

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
July 15, 2021**

Pledge of Allegiance

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 Jessica Reed and Trustee Russ Ruzanski. Also in attendance 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 Reed and seconded by Trustee Ruzanski to approve the minutes of the Regular Board Meeting of June 17, 2021 as presented. On a roll call vote, President Hansen and Trustees Reed and Ruzanski voted aye.

Public Comments:

None.

Consent Agenda:

None.

Specific Agenda:

- A. Approval to close account at Home State Bank and transfer funds to First National Bank, O&M account.

Motion was made by Trustee Reed and seconded by President Hansen. President Hansen indicated that we do not have very many customers who use this bank to make payments. He further stated that this bank has not been very consumer friendly when we need to make changes to our account. District Treasurer indicated that we are getting low on bill stock so now would be a good time to update our bills to remove Home State Bank. Trustee Ruzanski asked for clarification on our banking practices. District Treasurer provided insight. District Treasurer further indicated that bills are due next week and therefore, she would like to wait to close the account until after the bill due date. On a roll call vote President Hansen and Trustees Reed and Ruzanski voted aye to close the account at Home State Bank and transfer funds to First National Bank, O&M account.

- B. Approval of Contractor's Application for Payment No. 3 – FINAL in the Amount of \$14,330.24 to Larson & Larson Builders, Inc. for the Electrical Upgrades & Filter Building Improvements Project.

Motion was made by President Hansen, seconded by Trustee Reed. There was no additional discussion. On a roll call vote President Hansen and Trustees Reed and Ruzanski voted aye to approve payment No. 3

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
July 15, 2021**

– FINAL in the amount of \$14,330.24 to Larson & Larson Inc for the Electrical Upgrades & Filter Building Improvements Project.

- C. Approval of Ordinance No. 409, An Ordinance Amending the Lake in the Hills Sanitary District Code of Rules and Regulations Regarding Regular Board Meetings.

Motion was made by Trustee Reed, seconded by President Hansen. District Manager indicated that our Rules and Regulations still indicated that our monthly meetings would be held the 2nd Thursday although it was changed to the 3rd Thursday. This revised Ordinance is not tied to a specific date. On a roll call vote President Hansen and Trustees Reed and Ruzanski voted aye to approve Ordinance No. 409.

Treasurer's Report:

District Treasurer presented final written copies of the June 2021 Treasurer's reports and provided a verbal summary of some of the receipts and expenses.

Motion was made by President Hansen, seconded by Trustee Reed, to approve the June 2021 Treasurer's reports. On a roll call vote, President Hansen, Trustee Reed and Trustee Ruzanski 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.

Motion was made by President Hansen and seconded by Trustee Reed to approve the List of Bills for payment totaling \$179,551.68 of which \$17,804.19 is from the Governmental Fund, \$159,812.24 is from the Operations and Maintenance Fund, \$1,935.25 is from the Construction Fund, and \$0.00 is from the Bond and Interest Fund.

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

Manager's Report:

District Manager presented a written copy of the June 2021 Manager's Report and provided a verbal summary.

There was one sewer back-up in June that we will discuss further during New Business. The back-up was in an area that was previously checked and maintained in 2017. It was in an area that is not known to have issues. This area was on a 5-year maintenance schedule and was due to be rechecked in 2022. The back-up resulted from a rag ball in the main.

We have had barium violations in May and June. The Village continues to look into barium removal and Trustee Ruzanski met with Fred Mullard at the Village about this. The last barium result we received was below our limit. We are not yet sure if this is because of something the Village did or because water usage dropped, but time will tell.

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
July 15, 2021**

Mike Nelson was commended for his repair of a leak in the steel tank. The tank was full when the mowing contractor noticed a leak in the bottom of the tank. Mike was able to plug the hole and stop the leak while we drained the tank. It is almost completely empty now.

A new administrative assistant and two summer helpers have been hired. The administrative assistant will replace an employee who is leaving in October.

District Manager provided a graph of the tax levy for the past 10 years. She is also going to ask the Auditor some questions about the future levy.

Motion was made by President Hansen, and seconded by Trustee Reed to approve the June 2021 Manager's Report.

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

Engineer's Report:

Peter Kolb of Applied Technologies provided a written report and a verbal summary.

Task Order 20-02 (Electrical & Filter Building Improvements CEI) – The project is complete and the final payment was approved tonight. The O&M manuals have been received, approved and were delivered at the meeting. The final cost of the project was \$227,105.54 which was lower than the approved contract amount of \$239,764.00.

President Hansen asked about the steel tank that was leaking and whether it would be repaired or replaced. District Manager indicated that with the improvements we have made to the facility we may not need the tank and could eventually dismantle it. In the short term, we will fix the leaks and make sure it is still sound to use.

Attorney's Report:

District Attorney reminded the Board that we need to make sure the District has a capital improvement plan in place for any funds that are levied. District Manager indicated that we do have a 3 year capital improvement plan in place and she may change it to a 5 year plan.

Unfinished Business:

Trustee Ruzanski asked the Attorney if he needs to complete another Statement of Economic Interest as he already filled one out when he was with the Village. District Attorney indicated that the form does have a spot to list your position/title; therefore, it would probably be best to resubmit a new form.

New Business:

Discussion took place regarding the property on Cheyenne that had a back-up in June. The District Manager agreed to call a company for clean-up. The resident was advised to submit a claim with her homeowners insurance and we would also submit a claim. Our claim was denied. The resident now refuses to file a claim with her insurance. It is the Board's consensus that the resident needs to file a claim with their homeowners insurance. District Attorney suggested that we could require the resident to

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
July 15, 2021**

file with their insurance company and provide proof. She would then recommend a liability waiver. President Hansen asked if we have ever given thought to charging an extra fee for some type of coverage for things like this. District Manager did not think that was something we have or could do. Although we cannot control what people throw down the sewer we do try to provide education to our residents. Trustee Reed asked if we could provide targeted education to problem areas. District Manager indicated that we could look at doing that. President Hansen indicated that we will pay for the clean-up and will require the resident to file with her insurance. If her claim is denied we can revisit this issue. We could also cover the resident's deductible. The District Manager and Attorney will coordinate on this issue.

Adjournment:

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


The meeting was adjourned at 7:39pm.

Respectfully Submitted,



Karen Thompson,
District Clerk

APPROVED this 19th day of August, 2021.



President Hansen