

Minutes

June 21, 2022- Board Meeting

On June 21, 2022, 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 Pro-Tem Michael Ruchti opened the meeting at approximately 5:30 p.m., upon the roll being called; Trustees Amos Monk, Anthony Baillie, Douglas Jaeger, and Michael Ruchti were present. Trustees Patrick Walsh, Richard Moe, and Chairman Gerold Topcik were absent. Also present were General Manager Don White and Administrative Assistant/Board Secretary Karen Johnston. Attorney Daniel Kucera attended via telephone. Present, as a guest speaker was Ms. Cheryden Juergensen, Eder Casella & Co.

Chairman Pro-Tem Ruchti advised that Chairman Topcik was absent that evening, and he would be presiding over the meeting. He then advised that the guest speaker, Ms. Cheryden Juergensen was there to present the final audit for fiscal year 2022.

Ms. Juergensen introduced herself and passed out copies of the audit to the board. She indicated that the records were in good condition, as they have been previously. She stated that there were no errors or misstatements, no unusual journal entries, and no material weaknesses, or deficiencies. She then presented the auditor's opinion, explaining that it was an unmodified opinion, which means that based on all of testing they were able to obtain reasonable assurance that the financial statements were fairly presented. She indicated that this is best opinion the District could have under accounting standards.

She then went through the audit, reviewing various charts and policies. The policies and procedures were reviewed, and they found no issues. The following are the highlights of the audit:

- The results of operations for the year resulted in an operating income of \$723,102. After considering interest and other income and expense, the net result for the year was \$606,687 of net income.
- The 2022 demand for water increased 5.79% from 2021 levels to 943,459,000 gallons. The District had delivered 891,861,000 gallons in 2021.
- The District's net position increased during the year, which ended April 30, 2022 by \$606,687 from the 2021 balance of \$7,423,757 to the 2022 balance of \$8,030,444.
- Total revenue for 2022 of \$2,607,562 is \$189,971 more than the \$2,417,591 reported in 2021.
- Renewal and replacement charges increased by \$158,553 due to increased renewal and replacement expenses such as plant generator control upgrade and valve replacement.
- The 2022 delivery rate calculation is \$1.563 per 1,000 gallons.
- There is a refund of \$185,057, to be allocated to the customers based on delivered gallons of water actually billed.
- The amount needed to fully fund the R&R account is \$226,579. After credits for amounts paid in 2021, additional debt service coverage, and the underdrain project allocated for the year, the amount to be contributed by the District's customers is \$180,544.

Ms. Juergensen asked if there were any questions. There were none and Ms. Juergensen left the meeting at 5:40 p.m.

Trustee Jaeger made a motion to accept the audit report, which was seconded by Trustee Monk. Chairman Pro-Tem Ruchti asked if any further discussion was desired. As there was no further discussion, and upon the vote, the motion was carried unanimously.

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Trustee Baillie made a motion to approve the pension contribution of 17% for fiscal year 2023, which was seconded by Trustee Jaeger. Chairman Pro-Tem Ruchti asked if any further discussion was desired. As there was no further discussion, and upon the vote, the motion was carried unanimously.

Trustee Jaeger made a motion to approve the rate adjustments for FY2023, as calculated by the FY 2022 audit, which was seconded by Trustee Baillie. Chairman Pro-Tem Ruchti asked if any further discussion was desired, as there was no further discussion, and upon the vote, the motion was carried unanimously.

Chairman Pro-Tem Ruchti then indicated that he would accept a motion to place the following items on a consent agenda and to accept that consent agenda. Chairman Pro-Tem Ruchti then asked for a motion to approve the consent agenda, which was made by Trustee Monk, and seconded by Trustee Jaeger. Chairman Pro-Tem Ruchti asked if discussion was desired for those items, as there was none, and upon the vote, the motion was carried unanimously.

- 5) Regular & Executive Session Minutes of May 17, 2022
- 6) Disbursements for June, 2022
- 7) Treasurer's Report for May 31, 2022
- 8) Budget Report for May 31, 2022
- 9) End of month May 31, 2022 Monthly Operation Summation

