

Minutes

October 8, 2019- Board Meeting

On October 8, 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 6:30 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. Trustee Jaeger made a motion to place the following items on the consent agenda and approve the consent agenda, which was seconded by Trustee Monk. 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 September 10, 2019
- 5) Disbursements of October, 2019.
- 6) Treasurer's Report for September 30, 2019
- 7) End of month September 30, 2019 Budget Report
- 8) End of month September 30, 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 October, 2019 – Disbursements

| ACCT. # | VENDOR NAME | DESCRIPTION | AMOUNT DUE |
|---------|-------------------------------------|--|------------|
| 2920 | FICA Withholding Taxes (EE Portion) | Sep-19 | 2,540.47 |
| 2921 | Federal Withholding Taxes | Sep-19 | 3,542.98 |
| 2922 | IL Department of Revenue | Monthly Remittance | 1,058.69 |
| 2923 | WI Department of Revenue | Monthly Remittance | 457.00 |
| 7205 | FICA Withholding Taxes (ER Portion) | Sep-19 | 2,540.47 |
| 7255 | Correll Co. | Pension - Sep-19 | 5,660.47 |
| 7211 | Commonwealth Edison | Electricity - Sep-19 | 65.05 |
| 7211 | Dynegy | Electricity - Sep-19 | 10,228.70 |
| 7212 | No. Shore Water Reclamation | Wastewater charges for 12/31/18-03/31/19 | 3,429.93 |
| 7215 | PDC Laboratories | Sample Testing | 92.50 |
| 7221 | Usalco | Aluminum Sulfate Shipment | 6,825.59 |
| 2 | Ace Hardware | Miscellaneous Supplies | 34.98 |

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|--------|----------------------------------|--|--------------------|
| 7222 | Electrical Control Distributors | Miscellaneous Supplies | 196.47 |
| 7223 | Core & Main | Maintenance - Calibration | 2,116.84 |
| 7223 | DH Wireless Solutions | Maintenance Supplies | 163.38 |
| 7223 | Graybar | Maintenance Supplies | 1,076.97 |
| 7223 | Henderson & Son, Inc., J.J. | Maintenance Repairs | 4,842.99 |
| 7223 | Lakeland/Larsen Elevator | Maintenance Repairs | 226.13 |
| 7223 | RelaDyne | Maintenance Oils | 645.64 |
| 7223 | Tank Industry Consultants | Proposal for 3MG Tank | 2,900.00 |
| 7223 | Vortex Technologies, Inc. | Calibration of 2 Flow Monitors | 850.00 |
| 7225 | Erickson Design, C. | Maintenance Contract | 495.00 |
| 7225 | Hansen Associates, Inc. | Oct-19 Copier Maintenance | 95.00 |
| 7225 | Klean Korner | Sep-19 Janitorial Services | 565.00 |
| 7231 | DeLage Landen Financial Services | Oct-19 Copier Lease | 124.12 |
| 7232 | AT&T | Telephone Service - Sep-19 | 1,302.95 |
| 7232 | Verizon Wireless | Cellular Phone/Data Service | 329.51 |
| 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 | 160.96 |
| 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 | Johnston, Karen | Deductible Reimbursement | 141.78 |
| 7235.2 | Pintescu, Ioan | Deductible Reimbursement | 139.44 |
| 7235.2 | Principal Insurance | Oct-19 Disability/AD&D | 541.94 |
| 7238 | AWWA | 2020 AWWA Membership Renewal | 350.00 |
| 7238 | Water ISAC | 2020 Annual Membership | 524.00 |
| 7241 | Hamlin, James | Payroll Fees - Sep-19 | 246.02 |
| 7243 | Clark Dietz | Professional Services - Raw Water Main | 300.00 |
| 7251 | Zion, City of | Elevator Inspection | 110.00 |
| 7242 | Kucera, Daniel | Legal Services - Aug & Sep-19 | 4,741.00 |
| | | Grand Total - Operations | \$68,020.63 |

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FIRST BANKCARD

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|--|------------|---------------------------------|--------------------|
| | Acct. 7222 | Miscellaneous Supplies | 138.52 |
| | Acct. 7225 | Maintenance Contract | 26.25 |
| | Acct. 7234 | Office Supplies | 934.00 |
| | Acct. 7236 | Transportation | 69.77 |
| | Acct. 7237 | Meetings/Seminars | 200.86 |
| | | Total First Bankcard | 1,369.40 |
| | | Grand Total - Operations | \$69,390.03 |

GRANT FUNDS

| ACCT. # | VENDOR NAME | DESCRIPTION | AMOUNT DUE |
|---------|-----------------------------|-------------------------------|--------------------|
| 7239 | Clark Dietz | Video Security Access Control | 1,845.00 |
| 7239 | Clear Loss Prevention, Inc. | Payout #1 | 60,513.12 |
| | | Grand Total - Grants | \$62,358.12 |

R&R

| ACCT. # | VENDOR NAME | DESCRIPTION | AMOUNT DUE |
|---------|-------------|-----------------------------|--------------------|
| 7296 | Concentric | SCADA Servers Replacement | 12,277.50 |
| | | Grand Total - Grants | \$12,277.50 |

BOND FUNDS

| ACCT. # | VENDOR NAME | DESCRIPTION | AMOUNT DUE |
|---------|---------------------------|---|--------------------|
| 7421 | Libertyville Bank & Trust | Interest - Nov-19 - Bond Series 2015A&B | 83,905.30 |
| | | Grand Total - Grants | \$83,905.30 |

