 20 years, with periodical maintenance. He indicated that he was still waiting to see if any funding was available from the Army Corps of Engineers for this project. He further stated that the change order previously approved by the board came in at \$3,500, considerably less than the projected “not to exceed” \$50,000 figure. Discussion of this subject followed.
- **Video Security System** – General Manager White stated that the status of the grant for which the District had previously applied would not be known until the middle of November. In addition, he had contacted State Representative Sheri Jesiel’s office, who then got in touch with General Manager White, advising him that there was potentially money available for this project, but that she needed information by Friday. General Manager White spent Thursday and Friday compiling information on the project, and writing a letter explaining that information, including a description and project costs. He reviewed the letter with the board. He stated that he hoped Representative Jesiel would be able to present a good case for the District on this project. Discussion of this subject followed.
- **Second Amendment to Zion Contract** – General Manager White stated that the City of Zion had approved the second amendment to their contract, at their city council meeting. The amendment is to arrange to have the R&R charge and refund run concurrently over twelve months, thus aiding both the City of Zion and the District with cash flow. Winthrop Harbor approved a similar amendment this year, as well as last year. Discussion of this subject followed.

NEW BUSINESS

- **Intake Bent Inspection**– General Manager White indicated that he had researched a digital level to monitor the intake bents. He advised that Carl Chase, the District’s diver on this project, had contacted technical support, who advised Carl that they are waterproof, and should be able to be used for what he wants to do. Thus, Carl would purchase the level, and see if it would work for the District’s needs. He has not yet

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responded to General Manager White. General Manager White explained how the digital level works, and that he would give Carl the approval to move ahead if it is successful. Discussion of this subject followed.

➔ **Alum Class Action**– General Manager White stated that the District had received a letter regarding a class action lawsuit against alum manufacturers and sellers for attempting to fix pricing on alum. General Manager White indicated that there was no obligation to the District to participate in the action, and that he had provided the documenting paperwork on the invoices for alum from 1997-2010. Discussion of this subject followed.

➔ **Possible Bid Specifications – Main Plant Generator** – General Manager White stated that the main generator had had four faults in the past four weeks. He walked the board through the timeline of the faults, and the process he took to rectify the issue. He indicated that Cummins had come out several times, and could not reproduce the fault. However, the technician did suggest that the B-phase ground should be checked for stray voltage. General Manager White indicated that he was investigating this. However, if this does not turn out to be the problem, General Manager White felt that a replacement of this unit could be necessary for several reasons. He stated that the unit is quite old and that the replacement parts, which are scarce, are expensive. He further stated that he had hoped the unit would last a few years more, but felt that the District should start preparing bid specifications in the event that it does not.

General Manager White proceeded to discuss funding for this contingency, and handed out some projection spreadsheets showing the possible effect this could have on the R&R account and subsequent charges to the District's customers, if paid out of that account. Discussion of this subject followed.

➔ **Water District Act - Legislation** – Attorney Kucera stated that an amendment had been passed, and signed by the governor, allowing the appointing body to remove a public water district trustee for misconduct, official misconduct, or neglect of office. Discussion of this subject followed.

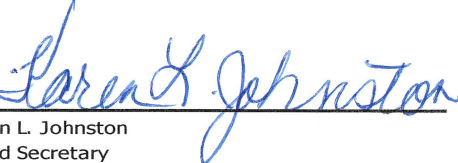
MISCELLANEOUS –

➔ **Long Range Facility Plan – Draft** – General Manager White provided the board with a draft of the Long Range Facility Plan. He reviewed and discussed proposed projects for the plant. Discussion of this subject followed.

Trustee Ruchti made a motion to adjourn, 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.

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X 
Karen L. Johnston
Board Secretary