

Minutes

November 8, 2022 - Board Meeting

On November 8, 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 Topcik opened the meeting at approximately 5:30 p.m., upon the roll being called; Trustees Ruchti, Monk, Walsh, Moe, and Jaeger were present. Trustee Baillie arrived at 6:00 p.m. Also present were General Manager White and Administrative Assistant/Board Secretary Johnston. District Attorney Kucera attended 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 Walsh, and seconded by Trustee Jaeger. Chairman Topcik asked if discussion was desired for those items, as there was none, and upon the vote, the motion was carried unanimously.

General Manager White stated that due to emergency repairs in August for the intake pipe (cones), the line item for the Intake had gone over the budgeted amount, and thus needed board approval for that payment. Trustee Jaeger made a motion to approve that payment, which was seconded by Trustee Walsh. Trustee Jaeger also made a motion to approve the November 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 October 8, 2022
- 6) Treasurer's Report for October 31, 2022
- 7) Budget Report for October 31, 2022
- 8) End of month October 31, 2022 - Monthly Operation Summation

OPERATIONS & MAINTENANCE ACCOUNT

November 2022 - Disbursements

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Oct-22	3,042.23
2921	Federal Withholding Taxes	Oct-22	4,984.82
2922	IL Department of Revenue	Monthly Remittance	1,322.65
2923	WI Department of Revenue	Monthly Remittance	465.41
2925	IDES	Monthly Remittance	9.23
7205	FICA Withholding Taxes (ER Portion)	Oct-22	3,042.23
7255	Correll Co.	Oct-22	5,077.72
7211	Commonwealth Edison	Electricity - Aug-22	64.86
7211	Constellation	Electricity - Aug-22	6,232.57
7212	No. Shore Water Reclamation	Wastewater Charges 03/31/22-06/30/22	3,653.92
7215	Pace Analytical Services	Sample Testing	116.75

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ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
7222	Ace Hardware	Misc. Supplies	300.61
7222	Grainger	Misc. Supplies	447.06
7222	Hach	Lab Supplies	876.46
7222	Napa Auto Parts	Misc. Supplies	184.95
7223	Boller Construction	Replace Clarifier Bearing	2,808.68
7223	Krause Electrical Contractors	Replace motor starter on air compressor	1,475.00
7223	Lakeland/Larsen Elevator	Replaced button on board	245.25
7223	Marmon Industrial Water	Bearings	2,150.62
7223	McMaster-Carr	Maintenance Supplies	844.31
7223	Quincy Compressor	Maintenance Supplies	72.28
7223	Reladyne	Maintenance Supplies	1,014.87
7225	Concentric Integration	2022-2023 Support Services	1,443.67
7225	Hansen Associates, Inc.	Nov-22 Copier Maintenance	65.00
7231	DeLage Financial	Nov-22 Copier Lease	161.76
7232	AT&T	Telephone Service	1,129.49
7232	Verizon Wireless	Cellular Phone/Data Service	671.14
7235.2	AARP Medical	Medical Insurance for Diane Fragassi	356.75
7235.2	AARP Prescription	Prescription coverage for Diane Fragassi	100.80
7235.2	Blue Cross/Blue Shield	Nov-22 Health Insurance	5,237.28
7235.2	Cincinnati Insurance	Life Insurance	321.00
7235.2	Euclid Managers (Delta Dental)	Nov-22 Dental/Vision	566.65
7235.2	Principal Insurance	Nov-22 Disability/AD&D	763.21
7235.2	Thompson, Jeremy	Deductible Reimbursement	1,342.38
7237	Hungerford Technologies	WebEx Service - Teleconference Meeting	26.00
7238	AWWA	2023 Membership	383.00
7238	WaterIsac	2023 Membership	550.00
7241	Your Payroll Dept.	Payroll Fees - Oct-22	205.01
7242	Kucera, Daniel	Legal Fees - Oct-22	1,665.00
7243	Clark Dietz	Consulting Eng. Services/Arc Flash	9,572.33
7251	Correll Co.	Investment Services	1,264.00

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FIRST BANKCARD

	Acct. 7222	Misc. Supplies	192.58
	Acct. 7223	Maintenance Supplies	1,228.67
	Acct. 7225	Maintenance Contract	36.65
	Acct. 7234	Office Supplies	620.52
	Acct. 7236	Transportation	192.71
	Acct. 7237	Meetings/Seminars	271.43
	Acct. 7238	Dues/Subscriptions	27.72
		Total First Bankcard	2,570.28
		Grand Total - Operations	\$66,827.23

UNFINISHED BUSINESS

- **Grant Writing Services/State Revolving Loan Program** – General Manager White stated that this subject was still on hold until the contract extensions can be discussed with the District’s customers. The board indicated that they want to keep this subject on the agenda until that can be done. Discussion of this subject followed.
- **Stone Placement – Intake** – General Manager White stated that he had received the final permit from the Illinois Department of Natural Resources (IDNR). He indicated that he had contacted Ben Koepsell of Michels Corp. to see if they are able to get out on the lake at this time of year. Mr. Koepsell advised that as long as the lake stays calm, they could proceed with the work. General Manager White also indicated that Mr. Koepsell advised the work can be done in the spring, if the weather is not conducive now, and that there would be no additional charges if the project is put off until then. Discussion of this subject followed.
- **Discussion of Contract Extensions** – General Manager White stated the board had asked that he contact Ray Roberts, of Zion Public Works. Mr. Roberts had the same answer as he had previously; after the elections. Discussion of this subject followed.
- **Bond Interest Payment** - General Manager White stated that the bond interest payment for \$42,703.00 was made for the November 1, 2022 due date. He indicated that the next payment would be made three days prior to the due date of May 1, 2023, for a principal payment of \$900,703.00, and interest payment of \$42,703.00. Discussion of this subject followed.
- **Update of application for Professional Services for Completion of Application for Lake County American Rescue Plan Project** – General Manager White reminded the board that they had approved the proposal from Elisa Bonkowski of Baxter & Woodman to complete the ARPA application. He indicated that there was a question of the District’s eligibility, as Zion was applying for the same program. Ms. Bonkowski followed up on this question, and found that the District was eligible, and completed the application. General Manager White indicated that the District should have an answer regarding the grants in January 2023. Discussion of this subject followed.

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NEW BUSINESS

- **Approval of change to section 309 – Seminars and Conferences to the Employee Handbook** – General Manager White included updated verbiage for Section 309 Seminars, Conferences and Continuing Education Programs. This update better defines what is covered under Seminars and Conferences. Trustee Walsh made a motion to accept the change to the handbook 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.

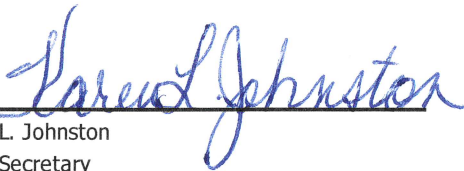


MISCELLANEOUS

Time was provided for board members to discuss items not on the agenda.

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

X



Karen L. Johnston
Board Secretary