

**Lake in the Hills Sanitary District
Board of Trustees Executive Meeting Minutes
August 8, 2019**

Roll Call:

The executive session was called to order by President Hansen at 7:23 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 in attendance were District Attorney Ann Williams, Acting District Manager Tamara Mueller (who has been approved to assume the role of District Manager effective August 9, 2019) and District Treasurer/Clerk Karen Thompson.

Executive Session:

District Attorney indicated that all Board members should have now received a copy of an anonymous complaint. This complaint was also shared with others outside of the District.

An investigation into all of the items included in this complaint was conducted by the employment division of Storino, Ramello & Durkin headed by Attorney Melissa Wolf. All but one allegation was determined to be unfounded. Attorney Wolf will prepare a report regarding her investigation to the Trustees next week. She will also be available to the Trustees for individual discussion if needed.

The one allegation in the complaint which was determined to be founded was related to inappropriate photos being found on Ross Nelson's District computer. It was further determined that some of these photos were of another District employee. These photos were found on Ross' computer by an IT consultant. The IT consultant initially reported it to another employee, but not to the Acting District Manager. This employee then brought it to the attention of the Acting District Manager, Tamara Mueller. The Acting District Manager asked Ross about this conduct and he admitted to it. Written discipline was issued by the Acting District Manager to address the issue. The Acting District Manager also spoke with the subject of these photos to make sure she was okay with this written discipline.

After the investigation by Storino, Ramello & Durkin it was determined that:

1. Having these photos on a District computer was a violation of District policy which prohibits the personal use of District property.
2. The text message exchange of these photos was found to not be unwanted conduct. However, once the photos were downloaded onto a District owned computer it was no longer a private issue. This contributed to a situation that made the other employee, who was the subject matter of these photos, uncomfortable.
3. In some cases it may be okay to use a District computer for some personal use, however, this would not be the type of personal use that is permitted, acceptable or appropriate.

Compiling these findings, it is recommended that the Acting District Manager take disciplinary measures at her discretion.

Acting District Manager stated that she did previously prepare a written reprimand to Ross Nelson. This reprimand stated that this was inappropriate behavior and all photos must be removed immediately. This

reprimand was done within the last two months. She further added that the inappropriate photos were taken approximately 4 years ago. There is some speculation regarding why these photos were not found sooner.

Acting District Manager also confirmed with the parties involved that this exchange of photos was consensual and there was no criminal activity involved. This was all handled prior to the anonymous complaint being sent to the Trustees and members of the public.

District Attorney stated that since this is now in the public domain an extensive report will be prepared and copies of this report can be requested via the FOIA. Additionally, she will do some research regarding the requirements via FOIA and the effort to keep the names private to protect those involved.

District Attorney further stated that this anonymous complaint targets people who were believed to have been participants in the uncovering of the conduct of the former District Manager. It's possible that the motivation was retaliatory in nature. Any retaliation would clearly be a violation of the District's personnel code.

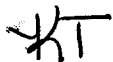
As a result of these findings, the Acting District Manager indicated that she is planning to apply a 3 day unpaid suspension for Ross Nelson. District Attorney further stated that these 3 days do not need to be consecutive so that the ability to operate the facility is not hampered.

Adjournment:

There being no further business to bring before the Board, Trustee Kehoe made a motion that we adjourn executive session and reconvene the regular meeting. Motion was seconded by Trustee Reed. The motion passed after a verbal vote. All Board members who were present voted aye

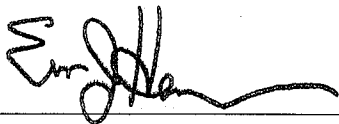
The executive session meeting was adjourned at 7:45 pm.

Respectfully Submitted,



Karen Thompson,
District Clerk

APPROVED this 17th day of September, 2020.



Board President

(via stamp)