

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting Minutes
May 19, 2022**

New Trustee Matt Irsay was sworn in by the District Clerk

Pledge of Allegiance

Public Hearing – Budget and Appropriations for Fiscal Year May 1, 2022 through April 30, 2023

Roll Call:

The public hearing was called to order by acting President Jessica Reed at 7:00pm at the Sanitary District offices located at 515 Plum Street. Roll call was answered by acting President Jessica Reed, Trustee Russ Ruzanski and Trustee Matt Irsay.

Also present at the public hearing were District Manager Tamara Mueller, Assistant District Manager Mike Nelson, District Engineer Bob Doeringsfeld of Applied Technologies, Attorney Ann Williams of Storino Ramello & Durkin and District Treasurer/Clerk Karen Thompson.

Public Comments:

None.

The Budget and Appropriations for Fiscal Year May 1, 2022 through April 30, 2023 was presented.

District Manager stated that she only increased the total budget by \$96,000.00 over last year's budget. She further elaborated that she increased the principal expense for the 2008 Debt Certificates to account for the early redemption pay off. She also increased salaries to accommodate for the raises that were approved last month. There were a few categories that were reduced as well, but most stayed the same.

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

The public hearing was adjourned at 7:03pm.

Board of Trustees Regular Meeting

Roll Call:

The regular meeting was called to order by acting President Jessica Reed at 7:03pm at the Sanitary District offices located at 515 Plum Street. Roll call was answered by acting President Jessica Reed, Trustee Russ Ruzanski and Trustee Matt Irsay.

Also in attendance at the Sanitary District offices were District Manager Tamara Mueller, Assistant District Manager Mike Nelson, District Engineer Bob Doeringsfeld of Applied Technologies, District Attorney Ann Williams of Storino, Ramello & Durkin and District Treasurer/Clerk Karen Thompson.

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Approval of Minutes:

Motion was made by Trustee Ruzanski and seconded by Trustee Irsay to approve the minutes of the Regular Board Meeting of April 21, 2022 as presented. On a roll call vote, acting President Reed and Trustees Ruzanski and Irsay voted aye.

Public Comments:

None.

Presentation by RES for Crystal Creek Reach 7:

Steve Zimmerman from the ecological restoration company RES (Resource Environmental Solutions) provided a presentation regarding section 7 of Crystal Creek. Most of this area is owned by the District, however, a small section is owned by either a resident or by MCCD. He provided photos showing the current condition of the creek and of other restoration projects they have completed in the area. Should the Board wish to pursue this project, the District would be able to apply for an EPA 319 grant. If approved for this grant, 60% of the project cost would be covered. The estimated current cost is around \$500,000. Mr. Zimmerman indicated that if the project were done as a design/build and we did not go out to bid he would do the grant application paperwork at no charge. Some discussion took place regarding a bid waiver and the benefits of doing this project.

Consent Agenda:

- A. Approval of Ordinance No. 414, An Ordinance for the Combined Budget and Appropriations for Fiscal Year May 1, 2022 through April 30, 2023.
- B. Approval of writing off uncollectable residential accounts per staff's recommendation.

Motion was made by Trustee Ruzanski and seconded by Trustee Irsay to approve the Consent Agenda as presented (Items A and B). On a roll call vote, acting President Reed and Trustees Ruzanski and Irsay voted aye.

Specific Agenda:

- A. Voting for President and Vice President.

Motion was made by Trustee Ruzanski to appoint Jessica Reed as Board President and himself, Russ Ruzanski, as Vice President. Motion was seconded by Trustee Irsay. On a roll call vote, acting President Reed and Trustees Ruzanski and Irsay voted aye to appoint Jessica Reed as President and Russ Ruzanski as Vice President (Item A)

- B. Approval to pursue applying for a 319 grant for Crystal Creek Reach 7 Restoration Project.

