

**Lake in the Hills Sanitary District  
Board of Trustees Regular Meeting Minutes  
January 10, 2019**

**Roll Call:**

The regular meeting was called to order by President Hansen at 7:00 pm at the Sanitary District offices located at 515 Plum Street. Roll call was answered by President Eric Hansen, Trustee Terry Easler and Trustee Cheryl Kehoe. Also present were District Manager Rick Forner, Robert Doeringsfeld on behalf of District Engineer Peter Kolb, District Attorney Ann Williams and District Treasurer/Clerk Karen Thompson

**Approval of Minutes:**

Motion was made by Trustee Kehoe and seconded by Trustee Easler to approve the Minutes of the Regular Board Meeting of December 13, 2018 as presented. On a roll call vote, President Hansen, Trustee Easler and Trustee Kehoe voted aye.

**Public Comments:**

None.

**Consent Agenda:**

- A. Approval of Application and Certificate for Payment #2 and Final in the amount of \$37,827.03 to Hoerr Construction, Inc. for the Sewer Lining Project – Willow to Oak.

Motion was made by Trustee Easler and seconded by Trustee Kehoe to approve the Consent Agenda (Item A) as presented. On a roll call vote President Hansen and Trustees Easler and Kehoe voted aye.

**Specific Agenda:**

None.

**Accountant's Report:**

District Treasurer presented written copies of the December 2018 Treasurer reports and provided a verbal summary. She stated that December was a lower revenue month for both the O&M Funds and the Governmental Funds. She further stated that we did receive some tap on/connection fees in December. As noted on the O&M report, for the fiscal year to date thus far expenditures have exceeded revenues by a little over \$1.8 million. This is due to the construction projects that have been going on. She further indicated that we did receive a safety grant from the Illinois Public Risk fund. These proceeds will be used to purchase gas monitoring equipment from LAI Ltd.

Motion was made by Trustee Easler seconded by Trustee Kehoe to approve the December 2018 Treasurer Reports. On a roll call vote President Hansen and Trustees Easler and Kehoe voted aye.

### **Approval of Bills:**

District Treasurer presented a list of bills for approval. She pointed out some of the higher or atypical bills.

Motion was made by Trustee Kehoe and seconded by Trustee Easler to approve the List of Bills as presented for payment totaling \$ 216,537.50 with \$ 22,719.67 from the General Corporate Fund, \$ 156,237.83 from the Operations and Maintenance Fund, \$ 37,580.00 from the Construction Fund and \$ 0.00 from the Bond and Interest Fund.

The motion passed after a roll call vote; President Hansen and Trustees Easler and Kehoe voted aye. (A copy of the bills approved will be kept with the Board Meeting documents)

### **Manager's Report:**

District Manager presented a written copy of the December 2018 Manager's Report and provided a verbal recap of some items.

He stated that there were three callouts in December. All of these were homeowner issues and not the District's.

He further stated that precipitation and flows were very typical for December. The effluent quality is well within our permit requirements and the plant is running well.

District Manager provided the Board with a copy of the Public Notice for the meeting dates for 2019. He further commented that this has been posted and published in accordance with the requirements.

Regarding the District's nomination for plant of the year, the banquet where the winner will be announced is February 13<sup>th</sup> in Springfield. If any of the Trustees would like to attend, let the District Manager know. Both the District Manager and the Chief Operator will be attending.

District Manager is in the process of putting together the annual manager's report and plans to have this report ready for the February meeting.

He is also putting together the three-year capital program and the fiscal year 2019-2020 budget. He plans to have the draft budget ready at the March meeting with the final budget presented for consideration at the April meeting.

Trustee Easler asked if the annual manager's report would be on our website, District Manager indicated that it would.

The underground piping and structure for the digester is completed. They are currently working on the electrical and the controls. The panels, which were backordered, are due within the next couple of weeks.

The blower project is completed. We are waiting for the final documents from the contractor so that we can make the final payments on this project.

Motion was made by Trustee Kehoe, seconded by Trustee Easler to approve the December 2018 Manager's report as presented. On a roll call vote President Hansen, Trustee Easler and Trustee Kehoe voted aye.

### **Engineer's Report:**

Engineer Robert Doeringsfeld from Applied Technologies provided a written report and a verbal recap.

Regarding Task Order 18-01 (Rear Entrance Drive), they gave some preliminary plans and cost estimates to the District Manager. This project will be bid in sections so that the District can determine how many and/or which sections to do. The plan is to go to bid in February 2019, award contracts in March 2019 and construction in 2019.

Regarding Task Order 18-02 (Beach Lift Station Rehab), they are finalizing preliminary design criteria. They also brought out Gewalt Hamilton for the sanitary sewer wet well and manhole scanning. Trustee Easler asked if we will receive hard data from this scanning. Engineer Doeringsfeld concurred and provided additional detail. He further indicated that the construction period has been changed from summer 2019 to after Labor Day 2019. This is so that the beach will be closed for the season.

Regarding Task Order 18-03 (Electrical Service & Plant Power Distribution), they have evaluated the one year ComEd bills that were provided. Two of their electrical engineers were onsite to gather data. They anticipate an additional two days of onsite visits will be needed. The plan is to have the one-line diagrams completed within the next month.

Regarding Task Order 18-04 (Richard Taylor Park Bypass), the manhole scanning done by Gewalt Hamilton has occurred. The surveyor should be out next Tuesday

Regarding the upcoming wash water pump replacement project, they have been onsite and are preparing a preliminary memo to the District Manager with the options.

Trustee Easler had some questions regarding the arc flash studies and the disinfection process that will be included with the wash water pump replacement project. Engineer Doeringsfeld provided some detail.

### **Attorney's Report:**

District Attorney stated that she has not heard anything back from the County regarding the RFQ concerns that have been discussed previously. She will keep everyone apprised and will be in contact via email if she has any updates before the next meeting.

### **Unfinished Business:**

None.

### **New Business:**

None.

### **Adjournment:**

There being no further business to bring before the Board, President Hansen asked for a motion to adjourn the meeting. Motion was made by Trustee Easler and seconded by Trustee Kehoe. The motion passed after a verbal vote. All Board members who were present voted aye.

The meeting was adjourned at 7:18 pm.

Respectfully Submitted,



Karen Thompson,  
District Clerk

APPROVED this 14<sup>th</sup> day of February, 2019.



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President Hansen