

Minutes

December 13, 2022– Board Meeting

On December 13, 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 Topcik, Ruchti, Monk, Walsh, Baillie, Moe, and Jaeger were present. Also present were General Manager Don White and Administrative Assistant/Board Secretary Karen Johnston. District Attorney Dan Kucera was present via telephone. In addition, Mr. Brent Jones of West’s Insurance was in attendance.

Chairman Topcik stated that Mr. Jones was in attendance to present the workers compensation renewal for 2023. Mr. Jones reviewed the proposal, which was included in the board packet. He stated that inflation was affecting the workers’ compensation industry, however, IPRF remained competitive. He pointed out the items in the proposal which caused a substantial increase due in large part to the addition of an additional water operator. He also indicated that there was an approximate 12% rate increase for both the waterworks and clerical classifications. Mr. Jones advised that the District did, again, qualify for the safety grant. He recommended that the District accept this renewal. Discussion of this subject followed. Trustee Walsh made a motion to approve the 2023 workers’ compensation as proposed, 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.

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.

- 4) Regular_Session Minutes of November 8, 2022
- 6) Treasurer’s Report for November 30, 2022
- 7) Budget Report for November 30, 2022
- 8) End of month November 30, 2022 - Monthly Operation Summation

Chairman Topcik pulled the disbursements from the consent agenda, and several items were discussed. Trustee Moe then 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.

OPERATIONS & MAINTENANCE ACCOUNT December 2022 – Disbursements

ACCT. #	VENDOR NAME	DESCRIPTION	AMOUNT DUE
2920	FICA Withholding Taxes (EE Portion)	Nov-22	2,790.01
2921	Federal Withholding Taxes	Nov-22	4,752.18
2922	IL Department of Revenue	Monthly Remittance	1,151.18
2923	WI Department of Revenue	Monthly Remittance	482.18

Minutes

December 13, 2022- Board Meeting

7205	FICA Withholding Taxes (ER Portion)	Nov-22	2,790.01
7255	Correll Co.	Nov-22	5,109.87
7211	Commonwealth Edison	Electricity - Oct-22	65.02
7211	Constellation	Electricity - Oct-22	5,530.46
7215	Pace Analytical Services	Sample Testing	116.75
7221	Hawkins	Chlorine Shipment	4,082.00
7221	Usalco	Aluminum Sulfate Shipment	7,605.53
7222	Ace Hardware	Misc. Supplies	73.90
7222	Americrane & Hoist Corp.	Warning Label	33.72
7222	Cintas	First Aid Supplies	72.28
7222	Grainger	Misc. Supplies	1,275.90
7222	Napa Auto Parts	Misc. Supplies	71.99
7223	Kirchner, Inc.	Fire extinguisher maintenance and inspections	828.50
7223	Krause Electrical Contractors	Troubleshoot air compressor control panel	262.00
7223	Sievert Crane & Hoist	Annual Inspection Hoist System	1,276.00
7225	Concentric Integration	2022-2023 Support Services	2,441.17
7225	Erickson Design, C.	Landscaping Maintenance	698.75
7225	Evoqua Water Technologies	Maintenance Contract	692.50
7225	Hansen Associates, Inc.	Jan-23 Copier Maintenance	65.00
7231	DeLage Financial	Jan-23 Copier Lease	161.76
7232	AT&T	Telephone Service	1,129.74
7232	Verizon Wireless	Cellular Phone/Data Service	638.14
7234	CDW-G Government	Computer Peripherals	1,297.54
7234	FedEx	Shipping Charges	93.63
7234	ODP Business Solutions	Office Supplies	113.70
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	Jan-23 Health Insurance	8,454.30
7235.2	Cincinnati Insurance	Life Insurance	450.00
7235.2	Euclid Managers (Delta Dental)	Jan-23 Dental/Vision	314.15
7235.2	IL Public Risk Fund	1st Qtr. 2023 Workers Compensation	3,321.00

Minutes

December 13, 2022 - Board Meeting

7235.2	Principal Insurance	Jan-23 Disability/AD&D	645.44
7235.2	Thompson, Jeremy	Deductible Reimbursement	935.22
7237	Hungerford Technologies	WebEx Service - Teleconference Meeting	26.00
7239	Security 101	Qtrly. Security System Maintenance	1,704.00
7241	Your Payroll Dept.	Payroll Fees - Nov-22	205.92
7242	Kucera, Daniel	Legal Fees - Nov-22	1,822.50
7243	Baxter & Woodman	Source Water Prot./Lake Co. ARPA	4,885.00
7243	Clark Dietz	Arc Flash Study/Consulting Services	10,727.67
7251	Correll Co.	Investment Services	1,247.00

FIRST BANKCARD

	Acct. 7222	Misc. Supplies	246.63
	Acct. 7223	Maintenance Supplies	70.92
	Acct. 7225	Maintenance Contract	36.65
	Acct. 7234	Office Supplies	657.49
	Acct. 7236	Transportation	180.42
	Acct. 7237	Meetings/Seminars	307.49
	Acct. 7238	Dues/Subscriptions	27.72
		Total First Bankcard	1,527.32
		Grand Total - Operations	\$82,424.48

MEETING DATE RESOLUTION: The Chairman then read the Resolution. Discussion of the resolution followed. Chairman Topcik reminded the board that the June meeting would be the third Tuesday of the month, rather than the second, to accommodate the completion of the fiscal year final audit. Trustee Walsh made a motion to approve the resolution, 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 Ruchti, aye; Monk, aye; Walsh, aye; Baillie, aye; Moe, aye; Jaeger, aye; Topcik, aye. Motion carried.

