

Minutes

December 11, 2018- Board Meeting

On December 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, Moe, and Jaeger were present. Trustees Mitchell and Ruchti were absent Also present were General Manager Don White, Administrative Assistant/Board Secretary Karen Johnston, and District Attorney Dan Kucera, 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. Chairman Topcik then asked for a motion to approve the consent agenda, which was made by Trustee Jaeger, and seconded by Trustee Monk. 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 November 13, 2018
- 5) Disbursements for December, 2018
- 6) Treasurer's Report for November 30, 2018
- 7) Budget Report for November 30, 2018
- 8) End of month November 30, 2018 Monthly Operation Summation

OPERATIONS & MAINTENANCE ACCOUNT December, 2018 – Disbursements

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Nov-18	3,454.54
2921	Federal Withholding Taxes	Nov-18	5,913.22
2922	IL Department of Revenue	Monthly Remittance	1,637.09
2923	WI Department of Revenue	Monthly Remittance	720.12
7205	FICA Withholding Taxes (ER Portion)	Nov-18	3,454.54
7255	Correll Co.	Pension - Nov-18	8,253.10
7211	Commonwealth Edison	Electricity - Nov-18	72.21
7211	Dynegy	Electricity - Nov-18	9,493.63
7215	PDC Laboratories	Sample Testing	92.50
7221	Hydrite	Chlorine Shipment	931.00
7221	Usalco	Aluminum Sulfate	6,490.58
7222	Ace Hardware	Miscellaneous Supplies	15.56
7222	Cintas	First Aid Supplies	64.81
7222	EMD Millipore	Lab Supplies	4,314.14
7222	Grainger	Miscellaneous Supplies	442.17
7222	Hach Company	Lab Supplies	342.49

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7223	Core & Main	Chamber Seal Gaskets	84.46
7223	Dreisilker Electric Motors	Allis Chalmers Centrifugal Pump	7,130.47
7223	Graybar	Maintenance Supplies	129.34
7225	NIR Roof Care, Inc.	2019 Roof Care Plan	1,350.00
7225	Hansen Associates	Jan-19 Copier Service Agreement	95.00
7225	Lakeland Larsen	Elevator Maintenance	328.84
7225	Klean Korners	Janitorial Service Nov-18	565.00
7231	DeLage Landen Financial Services	Jan-19 Copier Lease	124.12
7232	AT&T	Telephone Service - Nov-18	1,239.51
7232	Verizon Wireless	Cellular Phone/Data Service	569.33
7234	Concentric Integration	Switch Replacement Fortinet	2,215.20
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	Nov-18 Health Insurance	7,055.19
7235.2	Dearborn National	Nov-18 Life/AD&D	63.00
7235.2	Euclid Managers (Delta Dental)	Nov-18 Dental/Vision	488.98
7235.2	IL Public Risk Fund	1st Qtr. 2019 Workers' Compensation	2,070.00
7235.2	Johnston, Karen	Deductible Reimbursement	1,359.80
7235.2	White, Don	Deductible Reimbursement	930.83
7236	Pintescu, Ioan	Travel Reimbursement	16.35
7236	Thompson, Jeremy	Travel Reimbursement	13.08
7236	White, Don	Travel Reimbursement	55.05
7241	Hamlin, James	Payroll Fees - Nov-18	271.68
7242	Kucera, Daniel	Legal Services Nov-18	900.00
7243	Clark Dietz	Consulting Eng. Services	225.00
7245	Baillie, Anthony	Reimbursement for A&B Water Supply class	575.00

FIRST BANKCARD

	Acct. 7222	Miscellaneous Supplies	46.32
	Acct. 7225	Maintenance Contract	25.00
	Acct. 7232	Telephone Expense	66.98
	Acct. 7234	Office Supplies	64.55
	Acct. 7236	Transportation	181.01

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	Acct. 7237	Meetings/Seminars	252.94
		Total First Bankcard	636.80
		Grand Total - Operations	\$73,991.53

CONSTRUCTION FUNDS

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7283	Clark Dietz	SCU #I Structural Rehab and Tube Settler Addn.	125.00
7283	Henderson & Son, J.J.	SCU #I Structural Rehab and Tube Settler Addn.	237,425.14
		Grand Total - Construction	\$237,550.14

ORDINANCES/RESOLUTIONS:

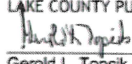
Meeting Date Resolution: The Chairman then presented the following Resolution:

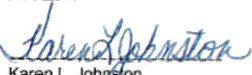
RESOLUTION

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, 2019, 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 8, 2019
 Tuesday, February 12, 2019
 Tuesday, March 12, 2019
 Tuesday, April 9, 2019
 Tuesday, May 14, 2019
 Tuesday, June 18, 2019
 Tuesday, July 9, 2019
 Tuesday - August 13, 2019
 Tuesday - September 10, 2019
 Tuesday - October 8, 2019
 Tuesday - November 12, 2019
 Tuesday - December 10, 2019

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

 Gerold L. Topcik
 Chairman, Board of Trustees

ATTEST:

 Karen L. Johnston
 Secretary, Board of Trustees

PRESENTED AND READ: December 11, 2018
 PASSED AND APPROVED: December 11, 2018

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. Rucht

MOTION CARRIED

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Trustee Jaeger made a motion to accept the 2019 Meeting Date Resolution, which was seconded by Trustee Moe. 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

UNFINISHED BUSINESS

➤ **Rehabilitation Solids Contact Unit #1 & #2** – General Manager White stated that he had finally received the lien waivers for this project from J.J. Henderson. Tom Foley, from Clark Dietz verified that everything was in order and the final payout for the project was on the list of disbursements. Discussion of this subject followed.

