

Minutes

November 12, 2019- Board Meeting

On November 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, 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 .

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 General Manager White asked that the Treasurer's Report be withdrawn for discussion. Trustee Walsh made a motion to place the following items on the consent agenda and approve the consent agenda, which was seconded by Trustee Jaeger. General Manager White directed the board's attention to the receivables portion of the Treasurer's Report. The receivables figure shown on the report reflected the status of payments from the State of Illinois as of the end of October 2019. However, he indicated that subsequent to the last day of the month, the State had made several payments and was now current. 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 October 8, 2019
- 5) Disbursements of November 2019.
- 7) End of month October 31, 2019 Budget Report
- 8) End of month October 31, 2019 Monthly Operation Summation

OPERATIONS & MAINTENANCE ACCOUNT November, 2019 – Disbursements

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	19-Oct	2,489.07
2921	Federal Withholding Taxes	19-Oct	3,446.10
2922	IL Department of Revenue	Monthly Remittance	1,017.54
2923	WI Department of Revenue	Monthly Remittance	465.87
7205	FICA Withholding Taxes (ER Portion)	19-Oct	2,489.07
7255	Correll Co.	Pension - Oct-19	5,546.28
7211	Commonwealth Edison	Electricity - Oct-19	73.82
7211	Dynegy	Electricity - Oct-19	16,881.90
7215	PDC Laboratories	Sample Testing	92.50
7221	Hawkins, Inc.	Chlorine Shipment	1,529.00
7221	Mosaic	Fluorosilicic Acid	5,500.78
7222	Ace Hardware	Miscellaneous Supplies	18.36
7222	Cintas	First Air Supplies	53.89
7222	Grainger	Miscellaneous Supplies	28.48

Minutes

November 12, 2019 – Board Meeting

22	Hach	Lab Supplies	286.98
7222	Zion Auto Parts	Miscellaneous Supplies	161.13
7223	Burriss Equipment	Maintenance Supplies	352.46
7223	Core & Main	Maintenance - Calibration	475.73
7223	Drydon Equipment, Inc.	Maintenance Supplies	623.25
7223	Holian Insulation Company, Inc.	Insulation Work	3,855.00
7223	Kirchner, Inc.	Fire Extinguisher Maintenance	176.50
7225	Concentric Integration	2019-2020 Support Services	17,950.00
7225	Erickson Design, C.	Maintenance Contract	495.00
7225	Evoqua Water Technologies	Maintenance Contract	546.96
7225	Hansen Associates, Inc.	Nov-19 Copier Maintenance	95.00
7225	Klean Korner	Oct-19 Janitorial Services	565.00
7231	DeLage Landen Financial Services	Nov-19 Copier Lease	124.12
7232	AT&T	Telephone Service - Oct-19	1,306.38
7232	Verizon Wireless	Cellular Phone/Data Service	462.62
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	1,397.37
7235.2	Blue Cross/Blue Shield	Nov-19 Health Insurance	7,487.32
7235.2	Cincinnati Insurance Company	Life Insurance	433.00
7235.2	Euclid Managers (Delta Dental)	Nov-19 Dental/Vision	488.98
7235.2	Principal Insurance	Nov-19 Disability/AD&D	541.94
7238	AWWA	2020 AWWA Membership Renewal	350.00
7241	Eder, Casella & Co.	Grant Assistance	500.00
7241	Hamlin, James	Payroll Fees - Oct-19	201.02
7242	Graefe & Hansen, Ltd.	Handbook Review	337.50
7242	Kucera, Daniel	Legal Services - Oct-19	3,510.00
7243	Clark Dietz	Professional Services - Raw Water Main/Admin.	1,500.00
7251	Aramark	Uniforms	559.34
7251	Correll Co.	Investment Advisory - 5/1/19-10/31/19	2,060.00
		Grand Total - Operations	\$86,857.62

Minutes

November 12, 2019- Board Meeting

FIRST BANKCARD

	Acct. 7222	Miscellaneous Supplies	526.96
	Acct. 7223	Maintenance Supplies	386.30
	Acct. 7225	Maintenance Contract	26.25
	Acct. 7234	Office Supplies	35.58
	Acct. 7236	Transportation	256.63
	Acct. 7237	Meetings/Seminars	159.46
		Total First Bankcard	1,391.18
		Grand Total - Operations	\$88,248.80

GRANT FUNDS

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7239	Clark Dietz	Security Access Control Engineering	1,640.00
7239	Clear LP	Video Security System Project - 2nd Payout	30,600.00
		Grand Total - Grants	\$32,240.00

