

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
September 17, 2020**

Roll Call:

The regular meeting was called to order by President Hansen at 7:00pm 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 Manager Tamara Mueller, Assistant District Manager Mike Nelson, Bob Doeringsfeld of Applied Technologies and District Treasurer/Clerk Karen Thompson. District Attorney Ann Williams of Storino, Ramello & Durkin was not present during Roll Call, but arrived during Public Comments.

Approval of Minutes:

Motion was made by Trustee Reed and seconded by Trustee Kehoe to approve the minutes of the Regular Board Meeting of August 20, 2020 as presented. On a roll call vote, President Hansen and Trustees Kehoe and Reed voted aye.

Public Comments:

George Roach from GRA P.C. presented The District's Annual Financial Report for the Year Ended April 30, 2020. He explained the audit process and highlighted some of the figures in the financials.

Consent Agenda:

None.

Specific Agenda:

- A. Approval of the Lake in the Hills Sanitary District's Annual Financial Report for the Year Ended April 30, 2020, as presented by George Roach & Associates.

Motion was made by Trustee Kehoe, seconded by Trustee Reed to approve the District's Annual Financial Report for the Year Ended April 30, 2020 (Specific Agenda Item A) as presented. There were no additional questions or discussion. The motion passed after a roll call vote with President Hansen and Trustees Kehoe and Reed voting aye.

- B. Approval of the Annual Treasurer's Report for Fiscal Year 2019 - 2020.

Motion was made by Trustee Reed, seconded by Trustee Kehoe to approve the Annual Treasurer's Report for Fiscal Year 2019-2020 (Specific Agenda Item B) as presented. There were no additional questions. The motion passed after a roll call vote with President Hansen and Trustees Kehoe and Reed voting aye.

- C. Approval of Ordinance No. 406 - An Ordinance Abating the Taxes Levied for the Year 2020 to Pay General Obligation Bonds, Series 2014.

Trustee Reed asked for additional clarification on this item. District Manager and District Treasurer provided detail and explained that fees to pay for the principal and interest on the bonds are collected via a bio solids surcharge on the quarterly bill, therefore, we should abate the taxes. Motion was made by Trustee Kehoe, seconded by President Hansen to approve Ordinance No. 406 (Specific Agenda Item C) as presented. The motion passed after a roll call vote with President Hansen and Trustees Kehoe and Reed voting aye.

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
September 17, 2020**

D. Approval of the Lake in the Hills Sanitary District Position Titles and Job Descriptions.

Motion was made by President Hansen, seconded by Trustee Kehoe to approve the District Position Titles and Job Descriptions (Specific Agenda Item D) as presented. There were no additional questions or discussion. The motion passed after a roll call vote with President Hansen and Trustees Kehoe and Reed voting aye.

Treasurer's Report:

District Treasurer presented final written copies of the August 2020 Treasurer's reports and provided a verbal summary of some of the receipts and expenses.

She also let the Board know that she received a revised property tax distribution schedule from the County. Distributions will continue into February 2021 due to the resolution passed by the County which extends the tax due dates because of Covid.

Motion was made by President Hansen, seconded by Trustee Kehoe, to approve the August 2020 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 further added that she has all of the bills with her in case anyone would like any additional detail.

Motion was made by President Hansen and seconded by Trustee Kehoe to approve the List of Bills as presented for payment totaling \$312,372.02 of which \$22,607.93 is from the General Corporate Fund, \$147,477.59 is from the Operations & Maintenance Fund, \$142,286.50 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.

Manager's Report:

District Manager presented a written copy of the August 2020 Manager's Report and provided a verbal summary.

There were three callouts in August and none were the District's issue.

Staff has been working in the collection system doing preventative maintenance and televising.

We did have an ammonia violation in August. This was the result of some experimentation in the oxidation ditch in an effort to save energy. We have now switched back to normal.

District Manager attended a virtual Com Ed SEM workshop in August. We also received a \$1,000 check from Com Ed for our participation in the energy management process. This check was received in September and will be reflected on the September Treasurer's reports.

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
September 17, 2020**

President Hansen noticed that monthly flows were down. This is most likely attributable to the lack of precipitation in August and also (hopefully) needed repairs and lid changes being made to manholes to stop infiltration.

Motion was made by Trustee Kehoe, seconded by Trustee Reed to accept the August 2020 Manager's Report as presented.

The motion passed after a roll call vote; President Hansen, Trustee Kehoe and Trustee Reed voted aye.

Engineer's Report:

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

Task Order 19-04 (Hagele Beach Lift Station Construction) – The lift station has been operational for about a month. Some additional restoration work was done today. The only things left to be completed are some final site restorations with an erosion control blanket and seed and some additional staff training. There is about \$60,000 remaining to be paid out for this project.

Task Order 20-01 (Phosphorus Reduction Study & Discharge Plan) – The report has been completed and given to District staff. There is a meeting scheduled with staff for later this month to discuss the report and go over comments. After this meeting they will work towards submitting to the Fox River Water Shed Group and the IEPA.

Task Order 20-02 (Electrical & Filter Building Improvements CEI) – A preconstruction meeting was held last month. They are still in the submittal process and onsite work has not yet started.

Attorney's Report:

None.

Unfinished Business:

None.

New Business:

None.

Executive Session:

President Hansen made a motion that we go into executive session for the discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 (5 ILCS 120/2(c)21). This motion was seconded by Trustee Kehoe. On a roll call vote President Hansen and Trustees Kehoe and Reed voted aye. The Board went into executive session at 7:39pm.

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
September 17, 2020**

Regular Meeting Reconvened:

President Hansen made a motion to reconvene the regular meeting. Trustee Kehoe seconded the motion. On a roll call vote President Hansen, Trustee Kehoe and Trustee Reed voted aye. The regular meeting was reconvened at 7:43pm. Also present at the reconvened regular meeting were District Manager Tamara Mueller, Assistant District Manager Mike Nelson, District Attorney Ann Williams and District Treasurer/Clerk Karen Thompson.

President Hansen made a motion that we release the minutes of the closed meetings from August 8, 2019 and March 12, 2020. Motion was seconded by Trustee Kehoe. On a roll call vote President Hansen and Trustees Kehoe and Reed voted aye.

Adjournment:

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

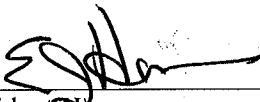
The meeting was adjourned at 7:44pm.

Respectfully Submitted,



Karen Thompson,
District Clerk

APPROVED this 15th day of October, 2020.



President Hansen