OPERATIONS & MAINTENANCE ACCOUNT June, 2022 – Disbursements

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	May-21	2,973.87
2921	Federal Withholding Taxes	May-21	3,834.80
2922	IL Department of Revenue	Monthly Remittance	1,248.20
2923	WI Department of Revenue	Monthly Remittance	593.25
7205	FICA Withholding Taxes (ER Portion)	May-21	2,973.87
7255	Correll Co.	May-21	6,636.16
7211	Commonwealth Edison	Electricity - Mar-21	71.63
7211	Constellation New Energy	Electricity - Mar-21	20,331.48
7212	No. Shore Reclamation	Wastewater Charges	4,499.53
7215	PDC Laboratories	Sample Testing	128.00
7221	Hawkins	Chlorine Shipment	1,567.00
7221	Usalco	Aluminum Sulfate Shipment	6,260.24
7222	Ace Hardware	Misc. Supplies	35.92

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ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7222	Applied Industrial Technologies	Misc. Supplies	474.74
7222	EMD Millipore	Lab Supplies	2,766.61
7222	Hach	Lab Supplies	1,925.86
7222	Zoro Tools	Misc. Supplies	179.41
7223	Control Tech	Maintenance Supplies	1,668.90
7223	Dorner	Maintenance Supplies	401.03
7223	Vortex Technologies	Maintenance Supplies	4,905.00
7225	Concentric Integration	Time & Material/Annual Support Services	3,799.77
7225	Erickson Designs, C.	Landscaping Maintenance	588.57
7225	Hansen Associates, Inc.	Jun-21 Copier Maintenance	95.00
7225	Klean Korner Commercial Cleaning	Janitorial Service May-21	500.00
7225	Lakeland Larsen Elevator	Quarterly Elevator Maintenance	339.62
7231	DeLage Landen Financial Services	Jul-21 Copier Lease	124.12
7232	AT&T	Telephone Service	2,732.43
7232	Verizon Wireless	Cellular Phone/Data Service	821.92
7234	Office Depot	Office Supplies	154.16
7234	Quill	Office Supplies	130.27
7235.1	West's Insurance Agency	2022-2022 Facilities Insurance	61,296.00
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	Jul-21 Health Insurance	8,204.27
7235.2	Euclid Managers (Delta Dental)	Jul-21 Dental/Vision	488.98
7235.2	IL Public Risk Fund	3rd Qtr. Workers' Compensation	2,209.00
7235.2	Principal Insurance	Jul-21 Disability/AD&D	599.65
7237	Hungerford Technologies	WebEx Service - Teleconference Meeting	26.00
7241	Eder, Casella & Co.	FY2022 Final Audit - Progress Bill	23,850.00
7241	Hamlin, James	Payroll Fees - May-21	234.02
7242	Kucera, Daniel	Legal Services - May-21	3,217.50
7251	Correll Co.	Investment Services	1,040.00

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FIRST BANKCARD

	Acct. 7225	Maintenance Contract	34.25
	Acct. 7234	Office Supplies	94.50
	Acct. 7236	Transportation	231.99
	Acct. 7238	Dues/Subscriptions	27.72
		Total First Bankcard	388.46
		Grand Total - Operations	\$174,749.29

R&R

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7299	Clark Dietz	Filter Replacement Project	4,050.00
		Grand Total - R&R	\$4,050.00

ORDINANCES/RESOLUTIONS:

Prevailing Wage Ordinance: Chairman Pro-Tem Ruchti then presented the following Resolution:

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RESOLUTION

WHEREAS, the State of Illinois has enacted the Prevailing Wage Act, 820 ILCS 130/0.01, et seq (1996) ("Act"); and

WEREAS, the Act requires that the Lake County Public Water District ("District") investigate and ascertain the prevailing rate of wages for laborers, workers and mechanics employed in performing construction of public works of the District, all as such terms are defined in the Act;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE LAKE COUNTY PUBLIC WATER DISTRICT AS FOLLOWS:

To the extent and as required by the Act, the general prevailing rate of wages in this locality for laborers, workers and mechanics who become engaged in construction of public works of the District is hereby ascertained to be the same as the prevailing rate of wages for construction work in Lake County area as determined by the Department of Labor of the State of Illinois as of May, 2022, a copy of which determination is attached hereto and incorporated herein. The definition of any terms appearing in this Resolution which are also defined in the Act shall be the same as in the Act.

Nothing contained in this Resolution shall be construed to apply to any work or employment except public works construction of the District to the extent required by the Act.

The General Manager of the District shall publicly post or keep available for inspection by any interested party in the main office of the District this determination.

The District Secretary shall promptly file a certified copy of this Resolution with the Illinois Secretary of State.

The District shall cause to be posted on the District's website notice of the Department of Labor's determination of prevailing wages with a link to the prevailing wage schedule for the applicable locality that is published on the official website of the Department of Labor

The General Manager of Lake County Public Water District shall mail a copy of this determination to any employer, any association of employers and any person or association of employees who have filed with the District their respective names and addresses requesting copies of any determination stating the particular wage rates and the particular class of workers whose wages will be affected by such rates.



