

Minutes

March 10, 2020- Board Meeting

On March 10, 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. Present, as guest speaker was Jake Carlson of Benefit Partners Group.

Chairman Topcik introduced the guest speaker, Jake Carlson of Benefit Partners Group to present the health insurance renewal program. Mr. Carlson then proceeded to give an overview of his company, and naming various organizations that utilize Benefit Partners Group. He presented a handout with a quote for the current program as well as two other plans. He reviewed the coverage for each of these plans. He advised that the renewal premium with the current carrier, Blue Cross/Blue Shield had an increase of 4.43%, bringing the monthly premium to \$7,819.08. The two other programs presented were the Blue Cross/Blue Shield HMO plan, and a plan by United Health Care. While both of these programs were less expensive, the coverages were not comparable. Mr. Carlson discussed the programs and their differences in length with the board. General Manager White advised that no decision needed to be made this night. Mr. Carlson left the meeting at 6:15 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 Walsh requested that item five, the disbursements, be removed from the 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 Moe. Chairman Topcik then asked if any further discussion was desired on the consent agenda items. As there was no further discussion, and upon the vote, the motion was carried unanimously.

Trustee Walsh questioned the expenditure for the janitorial service, as there was a decrease. General Manager White advised that the service had dropped their price. Trustee Jaeger then made a motion to approve the disbursements, 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.

- 4) Regular Session Minutes of February 11, 2020
- 6) Treasurers' Report of February 29, 2020
- 7) End of month February 29, 2020 Budget Report
- 8) End of month January 31, 2020 Monthly Operation Summation

OPERATIONS & MAINTENANCE ACCOUNT

March, 2020 – Disbursements

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Feb-20	2,577.87
2921	Federal Withholding Taxes	Feb-20	3,354.81
2922	IL Department of Revenue	Monthly Remittance	1,028.69
2923	WI Department of Revenue	Monthly Remittance	544.13
2925	IL Dept. of Unemployment	Feb-20	137.26
72	FICA Withholding Taxes (ER Portion)	Feb-20	2,577.87

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7.	Correll Co.	Feb-20	5,743.57
7211	Commonwealth Edison	Electricity - Feb-20	71.64
7211	Dynegy	Electricity - Feb-20	14,469.30
7215	PDC Laboratories	Sample Testing	92.50
7221	Usalco	Aluminum Sulfate	6,604.97
7222	Ace Hardware	Miscellaneous Supplies	34.99
7222	EMD Millipore	Lab Supplies	1,757.70
7223	Campanella & Sons, Inc.	Remove sand & stone from along fence	3,020.00
7223	Erickson, C. Design	Snowplowing	470.00
7223	Lakeland Larsen Elevator Corp.	Pressure test on elevator	210.00
7223	McMaster-Carr	Maintenance Supplies	27.18
7223	Smith Ecological Systems	Maintenance Supplies	1,893.14
7225	Hansen Associates, Inc.	Mar-20 Copier Maintenance	95.00
7225	Klean Korner	Feb-20 Janitorial Services	500.00
7225	Lakeland Larsen Elevator Corp.	Quarterly Elevator Maintenance	328.84
7	DeLage Landen Financial Services	Mar-20 Copier Lease	124.12
7232	AT&T	Telephone Service - Feb-20	2,345.31
7232	Verizon Wireless	Cellular Phone/Data Service	425.15
7234	CDW Government	Computer Tablet & Warranty	1,073.17
7234	Office Depot, Inc.	Office Supplies	245.55
7235.2	AARP Medical	Medical Insurance for Diane Fragassi	79.00
7235.2	AARP Prescription	Prescription coverage for Diane Fragassi	318.25
7235.2	Baillie, Anthony	Deductible Reimbursement	1,350.57
7235.2	Blue Cross/Blue Shield	Mar-20 Health Insurance	7,487.32
7235.2	Euclid Managers (Delta Dental)	Mar-20 Dental/Vision	488.98
7235.2	IL Public Risk Fund	Workers' Compensation for 2nd quarter 2020	2,070.00
7235.2	Johnston, Karen	Deductible Reimbursement	177.54
7235.2	Principal Insurance	Mar-20 Disability/AD&D	541.94
7238	IL Municipal League	2020 Subscription	30.00
7241	Hamlin, James	Payroll Fees - Feb-20	201.02
7241	Kucera, Daniel	Legal Services - Feb-20	1,935.00