UNFINISHED BUSINESS

- ➔ **Right of Ways/Redundant Raw Water Main** - General Manager White stated that a meeting was held on September 30, regarding the proposed path for the redundant raw water main. Attendees from the IDNR were Valerie Njapa, Nature Preserves Commission, Laura Verden, Landscape Architect, Brad Semel, Biologist, Donald Moles, Land Surveyor, and Bob Feffer, IL Beach Park Superintendent. Also

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present were Tom Foley from Clark Dietz, and General Manager White. General Manager White stated that Brad Semel and Valerie Njapa oppose any route through the preserve due to possible frack outs from the directional drilling process, and that any future work that may be needed, if the route was installed, could harm the preserve. They would prefer that the District choose a route that would go down the middle of 17th Street, however, it could interfere with the current pipe. General Manager White also stated the State will not accept the previous soil borings, as the soil conditions vary greatly in the park. To fulfill the IDNR's needs, they want borings from 17th Street to get an accurate assessment of soil conditions, until those are done, the IDNR will not consider the District's desired routes. General Manager White stated that Tom Foley would get updated pricing for soil study, which General Manager White anticipated presenting at November meeting. Discussion of this subject followed.

- ➔ **Zion Contract Amendment** – General Manager White stated that the City of Zion had not previously had the third contract amendment their agenda. However, it was placed on their September 17 agenda, and was approved and ready for Chairman Topcik's signature. Discussion of this subject followed.
- ➔ **Video Security System** – General Manager White stated that a preconstruction meeting was held on September 26 for the above project. In attendance were Frank Brown, Steve Pieczynski, and Ken Ward of Clear LP. Also in attendance were, Tom Foley (CDI), Jeremy Thompson and Don White, representing the District. The items discussed during the meeting were project contacts and roles, projected schedule, working hours, discussion of work sequencing, delivery and lay down areas. After the meeting a walkthrough was performed. General Manager White stated the following day Frank Brown contacted him regarding the front gate intercom with an option to install a camera box in order to see the face of anyone desiring to come on to the plant's premises. Frank also proposed a different power switch, which would result in a credit, which was approved by Tom Foley. General Manager White provided a proposal for this change, and asked for approval of change order. Discussion of this subject followed. Trustee Jaeger made a motion to approve the change order, 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 also provided a second memo regarding the bidding process in response to an inquiry at the September board meeting. General Manager White attached the engineer's list of ten prospective bidders, and advised that only three provided a bid. He further indicated that the IBEW 150 had a representative at the pre-bid meeting, and that he had obtained the information from an internet bidding site.

NEW BUSINESS

- ➔ **Main Plant Generator** - General Manager White stated that he had approached board about regarding this project in August. He stated that he had communicated with Tom Foley of Clark Dietz to provide a proposal for preparation of specifications for replacement of the main plant generator and associated equipment, and that he anticipated having a proposal for the November meeting. General Manager White, therefore, asked the board for approval of the process. Discussion of this subject followed. Trustee Walsh made a motion to begin the preliminary engineering for new generator, 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.
- ➔ **Solids Contact Unit #1 Second Year Warranty Inspection** – General Manager White advised the board that Solids Contact Unit #1 is due for its second year warranty inspection. He provided a proposal from

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KTA to perform that inspection. During the inspection, they will be looking to see if the coating has peeled, blistered or bubbled. In addition, they will look for rusting. General Manager White stated that based on previous scheduling issues, it would be practical to move quickly on this project. Trustee Walsh made a motion to accept the proposal, 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. Discussion of this subject followed.

- **Bond & Interest Payment** – General Manager White stated that the bond interest payment due November 1, 2020. As required by the bond ordinance the District needs to pay this statement three days in advance. The payment will be made on or before October 25, 2019. General Manager White provided the statement for the payment. The amount due is \$70,804.50. He advised that the next payment would be for principal and interest, due on May 1, 2020.
- **Medical Cannabis Policy** – Attorney Kucera presented a draft policy for medical cannabis. He reviewed the Illinois statute for medical cannabis, and then reviewed the proposed policy with the board. An extensive discussion of this subject followed. Trustee Walsh made a motion to approve the medical cannabis policy, which was seconded by Trustee Monk. Chairman Topcik asked if any further discussion was desired. Additional discussion of the topic took place. Upon the vote, the motion was carried as follows:

AYES: Monk; Walsh; Jaeger; Topcik
NAYS: Ruchti
ABSENT: Mitchell

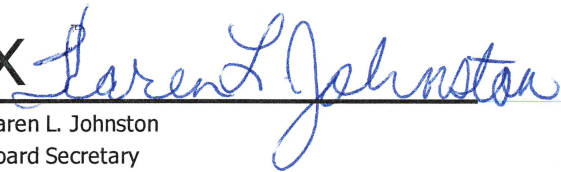
MISCELLANEOUS

- **Holiday Dinner** – General Manager White advised the board that the Holiday dinner would be at the Shanty Restaurant, following the December board meeting. He reminded the board that the District paid for the Trustees, but they would have to pay for their spouse or guest.
- **Crain's Chicago Business Article - Strategy for Great Lakes Water** - Chairman Topcik provided an article from Crain's Chicago Business, which discusses the need for Chicago and the State of Illinois to plan for future water needs. It also discusses the allocations of water by the Great Lakes Compact.
- **Crain's Chicago Business Article - Chicago sees Enviably Water Supply** - Chairman Topcik provided an article from Crain's Chicago Business, which discusses the water supply from Lake Michigan, as a lure to businesses.

Trustee Walsh made a motion to adjourn the meeting, 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.

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Karen L. Johnston
Board Secretary