

Minutes

February 12, 2019– Board Meeting

On February 12, 2019, 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, Walsh, Ruchti, Moe, and Jaeger were present. Trustees Mitchell and Monk 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 Moe. 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 January 8, 2019
- 5) Disbursements for February, 2019
- 6) Treasurer’s Report for January 31, 2019
- 7) Budget Report for January 31, 2019
- 8) End of month January 31, 2019 Monthly Operation Summation

OPERATIONS & MAINTENANCE ACCOUNT February, 2019 – Disbursements

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Jan-19	2,449.40
2921	Federal Withholding Taxes	Jan-19	3,514.11
2922	IL Department of Revenue	Monthly Remittance	1,070.92
2923	WI Department of Revenue	Monthly Remittance	379.36
2925	IL Dept. of Unemployment	Jan-19	148.74
7205	FICA Withholding Taxes (ER Portion)	Jan-19	2,449.40
7255	Correll Co.	Pension - Jan-19	5,436.88
7211	Commonwealth Edison	Electricity - Jan-19	70.96
7211	Dynegy	Electricity - Jan-19	13,973.15
7215	No. Shore Water Reclamation Dist.	Sample Testing	288.75
7215	PDC Laboratories	Sample Testing	92.50
7221	Hawkins	Chlorine Shipment	719.00
7221	Usalco	Aluminum Sulfate Shipment	6,545.05
7	Ace Hardware	Miscellaneous Supplies	80.14

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ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7222	Applied Technologies	Miscellaneous Supplies	429.81
7222	Cintas	First Aid Supplies	62.80
7222	Electrical Control Distributors	Miscellaneous Supplies	134.63
7222	Grainger	Miscellaneous Supplies	293.95
7222	Hach	Lab Supplies	161.65
7222	Quincy Compressor	Miscellaneous Supplies	167.34
7223	Erickson Design, C.	Snowplowing - Jan-19	2,165.00
7223	Graver Water Systems	Maintenance Supplies	557.05
7225	Hansen Associates	Mar-19 Copier Service Agreement	95.00
7225	Klean Korner	Janitorial Service Jan-19	565.00
7231	DeLage Landen Financial Services	Mar-19 Copier Lease	124.12
7232	AT&T	Telephone Service - Jan-19	1,244.27
7232	Verizon Wireless	Cellular Phone/Data Service	571.36
7234	Office Depot	Office Supplies	90.52
7235.2	AARP Medical	Medical Insurance for Diane Fragassi	301.00
7235.2	AARP Prescription	Prescription coverage for Diane Fragassi	74.40
7235.2	Baillie, Anthony	Insurance Deductible Reimbursement	2,899.51
7235.2	Blue Cross/Blue Shield	Mar-19 Health Insurance	7,055.19
7235.2	Dearborn National	Mar-19 Life/AD&D	63.00
7235.2	Euclid Managers (Delta Dental)	Mar-19 Dental/Vision	488.98
7238	Lake County Lakeshore	2019 Membership	75.00
7241	Hamlin, James	Payroll Fees - Jan-19	267.63
7242	Kucera, Daniel	Legal Services Jan-19	2,160.00
7243	Clark Dietz	Consulting Eng. Services	150.00
7251	Correll Co.	Investment Services	851.00

FIRST BANKCARD

Acct. 7222	Miscellaneous Supplies	383.68
Acct. 7225	Maintenance Contract	25.00
Acct. 7232	Telephone Expense	66.98

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	Acct. 7234	Office Supplies	89.86
	Acct. 7236	Transportation	159.24
	Acct. 7237	Meetings/Seminars	150.50
	Acct. 7238	Dues/Subscriptions	100.00
	Acct. 7251	Miscellaneous	228.32
		Total First Bankcard	1,203.58
		Grand Total - Operations	\$58,619.15

CONSTRUCTION FUNDS

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7283	Clark Dietz	SCU #1 Rehab - Professional Services	625.00
		Grand Total - R&R	\$625.00

R&R FUNDS

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7292	Core & Main	High Lift Pump #3 - Flanges	191.00
7292	McMaster Carr	High Lift Pump #3 - Gaskets	39.79
		Grand Total - R&R	\$230.79

UNFINISHED BUSINESS

- ➔ **Right of Ways- Redundant Raw Water Main** – General Manager White stated that he had not heard anything from the IDNR regarding this project. Discussion of this subject followed.
- ➔ **Video Security System** – General Manager White stated he had received an email from Department of Commerce & Economic Opportunity, requesting that he fill out a risk assessment survey for the possible grant. General Manager White indicated that he filled it out and returned it. He then received a request for fiscal and administrative risk assessment. This information was, submitted, and General Manager White is now awaiting their response. He feels that the District is getting closer to answer regarding the grant for the video system. He also mentioned that he received a proposal for the

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engineering portion of this project for \$20,000. In addition, he has requested a proposal from Clark Dietz for this work. Discussion of this subject followed.

- ➔ **Alum Class Action** – General Manager White stated that he still had not heard anything on this issue, but was still hopeful the District would benefit from the class action suit.
- ➔ **Solids Contact Unit #1 – One Year Inspection** – General Manager White stated that KTA performed a one-year coating inspection on January 17, 2019 on Solids Contact Unit #1. Representatives from Clark Dietz, J.J. Henderson, QAIC, and the District attended. KTA took notes and photos for the inspection. A copy of the report was included with General Manager White's memo. Discussion of the report followed, with General Manager White explaining the report to the board. The issue of pinholes was discussed, with KTA indicating that the tank is not in jeopardy, and could be repaired without issue. KTA will watch over this repair at no charge to the District. General Manager White stated that he would write a letter to J.J. Henderson attaching the draft report with comments, and setting up a date for the repairs. Discussion of this subject followed.
- ➔ **End of Year Projections for availability & R&R charges, and update on Facilities Cost Estimate** - General Manager White attached a report from Tom Foley at Clark Dietz with the estimated facilities cost, which is \$29,673,000, an increase of 4.2% over last year. Discussion of this subject followed. General Manager White went on to explain the impact of the facilities cost on the funding level for the R&R account. He also attached a chart showing the estimated Computation of Availability and Repair and Replacement charges. He indicated that this chart showed the debt service for the coming year, and the customer's estimated contribution to the R&R based on Clark Dietz updated facilities cost estimate. General Manager White explained the calculations to the board. Discussion of this subject followed.

NEW BUSINESS

- ➔ **Audit Proposal** – General Manager White attached an engagement letter from Eder, Casella & Co., to perform the final audit for fiscal year 2019. He advised that the fees were \$650 higher than last year. Trustee Walsh made a motion to accept the proposal from Eder, Casella & Co., 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.
- ➔ **Estimated Refund & Water Rate** – General Manager White included projections for the customer refunds and water rate for the end of the fiscal year. General Manager White compared this estimate to the rates from prior fiscal years. He reviewed the charts, explaining that he anticipated that the customers would be receiving a refund based on current spending and estimated expenses for the remainder of the fiscal year. He also stated that the water rate could increase by a few cents. Further expenses were

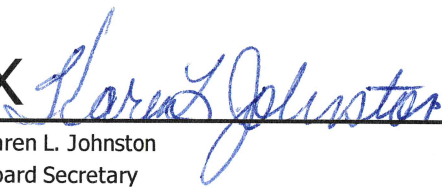
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discussed along with the charts, and their effect on the refund and water rate. Discussion of this subject followed.

- **Draft Budget** – General Manager White reviewed the line items for the proposed budget for fiscal year 2020, explaining where he was increasing or decreasing certain items. Discussion of this subject followed.

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