

Minutes

October 13, 2020- Board Meeting

On October 13, 2020, the Board of Trustees of the Lake County Public Water District convened virtually in a regularly scheduled meeting at the hour of 5:30 p.m. Chairman Topcik, Trustee Moe, General Manager White, and Administrative Assistant/Board Secretary Karen Johnston were physically present at the conference room of the District, 500 –17th Street, Zion, Illinois. Present virtually were: Trustees Mitchell, Walsh, Jaeger, and Attorney Kucera. Trustees Monk and Ruchti were not present. Chairman Topcik opened the meeting at approximately 5:30 p.m.

Chairman Topcik started the meeting with the following statement: I have determined that an in-person meeting of the board of trustees is impractical and imprudent, due to the Covid-19 pandemic, and that related disaster declarations and orders issued by the governor, therefore this meeting of the board is being conducted by virtual protocol pursuant to authorizations by the governor and Public Act 101-640.

Chairman Topcik asked for a moment of silence in support of Trustee Monk on the passing of his grandson.

Chairman Topcik proceeded to a roll call:

Present: (5) Mitchell, Walsh, Jaeger, Moe, Topcik

Absent: (2) Monk, Ruchti

Chairman Topcik then stated that he would like a motion to approve and use the consent agenda. Trustee Walsh made a motion to use and approve the consent agenda, which was seconded by Trustee Mitchell. The vote on roll call was: Trustees Mitchell, aye; Walsh, aye; Moe, aye; Jaeger, aye; Topcik, aye. Motion carried.

OPERATIONS & MAINTENANCE ACCOUNT

October, 2020 – Disbursements

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Sep-20	2,749.73
2921	Federal Withholding Taxes	Sep-20	3,206.71
2922	IL Department of Revenue	Monthly Remittance	1,145.69
2923	WI Department of Revenue	Monthly Remittance	537.60
7205	FICA Withholding Taxes (ER Portion)	Sep-20	2,749.73
7255	Correll Co.	Sep-20	6,130.88
7211	Commonwealth Edison	Electricity - Aug-20	67.99
7211	Constellation New Energy	Electricity - Jul-20	9,502.89
7215	PDC Laboratories	Sample Testing	96.50
7221	Hawkins	Chlorine Shipment	757.50
7222	Ace Hardware	Miscellaneous Supplies	49.96
7222	Duke's Root Control	Lab Supplies	1,143.00
7222	Electric Control Distributors	Miscellaneous Supplies	199.54
7222	EMD Millipore	Lab Supplies	644.15

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7222	Hach	Lab Supplies	802.71
7222	Olson Service Co.	Fuel for Generator	2,718.82
7222	Zion Auto Parts	Miscellaneous Supplies	9.28
7223	Krause Electrical Contractors	Investigation of blown fuse	3,521.00
7223	McMaster-Carr	Maintenance Supplies	403.49
7223	Vortex	Calibration of 2 Flow Monitors	850.00
7225	Concentric Integration	Time & Material Repair Services	1,170.89
7225	Erickson Design, C.	Landscape Maintenance - Aug-20	515.00
7225	Hansen Associates, Inc.	Oct-20 Copier Maintenance	95.00
7225	Klean Korner's Commercial Cleaning	Janitorial Service Aug-20	500.00
7231	DeLage Landen Financial Services	Oct-20 Copier Lease	124.12
7232	AT&T	Telephone Service	4,726.19
7232	Verizon Wireless	Cellular Phone/Data Service	461.29
7234	Office Depot	Office Supplies	113.30
7235.2	AARP Medical	Medical Insurance for Diane Fragassi	324.75
7235.2	AARP Prescription	Prescription coverage for Diane Fragassi	79.00
7235.2	Baillie, Anthony	Deductible Reimbursement	48.64
7235.2	Blue Cross/Blue Shield	Oct-20 Health Insurance	7,819.08
7235.2	Euclid Managers (Delta Dental)	Oct-20 Dental/Vision	488.98
7235.2	Principal Insurance	Oct-20 Disability/AD&D	551.73
7235.2	White, Don	Deductible Reimbursement	2,904.34
7236	White, Don	Travel Reimbursement	26.22
7237	Hungerford Technologies	WebEx Service - Teleconference Meeting	26.00
7238	AWWA	2021 AWWA Membership Renewal	361.00
7238	Waterlsac	2021 Membership	524.00
7241	Hamlin, James	Payroll Fees - Aug-20	246.02
7242	Kucera, Daniel	Legal Services - Aug-20	2,250.00

