

**Lake in the Hills Sanitary District
Board of Trustees Regular Meeting & Decennial Committee Meeting Minutes
July 20, 2023**

Regular Meeting

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, District Attorney Ann Williams of Storino, Ramello & Durkin and District Treasurer/Clerk Karen Thompson.

Approval of Minutes:

Motion was made by Trustee Irsay, seconded by Trustee Ruzanski to approve the minutes of the Regular Board Meeting of June 15, 2023 as presented. On a roll call vote, President Reed and Trustees Ruzanski and Irsay voted aye.

Public Comments:

None.

Consent Agenda:

None.

Specific Agenda:

None.

Treasurer's Report:

District Treasurer presented final written copies of the June 2023 Treasurer's reports. She provided additional detail on a couple of line items.

Motion was made by Trustee Ruzanski and seconded by Trustee Irsay to approve the June 2023 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 and pointed out a new vendor that we have on our list of bills

Motion was made by Trustee Irsay and seconded by Trustee Ruzanski to approve the List of Bills as presented. The total approved for payment is \$209,864.27 of which \$21,893.08 is from the Governmental Funds, \$187,971.19 is from the Operations and Maintenance Funds, \$0.00 is from the Construction Funds, and \$0.00 is from the Bond and Interest Funds.

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

Manager's Report:

District Manager presented a written copy of the June 2023 Manager's report and verbally provided some additional detail.

She highlighted the following items:

- There was one residential call out in June and it was not the District's issue.
- In June District staff cleaned and root cut 4,100' of sewer lines and televised 37 manholes.
- Some district staff attended a sewer jetting course.
- We have hired a new maintenance staff member. He has his diesel certification from Universal Technical Institute and previously worked for the District a few years ago as seasonal summer help.
- We are almost done going through the District's documents that have been onsite for decades. The next step will be to quantify it and then we will seek approval from the State for destruction.
- The tax levy will be on the agenda for next month. President Reed is hoping to abate. District Manager recommends that we levy flat, as we have done in the past. If the Board wishes to abate that would be done in September and the District Manager believes that is something we could do.
- The septic receiving unit has been delivered. Next week AMS will put in the ethernet for the controls. The controls are expected in early August. We are hoping to have the new unit up and running by late August or early September.
- We did have a staff member get injured onsite in June. Current staff has been covering for her and doing her job. We are hoping she will be able to return in a couple of weeks.

Motion was made by Trustee Ruzanski, seconded by Trustee Irsay, to approve the June 2023 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. Task Order 23-01 Sludge Storage Building Modifications – There have been no updates. The material for the gutters is still delayed. They are supposed to start on Monday and he will reach out to the contractor to confirm.
2. McHenry County Division of Transportation (MCDOT) Randall Road Project – The IGA has been received. It has been reviewed by District Manager, District Attorney and District Engineer and they provided comments. Exhibit B of the IGA outlines who is responsible for each part of the project. The County is responsible for anything in the current easement. Manholes will need to be raised and moved and sewer pipe relocated. Estimated costs to the District are around \$350,000.00. He requested that the County's 10% engineering fee be

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- removed. This is a fee that is charged to all entities to work with IDOT for submittal paperwork and such. Upon further review he does not believe that it would be cheaper to handle in house.
3. District Sanitary Sewer Lining – There was a pre-construction meeting on July 13th. The project manager from National Power Rodding seemed well-informed about the project. The contractor will start with some televising and cleaning. Anticipated time to complete the project is 2 weeks. District Engineer is preparing a mailing to the residents to notify them of this upcoming project.
 4. Septic Receiving Station – The mechanical equipment has arrived. The control equipment will come in August.

District Engineer further added that there is a conference in September in St Charles sponsored by the Illinois Association of Wastewater Agencies. At this conference there is a trustee roundtable. Should any trustee be interested in attending he can get some additional information.

Attorney's Report:

None.

Unfinished Business:

None.

New Business:

None.

Adjournment:

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 7:23pm.

Decennial Committee Meeting:

The Decennial Committee Meeting was called to order by President Reed at 7:24pm at the Sanitary District offices located at 515 Plum Street. Roll call was answered by President Jessica Reed, Trustee Russ Ruzanski, Trustee Matt Irsay and committee members John Murphy and Steve Zelten. Also present 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.

New Business:

The draft outline that we received from Attorney Wolf was presented. The committee discussed each item on the outline and provided suggestions and comments. A printed copy of the District's Rules and Regulations was available. District Manager advised that these Rules and Regulations can also be found

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on the District's website. It was decided that the committee would meet again after the adjournment of the February 2024 Regular Board Meeting.

Adjournment:

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

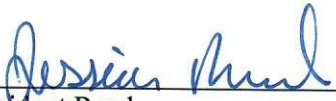
The committee meeting was adjourned at 8:07pm.

Respectfully submitted,

KT

Karen Thompson,
District Clerk

APPROVED this 17th day of August, 2023.



President Reed