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Motion was made by President Reed, seconded by Trustee Irsay to approve Item B. District Manager asked the Board if they wish to consider a bid waiver and if they would like this item on next month's agenda. The Board concurred and suggested that this item be on the Specific Agenda for next meeting. On a roll call vote President Reed, and Trustees Ruzanski and Irsay voted aye to pursue applying for a 319 grant for Crystal Creek Reach 7 Restoration (Item B).

- C. Approval of Ordinance No. 415, An Ordinance providing for the redemption and payment of the outstanding Debt Certificates, Series 2008, of the Lake in the Hills Sanitary District in advance of maturity.

Motion was made by President Reed, seconded by Trustee Ruzanski to approve Item C. District Manager added that the District will save \$100,000 in interest by paying these off early. On a roll call vote, President Reed and Trustees Ruzanski and Irsay voted aye to approve Ordinance No. 415 providing for the redemption and payment of the outstanding Debt Certificates, Series 2008 (Item C).

Treasurer's Report:

District Treasurer presented final written copies of the April 2022 Treasurer's reports and provided a verbal summary of some of the receipts and expenses. She further added that April 30th ended the District's fiscal year.

She stated that we received the schedule for the 2022 distribution of property taxes from the County. The first distribution is to start on May 31st.

She also stated that in April the IMRF expenses were higher than the preceding month. This is because we used the remaining portion of the budget to pay down the District's underfunded pension liability. A total of \$40,820.38 was used for this purpose.

Motion was made by Trustee Ruzanski, seconded by Trustee Irsay, to approve the April 2022 Treasurer's reports. On a roll call vote President Reed and Trustees Ruzanski and Irsay 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 Trustee Irsay and seconded by Trustee Ruzanski to approve the List of Bills for payment totaling \$406,624.98 of which \$68,345.98 is from the Governmental Funds, \$304,458.36 is from the Operations and Maintenance Funds, \$33,820.64 is from the Construction Funds, and \$0.00 is from the Bond and Interest Funds.

The motion passed after a roll call vote; President Reed and Trustees Ruzanski and Irsay voted aye.

Manager's Report:

District Manager presented a written copy of the April 2022 Manager's Report and provided a verbal summary.

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There were no emergency call outs in April.

We are continuing to investigate inflow and infiltration (I & I) with a goal to have it reduced to as close to zero as possible. Fortunately, we do not have a lot of I & I compared to other treatment facilities, however, we do not want to waste resources to treat storm water. That is why it is so important to keep up with these efforts.

The alum line to the splitter box has been completed and is operational. The IEPA has been notified. The District's new permit was effective May 1st.

Motion was made by President Reed, seconded by Trustee Ruzanski to approve the April 2022 Manager's report. On a roll call vote, President Reed and Trustees Ruzanski and Irsay voted aye.

Engineer's Report:

District Engineer, Bob Doeringsfeld of Applied Technologies 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) Front Entrance Drive Reconstruction – This construction has started. Installation of the curb and the manhole chimneys was completed on May 12th & May 13th. The contractor created a dust issue on some of the cars parked in front of the office. They offered car washes to remediate this. Should there be any lasting issues, ATI will make sure the contractor is aware and offers a solution.
- 2) Village of Lake in the Hills – District Engineer and District Manager attended a kick off meeting for a development the Village is considering for the area around Pyott Rd & the airport. The District does currently have some sizeable sewers in that area with very little flow. There are some significant challenges with that area.
- 3) Disc Filter Replacement Project – ATI is working with District staff to develop the intended scope, construction cost estimates and possible funding mechanisms. A task order will be presented at the June meeting.
- 4) Septage Receiving Station – ATI has been investigating options for replacement of the existing Lakeside unit. The District requires a simpler piece of equipment and there is a package installed at the Old Mill Creek Plant that District staff could tour.
- 5) Smoke Testing – ATI has been working with the District Manager to develop a smoke testing task order for the area tributary to the Dam Lift Station.

Attorney's Report:

None.

Unfinished Business:

None.

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New Business:

None.

Adjournment:

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

The meeting was adjourned at 8:17pm.

Respectfully Submitted,

KT

Karen Thompson,
District Clerk

APPROVED this 16th day of June, 2022.

Jessie Reed
President Reed