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FIRST BANKCARD

	Acct. 7222	Miscellaneous Supplies	182.06
	Acct. 7223	Maintenance Supplies	145.21
	Acct. 7225	Maintenance Contract	30.25
	Acct. 7234	Office Supplies	24.99
	Acct. 7236	Transportation	107.91
	Acct. 7238	Dues/Subscriptions	57.19
		Total First Bankcard	547.61
		Grand Total - Operations	\$61,190.33

R&R

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7299	Clark Dietz	Filter Underdrain Replacement	675.00
7300.03	Burke Engineering	Revetment Proj. - Professional Services	10,633.15
7300.03	Chicago Tribune Media Group	Revetment Proj. Bid Advertisement	119.15
		Grand Total - R&R	\$11,427.30

UNFINISHED BUSINESS

- ➔ **South Side Low Lift Pump Station Revetment Design and Permitting Project** – General Manager White stated that a pre-bid meeting was held on September 29 for the above project. Bids were received on October 7, 2020, and General Manager White attached the bid tabulation. The apparent lowest qualified bidder was Campanella & Sons, with a base bid of \$128,323.15, and General Manager White requested the bid be awarded to that firm. Discussion of the project followed, with General Manager White stating that the District is awaiting receipt of the applicable permits. He advised the board that some permit fees may be refunded, if protocols are followed. Trustee Walsh made a motion to approve awarding the bid on this project to Campanella & Sons, Inc., which was seconded by Trustee Moe. Chairman Topcik asked if any further discussion was desired. There was none. The vote on roll call was: Trustees Mitchell, aye; Walsh, aye; Moe, aye; Jaeger, aye; Topcik, aye. Motion carried.
- ➔ **Combined Bid for Filter Underdrain Replacement/Main Plant and Low Lift Generator Replacement** – General Manager White stated that the board had awarded the filter underdrain replacement project to Boller Construction at the September board meeting. He advised the board that a pre-construction meeting had taken place on October 8, 2020. Present at that meeting were General Manager White, Tom Foley (Clark Dietz), Steven Dalbec, Loren Karner, and Eduardo Fajardo (Boller Construction), and Mike Mulcahy (Drydon Equipment). Mr. Foley reviewed the project, discussing working hours, access, staging and storing of materials. General Manager White stated that drawings from Leopold, the underdrain manufacturer, would be submitted to Tom Foley for his review. Once those have been

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approved, Boller will have Leopold proceed with the manufacturing of the underdrains, and the delivery time will be roughly six to eight weeks. Boller has advised that barring any unforeseen conditions, the project should be completed in approximately twelve weeks. Discussion of this subject followed.

General Manager White reminded the board that this project is being amortized over five years. Attorney Kucera drafted amendments to the water contracts for both the City of Zion, and the Village of Winthrop Harbor reflecting that change. Trustee Jaeger made a motion to approve the amendments to the water contracts for the City of Zion and the Village of Winthrop Harbor amortizing the costs for the underdrains over a five-year period, which was seconded by Trustee Walsh. Chairman Topcik asked if any further discussion was desired. There was none. The vote on roll call was: Trustees Mitchell, aye; Walsh, aye; Moe, aye; Jaeger, aye; Topcik, aye. Motion carried.

- **Revised Correll 404(c) Investment Advisory Services Agreement** – General Manager White indicated that this subject is still an ongoing issue. He stated that he had spoken with Debra Lucente of Correll Co. regarding the fiduciary issue. She advised that as the employees make their own investment decisions, and the District has hired Correll Co. as the service provider, the District's, and the fiduciary signer's liability is reduced.

General Manager White went on to discuss the fiduciary liability/fidelity bond coverage. In discussing this with Brent Jones and Kelly McGillivray of West's Insurance, they felt that coverage is still needed for the Board, as they are responsible for choosing the investment provider. General Manager White indicated that he is still waiting for more premium and coverage information from West's, and suggested that the issue be tabled until next month. Discussion of this subject followed.

