

Minutes

September 10, 2019- Board Meeting

On September 10, 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, Monk, Walsh, Moe, and Jaeger were present. Trustee Mitchell was absent. Trustee Ruchti arrived at 5:50 p.m. Also present were General Manager Don White and Administrative Assistant/Board Secretary Karen Johnston. District Attorney Dan Kucera was present 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. 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 August 13, 2019
- 6) Treasurer’s Report for August 31, 2019
- 7) End of month August 31, 2019 Budget Report
- 8) End of month August 31, 2019 Monthly Operation Summation

OPERATIONS & MAINTENANCE ACCOUNT September, 2019 – Disbursements

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Aug-19	2,691.09
2921	Federal Withholding Taxes	Aug-19	3,813.47
2922	IL Department of Revenue	Monthly Remittance	1,062.32
2923	WI Department of Revenue	Monthly Remittance	581.26
7205	FICA Withholding Taxes (ER Portion)	Aug-19	2,691.09
7255	Correll Co.	Pension - Aug-19	5,995.13
7211	Commonwealth Edison	Electricity - Aug-19	73.62
7211	Dynegy	Electricity - Aug-19	10,867.67
7212	No. Shore Water Reclamation	Wastewater Charges	2,605.59
7215	PDC Laboratories	Sample Testing	495.00
7221	Hawkins, Inc.	Chlorine Shipment	764.00
7222	Ace Hardware	Miscellaneous Supplies	147.39
7222	Aramark Refreshment Services	Coffee Service	141.45
7222	Cintas	First Aid Supplies	43.25
7222	EMD Millipore	Lab Supplies	1,657.49

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7222	Hach	Lab Supplies	533.77
7223	ESI Power Hydraulics	Maintenance Supplies	209.92
7223	Newark Element 14	Maintenance Repair Parts	190.64
7223	Peterson Plumbing, Ernie	Tested Backflow Preventers	190.00
7225	Erickson Design, C.	Maintenance Contract	495.00
7225	Hansen Associates, Inc.	Oct-19 Copier Maintenance	95.00
7225	Klean Korners	Aug-19 Janitorial Services	565.00
7231	DeLage Landen Financial Services	Oct-19 Copier Lease	124.12
7232	AT&T	Telephone Service - Aug-19	1,295.17
7232	Verizon Wireless	Cellular Phone/Data Service	225.59
7234	Office Depot	Office Supplies	285.27
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	Oct-19 Health Insurance	7,487.32
7235.2	Euclid Managers (Delta Dental)	Oct-19 Dental/Vision	488.98
7235.2	IL Public Risk Fund	4th Quarter Workers Compensation	2,070.00
7235.2	Principal Insurance	Oct-19 Disability/AD&D	541.94
7238	Water Research Foundation	Mar-19-Feb-20 Membership	2,503.00
7241	Hamlin, James	Payroll Fees - Aug-19	201.02
7243	Clark Dietz	Professional Services - Raw Water Main	1,050.00
7251	Chicago Tribune Media Group	Video Security Bid Advertisement	100.00
7251	Correll Co.	Qtrly. Investment Services	746.00

FIRST BANKCARD

	Acct. 7222	Miscellaneous Supplies	196.27
	Acct. 7225	Maintenance Contract	26.25
	Acct. 7234	Office Supplies	24.99
	Acct. 7236	Transportation	127.51
	Acct. 7237	Meetings/Seminars	278.05
		Total First Bankcard	653.07

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		Grand Total - Operations	\$54,111.54
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GRANT FUNDS

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7239	Clark Dietz	Security Access Control Engineering	3,690.00
		Grand Total - Grants	\$3,690.00

UNFINISHED BUSINESS

- **Right of Ways/Redundant Raw Water Main** - General Manager White stated that Tom Foley of Clark Dietz had contacted IDNR several times since the last board meeting. IDNR responded this week regarding setting up a meeting to discuss routes for the redundant raw water line. The IDNR desired to meet at the lake, on September 25 or 26. Discussion of this subject followed.
- **Video Security System** – General Manager White provided the board with the engineer’s recommendation for award based on the bid results for the above project. The bid tabulation with those results was also attached. In addition, he provided a spreadsheet for the bids alternates with drawings and pricing. Clear Loss Prevention, Inc. was lowest apparent bidder with a bid of \$114,400. General Manager White proceeded to review the bid, discussing camera usage, camera costs, and which cameras could be eliminated, if necessary. He provided several cost estimates, which outlined those options. Discussion of this cost estimate followed, as well as the bidding process. Trustee Moe made a motion to accept the alternate bid of \$126,212 from Clear Loss Prevention, 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 with Trustees Monk, Moe, Jaeger, and Topcik voting aye. Trustee Walsh voted nay.
- **Contract Amendments** – General Manager White stated that he had been advised that Dave Knabel of the City of Zion, would be placing the third amendment to the water contract would be on the City of Zion’s agenda for their August 20, board meeting. That did not take place and the contract will remain as originally written, and the R&R charges will run for twelve months, and the refund will run for nine months.

The Village of Winthrop Harbor had both the fourth and fifth amendments to the water contract on agenda, and were approved by the Village Board. The fourth amendment changed both the R&R and refund charges to twelve months for FY2020. The fifth amendment changed the water contract permanently to twelve months for the R&R and refund charges. Discussion of this subject followed.

NEW BUSINESS

- **Employee Handbook Changes** - Attorney Kucera stated that the District had Mark Hansen, an employment law attorney, review the District’s Employee Handbook. He stated that Attorney Hansen’s suggested changes had not been addressed as the board had been reviewing other significant changes.

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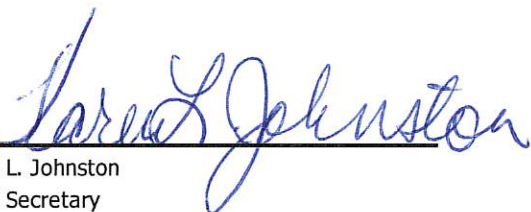
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The board had been provided with a copy of the handbook with Mr. Hansen's changes. The board reviewed each suggested change. Trustee Ruchti made a motion to approve the changes suggested by Attorney Hansen, which was seconded by Trustee Walsh. Chairman Topcik asked if any further discussion was desired, as there was no further discussion, and upon the vote, the motion was carried unanimously. General Manager White stated that a copy of the updated handbook would be available at the next meeting.

MISCELLANEOUS

- **Wall Street Journal Article** – Chairman Topcik provided an article from the Wall Street Journal regarding a “cap and trade” plan for water, which is not working in Australia, but worked in the U.S.
- **Crain's Chicago Business Article** Chairman Topcik provided an article from Crain's Chicago Business which discusses Chicago selling water to Joliet. Apparently, Chicago is using approximately half of their allocation.
- **General Manager Vacation** – General Manager White reminded the board that he would be on vacation from September 18 to September 24. He would be available by phone.
- **Happenings Article** – Trustee Jaeger provided an article regarding a special meeting by the City of Zion to discuss the cost of water to its citizens.

Trustee Jaeger made a motion to adjourn the meeting, 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.

X 

Karen L. Johnston
Board Secretary