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7.	Clark Dietz	Professional Services	1,830.00
7243	Tank Industry Consultants	Professional Services - 3MG Tank	500.00
7251	Correll Co.	Quarterly Services	708.00
7251	Zion, City of	Elevator inspection	110.00

FIRST BANKCARD

	Acct. 7222	Miscellaneous Supplies	-5.37
	Acct. 7223	Maintenance Supplies	275.91
	Acct. 7225	Maintenance Contract	26.25
	Acct. 7234	Office Supplies	97.79
	Acct. 7236	Transportation	114.17
	Acct. 7237	Meetings/Seminars	197.54
	Acct. 7251	Miscellaneous	102.59
		Total First Bankcard	808.88
		Grand Total - Operations	\$67,071.26

R&R

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7298	Clark Dietz	Video Security System - Professional Services	205.00
7299	Baxter & Woodman	Main Generator/Low Lift Pump Station Generator Replacement	2,331.25
		Grand Total - R&R	\$2,536.25

Chairman Topcik appointed the following committees, per his letter included in the board packet:

Nominations Committee:

Trustees: Michael Ruchti, Chairperson
Patrick Walsh

Salary Committee:

Trustees: Richard Moe, Chairperson
Douglas Jaeger

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Long Range Planning:

Trustees: Dorothy Mitchell, Chairperson
Amos Monk

Trustee Walsh made a motion to approve the committees 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.

UNFINISHED BUSINESS

- ***Right of Ways/Redundant Raw Water Main*** - General Manager White advised that Clark Dietz had received Terracon's soil-boring data, but have not completed the analysis of that data. General Manager White anticipated having a report for the next month's board meeting.
- ***Video Security System*** – General Manager White stated that ClearLP has stated that they have met the conditions of the bid specifications for this project. However, the gate was still not working and ClearLP suggested a change order for an extender to correct this issue. Clark Dietz advised that per the bid specifications, ClearLP needed to provide the extenders that would enable this problem to be corrected; ClearLP has agreed to this and was in the process of installing those. General Manager White stated that the system needed to operate correctly for at least a week before Clark Dietz would approve finalization of the project. He further stated that it had operated correctly since March 6, and the project would be finalized next month, upon receipt of the final lien waivers.
- ***Main Plant and Low Lift Generators Replacement*** – General Manager White stated that Phung Tran of Baxter and Woodman requested more information on the electrical loads. He stated that he had provided the information that afternoon. Mr. Tran will provide this information to the generator manufacturers, and anticipates having recommendations by mid-March, for presentation at the April board meeting.
- ***3MG Tank Repair*** – General Manager White stated that Attorney Kucera had written a contract to ensure that VIP Tanks would not exceed their proposal of \$19,740 for the repairs of the tank floor and first ring on the walls of this unit. General Manager White indicated that VIP Tanks had agreed to these terms, and he had received the countersigned agreement and required insurance documents. He further indicated that he needed to give the District's customers notice that the tank would be out of service. He emailed them this information. He also stated that VIP would be ready to begin in approximately 35-60 days.
- ***End of Year Projections for availability & R&R charges, and update on Facilities Cost Estimate*** – General Manager White provided a chart of the estimated breakdown of charges for the Availability Charges and the R&R account. He reminded the board that the Availability Charges are fixed, based on the bond costs. He indicated that based on estimated R&R charges, he estimates that the total R&R charges for fiscal year 2021 will be \$6,629. He discussed these estimates. He also reminded the board that full funding of this account was based on Clark Dietz facilities costs estimate. Discussion of this subject followed.
- ***Estimated refund and estimated water rate for FY2021*** - General Manager White provided charts for the estimated refund and estimated water rate along with his memo. He explained that estimated water

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rate could be higher, as expenses are slightly higher. He stated that he estimated the rate could be \$1.6609, and discussed the expenses going up. He also stated that the rate could change depending on expenses at end of fiscal year.

