

# Minutes

## August 10, 2021- Board Meeting

On August 10, 2021, 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, Ruchti, Moe, and Jaeger were present. Trustee Mitchell was absent Also present were General Manager Don White, Administrative Assistant/Board Secretary Karen Johnston, and District Attorney Dan Kucera, 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. Chairman Topcik then asked for a motion to approve the consent agenda, which was made by Trustee Jaeger, and seconded by Trustee Monk. Chairman Topcik asked if discussion was desired for those items, as there was none, and upon the vote, the motion was carried unanimously.

- 5) Regular Minutes of July 13, 2021
- 6) Disbursements for August, 2021
- 7) Treasurer’s Report for July 31, 2021
- 8) Budget Report for July 31, 2021
- 9) End of month July 31, 2021 Monthly Operation Summation

### OPERATIONS & MAINTENANCE ACCOUNT August, 2021 – Disbursements

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Jul-21	2,698.47
2921	Federal Withholding Taxes	Jul-21	3,477.20
2922	IL Department of Revenue	Monthly Remittance	1,110.24
2923	WI Department of Revenue	Monthly Remittance	550.82
7205	FICA Withholding Taxes (ER Portion)	Jul-21	2,698.52
7255	Correll Co.	Jul-21	6,021.02
7211	Commonwealth Edison	Electricity - Jul-21	73.31
7211	Constellation	Electricity - Jul-21	11,554.76
7215	PDC Laboratories	Sample Testing	386.50
7221	Hawkins	Chlorine Shipment	767.00
7222	Ace Hardware	Misc. Supplies	102.69
7222	Electrical Control Distributors	Misc. Supplies	222.82
7223	American Building Services	Maintenance Supplies	800.00
7223	Cole-Parmer	Maintenance Supplies	289.04

# Minutes

---

August 10, 2021- Board Meeting

7223	Cummins Npower	Maintenance on generator	1,666.21
7223	Krause Electrical Contractors	Labor to hook up generator	1,064.00
7223	Newark Element 14	Maintenance Supplies	2,328.02
7223	ProFlow Pumping	Chlorine Residual Analyzer/Controller Package	5,929.09
7223	Scadаметrics	Maintenance Supplies	608.50
7225	Concentric Integration	Time & Materials Support Services	1,068.75
7225	Hansen Associates, Inc.	Sep-21 Copier Maintenance	95.00
7225	Klean Korner's Commercial Cleaning	Janitorial Service Jul-21	500.00
7232	AT&T	Telephone Service	937.19
7232	Verizon Wireless	Cellular Phone/Data Service	555.55
7234	Concentric Integration	2021 Win911 Upgrade	3,620.00
7234	Quill	Office Supplies	149.97
7235.2	AARP Medical	Medical Insurance for Diane Fragassi	341.25
7235.2	AARP Prescription	Prescription coverage for Diane Fragassi	92.80
7235.2	Blue Cross/Blue Shield	Aug-21 Health Insurance	8,204.27
7235.2	Euclid Managers (Delta Dental)	Aug-21 Dental/Vision	488.98
7235.2	Principal Insurance	Aug-21 Disability/AD&D	599.65
7235.2	White, Don	Deductible Reimbursement	242.95
7236	Thompson, Jeremy	Fuel Reimbursement	25.00
7237	Hungerford Technologies	WebEx Service - Teleconference Meeting	26.00
7241	Hamlin, James	Payroll Fees - Jul-21	201.02
7242	Kucera, Daniel	Legal Services - Jul-21	1,755.00
7243	Clark Dietz	Professional Services	225.00
7245	Baillie, Anthony	Tuition Reimbursement	2,045.61
7247	Chase Commercial Diving	FY2022 Intake Monitoring	6,800.00
7251	Correll Co.	Investment Services	1,391.00
7251	Tony's House of Creations	Flowers	110.00

