

Minutes

November 9, 2021- Board Meeting

On November 9, 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, Walsh, Ruchti, and Moe were present. Trustees Monk and Mitchell were absent Also present were General Manager Don White and 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, and that the disbursements would be pulled for discussion. Chairman Topcik then asked for a motion to approve the consent agenda, which was made by Trustee Moe, and seconded by Trustee Walsh. Chairman Topcik asked if discussion was desired for those items, as there was none, and upon the vote, the motion was carried unanimously.

The Mobile Health Diagnostics bill was discussed. General Manager White advised that this was for noise level monitoring. Trustee Ruchti 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 Minutes of October 12, 2021
- 6) Treasurer's Report for October 31, 2021
- 7) Budget Report for October 31, 2021
- 8) End of month October 31, 2021 Monthly Operation Summation

OPERATIONS & MAINTENANCE ACCOUNT November, 2021 – Disbursements

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Oct-21	3,999.41
2921	Federal Withholding Taxes	Oct-21	5,126.46
2922	IL Department of Revenue	Monthly Remittance	1,655.21
2923	WI Department of Revenue	Monthly Remittance	815.50
7205	FICA Withholding Taxes (ER Portion)	Oct-21	3,999.41
7255	Correll Co.	Oct-21	8,586.98
7211	Commonwealth Edison	Electricity - Oct-21	71.55
7211	Constellation	Electricity - Sep-21	9,645.07
7215	Eurofins Eaton Analytical	Sample Testing	1,200.00
7215	Mobile Health Diagnostics	Noise Level Monitoring	3,225.00

Minutes

November 9, 2021- Board Meeting

7215	PDC Laboratories	Sample Testing	96.50
7221	Hawkins	Chlorine Shipment	868.00
7221	Usalco	Aluminum Sulfate Shipment	6,412.54
7222	Ace Hardware	Misc. Supplies	82.56
7222	Analytical Technology, Inc.	Lab Supplies	1,213.64
7222	Cintas	First Aid Supplies	62.35
7222	Napa Auto Parts	Misc. Supplies	190.53
7222	Uline	Misc. Supplies	164.31
7223	Grainger, W.W.	Maintenance Supplies	1,499.43
7223	Illini Power Products	Replace Voltage Adjustment Potentiometer	975.89
7223	Kirchner, Inc.	Fire Extinguisher Maintenance & Inspection	386.32
7223	NIR Roof Care	Roof Repairs	960.00
7223	Reladyne	Maintenance Oils	279.27
7223	Sievert Crane & Hoist	Annual Inspection - Hoist, Harnesses, Ladders	1,276.00
7225	Concentric Integration	Time & Materials Support Services	213.75
7225	Hansen Associates, Inc.	Dec-21 Copier Maintenance	65.00
7225	Klean Korner's Commercial Cleaning	Janitorial Service Oct-21	500.00
7231	DeLage Financial	Dec-21 Copier Lease	169.85
7232	AT&T	Telephone Service	686.04
7232	Verizon Wireless	Cellular Phone/Data Service	551.10
7234	FedEx	Shipping Charges	14.79
7234	Office Depot	Office Supplies	334.20
7234	Quill	Office Supplies	25.98
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	Dec-21 Health Insurance	8,204.27
7235.2	Cincinnati Life	Life Insurance	321.00
7235.2	Euclid Managers (Delta Dental)	Dec-21 Dental/Vision	298.94
7235.2	Principal Insurance	Dec-21 Disability/AD&D	509.77
7236	Thompson, Jeremy	Travel Reimbursement	54.21

Minutes

November 9, 2021- Board Meeting

7237	Emery & Associates	OSHA Training	4,250.00
7237	Hungerford Technologies	WebEx Service - Teleconference Meeting	26.00
7238	AWWA	2022 AWWA Membership Renewal	372.00
7238	WaterISAC	2022 Membership Renewal	550.00
7241	Hamlin, James	Payroll Fees - Oct-21	263.39
7242	Kucera, Daniel	Legal Services - Oct-21	6,582.00
7243	Baxter & Woodman	Grant Assistance	680.00
7251	Advocate Occupational Health	Pre-Employment Physical/Drug Screening Respirator Clearance Exam/Fit Testing	377.00
7251	Correll Co.	Qtrly. Investment Services	1,393.00

