

**Lake in the Hills Sanitary District  
Board of Trustees Regular Meeting Minutes  
September 16, 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, Bob Doeringsfeld 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 August 19, 2021 as presented. On a roll call vote, President Hansen and Trustees Reed and Ruzanski voted aye.

**Public Comments:**

None.

**Presentation of Annual Financial Report by George Roach:**

The auditor, George Roach of GRA PC, provided detail about the audit process. He also provided some insight into the accounting of both the O&M and General Funds and highlighted some of the financial statements contained in the report. He further added that the District should be certain to adequately fund the governmental account, but not to over fund it. Additionally, he reminded the Board that they should think long term and plan for the future.

**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, 2021, as presented by George Roach & Associates.

Motion made by Trustee Reed, seconded by Trustee Ruzanski. There was no additional discussion. The motion passed after a roll call vote with President Hansen, Trustee Reed and Trustee Ruzanski voting aye to approve the Lake in the Hills Sanitary District's Annual Financial Report for the Year Ended April 30, 2021 (Item A).

- B. Approval of the Annual Treasurer's Report for Fiscal Year 2020 - 2021.

**Lake in the Hills Sanitary District  
Board of Trustees Regular Meeting Minutes  
September 16, 2021**

Motion was made by Trustee Reed, seconded by Trustee Ruzanski. There was no additional discussion. The motion passed after a roll call vote with President Hansen and Trustees Reed and Ruzanski voting aye to approve the Annual Treasurer's Report for Fiscal year 2020-2021 (Item B).

- C. Approval of Ordinance No. 411 - An Ordinance Abating the Taxes Levied for the Year 2021 to Pay General Obligation Bonds, Series 2014.

Motion was made by Trustee Ruzanski, seconded by Trustee Reed. President Hansen asked for clarification on this item. District Treasurer provided an explanation. The motion passed after a roll call vote with President Hansen and Trustees Reed and Ruzanski voting aye to approve Ordinance No. 411 (Item C).

- D. Approval of Plat, The Lakes of Boulder Ridge – Unit 3, Lots 213 & 221 Consolidation.

Motion was made by Trustee Reed, seconded by Trustee Ruzanski. Trustee Ruzanski asked for additional information on this item. Bob Doeringsfeld of Applied Technologies provided some detail. The motion passed after a roll call vote with President Hansen and Trustees Reed and Ruzanski voting aye to approve the Plat of The Lakes of Boulder Ridge – Unit 3, Lots 213 & 221 Consolidation (Item D).

**Treasurer's Report:**

District Treasurer presented final written copies of the August 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 August 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 and indicated that there was a typo in the column next to Synagro WWT. She further stated that it should read "Sludge Mgt. August 2021". The copy that President Hansen will sign has been corrected. Additionally, 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 \$200,035.77 of which \$23,422.95 is from the Governmental Fund, \$106,215.94 is from the Operations and Maintenance Fund, \$0.00 is from the Construction Fund, and \$70,396.88 is from the Bond and Interest Fund.

Trustee Reed asked for clarification on the invoice from The UPS Store. District Treasurer provided detail.

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 August 2021 Manager's Report and provided a verbal summary.

**Lake in the Hills Sanitary District  
Board of Trustees Regular Meeting Minutes  
September 16, 2021**

There were no emergency call outs again in August.

The plant is running well. There has been a little uptick in the phosphorus levels. Both she and the Assistant District Manger are looking into this.

In August, District staff inspected 90 manholes, televised 4,623' of lines and cleaned and root cut 12 lines.

The District's property had a lot of tree damage with the storms that passed through. Prior to these storms, Central Tree had already been contracted to cut down some dead or dying trees. While they were onsite District Manager asked them to cut down some additional trees that were damaged from the storms. The invoices for this work were received just after the final reports were prepared for this month's Board meeting. Theses invoices are due October 1<sup>st</sup>, therefore, the District Manger let the Board know that she plans to have these invoices paid prior to the next meeting.

Trustee Reed asked if our seasonal staff is still working. District Manager concurred and indicated that they will be here until the end of October or early November.

President Hansen asked if the trees that were cut have been replaced with new trees. District Manager indicated that Central Tree only removes trees and does not replant. They did give her some suggestions on what to replant if desired.

Motion was made by President Hansen and seconded by Trustee Reed to approve the Manager's report. The motion passed after a roll call vote; President Hansen, Trustee Reed and Trustee Ruzanski voted aye.

**Engineer's Report:**

Bob Doeringsfeld of Applied Technologies (ATI) provided a written report and a verbal summary of some of the items that they are currently working on. These items are as follows:

- 1) Barium Discharge Limits – ATI has drafted a memo that the District Manager sent to the Villages of Lake in the Hills and Huntley. They are planning for a meeting with the Villages to discuss. ATI will assist the District in developing a local limit for discharges of barium into the sanitary system.
- 2) Treatment Plant Pavement – ATI solicited quotes for seal coating of the rear entrance drive. The most advantageous quote came from Rose Paving for just under \$7,500. They are scheduled to complete the work on Saturday, September 25<sup>th</sup>. Staff and vendors at the plant will be able to drive on it by Monday so there will be no disruption to work flow. A plan for other payment project(s) are in development and a proposed budget will be generated.
- 3) Holding Tank Refurbishment Project – Today, ATI brought in their structural engineer to examine the area where the tank is weeping. A memo will be prepared so they can work on a repair plan.

**Lake in the Hills Sanitary District  
Board of Trustees Regular Meeting Minutes  
September 16, 2021**

**Attorney's Report:**

District Attorney did not have a report, however, she did reiterate the conversation that she brought up last month about the attorneys who file lawsuits against governments who are over funded. District Manager stated that she is aware of this and has plans for any surplus funds. District Treasurer further added that we plan to use any surplus in the Governmental Funds to pay down the underfunded pension liability. This plan has been noted in the minutes and the District Manager has also prepared an internal memorandum stating such.

**Unfinished Business:**

None.

**New Business:**

Discussion took place regarding the backwash water rates charged to the Villages of Huntley and Lake in the Hills. District Manager did some research to compare what the Villages pay versus what a typical resident would pay. Based on this research, she would like to increase the backwash water rates charged to the Villages from \$1.09 to \$2.25 per thousand gallons. This would be done incrementally over a 3 year period. She has notified both the Village of Huntley and Lake in the Hills that this is being discussed.

**Executive Session:**

President Hansen made a motion that the Board go into executive session to discuss the 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). Motion was seconded by Trustee Reed. On a roll call vote, President Hansen and Trustees Reed and Ruzanski voted aye. Bob Doeringsfeld left the room and the Board entered executive session at 8:03pm.

**Regular Meeting Reconvened:**

Motion was made by President Hansen and seconded by Trustee Reed to reconvene the regular meeting. On a roll call vote President Hansen and Trustees Reed and Ruzanski voted aye. The regular meeting was reconvened at 8:15pm. Also present at the reconvened meeting were District Manager Tamara Mueller, Assistant District Manager Mike Nelson, District Attorney Ann Williams and District Treasurer/Clerk Karen Thompson.

**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 8:16pm.

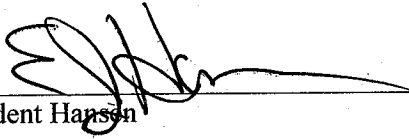
Lake in the Hills Sanitary District  
Board of Trustees Regular Meeting Minutes  
September 16, 2021

Respectfully Submitted,



Karen Thompson,  
District Clerk

APPROVED this 21<sup>st</sup> day of October, 2021.



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President Hanson