

Minutes

December 10, 2019- Board Meeting

On December 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, 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. District Attorney Dan Kucera was present via telephone. Mr. Brent Jones of West's Insurance Agency was present as guest speaker.

Chairman Topcik stated that Mr. Jones was in attendance to present the workers compensation renewal for 2020. Mr. Jones reviewed the proposal for 2020, which was included in the board packet. He discussed the nationwide rates, which he stated were decreasing. He also stated that the District had been with the Illinois Public Risk Fund for many years, and that it was a stable company. He indicated that last year's premium was \$8,280, the same premium as expiring. The payroll figures used for the renewal were the same as the previous year. Mr. Jones further stated that the District also qualified for the IPRF grant program, and that amount would be \$898, a decrease of \$188 from the previous year. Discussion of this subject followed. Trustee Walsh made a motion to approve the 2020 Workers' Compensation Renewal as presented, 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. Mr. West left the meeting at 5:40 p.m.

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 Ruchti. 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 November 12, 2019
- 5) Disbursements of December 2019.
- 6) Treasurers' Report of November 30, 2019
- 7) End of month November 30, 2019 Budget Report
- 8) End of month November 30, 2019 Monthly Operation Summation

OPERATIONS & MAINTENANCE ACCOUNT December, 2019 – Disbursements

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Nov-19	3,650.71
2921	Federal Withholding Taxes	Nov-19	5,692.42
2922	IL Department of Revenue	Monthly Remittance	1,629.02
2923	WI Department of Revenue	Monthly Remittance	739.03
7205	FICA Withholding Taxes (ER Portion)	Nov-19	3,650.71
7255	Correll Co.	Pension - Nov-19	8,458.73
7001	Commonwealth Edison	Electricity - Nov-19	71.03

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7215	PDC Laboratories	Sample Testing	92.50
7222	Ace Hardware	Miscellaneous Supplies	126.92
7222	Applied Industrial Technologies	Misc. Supplies - Lubriplate	427.46
7222	Grainger	Miscellaneous Supplies	400.96
7222	Hach	Lab Supplies	212.16
7223	Fluorecycle, Inc.	Fluorescent Lamp Recycling	30.19
7225	Erickson Design, C.	Maintenance Contract	495.00
7225	Hansen Associates, Inc.	Dec-19 Copier Maintenance	95.00
7225	Klean Korners	Nov-19 Janitorial Services	565.00
7225	Lakeland/Larsen Elevator Corp.	Quarterly Elevator Maintenance	328.84
7225	NIR Roof Care	2020 Tri-Annual Service - Roof Care Plan	1,350.00
7231	DeLage Landen Financial Services	Dec-19 Copier Lease	124.12
7232	AT&T	Telephone Service - Nov-19	1,341.70
7232	Verizon Wireless	Cellular Phone/Data Service	462.54
7234	Federal Express	Shipping Charges	14.07
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	2,187.44
7235.2	Blue Cross/Blue Shield	Dec-19 Health Insurance	7,487.32
7235.2	Cincinnati Insurance Company	Life Insurance	450.00
7235.2	Euclid Managers (Delta Dental)	Dec-19 Dental/Vision	488.98
7235.2	IL Public Risk Fund	1st Qtr. 2020 Workers' Compensation	2,070.00
7235.2	Pintescu, Ioan	Deductible Reimbursement	352.97
7235.2	Principal Insurance	Dec-19 Disability/AD&D	541.94
7236	Pintescu, Ioan	Travel Reimbursement	34.88
7241	Hamlin, James	Payroll Fees - Nov-19	266.98
7242	Kucera, Daniel	Legal Services - Nov-19	3,566.00
7251	Correll Co.	Qtrly. Services 08/1/19-10/31/19	770.00
		Grand Total - Operations	\$48,556.98

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FIRST BANKCARD

	Acct. 7222	Miscellaneous Supplies	103.84
	Acct. 7223	Maintenance Supplies	935.23
	Acct. 7225	Maintenance Contract	26.25
	Acct. 7234	Office Supplies	385.96
	Acct. 7236	Transportation	864.47
	Acct. 7237	Meetings/Seminars	231.47
		Total First Bankcard	2,547.22
		Grand Total - Operations	\$51,104.20

R&R

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7297	Krause Electrical Contractors	F&I Replacement in main switchboard	9,910.00
		Grand Total - R&R	\$9,910.00

ORDINANCES/RESOLUTIONS:

Meeting Date Resolution: The Chairman then read the Resolution. Trustee Ruchti advised that the Zion Benton News, as shown in the resolution for publication of the meeting dates was no longer in business. Trustee Walsh made a motion to approve the 2020 Meeting Date resolution, subject to changing the newspaper for publication to the Lake County News Sun, which was seconded by Trustee Ruchti. Chairman Topcik asked if any further discussion was desired, as there was no further discussion, and upon a roll call vote taken, Trustees Walsh, Ruchti, Moe, Jaeger, and Topcik all voted in the affirmative, -there were no nays and Trustees Mitchell and Monk were absent.

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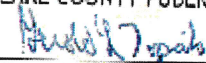
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RESOLUTION

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE LAKE COUNTY PUBLIC WATER DISTRICT, Lake County, Illinois, that the regular monthly meetings of the Board of Trustees for the calendar year beginning January 1, 2020, be held at the hour of 5:30 P.M. in the conference room at the District's Filtration Plant located at 500 -17th Street, Zion, Illinois, have been scheduled for the following days and dates:

Tuesday, January 14, 2020
Tuesday, February 11, 2020
Tuesday, March 10, 2020
Tuesday, April 14, 2020
Tuesday, May 12, 2020
Tuesday, June 16, 2020
Tuesday, July 14, 2020
Tuesday - August 11, 2020
Tuesday - September 8, 2020
Tuesday - October 13, 2020
Tuesday - November 10, 2020
Tuesday - December 8, 2020

BE IT FURTHER RESOLVED that public notice of the scheduled meetings shall be given by posting a copy at the office of the District, 500 -17th Street, Zion, Illinois, and by publication thereof in the Lake County News Sun.

