

**Lake in the Hills Sanitary District
Board of Trustees Rescheduled Meeting Minutes
May 23, 2019**

Swearing in of New Trustee:

District Clerk administered the Oath of Office for new Trustee Jessica Reed.

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 Cheryl Kehoe and Trustee Jessica Reed. Also present were Assistant District Manager Tamara Mueller, District Engineer Peter Kolb of Applied Technologies, Attorney Melissa Wolf of Storino Ramello & Durkin and District Treasurer/Clerk Karen Thompson

Approval of Minutes:

Motion was made by Trustee Kehoe and seconded by President Hansen to approve the Minutes of the Regular Board Meeting of April 11, 2019 as presented. On a roll call vote, President Hansen and Trustee Kehoe voted aye. Trustee Reed voted present. Motion passes and the Minutes are approved.

Public Comments:

Connie Forner of Harvard said that she had a correction from a previous meeting. She indicated that in a previous meeting she heard the Assistant District Manager state that the reason the District did not win the plant of the year award from IAWPCO was because of a messy garage. She further indicated that as the wife of the District Manager, she has personal knowledge of the maintenance staff and she knows how much pride they take in the facility. She also understands that the Assistant District Manager takes pride in the maintenance of the facility. Additionally, she confirmed from the District Manager (who attended the awards banquet) that the award went to a very deserving plant where the manager was retiring after many years of faithful service. She wanted to set the record straight on this. She stated that the maintenance staff here are amazing and were very disappointed when they received that erroneous feedback. She would like President Hansen to set the record straight with them.

Joseph Greenwood of Lake in the Hills spoke of his background in the military. He spoke of a Brigadier General whom during a meeting stated "I expect you to do your job". Mr. Greenwood indicated that this statement stuck with him and he feels the need to mention that tonight. He further stated that sometimes doing the right thing can be hard, but you have to do your job. As long as you are doing what's right, you are okay.

Terry Easler of Crystal Lake asked why the Special Meeting that was scheduled for May 16, 2019 was canceled. Attorney Melissa Wolf stated that an employment matter was going to be discussed at that meeting; however, the person who was the subject of that matter rescheduled for today. Mr. Easler further reminded the Board and the Attorney that their primary objective should be to represent the Sanitary District and nobody else. That is what the Trustees are paid for. If the Trustees cannot fulfill that duty, they should step aside and let someone who can fulfill that objective take their place. He further requested that the Attorney provide something in writing stating that their law firm does not have any conflict of interest with any other District or County. Attorney Wolf indicated that if the Board

President requests that document, she would provide it. She further stated that based upon their research, they have no conflict of interest.

Consent Agenda:

- A. Approval of writing off uncollectable residential accounts per staff's recommendation.
- B. Approval of salary adjustments effective May 1, 2019.

Motion was made by Trustee Kehoe and seconded by President Hansen to approve the Consent Agenda as presented (Items A & B). For purposes of the open meetings act, Attorney Wolf asked that the salary adjustments be read aloud. President Hansen read each employee's salary aloud. One member of the audience asked why that private information needed to be read aloud. Attorney Wolf indicated that it is all public information. On a roll call vote President Hansen and Trustees Kehoe and Reed voted aye.

Specific Agenda:

- A. Voting for President, Vice President, Treasurer and Clerk.

Trustee Kehoe nominated Eric Hansen for President. On a roll call vote, President Hansen and Trustees Kehoe and Reed voted aye.

President Hansen nominated Cheryl Kehoe as Vice President. On a roll call vote, President Hansen and Trustees Kehoe and Reed voted aye.

President Hansen nominated Karen Thompson as Treasurer and Clerk. On a roll call vote, President Hansen and Trustees Kehoe and Reed voted aye.

- B. Designation of Tamara Mueller as FOIA Officer.

Motion made by Trustee Kehoe and seconded by President Hansen to approve Item B on the Specific Agenda as presented. On a roll call vote President Hansen and Trustees Kehoe and Reed voted aye.

Treasurer's Report:

District Treasurer presented written copies of the April 2019 Treasurer reports and provided a verbal summary. She informed the Board that all of the budget amendments that were approved last month in Ordinance Number 397 have been integrated into the April Treasurer reports. She further reminded the Board that April 30th ended the District's fiscal year, therefore, the year to date column reflects the fiscal year end cash basis figures. She further stated that April was a quarterly bill due month as referenced on the O&M report under revenues and receipts. Additionally she pointed out the expense under capital improvements/vehicles which was for the purchase of the dump truck that the Assistant District Manager spoke about last month. She then directed the Boards attention to the Governmental Fund report. She indicated that in April we made two payments to IMRF. One was for our regular monthly payment and the other was to use the remaining funds in the budget to directly pay down the District's liability for the Early Retirement Incentive (ERI). This was something that she and the District Manager had planned to do and it appears that the District Manager allotted additional funds in the 2019-2020 budget to make some additional ERI payments.