He then proceeded to discuss the estimated refund calculation. He reviewed how it is calculated. He advised that Winthrop Harbor opted to spread their refund over a twelve-month period, whereas Zion chose nine months. Discussion of this subject followed.

- ***Draft Budget for Fiscal Year 2021*** – General Manager White reviewed the budget line items. He discussed the significant items that would change in the budget. A lengthy discussion of the line items followed.
- ***Approval of resolution ratifying electrical contract with Nimec*** – General Manager White stated that David Hoover, of Nimec, went out for bid for pricing on March 2, and that Constellation Energy was the low bidder. General Manager White provided the board with charts showing pricing for several years. General Manager White chose the three-year rate, as did 85% of the Nimec group. Discussion of this subject followed. General Manager White also included in the board packet a draft resolution ratifying the electrical contract. Trustee Walsh made a motion to approve the resolution, which was seconded by Trustee Jaeger. Chairman Topcik asked if any further discussion was desired; there was none. A roll call vote resulted as follows:

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RESOLUTION


WHEREAS, by Resolution adopted by the Board of Trustees of the District January 14, 2020, the District authorized the General Manager to execute a contract for electric service requirements of the District with the lowest cost electricity provider identified as a result of the Northern Illinois Municipal Collaborative ("NIMEC") 2020 bidding process; and

WHEREAS, as a result of the NIMEC 2020 bidding process, the General Manager executed an Electric Services Agreement dated March 3, 2020 with Constellation NewEnergy, Inc., the lowest cost electricity provider, for a three year term, a copy of which Agreement is attached hereto.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE DISTRICT that the Electric Services Agreement attached hereto be and hereby is ratified and approved.

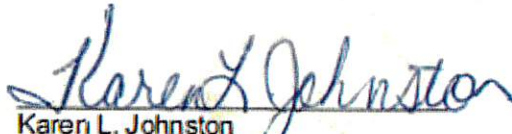
LAKE COUNTY PUBLIC WATER DISTRICT

(CORPORATE SEAL)



Gerold L. Topcik
Chairman, Board of Trustees

ATTEST:



Karen L. Johnston
Secretary, Board of Trustees

PRESENTED AND READ: March 10, 2020
PASSED AND APPROVED: March 10, 2020

ROLL CALL VOTE:

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

MOTION CARRIED

Ayes: (5) Monk, Walsh, Moe, Jaeger, Topcik
Nays: (0)
Absent: (2) Mitchell; Ruchti

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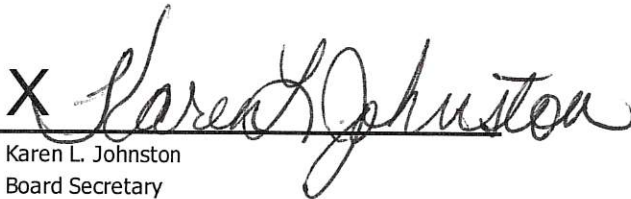
NEW BUSINESS

- **Personnel Health Insurance**— General Manager White stated that this subject had been discussed at the beginning of the meeting. Further discussion of the programs followed, with General Manager White asking for direction for the next board meeting.
- **Approval of Fiscal Year 2021 Consulting Engineer Services Agreement** - General Manager White included a proposal for fiscal year 2021 from Clark Dietz for consulting engineer services. He stated that the bond issue requires a consulting engineer to approve expenditures. He advised that it did not need to be approved until May. Discussion of this subject followed.

MISCELLANEOUS

- **News Articles** - -- General Manager White included an article from the Wall Street Journal regarding the rising lake levels of the Great Lakes. Discussion of this subject followed.

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

X 

Karen L. Johnston
Board Secretary