

**Lake in the Hills Sanitary District  
Board of Trustees Regular Meeting Minutes  
September 15, 2022**

**Pledge of Allegiance**

**Roll Call:**

The regular meeting was called to order by President Jessica Reed at 7:00pm at the Sanitary District offices located at 515 Plum Street. Roll call was answered by 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, and District Treasurer/Clerk Karen Thompson. District Attorney Ann Williams of Storino, Ramello & Durkin was not in attendance during roll call but arrived at 7:07pm during the Auditor's presentation.

**Approval of Minutes:**

Motion was made by Trustee Ruzanski and seconded by Trustee Irsay to approve the minutes of the Regular Board Meeting of August 18, 2022 as presented. On a roll call vote, President Reed and Trustees Ruzanski and Irsay voted aye.

**Public Comments:**

None.

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

District Auditor stated that the audit is a clean, unmodified opinion which means that the financial statements are materially representative of the position at the end of the year as well as of the activities over the course of the year. There were not many major changes implemented in 2021-2022. He continued by highlighting some of the pages in his financial report. Additionally, he stated that District staff was very accommodating during the audit and that the paperless A/P process implemented by District Treasurer is ahead of many other small municipalities which makes the District's process more efficient than most.

Some additional conversation took place regarding the cost of future plant maintenance, repairs and capital improvements; having a plan for such; and about having enough cash on hand to fund those things.

**Consent Agenda:**

- A. Review and release of closed meeting minutes from March 17, 2022.

Motion was made by Trustee Irsay and seconded by Trustee Ruzanski to approve the Consent Agenda as presented (Item A). On a roll call vote, President Reed and Trustees Ruzanski and Irsay voted aye to approve the Consent Agenda as presented and release the closed meeting minutes from March 17, 2022.

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**Specific Agenda:**

- A. Approval of the Lake in the Hills Sanitary District's Annual Financial Report for the Year Ended April 30, 2022, as presented by George Roach & Associates.

Motion was made by Trustee Ruzanski and seconded by Trustee Irsay to approve Specific Agenda Item A. On a roll call vote, President Reed and Trustees Ruzanski and Irsay voted aye to approve Specific Agenda Item A as presented and approve the Annual Financial Report for the Year Ended April 30, 2022.

- B. Approval of the Annual Treasurer's Report for Fiscal Year 2021-2022.

Motion was made by Trustee Ruzanski and seconded by Trustee Irsay to approve Specific Agenda Item B. On a roll call vote, President Reed and Trustees Ruzanski and Irsay voted aye to approve Specific Agenda Item B as presented and approve the Annual Treasurer's Report for Fiscal Year 2021-2022.

- C. Approval of Ordinance No. 417 - An Ordinance Abating the Taxes Levied for the Year 2022 to Pay General Obligation Bonds, Series 2014.

Motion was made by Trustee Ruzanski and seconded by Trustee Irsay to approve Specific Agenda Item C.

District Manager added that if we wanted to avoid having to pass this Ordinance each year we could create an Ordinance that would abate the taxes through 2037, which is the year referenced in the original documents. With the current condition of the economy and the unforeseen future, she wasn't sure if we wanted to do that. It was decided that we would revisit this topic in the future.

On a roll call vote, President Reed and Trustees Ruzanski and Irsay voted aye to approve Specific Agenda Item C as presented and approve Ordinance No. 417 – Abating the Taxes Levied for 2022 to Pay General Obligation Bonds, Series 2014.

- D. Award of the Sludge Storage Building Modifications to Martam Construction, Inc. in the amount of \$992,970.00.

Motion was made by Trustee Irsay and seconded by Trustee Ruzanski to approve Specific Agenda Item D.

District Engineer indicated that the prior estimates that were prepared back in May anticipated the project cost would be \$650,000.00. This estimate was low due to various factors including rising inflation and the increased cost of concrete. We received five bids and all five were within the same price range. He doesn't believe that we would get lower bids if we waited to rebid it in the spring as the cost of materials and labor continue to increase.

On a roll call vote, President Reed and Trustees Ruzanski and Irsay voted aye to approve Specific Agenda Item D as presented and award the Sludge Storage Building Modifications project to Martam Construction in the amount of \$992,970.00.