# Minutes

August 10, 2021- Board Meeting

## FIRST BANKCARD

	Acct. 7222	Misc. Supplies	203.45
	Acct. 7225	Maintenance Contract	34.25
	Acct. 7234	Office Supplies	124.32
	Acct. 7236	Transportation	192.01
	Acct. 7237	Meetings/Seminars	188.66
	Acct. 7238	Dues/Subscriptions	27.72
		<b>Total First Bankcard</b>	770.41
		<b>Grand Total - Operations</b>	<b>\$72,593.61</b>

## R&R

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7299	Clark Dietz	Filter Replacement Project	825.00
		<b>Grand Total - R&amp;R</b>	<b>\$825.00</b>

## UNFINISHED BUSINESS

- **Filter Underdrain Replacement**– General Manager White stated that there was nothing new to report on this subject, as it had been postponed until after Labor Day.
- **Update of Intergovernmental Agreement with Lake County Public Works** – General Manager White advised that he had spoken with Julie Gray of Lake County Public Works. She provided the final agreement for the vacuum truck and crew. General Manager White proceeded to read the scope of services in the proposal, and the costs for those services. Lake County Public Works will provide the truck, the crew, and the analysis of the sample. The estimated cost in the proposal was \$679.00. General Manager White advised that Ms. Gray indicated that this would not be an ongoing arrangement. He also indicated that the waste sample was the property of the District in perpetuity. Discussion of this subject followed.
- **Grant Writing Services** – General Manager White stated that the board had approved Baxter & Woodman for grant writing services for the main plant and low lift generators, and four roofs at the plant. He provided a copy of the proposals for those services. He also stated that Attorney Kucera had reviewed and approved the proposals. General Manager White reviewed the proposals and costs for each. Discussion of this subject followed. Trustee Ruchti made a motion to accept both proposals, 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.
- **Approval of revision to Sec. 311 (PTO) of employee handbook** - General Manager White presented a modified version of Section 311 – PTO for the employee handbook. He stated that upon speaking with Attorney Kucera, that this modification will not meet the District's objectives, as the hire date of new

# Minutes

---

*August 10, 2021- Board Meeting*

employees could prove problematic. In light of this, General Manager White said he would begin again and come up with a solution that would work. Discussion of this subject followed.

## NEW BUSINESS

- **Power Loss & Generator Rental** – General Manager White stated that on July 29<sup>th</sup> and 30<sup>th</sup> the District lost power due to a major storm, at approximately 2:00 a.m. The operator on call, Anthony Baillie came in and found that a tree was lying against the Commonwealth Edison transformer, which had blown a fuse. Mr. Baillie contacted the Commonwealth Edison Power Outage Center and requested that assistance be provided as soon as possible. In addition, the standby generator was not functioning. General Manager White was also contacted and went to the plant around 3:00 a.m. General Manager White provided the board with a timeline of what occurred during these two days. Discussion of this subject followed.

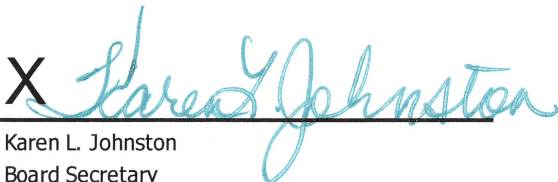
General Manager White advised that a generator was rented from Sunbelt Rentals, with prior authorization of the board. He also indicated that the parts to repair the District's generator would not arrive until the end of August, or beginning of September. Discussion of this subject followed.

- **Intake Inspection** – General Manager White advised that Carl Chase had performed the intake inspection on July 20. General Manager White provided the board with a drawing indicating where the bents are located. He also included a copy of Mr. Chase's report. General Manager White proceeded to discuss the report, and his meeting with Mr. Chase. Mr. Chase indicated that the bents are doing their jobs; however, he is still concerned over sand loss. He suggested that the District place rock on the north side, to stop the flow of the sand. Discussion of this subject followed.

- MISCELLANEOUS

- **Arlyn Albrecht** – General Manager White advised the board he had been informed that the previous general manager, Al Albrecht had passed away.
- **Zion Public Works** –Trustee Jaeger provided an excerpt from a booklet published by the City of Zion. In that booklet, Ray Roberts explained how much infrastructure the City maintains, and that he has very few people with which to do that.

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

X 

Karen L. Johnston  
Board Secretary