➤ **Zion Pump Station Generator** – General Manager White stated that Krause Electrical Contractors had finished all work on this project, except for the sidewalk. He further stated that Krause agreed to deduct \$3,000 for the installation of the sidewalk. General Manager White included a change order resolution and change order in the board packet representing this change. Trustee Walsh made a motion to approve the resolution for change order #1, which was seconded by Trustee Jaeger. Chairman Topcik asked if any further discussion was desired. As there was no further discussion, and upon the following roll call vote, the following resolution was approved. Discussion of this subject followed.

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

Nays: (0)

Absent: (2) Mitchell, Ruchti

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RESOLUTION

WHEREAS, the Lake County Public Water District ("District") has entered into a contract dated November 1, 2017 with Krause Electrical Contractors, Inc.. ("Contractor"); and

WHEREAS, it is proposed that the District approve and authorize change order #1, removing generator sidewalk from the project for a credit of \$3,000.00.

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.

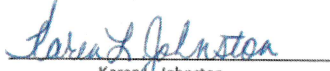
LAKE COUNTY PUBLIC WATER DISTRICT



Gerold Topcik
Chairman, Board of Trustees

(CORPORATE SEAL)

ATTEST:



Karen Johnston
Secretary

PRESENTED AND READ: December 11, 2018

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

- ➔ **Right of Ways- Redundant Raw Water Main** – General Manager White stated that he had had no response from the IDNR regarding the District's request for an alternate route. The initial request was made three months ago. In addition, Bob Feffer has advised the IDNR that the alternate route requested would be best.
- ➔ **Video Security System** – General Manager White stated he and Operator Thompson had visited the Anixter showroom on November 14. Anixter presented the various cameras, card readers, and access controls. They also looked at some biometric controls, which General Manager White found to be favorable. Anixter referred General Manager White to a consultant to discuss how to package the proposed system. Discussion of this subject followed. General Manager White proceeded to discuss a grant for this project. Representative Sheri Jesiel forwarded a grant application to General Manager White, which he has already submitted. The grant application will be reviewed and a determination will be made as to whether the District meets the criteria for the grant. This should happen around March. He also stated that a vulnerability study would have to be performed. Discussion of this subject followed.
- ➔ **Alum Class Action** – General Manager White stated that he had not heard anything yet on this subject. He felt that nothing would happen until January.

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- ➔ **Army Corps of Engineers – Low Lift Pump Station** – General Manager White indicated that he had met with Toshio Warren of the Army Corps of Engineers at the Low Lift Pump Station. Mr. Warren advised General Manager White that the funds could not be used for the z-bar that General Manager White wanted at the location, and that the funds were only for the revetment job. General Manager White asked if the District could be reimbursed for the work already done, but was advised that as the District did not have a partnership agreement in place before the grant, the District could not be reimbursed. General Manager White advised the he did not know that the District needed a partnership agreement. Discussion of this subject followed.

NEW BUSINESS

- ➔ **KTA Budget Proposal** – General Manager White that the one-year anniversary inspection for Solids Contact Unit #1 needed to be performed by January 28, 2019. He asked KTA-Tator for a proposal for that inspection. The budgetary numbers were included in the board packet, for approximately \$6,000. The inspection will look for areas that are failing or lacking paint. A written report will follow. Discussion of this subject followed. Trustee Jaeger made a motion to accept the proposal, 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.

ATTORNEY

- ➔ **New Legislation** – Attorney Kucera reminded the board that they adopted revised rules for travel expense reimbursement. This was pursuant to a new statutory requirement. This new law covers all expenses of all types, including travel expenses. The new law states that it does not govern reimbursement if the employer has a written policy. The District does not have a written policy for reimbursement of other types of expenses. Attorney Kucera proposed that he work with General Manager White to come up with a draft policy to cover these expenses, to be presented at a later meeting. Discussion of this subject followed.

MISCELLANEOUS –

- ➔ **Brush Fires** – General Manager White indicated that a question had been raised regarding brush fires. He advised while they can happen, the State Park does controlled burns to keep this from happening.
- ➔ **Tank Inspection** – General Manager White stated that next month he would be asking for approval of a contract with Tank Industry Consultants for an inspection of the 3MG tank.

Trustee Jaeger made a motion to continue the meeting to Tuesday, December 18, at 4:00 p.m. to discuss employee bonuses.

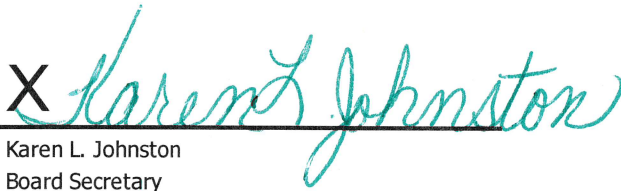
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RECONVENED MEETING

The meeting was reconvened on Tuesday, December 18, at 4:00 p.m. In attendance were Chairman Topcik, Trustees Monk, Walsh, Moe, and Jaeger. Also in attendance were General Manager White, and Secretary Johnston. Chairman Topcik stated the only item for discussion was employee 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 Walsh made a motion to approve employee bonuses for \$500.00 grossed up for taxes for employees, 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.

Trustee Jaeger made a motion to adjourn the meeting, 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.

X 

Karen L. Johnston
Board Secretary