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**Treasurer's Report:**

District Treasurer presented final written copies of the August 2022 Treasurer's reports and provided a verbal summary of some of the receipts and expenses.

She further added that the Certificate Fund bank account was closed on August 18, 2022. The balance of \$26,565.38 plus \$6.99 in interest was transferred into the O&M bank account on August 18<sup>th</sup>. She has the paper trail of these transactions should anyone wish to view them.

Motion was made by Trustee Ruzanski and seconded by Trustee Irsay to approve the August 2022 Treasurer's reports as presented. 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.

She further noted a correction to the list of bills. The invoice from Xylem Water Solutions is going to be expensed to Plant Equipment instead of Collection System. Also, this invoice amount should be \$39,245.00 instead of \$39,215.00. The list of bills that President Reed will sign has been adjusted; however, the changes were not made before the Board packets were distributed.

Motion was made by Trustee Irsay and seconded by Trustee Ruzanski to approve the List of Bills as presented, but with the adjustments to the invoice from Xylem Water Solutions as stated by the District Treasurer. The total approved for payment with the adjustment to the Xylem invoice is \$327,674.33 of which \$23,229.26 is from the Governmental Funds, \$254,551.32 is from the Operations and Maintenance Funds, \$0.00 is from the Construction Funds, and \$49,893.75 is from the Bond and Interest Funds.

The motion passed after a roll call vote; President Reed and Trustees Ruzanski and Irsay voted aye to approve the list of bills as amended.

**Manager's Report:**

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

There were no residential emergency call outs in August; however, we did have an SSO (sanitary sewer overflow) which was from the 2.44" of rain we received within a few hours. She provided the Board with a graph showing additional detail. No homes were backed up, but we will investigate further. We also realized that some of the lake is coming into the sewer pipes in high rain events and she provided a photo of this. Smoke testing will be done and based on our findings, a lining repair will probably need to be done.

The air leaks have been repaired and as a result the digesters are working better.

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On September 30<sup>th</sup> we will be hosting a ComEd SEM workshop onsite. The District is saving even more energy than last year. It looks like the District will receive between a \$30,000.00 and \$40,000.00 rebate check from ComEd on top of all of the additional savings we have seen in our bills.

Motion was made by Trustee Irsay, seconded by Trustee Ruzanski, to approve the August 2022 Manager's report as presented. 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 – We are waiting for the schedule from Maneval to finish the asphalt. District Engineer has requested that the asphalt be completed before September 30<sup>th</sup> which is when the District is hosting the ComEd SEM workshop. The original contract had a September end date so we may have to do a change order to move the contract dates if needed.
- 2) Blower Air Line –The repairs to the air line gasket leaks have been completed.
- 3) Barium Discharge Limits – District Engineer did not receive anything from the Village of Huntley this month regarding their barium usage.
- 4) Task Order 22-02 Sludge Storage Building Modifications – No further updates were provided as this was discussed in depth during the Specific Agenda award (Item D).
- 5) McHenry County DOT Project on Randall Road - The first part of this project was south of Algonquin Road and now they are making improvements from Acorn Lane north to Miller Road. A coordination meeting was held a week ago, which was the first time they have communicated with the Sanitary District about this project. The original report was done in 2007. They want us to move 3,900' of pipe in a wetland that is 15' deep. The new road may have 30' deep pilings, which could damage the existing sewer. This would be a very expensive project. The Trustees may need to be involved in some of the future communication. The MCDOT's plan is to bid next spring, which means the District's pipe would need to be moved by next year. District Manager asked the District Engineer to explain why the District may have to pay to move our sewer. District Engineer explained that from prior projects he has found that the MCDOT has the right of way and any utilities within their right of way lease and are not granted easements.

**Attorney's Report:**

None.

**Unfinished Business:**

None.

**New Business:**

None

**Adjournment:**

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

The meeting was adjourned at 8:05pm.

Respectfully Submitted,



Karen Thompson,  
District Clerk

APPROVED this 20th day of October, 2022.

  
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President Reed