

Minutes

August 13, 2019- Board Meeting

On August 13, 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, Mitchell, Monk, Walsh, Moe, and Jaeger were present. Trustee Ruchti 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. General Manager White asked that the disbursements be excluded from the consent agenda for discussion. Trustee Mitchell made a motion to place the following items on the consent agenda and approve the consent agenda, which was seconded by Trustee Jaeger. Chairman Topcik then asked if any further discussion was desired. As there was no further discussion, and upon the vote, the motion was carried unanimously.

- 4) Regular Session Minutes of July 9, 2018
- 6) Treasurer's Report for July 31, 2019
- 7) End of month July 31, 2019 Budget Report
- 8) End of month July 31, 2019 Monthly Operation Summation

General Manager White brought to the board's attention a new format on the disbursements report, which included disbursements for the grant for the Security Video System. Trustee Jaeger made a motion to approve the August 2019 disbursements, 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 August, 2019 – Disbursements

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Jul-19	2,538.07
2921	Federal Withholding Taxes	Jul-19	3,539.23
2922	IL Department of Revenue	Monthly Remittance	1,048.14
2923	WI Department of Revenue	Monthly Remittance	470.68
7205	FICA Withholding Taxes (ER Portion)	Jul-19	2,538.07
7255	Correll Co.	Pension - Jul-19	5,655.16
7211	Commonwealth Edison	Electricity - Jul-19	69.93
7211	Dynegy	Electricity - Jul-19	9,887.30
7215	No. Shore Water Reclamation	Sample Testing	148.00
7215	PDC Laboratories	Sample Testing	92.50
7215	Hawkins	Chlorine Shipment	1,528.00

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.21	Nalco	Nalclear Shipment	5,077.88
7222	Ace Hardware	Miscellaneous Supplies	295.34
7222	Applied Industrial Technologies	Miscellaneous Supplies	432.46
7222	Grainger, W.W.	Miscellaneous Supplies	-26.32
7222	Hach	Lab Supplies	1,192.12
7222	USA Blue Book	Lab Supplies	777.28
7223	Armored Sealcoating	Parking lot sealcoating	4,881.00
7223	Dorner Valves	CLA-Val Electric PRV Pilot	3,168.72
7223	Drydon Equipment, Inc.	Maintenance Repair Parts	4,929.59
7223	Electrical Contractors, Inc.	Gate Repair	10,810.00
7223	ESI Power Hydraulics	Maintenance Supplies	491.52
7223	Holian Insulation Co., Inc.	Insulation work	3,855.00
7223	Leighton Stone Corporation	Maintenance Repair Parts	1,808.30
7225	Erickson Design, C.	Maintenance Contract	495.00
7225	Hansen Associates, Inc.	Sep-19 Copier Maintenance	95.00
.25	Klean Korner	Jul-19 Janitorial Services	565.00
7231	DeLage Landen Financial Services	Sep-19 Copier Lease	124.12
7232	AT&T	Telephone Service - Jul-19	1,049.14
7232	Verizon Wireless	Cellular Phone/Data Service	890.01
7235.2	AARP Medical	Medical Insurance for Diane Fragassi	74.40
7235.2	AARP Prescription	Prescription coverage for Diane Fragassi	307.96
7235.2	Baillie, Anthony	Deductible Reimbursement	48.55
7235.2	Blue Cross/Blue Shield	Sep-19 Health Insurance	7,487.32
7235.2	Euclid Managers (Delta Dental)	Sep-19 Dental/Vision	488.98
7235.2	Principal Insurance	Sep-19 Disability/AD&D	578.74
7241	Hamlin, James	Payroll Fees - Jul-19	201.02
7242	Kucera, Daniel	Legal Services Jul-19	3,037.50
7243	Clark Dietz	Professional Services	2,365.00
7245	Baillie, Anthony	Tuition Reimbursement	1,318.65
7247	Chase Commercial Diving Service	Intake Inspection/Bent Monitoring	7,063.00

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FIRST BANKCARD

	Acct. 7223	Maintenance Supplies	1,080.98
	Acct. 7225	Maintenance Contract	26.25
	Acct. 7232	Telephone Expense	68.39
	Acct. 7234	Office Supplies	76.74
	Acct. 7236	Transportation	149.41
	Acct. 7237	Meetings/Seminars	155.12
		Total First Bankcard	1,556.89
		Grand Total - Operations	\$82,207.60

GRANT FUNDS

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7239	Clark Dietz	Security Access Control Engineering	8,200.00
		Grand Total - R&R	\$8,200.00

UNFINISHED BUSINESS

- **Right of Ways/Redundant Raw Water Main** - General Manager White stated that he had spoken with Tom Foley of Clark Dietz, after the board had approved the desktop study. Tom then emailed the IDNR, regarding this, and they advised Tom that their drawings only have one line, and our reports have two. Don Moles, the surveyor for the IDNR wants to come out and do an actual survey. However, as there is extensive rebuilding work being performed at the lakefront, this will have to be postponed until that work is done. Discussion of this subject followed.
- **Video Security System** – General Manager White provided a handout of specifications and drawings for the video security system prepared by Clark Dietz. He and Operator Thompson reviewed these documents and made comments, which Clark Dietz is reviewing, and modifying per those comments. General Manager White proceeded to discuss the estimated cost for this project, approximately \$130,000. He advised that the District has received a grant of \$100,000, and a current security budget is \$120,000. He explained that the District could use the budgeted amount for the security line item to pay for the additional amount estimated for this project. The alternative would be to eliminate several cameras. Discussion of this subject followed.
- **Contract Amendments** – General Manager White stated that he had emailed both Dave Knabel of the City Zion, and Lisa Shaw of the Village of Winthrop Harbor regarding the proposed amendments. General Manager White indicated that he had not had a response from Mr. Knabel until after the