Motion was made by Trustee Kehoe seconded by President Hansen to approve the April 2019 Treasurer reports. On a roll call vote President Hansen and Trustees Kehoe and Reed 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. She also provided the Board with an update regarding the repair charges from AT&T that we were disputing. The credit from AT&T was received on the last bill, however, there was another repair charge that we are disputing. 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 President Hansen to approve the List of Bills as presented for payment totaling \$ 220,724.74 with \$ 64,020.25 from the General Corporate Fund, \$ 124,857.99 from the Operations and Maintenance Fund, \$ 31,846.50 from the Construction Fund and \$ 0 from the Bond and Interest Fund.

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

Manager's Report:

District Manager was absent. Assistant District Manager prepared and presented the April 2019 Manager's Report and provided a verbal summary. She indicated that we did have four call outs in April, but none of those were the District's issue. The dump truck is still on schedule to be completed by the end of June. She further stated that there is a leak in Digester #4 between the tank and the check valve. The contractor would like to fix this with a cured in place pipe lining, however she and the former Engineer feel that it should be dug up to properly repair it. This repair needs to be done by early June. President Hansen asked if that seems feasible and the Assistant District Manager concurred.

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

Engineer's Report:

Peter Kolb of Applied Technologies provided a written report and a verbal recap.

Regarding Task Order 18-02 (Beach Lift Station Rehab), they have determined that the existing wet well is not suitable for use as the submersible pump station because it is old & deteriorated. There are also site access constraints. Due to the access constraints, they are planning to relocate to the beach area and will have to discuss this with the Village. The station design now includes a new wet well, a valve vault, and meter structure. It will also include a new underground electrical service in addition to an emergency generator connection at Hilltop Drive adjacent to the road. Preliminary drawings have been prepared. They will need a soil boring which will be done by Conrad DeLatour. They anticipate two borings for a total of about \$5,000. Applied Technologies will prepare the IEPA permits. This usually takes about 45 days. He anticipates bidding in July, awarding in August and construction in September 2019.

Regarding Task Order 18-03 (Electrical Service & Plant Power Distribution), they finished up on the one line diagrams and held a meeting with District staff which included the last round of lighting panel identifications. They have also completed draft specifications for the electrical studies which will be done by a third party. They have also identified some preliminary areas that they are recommending have electrical upgrades. They will work with staff on how these will be implemented. There are some

questions regarding whether ComEd or the District is responsible for some of the electrical lines. They are also working with staff on getting together a task order for some upgrades to the filter building. The schedule for the electrical studies is August.

Regarding Task Order 18-04 (Richard Taylor Park Bypass), they are in the middle of the design process. The JULIE locates are done. They plan to have the submittal of plans to the IEPA in August. Bidding will be in September. Awards will be in October and construction in November 2019.

Regarding Task Order 19-01 (Rear Entrance Drive Construction Services), they had a preconstruction meeting on May 9th with the contractor and District staff. At the meeting they discussed construction times, detour of trucks, submittals and pay requests. He did get confirmation from Schroeder Asphalt that they will begin construction on Thursday, May 30th. They anticipate that it will take about 4 to 5 weeks to complete.

Regarding future task orders, there will be some recommendations for improvements to the filter building and also the wash water pumps and some electrical upgrades.

Attorney's Report:

None.

Unfinished Business:

None.

Executive Session

President Hansen announced 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)). He further stated that this session will be closed to the public.

Some discussion took place between Attorney Wolf, Terry Easler and Connie Forner regarding whether District Manager should be present for the Executive Session. The Attorney indicated that the District Manager was notified that he was required to attend. Connie Forner disagrees and indicated that District Manager (Rick) was not invited here and was previously told that he is not allowed on District property. Attorney Wolf disagrees and indicated that Rick was notified that he was required to attend. There was then some debate about whether Rick or his Attorney tried to reach out to Attorney Wolf today. Attorney Wolf indicated that she is certain that she did not receive any calls from Attorney Sugden today.

Motion was made by Trustee Kehoe, seconded by President Hansen to enter 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)). On roll call vote, President Hansen and Trustees Kehoe and Reed voted aye.

All members of the public, the Assistant District Manager and the District Engineer left the room.

The Board went into executive session at 7:29 pm. After the executive session, the regular meeting was reconvened at 8:21 pm. Roll call for the regular meeting was answered by President Hansen and Trustees Kehoe and Reed.

Members of the public reentered the room. President Hansen announced that no action that will be taken tonight. He further stated that the Board acknowledges receipt of a letter of resignation from District Manager, Rick Forner effective July 1, 2019.

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 Reed. The motion passed after a verbal vote. All Board members who were present voted aye.


The meeting was adjourned at 8:22 pm.

Respectfully Submitted,



Karen Thompson,
District Clerk

APPROVED this 13th day of June, 2019.



President Hansen

