

**Lake in the Hills Sanitary District  
Board of Trustees Executive Meeting Minutes  
Virtual Meeting\*  
January 21, 2021**

*\* The Board President of the Lake in the Hills Sanitary District has determined that an in-person meeting is not practical or prudent at this time due to the pending disaster related to the COVID-19 pandemic. In a measure to protect the safety of the public, staff and officers of the Sanitary District, the Board will hold this meeting electronically via Webex.*

**Roll Call**

The Board went into executive session at 7:16pm. 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 Attorney Ann Williams of Storino, Ramello & Durkin and District Treasurer/Clerk Karen Thompson.

**Executive Session:**

District Manager indicated that she had provided a memo to all of the Trustees with details and her recommendation. She further stated that both she and Assistant District Manager Mike Nelson suspected that employee Ross Nelson was under the influence while at work. Ross was asked to go for testing and he refused. In a previous written reprimand, from 11 months ago, it was stated that a refusal to test would be considered the same as a positive test. Therefore, the District Manager's recommendation is to terminate the employment of Ross Nelson.

President Hansen asked if Ross is currently on paid leave. District Manager concurred. President Hansen indicated that he has no reason to go against what the District Manager is recommending.

Trustee Kehoe indicated that she had talked with the District Manager on this topic earlier in the week. During that conversation she was able to confirm that Ross was given a written warning previously and that it was clearly stated that a refusal to test is the same as a positive test. Additionally, the District has a zero tolerance policy for being under the influence at work. She feels comfortable with the District Manager's recommendation.

District Manager indicated that Ross was given a hearing that was also attended by Attorney Melissa Wolf. District Manager further indicated that Ross requested copies of disciplinary action from his personnel file. She has been working with Attorney Wolf to provide this information to Ross.

Some discussion took place regarding a termination date and unemployment compensation. District Manager added that Ross has been asked to stay off of the property while on leave and the gate codes have been changed.

Attorney Ann Williams further added that another cause for concern is the potential for liability due to the public safety issues with this employee operating District equipment while under the influence. This was also of major concern to the District Manager.

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**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 roll call vote with President Hansen and Trustees Kehoe and Reed voting aye.

The executive session meeting was adjourned at 7:27pm.

Respectfully Submitted,



Karen Thompson,  
District Clerk

APPROVED this 17<sup>th</sup> day of March, 2022.



Board President