UNFINISHED BUSINESS

- **Right of Ways/Redundant Raw Water Main** - General Manager White stated that Tom Foley had received revised proposal for the soil borings for this project. The price is the same as the board approved in June 2019, \$10,500. Tom is determining where the soil borings should occur, and will submit this information to the IDNR for their approval. The soil borings should give an idea of the zone of influence on the AC line. Discussion of this subject followed.
- **Video Security System** – General Manager White stated that ClearLP submitted their second pay application for \$35,098.88, which he attached, and was approved by Tom Foley of Clark Dietz. This pay application covers the rest of the major equipment costs and some labor. The substantial completion date for this project is November 22. They did run into an unforeseen condition while pulling wire by the front gate, in which conduit needed to be replaced. General Manager White attached a change order for this work for \$4,380.00, and asked the board to approve the change order and change order resolution. Trustee Jaeger made a motion to approve change order number two for \$4,380.00, and the change order resolution, which was seconded by Trustee Monk. Chairman Topcik asked if any further discussion was desired, as there was no further discussion, a roll call vote was taken as follows:
 - Ayes:** A. Monk; P. Walsh; R. Moe; D. Jaeger; G. Topcik
 - Nays:** None
 - Absent:** D. Mitchell; M. Ruchti

Minutes

November 12, 2019- Board Meeting

RESOLUTION

WHEREAS, the Lake County Public Water District ("District") has entered into a contract dated September 13, 2019, with Clear Loss Prevention ("Contractor"); and


WHEREAS, it is proposed that the District approve and authorize change order #2, Labor, materials, and equipment for \$4,380.00, for the following: Replacement of conduit section to front gate. Wire could not be pulled through existing conduit and required replacement.

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



Gerald Topick

Chairman, Board of Trustees

(CORPORATE SEAL)

ATTEST:



Karen L. Johnston
Secretary

PRESENTED AND READ: November 12, 2019

ROLL CALL VOTE:

Trustees voting aye: A. Monk; P. Walsh; R. Koe; D. Jaeger;

Trustee voting nay: None

Trustees absent: D. Mitchell; M. Ruchel

MOTION CARRIED

The motion was carried. Discussion of the project followed.

Minutes

November 12, 2019 – Board Meeting

- **Main Plant Generator** - General Manager White advised that he met with Tom Foley and Lisa Zahrt of Clark Dietz to discuss evaluate the District's Main Plant replacement generator requirements. A proposal for these services was included in the board packet, along with two addendums. The first addendum was for the administration of the Illinois State Revolving Loan Fund. The second addendum is for the replacement of the generator at the low lift pump station.

General Manager White explained the work involved regarding monitoring the fund, which is considerable. The cost to administer is \$15,000. He proceeded to discuss the possibility of leasing to fund the project. The District's bank, Gurnee Community has a department for this and he indicated that he had an appointment to discuss the specifics. General Manager White indicated that Attorney Kucera is also reviewing the information to see whether the District may participate in the revolving loan fund. Discussion of funding possibilities as well as the project followed. No action was taken on the main plant generator proposal.

- **Solids Contact Unit #1 Second Year Warranty Inspection** – General Manager White advised that Clark Dietz had sent a letter to J.J. Henderson requesting available dates for the second year warranty inspection for the Solids Contact Unit #1. However, as of the date of the board meeting, General Manager White received a response from Andrew Sielck of J.J. Henderson, who indicated that January 20 or 21 would be acceptable for the inspection. Discussion of this subject followed.
- **Bond & Interest Payment** – General Manager White stated that the bond interest payment had been made on October 25 for \$70,804.50, and he attached a copy of that confirmation. He further advised the board that the next payment was due May 1, 2020, for both principal (\$802,000) and interest (\$70,804.50).
- **Employee Handbook Revisions** – Attorney Kucera presented a memo that outlined his proposed additional revisions to the Employee Handbook. Attached to the memo was a document with the revised sections. Attorney Kucera indicated that most of the changes were made for clarity. However, there were two changes of substance that changed section 510 (Electronic Device Usage) and section 511 (Computer Usage) to delete personal use of those items. Attorney Kucera requested that the board approve all changes presented. Trustee Walsh made a motion to approve the changes in Attorney Kucera's memo, 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.

MISCELLANEOUS

- **Holiday Dinner** – General Manager White reminded 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.
- **Kenosha News Article - – Bottler Socked with Rate Increase** - Chairman Topcik provided an article from the Kenosha News regarding a large increase in the water rate charged to a Pleasant Prairie, WI water bottler. Discussion of this subject followed.

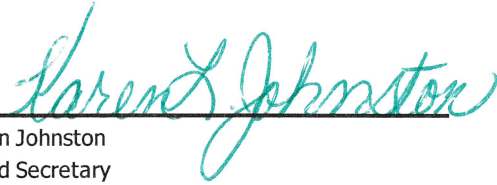
Minutes

November 12, 2019- Board Meeting

- **Happenings Article - City of Zion - Water Rate** – Trustee Jaeger provided an article from Happenings Magazine regarding the City of Zion’s intent to increase water rates to maintain the aging water infrastructure in the City of Zion. Discussion of this subject followed.
- **Chicago Tribune Article – Weed Ban** - Trustee Walsh provided an article regarding cannabis use.

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.

X



Karen Johnston
Board Secretary