

# Minutes

## January 14, 2020- Board Meeting

On January 14, 2020, 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. 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 Walsh. 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 December 10, 2019
- 5) Disbursements of January 2020.
- 6) Treasurers' Report of December 31, 2019
- 7) End of month December 31, 2019 Budget Report
- 8) End of month December 31, 2019 Monthly Operation Summation

### OPERATIONS & MAINTENANCE ACCOUNT January, 2020 – Disbursements

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Dec-19	2,165.45
2921	Federal Withholding Taxes	Dec-19	4,316.80
2922	IL Department of Revenue	Monthly Remittance	1,294.76
2923	WI Department of Revenue	Monthly Remittance	499.47
7205	FICA Withholding Taxes (ER Portion)	Dec-19	2,165.45
7255	Correll Co.	Pension - Dec-19	6,419.97
7211	Commonwealth Edison	Electricity - Dec-19	68.83
7211	Dynegy	Electricity - Dec-19	13,047.10
7215	PDC Laboratories	Sample Testing	92.50
7221	Hawkins	Chlorine Shipment	1,529.00
7221	Nalco	Nalclear Shipment	5,077.88
7221	Usalco	Aluminum Sulfate Shipment	6,545.05
7222	Ace Hardware	Miscellaneous Supplies	20.30
7222	Aramark Refreshment	Coffee Service	220.12
7222	Cintas	First Aid Supplies	70.35

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ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7222	EMD Millipore Sigma	Lab Supplies	1,136.52
7222	Hach	Lab Supplies	1,045.39
7222	USA Blue Book	Lab Supplies	228.33
7222	Zion Auto Parts	Miscellaneous Supplies	16.58
7223	Erickson, C. Designs	Snowplowing	405.00
7225	Hansen Associates, Inc.	Jan-20 Copier Maintenance	95.00
7225	Klean Korner	Dec-19 Janitorial Services	565.00
7231	DeLage Landen Financial Services	Jan-20 Copier Lease	124.12
7232	AT&T	Telephone Service - Dec-19	1,311.62
7232	Verizon Wireless	Cellular Phone/Data Service	468.11
7234	CDW Government	Software	247.46
7234	Office Depot	Office Supplies	59.83
7235.2	AARP Medical	Medical Insurance for Diane Fragassi	83.60
7235.2	AARP Prescription	Prescription coverage for Diane Fragassi	328.54
7235.2	Baillie, Anthony	Deductible Reimbursement	216.62
7235.2	Blue Cross/Blue Shield	Jan-20 Health Insurance	7,487.32
7235.2	Euclid Managers (Delta Dental)	Jan-20 Dental/Vision	488.98
7235.2	Johnston, Karen	Deductible Reimbursement	374.62
7235.2	Principal Insurance	Jan-20 Disability/AD&D	541.94
7238	Lake County's Lakeshore Chamber	2020 Membership Dues	75.00
7241	Hamlin, James	Payroll Fees - Dec-19	266.98
7242	Kucera, Daniel	Legal Services - Dec-19	3,352.50
7243	Clark Dietz	Professional Services	300.00
7251	Chicago Tribune Media Group	2020 Meeting Date Resolution Publication	49.60

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## FIRST BANKCARD

	Acct. 7225	Maintenance Contract	26.25
	Acct. 7234	Office Supplies	148.98
	Acct. 7236	Transportation	127.95
	Acct. 7237	Meetings/Seminars	696.72
	Acct. 7238	Dues/Subscriptions	34.99
		<b>Total First Bankcard</b>	1,034.89
		<b>Grand Total - Operations</b>	<b>\$63,786.98</b>

## GRANT FUNDS

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7239	Clark Dietz	Security Access Control Engineering	763.55
		<b>Grand Total - Grants</b>	<b>\$763.55</b>

## R&R

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7298	Clear LP	Security Access Control	26,757.18
		<b>Grand Total - R&amp;R</b>	<b>\$26,757.18</b>

## UNFINISHED BUSINESS

- **Right of Ways/Redundant Raw Water Main** - General Manager White stated that Tom Foley advised Terracon would be visiting the site the week of January 6 or 13. He indicated that they want to review the access to the site. Discussion of this subject followed.
- **Video Security System** - General Manager White stated that some of the access cards were still not working correctly, and that some adjustments need to be made to the system. He indicated that he thought the time that was programmed on the cards was incorrect. There was a meeting on January 7, with the District, Tom Foley, and Clear LP to review the project. Some of the items discussed were issues seen by the operators and wiring problems to the front gate. Tom Foley and Crystal Simonis of Clark Dietz had walk through and developed a punch list. They will be going over the cable testing results and ensuring the equipment is in order. General Manager White also noted that Clear LP had submitted a pay request, which is on the list of disbursements. He stated the District is holding retainage until the punch is finished. He anticipates closing down the project next month. Discussion of this subject follows.

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- ➔ **Main Plant and Low Lift Generators Replacement** – General Manager White met with Harry Harman of Baxter & Woodman on January 8, to review the project. They discussed the current system, and the parameters of the possible new system. In addition, a walkthrough was performed.

Mr. Harman provided General Manager White with a verbal, preliminary schedule, which he proceeded to review with the board. He advised the board that this project would probably not be completed until November, or December.