FIRST BANKCARD

	Acct. 7222	Miscellaneous Supplies	463.46
	Acct. 7223	Maintenance Supplies	909.55
	Acct. 7225	Maintenance Contract	34.25
	Acct. 7234	Office Supplies	44.50
	Acct. 7236	Transportation	261.11
	Acct. 7237	Meetings/Seminars	166.58
	Acct. 7238	Dues/Subscriptions	27.72
		Total First Bankcard	1,907.17
		Grand Total - Operations	\$81,575.44

R&R

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7299	Boller Construction Co.	Filter Replacement - Pay App. #3	16,684.10
7299	Clark Dietz	Filter Replacement	1,800.00
7300.1	McKinney Steel & Sales	Remove & replace existing stairs	6,950.00
		Grand Total - R&R	\$25,434.10

Minutes

November 9, 2021– Board Meeting

UNFINISHED BUSINESS

- **Filter Underdrain Replacement**– General Manager White stated Boller had submitted their third payment request for this project. Tom Foley of Clark Dietz has certified to this amount minus 10% for retainage, making the payment \$16,684.10. General Manager White proceeded to discuss the progression of the project. He indicated that there were some setbacks in the installation having to do, in part, with the revised drawings. Boller and Xylem met on November 5 and resolved the issues, and the project is proceeding again. Discussion of this subject followed.
- **Update - Grant Writing Services** –General Manager White stated that Elisa Bonkowski attended a seminar in October and found some possible funding opportunities including the Building Resilient Infrastructure and Communities (BRIC) program that she is looking at for the generators. General Manager White outlined the parameters of the program, stating that Ms. Bonkowski advised the applications are due January 28, 2022. She also advised that she would present the generators as a project that would mitigate risk to public infrastructure, and that she needed to do more research with FEMA regarding this subject. Discussion of this subject followed.
- **Update of Video Security System Maintenance Agreement**– General Manager White stated that he had contacted Chad of Imperial Surveillance and he will inspect the District’s system. He will determine the condition of the current system, and what items need to be addressed in the future. Chad will prepare a proposal for maintaining the system, which General Manager White will present to the Board at the December meeting for discussion and possible approval. Discussion of this subject followed.
- **Bond Interest Payment**– General Manager White stated that the bond interest payment was made on October 26, per the bond ordinance, for \$ 53,165.50. He indicated that the next payment would be made on or near April 27, 2022, for a principal payment of \$ 890,165.50, and interest payment of \$ 53,165.50.
- **Clark Dietz preparation of Emergency Response Plan for District** – General Manager White stated that Tom Foley of Clark Dietz is reviewing the District’s current plan, and comparing it with other plans he has worked on. He will develop questions for the staff to gather information to insert into the plan. Discussion of this subject followed.
- **ARC Flash Study and Training** – General Manager White advised that the ARC Flash Training was scheduled for November 17. As previously discussed, the study would be deferred until next fiscal year when the District can budget for the study.
- **OSHA Compliance Update** – Trustee Jaeger arrived at 5:50 p.m. General Manager White attached a list of items that are issues regarding this subject. He stated that everything is either completed, or scheduled to be done by the middle of December. He indicated that the staff had been working diligently to complete all items to the satisfaction of Mr. Sam Laxman of the Department of Labor. Discussion of this subject followed.

Minutes

November 9, 2021- Board Meeting

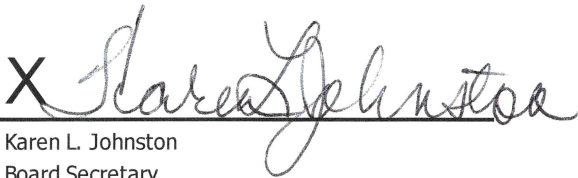
Trustee Jaeger made a motion to move into executive session to discuss employee performance, which was seconded by Trustee Ruchti, Chairman Topcik asked if any further discussion was desired. As there was no further discussion, and upon the vote, the motion was carried unanimously.

* * * * EXECUTIVE SESSION * * * *

MISCELLANEOUS

- **Holiday Dinner** –The District’s Holiday Dinner would be held at the Shanty in Wadsworth, IL, following the December 2021 board meeting. The District will pay for the trustees and their guests.
- **Trustee Mitchell** – Chairman Topcik read a resignation letter from Trustee Mitchell. She indicated that for personal reasons she had relocated to Kenosha, WI and would no longer be able to serve on the board.

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

X 

Karen L. Johnston
Board Secretary