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Technical Review Committee Meeting on July 31. Mr. Ray Roberts, Director of Public Works & Engineering with the City of Zion, spoke with Mr. Knabel, who advised that he thought the amendment made in 2018 was continuous. Mr. Knabel indicated that he would arrange for the amendment to be added to the agenda of the August 20, 2019 City of Zion Council meeting. In addition, General Manager White had been advised that the Village of Winthrop Harbor would discuss the two amendments proposed to the Village of Winthrop Harbor, and address those amendments at their August 20, 2019 City Council meeting. Discussion of this subject followed.

ATTORNEY

- **Recreational Cannabis** - Attorney Kucera advised the governor had recently approved the legislation for recreational cannabis. Based on that legislation, Attorney Kucera provided a proposed Employee Handbook policy section on this subject. He reviewed the proposed policy and requested the board approve the policy. Trustee Walsh made a motion to approve the proposed recreational cannabis policy, 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.
- **Update on Legislation** – Attorney Kucera stated that Senate Bill 75 (SB75) was signed by the governor the previous Friday. This is the Workplace Transparency Act. It is now Public Act 101-0221. One feature is that all employees will be required to take sexual harassment training, to be developed by the State of Illinois. Another feature of this legislation is a requirement for Economic Interest Reports to be filed with the County every year. This has been broadened to include the general manager and administrative people, and could apply to the board secretary. Attorney Kucera will keep the board informed. Discussion of this subject followed.

NEW BUSINESS

GENERAL MANAGER

- **Tank Industry Consultants** – General Manager White advised that this firm inspected the 3MG tank, he requested that they provide a specification for the spot painting; a proposal for the specification was included. General Manager White reviewed the proposal, including providing services as the resident engineer for the project. He indicated that Attorney Kucera had reviewed the contract, with several suggested changes, which TIC was in the process of making. Discussion of this subject followed. Trustee Walsh made a motion to accept the proposal once the changes have been made, 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.
- **Technical Review Committee Meeting** – General Manager White met with Ray Roberts, Director of Public Works, City of Zion on July 31. Tim Nearing, Superintendent of Public Works, Village of Winthrop Harbor was not present, due to other commitments. General Manager White reviewed agenda for the meeting, a copy of which was included in the board packet. The following items were discussed: the audit, the 3MG tank inspection results, the intake pipeline inspection, and the possible water plant generator replacement. The possibility of whether it would be worthwhile to tear down and build an elevated tank was considered while discussing the 3MG tank inspection results.

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- **Intake Pipeline Inspection** - General Manager White advised that Carl Chase had inspected the intake pipeline in July. A copy of his report was included in the board packet. The water quality was not high enough to videotape. However, Carl walked the pipeline twice looking for irregularities and sand movement. The report statement everything looked good except for one sandy area, between riser two and riser three. This has lost a lot of sand, which should be monitored. Carl tagged 16 bents with stainless steel tags to monitor for level. Carl advises it would be wise to clean out the intake cones and will provide a proposal this winter. Discussion of this subject followed.
- **Main Plant Generator Discussion** – General Manager White advised that this subject had been on the agenda for several years. He stated that he would like to start this project in fiscal year 2021. He went on to explain the impact of these expenses would have on the R&R charges, and when the customers would see those charges. Discussion of this subject followed.

ATTORNEY

- **Legislation Update** - Attorney Kucera advised that the governor has signed HB0137, so the provisions of that statute will apply to the District's painting contracts in the future.
- **Public Utility Acquisition** –Attorney Kucera provided a memo stating that Aqua Illinois, a public utility company, has filed a proceeding with the Illinois Commerce Commission for approval to acquire the water and wastewater assets of Lakemoor. Attorney Kucera stated that the District does not have an interest in the proceeding, and he does not anticipate any involvement either in the Commission proceedings or in response to the petition for leave to intervene. This is for informational purposes only. Discussion of this subject followed.

MISCELLANEOUS

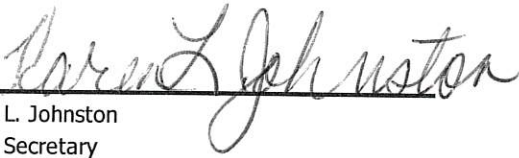
- **Letter to Brad Schneider** – General Manager White stated he had sent a letter to Congressman Schneider regarding polyfluoroalkyl substances (flame-retardants), at the request of the AWWA. General Manager White discussed the issue with the board. Congressman Schneider responded to General Manager White's letter, and indicated that more research is being done.
- **General Manager Vacation** – General Manager White stated he would be on vacation from September 18 to September 24. He would be available by phone.
- **Wall Street Journal Article** – Chairman Topcik provided an article from the Wall Street Journal regarding water issues in Texas.
- **Happenings Article** – Trustee Jaeger provided an article regarding the approval of the budget for the City of Zion for 2019-20.

Trustee Walsh made a motion to adjourn the meeting, 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