General Manager White proceeded to discuss the amendments the board requested that Attorney Kucera draft for the Village of Winthrop Harbor and the City of Zion last month. A copy was provided in the board packet. No action was taken; they were for informational purposes only. The amendments will be presented to the District's customers within the next few weeks. The purpose of the amendments is to amortize any R&R charges for this project over five years. General Manager White will ask the board for approval at the next month's board meeting. This subject was discussed at the Technical Review Committee meeting, held earlier in the month. General Manager White stated that both heads of public works departments expressed some concern regarding the financial aspect of this project. Discussion of project with the board followed, and including a portable generator was discussed.

- ➔ **Solids Contact Unit #1 Second Year Warranty Inspection** – General Manager White reminded the board that the two-year warranty inspection for Solids Contact Unit #1 would take place on January 21, 2020. KTA Tator, J.J. Henderson, QAIC, Clark Dietz, and General Manager White will be onsite for that inspection. Discussion of this subject followed.

## NEW BUSINESS

- ➔ **3MG Tank Repair**– General Manager White stated that he had received proposals last month for this project. He indicated that they were both rejected. One was above bidding range, and the other was a contractor with whom the District had had a bad experience. General Manager White discussed the situation with Tank Industry Consultants (TIC) who reached out to the high bidder, and other contractors to clarify and get a better bid. General Manager White indicated that he had received two new proposals had been received that morning, and they were both high. He added that he anticipated receiving additional proposals on or before January 16, the date of the deadline. General Manager White indicated that it does not look like the District will find anything below \$20,000, and that the District may have to prepare a bid specification for the project. He also indicated that this would need to be discussed with the District's customers. Discussion of this subject followed

- ➔ **Nimec Electrical Contract Renewal** – General Manager White stated that the District is a member of Nimec, an electrical purchasing co-op, and that the director of the co-op, David Hoover, stopped in before the holidays to wish him Happy Holidays. General Manager White reminded Mr. Hoover that the contract was up for renewal in May. Discussion of electrical pricing followed. General Manager White advised the board that when the contract is settled, it must be decided upon that day. In 2017, the board authorized General Manager White, by resolution, to sign the electrical contract with Nimec. Chairman Topcik presented the following resolution authorizing General Manager White to sign the electrical pricing agreement. Trustee Walsh made a motion to approve the 2020 resolution authorizing General Manager White to execute an electrical pricing contract with Nimec, which was seconded by Trustee Jaeger. Chairman Topcik asked if any further discussion was desired, as there was no further discussion, and upon the following roll call vote, the motion was carried unanimously.

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## RESOLUTION

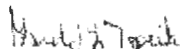
WHEREAS, the Lake County Public Water District ("District") heretofore has approved its membership in the Northern Illinois Municipal Electric Collaborative ("NIMEC") for the purpose of the acquisition of electrical energy through NIMEC's bidding process, and desires to authorize its General Manager to approve a contract with the lowest cost electricity provider identified as the result of NIMEC's 2020 bidding process ;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE DISTRICT AS FOLLOWS:

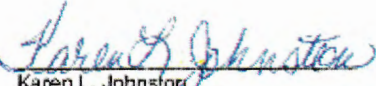
1. That the membership of the District in NEMIC for the purpose of obtaining an electricity supply for the District's requirements through NIMEC's 2020 bidding process is confirmed.
2. That the General Manager is authorized to execute a contract having a term of up to 36 months with the lowest cost electricity provider determined by NIMEC's 2020 bidding process, and that the General Manager is directed to present the contract to the Board of Trustees for ratification at the first regular Board meeting following execution of the contract.

LAKE COUNTY PUBLIC WATER DISTRICT

(CORPORATE SEAL)

  
Gerald L. Topcik  
Chairman, Board of Trustees

ATTEST:

  
Karen L. Johnston  
Secretary, Board of Trustees

PRESENTED AND READ: January 14, 2020  
PASSED AND APPROVED: January 14, 2020

ROLL CALL VOTE:

Trustees voting aye:  
Trustee voting nay:  
Trustees absent:

MOTION CARRIED

**Ayes:** A. Monk; P. Walsh; R. Moe; D. Jaeger; G. Topcik  
**Nays:** None  
**Absent:** D. Mitchell; M. Ruchti

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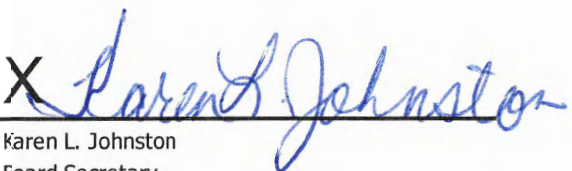
## *January 14, 2020- Board Meeting*

- **Watercon Conference** – General Manager White included the estimated costs for travel, food, and lodging for the upcoming Watercon Conference in March. Trustee Walsh made a motion to approve the expenses 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.
  
- **Technical Review Committee** – General Manager White advised the board that he had had a meeting with Ray Roberts, Director of Public Works, City of Zion; Tim Nearing, Superintendent of Public Works, Village of Winthrop Harbor; and Chairman Topcik. Some of the subjects discussed at the meeting were the 3MG tank repair, Solids Contact Unit #1 inspection, the video access control system, and financing for the generator project. General Manager White included a copy of the agenda from that meeting, as well as the talking points. Discussion of this subject followed.

## MISCELLANEOUS

- **Chicago Tribune Article - – Homeowners Near Lake Michigan Face a “Scary Challenge”** - General Manager White included an article provided by Trustee Walsh regarding how climate change is affecting the Great Lakes. Discussion of this subject followed.

Trustee Jaeger made a motion to adjourn, which was seconded by Trustee Walsh.

X   
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Karen L. Johnston  
Board Secretary