

**Lake in the Hills Sanitary District  
Board of Trustees Regular Meeting Minutes  
October 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 Cheryl Kehoe and Trustee Jessica Reed. Also present were District Manager Tamara Mueller, District Engineer Peter Kolb of Applied Technologies, District Attorney Ann Williams of Storino, Ramello & Durkin and District Treasurer/Clerk Karen Thompson.

**Approval of Minutes:**

Motion was made by Trustee Kehoe and seconded by Trustee Reed to approve the Minutes of the Regular Board Meeting of September 12, 2019 as presented. On a roll call vote, President Hansen, Trustee Kehoe and Trustee Reed voted aye.

**Public Comments:**

Terry Easler of Crystal Lake wanted to know why all of the closed meeting minutes from the past several months were not publicly released. District Attorney indicated that she reviewed the closed minutes and only recommended that the March 14, 2019 minutes be released at this time. She further stated that the public may contest this with the Attorney General's Public Access Counselors.

**Consent Agenda:**

Motion was made by Trustee Kehoe, seconded by Trustee Reed, to approve the Consent Agenda. There was no additional discussion.

- A. Award of the Richard Taylor Park Bypass Sewer project to Kanzler Construction in the amount of \$140,355.70.
- B. Approval of Task Order No. 19-03 to Applied Technologies for the Richard Taylor Park Bypass Sewer Construction Engineering and Inspection Services in the amount of \$16,184.00.

On a roll call vote President Hansen and Trustees Kehoe and Reed voted aye to approve the Consent Agenda as presented (Items A and B).

**Specific Agenda:**

None.

**Treasurer's Report:**

District Treasurer presented final written copies of the September 2019 Treasurer reports. She also provided a verbal summary of some of the receipts and expenses.

President Hansen had a question about the Medical Expense line versus the Humana bill. Trustee Reed had a question about the balance in the Algonquin Bank Operating Account. District Treasurer provided an explanation on these items.

Motion was made by Trustee Kehoe, seconded by Trustee Reed, to approve the September 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 highlighted some of the bills that were atypical or higher than usual. She also brought all of the bills to the meeting in case any Trustee would like to see the detail.

Motion was made by Trustee Kehoe and seconded by Trustee Reed to approve the List of Bills as presented for payment totaling \$252,974.71 of which \$23,547.32 is from the General Corporate Fund, \$117,608.63 is from the Operations & Maintenance Fund, \$33,200.00 is from the Construction Fund and \$78,618.76 is from the Bond & Interest Fund.

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

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

District Manager prepared and presented the September 2019 Manager's Report and provided a verbal summary. She stated that there was one call out in September and it was not the District's issue. Twenty lines were televised in the original part of town. There were only a couple of areas that will need to be cleaned.

District staff attended some manhole camera demonstrations. They are still deciding if it would be more feasible to purchase the cameras and handle in house versus using an outside company.

The inspection report was received from the IEPA and the Board was given copies. The report was favorable.

At the end of October, staff will be meeting with the City of Crystal Lake to discuss the water shut off process.

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

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

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

Regarding Task Order 18-02 (Beach Lift Station Rehab) - The drawing and specification packets have been amended to include some SCADA work. The bid package will go out next week. Awards will be in November and construction will be from December 2019 thru May of 2020.

Regarding Task Order 18-03 (Electrical Service & Plant Power Distribution) – All of the site visits have been completed by Electrical Testing Solutions. He anticipates that the final reports will be complete in a few weeks.

Regarding Task Order 18-04 (Richard Taylor Park Bypass) – The award of the contract to Kanzler Construction in the amount of \$140,355.70 was approved tonight. He anticipates that this project will only last a couple of weeks. Construction will be in November.

Regarding Task Order 19-01 (Rear Entrance Drive Construction Services) – All original project work has been completed. They did not receive a pay request from Schroeder this month. Currently we are retaining \$26,180.59 and this will not be released until Kresmery is paid in full. They anticipate that final costs will come in under the original award amount.

Regarding Task Order 19-02 (Electrical Upgrades & Filter Building Improvements) – They are preparing drawings for the layout of equipment and appurtenances. They have initiated conversation with the equipment manufacturer on the main breaker installation and with ComEd on replacement of the main electrical feed.

District Manager added that the District received the rebate check from ComEd today. It was a little over \$80,000.

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

District Attorney provided a follow up regarding her recommendation for the closed meeting minutes. She recommended that the three sets of closed meeting minutes not be released yet due to the following reasons:

1. To protect the public interest in regard to disclosing the source of the complaint made against the former District Manager.
2. To ensure that the privacy of the individual is still protected. If the minutes were released they believe that the privacy of the individual involved could be compromised.

As she mentioned during public comment, any member of the public can challenge that recommendation. If challenged she would recommend releasing them if there is an adverse decision. At this point, the Attorney is trying to ensure that the District's liability is limited with regard to a lawsuit should someone feel that their privacy is invaded. Additionally, she stated that the Board members are welcome to call a closed meeting to revisit this issue at any time.

#### **Unfinished Business:**

None.

#### **New Business:**

President Hansen asked if we have received the barium and phosphorus reports from our former Engineer. District Manager stated that we have not. Additionally, we have not received the final waivers that he was supposed to get from AMS Mechanical. We continue to hold payments to both Postl Yore and AMS Mechanical until these documents are received.

District Manager further stated that she has been working with the Village on the barium issue and is happy to report that they may be able to solve the issue so that we can be within our permit limits.

President Hansen further stated that if Postl Yore is not going to get us the reports that we paid him to complete, we will need to get our money back from him. District Attorney indicated that she would work with District Manager on this matter.

**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.

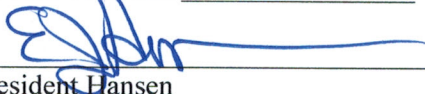
The meeting was adjourned at 7:21 pm.

Respectfully Submitted,



Karen Thompson,  
District Clerk

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



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President Hansen