

**Lake in the Hills Sanitary District  
Board of Trustees Regular Meeting Minutes  
January 16, 2020**

**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, Assistant District Manager Mike Nelson, 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 December 12, 2019 as presented. On a roll call vote, President Hansen and Trustees Kehoe and Reed voted aye.

**Public Comments:**

None.

**Consent Agenda:**

Motion was made by President Hansen, seconded by Trustee Kehoe to accept the Consent Agenda. There was no additional discussion.

- A. Approval of Contractor's Application for Payment No. 2 in the amount of \$45,577.70 to Kanzler Construction, LLC for the Richard Taylor Park Bypass Sewer.
- B. Approval of Task Order No. 20-01, in the amount of \$44,800.00 for a Phosphorus Reduction Feasibility Study & Phosphorus Discharge Optimization Plan.

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 December 2019 Treasurer's reports. She also provided a verbal summary of some of the receipts and expenses.

President Hansen had some questions about the budget. District Treasurer indicated that we will be paying future invoices for general engineering services from O&M instead of the General Fund for the remainder of the fiscal year for budgetary purposes.

Trustee Kehoe had a question regarding the training expense on the Governmental Funds report. District Treasurer indicated that was for GIS training for an employee. District Manager provided some additional detail on this training.

Motion was made by President Hansen, seconded by Trustee Kehoe, to approve the December 2019 Treasurer's reports. On a roll call vote, President Hansen, Trustee Kehoe and Trustee 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 President Hansen and seconded by Trustee Kehoe to approve the List of Bills as presented for payment totaling \$203,647.20 of which \$23,257.05 is from the General Corporate Fund, \$155,902.20 is from the Operations & Maintenance Fund, \$24,487.95 is from the Construction Fund and \$0.00 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 presented a written copy of the December 2019 Manager's Report and provided a verbal summary.

She indicated that there were three callouts in December and none were the District's issue.

She stated that we have received our modified NPDES Permit with a one year extension for barium compliance. Since she started working with the Village on this last October our barium effluent level has been under 2. She will continue to work with the Village of Lake in the Hills on this issue.

In January we had our first round of water shut offs in Crystal Lake. Twenty one past due accounts were selected. Three customers got their water shut off and all three came in and paid so that their water could be turned back on.

Motion was made by President Hansen, seconded by Trustee Reed, to approve the December 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 18-03 (Electrical Service & Plant Power Distribution) – Work on the Electrical Studies Report by Electrical Testing Solutions (ETS) is in the final stages. ETS is currently making modifications based on the review by Applied Technologies. Once ETS finalizes the report, they will be installing labels on all of the electrical cabinets.

Regarding Task Order 19-01 (Rear Entrance Drive Construction Services) – All original project work has been completed. We will continue to hold retainage until we are certain the grass does not require any additional restoration in the spring.

Regarding Task Order 19-02 (Electrical Upgrades & Filter Building Improvements) – This is still in the design phase. Applied Technologies has had recent discussions with Com Ed (Greg). Greg believes that the District previously experienced a failure in the primary conductor. Greg further indicated that Com Ed does not replace primary conductors unless there have been 3 faults within a 12-month period and those faults have been on the same circuit conductor. Applied Technologies believes that Com Ed should make the repairs at their expense and should be able to supply the District with uninterrupted power. Waiting for three failures on the same conductor does not seem reasonable. Applied Technologies is now trying to escalate their conversations with Com Ed. District Manager further indicated that this previous power failure damaged almost \$100,000 in equipment.

Regarding Task Order 19-03 (Richard Taylor Park Bypass Construction) – This job is complete and the bypass sewer is operationally functional. Pay request #2 to Kanzler Construction was approved tonight. Final restoration will be in the spring and they expect another pay request will be on the agenda next month.

Regarding Task Order 19-04 (Hagele Beach Lift Station Construction) - A preconstruction meeting was held on December 19, 2019 with Martam Construction. At this meeting, they discussed project specifics and the need to keep the lift station online while construction is underway. The contractor is in the process of remitting equipment submittals to Applied Technologies. There may be some changes made to the control equipment. Applied Technologies is working on a letter to notify homeowners in the area of the pending construction activities. Construction will be from January to May of 2020.

Regarding Task Order 20-01 (Phosphorus Reduction Study & Discharge Plan) – This task order was approved on tonight's agenda. District Engineer indicated that this is a requirement by our IEPA Permit. Applied Technologies will identify the method, timeframe, and costs of reducing phosphorus levels in the plant's discharge to a level consistently meeting a potential future effluent limit of 0.5 mg/L and 0.1 mg/L.

**Attorney's Report:**

None.

**Unfinished Business:**

None.

**New Business:**

District Manager indicated that BCBS made a mistake in the premiums that were quoted versus what we were billed. They have honored the lower premium that we were billed. This will save the District approximately \$14,000.00 for the year.

**Adjournment:**

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

The meeting was adjourned at 7:22 pm.

Respectfully Submitted,



Karen Thompson,  
District Clerk

APPROVED this 13<sup>th</sup> day of February, 2020.



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President Hansen