Minutes

December 13, 2022 - Board Meeting

RESOLUTION

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE LAKE COUNTY PUBLIC WATER DISTRICT, Lake County, Illinois, that the regular monthly meetings of the Board of Trustees for the calendar year beginning January 1, 2023, be held at the hour of 5:30 P.M. in the conference room at the District's Filtration Plant located at 500 -17th Street, Zion, Illinois, have been scheduled for the following days and dates:

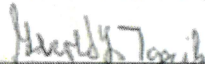
Tuesday, January 10, 2023
Tuesday, February 14, 2023
Tuesday, March 14, 2023
Tuesday, April 11, 2023
Tuesday, May 9, 2023
Tuesday, June 20, 2023
Tuesday, July 11, 2023
Tuesday - August 8, 2023
Tuesday - September 12, 2023
Tuesday - October 10, 2023
Tuesday - November 14, 2023
Tuesday - December 12, 2023

BE IT FURTHER RESOLVED that public notice of the scheduled meetings shall be given by posting a copy at the office of the District, 500 -17th Street, Zion, Illinois, and by publication thereof in the Lake County News Sun.



Karen L. Johnston
Secretary, Board of Trustees

LAKE COUNTY PUBLIC WATER DISTRICT


Gerold L. Topcik
Chairman, Board of Trustees

PRESENTED AND READ: December 13, 2022
PASSED AND APPROVED:

ROLL CALL VOTE:

Trustees voting aye: M. Ruchti; A. Monk; P. Walsh; A. Baillie; R. Moe; D. Jaeger;
Trustee voting nay: None G. Topcik
Trustees absent: None

MOTION CARRIED

Minutes

December 13, 2022- Board Meeting

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, and also discussed later in the meeting.
- **Stone Placement – Intake** – General Manager White stated that he had sent the notice to proceed on this project. He indicated that Ben Koepsell originally advised that he would be able to get his crew out, but they were now delayed until after Christmas, but would be able to place the stone in January. General Manager White indicated that Carl Chase would be the residential engineer on the project. Discussion of this subject followed.
- **Discussion of Contract Extensions** – General Manager White stated he had contacted Ray Roberts from the City of Zion regarding the contract extensions. The reply that General Manager White received was the same as before, “wait until after the elections”. However, a couple of days after that conversation, Ray sent an email stating that the City would like a written request from the District outlining the reasons for the extension, and the proposed length of the extension. Ray indicated that once the letter was received he would forward a copy to Dave Knabel for his review, and determination on when the contract extension would be presented to the Zion City Council. General Manager White did send a letter outlining the District’s reasons for needing the contracts extended now. General Manager White indicated that thus far, the letter had not been put on the City of Zion’s agenda. Discussion of this subject followed, with the board indicating that they wanted another letter sent to the Mayor of Zion, under the signature of all the board members, requesting a meeting to discuss the issue. Further 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 stated that the ARPA application is under review, and the District should receive notification on whether we will be receiving any funding for the Generator or roofing projects, sometime in January. Discussion of this subject followed.

NEW BUSINESS

- **Approval Of AT&T Dedicated Internet & Voice Bundle Agreement** – General Manager White stated that the contract with AT&T was expiring. He forwarded the new agreement to Attorney Kucera for his comments. He did have some changes that he would have liked to make to the contract; however, AT&T would not make them. Despite this, General Manager White felt that AT&T was still the best choice due to being the only provider with hard wire service in the area. Discussion of this subject followed. Trustee Walsh made a motion to accept the AT&T proposal, 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

Trustee Jaeger made a motion to go into executive session to discuss employee bonuses, which was seconded by Trustee Walsh.

* * * **EXECUTIVE SESSION** * * *

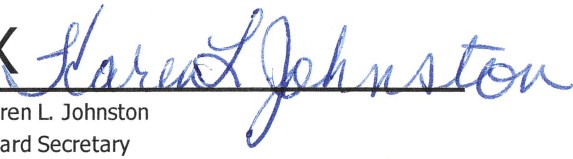
Minutes

December 13, 2022 - Board Meeting

Upon leaving executive session, Trustee Jaeger made a motion to approve a \$600 bonus, grossed up for taxes, to each of the District's employees, which was seconded by Trustee Monk. Chairman Topcik asked if any further discussion was desired. As there was no further discussion, and upon the vote, the motion was carried unanimously.

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