(CORPORATE SEAL) LAKE COUNTY PUBLIC WATER DISTRICT

Gerald L. Topcik
Chairman, Board of Trustees

ATTEST:


Karen L. Johnson
Secretary, Board of Trustees

PRESENTED AND READ: December 10, 2019
PASSED AND APPROVED: December 10, 2019

ROLL CALL VOTE:

Trustees voting aye: P. Walsh; M. Ruchti; R. Moe; D. Jaeger; G. Topcik
Trustee voting nay: None
Trustees absent: D. Mitchell; A. Monk

MOTION CARRIED

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UNFINISHED BUSINESS

- **Right of Ways/Redundant Raw Water Main** - General Manager White stated that Tom Foley had received approval for the soil boring locations from IDNR. A diagram was included in the board packet. General Manager White indicated that Terracon would be out in the next 30 days, subject to weather conditions to begin the boring. A report should follow in two to three weeks. Discussion of this subject followed.
- **Video Security System** – General Manager White stated that ClearLP had completed the installation of the cameras and monitors, except the reception area, which would be addressed on Monday, before the board meeting. He stated that the cards for the door do not work for the gate. The District will get cards that will function with the gate in late December or January. The delay is due to stocking issues. The final item that needs to be addressed is the connection between the intercom and the phone system. Training on the system will be on December 11. Discussion of this subject followed.
- **Main Plant and Low Lift Generators Replacement** - General Manager White began by giving a history of this project. He reviewed the current sizing of the generator, and the possible requirements for a new generator. Discussion of the subject followed.

General Manager White proceeded to discuss the engineering requirements for this project. After discussing the project with several generator manufacturers, he approached Baxter & Woodman for a draft proposal for bid and construction documents. The project was also put to Clark Dietz for a proposal; however, they were more expensive than Baxter & Woodman. The Baxter & Woodman proposals for design and construction were attached, but the requested changes had not yet been made. He stated that he anticipated receiving it Monday. He then wanted to discuss financing on the project, before asking for approval of the proposal.

General Manager White discussed several different funding mechanisms with the Board. They were as follows:

1. A lease option as discussed with Deanne Schmidt of Wintrust, the District's bank.
2. A state revolving fund, for which General Manager White included amortization tables.
3. Using the District's R&R funds, amortizing over several years.

General Manager White discussed at great length the pros and cons of each option. He provided information regarding the R&R account as a reference to the stability of this account. He recommended that the board approve the project using the R&R fund to pay for the project.

The board then voted on the following items:

1. Trustee Walsh made a motion to request Attorney Kucera to draft amendments to customer water supply contracts to provide for restoration of the R&R account over five years for the cost of the generator replacement project charged to the R&R account, which was seconded by Trustee Ruchti. Chairman Topcik asked if any further discussion was desired, as there was no further discussion, and upon the vote, the motion was carried unanimously.
2. Trustee Ruchti made a motion a motion to approve the design and construction services of Baxter & Woodman, 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.

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3. Trustee Jaeger made a motion to approve using funds from the R&R account to pay for the cost of replacing the generators, 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.

- ➔ **Solids Contact Unit #1 Second Year Warranty Inspection** – General Manager White provided an update on the second year warranty inspection for Solids Contact Unit #1. J.J. Henderson and QAIC have agreed to an inspection date of January 21. He indicated that KTA will have an inspector viewing the coating inspection, and Tom Foley with Clark Dietz will be there. General Manager White stated that the tank had been washed out last week, and looked in good condition.

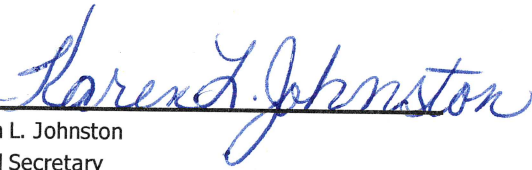
NEW BUSINESS

- ➔ **3MG Tank Repair**– General Manager White stated that Board had previously approved Tank Industry Consultants (TIC) to prepare a document to request proposals for this project. The hope was for the proposals to be under \$20,000. TIC received proposals from two firms, which were attached. One was from American Suncraft for \$72,650. The second was from Tecorp for \$19,500. However, due to the District having gone to litigation with Tecorp previously, the Board did not want to employ Tecorp on this project. Discussion of this subject followed.

MISCELLANEOUS

- ➔ **Year End Bonuses** - Chairman Topcik stated that the employee bonuses from last year were \$500, grossed up for taxes. Discussion of this subject followed. Trustee Jaeger made a motion to approve employee bonuses for \$500.00 grossed up for taxes for employees, 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.
- ➔ **Wall Street Journal Article - – Water Wars** - Chairman Topcik provided an article from the Wall Street Journal regarding water wars between Georgia and Florida.
- ➔ **Happenings Article - City of Zion** - Trustee Jaeger provided an article from Happenings Magazine regarding the City of Zion's finances.

Chairman Topcik asked if there was any further business to be brought before the board, as there was none, he declared the meeting adjourned.

X 
Karen L. Johnston
Board Secretary