Karen Johnston
Secretary

LAKE COUNTY PUBLIC WATER DISTRICT

Michael B. Ruchti
Chairman Pro-Tem, Board of Trustees

PRESENTED AND READ: June 21, 2022

APPROVED:

ROLL CALL VOTE:

Trustees voting aye: A. Monk; A. Baillie; D. Jaeger; M. Ruchti

Trustee voting nay: None

Trustees absent: G. Topcik; P. Walsh; R. Moe

MOTION CARRIED

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Trustee Jaeger made a motion to accept the prevailing wage ordinance as presented, which was seconded by Trustee Monk. Chairman Pro-Tem Ruchti declared the motion carried on the following roll call vote.

Ayes: (4) Monk, Baillie, Jaeger, Ruchti

Nays: (0)

Absent: (3) Topcik, Walsh, Moe

UNFINISHED BUSINESS

- **Filter Underdrain Replacement**– General Manager White stated that, Tom Foley presented the request from the board to reduce the liquidated damage amount by half, or from \$10,750 to \$5,375.00, and Boller accepted the change. He included change order #3, and a resolution for that change order in the board packet. Discussion of this subject followed. Trustee Jaeger made a motion to approve the change order and change order resolution, which was seconded by Trustee Monk. Chairman Pro-Tem Ruchti asked if any further discussion was desired. There was none. The vote on roll call was: Trustees Monk, aye; Baillie, aye; Jaeger, aye; Ruchti, aye. Motion carried.
- **Grant Writing Services** – General Manager White stated that he had reached out to Elisa Bonkowski of Baxter & Woodman for an update on this subject. According to Ms. Bonkowski, she had no new information, but she would contact Senator Bush's, and Representative Mason's offices to get a sense of where the District stands. Discussion of this subject followed.

NEW BUSINESS

- **New Legislation** – Attorney Kucera stated that earlier in June, the Governor signed into law PA-102-1050. The new law expands the right of employees to unpaid leave for various events of bereavement. The employee is entitled to two weeks of unpaid leave to make arrangements, or to attend the funeral of a covered family member. An employee is entitled to up to two weeks unpaid leave for other specified events affecting the employee or the spouse or domestic partner of the employee, including miscarriage, unsuccessful reproductive procedure, failed adoption procedure, failed surrogate efforts or adverse diagnosis as to pregnancy or fertility. The new law is in affect January 1, 2023. He indicated that he would prepare revisions to the Employee Handbook to reflect the new law.
- **Intake Inspection Report** – General Manager White stated that Carl Chase, of Chase Commercial Diving, performed the intake inspection on June 4. General Manager White attached Mr. Chase's intake inspection report along with the bent monitoring reports for 2022 and 2020. General Manager White indicated that Mr. Chase advised the board last year, that stone probably would be needed to be placed at riser #1, this year. In addition, he indicated in his report that stone would be needed at riser #2, this year as well. Discussion of this subject followed. General Manager White indicated that he had investigated pricing for this type of stone. He indicated that the subtotal without trucking is approximately \$130,000, and that once bid the total costs would be approximately \$140,000–\$190,000. Further discussion of this subject followed, including payment options. The consensus of the board was that General Manager White would prepare a bid specification.

MISCELLANEOUS

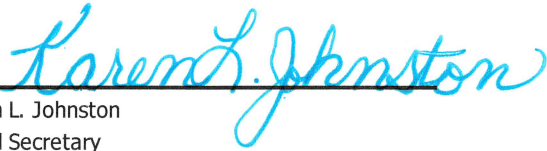
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- **Employer/Employee Relations Committee** – Chairman Pro-Tem Ruchti, chair of Employer/Employee Relations committee, indicated that he had met with General Manager White. They discussed an (anonymous) employee satisfaction survey, employee evaluations, and possible employee/employer gatherings. Discussion of this subject followed.

Trustee Baillie requested that the executive session minutes be amended to include “at this time” at the end of the third sentence. Trustee Jaeger made a motion to make this change, which was seconded by Trustee Baillie. Chairman Pro-Tem Ruchti asked if any further discussion was desired. Further discussion of the subject was held by the board. Upon the vote, three trustees voted aye, one abstained. Motion carried.

Trustee Jaeger made a motion to adjourn.

X 

Karen L. Johnston
Board Secretary