

# Minutes

## *November 13, 2018– Board Meeting*

On November 13, 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, Moe, and Jaeger were present. Trustee Mitchell arrived at 5:40 p.m., and Trustee Ruchti was absent. Also present were General Manager Don White, Administrative Assistant/Board Secretary Karen Johnston, and District Attorney Dan Kucera, via telephone. Present, as a guest speaker was Mr. Brad West, West’s Insurance Agency.

Chairman Topcik stated that Mr. West was present to present the workers compensation renewal for 2019 Mr. West reviewed the proposal for 2019, which was included in the board packet. He indicated that last year’s premium was \$9,196, and that the renewal premium would be \$8,280. He stated that the waterworks rate had decreased by 8%, and that the waterworks payroll was 2.26% lower. The clerical rate had had decreased by 7.4%, with the clerical payroll being 2.87% higher than last year. These changes resulted in a decrease in premium of 10%. Mr. West further stated that the District also qualified for the IPRF grant program, and that amount would be \$1,086, a decrease of \$123 from the previous year. Discussion of this subject followed. Trustee Jaeger made a motion to approve the 2019 Workers’ Compensation Renewal as presented, which was seconded by Trustee Moe. 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. West left the meeting at 5:35 p.m.

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 Jaeger, and seconded by Trustee Walsh. 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 October 11, 2018
- 5) Disbursements for November, 2018
- 6) Treasurer’s Report for October 31, 2018
- 7) Budget Report for October 31, 2018
- 8) End of month October 31, 2018 Monthly Operation Summation

### **OPERATIONS & MAINTENANCE ACCOUNT November, 2018 – Disbursements**

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Oct-18	2,407.19
2921	Federal Withholding Taxes	Oct-18	3,354.91
2922	IL Department of Revenue	Monthly Remittance	957.22
2923	WI Department of Revenue	Monthly Remittance	470.81
7205	FICA Withholding Taxes (ER Portion)	Oct-18	2,407.19
7255	Correll Co.	Pension - Oct-18	5,343.10

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7211	Commonwealth Edison	Electricity - Oct-18	72.21
7211	Dynegy	Electricity - Oct-18	10,245.47
7212	No. Shore Reclamation District	Wastewater Charges	2,351.75
7215	PDC Laboratories	Sample Testing	92.50
7221	Hydrite	Chlorine Shipment	931.00
7221	Usalco	Aluminum Sulfate Shipment	6,275.40
7222	Grainger	Miscellaneous Supplies	85.96
7222	Hach Company	Lab Supplies	546.86
7222	McMaster-Carr	Miscellaneous Supplies	91.30
7222	Zion Auto Parts	Miscellaneous Supplies	95.04
7223	Allan Integrated Control Systems	Calibration of differential pressure transmitters	2,265.00
7223	Dreisilker Electric Motors	Power Transmission Access Part	608.84
7223	Graybar	UPS Batteries	1,261.63
7223	Kirchner Fire Extinguisher	Fire extinguisher maintenance	328.25
7223	Reladyne	Maintenance Oils	331.37
7225	Erickson Design, C.	Landscape Maintenance	890.00
7225	Evoqua Water Technologies	Maintenance Contract	499.96
7225	Hansen Associates	Dec-18 Copier Service Agreement	95.00
7225	Klean Korner	Janitorial Service Oct-18	565.00
7231	DeLage Landen Financial Services	Dec-18 Copier Lease	124.12
7232	AT&T	Telephone Service - Oct-18	1,239.39
7232	Verizon Wireless	Cellular Phone/Data Service	569.29
7234	Office Depot	Office Supplies	38.94
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	639.26
7235.2	Blue Cross/Blue Shield	Nov-18 Health Insurance	7,055.19
7235.2	Cincinnati Insurance Co.	Life Insurance	883.00
7235.2	Dearborn National	Nov-18 Life/AD&D	63.00
7235.2	Euclid Managers (Delta Dental)	Nov-18 Dental/Vision	488.98
7237	AWWA	2019 AWWA Membership Renewal	340.00
7238	Water ISAC	Annual Membership Dues - 2019	261.00
7239	B&B Networks	Troubleshoot Phone System	225.00



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7241	Hamlin, James	Payroll Fees - Oct-18	200.51
7242	Kucera, Daniel	Legal Services Sep-Oct-18	3,301.50
7243	Clark Dietz	Consulting Eng. Services	150.00
7251	Correll Co.	Investment advisory service fee	948.00

