

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
March 14, 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 Assistant District Manager Tamara Mueller, Bob 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 Easler and seconded by Trustee Kehoe to approve the Minutes of the Regular Board Meeting of February 14, 2019 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 #6 in the amount of \$39,332.35 to AMS Mechanical Systems, Inc. for Aerobic Digester #4 project.
- B. Approval of Application and Certificate for Payment #5 and Final in the amount of \$65,900 to Energenees, Inc. for the Reconfiguration of Existing Hoffman Air Blowers project.
- C. Change Order No. 8 for Sludge Management Project under contract with Synagro Central LLC.
- D. Ratify the purchase of a 1987 Dresser Loader in the amount of \$14,000 from Nierman Landscape and Design, Inc. Woodstock, Illinois.

Motion was made by Trustee Easler and seconded by Trustee Kehoe to approve the Consent Agenda (Items A through D) 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 February 2019 Treasurer reports and provided a verbal summary. She pointed out that on the O&M side our cash balances have dropped by almost \$1.3 million since the beginning of the fiscal year. This is because we have paid for the Digester #4 and Blower projects. She also stated that February revenue on the O&M side was typical for this point in the billing

cycle. Expenses on the O&M side were a little high because we paid two Synagro invoices in February, made a large payment to AMS for the Digester #4 project, and we purchased a loader. Both revenue and expenses were very typical for this time of year on the Governmental Funds.

Motion was made by Trustee Kehoe seconded by Trustee Easler to approve the February 2019 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 and provided some detail. Lastly, she indicated that she has copies of the bills on hand if any of the Trustees would like to look at them.

Motion was made by Trustee Kehoe and seconded by Trustee Easler to approve the List of Bills as presented for payment totaling \$ 369,134.01 with \$ 28,166.47 from the General Corporate Fund, \$ 177,643.65 from the Operations and Maintenance Fund, \$ 32,327.00 from the Construction Fund and \$ 130,996.89 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 was absent but had prepared a written report which was presented to the Board. Assistant District Manager provided a verbal report. She stated that both the District Manager and the Chief Operator attended a conference in Springfield where the District was nominated for an award. It was an honor to be nominated, but unfortunately, we did not win. The award nominating committee indicated that although it was a close and difficult decision, we did not win because our garage was a little messy. That is something we can improve upon in the future.

Motion was made by Trustee Easler, seconded by Trustee Kehoe to approve the February 2019 Manager's report as presented. On a roll call vote President Hansen, Trustee Easler and Trustee Kehoe voted aye.

Engineer's Report:

Bob Doeringsfeld of Applied Technologies provided a written report and a verbal recap.

Regarding Task Order 18-01 (Rear Entrance Drive), the bid will be listed in the Northwest Herald on the 15th and the 22nd of March. They also do a digital distribution via QuestCDN.com. Thru this website, any bidder can get the bid documents digitally for \$15. Two hard copies of the bid packet have been provided to the District so that one can be left on the front counter for bidders who come in to the office. Applied Technologies provided final cost estimates to the District Manager. Their entire estimate was \$440,000. Bidders will be required to bid all three sections, but provide a break down with costs for each section. Bids will be opened April 4th. A recommendation will be made and presented to the Board for award on April 11th. Construction will start in the summer of 2019. After discussion with Hey and Associates, it was determined that the culvert on the far South side is between two Army Corps regulated wetlands. Therefore, they are requesting a "letter of no objections" from the Army Corps of Engineers so that we do not have any issues.

Regarding Task Order 18-02 (Beach Lift Station Rehab), the current wet well does show some deterioration. They are investigating whether to rehab the old one or install a new one. Part of this investigation is to look at the process of bypass pumping for rehabbing the current wet well. Bypass pumping would be reduced if a new wet well is installed instead of rehabbing of the old one. Since bypass pumping can be costly, they are analyzing which option would be the most feasible and cost effective. Construction would start after Labor Day.

Regarding Task Order 18-03 (Electrical Service & Plant Power Distribution), two of their Electrical Engineers were on site for two more visits this month. He believes that they now have all of the information they need. They are now evaluating the priority of needs for improvements. One of the first priorities would be in the filter building. District Manager asked them for some initial cost estimates so they could be included in the capital improvements budget. Applied Technologies will send the draft electrical study specifications to the District next week. After the specifications are done, we can get a 3rd party firm to do the full evaluation for the arc flash, short circuit and protective device coordination studies.

Regarding Task Order 18-04 (Richard Taylor Park Bypass), they are getting JULIE design stage locates. This is just a short 500 ft sewer bypass and they will have the preliminary plans done by the end of this month. They are hoping to present these plans by next month's meeting.

Attorney's Report:

None.

Unfinished Business:

None.

New Business:

None.

Executive Session

President Hansen indicated that we will now go into executive session to consider the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee of the public body, including hearing testimony on a complaint lodged against an employee of the public body (5 ILCS 120/2(c)(1)).

Motion was made by Trustee Kehoe, seconded by Trustee Easler to go into executive session. The motion passed and President Hansen announced that the regular meeting of the Lake in the Hills Sanitary District will recess into executive session at this time. President Hansen indicated that we will not be taking any action following the executive session. The Assistant District Manager, Bob Doeringsfeld and the public attendees left the room.

The Board went into executive session at 7:21 pm . After the executive session, the regular meeting was reconvened at 7:29 pm. Roll call for the regular meeting was answered by President Hansen, and Trustees Easler and Kehoe.

Adjournment:

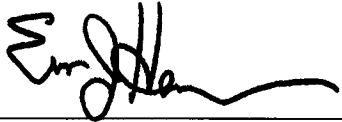
There being no further business to bring before the Board, President Hansen asked for a motion to adjourn the meeting. Motion was made by Trustee Kehoe and seconded by Trustee Easler. The motion passed after a verbal vote. All Board members who were present voted aye.

The meeting was adjourned at 7:30 pm.

Respectfully Submitted,


Karen Thompson,
District Clerk

APPROVED this 11th day of April, 2019.



President Hansen