- **Approval of General Manager Job Description** – General Manager White provided a final draft of the General Manager job description with all changes from the board. He asked the board if any further revisions, or further discussion was desired. The board did not make any further changes, and no further discussion was necessary. Trustee Walsh made a motion to approve the final draft of the General Manger job description as presented, which was seconded by Trustee Jaeger. Chairman Topcik asked if any further discussion was desired. There was none. The vote on roll call was: Trustees Mitchell, aye; Walsh, aye; Moe, aye; Jaeger, aye; Topcik, aye. Motion carried.

NEW BUSINESS

- **Bond Interest Payment**– General Manager White stated that the bond interest payment is due November 1 for \$62,584.00. This payment will be made in on October 27, 2020, in accordance with the bond ordinance. The next payment will be for both principal and interest on May 1, 2021. General Manager White indicated that currently we should have no trouble making that payment, unless financial hardships on the customers occur. Discussion of this subject followed.
- **Review of investment options with Correll Co.** – General Manager White provided quarterly reports from Correll Co. showing the performance of the funds available to the employees for investment. He explained the process used by Correll Co. determines the reliability of the funds. He also explained that Correll Co. provides numerous research options for the employees in their determination of which funds in which to invest. He also stated that he would provide these reports to the board upon receipt each quarter. Discussion of this subject followed.
- **Letter to City of Zion officials regarding possible negotiations between Zion and Beach Park to sell water to the Village of Beach Park** – General Manager White stated that at the last board meeting, the

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board discussed the cost savings should the City of Zion sell water to the Village of Beach Park. The board requested that General Manager White compose a letter to send to the City of Zion discussing the negotiations. A copy of that letter is attached. It was addressed to Trustee Chris Fischer, as he is the Commissioner of Accounts and Finance. Trustee Fischer thanked General Manager White for the letter and advised he would contact him should he need further information. Discussion of this subject followed.

- **Approval to Prepare Bid Documents for the Replacement of Cables** – General Manager White advised the board, that in September, the District experienced a power outage due to a set of bad cables. He explained that these cables connected to the Commonwealth Edison system, but belonged to the District. He indicated that he requested a proposal from Krause Electrical Contractors for the repair of the cables. That proposal exceeds the maximum limit of \$20,000; therefore, this work will need to be bid.

General Manager White further stated that a shutdown is scheduled for November 4, 2020 to determine whether the cables can be removed (pulled out of the buried conduit). At that time it will be determined if the new cables can be pulled through the existing conduit, or whether another method will need to be performed, such as directional boring. Discussion of this subject followed. Trustee Mitchell made a motion to approve preparing bid documents for the project, which was seconded by Trustee Walsh. Chairman Topcik asked if any further discussion was desired. There was none. The vote on roll call was: Trustees Mitchell, aye; Walsh, aye; Moe, aye; Jaeger, aye; Topcik, aye. Motion carried.

MISCELLANEOUS

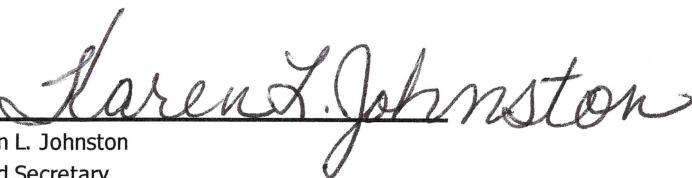
General Manager White included several news articles provided by the trustees. The first was from the Wall Street Journal “*CME, Nasdaq to Launch Water Futures Contract.*” This article discussed California selling water rights as a commodity.

The second article was from Investing in Aging Water Infrastructure “*ASCE's 2017 Infrastructure Report Card.*” This article discussed the nation’s failing infrastructure, and the cost of inaction.

The third article was from Consumer Reports – “*Thirsting for Solutions to America's Water Crisis.*” This article discussed that the water supply in parts of the nation is not drinkable, and those areas need to purchase drinking water.

Discussion of these news articles followed.

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

X 
Karen L. Johnston
Board Secretary