## FIRST BANKCARD

	Acct. 7223	Maintenance Supplies	89.90
	Acct. 7225	Maintenance Contract	25.00
	Acct. 7232	Telephone Expense	66.78
	Acct. 7234	Office Supplies	356.93
	Acct. 7236	Transportation	130.24
	Acct. 7237	Meetings/Seminars	165.20
		<b>Total First Bankcard</b>	834.05
		<b>Grand Total - Operations</b>	<b>\$59,368.99</b>

## CONSTRUCTION FUNDS

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7283	Clark Dietz	Solids Contact Unit #1 & #2	625.00
		<b>Grand Total - Construction</b>	<b>\$625.00</b>

## R&R

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7293	G. Lolos Masonry	Tuck pointing	19,500.00
		<b>Grand Total - R&amp;R</b>	<b>\$19,500.00</b>

## UNFINISHED BUSINESS

- ➔ **Rehabilitation Solids Contact Unit #1 & #2** – General Manager White stated that J.J. Henderson still had not submitted the lien waivers for this project. Apparently, Henderson had not settled with the painting contractor, QAIC. General Manager White spoke with Tom Foley, from Clark Dietz, asking if they could push harder to get this project completed. Mr. Foley advised that the only way to push harder would be litigation, and as the project is completed, this would not be advisable. Discussion of this subject followed.

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- **Zion Pump Station Generator** – General Manager White stated that he had emailed with Chris Certa from Krause Electric regarding the sidewalk and the exercise timer on this project. Chris indicated that he was working on getting the sidewalk installed, and was supposed to contact General Manager White the day of the board meeting, but had not done so. He was still working on getting the exercise timer replaced. At this time, the project is still open. Discussion of this subject followed. Attorney Kucera advised that General Manager White ask for a firm date on completion of the project.
- **Right of Ways- Redundant Raw Water Main** – General Manager White stated that Bob Feffer had been made interim superintendent at the State park, and had asked to be updated on this project. After discussion, General Manager White and Mr. Feffer felt that the District's preferred route, which was the alternative route, would be optimal, and less expensive. Mr. Feffer indicated that he would relay this information to the IDNR.
- **Video Security System** – General Manager White stated he and Operator Thompson were going the next day to view the system that was being proposed by Anixter. In addition, he had received communication from Sheri Jesiel's office indicating that more information was needed for the grant application process, and he was working on that. Discussion of this subject followed.
- **Alum Class Action** – General Manager White stated that the District court on the east coast would hear the case for this subject in December, and decide whether it will apply the document stating that the alum suppliers colluded and any refunds may be due. General Manager White indicated that he anticipated having more information at the next board meeting. Discussion of this subject followed.
- **Bond & Interest Payment** – General Manager White stated that the interest payment on the bond issue was made on October 25, 2018, for \$77,896.50. He indicated that confirmation of payment was attached. He further stated that the next payment was due on May 1, 2019, and was for principal and interest.

## NEW BUSINESS

- **Drinking Water Law** – General Manager White stated that a law had been signed, S.3021, America's Water Infrastructure Act. The law not only covers infrastructure, but changes portions of the Safe Drinking Water Act. Some of the changes require water systems to conduct risk and resilience assessments that will look at natural threats as well as malicious attacks. This is similar to the vulnerability assessment performed in 2003. The District must complete the assessment by December 31, 2021, and send a letter to IEPA stating that the District has completed the risk assessment. Discussion of this subject followed.

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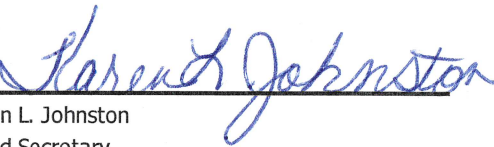
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- **Army Corps – Low Lift Pump Station** – General Manager White stated that he had received a phone call from the Army Corps of Engineers requesting a visit to determine if any repairs are currently necessary. He met with a team from the Army Corps, who looked at the area, discussed the project, and suggested doing a feasibility study. Discussion of this subject followed.
  
- **Clark Dietz Proposal** – General Manager White stated that the District requests a facilities cost update from Clark Dietz. He indicated that he had again done so, and attached the proposal for fiscal year 2020. He advised that this estimate was used for establishing the R&R account funding level, and was required by the bond ordinance. He asked that the board approve the proposal for \$1,080.00. Trustee Mitchell made a motion to approve the proposal from Clark Dietz for \$1,080.00, for the FY2020 facilities cost estimate, 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.

## MISCELLANEOUS –

- **Holiday Dinner** – Chairman Topcik reminded the board that the holiday dinner for the December board meeting would be at the Shanty in Wadsworth, IL. Discussion of this subject followed.

Trustee Jaeger made a motion to adjourn, 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.

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Karen L. Johnston  
Board Secretary